LDAA 42nd Support Staff Training Conference

DOUBLETREE BY HILTON HOTEL LAFAYETTE - LAFAYETTE, LA

April 6-8, 2016

“Chart the Course True North”

April 6-8, 2016
Chart your course for adventure on the high seas of training at the LDAA 42nd Annual Support Staff Training Conference! As support staff, you are the crew that keeps the boat afloat through stormy seas and low tides. Without you, your captain cannot possibly hope to reach the shores of justice. With such vital roles to play, it is important to keep yourself ship-shape to ensure smooth sailing. Mark your calendars, and prepare to set sail!

**Registration**

Registration is open to all secretaries, paralegals, and other support staff in District Attorneys' offices, and to interested individuals working in the various areas of the criminal justice system, at a fee of $125 per person. This fee includes all training sessions, handouts, coffee breaks, and scheduled activities.

**Accommodations**

The Association has obtained a special rate of $119 for single or double occupancy at the host hotel, the DoubleTree by Hilton Hotel Lafayette located at 1521 W. Pinhook Road in Lafayette, Louisiana. To make reservations, simply contact the hotel's registration desk directly at (337) 235-6111 or go to WWW.LDAA.ORG and click on the link provided under LDAA Sponsored Trainings for online reservations (group code is LDS). Be sure to identify yourself as an attendee of the LDAA Support Staff Training Conference to obtain the correct rate.

All reservations must be guaranteed with a major credit card or a deposit for one (1) room night. Reservations must be made no later than TUESDAY, MARCH 15, 2016, as the room block will be released to the general public on that date. If you need to cancel a room, please note that the cancellation policy states that the hotel must be notified at least 72 hours prior to arrival to avoid a penalty.
Agenda

WEDNESDAY, APRIL 6

11:00-5:30  REGISTRATION

1:00-1:15  WELCOME
  Honorable Keith A. Stutes, District Attorney
  15th Judicial District Attorney’s Office, Lafayette, LA

1:15-2:15  LOUISIANA CODE OF GOVERNMENTAL ETHICS
  (Louisiana state law requires all elected officials, public employees and volunteers to complete one hour of governmental ethics training annually. This informative session will satisfy the mandate for governmental ethics training for 2016.)
  Mrs. Kristi Garcia Spinosa, Senior Staff Attorney
  Louisiana District Attorneys Association
  Baton Rouge, LA

2:15-2:30  BREAK

2:30-3:45  FACEBOOK – AS IT RELATES TO OFFICE RELATIONS
  (In this day and age, Facebook is an ever growing trend. This session will provide the good, the bad, and the ugly of Facebook, as well as provide insight on what NOT to post on Facebook as it relates to office relations.)
  Mr. Corey J. Bourgeois
  Section Chief of the Cyber Crime Unit Digital Forensic Lab
  Louisiana Department of Justice, Baton Rouge, LA
  Mr. David Ferris
  Section Chief of the Cyber Crime Unit Investigators
  Louisiana Department of Justice, Baton Rouge, LA

3:45-4:00  BREAK

4:00-5:00  DISCOVERY / BRADY TRAINING
  (You are a crucial part of the prosecution team. Join an experienced prosecutor to learn the latest changes to Louisiana Discovery and Brady Law and how these laws will impact your work.)
  Ms. Laurie Brister, Assistant District Attorney
  6th Judicial District Attorney’s Office, Lake Providence, LA

6:00-9:00  LDAA MEET AND GREET – SOCIAL FUNCTION
  (We’ve charted the course and are on our way, but it’s no fun to set sail unless you get to know your shipmates. Come find your sea legs while you meet up with some old salt and others who are on their maiden voyage. Come share the scuttlebutt over great food and drink, and while you’re at it make a stop by the selfie station to commemorate your trip. We will be printing photos on site so don’t miss your chance for your S.S. Fun Times souvenir!!)
THURSDAY, APRIL 7

8:00-2:00  REGISTRATION

8:30 - 10:00  JUVENILES / BULLYING / GANG VIOLENCE
(Attendees will gain more knowledge on juvenile issues, bullying, narcotics, and gang violence. The importance of the Multi-Agency Gang Unit will also be discussed.)

Mr. Alexander Calenda, Assistant District Attorney
Orleans Parish District Attorney’s Office, New Orleans, LA

10:00-10:15  BREAK

10:15-11:15  ROUND TABLE DISCUSSIONS
(Knowledge is power! Come prepared to share ideas, procedures, problems, etc., with your peers. The attendees will be divided into facilitated focus groups according to your work duties with assistant district attorneys and support staff committee members as facilitators. And remember, there are no silly questions.)

11:15-11:45  LUNCH - TO BE PROVIDED

11:45-12:45  SYNTHETIC CANNABINOIDSD / OTHER EMERGING DRUGS
(Synthetics have replaced cocaine as the second largest number of submittals to the Louisiana State Police Crime Lab. Moreover, many of the substances have psychoactive effects far beyond marijuana. This session will arm attendees with sufficient information to be familiar with these and other drugs.)

Ms. Rebecca Nugent, MS, Chemistry Manager
Louisiana State Police Crime Lab, Baton Rouge, LA

12:45-1:00  BREAK

1:00-2:00  THE NARCOTIC DETECTOR DOG
(Police use K-9 units to conduct weapons and drug searches and to apprehend suspects who resist arrest. In this session, Sergeant Rodrigue will demonstrate the usefulness of the narcotic detector dog in law enforcement.)

Sergeant Eddie Rodrigue, III
Certifying Official for Patrol Service Dogs,
Narcotics, Cadaver, & Explosive Dogs
National Narcotic Detector Dog Association
Lafourche Parish Sheriff’s Office, Thibodaux, LA

2:00-5:00  AFTERNOON FREE
(Immerse yourself in the Cajun mystique. Visit places that will put history into perspective and give you a sense of what makes something or someone Cajun! There are many interesting aspects of the city - take a swamp tour of Lake Martin, visit Avery Island, visit the zoo of Acadiana, check out Gator Cove, or see history come alive at Vermilionville!)
FRIDAY, APRIL 8

8:00-12:00  REGISTRATION

8:30-9:30  CASE STUDY...ARREST TO VERDICT
(In this session, District Attorney Keith Stutes will present a case study from “arrest to verdict” on various high profile cases prosecuted in the 15th Judicial District Court.)
   Honorable Keith A. Stutes, District Attorney
   15th Judicial District Attorney’s Office, Lafayette, LA

9:30-9:45  BREAK

9:45-10:45  THE CRIMINAL JUSTICE SYSTEM...
THROUGH THE EYES OF A STREET COP
(Meet the man who tossed the script and speaks from the heart! Captain Clay Higgins is the rising star of the weekly Crime Stoppers segments and regularly appears in the series of Crime Stoppers videos as the St. Landry Parish Sheriff’s Department spokesman, with the most memorable expression, “have your affairs in order.” He’s famous for tough talk; he’s real and very direct. In this session Captain Higgins will give insight on what we can do to better the criminal justice system.)
   Captain Clay Higgins
   St. Landry Parish Sheriff’s Office, Opelousas, LA

10:45-11:15  ALL ASHORE GOING ASHORE!
(It’s fun to look back on the good times once they’ve past, and this year’s conference is no exception! Join us before we drop anchor and hop ship in reviewing the adventures on the S.S. Fun Times with a short presentation of photos and video clips taken during the conference.)

11:15-11:30  BUSINESS MEETING
(Short and sweet! Do you have comments and / or suggestions on this or future Conferences? Would you like to be on the Support Staff Training Committee which assists the LDAA in planning future agendas? We encourage you to attend this meeting and help us make some decisions. Drawing for raffle will be at the end of the meeting.)

11:30  ADJOURN
Registration

LDAA 42ND SUPPORT STAFF TRAINING CONFERENCE
DOUBLETREE BY HILTON HOTEL LAFAYETTE - LAFAYETTE, LA
April 6-8, 2016
CONTACT INFORMATION

☐ Ms.  ☐ Mrs.  ☐ Mr.

Full Name: _______________________________________________________

First Name for Badge: _____________________________________________

Judicial District: __________________________________________________

Title: ___________________________________________________________

Company: _________________________________________________________

Office Address: ___________________________________________________

City/State/Zip: ____________________________________________________

Office Phone: (_____)(________________________

Fax: (_____)(________________________

E-mail: __________________________________________________________

☐ Please check here if you are a first-time attendee of the LDAA Support Staff Training Conference.

☐ Please check here if you are disabled and require special services. Attach a written description of needs.

REGISTRATION FEE

(This fee includes all training sessions, handouts, coffee breaks, and scheduled activities. Checks, cash and credit cards (Visa, MasterCard and American Express) may be used for payment of registration fees. Please make checks payable to the Louisiana District Attorneys Association (LDAA). Refund policy: If the LDAA office is notified by Wednesday, March 30, 2016, in writing or by telephone, a full refund will be made. After this cutoff date, there will be no refunds. NO SHOWS WILL BE BILLED.

☐ $125 Regular Registration Fee
PAYMENT METHOD

☐ Pay at a later date prior to or at the conference

☐ Check enclosed (Make checks payable to the LDAA)

☐ Credit Card Payment:

Please charge $_________________ to my credit card (check one):

☐ VISA  ☐ MasterCard  ☐ AMEX  Exp. Date_________________

Credit Card Account Number: ____________________________

Name as it Appears on Card:

_________________________________________________________________

Billing Address for Card:

_________________________________________________________________

_________________________________________________________________

SIGNATURE:

_________________________________________________________________

Please detach and return this form to:

LDAA Headquarters
1645 Nicholson Drive
Baton Rouge, LA 70802-8143

Fax: (225) 387-0237

PLEASE PRINT OR TYPE