

**MERIDIAN TOWNSHIP POLICE DEPARTMENT
TRAINING PLAN
JANUARY 2026 – DECEMBER 2028**

I. PURPOSE

This document establishes a plan to provide Meridian Police Officers with the skills and knowledge necessary to perform their duties in a safe and professional manner.

II. PHILOSOPHY

It is the philosophy of this Department that well-trained police officers are better prepared and more capable of handling the complex duties required of law enforcement professionals. Furthermore, it is our belief that proper training strengthens professionalism. Training is designed to enhance each officer's proficiency in job related skills through instruction and practice.

This training plan defines those training categories that are mandatory, specialized and enhanced topics for officers. All officers are expected to participate in department training sessions and other training opportunities as is appropriate to their assignment and duties. The Department will train officers toward the goal of demonstrating proficiency.

Whenever practical, Department personnel will be developed as instructors to provide in-service training instruction and to serve as a resource for all personnel.

III. GOALS AND OBJECTIVES

A. General Goals

1. Train officers in specific topics, which will provide them with the skills and information necessary to perform their jobs competently and professionally.
2. Provide training to assist officers in reaching personal, professional and career development goals.
3. Provide training opportunities to our officers consistent with the Department's stated mission, annual goals and daily operation.
4. The training coordinator shall maintain up-to-date records of all training completed by Department employees as outlined in G.O. 246.
5. Complete individual training evaluations for all training topics to assess the applicability and quality of the training.
6. The Department will participate in the Mid-Michigan Police Academy Advisory Committee.
 - a. A supervisory officer will be assigned as a coordinator to the Mid-

Michigan Police Academy.

- b. The Department will utilize the resulting scholarship funds to further the accomplishment of the training goals identified in this plan.

B. Specific Goals – Mandatory Training (In-Service Training Program)

1. Conduct in-service training sessions on a monthly basis throughout the calendar year during a variety of time blocks. (Except: July and August)
2. Sworn employees should complete a minimum of twenty four hours of in-service training annually in alignment with the MCOLES Continuing Professional Education guidelines. Eight of those hours will be in mandated categories and sixteen hours will come from department elected training topics.
3. Utilize Meridian police personnel as instructors whenever appropriate, supplemented by outside instructors as needed.
 - a. Instructors will have attended an instructor level training course in the topic or have demonstrated expertise in the topic based on experience.
4. Prepare, utilize and maintain on file a lesson plan for all in-service training topics provided, to include:
 - a. A cover sheet, which identifies the topic, instructor(s), materials and other items.
 - b. A specific set of learning objectives.
 - c. An instructional outline describing the material.
 - d. Copies of any handout material.
5. It is recommended that certain training topics are accompanied by written or practical examinations to ensure employees can demonstrate proficiency and understanding of the material.

C. Specific Goals – Specialized Training

1. Provide task related training when an officer is assigned to perform a specific job function within the department.
2. External training sources will be used to provide specialized training classes not available in house.

D. Specific Goals – Enhanced Training

1. Provide officers with advanced training opportunities when reasonably

available.

2. Disseminate that information which was gathered during external training sessions with other officers upon return of the attendee.

E. Field Training and Evaluation

1. Maintain the Field Training Program with materials and records to ensure that the program remains current.
2. Develop new Field Training Officers as needed
3. Develop written probationary police officer examinations for departmental procedures and Township ordinances.

F. Firearms Program

1. Maintain the skill of all officers at a level of demonstrated proficiency on the MCOLES firearms proficiency course.
2. Provide varied training techniques and experiences for officers to increase their ability to respond to different situations and threats by utilizing all firearms provided to each officer.
3. Document and keep records on file for each officer.
4. Recommend changes needed to improve the program by monitoring the training. Use a firearms training simulator annually to assist officers in developing their use-of-force decision-making skills.

G. Departmental Instructor Development

1. Develop instructors.
2. Track and maintain certification for Department instructors.

IV. MANDATORY TRAINING

All officers are obligated to complete, at minimum, the 24 hours of in-service training as prescribed on the yearly In-service Training Schedule and mandated by MCOLES. Training type, frequency, and method are listed in Appendix A

Prepared by: Chief Rick Grillo and Lieutenant Ed Besonen March 4, 2026

Appendix A – ALL SWORN TRAINING SCHEDULE

<u>Training Type</u>	<u>Frequency</u>	<u>Method</u>
CPR/AED	Upon Hire/Biennially	Practical
Use of Force Policy and Applicable Laws	Annually	Classroom and Practical – 2 hours
Hazardous Material Awareness	Upon Hire/Annually	Classroom
Blood borne Pathogens	Upon Hire/Annually	Classroom
Hazardous Communications (Employee right to know)	Upon Hire/Annually	Classroom
Defensive Tactics (PPCT, GAGE, EFC)	Upon Hire/Annually	Classroom and Practical
Taser	Upon Hire/Annually	Classroom and Practical
Domestic Violence Investigation & Personal Protection Order Enforcement	Annually	Classroom
Legal Update	Annually/As required	Classroom
LEIN Certification and Security Awareness Training	Within 6 months of hire/Annually	Classroom
ASR and Pepper Ball System	Upon Hire/Biennially	Classroom and Practical
Firearms Training Simulator	Annually	Practical
Precision Driving	Every three years	Practical
Workplace Harassment	Upon Hire/Biennially	Classroom
Bias Based Policing	Upon Hire/Annually	Classroom
Ethics	Every three years	Classroom
Stop Sticks	Upon Hire/Every three years	Classroom
Dealing with Mentally Ill Subjects	Upon Hire/Annually	Classroom
Department's All Hazard Plan	Biennially	Classroom
Temporary Detention	Upon Hire/Biennially	Classroom
Active Violence Incidents	Annually	Classroom and Practical
Verbal De-escalation	Upon Hire/Biennially	Classroom
Holding Facility Training	Upon Hire/Every three years	Classroom
MCOLES Firearms Proficiency Qualification	Annually	Classroom and Practical
Stress Recognition	Upon Hire/Annually	Classroom

Emergency Vehicle Operations	Every three years	Classroom and Practical
Evaluations	Upon Promotion	Classroom

Appendix B – SPECIALIZED TRAINING

Appendix B.1 – Specialized Training: Police Officers

Laser and Radar Certification	<ul style="list-style-type: none"> • Initial Certification: prior to completion of probationary period. • Recertification: Annually as satisfied by: <ol style="list-style-type: none"> (1) 100 hours annual hands use of laser and/or radar, or (2) Current MCOLES recertification requirements
Interview and Interrogation	<ul style="list-style-type: none"> • All officers as scheduling and budget permits • Upon assignment as an Investigator • REID Technique or comparable training preferred
Child Forensic Interviewing	<ul style="list-style-type: none"> • All officers as scheduling and budget permit • Upon assignment as an Investigator
Civil Disorder	<ul style="list-style-type: none"> • For all sworn officers • Basic School – Refresher when available
Accident Investigation: Basic Traffic Crash Investigation	<ul style="list-style-type: none"> • Basic crash investigation skills with be taught by Traffic Crash Investigation Team members to new personnel as appropriate
Accident Investigation: Traffic Crash Investigators	<ul style="list-style-type: none"> • Personnel will attend and pass At Scene Traffic Crash Investigation course through MSP
Specific Instructor Certification	<ul style="list-style-type: none"> • Designed to develop training staff to reduce the need for external trainers • In areas determined by need (PPCT, range, radar, etc.) • As required for specific skill or knowledge areas

Appendix B.2 – Specialized Training: Investigative Assignments

Basic Detective School	<ul style="list-style-type: none"> • Upon Assignment as an Investigator • MSP program preferred
Interview and Interrogation	<ul style="list-style-type: none"> • Upon Assignment as an Investigator • REID Technique Basic • Advance at the needs of the Department
Sexual Assault Investigator	<ul style="list-style-type: none"> • The Department will develop the Investigator assigned experience and knowledge through specialized training in keeping with the best practices

Appendix B.3 Specialized Training: School Resource Officers

School Resource Officer Training	<ul style="list-style-type: none"> • May be part of Fifth Grade Core Curriculum
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Fifth Grade D.A.R.E. Core Curriculum	<ul style="list-style-type: none"> • Upon assignment as a D.A.R.E. officer
T.E.A.M.	<ul style="list-style-type: none"> • Upon assignment as school resource officer
Continuing Education	<ul style="list-style-type: none"> • Annual D.A.R.E. conference
Both Basic/Advanced SRO training	

Appendix B.4 Specialized Training: Supervisors

New Sergeant Orientation	<ul style="list-style-type: none"> • Prior to solo supervision assignments
First Line Supervision	<ul style="list-style-type: none"> • Mandatory: All Supervisors within one year of promotion • Desirable: All officers on active promotion list prior to promotion
Advanced Supervision Class	<ul style="list-style-type: none"> • All Supervisors after probation as schedule permits
Performance Evaluation Training	<ul style="list-style-type: none"> • Prior to conducting evaluations • Every three years
Supervising Investigations	<ul style="list-style-type: none"> • Investigative Sergeant only
Supervising FTO Programs	<ul style="list-style-type: none"> • FTO Supervisor only
Other Supervisory Topics at the discretion of the Department	<ul style="list-style-type: none"> • Counseling and Discipline Techniques • Staff and Command

Appendix B.5 Specialized Training: Canine Handler

- Minimum of 12 hours of maintenance training monthly
- Annual conference or training seminar to maintain North American Professional Canine Handlers certifications
- On duty training sessions as call activity and assigned duties allow

Appendix B.6 Specialized Training: Hostage Negotiation

- Basic hostage negotiation training
- Refresher training which may be the Michigan Association of Hostage Negotiators (MAHN) Conference

Appendix B.7 Specialized Training: Field Training Officers (FTO)

- 40 hours Field Training Officer program (DeWolf)
- Update as needed
- Basic supervision school as resources and scheduling permit

Appendix B.8 Specialized Training: **Evidence Technicians**

- Crime scene investigation

Appendix B.9 Specialized Training: **Special Response Team (SRT)**

- Basic Tactical
 - Upon assignment to SRT
- Advanced SWAT school
- Continuing Education
 - Monthly
 - Annual: Training seminars 2-4 annually in a team setting
- Continued proficiency with specialized weapons

Appendix B.10 Specialized Training: **Background Investigators**

- Background investigator training

Appendix B.11 Specialized Training: **Recruiting Personnel**

- Specialized recruitment training

Appendix B.12 Specialized Training: **Motorcycle Officers**

- Basic motorcycle operator course
- Periodic refresher

Appendix B.13 Specialized Training: **Accreditation Manger, Agency Head, and Assistant**

- MACP Accreditation Manger training within one year of assignment
- Attendance at Police Accreditation Coalition (PAC) as scheduled

Appendix C: ENHANCED TRAINING TOPICS

Appendix C.1: Enhanced Training Topics: **Patrol Topics**

1. Alcohol Enforcement
2. ARIDE and DRE
3. Interview and Interrogation
4. Bicycle training

Appendix C.2: Enhanced Training Topics: **Investigations** (as appropriate to assignment)

1. Homicide School
2. Child Abuse
3. Sexual Assault

Appendix C.3: Enhanced Training Topics: **School Resource Officer**

1. Child Abuse Recognition

Appendix C.4: Enhanced Training Topics: **Command Staff**

1. Leadership and management skill enhancement as needs are identified by the Department to include in part, criminal and civil legal issues, liability concerns, personnel management
2. Staff and Command
3. FBI National Academy

Appendix D: ROLL CALL AND TRAINING

Materials and/or instruction that are generally distributed at the beginning of an officer's shift or via email. Topics will generally include legal or policy updates, officer safety issues and other short duration topics to assist officers in performance of their duties.

Appendix E: MANDATORY TRAINING CIVILIAN PERSONNEL

Appendix E.1: Mandatory Training Civilian Personnel – **All full and part time civilian employees**

<u>Training Type</u>	<u>Frequency</u>	<u>Method</u>
Right to Know	Upon Hire/Annually	Classroom
Blood borne pathogens	Upon Hire/Annually	Classroom
Workplace Harassment	Upon Hire/Biennially	Classroom
LEIN training	Upon Hire/Biennially	Classroom
Security Awareness	Upon Hire/Annually	Classroom
Ethics	Upon Hire/Every three years	Classroom
Bias Influenced Policing	Upon Hire/Annually	Classroom
Stress Recognition	Upon Hire/Annually	Classroom

Appendix E.2: Mandatory Training Civilian Personnel – **Administrative Assistant**

1. Time Management
2. Advanced Computer Courses

Appendix E.3: Mandatory Training Civilian Personnel – **Clerical Staff**

1. MICR Training
2. Federal firearms disqualifiers

Appendix E.4: Mandatory Training Civilian Personnel – **Records Supervisor**

1. Supervisor training
2. Freedom of Information Act training
3. Federal firearms disqualifiers
4. LEIN TAC
5. Evaluation subordinates upon hire

Appendix E.5: Mandatory Training Civilian Personnel – **Property Technician**

1. Basic and Advance Property Room Management
2. Federal firearms disqualifiers

Appendix E.5: Mandatory Training Civilian Personnel – **Cadets**

1. Cadet Orientation Training

Appendix E.6: Mandatory Training Civilian Personnel – **Volunteers**

1. Parking
 - a. Training in appropriate duties anticipated
 - b. LEIN Security Awareness (Upon Hire/Biennially)
2. Records
 - a. Training in appropriate duties anticipated
 - b. LEIN Security Awareness (Upon Hire/Annually)