

# Memorandum

**Date:** January 28, 2008

**To:** District Superintendents  
Defensive Tactics Instructors: Channel Coast District  
Colorado Desert District  
Inland Empire District  
OHMVR Division  
Orange Coast District  
San Diego Coast District  
Tehachapi District

**From:** Department of Parks and Recreation  
William Penn Mott Jr. Training Center

**Subject:** Defensive Tactics Instructor Two-Day Update Class – Southern California

You are scheduled to attend DT Instructor Update Training at Bolsa Chica State Beach, 117851 Pacific Coast Highway, Huntington Beach, CA, on February 21 and 22, 2007. The training will be held from 0800 to 1700 each day. Please notify Joanne Danielson at 831-649-2959 or [jdanielson@parks.ca.gov](mailto:jdanielson@parks.ca.gov) if you will **not** be able to attend this training, or if you need directions or more information.

If your reporting location is 50 miles or more from the location of the training, you are eligible to have overnight accommodations provided. You are responsible to make your own hotel reservations at the government rate. The Training Center will pick up your lodging and meals starting with dinner on the first day to lunch on the last day.

Upon completion of your training, submit a travel expense claim with the supporting paperwork; hotel receipt and approved DPR 392 from ETMS to the Training Center. Your travel to and from training must be approved by your District. If you intend to stay in a hotel the night before the class begins, or the night after the class ends, please call Joanne Danielson for approval.

In the past we have used the hotel listed below. You are not required to use the hotel listed, just make sure the hotel you choose offers and provides the room at the government rate.

Hotel Huntington Beach - 877-891-0123 – Remember to ask for the government rate.

*Original signed by*

Joanne Danielson  
Training Specialist

cc: Rod Sanford

**DEFENSIVE TACTICS INSTRUCTOR UPDATE**  
**February 21–22, 2008**

<b>NUMBER</b>	<b>NAME</b>	<b>TITLE</b>	<b>DISTRICT</b>
1	ADAMA, Dale	LFG	Inland Empire
2	ADDISON-BIER, Heidi	SPR	Colorado Desert
3	AITCHISON, Garratt	SSPR	San Diego Coast
4	BROWN, Margaret	SPR	San Diego Coast
5	BRUCK, Jeffrey	LFG	San Diego Coast
6	CLAAR, Kelly	SSPR	OHMVR Division
7	DAVID, Jeffrey	LGS I	Orange Coast
8	FORRESTER, Kevin	SPS II	Tehachapi
9	HILLIS, Robert	SSPR	Colorado Desert
10	MARSHALL, Brent	SSPR	Channel Coast
11	MILLER, Kent	SPS I	Colorado Desert
12	MILOSCH, Deirdre	SPS I	Orange Coast
13	PEARSALL, Kevin	LGS I	Orange Coast
14	POOLE, JR, Sherman	SPR	Inland Empire
15	WRIGHT, Mark	SPR	Tehachapi