



STATE OF NEW YORK • EXECUTIVE DEPARTMENT  
**STATE COMMISSION OF CORRECTION**  
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CHAIRMAN  
Thomas A. Beilein  
  
COMMISSIONERS  
Daniel L. Stewart  
Phyllis Harrison-Ross, M.D.

To: New York State Law Enforcement Executives

From: Chairman Thomas A. Beilein

Date: April 19, 2010

Subject: Handling and Processing of Juveniles Course

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The NYS Commission of Correction and the State of New York Police Juvenile Officers Association are pleased to announce a series of one-day training seminars throughout the state on the Handling and Processing of Juveniles. The training is designed primarily for **patrol officers**. Supervisors and Administrators are also encouraged to attend. Although dedicated juvenile officers may attend this class you are reminded that this will be a basic review and is designed to instruct individuals who are not dedicated juvenile officers. This course is not intended to substitute for the DCJS certified 40 hour basic juvenile officer course.

Instructors will present information on the handling and processing of juveniles. There will be an emphasis placed on Federal Requirements, Relevant State Laws and Regulations, Juvenile Arrest Procedures, Classification of Juveniles, Fingerprinting, Interviewing(OCA approved rooms), Miranda, Record Keeping and Confidentiality. This training is designed to assist officers in understanding the differences between processing of an adult and the processing of a juvenile.

Although we have planned for large enrollment, seats are limited. Therefore, you must receive confirmation on attendance. Please fax or email completed applications as soon as possible.

If you have any questions concerning the training, please contact Correctional Facility Specialist Elisha Hamilton at the address in the letterhead, by email at [Elisha.hamilton@scoc.state.ny.us](mailto:Elisha.hamilton@scoc.state.ny.us) or by telephone at 518-485-2489.



## Handling and Processing of Juveniles Training Application

Agency Name: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: (\_\_\_\_) \_\_\_\_\_

### Commanding Authorization:

Name/Rank: \_\_\_\_\_

Please complete a separate application for each person attending:

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Position:  Police Officer. Rank: \_\_\_\_\_

Peace Officer. Type: \_\_\_\_\_

Other \_\_\_\_\_

Status:  Full-time  Part-time  Volunteer

Other \_\_\_\_\_

\* Information is required to register for classes.

- Utica May 18, 2010
- Albany May 20, 2010
- Plattsburgh May 25, 2010
- Lake Placid May 26, 2010
- Saratoga May 27, 2010
- Johnson City June 8, 2010
- Cortland June 9, 2010
- Oneonta June 10, 2010
- Niagara June 29, 2010
- Buffalo June 30, 2010
- Olean July 1, 2010

- Oswego July 6, 2010
- Watertown July 7, 2010
- Syracuse July 8, 2010
- Newburgh July 20, 2010
- Poughkeepsie July 21, 2010
- Kingston July 22, 2010
- Nassau August 10, 2010
- Suffolk August 11, 2010
- Valhalla September 21, 2010
- Valhalla September 22, 2010
- Pamaona September 23, 2010

The specific location and time will be given upon confirmation of attendance.

Please return or fax this application to:

New York State Commission of Correction

80 Wolf Road, 4<sup>th</sup> Floor

Albany, NY 12205

Fax (518) 485-2467

### Confirm attendance to:

Fax: (\_\_\_\_) \_\_\_\_\_

Note: Staff may e-mail notices if time permits. You must provide a fax number. PRINT clearly!

E-mail: \_\_\_\_\_