

12/15 Reimb

Vendor# 12760GL# 01104630-550300

**LUBBOCK COUNTY  
TRAVEL AUTHORIZATION & ADVANCE REQUEST**

THE DEPARTMENT DIRECTOR IS RESPONSIBLE FOR SECURING ALL SIGNATURES PRIOR TO TRAVEL. AN APPROVED TRAVEL AUTHORIZATION MUST BE SUBMITTED TO THE AUDITOR'S OFFICE ACCORDING TO THE ACCOUNTS PAYABLE PAYMENT SCHEDULE TO RECEIVE A TRAVEL ADVANCE. RELATED BROCHURES OR OTHER SUPPORTING DATA MUST BE ATTACHED.

NAME: Gant Trent DATE: 11/22/2021  
Last First

DESTINATION: Las Vegas, NV

PURPOSE: 5 Day Homicide and Death Investigation Course

DATE(S): November 28, 2021 -December 4, 2021

☐ Travel advance requested and required by the \_\_\_\_\_ day of Reimbursement, \_\_\_\_\_.

_____	Registration Fee	=	\$	_____	0.00
<u>6</u>	# of Breakfasts @ \$10.00	per meal	=	\$	_____
<u>6</u>	# of Lunches @ \$15.00	per meal	=	\$	_____
<u>6</u>	# of Dinners @ \$21.00	per meal	=	\$	_____
_____	# of Days lodging @ \$_____	per night	=	\$	_____
<b>Total Advance</b>				=	\$ <b>_____</b>

Fund #: 01104630

Line Item: 550300

I hereby request authorization to travel outside Lubbock County on official business as detailed above. I have read the Lubbock County Travel Policy and will follow that policy for travel and in making requests for advancement and reimbursement of expenses. I understand that I must submit a travel report within ten days of returning from this travel or the full advance will be deducted from my next paycheck.

EMPLOYEE SIGNATURE

DATE

I hereby certify the above requested travel for official Lubbock County business is directly related to this department's operations. There are sufficient unexpended funds in the current budget line item to cover all reimbursable expenses incurred. Related brochures or other supporting data are attached and \_\_\_\_\_ meals are included in the registration fee being requested and will not be reimbursed. Please issue travel expense advance if requested.

DEPARTMENT DIRECTOR

DATE

**APPROVAL FROM TWO (2) MEMBERS OF THE COMMISSIONERS' COURT:**

SIGNATURE

DATE

SIGNATURE

DATE

NOTE: TRAVEL IS NOT APPROVED WITHOUT ALL SIGNATURES. TRAVEL MAY NOT BE REIMBURSED WITHOUT PROPER AUTHORIZATION AND SUPPORTING DOCUMENTATION.

10/14-TA507

# 5 Day Homicide and Death Investigation

## Course Objectives:

This five day training module will provide the attendee with the skills and competency to conduct complete and thorough homicide investigations with prosecutorial merit. Additionally, the attendee will be provided with the skills to recognize and handle other types of death investigations, bringing them to a successful conclusion.

At the beginning of the class a case will be examined through discussion, question and answers, as well as, an evaluation of evidence discovered by student observations. After the discussion the students will evaluate whether the classification of the case should be accidental death, suicide or homicide.

The class will cover three basic steps in all homicide investigations: Crime Scene, Follow-up and Case Courtroom presentation.

This course will provide participants with an in depth and step-by-step processes handling of high-profile major incidents most affecting communities, including, but not limited to, investigating cases of multiple homicides, crimes of violence against vulnerable populations, unexplained missing children/child abductions and violent rapes/sexual assaults. Included in each section of the presentation will be actual case studies to illustrate the points and practices to emphasize the relevance to successfully resolving cases.

Participants will be provided overviews on applying the latest advancements on genetic genealogy research and DNA phenotyping to successfully resolve long-term and current cases including case studies and discussions on potential future challenges. Additionally, discussions on applying the latest advancements and technologies to assist in conducting thorough and expedient resolutions of investigations, including, data management/analytics, advanced cell phone analytics and the complex role of social media.

There will be discussions on the unique issues of responding to and investigating sexually motivated child abduction and the current offender behavior of using social media to entice and lure children and in addition thoughts on unidentified human remains cases, no body prosecutions, family issues and investigator wellness and stress.

## Learning Objectives:

- Crime Scene • Follow-up • Case Courtroom Presentation • Autoerotic Deaths • Non-Vehicular Deaths • Suicides • Unattended Natural Deaths
- Death Involving the Use of Force • Overview of Violent Crimes and Homicides • Ten Steps for Managing a Major Case Investigation
- Equivocal Deaths • Role of Technology • Advances in DNA • Sexually Motivated Child Abduction/Homicides
- Investigating Cases of Unidentified Human Remains • No Body Homicides • Special Search Considerations • Victim Issues

Legal & Liability Risk  
Management Institute  
700 N. Carr Rd., # 595  
Plainfield, IN 46168

Phone: 317-386-8325  
Fax: 317-386-8228

Visit us on the Web at:  
[www.llrmi.com](http://www.llrmi.com)



November 29, 30, December 1, 2 & 3, 2021 • Las Vegas, Nevada



Legal & Liability Risk Management Institute



James R. Alsop, Director

Training Seminar

## 5 Day Homicide and Death Investigation

### Instructors:

- Robert G. Lowery, Jr.
- Dr. P. Michael Murphy, F-ABMDI
- Joseph M. Rauch



November 29, 30, December 1, 2 & 3, 2021

Las Vegas, Nevada

Register On-Line At: [www.llrmi.com](http://www.llrmi.com)





## Seminar Agenda 5 Day Homicide and Death Investigation

November 29, 30, December 1, 2 & 3, 2021 • Las Vegas, NV

**Monday, November 29, 2021—Robert Lowery**  
8:00 a.m. - 8:30 a.m. **Registration**  
8:30 a.m. - 9:30 a.m. **An Overview of Violent Crime and Homicide in the United States**  
•An Historical View of Homicide Rates vs. Solvability Rates  
•Predictions  
9:30 a.m. - 12:00 p.m. **The Ten Steps for Managing a Major Case Investigation**  
•Planning  
•The Components of the Investigative Team  
•Investigator's—Specialized Skills  
•Command Post Operations  
•Tips on Managing Multiple Investigative Teams  
•Team Briefings/Meetings  
12:00 p.m. - 1:00 p.m. **Lunch (On Your Own)**  
1:00 p.m. - 4:00 p.m. **Managing the Vast Amounts of Data and Information Coming into the Investigation**  
•Advanced Crime Scene Thoughts on How to Quickly Maximize Physical and Forensic Evidence to Enhance the Progress of the Investigation  
•Managing the Media  
**Tuesday, November 30, 2021—Joseph M. Rauch**  
8:00 a.m. - 10:00 a.m. **Importance of the First Responder**  
•Who is the First Responder?  
•Understanding and Changing the Mindset of the First Responder  
•Communication and Team Building between the Investigator and the First Responder  
•Establishing and Maintaining the Integrity of the Crime Scene  
•Supervision of First Responders: Crime Scene and Media Relations  
•Knowing the Abilities and Limitations of the First Responder  
•Issues and Challenges of the First Responder  
•Preparing the First Responder for Court  
10:00 a.m. - 12:00 p.m. **The Homicide Investigator**  
•Who is the Homicide Investigator?  
•Ethics & Responsibilities of the Homicide Investigator  
•Conducting  
•Case Management - Keeping your Focus and Learning to Juggle  
12:00 p.m. - 1:00 p.m. **Lunch (On Your Own)**  
1:00 p.m. - 4:00 p.m. **Crime Scene and Evidence Gathering-Getting it Right the First Time**  
•Victim Identification and Victimology  
•Determining Cause and Manner of Death  
•Identifying and Dealing with Witnesses  
•Suspect Development and Elimination  
•Court Preparation and Legal Issues  
**Wednesday, December 1, 2021—Joseph M. Rauch & Robert Lowery**  
8:00 a.m. - 10:00 a.m. **Crime Scene Analysis, Investigative Techniques and Resources**  
•Learning to Read the Crime Scene  
•Identification & Individualization of Physical Evidence  
•Practical Application of Crime Scene Analysis to the Investigative Process  
•Investigative Tools and Techniques  
•Application & Use of Advancements in Technology and Digital Forensics  
•Leveraging Private Sector Cooperation

## 5 Day Homicide and Death Investigation Seminar Agenda Continued

10:00 a.m. - 12:00 p.m. **Documentation and Report Writing**  
•Reaffirming the Basics of Report Writing  
•Documenting the Case from the Initial Call to the Verdict  
•Documentation as a Positive/Negative Reflection of the Investigation  
•Documentation as a Positive/Negative Reflection of the Investigator  
•Errors and Pitfalls of Report Writing  
•Techniques and Importance of Note Taking  
12:00 p.m. - 1:00 p.m. **Lunch (On Your Own)**  
1:00 p.m. - 3:00 p.m. **The Role of the Prosecuting/District Attorney**  
•Coordination/Communication During the Investigation  
•Search Warrants/Subpoenas  
•Trial Preparation  
3:00 p.m. - 5:00 p.m. **Initiating the Investigation**  
•Everything Starts at the Crime Scene  
•Developing the Victimology-What it Means and How it Drives the Investigations?  
•Witness Interviews  
•Timelines: Determining the Window of Opportunity  
•The Neighborhood Canvas-the neighborhood autopsy  
•Offender Behaviors  
•Linkage Analysis  
**Thursday, December 2, 2021—Dr. P. Michael Murphy**  
8:00 a.m. - 10:00 a.m. **Equivocal Deaths**  
•Case Studies  
10:00 a.m. - 12:00 p.m. **The Role of Technology**  
•Data Management/Analytics  
•Advanced Cell Phone Analytics  
12:00 p.m. - 1:00 p.m. **Lunch (On Your Own)**  
1:00 p.m. - 3:00 p.m. **Advances in DNA**  
•Science versus Research-An Overview of Genetic  
•Genealogy-Challenges and Opportunities  
3:00 p.m. - 4:30 p.m. **Sexually Motivated Child Abduction/Homicides**  
•Stereotypical Child Abduction  
•Technology Facilitated Abductions  
4:30 p.m. - 5:00 p.m. **Types of Homicides**  
**Friday, December 3, 2021—Robert Lowery**  
8:00 a.m. - 10:00 a.m. **Investigating Cases of Unidentified Human Remains**  
•Resources to Make Identification  
•NCIC  
•NCMEC  
•NamUs  
•Facial and Skull Reconstructions  
•Where to start?  
•Identifiers  
•Artifacts and Clothing  
•Scars, Marks & Tattoos  
•Enhancing Techniques  
•Advanced Forensic Testing  
•Pollen Testing and Analysis  
•Chemical Isotope Analysis  
•Engaging the Public  
10:00 a.m. - 11:00 a.m. **No Body Homicide/Missing Person Investigations**  
11:00 a.m. - 12:00 p.m. **Special Search Considerations**  
•Resources  
•Search Plan Development  
•Victim Issues  
•The Role of the Family Liaison  
•Victim Family Members as Suspects  
12:00 p.m. **Certificate Presentation**

### 3 Ways to Register for a Seminar!

#### Ways to Register

1. **Register Online:** [www.illmi.com](http://www.illmi.com)

2. **Fax Form:** 317-386-8228

3. **Mail Form to:**

Legal and Liability Risk Management  
700 N. Carr Rd. #595  
Plainfield, Indiana 46168

Federal ID: 81-0692135

If you have any questions please call

317-386-8325

Upon receiving your registration we will send an invoice to the department or agency.

Checks, Claim Forms, Purchase Orders should be made payable to: LLRM

Cut Along Dotted Line

**Seminar Title:** 5 Day Homicide and Death Investigation  
**Instructors:** Robert Lowery Jr., Joseph M. Rauch & Dr. Michael Murphy  
**When:** November 29, 30, December 1, 2 & 3, 2021  
**Registration Time:** 8:00 a.m. (November 29, 2021)  
**Seminar Location:** Golden Nugget Hotel & Casino  
**and Hotel Reservations:** 129 East Fremont Street  
Las Vegas, Nevada 89101  
1-800-331-5731  
\$69.00 Single or Double (plus tax) Carson Tower  
\$20.00 Resort Fee Per Day  
**Registration Fee:** \$525.00 Includes 5 Day Homicide and Death Investigation, Printed Training Manual and Certificate of Completion

**Seminar ID**  
**#15529**

**Note:**  
To receive special room rates, please identify yourself with Group Code: GS Group

Names of Attendees:

2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

Agency \_\_\_\_\_

Invoice To Attn: \_\_\_\_\_

(Must Be Completed)

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Email \_\_\_\_\_

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