



Minnesota Sheriffs' Association
100 Empire Drive, Suite 222
St. Paul, MN. 55103-1885
651-451-7216

Training Announcement

Basic Civil Process
September 24, 2025
8:30 AM – 16:30 PM
Zoom and In-Person

Course Description

In this class we will discuss the various forms of civil processes, issues and techniques of service of process to start various types of legal actions and practical aspects from an instructor who has actually been a civil process server. The class also includes emerging issues and trends such as recent statute changes such as Extreme Risk Emergency Protection Orders (Red Flag Laws), case law updates and changes in civil procedure requirements such as electronic filings. We will discuss the subject of post judgment civil process and mortgage foreclosures as well as data practices, records retention and administration of civil process activities. Each attendee will receive in electronic form the current Minnesota Civil Process Manual and a variety of sample forms and "cheat sheets" for use by their agencies and deputies and in the field.

Richard Hodsdon has spent all his professional life representing and defending state and local officials, conducting criminal prosecutions, training and advising criminal justice and government officials. Rick has spent 8 years as a special assistant Minnesota Attorney General, a year in private practice and over 30 years as an assistant county attorney for Washington County Minnesota. Rick has been legal counsel for the Minnesota Sheriffs' Association since 1987. **Rick has also been the author of the Sheriffs' Association annually updated Civil Process Manual for over 20 years. He is often contacted by county attorney's seeking help to advise their sheriffs on civil process issues.**

Cost: \$175 per person

Online: Zoom invitations will be emailed prior to the training date.

POST Credits: 7

Registration: MSA web site at www.mnsheriffs.org under Legal Issues for Public Agencies.

***Registration closes 48 hours prior to the class.**

CANCELLATION POLICY: All cancellations must be made no later than 48 hours prior to the class. No refunds or credits will be issued on or after the date of the class. No refunds or credits will be given for no-shows. Registrations may be transferred to another person in your organization.

If you have questions or need further information please contact:

Heather Stephens- MSA Training Coordinator

*hstephens@mnsheriffs.org * 651-204-2213 * www.mnsheriffs.org*

Working for Minnesota Sheriffs since 1885