



## Training Records Managers (TRM)

Training Records Managers (TRM) have access to all ATF employees, TFOs, and contractors, but they only have access to the courses that they are responsible for managing. A TRM is responsible for logistical and operational support of ATF Training Programs. Responsibilities include:

- Work with the Professional and Technical Training Development Branch to make sure item records are up to date.
- Create, edit and cancel scheduled offerings.
- Assign resources (facilities, instructors, locations) to scheduled offerings.
- Revise notifications and attach reporting instructions.
- Assign and remove items and curricula for users.
- Manage user registrations for scheduled offerings.
- Record completions.
- Enter Customer Satisfaction Measurement scores.
- Run reports.

## Who is the Training Records Manager responsible for a particular training program?

Role ID	Last Name	First Name	Program
Training Records Manager - Leadership	Mennear	Andrew	Advanced Training Programs
Training Records Manager - NCETR	Morris	Patricia	AEDT
Training Records Manager - OM	McQueen	John	Asset Forfeiture
Training Records Manager - ATF Academy	Collins	Teresa	Basic
Training Records Manager - ATF Academy	Latson	Elvenia A	Basic
Training Records Manager - ATF Academy	Wallace	Kimberly	Basic
Training Records Manager - Canine	Adams	Tammie	Canine
Training Records Manager - Canine	Gochenour	Larry	Canine



Training Records Manager - Canine	Nicodemus	Douglas	Canine
Training Records Manager - Canine	Petersen	Catherine	Canine
Training Records Manager - SOD	Rusterucci	Robert J	CAT Recert (HQ 1811s), CAT Instructor (HQ), Special Ops Combatives Program (Training and Instructors)
Training Records Manager - SOD	Carpenter	John	Certified Technical Operator
Training Records Manager - NCETR	Bright	Cynthia	CES/HAZMAT for CES
Training Records Manager - NCETR	Priest	Lisa Ann	CFI/HAZMAT for CFI/NRT
Training Records Manager - SOD	Lee	Baldwin	Crisis Negotiations
Training Records Manager - SOD	Hamilton	Allison	Digital Investigation Program
Training Records Managers –EPS	Smith	Karen	E-Trace/FESD/NTC In-House Training
Training Records Manager - SOD	Turner	Richard	Firearms Interstate Nexus Training Programs
Training Records Manager - SOD	Akers	Mitchell	Firearms Quals (HQs), Taser Recert (HQs), Taser Instructor Recert, Flying While Armed, Simulation Training
Training Records Manager - SOD	Jeffrey	Brouse	Forward Observer Program
Program Manager - FO	Harding	Warren	G.R.E.A.T.
Training Records Manager - OM	O’Bryant	Carolyn	Government Charge Card/COR Training
Training Records Manager - SOD	Nunley	James T	Helicopter Rope Suspension Technique (HRST) Program
Training Records Manager - NCETR	Brown	Brooke	HME
Training Records Manager - NCETR	Hill	Gwendolyn	HME
Curricular Manager - Leadership	Jakowitsch	Gus	Instructors/Items/Curriculum
Training Records Manager - ATF Academy	Bacon	Florence	IOI OJT/CITP/Trainee Evaluations
Training Records Manager - OSII	Garcia-Perez	Ivonne	IPBI/LELD (International)
Training Records Manager - OST	Macgregor	Kathleen	IT Security
Training Records Manager - OST	Steele	Amy	IT Security
Training Records Manager - Leadership	Gorham	Doris	Leadership Programs
Training Records Manager - Leadership	Patterson	Margaret	Leadership Programs
Training Records Manager - Leadership	Malcolm	James T	LIE Basic/LIE Career Path/FEO Career Path
Training Records Manager - SOD	Knapp	Joshua	Medic Program



Training Records Manager - Leadership	Romero	Mario	Mentorship Programs/Deferrals
Training Records Manager - OST	Hopkins	Sheila	National Firearms Examiner's Academy
Training Records Manager - RDHD	Yarborough	Tonya	NOBLE/WIFLE/Diversity
Training Records Manager - OPRSO	Saunders	Melinda	NSI
Training Records Manager - OST	Younger	Marion	OST Programs
Training Records Manager - SOD	Quindley	Sherryann	Peer Responder
Training Records Manager - OSII	McCloy	Robert P	Personnel Recovery
Training Records Manager - SOD	Claire	Todaro	Polygraph
Training Records Manager - NCETR	Miller	Enecia	Post Blast
Training Records Manager - Leadership	Williams	Tabatha	Promotion Assessments
Training Records Manager - HROD	Siler	Tanika	Retirements/Financial Education
Training Records Manager - HROD	Sterling	Erica	Retirements/Financial Education
Training Records Manager - SOD	Floria	Patrice	SOD Programs
Training Records Manager - NCETR	Sims	Beverly	Special Agent Canine Handlers
Training Records Manager - SOD	Fitzpatrick	Richard	SRT Basic and Quarterly Training
Training Records Manager - SOD	Jeffrey	Perryman	Tactical K-9
Training Records Manager - SOD	Bullock	Gaynell	Victim-Witness, E-FIT