



Northern California Regional Public Safety Training Authority

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TO: ICI Core Course Student
FROM: Kip Joachim, ICI Class Administrator POST ICI
SUBJECT: CORE COURSE, July 17-28, 2023

June 10, 2023

This letter confirms your enrollment in the POST Institute of Criminal Investigation (ICI) Core Course, July 17-28, 2023. **This class will be held in Room 139 at the Northern CA Regional Public Safety Training Authority, 2409 Dean St., McClellan.** If for any reason you cannot attend this class, call 916-808-1532.

A course schedule is enclosed. Check your calendar to make sure you have the correct dates blocked out for this course. Note that the first session starts **Monday, July 17, 2023 at 8:00 AM**. Please arrive on time. Note also there will be two evening sessions --- **Wednesday, July 19, 2023 from 1:00 – 7:00 PM and Thursday, July 27, 2023 from 3 –7 PM**. Dress for the course is business casual.

For those of you traveling from out of town, the email you and/or your training manager received recommended hotel(s) for lodging. While these hotel(s) may be farther from the course location at NCRPSTA than other lodging options, I **strongly recommend** you stay at the recommended hotel(s) for your personal comfort and evening dining/entertainment choices. Additionally, if multiple students stay at the recommended hotel(s), there may be an opportunity to organize carpools to class.

Design of the ICI Core Course requires a high degree of commitment to fully participate. You will be assigned to investigate a fictitious case during the class. Based on your investigation, you will write a search warrant and affidavit. Some class time will be given to work on the assignment. However, you should plan to spend time outside of class to complete the assignment on time.

NOTE: POST requires that ICI students complete the “Search Warrant Fundamentals” course before coming to class. This course is available on the POST Learning Portal. To access the portal, go to www.post.ca.gov and click on “Learning Portal”.

Please bring a laptop computer to class if possible. A few laptop computers will be available for students who do not have a laptop. We will have printers for your use.

To minimize distractions, we will ask that cell phones and pagers be turned off or to vibrate mode during class. To facilitate your learning during this course, we highly recommend that you notify your supervisor and others you report to about the level of commitment expected of you during this course. You may want to give them a copy of this letter and the course schedule.

I will be coordinating the entire course. I look forward to working with you throughout the two weeks. Please call or e-mail me if you have questions about the program or your participation in it. My e-mail address is: kipjoachim@gmail.com. My cell phone number is 916-825-7942.

Kip Joachim