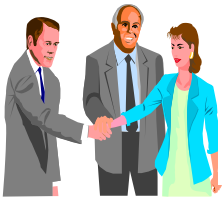


About the course:

“First Line Supervision”



“how to get the job done through people...”

This four (4) day training program is designed to provide supervisory and management training in first line supervision. The course will provide the cornerstone for all of your managerial and supervisory instruction. Typically, the best patrol officer is promoted and then expected to perform as a supervisor with little or no training on how to supervise others and get the job done through people. This course will provide comprehensive training in supervisory techniques and responsibilities instructed by experienced and

veteran supervisory instructors who have taught supervisory courses to thousands of officers across the United States.

About the Topics

- **Accepting supervisory responsibility**
- **Civil liability**
- **Decision Making**
- **Supervisor/Subordinate Relations and Conflict Resolution**
- **Ethical Leadership**
- **Performance Appraisals**
- **Team building and motivation**
- **Time management**
- **Collective bargaining/Labor Relations, Grievance Handling and Discipline**
- **Additional synergistic exercises**
- **Portions of this school should be approved by OPOTA for CPT credits in 2026**



About the instructors

William Healy was a career law enforcement officer who was a member of the law enforcement community for over 29 years. For 24 years. Mr. Healy had been a member of the Ohio State Highway Patrol and retired from the State Patrol in 1999. Mr. Healy has a Bachelor's Degree from Ohio University and a Master's Degree from Central Michigan University in General Administration. Mr. Healy is a graduate of the prestigious Southern Police Institute's Administrative Officer's Course at the University of Louisville. He has served as an instructor at the Northwestern University Traffic Institute (NUTI), the International Association of Chiefs of Police (IACP), the Ohio Attorney General's Conference on Law Enforcement, the Drug Enforcement Administration, and the Drug Interdiction Assistance Program. He is a certified instructor with the Ohio Peace Officer's Training Council (OPOTC), and currently serves as Director of Training for North Coast Polytechnic Institute.

Ms. Susan Rance Locke was a career law enforcement officer for over 29 years. She retired from the Ohio State Highway Patrol after 29 years of service. During her career, she served as a road trooper at the Chardon Highway Patrol Post. She also served as an Academy instructor at the Ohio State Highway Patrol Academy in Columbus, Ohio for over 7 years. Throughout her OSP career, she served as a Sergeant assigned to the Internal Affairs Unit in General Headquarters. She was later promoted to Lieutenant and then Staff Lieutenant was assigned to the Human Resource Management (HRM) unit where she worked in labor relations and as the training supervisor for the Department of Public Safety. Sue is a graduate of the prestigious 12 week Southern Police Institute (SPI) Administrative Staff and Command School out of the University of Louisville in Louisville, KY.

REGISTRATION INFORMATION

Name _____

Agency _____

Address _____

City _____ State _____

Zip _____ Phone _____

FAX _____ e-mail _____

Registration fee:

**\$500.00 per person
(11 hrs CPT approved by
OPOTA)**

Training Site:

**Greene County Career Center
532 Innovation Drive
Xenia, Ohio 45385**

WAYS TO REGISTER:

Mail: Greene County Criminal Justice
Academy

**Attn: Tracey Cassel
532 Innovation Drive
Xenia, Ohio 45385
(937) 372-6941 Ext. 1551**

e-mail: tcassel@greeneccc.com

Fax: (937) 502-4400

School: First Line Supervision
Greene County Criminal Justice Academy
February 24-27, 2026

**First Line
Supervision**



Hosted
by

**Greene Co
Criminal Justice
Academy**

Four day School

TUESDAY-FRIDAY

**February 24-27,
2026**