



# Kentucky Women's Law Enforcement Network



## Tentative Agenda

### Wednesday September 9th

0700-0830 Registration  
0900-0930 Welcome  
1000-1100 Generational Differences  
1100-1200 General Membership Meeting  
Voting on 2009 Officers Begins  
1200-1330 Lunch  
Service Project Presentation  
1400-1600 High/Low Ropes  
Physical Challenge  
Voting on Officers Ends  
Dinner on Your Own

### Thursday September 10th

0700-0830 Breakfast  
0830-0930 Continuing Education  
1000-1200 Surviving Leadership  
1200-1330 Awards Luncheon  
1400-1600 Emotional Intelligence  
1600 Closing

**Again This Year:** Two scholarships for new attendees.

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### SCHOLARSHIP INFORMATION

This year, the Kentucky Women's Law Enforcement Network is pleased to offer two scholarships to officers who have not attended a KWLEN conference in the past. The scholarships will include registration fees for the conference (this includes a one year membership to KWLEN as well) and two nights lodging, double occupancy.

To apply for these scholarships, applicants should write a letter describing their interest in attending the conference, the benefits they hope to receive from attending, and their interest in participating in the Kentucky Women's Law Enforcement Network. Please include a conference registration form in your submission.

Letters of interest and application should be sent to: Kathy Eigelbach, President  
4901 Cedar Brook Court  
Louisville, KY 40219  
chattyk@insightbb.com

**Applications may be mailed or emailed. They must be received by August 7, 2009.**



**Kentucky Women's Law Enforcement Network  
CONFERENCE REGISTRATION FORM  
"EMPOWER & INSPIRE TO LEAD WITH SUCCESS"**

September 9-10, 2009

Department of Criminal Justice Training  
521 Lancaster Road  
Richmond, KY 40475

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Home Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_  
Agency: \_\_\_\_\_  
Agency Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Office Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_  
Email: \_\_\_\_\_  
Preferred Mailing Address: \_\_\_\_\_ Home \_\_\_\_\_ Work

***An email confirmation will be sent to you upon receipt of your registration and payment.***

**PLEASE CHECK ONE**

**Conference Fees before September 8, 2009**

\_\_\_\_\_ **\$100 Full Conference Package** (includes all conference activities and active or associate membership fee)

\_\_\_\_\_ **\$25 Student Package** (includes student participation in Thursday activities and lunch)

**Conference Fees received after September 8, 2009** (includes all conference activities and memberships)

\_\_\_\_\_ **\$135 Full Conference Package**

\_\_\_\_\_ **\$35 Student Package**

**Type of Payment** (check one): \_\_\_ Personal Check \_\_\_ Agency Check \_\_\_ Purchase Order

Amount Paid: \_\_\_\_\_ \* Please note, no refunds will be issued.

**Mail Conference Registration and Payment to:**

Captain Melanie Watts  
KWLEN Conference 2009  
Bowling Green Police Department  
911 Kentucky Street  
Bowling Green, KY 42101  
270-393-4718(office) or 270-202-2936(cell)  
[melanie.watts@bgky.org](mailto:melanie.watts@bgky.org)

**Accommodations:**

DOCJT is providing a free dorm room for those who wish to stay on campus. Reservations must be made before September 1, 2009 with all rooms double occupancy. Please check below if you wish to utilize DOCJT's facility and if you are requesting a specific roommate or any special accommodations. You are not required to stay on DOCJT's campus in order to attend.

**PLEASE CHECK ONE**

\_\_\_\_\_ Please reserve a room in my name at DOCJT for the KWLEN Conference. I understand the room is double occupancy and I will be assigned a roommate if I do not specify one.

Roommate and/or special requests \_\_\_\_\_

\_\_\_\_\_ I will not be staying on campus at DOCJT.



Thank you for choosing to stay at DOCJT's Thompson Residence Hall.

Please read the following important information about your check-in date/time and our facility operations:

### RESERVATIONS

- Since Thompson Hall rooms are double occupancy, please indicate your roommate choice, otherwise beds will be filled as reservations are received.
- A limited number of ADA rooms are available. Please make a notation on your housing request to KWLEN if needed.

### CHECK-IN

- Picture Identification required. (preferably driver's license)
- Your room will be available for check-in between **7:00 am and 10:00 pm** each day of the conference beginning on **Wednesday, September 8th**.
- The front desk is **NOT STAFFED** between **7 – 8 pm Tuesday thru Thursday** due to staff dinner break.
- Please provide a 48-hour notice for cancellation.

### DURING YOUR STAY

- All rooms feature a half bath (shower only), double vanity sinks, twin extra long bed, nightstand, dresser and desk, independent temperature controls and ceiling fan.
- Each roommate has their own locking closet to store their valuables.
- Thompson Hall is a tobacco and alcohol-free facility.
- Thompson Hall has a self-service laundry facility available for a nominal fee.
- **Provided upon request at check-in:** Pillow, pillow case, fitted & flat sheet, blanket, internet and TV cable.
- **NOT provided by Thompson Hall:** Alarm clock, television, refrigerator, towels, wash cloths, clothes hangers, long distance telephone service and other sundries.

### CHECK-OUT

- All residents are required to check out between by **7:00 pm** on Thursday, September 10.
- Check-out is **NOT** self service. All linens, keys and other equipment must be returned to the front desk.
- Soft drink vending machines on 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> floors across from the lobby elevator. Soft drinks are \$1.25.
- Microwaves are available in break rooms 243 & 343
- Ice machine on 2<sup>nd</sup> floor, however no ice buckets provided.
- Recreation (Room 106):
  - Soft drink vending machine
  - Snack vending machine
  - Television
  - Microwave
  - Pool table
  - Ping pong table
  - Foosball table
  - Air hockey table
- Coffee vending machine on 2<sup>nd</sup> floor.
- Snack vending machine on 3<sup>rd</sup> floor.
- Laundry (Room 107)
  - Takes quarters ONLY – no change machine in the building
  - Must bring your own detergent & dryer sheets
  - \$1.00 to wash
  - 75¢ to dry

*If you have any questions or concerns, please feel free to contact:*

*Judy Reeves or David Stone at Thompson Residence Hall - phone: 859.622.1703*

*Email: [docjt.dorm@ky.gov](mailto:docjt.dorm@ky.gov)*



# Kentucky Women's Law Enforcement Network



Conference 2009

## AWARDS INFORMATION

The Kentucky Women's Law Enforcement Network is now accepting nominations for the annual awards recognition program. Awards are presented annually during the KWLEN Training Conference.

The established award categories are:

<i>Public Safety Departmental Award</i>	<i>Member of the Year Award</i>
<i>Lifetime Achievement Award (Founder's Award)</i>	<i>Leadership Award</i>
<i>Police Officer of the Year Award</i>	<i>Benefactor Award</i>
<i>Academic Contribution Award</i>	<i>Student Achievement Award</i>
<i>Civilian Employee Award</i>	<i>Service Award (Years of KWLEN Service)</i>

### **AWARD CRITERIA:**

#### **Public Safety Departmental Award**

This award will be given to an organization that works to promote enthusiasm, harmony, gender equity, and diversity in the organization and community as a whole. The nominee demonstrates an open attitude, attentiveness to community needs and concerns, and a commitment to equitable treatment and the promotion of diversity.

#### **Member of the Year Award**

This award will be given to an individual who is a member in good standing of KWLEN and who has given direct and extraordinary support to KWLEN.

This support includes but is not limited to the following:

Efforts such as, advancing public awareness of the KWLEN, serving on or providing support to KWLEN committees, leading or developing KWLEN initiatives or processes, identifying or establishing new services, or demonstrating a significant level of commitment to the organization.

Significant contributions through dynamic and innovative leadership;

Mentoring support, and providing guidance to other women in the field;

Exceptional promotion of KWLEN;

Made an important and valued contribution to KWLEN.

#### **Lifetime Achievement Award (Founder's Award)**

This award will be given to those from any field including, academia, business, government, public safety or law enforcement. Nominees must have no less than 20 years in direct support and/or service to the law enforcement community. Nominees should also be able to demonstrate a measurable support to the KWLEN. Nominees must have made significant and meritorious contributions to the law enforcement community during her/his career.

Professional actions or achievement that would qualify a nominee include but are not limited to the following:

Advanced, nurtured, and promoted the law enforcement profession; Achieved notable publicity as a result of personal accomplishments; Achieved recognition and respect from others (academic, government, etc.); Improved public understanding of the law enforcement community; Practiced and advanced high ethical and professional standards

#### **Leadership Award**

This award will be given to an individual who consistently demonstrates extraordinary leadership skills and qualities. The award recipient exhibits qualities that promote exemplary work ethic, demonstrates initiative, encourages and mentors others, provides direction and support, promotes teamwork, and values diversity. The individual has gained the admiration and respect of others. This individual's actions exemplify a professional demeanor that is an obvious role model to others.

#### **Police Officer of the Year Award**

This award will be given to an officer dedicated to making better the lives of citizens in the communities in which they serve. Through individual deed(s), this officer symbolizes the profession of law enforcement. The Officer of the Year is an individual who has demonstrated exceptional achievement in carrying out their duty. Extraordinary valor, investigative work, community policing efforts, or other police endeavors of an outstanding nature will qualify for consideration of this award. This award denotes the highest level of achievement among officers. Nominations should be made for police endeavors that occurred between November 1, 2008 and August 1, 2009. Nominations may be made through normal submission process but must have a signed endorsement from the agency head.

#### **Student Achievement Award**

This award will be given to a student (primary, secondary, college, graduate or post-graduate) who has through focused area(s) of study, a commitment to law enforcement or public safety. Recognition will be given to students for high academic achievement, student research or service to a law enforcement or public safety student organization.

#### **Civilian Employee Award**

This award will be given to a civilian employed in a law enforcement or public safety organization whose work is in direct support of the profession(s). Through individual deed(s), this person symbolizes dedication to the profession of law enforcement and the citizens in the communities in which they serve. This award winner is an individual who has demonstrated exceptional achievement in carrying out their duty

#### **Benefactor Award**

This award will be given to a citizen, community member, business, volunteer organization, or other entity whose supportive actions have had a positive impact on the KWLEN, women in law enforcement, or the law enforcement community. The nominee demonstrates a continuing commitment to service and leadership to the police community. Active involvement on committees and other internal organizations as well as other examples of volunteerism are examples of relevant service activities

# Kentucky Women's Law Enforcement Network Award Nomination Form

**CATEGORY OF AWARDS: (check one)**

- Public Safety Departmental Award
- Benefactor Award
- Member of the Year Award
- Academic Contribution Award
- Lifetime Achievement Award (Founder's Award)
- Student Achievement Award
- Leadership Award
- Civilian Employee Award
- Police Officer of the Year Award
- Service Award

**NOMINEE INFORMATION**

NAME: \_\_\_\_\_ RANK: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

AGENCY: \_\_\_\_\_

AGENCY ADDRESS: \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

OFFICE PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**THIS INDIVIDUAL IS BEING NOMINATED BY:**

NAME: \_\_\_\_\_ RANK: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

AGENCY: \_\_\_\_\_

AGENCY ADDRESS: \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

OFFICE PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Please add a narrative describing why you feel that this nominee meets the award criteria. Include a detailed and descriptive narrative of the actions, activities, or achievements of the nominee that support the category for which they are being nominated.

**Nominations must be mailed or emailed by August 7, 2009.**

Return to:     Debbie Marasa  
                  St. Matthews Police Department  
                  3940 Grandview Avenue  
                  Louisville, KY 40207  
                  marasa871@aol.com