

URBANA POLICE DIVISION

Date: 1 May 2024
From: Chief Matt Lingrell
Subject: Police announce 2024 UPD Citizens Police Academy registration open

This fall the Urbana Police Division will be providing its 2nd annual Citizens Police Academy for local citizens to participate in. The academy is designed to increase understanding between citizens and the Police Division through training and education while learning about how their Police Division operates, with the goal of building stronger relations that will help us in meeting our Mission of providing professional, quality service with integrity and teamwork, to keep Urbana a pleasant place to live work and visit.

Starting *September 5, 2024 and running through October 10, 2024*, the class will meet for six consecutive Thursday evenings from *6:00 p.m. until 9:00 p.m.* Classes will be held in the Police/Fire Training Room located on the third floor of the Municipal Building, 205 South Main Street.

Various members of the police division will be presenters for the classes each week as well as some local criminal justice partners who work closely with the police division. The Academy Commander is Sergeant Jason Kizer, an 18-year veteran of the Division.

Some of the topics to be covered will include:

- Administration
 - Organization
 - Tour of Police Division
- Patrol Operations
 - OVI and Speed Enforcement
 - Traffic Crash investigations
- Champaign Countywide 9-1-1 Center
- Investigations
 - Crime Scene Investigation
 - Property Room
 - Mock Crime Scene
- Criminal Law and the Courts
- Outreach programs
- Training
 - Firearms Safety and Range

The six-week program will conclude with a graduation ceremony. Once completed, class members will become alumni members of the UPD Citizen Police Academy.

The Citizens Police Academy is free but those interested in being a part of this program must be 18 years of age or older, a resident of Urbana, or be affiliated with an Urbana business or organization. Class size is limited to 12 (additional registrants will be offered to attend a future program).

Applicants must complete an Application and Waiver of Liability. Applicants must pass a criminal and traffic background check. Felony or serious misdemeanor convictions may disqualify you from participation, at the discretion of the Chief of Police.

Applications can be downloaded from the city of Urbana website at: www.urbanaohio.com or they can be picked up from the Urbana Police Division. Completed applications can be returned to the police division, c/o Lt. Josh Jacobs or emailed to him at: josh.jacobs@ci.urbana.oh.us

Matthew D. Lingrell, Chief of Police

matt.lingrell@ci.urbana.oh.us

205 South Main Street Urbana, Ohio 43078 Dispatch: 937-652-4350 Fax: 937-652-5146



Urbana Police Division's Citizen Police Academy Application Form

Applicants must be 18 years of age to apply and must live or work within the city of Urbana.

Name: _____ DOB: _____

Address: _____ City/State: _____ ZIP: _____

Driver's License #: _____ Email: _____

Home phone: _____ Work phone: _____

Emergency contact person/number: _____

List any medical conditions and medications: _____

Are you an Urbana resident: Yes / No If yes, how long? _____

Are you an Urbana employee: Yes / No If yes, how long? _____

Business name: _____

Business address: _____

Have you ever attended a Citizens Police Academy? Yes / No Where? _____

Have you ever been arrested for, convicted of, or cited for an offense other than a minor traffic offense? Yes / No If YES, on a separate sheet of paper, please explain your arrest in detail, listing dates, charges, locations and court disposition.

Explain why you would like to be enrolled in the Urbana Citizens Police Academy:

Please review your answers carefully and read the following statement before signing and submitting your application.

I hereby certify that there are no willful falsifications, omissions or misrepresentations in the foregoing statements and answers to questions.

I consent to, and understand that the Urbana Police Division will conduct a thorough background investigation on me as part of this application process.

I understand that any omission or false statement on this application will be sufficient cause for rejection into the Urbana Police Division's Citizens Police Academy.

I understand that I may be photographed or videotaped during the course of this program. These pictures or videotapes will be used for new releases and informational promotions for this program.

Some classes may require waling and standing, as different facilities will be used or toured. Please inform us of any considerations or accommodations that you may need while participating in this program.

All information contained above is correct to the best of my knowledge.

Signature: _____ Date: _____

Persons convicted of any felony, domestic violence, sex-related offenses, or crimes of moral turpitude will not be permitted into the Academy. Other arrests or convictions may be considered on a case-by-case basis, at the discretion of the Chief of Police. The Urbana Police Division reserves the right to deny admittance to the Academy.

Please return completed Applications:

Urbana Police Division
Attn: Lt. Jacobs
205 South Main Street
Urbana, Ohio 43078
josh.jacobs@ci.urbana.oh.us



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Citizens Police Academy
Mission

The Urbana Police Division's Citizens Police Academy is designed to increase understanding between citizens and the Police Division through training and education while learning about how their Police Division operates, with the goal of building stronger relations that will lead to helping us in meeting our Police Division Mission of providing professional, quality service with integrity and teamwork, to keep Urbana a pleasant place to live, work and visit.

Accepting applications
May 1st through August 15th
2024



Applications can be obtained at
urbanaohio.com, or, at the Urbana
Police Division

Return Applications to:

Urbana Police Division
Attn: Lt. Jacobs

205 South Main Street
Urbana, Ohio 43078
Phone: 937-652-4350
josh.jacobs@ci.urbana.oh.us



Urbana Police Division
Citizens Police
Academy

September 5th –
October 10, 2024
6:00 pm – 9:00 pm

Chief of Police
Matthew D. Lingrell
matt.lingrell@ci.urbana.oh.us

The Urbana Police Division's Citizens Police Academy



The Citizens Police Academy gives participants an opportunity to learn about the day-to-day operations of the Urbana Police Division.

Participants will gain a practical view of policing and the challenges that come with it. They'll obtain a new and informed understanding of the law enforcement profession.

Sir Robert Peel (1829) while establishing the first ever London Metropolitan Police Force, established the *Principals of Policing*, including #7 – “*the police are the public and the public are the police*”. Our hope is that through this program, we are following that principal.

This Program is FREE!

Classes are held on Thursday Nights for 6 consecutive weeks.

Location

Urbana Police Division Training Room (third floor of Municipal Building), 205 South Main Street (enter Market Street doors).

The classes are informal / dress code is casual.

Requirements

- Must be at least 18 years of age, a resident of Urbana, or be affiliated with an Urbana business or organization.
- Class size is limited to 12 (additional registrants will be asked to attend a future program).
- Applicants must have completed an application and academy waivers.
- Applicants must pass a criminal and traffic background check. Felony or serious Misdemeanor convictions may disqualify you from participation, at the discretion of the Chief of Police.



Academy Content:

Administration

Tour of Police Division

Patrol

OVI and Speed Enforcement

Traffic Crash Investigation

9-1-1 Center

Investigations

Crime Scene Investigation

Criminal Law and our Courts

Youth Programs

Outreach Programs

Training

Firearms Safety and Range

Graduation