



New Prosecutors Orientation and Training Program 2017

Day #1

Wednesday, September 6, 2017

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| 9:00– 9:30 | Check In |
| 9:30 – 10:30 | Welcome and Introductions
<i>Marian T. Ryan, District Attorney</i>
<i>Steve Loughlin, First Assistant District Attorney</i>
<i>Alice Casey, Chief of District Courts</i>
<i>Aliya Khalidi, Director of Training & Professional Development</i> |
| 10:30 – 10:45 | Break |
| 10:45 – 11:45 | Innocence Project & Conviction Integrity Program
<i>Joseph Gentile, Chief of Framingham Superior Court Trial Team</i>
<i>Lisa Kavanaugh, Committee for Public Counsel Services, Innocence Program Director</i> |
| 11:45 – 12:00 | Break |
| 12:00 – 12:45 | Then & Now: The Best Job You Will Ever Have
<i>Howard Whitehead, Special Counsel to the District Attorney</i> |
| 12:45 – 2:15 | Lunch & Identification Badges |
| 2:15 – 3:15 | Combatting Heroin in the Commonwealth
<i>Lt. Colonel Frank Hughes, Massachusetts State Police</i> |
| 3:15 – 3:30 | Break |
| 3:30 – 5:00 | Foundations for a Successful Future: The Best Job You Will Ever Have
<i>Andrea Cabral, Public Servant</i> |

Day #2

Thursday, September 7, 2017

- 9:00 – 9:45** **A Humanizing Approach to Ethical and Related Issues**
The Hon. Paul A. Chernoff
- 9:45 – 10:00** **Internal Affinity Group**
Aliya Khalidi, Co-Chair
- 10:00 – 10:15** **Break**
- 10:15 – 10:45** **You Only Have One Chance to Make a First Impression**
Howard Whitehead, Special Counsel to the District Attorney
- 10:45 – 12:15** **Prosecutorial Ethics**
Hallie Speight, ADA, Appeals & Training Bureau
- 12:15 – 1:30** **Lunch**
- 1:30 – 3:00** **Criminal Law & Procedure Refresher**
Denise Duran, Deputy Director of District Courts
Randall Maas, Assistant District Attorney, Appeals Division
Elizabeth May, Assistant District Attorney, Appeals Division
- 3:00 – 4:00** **Commonwealth v. Daniel LaPlante**
Adrienne Lynch, ADA, Chief of Homicide
- 4:00 – 5:00** **Human Resources**
Colleen Flaherty, Director of Human Resources
Brett Morton, Payroll Analyst
Thomas Blumenthal, Director of Employee Assistance Program
Specialty Services, All One Health Resources

Day #3

Friday, September 8, 2017

MEET AT NEWTON DISTRICT COURT: FILL IN ADDRESS

- 9:00 – 10:00** **Drug Court: An Overview and History**
Marie Burke, Probation Department
- 10:00:-10:15** **Break**
- 10:15 – 10:45** **Drug Court: A First Hand Experience**
Kerianne Kilcoyne
- 10:45 – 11:00** **Break**
- 11:00 – 11:45** **Drug Court: A Team Approach**
Emily Farley, Assistant District Attorney, Newton Drug Court
Donna Moore, Probation Officer, Newton Drug Court
Shannon Merryfield, Probation Officer, Newton Drug Court
- 11:45 – 12:30** **Drug Court: A Holistic Perspective**
The Hon. Mary Beth Heffernan, Newton District Court
- 12:30 – 2:00** **Lunch & Return to Woburn**
- 2:00 – 2:15** **Computer, Email, Intranet, Phone, Westlaw**
Stephen Wong, Director of Information Technology
David Despres, Applications Analyst
Christopher Coen, Network Administrator
- 2:15 – 2:30** **Press Office**
Meghan Kelly, Communications Director
- 2:30 – 2:45** **Preparing for Your First Day**
Alice Casey, Director of District Courts
Aliya Khalidi, Director of Training & Professional Development
- 3:00 – 5:00** **Beyond the Wall**
Jenny Phillips, Producer and Director

Monday, September 11, 2017

Report to your assigned court

If possible, go to a CBJ Meeting before CBJ training session on Friday, October 6, 2017

Day #4

Wednesday, September 13, 2017

- 9:00 – 10:00** **Creative Trial Tactics & The Investigative Prosecutor**
David Solet, Chief Legal Counsel, Executive Office of Public Safety and Security
- 10:00 – 10:30** **Tackling a District Court Caseload**
Radu Brestyan, ADA, Cambridge Superior Court
- 10:30 – 10:45** **Break**
- 10:45 – 12:00** **Justice Delayed: Understanding the Desired Result**
We will discuss an August 1, 2017 article from the *New York Times* magazine: She was Convicted of Killing Her Mother. Prosecutors Withheld the Evidence That Would Have Freed Her by Emily Bazelon: https://www.nytimes.com/2017/08/01/magazine/she-was-convicted-of-killing-her-mother-prosecutors-withheld-the-evidence-that-would-have-freed-her.html?nl=todaysheadlines&emc=edit_th_20170806
- 12:00 – 1:00** **Your First Six Months as an ADA**
John Dawley, ADA, Lowell Superior Court
- 1:00 – 2:00** **Lunch**
- 2:00 – 3:00** **The Non-Traditional Side of Middlesex DA's Office**
Shawn MacMaster, Director of Community Partnerships
- 3:00 – 4:00** **Partner Profile: Immigrant Learning Center**
Kathy Smith, Assistant Director, Public Education Institute, The Immigrant Learning Center, Inc., Malden

Day #5

Thursday, September 14, 2017

- 8:30 – 9:00** **Diversity in Prosecution**
Carmen Ortiz, Former United States Attorney for the District of Massachusetts
- 9:00 – 9:30** **From the Courtroom to the Legislature Floor**
MaryBeth Long, General Counsel
- 9:30 – 9:45** **Break**
- 9:45 – 10:30** **Appeals & Training Bureau**
Melissa Johnsen, ADA, Appeals & Training Bureau
- 10:30 – 11:00** **Professionalism & Etiquette in the Courtroom**
Sue Mellon
- 11:00 – 11:15** **Break**
- 11:15 – 11:45** **Public Records and Criminal Offender Record Information (CORI)**
Elizabeth May, ADA, Public Records/Subpoena Team
- 11:45 – 12:00** **Break**
- 12:00 – 1:00**
Adrienne Lynch, Chief, Homicide Unit
- 1:00 – 2:00** **Lunch**
- 2:00 – 3:15** **District Court: Life in First Session**
Alice Casey, Chief of District Courts
Denise Duran Flagg, Deputy Chief of District Courts
Laura Miller, Regional District Court Supervisor, Framingham Region
Jessica Pacheco, Regional District Court Supervisor, Cambridge Region

3:15 – 4:00

Board of Probation Records

Alice Casey, Chief of District Courts

Denise Duran Flagg, Deputy Chief of District Courts

Laura Miller, Regional District Court Supervisor, Framingham Region

Jessica Pacheco, Regional District Court Supervisor, Cambridge Region

4:00 – 4:15

Break

4:15 – 5:00

Arraignment and Bail

Alice Casey, Chief of District Courts

Denise Duran Flagg, Deputy Chief of District Courts

Laura Miller, Regional District Court Supervisor, Framingham Region

Jessica Pacheco, Regional District Court Supervisor, Cambridge Region

Day #6

Friday, September 15, 2017

9:00 – 9:45

Implicit Bias & Bail, Part I

We will discuss a July 8, 2014 article in *The New York Times*, [Study Finds Racial Disparity in Criminal Prosecutions](https://mobile.nytimes.com/2014/07/09/nyregion/09race.html) by James C. McKinley Jr.: <https://mobile.nytimes.com/2014/07/09/nyregion/09race.html>

9:45 – 11:00

Arrestment and Bail

Alice Casey, Chief of District Courts

Denise Duran Flagg, Deputy Chief of District Courts

Laura Miller, Regional District Court Supervisor, Framingham Region

Jessica Pacheco, Regional District Court Supervisor, Cambridge Region

11:00 – 11:15

Break

11:15 – 1:00

Bail Argument Exercises

1:00 – 2:00

Lunch

2:00 – 3:00

Best Practices in Case Preparation & Documentation

Alice Casey, Chief of District Courts

Denise Duran, Deputy Chief of District Courts

3:00 – 4:00

Implicit Bias & Bail, Part II

We will discuss the video and articles from the morning.

Day #7

Wednesday, September 20, 2017

1:00 – 2:00

Lunch (on your own)

Day #8

Friday, September 22, 2017

8:30 – 9:30

Sentencing

Alice Casey, Chief of District Courts

Laura Miller, Regional District Court Supervisor, Framingham Region

Jessica Pacheco, Regional District Court Supervisor, Cambridge Region

9:30 – 10:30

Probation

Vincent J. Piro, Jr., Chief Probation Officer, Woburn District Court

10:30 – 10:45

Break

10:45 – 12:30

Sentencing

Alice Casey, Chief of District Courts

Laura Miller, Regional District Court Supervisor, Framingham Region

Jessica Pacheco, Regional District Court Supervisor, Cambridge Region

12:30 – 12:45

Victim Impact Statements

Anne Foley, Chief, Victim Witness Bureau

12:45 – 1:45

Lunch (on your own)

1:45 – 2:00

Working with Digital Multimedia Evidence (DME)

Carl Schiller, Multi-Media Specialist

2:00 – 2:15

Audacity

Stephen Wong, Director of Information Technology

David Despres, Applications Analyst

Christopher Coen, Network Administrator

2:15 – 5:00

Sentencing Exercises

Please bring one or two of your cases with you to training to discuss in a group setting.

Day #9

Wednesday, September 27, 2017

9:00 – 11:15

Case Preparation

Alice Casey, Chief of District Courts

*Denise Duran, Deputy Chief of District Courts & Regional District Court Supervisor,
Cambridge & Malden Regions*

Laura Miller, Regional District Court Supervisor, Framingham Region

Jessica Pacheco, Regional District Court Supervisor, Cambridge Region

11:15 – 11:30

Break

11:30 – 1:00

Discovery

Jessica Langsam, ADA, Appeals & Training Bureau

Jamie Charles, ADA, Appeals & Training Bureau

Criminal Rule of Procedure 17

Jessica Langsam, Assistant District Attorney, Appeals & Training Bureau

Jamie Charles, Assistant District Attorney, Appeals & Training Bureau

1:00 – 2:00

Lunch

2:00 – 4:00

On Track: Film & Discussion

Mike Ortiz, Staff Counsel for Student Services, Lowell Public Schools

Gregg Croteau, Executive Director, UTEC

Day #10

Friday, September 29, 2017

9:00 – 10:45

Motion Practice

Jason Chandler, ADA, Child Protection Unit

10:45 – 11:00

Break

11:00 – 11:15

Westlaw KM Demonstration

Tim Ferriter, ADA, Appeals & Training Bureau

11:15 – 11:45

MDAO Resources and Prosecutors Encyclopedia

Aliya Khalidi, Director of Training & Professional Development

11:45 – 1:00

Lunch

1:00 – 3:00

Motion Practice Exercises

Alice Casey, Chief of District Courts

Denise Duran, Deputy Chief of District Courts

Laura Miller, Regional District Court Supervisor, Framingham Region

Jessica Pacheco, Regional District Court Supervisor, Cambridge Region

3:00 – 5:00

Discovery Exercises

Alice Casey, Chief of District Courts

Denise Duran, Deputy Chief of District Courts

Laura Miller, Regional District Court Supervisor, Framingham Region

Jessica Pacheco, Regional District Court Supervisor, Cambridge Region

Day #11

Friday, October 6, 2017

- 8:30 – 9:00** **Community Based Justice Program**
Aliya Khalidi, Director of Training & Professional Development
- 9:00 – 9:15** **Preparing a CBJ List**
David Despres, Applications Analyst
- 9:15 – 9:30** **Break**
- 9:30 - 10:45** **How to Prepare and Conduct a CBJ Meeting**
Shannon Jurgens, ADA, Lowell District Court
Jake McCrindle, ADA, Marlborough District Court
Robyn Pontremoli, Community Programs Coordinator
- 10:45 – 11:00** **Break**
- 11:00 – 12:00** **Juvenile and Adult Diversion**
Megan Storing, Diversion Program Coordinator
Allison Timm, Juvenile Diversion Case Manager
- 12:00 – 12:30** **Confidentiality Issues**
Aliya Khalidi, Director of Training & Professional Development
- 12:30 – 12:45** **Switch to Woburn PD**
- 12:45 – 4:15** **Woburn Police Department - Lunch provided by Woburn PD**
Chief Robert Ferullo and Command Staff

Day #12

Wednesday, October 11, 2017

- 8:30 – 8:45** **Victim Witness Services Bureau**
Anne Foley, Chief of the Victim Witness Services Bureau
- 8:45 – 9:45** **The Victim’s Perspective**
Carla, Domestic Abuse Survivor
- 9:45 – 10:00** **Break**
- 10:00 – 11:30** **Looking forward: The Criminal Justice System**
*Randy Gioia, Deputy Chief Counsel for the Public Defender Division,
Committee for Public Counsel Services*
Lonnie Powers, Executive Director, Massachusetts Legal Assistance
- 11:45 – 12:15** **Risk Assessment & High Risk Teams, Part I**
Robyn Pontremoli, Community Programs Coordinator
- 12:15 – 12:45** **Asset Forfeiture**
Paris Daskalakis, ADA, Asset Forfeiture Program
- 1:00 – 2:00** **Lunch** (on your own)
- 2:00 – 2:45** **Risk Assessment & High Risk Teams**
Shawn MacMaster, Director of Community Partnerships
- 2:45 – 3:15** **Victims’ Rights & the Victim Witness Advocate’s Role**
Michael Owens, Victim Witness Advocate, Newton District Court
- 3:15 – 3:30** **Break**
- 3:30 – 4:15** **ADA-VWA Partnership - Best Practices When Working With Victims**
Meaghan Meech, Victim Witness Advocate, Child Protection Unit
Julie Kunkel, ADA, Malden Superior Court
- 4:15 – 5:00** **Preparing Victims & Witnesses for Trial**
Meaghan Meech, Victim Witness Advocate, Child Protection Unit
Julie Kunkel, ADA, Malden Superior Court

Day #13

Friday, October 13, 2017

9:00 – 11:30

Detection of Impaired Drivers

Lt. Stephen Mullaney, Massachusetts State Police

11:30 – 12:00

Motion Practice: A View from Appeals

Casey Silvia, Assistant District Attorney, Appeals Division

12:00 – 12:15

Perspectives from a Court Officer

Kevin Tkachuk, Trial Court

12:15 – 5:00

Released to Your Courts or the Woburn Office

Day #14

Friday, October 20, 2017

- 9:00 – 11:45** **Street Level Drugs**
Lieutenant Paul Timmons, Cambridge Police Department, Special Investigations Unit
Sergeant Lou Cherubino, Cambridge Police Department
Detective Kevin Donofrio, Cambridge Police Department
- 11:45 – 12:00** **Break**
- 12:00 – 12:30** **Common Pitfalls**
- 12:30 – 2:00** **Lunch & Transfer to Malden District Court** (on your own)
- 2:00 – 5:00** **Best Practices: Perspectives from the Bench, the Defense, and the Clerk's Office**
The Hon. Judge Archilla, Chelsea District Court
Malden District Court Clerk's Office
Damien Gillietti, Esq.

Day #15

Wednesday, October 25, 2017

Training Session is in the 1st Floor Conference Room

- 9:00-10:00** **Direct and Cross Examinations**
Beth Dunigan, Chief of the Malden Superior Court Team
- 10:00-11:00** **Openings & Closings**
Howard Whitehead, Special Counsel to the District Attorney
- 11:00-11:15** **Break**
- 11:15 – 12:15** **Jury Selection**
Nicole Allain, Chief of the Cambridge Superior Court Team
- 12:15 – 1:15** **Lunch**
- 1:15 – 1:30** **Sample Closing**
Jason Chandler, ADA, Child Protection Unit
- 1:30 – 2:30** **Objections**
Kevin Curtin, Grand Jury Director
- 2:30 – 4:00** **Prosecuting Drug Cases**
Raquel Frisardi, Cambridge District Court Supervisor
- 4:00 – 5:00** **Motions in Limine**
Clarence Brown, ADA, Lowell Superior Court Trial Team

Day #16

Friday, October 27, 2017

4th Floor Training Room

- 9:45 – 11:15** **Identifying & Using Corroboration Evidence to Prove Your Case**
Alice Casey, Director of District Courts
- 11:15 – 11:30** **Break**
- 11:30 – 1:00** **Prosecution of Impaired Drivers**
Nils Lundblad, ADA, Malden Superior Court
Laura Miller, Framingham Regional Supervisor
- 12:00 – 1:00** **Lunch**
- 1:00 – 5:00** **Trial Advocacy Training**

Day #17

Wednesday, December 1, 2017

8:30 – 5:00 Trial Advocacy Training

This is a joint training with new officers of the Cambridge Police Department. The Cambridge Police will set up a mock incident for the officers to respond to on a few days before December 1. They will write reports, which I will forward to you, along with your roles. You will take on the role of an ADA for various hearings: a 58A, a motion, or a trial. You would also serve as defense counsel to do a cross for another hearing. You will meet and prepare your witness at 8:30 a.m. on December 1, then we will start the hearings right at 9 am. You will receive feedback on these exercises.

Day #18

Thursday February 8, 2018

2:00 – 5:00

Prosecuting Domestic Violence Cases

Suzanne Kontz, ADA, Lowell Superior Court Team