



December 2, 2008

DMS NOTICE

T-08-2

Discard: June 30, 2009

TO WEIGHTS AND MEASURES OFFICIALS

SUBJECT: County Training

The Division of Measurement Standards (DMS) is offering three sessions of Regulatory Investigative Techniques Training to County staff.

Each is a three (3) day session with a cost of \$25.00 for each participant and is offered on the following days:

- Riverside County, December 10-12, 2008;
- Yuba County, January 13-15, 2009;
- Fresno County, February 3-5, 2009.

Class space is limited and is on a first come first served basis. DMS will work with the California Agricultural Commissioner and Sealer Association to see if CACASA Trust Funds may be available to offset the cost of this training.

DMS plans to offer Advocacy Training and Hearing Officer Training in the future. Advocacy Training will take two (2) days and will cost \$20.00, and Hearing Officer Training will take one (1) day at a cost of \$15.00.

The Regulatory Investigative Techniques Training is prerequisite for county staff to attend the Advocacy Training or Hearing Officer Training (attendance in previous regulatory techniques training will be accepted).

To facilitate scheduling for these and future classes, please complete the attached registration form indicating location and class preference and the "Future" training interest form. Fax the completed forms to DMS at (916) 229-3064 Attn: Don Overton or by e-mail to doverton@cdfa.ca.gov. Any questions regarding scheduling or course content should be addressed to Don Overton, Measurement Standards Specialist III (916) 229 3058 or doverton@cdfa.ca.gov.

Sincerely,

Edmund E. Williams
Director

CC: Kevin Masuhara, Director, County/State Liaison





Division of Measurement Standards
'Regulatory Investigative Techniques Training'

AGENDA

DAY 1

9:00 a.m. to 4:00 p.m.

- Role of the Investigator
- Evidence
- Search and Seizure
- Interview and Interrogations

Day 2

9:00 a.m. to 4:00 p.m.

- Elements of a Statute
- Investigative Report Writing

Day 3

9:00 a.m. to 12:30 p.m.

- Written Assignment Review
- Administrative Civil Penalties Procedure
- Notice To Appear and Court Testimony
- Review and Conclusion



Division of Measurement Standards
Regulatory Investigative Techniques Training
Registration Form

Riverside County, December 10-12, 2008
Yuba County, January 13-15 2009
Fresno County, February 3-5, 2009

Registration Fee: \$25.00 per participant for (3) day Regulatory Investigative Techniques Training session.

NAME OF YOUR COUNTY: _____

Names of Attendees

Training Location

<u>Names of Attendees</u>	<u>Training Location</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Email address of county point of contact for return confirmation is

Please return this Registration Form and remittance by the Wednesday prior to the week of training selected.

Make checks payable to "Cashiers, CDFFA, REIMB 95507"

Mail to: California Department Food and Agriculture
Division of Measurement Standards
Attn: Amber Schaffner
6790 Florin Perkins Road, Suite 100
Sacramento, CA 95828

<u>Scheduled</u> Regulatory Investigative Techniques Training		
County Location	Address	Date
Riverside	3737 Main Street, Suite 206/207 Riverside 92501 (State Building)	December 10-12, 2008
Yuba	915 8 th Street Marysville 95901	January 13-15, 2009
Fresno	2550 Mariposa Street, Auditorium Fresno 93721 (State Building)	February 3-5, 2009

<u>Future</u> Regulatory Investigative Techniques Training		
County	Estimated Number of Participants	Dates of Interest

<u>Future</u> Advocacy Training		
County	Estimated Number of Participants	Dates of Interest

<u>Future</u> Hearing Officer Training		
County	Estimated Number of Participants	Dates of Interest