

Michigan State Police

Law Enforcement Information Network

Terminal Agency Coordinator Training for Courts

The Michigan State Police (MSP), Criminal Justice Information Center, Law Enforcement Information Network (LEIN) Field Services Unit and the Audit Unit have set the 2021 Terminal Agency Coordinator (TAC) classes for Courts. In 2021, two different TAC trainings for Courts will be offered:

- **TAC Training:** This full-day class is intended for new TACs and encompasses, in detail, all areas of required information and knowledge associated with being the court's representative. It is required for all new TACs, and TACs that have not attended training since 2017.
- **TAC Refresher Training:** This half-day refresher course is designed for the experienced TAC. Condensed content provides a brief overview of some required information as well as new information. The TAC Refresher Training is offered only to TACs who have attended at least one session of full day TAC Training in 2018, 2019, or 2020. Returning TACs may attend either the full-day or refresher training.

In accordance with LEIN policy, each court with direct access to the LEIN and the National Crime Information Center (NCIC) must appoint a TAC. Direct access to the LEIN/NCIC includes the ability to conduct LEIN/NCIC transactions through a desktop computer, mobile data computer, in-car laptop, MIPistol, Offender Watch, etc. The LEIN TAC class is mandatory for all new TACs and recertification is required biennially thereafter for all TACs.

Classes will be conducted remotely using the Microsoft Teams application. Participants will be able to attend by computer or by telephone if a computer is not available. Registration for each participant is to be completed via MI-TRAIN. First time users must create an account.

MI-TRAIN Course IDs:

- TAC Training for Courts (full day): 1094378
- TAC Refresher Training for Courts (half day): 1094388

When registering, the participant's agency Originating Agency Identifier (ORI) is required. To register for the TAC Refresher, participants will be required to submit the date of the last TAC Training attended.

There is no cost for this training. Full-day sessions will include a one-hour lunch break. Registered participants may join the training beginning at 8:30 a.m.

Upon successful completion of the course, a certificate will be made available in MI-TRAIN.

All TAC Training for Courts participants must work for a court.

TAC Training schedule:

March 23, 2021	9 a.m. – 4:30 p.m. EDT
August 10, 2021	9 a.m. – 4:30 p.m. EDT

TAC Refresher Training schedule:

June 8, 2021	9 a.m. – 12:30 p.m. EDT
November 2, 2021	9 a.m. – 12:30 p.m. EDT

For more information or questions regarding TAC training, please contact your court's [auditor](#) or [LEIN Field Services](#).

For course and registration information, please contact [Ms. Jessica Lounds](#).