



THE HUMANE SOCIETY OF THE UNITED STATES

[Humane Society University]

Thank you for your organization's interest in one of our training programs and for inviting Humane Society University (HSU) into your community. HSU, a program of The Humane Society of the United States, conducts workshops across North America in collaboration with The HSUS regional offices. We offer our programs as either a private in-service training for your staff only or as a public workshop open to other agencies and/or any interested individuals. We prefer to have at least 4 – 6 months to prepare and promote a public workshop. It is possible to schedule private in-service trainings on a shorter time frame if HSU's overall schedule allows.

What We Offer

For both private and public trainings, Humane Society University will:

- Provide the instructor/s and pay all instructor fees and expenses including travel, transportation, meals and hotel accommodations
- Cover the cost for workshop materials and/or the reproduction of materials
- Provide certificates of completion for attendees and any follow-up mailings

For trainings open to the public, we additionally:

- Manage registration including collection of monies, as well as mailing confirmations and materials.
- Produce and mail promotional materials which will include your organization's name and logo.
** In order to be environmentally friendly and conserve resources, HSU markets primarily online/via email. If your organization would like HSU to send a hardcopy mailing to your local area, you will need to specifically request a mailing no later than 16 weeks prior to the date of the workshop. The promotional materials, which will include your organization's name and logo, will also be available to your organization as a PDF document, which can be reproduced by your organization for distribution in your area.*
- Promote the training on HSU's website, humanesociety.org/university, in HSUS publications, and at appropriate events, as time allows.
- Provide the cosponsoring agency with complimentary registration(s) (number of tuition waivers will vary based on overall registrations).

What We Ask of Your Organization

In order to host an in-service training for your staff or one open to the public, we ask that your organization:

- Be able to meet minimum attendance requirements with your staff (in-service) or be located in a well populated area so that minimal attendance goals can be reached (public).
- Provide a suitable training room including tables and chairs that will accommodate the desired number of participants; room setup may require table and chairs to be set in a designated pattern.
- Obtain equipment, including audio-visuals, specific to the training, or assist in renting equipment.
- Provide a staff person to check in students onsite and distribute course materials and name tags.
- Appoint a contact person in your organization for all workshop related communications with HSU staff.

If you choose to cosponsor a training open to the public, we also ask your organization to:

- Provide morning and afternoon refreshments (e.g. coffee, tea, bagels in the AM; soft drinks with cookies or brownies for afternoon break/s).
- Arrange with a local hotel/motel to provide reduced rates to workshop attendees, if possible.
- Provide names and addresses of local animal care and control agencies for the purpose of sending promotional materials (preferably in a computer file).
- Provide information on restaurants within close proximity of training site.
- Promote the workshop in the community and encourage attendance, including contacting regional and state associations.

Finally, for trainings open to the public, we prefer that the training venue be within close proximity to a major highway, no more than 30 minutes from a major airport, close to the local hotel/motel for participants to stay, It is recommended to have restaurants within a reasonable travel distance (5 to 10 minutes by car) from the training venue.

Animal Cruelty Investigations Training Details

Training Description

Animal cruelty generally occurs as direct violence or neglect. All 50 states have animal cruelty laws, and 43 of those state laws contain provisions making certain types of cruelty a felony offense. Unfortunately many cases go without convictions or receive a mild sentence each year. In order to strengthen animal cruelty convictions, Humane Society University provides this valuable training to law enforcement, criminal justice, and animal control officers. Our instructors are well-seasoned, highly experienced, and dedicated individuals who will provide a wealth of information to help you win the war against animal cruelty in your community. Participants will learn the about specific state laws and connections with other crimes involved in animal cruelty as well as tips on conducting interrogations when animal cruelty is suspected, and how to build a strong case that will bring successful convictions.

Training Outline

- 1. Introduction to Cruelty and Your State Laws**
 - a. Definitions of Cruelty, Abuse, and Neglect
 - b. State Specific Cruelty Law Review (what it says, how it can be interpreted and applied)
 - c. What you can and can't convict on
 - d. Precedent setting cases for your state
- 2. First Strike: The Connection between Animal Cruelty & Human Violence**
 - a. Animal cruelty's connection with other crimes and violence
 - b. Working with other agencies
 - c. Cross reporting laws and, if it passes, animal abuser registry law
 - d. Offering resources to victims
- 3. Criminal Procedure Issues – How to present cases**
 - a. When and how to obtain a search warrant
 - b. CSI -recognizing & logging evidence
 - c. Necropsies: when to get one and what to discuss with the person performing the necropsy beforehand.
 - d. Seizure, impound, bonding, owner liability, and disposition of seized animals
- 4. Preparing the case for your prosecutor and testifying in court**
- 5. Special Concerns: Choice One (see list below)**
- 6. Special Concerns: Choice Two (see list below)**
- 7. Public/Media Relations**
- 8. Q & A Session**

Special Concerns (please choose 2, each unit is 45 minutes in length):

- Animal Fighting Cases
- Hoarding Cases
- Chaining
- Horse Neglect
- Puppy Mills
- Other Livestock Issues

Instructors

Chris Schindler, Deputy Manager, Animal Fighting Law Enforcement The Humane Society of the United States

Chris Schindler is the Deputy Manager of Animal Fighting Law Enforcement at the HSUS. He has been working in animal protection for eleven years, with expertise specifically in the investigation of animal cruelty and animal fighting. Prior to coming to the HSUS he was the Senior Humane Law Enforcement Officer and Field Supervisor for the Washington Humane Society in Washington, DC. In this capacity he drafted affidavits for search and arrest warrants, testified as an expert witness, supervised all other Humane Law Enforcement Officers investigations and

training, and investigated thousands of animal cruelty complaints including being the lead investigator on all animal fighting cases. Prior to becoming a Humane Law Enforcement Officer Chris was the Head Veterinary and Surgical Technician at an animal hospital and manager at a local Humane Society. In his current role at the HSUS he investigates animal fighting nationally, assists and trains Law Enforcement on proper handling of animal fighting investigations, and testifies as an expert witness for animal fighting cases.

Dale Bartlett, Manager, Animal Cruelty Issues The Humane Society of the United States

Dale Bartlett has worked in animal protection for seventeen years at the national and local levels. As deputy manager for The HSUS' animal cruelty campaign, Dale has worked with law enforcement and prosecutors on hundreds of animal cruelty cases across the nation.

Mr. Bartlett is a nationally recognized expert on animal cruelty issues who has testified before the U.S. Congress and several state legislatures, and has spearheaded successful efforts to pass animal cruelty legislation, both while at The HSUS and previously with the Virginia Beach SPCA in Virginia Beach, VA. Mr. Bartlett has been quoted in local, national and international media on animal cruelty issues, and is a member of the National District Attorneys Association's 15-member Animal Cruelty Advisory Committee.

Instructors' Curricula Vitae are available upon request.

Who Should Attend?

This course is not open to members of the general public, and is geared specifically to legal investigations. **Due to the confidential nature of the material presented in the course, enrollment is restricted to law enforcement officers; prosecutors and judges; and animal control/humane investigators/veterinarians if employed or contracted with a government agency (sheriff's department, police department, health department, etc.).**

Costs and Expenses

Humane Society University generally uses registration fees to help cover our cost (instructor fees and travel expenses (airfare, hotel, miscellaneous travel cost such as taxis, shuttles, and meals) as well as student materials). HSU does not cover lunch, refreshment breaks, or any cost for the training room or A/V equipment. Below are the various options for covering the costs of the training:

1. **Hosting Agency Flat Rate/No Student Registration Fee:**
\$1600 plus \$7 per student
2. **Low Student Registration Fee/Back-up Hosting Agency Matching:**
The student registration fee is set at a rate determined by the hosting agency (ex. \$25). The hosting agency would match the difference between the actual cost of the training and the income gained by HSU through the registration fees. An invoice would be sent to the hosting agency following the completion of the training.
3. **Student Registration fees only/No Hosting Flat Rate:**
HSU sets registration fees based on our average class size of 35 students. With no sponsorship, the registration fee for this training would be \$55 per student.

We also recommend considering financial sponsorship from other sources or organizations. Many hosting agencies are able to find sponsors for the refreshment breaks, lunch, or to go towards the general expenses for the training. If you are able to recruit sponsorship for this training, HSU will include the name or logo of the sponsor with the promotional material if time allows.

Registrations

Humane Society University manages online registrations. Students may also print a brochure from the website and pay by mail (check or charge) or fax (charge only), in addition to online registration with charge card.

Cancellations:

- **By HSU or HSUS:** If the course is cancelled by The HSUS, all tuition, flat rate fees, or sponsorship monies paid will be returned.

- **By the cosponsor:** If the course is cancelled by the cosponsor, the hosting agency shall reimburse HSU for all out of pocket and non-cancelable obligation relating to the cancelled training.
- **By Student:** If a student withdraws prior to the week of the training, the student will receive a 75% refund; within a week, no refund will be issued.

The Host Organization/ Co-sponsor

The host organization (or co-sponsor) can be any local organization involved in animal cruelty investigations sanctioned by a government agency, such as a government operated animal care and control center, police department, or private humane society working with or holding a county contract for humane investigations.

Requirements for a Training Facility

- If you expect attendees from outside your local area, the training facility should be convenient for air travel and near inexpensive hotels/residential facility (such as a dormitory, etc.). The local organization provides HSU with information about local accommodations as well as local travel information, parking, amenities, etc. to share with the instructor(s) and students. If a special hotel rate is able to be arranged by the cosponsor, please send a written copy of the rate agreement from the hotel to HSU.
- Meals are “on your own,” so inexpensive restaurants should be nearby to accommodate different diets.
- The classroom should accommodate at least 40 people, with tables or student desks, so participants can have a place to write and still see the presentation. Tables are required so that students can work in small groups.
- The classroom should be protected from the elements (with heat or air conditioning as required) and have electricity for an LCD projector and possibly a VCR. A projection screen is needed, minimum 6’ by 6’, or larger depending on class size.
- The facility should include an area for refreshments, rest rooms, and parking.
- Finally, the classroom should be as free from distractions as possible such as barking dogs or other loud noises, ringing phones, high foot traffic area, or other interruptions.

AV Equipment Needed

This training requires the following equipment be available:

- Computer that will run PowerPoint presentations
- LCD Projector
- Screen
- DVD player with audio
- Flip chart with markers

Scheduling a training...

Approximately 4 months’ planning time is required to prepare and promote a workshop open to the public. Scheduling may also be affected by the overall schedule of HSU. It is possible to schedule private in-service workshops on a shorter time frame dependant the on overall scheduling availability of HSU.

Please complete the attached form titled “HSU Training Request Form.”

INSTRUCTIONS for completing and submitting the above mentioned form: This is a Microsoft Word Form document. Simply click on the grey box and type in the requested information. Use your TAB key to move from one field to the next. The grey text box will expand to accommodate your information. For ‘check box’ items, simply click on the desired box. When finished, save the document. Send the completed form as an email attachment, or print and fax it Attn: HSU Training Manager.

Mailing Address:

Attn: Training Manager
Humane Society University
700 Professional Drive
Gaithersburg MD 20879

Fax number: 866-481-6912

A representative from the Humane Society University will contact you directly. Again, thank you for your interest. We look forward to working with you to make your training a success!