



Training Notice

PRESENTER: Jerry Cassady, Department of Justice

TOPIC: Agency CLETS Coordinator (ACC)

DATE: Friday, August 14, 2009

TIME: 10:00 a.m. until 2:30 p.m. (lunch provided)

Registration10:00 - 10:30

Training Session.....10:30 – 1:30

Chapter Business Meeting.....1:30 - 2:30 (open to members and anyone interested in learning more about CLEARs)

LOCATION: Bakersfield Racquet Club
1660 Pine Street
Bakersfield, CA

COST: \$25 members, \$35 non-members

RSVP: ldavis@ci.visalia.ca.us

This is a unique opportunity for hands on training with a DOJ expert. This training will benefit Agency CLETS Coordinators and CLETS users and will cover:

- Primary responsibilities of ACC
- What to expect during DOJ and FBI audits/inspections
- How to ensure compliance with CLETS/CJIS/NLETS/NCIC policies and regulations
- Publications and information available to ACC
- Training and record keeping requirements
- System management (users/terminals/changes/upgrades)