

DATES: 4/19/2022 through 4/20/2022

INSTRUCTOR(S): Joseph Willis

LOCATION: Drury Inn & Suites - Albuquerque North - 4310 The 25 Way Northeast, Albuquerque, NM 87109

HOTEL: Drury Inn & Suites - Albuquerque North - Albuquerque, NM 505-341-3600

\$109 Single/Double

[Book Room Online Here](#)

COURSE REGISTRATION FEE: \$325.00 Includes all training materials, and a Certificate of Completion.

Instructor Bio

Joseph Willis (retired) is a 25 year veteran of the Keene (NH) Police Department. He earned a Bachelor of Arts Degree magna cum laude from Franklin Pierce University. He is both a national instructor and an auditor in the property and evidence management field. He is a certified instructor through NHPS&T. While assigned as the department property and evidence officer, he was an integral member of the team to achieve CALEA recognition and certification for accreditation. Until his retirement he was the team leader for both the Collision Analysis and Hostage Negotiation units. Among many of his assignments, he served as a Juvenile Detective/Prosecutor, Major Crimes Detective, Platoon Case Manager, Undercover Narcotics Detective for the NH Attorney Generals Drug Task Force and finally as the Property and Evidence Manager. He is a member of the International Association for Property and Evidence, New England Association for Crisis Negotiators and President of NH Property and Evidence Room Management Professionals..



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Course Objectives

To provide participants with a basic understanding for the legal and ethical requirements in order to properly operate a professional evidence / property management system. To familiarize fellow law enforcement professionals with the techniques and responsibilities involved in the function of a property room environment. Encourage one another to exchange ideas to improve the understanding and functionality of the property management system within their own agency.

- Property Room Problems and Solutions
- Policies and Procedures
- Packaging
- Security
- Management Theories
- Events and Trends
- Property Room Layout
- Storage Management
- Documentation
- Purging
- Dispositions
- Audits and Inventories
- Miscellaneous Handouts and Sample Forms



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