



**CALIFORNIA LAW ENFORCEMENT ASSOCIATION
OF RECORDS SUPERVISORS, INC.**

Training Announcement

The Central Coast Chapter of CLEARS invites you to join us at our training meeting!

When: Thursday, October 12, 2017
10:30am – 2:00pm

Where: Pea Soup Andersen's – Valley
Room 376 Avenue Of The Flags
Buellton, CA 93427

Cost: \$25 for members / \$30 for non-members / \$20 for retired members
(Lunch included)

Presenter: Joe Surges, Oakley Records Manager

Topic: Subpoenas

We are excited to announce that Joe Surges will be back to host a Subpoena Training class! He will cover an overview of the several types of subpoenas, response timelines, and requirements for valid subpoenas. Bring your questions or examples to discuss which we will try to cover with time permitting.

If you've been to a CLEARS seminar, then you've probably been in a class hosted by Joe. Joe was with the Concord PD since July of 2000 as the Records Manger and retired in 2016. His retirement was short lived because he was quickly recruited as the Records Manager for Oakley and has remained there since. In addition, Joe has been an instructor for the last 13 years, teaching POST certified courses. He has served on the POST State Records Manual Revision projected and worked with POST on curriculum revision of the POST Basic Records and Records Supervisor courses. He continues to be relied on for his vast knowledge and we are proud to host him!

Please RSVP Patty Cash-Henning at pcashhen@calpoly.edu or (805) 756-6685