



The CJJ Bulletin



Official Newsletter of the Criminal Justice Institute
A Division of the University of Arkansas System

Maintaining Quality and Excellence in Arkansas Law Enforcement

Message from the Director Dr. Lee Colwell

“...the Criminal Justice Institute strives to lend support for the professional development of the men and women who comprise Arkansas law enforcement and criminal justice communities.” This portion of the Criminal Justice Institute’s Mission Statement truly reflects our commitment in assuring the best possible educational and training opportunities to law enforcement officials. This is especially true as we enter the final year of this century, and are confronted with a surge of educational challenges.

The fast-paced “Information Age” is ever-changing and developing. Year after year information becomes rapidly outdated. There is a constant need to maintain higher levels of competency and job knowledge. This is particularly true within the field of law enforcement. The Criminal Justice Institute recognizes the challenge of keeping up with new information and technology. In our commitment to assist the law enforcement community in the state of Arkansas, we provide timely educational opportunities, management support systems for rural agencies, policy development, as well as research and computer assistance.

With these educational demands in mind, we continuously strive to broaden our range of services. At present, the Institute is work-

ing with two-year institutions to develop an associate’s degree in law enforcement. To ensure greater accessibility and reduce program costs, our plans for this degree curriculum include its delivery via the Internet. Currently, the Criminal Justice Institute endeavors to create a quality curriculum that best meets the needs and requests of law enforcement officials. Continuous review and refinement of this curriculum allows us to fulfill the high standards of those we serve.

The Criminal Justice Institute provides a unique opportunity for officials in Arkansas and the nation, as the Institute is a first of its kind entity. We are pleased to assist our law enforcement community in facing their educational needs in today’s “Information Age.” And we also look forward to assisting you in meeting tomorrow’s technological and educational challenges.

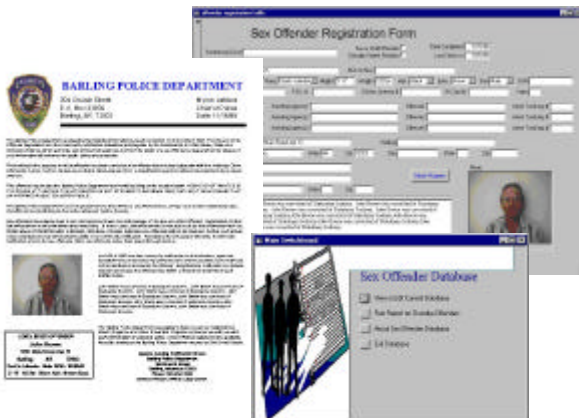
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Sexual Offender Database Developed

Larry Taylor, a micro-computer specialist at the Criminal Justice Institute, has created a program to aid in the registration and tracking of sex offenders in accordance with Section 13 of Act 989 of 1997.

This program enables departments to enter information about the sex offender along



with a photo. This data can be modified later as information about the offender changes. Through the use of a menu and "point and click" buttons the department is able to produce the Community Notification Report, the 14 day Warning Report and Overdue Registration Report. The Registration Input Form allows the department to quickly enter, modify or search the information contained in the database.

The Community Notification Plan is a form that the offender and department representative must sign informing the offender that the information will be released to the community after 14 days. The Community Notification Report is a standard form that contains the necessary information about why this information is released, detailed information about the offender including a photo and information on who to contact at the department should a problem occur.

The Overdue Report searches the database for offenders who have not re-registered with the department after 180 days. The report includes a photo and cur-

rent information about the offenders who have not registered as required.

This program is designed to be modified with the department's information and can run on any Windows 95 machine with 16mb of Ram and 10mb free of hard drive space. This program is available free of charge to any law enforcement department by request. To request a copy of the program or for more information please contact Larry Taylor by phone at (501) 565-8000 / (800) 635-6310 or by email at lctaylor@cji.net.

Governor's Law Enforcement Legislative Agenda

On December 17, 1998, Governor Mike Huckabee hosted a conference to ask law enforcement personnel what issues need to be discussed in the upcoming legislative session. The Governor's Law Enforcement Legislative Agenda was held at the Criminal Justice Institute, and 90 law enforcement personnel from police departments, sheriff's offices and criminal justice agencies from the state of Arkansas participated.

Participants were divided into focus groups and discussed a variety of topics, which included juvenile crime, drug enforcement, a satellite crime lab and training centers and statewide communications systems. The recommendations made by these focus groups will assist in providing funding for criminal justice agencies where it is most needed.

Computer Courses

February 1999

Introduction to the Internet
Introduction to Microsoft Office

March 1999

Introduction to Computers
Windows '95

April 1999

Introduction to the Internet
Windows '95

The Season of Giving

This Christmas season, the staff at the Criminal Justice Institute adopted 15 residents living at the Four Oaks Living Center



CJJ staff members (L to R) Cassandra Gilbert, Lonnie Garrison, Deborah Flowers, Allison Miles, Stephanie Chudy, Conni Gunter, Bob Glick and Carla McDaniel (not pictured) deliver gifts to the Four Oaks Nursing Home this Christmas season.

in Little Rock. The staff gave donations, which were used to buy gifts for these residents. The residents were chosen based on need; the adoptees rarely, if ever, have any visitors or are in need of basic necessities.

On December 18, 1998, several CJJ staff members delivered the gifts and visited with the nursing home adoptees; Christmas car



(L to R) Allison Miles, Cassandra Gilbert and Conni Gunter pose with a new friend, Johnny Russell, who is a resident at the Four Oaks Living Center.

ols were also sung. As stated by staff member Conni Gunter, "I am convinced that each of us walked away from that experience feeling as if we had made a significant contribution." The experience was one that will not

soon be forgotten by the staff members; more importantly, one that will not be forgotten by the friends made at the nursing home.

Task Force Training Available

Specialized training for law enforcement personnel serving on drug task forces is available through the Center for Task Force Training (CentTF) Program, administered by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. No registration or tuition fee is required, and participants may be eligible to receive Peace Officer Standards and Training (POST) credit for attendance. For more information regarding these workshops, contact the Institute for Intergovernmental Research, P.O. Box 12729, Tallahassee, FL 32317; 1-800-446-0912, ext. 267 or 334; 1-850-385-0600, ext. 267 or 334; fax: 1-850-385-4563; <http://www.iir.com/centf/centf.com>.

Internet Users Manual Available

The Rural Law Enforcement Internet Users Manual is now available for download on the CJJ/NCRLE Website. This project was supported by a grant awarded by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice.

The Internet Manual is a valuable resource that covers sending and receiving e-mail, definitions and information concerning the World Wide Web, searching the Web, recommended websites, frequently asked questions and much more. Simply visit the CJJ/NCRLE Website at www.ncrle.net or if you have questions or comments, please contact Jimmy Nobles at the Criminal Justice Institute at 501-570-8000 or by e-mail at jwnobles@cji.net.

RLEC Services

Model Policy Manuals

Model Policy Manuals, Detention Manuals and Dispatcher Manuals may be requested through our website at www.cji.net and are available on disk or in hard copy form. For more information on how these Model Policy Manuals can assist you and your officers, contact Jimmy Nobles at (501) 570-8058.

Dispatcher Manual Revised

The Dispatcher Manual has been completely revised and is ready for distribution. This new Dispatcher Manual may be requested through our website at www.cji.net and is available on disk, as an e-mail attachment or in hard copy form by contacting Allison Miles at (501)570-8061.

Job Analysis/Job Description Formation

A job analysis results in the development of job descriptions for each position in the agency. For more information on getting a job analysis of your agency, call Harold Stuart, (501) 570-8064.

Entry-Level and Promotional Testing

The Criminal Justice Institute conducts entry level and promotional testing for police and sheriff's departments within the State of Arkansas at no cost to the departments.

Entry level includes police officers, deputy sheriffs and correctional officer I positions. Promotional testing encompasses tests for the positions of Corporal, Sergeant, Lieutenant and Captain. Test proctors/examiners are provided by CJI and are experienced in the field of testing. For more information on how these tests can benefit your employee selection process, call Harold Stuart at (501) 570-8064 or Allison Miles at (501) 570-8061.

Law Enforcement Management Education Center

February 1999

Principles of Supervision
Courtroom Testimony
Eyewitness Confessions
Update of Arkansas Legal Decisions
Managing High Risk Incidents
Managing the Interview & Interrogation Process
Advanced Principles of Supervision
Domestic Terrorism & The Patriot Movement
Advanced Jail Supervision
Managing a Child Molestation Investigation
Line of Duty Death Analysis

March 1999

Value Driven Leadership
Managing the Interview & Interrogation Process
Courtroom Testimony
Managing High Risk Incidents
Line of Duty Death Analysis
Update of Arkansas Legal Decisions
Successful Grant Writing
Stress Management
Motivation
Law Enforcement Public Information Officer

April 1999

Courtroom Testimony
Managing High Risk Incidents
Direct Jail Supervision
Managing the Interview & Interrogation Process
Domestic Violence
Update of Arkansas Legal Decisions
Successful Grant Writing
Line of Duty Death Analysis

Forensic Science Courses

February 1999

Forensic Evidence for Law Enforcement
Advanced Crime Scene Photography
Latent Print Processing

March 1999

Impression and Trace Evidence

April 1999

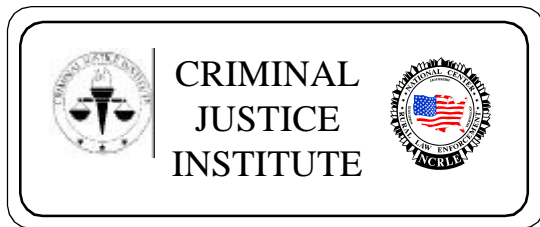
Biological Evidence

Check the CJI Schedule of Courses for location and dates. For a copy of the CJI Schedule of Courses, call (501) 570-8000 or (800) 635-6310 or pick up a copy at the Institute.

CJI License Plates

CJI License Plates are available for **\$7.50**. The license plates are aluminum and have both the CJI and NCRLE and logos. Please send checks, **payable to University of Arkansas Foundation/CJI, to:**

**Criminal Justice Institute
Attn: Stephanie Chudy
7723 Asher Avenue, Suite B
Little Rock, AR 72204**



The CJI Bulletin

The CJI Bulletin is published for law enforcement officials throughout Arkansas.



*Where Management Theory
Ends and Leadership Begins*

Mailing Address:

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7723 Asher Avenue, Suite B
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If you have news about interesting events occurring in Arkansas law enforcement, please contact Stephanie Chudy at 501-570-8000.

All material submitted is subject to approval and space availability.

CJI Directory

Website: <http://www.cji.net>
Switchboard Number: 501-570-8000
Fax Number: 501-565-3081

Director's Office 501-570-8021
 Special Project Requests

Law Enforcement Management Center 501-570-8041
 Course Scheduling and Registration
 Special Education Requests
 DWI/DRE Course Coordinator

Rural Law Enforcement Center 501-570-8061
 Policy and Procedures Development / Assistance
 Entry and Promotional Testing Administration
 Job Task Analysis
 Job Description Formation

National Center for Rural Law Enforcement 501-570-8044

Forensic Science Education Center 501-570-8052
 Forensic Course Development
 Forensic Course Registration

Computer Services Unit 501-570-8058
 Management Information Systems

Crime and Justice Resource Center 501-570-8072
 Crime and Justice Statistics
 Criminal Justice System Research for Law Enforcement
 Grant Writing and Submission for Law Enforcement

Learning Resource Center 501-570-8079
 Reference Books
 Educational Video Tapes



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National Center for Rural Law Enforcement
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