

Training Announcement

MANAGING ADMINISTRATIVE OPERATIONS

A 16 HOUR COURSE DESIGNED FOR SWORN AND NON-SWORN SUPERVISORS OF ADMINISTRATIVE OR SUPPORT FUNCTIONS AND EXECUTIVE/ADMINISTRATIVE ASSISTANTS. IT EXAMINES LEADERSHIP PRINCIPLES, ORGANIZATIONAL DYNAMICS, OPEN RECORDS OVERVIEW AND INFORMATION SECURITY REGARDING PERSONNEL ACTIONS.

Hosted by the Texas Police Chiefs Association

Wed—Thurs, September 29-30, 2021, 8am - 5pm

Location

Texas Police Chiefs Association Headquarters

108 Cedar Hills Drive, Elgin, Texas 78621

All Proceeds Benefit the

Texas Police Chiefs Association Foundation

Tuition: \$295 per student

REGISTER ON-LINE AT

www.texaspolicechiefs.org

Or contact the TPCA Office at 512-281-5400

Local Contact

Chief Mike Gentry (ret.), TPCA Training Director

**Texas Police
Chiefs
Association
Foundation**



**Develop Leadership
Abilities**

**Improve Technical
Skills**

Craft the Organization

The Instructor

Chief Billy Tidwell retired as the Chief of Police in Tomball, Texas in 2020 after serving over 20 years as a Chief of Police. An experienced and well known instructor, Chief Tidwell has taught for various Departments and organizations including the Bill Blackwood Law Enforcement Management Institute of Texas. He has taught FTO programs for many years and holds a Bachelor's Degree from Texas Tech Univ. and a Master's Degree from the Univ. of Houston.

Texas Police Chiefs Assoc.

P.O. Box 819

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Elgin, Texas 78621