Northwest Illinois Criminal Justice Commission

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Mobile Team Unit #1 is funded in partnership with the Illinois Law Enforcement Training & Standards Board

Search Warrants, Report Writing, and Courtroom Testimony

DATE: February 23, 2027 **Registration Ends**: February 10, 2027

TIME: 8:00 AM—4:00 PM 8 Hours

LOCATION: Stephenson County Courthouse, 15 N. Galena Ave., Freeport, IL

INSTRUCTOR: Jeff Pavletic

PLEASE SEE PAGE 3 FOR PARKING

COURSE CONTENT:

This multi-disciplinary training course for law enforcement officers will cover specific detailed writing
for search warrants from drafting affidavits to testifying a suppression hearing. This course will also
cover the do's and don'ts of writing police reports to avoid problems in court. Finally, this course will
teach officers how to properly prepare for court and present physical and testimonial evidence at trial.

Topics to be discussed:

SEARH WARRANTS: ➢ Drafting Affidavit ➢ Informant Affidavit's ➢ Hearsay ➢ John Doe Warrants➢ Descriptions of places-persons-items to be searched ➢ Probable Cause ➢ Anticipatory Search Warrants Mandates: Civil Rights, Constitutional Use of Law Enforcement Authority & Legal Updates ➢Misrepresentation of Facts ➢ Omissions ➢ Discovery ➢ Judicial Approval ➢ Telephone corrections ➢Execution ➢ Timelines ➢ Knock & Announce/No Knock Warrants ➢ Warrant Executed at Wrong Address ➢ Inventory & Return

REPORT WRITING: ➢ Supreme Court Rule 412 - Disclosure ➢ Supreme Court Rule 415 - Duty to Disclose ➢ Officer Personnel Files ➢ Dangers of Poor Report Writing ➢ Keys to Well-Written Report➢ Report Checklist

COURTROOM TESTIMONY: ➢ The New Orleans Story ➢ Attorneys Rules and Ethics ➢Understanding Defense Attorneys ➢ How to Prepare for Your Testimony ➢ How to Testify at Trial ➢Cross Examination ➢ What Not To Do

Instructor: Jeffrey J. Pavletic is an award-winning trial attorney who has built a reputation of integrity and exceptional skill in the courtroom. As a prosecutor for the past two decades, he has tried countless cases to victory (including approximately 150 jury trials with a concentration in homicide and violent crime). In addition to trying some of the highest profile and complex cases that have occurred in the history of

Northern Illinois, Jeff was Chief of the Felony Review Division, and is currently the First Assistant State's Attorney for the Lake County (Illinois) State's Attorney's Office. Jeff served as Special Counsel to the U.S. House of Representatives Judiciary Committee in the impeachment of President Clinton. His duties included all aspects of independent counsel review, the impeachment inquiry, presentation of articles of impeachment to the U.S. House of Representatives, all witness interviews and depositions of trial witnesses, and the actual impeachment trial before the U.S. Senate. Jeff has received numerous federal, state, and local awards. These include Illinois State Crime Commission's State's Attorney of the Year, Felony Trial Attorney of the Year, The Fred L. Foreman Criminal Justice Award, The Ruth Rosengarden Victim Service Provider Award, and a special U.S. House of Representatives Award presented by Congressman Henry Hyde. Jeff has been featured on 20/20, The Today Show, Good Morning America, Court TV, and the Discovery Channel. Jeff is a published author and a well-respected legal instructor who holds undergraduate and graduate faculty positions and has received accolades as a nationally renowned lecturer, training thousands of police officers, lawyers, prosecutors, and judges.

This training is approved for the following mandates:

Civil Rights – 4 Hours
Legal Updates – 2 Hours
Use of Force – 2 Hour
Lead Homicide – 8 Hours

Partial funding provided by Illinois Law Enforcement Training and Standards Board and MTU#1's request for certification of this course has been approved by the Illinois Law Enforcement Training and Standards Board

REGISTRATION:

On-line registration for law enforcement is found here on the MTU#1 website (www.mtu1.com)

THIS IS NOT A PUBLIC MEETING


Stephenson County Courthouse
Emergency Operations Center / Training Room Parking
N
Map Not to Scale
Douglas Street
EOC / TRAINING ATTENDEE PARKING
CITY OF FREEPORT MUNICIPAL PARKING LOT
Van Buren Avenue
Chicago Avenue
SHERIFF'S OFFICE PARKING ONLY
Training attendees may not park in these designated spaces.
Exchange Street
Exchange Street
P P P P P
Stephenson County Courthouse
15 N. Galena Avenue
Freeport, Illinois
N. Galena Avenue
Van Buren Avenue
Stephenson Street
Legend:
Stephenson County Sheriff's Office Only
EOC / Training Attendee Parking