



# Training Information



**Oak Forest Police Department**  
**15440 S. Central Ave. Oak Forest, Illinois 60452**  
**March 2-3, 2023 8:00am-4:00pm**

## Evidence Storage and Management: Operations and Best Practices

**Register at: [Evidence Storage and Management](#)  
or at [www.on-targetsolutionsgroup.com](http://www.on-targetsolutionsgroup.com)**

**Who should attend:** This seminar is designed for both civilian/sworn personnel with custodial duties and those responsible for the management of these functions including supervisors and executives. Agency size often impacts involved storage variables - presented materials can identify employable options to preserve evidence integrity from unwarranted courtroom challenges.

These often out of sight - out of mind minutia level duties, if neglected have insidious damage potentials. Criminal prosecution efforts combined with an agency's public reputation and simultaneously the careers of its Chief/Sheriff downwards to assigned custodians have repeatedly been irreparably damaged for failing to continuously and appropriately manage this assignment.

Systematic evidence storage duties are often assigned with little or no functional training. The involved transactional procedures require efforts uncommon to other business type storage facilities. This two-day best practice course is designed for managing a professional evidence storage operation.

**Note:** Attendees are encouraged to bring related hypothetical incident concerns for educational process review among their peers.

### Topics Include:

- Gatekeeper/Right of Refusal Concepts
- Safety Aspects
- Integrity Packaging
- Storage Area Security
- Critical Documentation - Whys
- Internal Integrity and Audit
- Management
  - Personnel
  - Access Control
  - Error Response
  - Malfeasance
  - Agency Confidence
- Professionalism advancement

*"Very knowledgeable, friendly, and willing to help. Thank you! The strongest feature was answering questions in a way to understand it easily."*

**Sgt. Rebecca Bragg, Mahomet PD**

*"Many years of experience. All the stories had value - whether it was just interesting or a lesson learned."*

**Evid. Custodian Gayle Young, Crystal Lake PD**

*"I learned a lot of information that will improve my department.; evidence intake/evidence storage system and policies. Provided and illustrated, very well prepared. Obviously came from several years/decades of experience and work".*

**On-Target Solutions Group, Inc.**  
**P.O. Box 491 Yorkville, IL 60560**  
**815-545-1609**

**Fee \$295.00**

(\$275.00 if 3 or more from same agency)