

GENERAL OFFICE MEMORANDUM 19-062

TO: ALL DEPUTY DISTRICT ATTORNEYS

FROM:  JOSEPH P. ESPOSITO
Chief Deputy District Attorney

SUBJECT: FILING DEPUTY COLLEGE – JUNE 12, 2019

DATE: JUNE 5, 2019

The Training Division is hosting a Filing Deputy College on Wednesday June 12, 2019. Any deputy currently in a filing assignment and/or anyone who would like to improve filing skills is encouraged to attend. We can welcome twenty-five (25) participants at the College. Approval of your supervisor to attend the training is required.

Topics covered will include:

- New and Recurring Filing Issues
- Using eCER/eFolder
- New §17(b) Policy
- Mental Health Policy
- Discovery Issues for Filing
- Filing Vehicular Homicide and Related Cases
- TruNarc (handheld narcotic detection instruments)

District Attorney Jackie Lacey will be addressing the class about the Mental Health Policy and the critical role of filing in the effective implementation of this policy.

The class will be held from 8:30 a.m. to 4:30 p.m. in the LADA Training Center on the 11th floor of the Hall of Records 320 West Temple Street Los Angeles, CA 90012. For deputies who are not assigned in the Civic Center, we will request parking at the Hall of Justice parking lot. All requests must be approved by the Internal Services Department (ISD) at least 48 hours before parking access is needed. In order to request parking please provide the make, model, year, color and license plate on your car.

Please contact Catherine Cortes of the Training Division via email at ccortes@da.lacounty.gov, to register for the training and/or request parking access. If you have any questions about the training, please contact DDA Susan Powers at spowers@da.lacounty.gov.

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