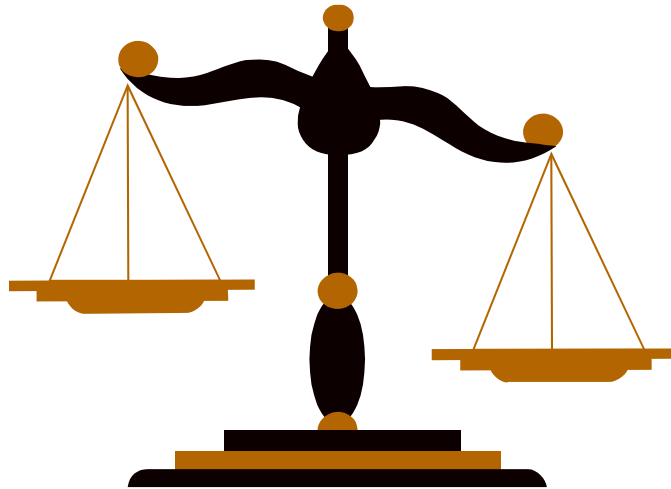


*February 15, 2024*

*CRIMINAL JUSTICE STANDARDS AND TRAINING  
COMMISSION MEETING*

*ORLANDO MARRIOTT LAKE MARY  
LAKE MARY, FLORIDA*

**Amended February 8, 2024**



**Florida Department of Law Enforcement  
Commissioner Mark Glass**

**Criminal Justice Professionalism  
Director Chad Brown**

**Criminal Justice Standards and Training Commission**

**Chairman Tommy Ford  
Bay County Sheriff's Office**

**Vice-Chairman George Lofton  
Attorney General Designee**

Criminal Justice Standards and Training Commission  
Meeting Dates: February 12<sup>th</sup> – 15<sup>th</sup>, 2024

Orlando Marriott Lake Mary  
1501 International Parkway  
Lake Mary, Florida 32746  
Front Desk: 407-995-1100

<i>Meeting Name</i>	<i>Meeting Time</i>	<i>Meeting Room</i>
<b>Monday, February 12, 2024</b>		
FDLE Staff Command Center	7:00 a.m. – 6:00 p.m.	Hibiscus
FDLE Staff Information Area – Adrienne Trykowski & Kim Rowell	8:00 a.m. – 6:00 p.m.	ABC Foyer
Officer Discipline Class	8:00 a.m. – 5:00 p.m.	Orchid Ballroom
“New” Training Center Director’s Orientation	5:00 p.m. – 6:00 p.m.	Hibiscus
<b>Tuesday, February 13, 2024</b>		
FDLE Staff Command Center	7:30 a.m. – 6:00 p.m.	Hibiscus
FDLE Staff Information Area – Adrienne Trykowski & Kim Rowell	8:00 a.m. – 6:00 p.m.	ABC Foyer
Officer Discipline Class	8:00 a.m. – 5:00 p.m.	Orchid Ballroom
Field Services Staff Meeting	10:00 a.m. – 12:30 p.m.	Ballroom H
<b>(Members Only)</b> Training Center Director Scholarship Committee Meeting Training Center Director Executive Board Committee Meeting Training Center Director Steering Committee Meeting	10:00 a.m. – 10:30 a.m. 10:30 a.m. – 1:00 p.m. 1:00 p.m. – 2:30 p.m.	Hibiscus
Regional Criminal Justice Selection Center Directors Association Meeting	2:00 p.m. – 3:00 p.m.	Salons DEFGH
Training Center Director Advanced / Specialized Training Committee Meeting Training Center Director Basic Recruit Committee Meeting Training Center Director High Liability Committee Meeting Training Center Director Rules Committee Meeting	2:30 p.m. – 4:00 p.m. 2:30 p.m. – 4:00 p.m. 2:30 p.m. – 4:00 p.m. 2:30 p.m. – 4:00 p.m.	Salons DEFGH
<b>Wednesday, February 14, 2024</b>		
FDLE Command Center	7:30 a.m. – 6:00 p.m.	Hibiscus
FDLE Staff Information Area – Adrienne Trykowski & Kim Rowell	7:30 a.m. – 6:00 p.m.	ABC Foyer
Officer Discipline Class	8:00 a.m. – 5:00 p.m.	Orchid Ballroom
Training Center Directors Association Business Meeting	8:30 a.m. – 10:00 a.m.	Salons DE
Probable Cause Determination Hearings	10:00 a.m. – 5:00 p.m.	Salons ABC
Chairman Briefing - <b>(FDLE STAFF, CHAIRMAN, &amp; ATTORNEY)</b>	11:30 a.m. – 1:00 p.m.	Hibiscus
<b>Thursday, February 15, 2024</b>		
FDLE Command Center	7:30 a.m. – 6:00 p.m.	Hibiscus
FDLE Staff Information Area – Adrienne Trykowski	7:30 a.m. – 6:00 p.m.	ABC Foyer
Criminal Justice Standards & Training Commission Business Meeting CJST Commission Officer Discipline Hearings	8:30 a.m. – 9:30 a.m. 9:30 a.m. – 5:00 p.m.	Salons DE

Meeting Rooms are subject to change.

## HOTEL INFORMATION

<b>Commission Meeting Dates:</b>	February 12 – 15, 2024
<b><u>Hotel Name and Address:</u></b>	Orlando Marriott Lake Mary 1501 International Parkway Lake Mary, Florida 32746
<b>Hotel's Webpage:</b>	<a href="http://www.marriott.com/mcoml">www.marriott.com/mcoml</a>
<b>Front Desk Telephone:</b>	(407) 995-1100
<b>Front Desk Fax:</b>	(407) 995-1150
<b><u>Reservation Information:</u></b>	Orlando Marriott Lake Mary Reservations
<b>Reservation Telephone:</b>	800-380-7724 or (407) 995-1100 and ask for reservations.
<b>Reservations Group Name:</b>	FDLE - Criminal Justice Standards & Training Commission Meeting Group (CJSTC) or click the link below to visit our customized reservation website.
<b>Group Rate Booking Link:</b>	<a href="https://book.passkey.com/go/CJSTCfeb2024">https://book.passkey.com/go/CJSTCfeb2024</a>
<b>Guestroom Rate:</b>	\$155.00, per night plus applicable taxes for a King or Queen(s)
<b>Group Rate Available:</b>	February 10 – 16, 2024, before and after the event is based on availability.
<b>Daily Parking:</b>	Complimentary self-parking daily
<b>Valet parking:</b>	Not available
<b>Check-in:</b>	4:00 p.m.
<b>Check-out:</b>	11:00 a.m. There is no penalty for early check-out. Late check-out is subject to availability and can be requested at the front desk.
<b>Resort Fee:</b>	None
<b>Cancellation Policy:</b>	Cancellations that are made after <b>11:59 p.m. local time, two days before arrival</b> , no-shows, and no-calls would acquire a 1-day room fee, including taxes, which will be charged to the guest's credit card.
<b>Tax Exemption:</b>	If your agency is tax-exempt, please submit a copy of your agency's current exemption certificate issued by the State of Florida. <u>Note:</u> You cannot submit your agency's tax-exempt form and pay with a personal credit card. **FDLE members cannot use FDLE's tax-exempt form for lodging.
<b>Reservation Deadline:</b>	January 19, 2024. If reservations are made after the cutoff date, you may not receive the group rate or room block; before making a reservation outside the group, please get in touch with the CJSTC Meeting Planner, Cheryl Taylor at <a href="mailto:CherylTaylor@fdle.state.fl.us">CherylTaylor@fdle.state.fl.us</a> .

If you have questions about the Commission meeting agenda, contact Kim Rowell at (850) 410-8662 or by e-mail at [KimberlyRowell@fdle.state.fl.us](mailto:KimberlyRowell@fdle.state.fl.us). If you have questions about hotel accommodations or need assistance making a reservation, contact Cheryl Taylor at (850) 410-8657 or via email [at CherylTaylor@fdle.state.fl.us](mailto:CherylTaylor@fdle.state.fl.us). If you have questions about the Officer Discipline Agenda, contact Erica Gaines at (850) 410-8645 or by e-mail at [EricaGaines@fdle.state.fl.us](mailto:EricaGaines@fdle.state.fl.us). If you have questions regarding the Officer Discipline Training Course, contact Raven Davis at (850) 410-8793 or by e-mail at [RavenDavis@fdle.state.fl.us](mailto:RavenDavis@fdle.state.fl.us). The Commission packet can be viewed or downloaded after January 30, 2024, at: <http://www.fdle.state.fl.us/CJSTC/Commission.aspx>.

FEBRUARY 15, 2024  
CRIMINAL JUSTICE STANDARDS AND TRAINING  
COMMISSION MEETING BUSINESS AGENDA

8:30 A.M.

The Commission packet can be viewed at:  
<http://www.fdle.state.fl.us/CJSTC/Commission.aspx>

Business Meeting Called to Order	Chairman Tommy Ford
Posting of Colors	Director David Miller Seminole State College Center for Public Safety
Pledge of Allegiance	Seminole County Multi-Agency Honor Guard
Invocation	Chaplain Walter Person Seminole County Sheriff's Office
Officer Killed in the Line of Duty ( <b>Addendum</b> )	Trooper Zachary Fink Florida Highway Patrol <i>End of Watch: February 2, 2024</i>
Security ( <b>Amended</b> )	Trooper Anita Womack, Trooper Justin Young, Trooper Antonio Batrangan-Garcia, and Trooper Phanudej Saengchote of the Florida Highway Patrol
Welcome/Introductions	Chairman Tommy Ford
Roll Call	Commission Secretary Kim Rowell
Sunshine Law	Commission Attorney Nick Cox
Approval of the February 15, 2024, Business Agenda	Commission Secretary Kim Rowell
Approval of the November 2, 2023, Commission Meeting Minutes	Commission Secretary Kim Rowell
Resolution: Government Operations Consultant III Fredrika Flakes	Commission Secretary Kim Rowell
Training Center Directors' Association (TCDA) Chairman Remarks	Chairman Jay Romine Manatee Technical College Criminal Justice Academy

1. **Criminal Justice Professionalism Updates** Director Chad Brown
  
2. **Criminal Justice Standards and Training Trust Fund Audit Recommendations:** Regions I, II, IV, V, X, and XII for Fiscal Year 2022-2023 Bureau Chief Glen Hopkins
 

**Perfect Audits:**

  - Region I: Northwest Florida State College Criminal Justice Training Center
  - Region II: Florida Panhandle Technical College Public Safety Institute
  - Region IV: North Florida College Public Safety Academy  
Santa Fe College Institute of Public Safety
  - Region V: St. Johns River State College Criminal Justice Training Program
  - Region X: Southwest Florida Public Service Academy  
Suncoast Technical College Criminal Justice Academy
  - Region XII: Palm Beach State College Criminal Justice Institute

**NOTE: The Perfect Audits will be presented during the February 14, 2024, TCDA Business Meeting.**
  
3. **Officer Training** Bureau Chief Ashley Pennington
 

**A. Florida Basic Recruit Training Programs:**

  1. Instructor Guide — Law Enforcement Academy, Volume 1, Version 2024.07 (Update)
  2. Instructor Guide — Law Enforcement Auxiliary Academy, Version 2024.07 (Update)
  3. Instructor Guide — Florida Correctional Basic Recruit Training Program, Version 2024.07 (Update)
  4. Instructor Guide — Correctional Probation Officer Training Academy, Version 2024.07 (Update)
  5. Instructor Guide — High Liability, Version 2024.07 (Update)
  
4. **Request for Variances or Waivers of Rules** Bureau Chief Glen Hopkins
 

**A.** Petition for a Permanent Waiver of Rule 11B-27.002(4)(a), F.A.C., by Devon Ashley Rich

**B.** Petition for a Permanent Waiver of Rule 11B-27.002(4)(a), F.A.C., by Theresa M. Shoemaker

**C.** Petition for a Permanent Waiver of Rules 11B-30.006(2)(a) and 11B-35.001(12)(c)(2), F.A.C by Director Timothy A. Adams of the St. Johns River State College, Criminal Justice Training Program
  
5. **Sarasota County Sheriff’s Office Corrections Training Academy Certification Request** Bureau Chief Glen Hopkins
  
6. **Effective Communication and Decision-Making for Correctional Basic Recruit Training** Bureau Chief Ashley Pennington

-GENERAL INFORMATION AGENDA ITEMS-

*Agenda Items A. through K. are general informational items that do not require Commission action. If Commission members need to discuss any of these agenda items, the chair will entertain a Commission member's request to do so.*

- |  |                                |
|--|--------------------------------|
| <b>A. Criminal Justice Standards and Training Trust Fund Officer Training Monies Status Report</b>   | Bureau Chief Glen Hopkins      |
| <b>B. Officer Records Statistics</b>   | Bureau Chief Glen Hopkins      |
| <b>C. Automated Training Management System (ATMS) Statistics</b>   | Bureau Chief Glen Hopkins      |
| <b>D. Field Specialist Statistics</b>  | Bureau Chief Glen Hopkins      |
| <b>E. Basic Abilities Test (BAT) Statistics</b>  | Bureau Chief Ashley Pennington |
| <b>F. State Officer Certification Examination (SOCE) Statistics</b>  | Bureau Chief Ashley Pennington |
| <b>G. SOCE Quarterly Content Area Report</b>   | Bureau Chief Ashley Pennington |
| <b>H. Commission Basic Recruit Training Programs, and Advanced and Specialized Training Program Courses; and Federal and Private Training Courses (Update)</b> | Bureau Chief Ashley Pennington |
| <b>I. Officer Discipline Statistics</b>  | Bureau Chief Glen Hopkins      |
| <b>J. Curriculum Updates Pursuant to Section 943.17, F.S.</b>  | Bureau Chief Ashley Pennington |
| <b>K. Criminal Justice Standards and Training Trust Fund Revenue Report for Fiscal Year 2023 - 2024</b>  | Bureau Chief Glen Hopkins      |

FEBRUARY 15, 2024  
OFFICER DISCIPLINE AGENDA  
9:30 A.M.

STIPULATION AND SETTLEMENT AGREEMENTS:

Tab	Respondent	Tab	Respondent	Tab	Respondent
A-1	CSENDOM, CODY L.	A-3	FRANCOIS, PITCHIE E.	A-4	GESUALDI, RICHARD
A-2	FLUTY, MONICA				

INFORMAL-MORAL CHARACTER:

Tab	Respondent	Tab	Respondent	Tab	Respondent
B-1	COON, MAURICE	B-5	KIFFNEY, THOMAS E.	B-9	REES, ALLEN
B-2	CORBIN, JARED A.	B-6	LONDONO, JONATHAN	B-10	TAPOLYAI, ATTILA S.
B-3	DEEN, CHRISTIAN M.	B-7	MAJOR, PATRICK L.		
B-4	DEREMER, ANGELA J. <span style="color: red;">Removed</span>	B-8	MCCOLLUM, KENNETH J.		

INFORMAL-FELONY:

Tab	Respondent
C-1	HYDE, JANEIL M.

VOLUNTARY RELINQUISHMENT:

Tab	Respondent	Tab	Respondent	Tab	Respondent
D-1	CAPRA, ERIKA N.	D-5	CLARK, CLAYTON O.	D-9	LEACH, ZACHARY M.
D-2	CARTWRIGHT, BREANNA M.	D-6	CROSBY, LAURA M.	D-10	LYPEDE, OLAYEMI O.
D-3	CHAINED, JUSTIN	D-7	DAVIS SERRANO, LUIS M.	D-11	POIROT, JUSTIN
D-4	CHRISLEY, JORDAN M.	D-8	HERNANDEZ, CHRISTOPHER A.	D-12	TAVEIRNE, ROBERT J.

DEFAULT-MORAL CHARACTER:

Tab	Respondent	Tab	Respondent	Tab	Respondent
E-1	BEATY, ERIC T.	E-6	BOYD, ADAM F.	E-11	DUQUE MORALES, JULIAN A.
E-2	BIRCHFIELD, JOSEPH K.	E-7	BROWDER, MATTHEW C.	E-12	HALL, KYLE L.
E-3	BONSANTO, MERCEDES A.	E-8	CHAMBERS, MARQUITA J.	E-13	KING, KRISTOPHER L.
E-4	BOTHWELL, JOHN M.	E-9	DELOATCH, SHALETHA V.	E-14	KITCHENS, KEVIN D.
E-5	BOUGHER, MICHELLE L.	E-10	DONAWAY, JOSHUA A.	E-15	PERRY, JOSIAH

DEFAULT-FELONY:

Tab	Respondent	Tab	Respondent	Tab	Respondent
F-1	CONNOR, WILLIAM O.	F-3	HATCHER, RANDY L.	F-5	KEVITT, JEREMY E.
F-2	DELUSSO, CHRIS	F-4	KELLY, SCOTT A.	F-6	STUBBS, THOMAS O.

RECOMMENDED ORDER:

Tab	Respondent
G-1	GADOURY, SHANE

## OFFICER DISCIPLINE AGENDA, continued

### MOTION TO VACATE/SET ASIDE:

Tab	Respondent
H-1	WYNN, ASHLEY E.

### VOLUNTARY DISMISSAL:

Tab	Respondent	Tab	Respondent	Tab	Respondent
I-1	BALAY VELEZ, ANGEL D.	I-4	JACKSON, JASON L.	I-7	RAINEY, HAKEEM A.
I-2	DOS SANTOS, LUIS F.	I-5	JOHNSON, ANTONIO L.	I-8	ROSA, AUSTIN J.
I-3	HUGHES, MICHAEL K.	I-6	MARINI, TAYLOR A.		



## 2024 – 2025 COMMISSION MEETINGS

<b>Criminal Justice Standards and Training Commission</b>	
<b>2024</b>	<b>2025</b>
<p><b><u>February 12 – 15, 2024</u></b></p> <p>Orlando Marriott Lake Mary 1501 International Parkway Lake Mary, Florida 32746</p> <p>Front Desk: 1-407-995-1100</p>	<p><b><u>February 3 – 6, 2025</u></b></p> <p>Orlando Marriott Lake Mary 1501 International Parkway Lake Mary, Florida 32746</p> <p>Front Desk: 1-407-995-1100</p>
<p><b><u>May 13 – 16, 2024</u></b></p> <p>Embassy Suites by Hilton Orlando Lake Buena Vista South 4955 Kyngs Heath Road Kissimmee, FL 34746</p> <p>Front Desk: 1-407-597-4000</p>	<p><b><u>May 12– 15, 2025</u></b></p> <p>Embassy Suites by Hilton Orlando Lake Buena Vista South 4955 Kyngs Heath Road Kissimmee, FL 34746</p> <p>Front Desk: 1-407-597-4000</p>
<p><b><u>August 12 – 15, 2024</u></b></p> <p>Sawgrass Marriott Golf &amp; Spa Resort 1000 PGA Tour Boulevard Ponte Vedra Beach, FL 32082</p> <p>Front Desk: 1-904-285-7777</p>	<p><b><u>August 11 – 14, 2025</u></b></p> <p>Sawgrass Marriott Golf &amp; Spa Resort 1000 PGA Tour Boulevard Ponte Vedra Beach, FL 32082</p> <p>Front Desk: 1-904-285-7777</p>
<p><b><u>October 28 – 31, 2024</u></b></p> <p>Embassy Suites by Hilton Orlando Lake Buena Vista South 4955 Kyngs Heath Road Kissimmee, FL 34746</p> <p>Front Desk: 1-407-597-4000</p>	<p><b><u>October 27– 30, 2025</u></b></p> <p>Embassy Suites by Hilton Orlando Lake Buena Vista South 4955 Kyngs Heath Road Kissimmee, FL 34746</p> <p>Front Desk: 1-407-597-4000</p>

Meeting locations and dates are subject to change.

19-MEMBER CRIMINAL JUSTICE STANDARDS AND  
TRAINING COMMISSION MEMBERSHIP

Secretary of the Department of Corrections	Attorney General
<p><b>Regional Director Brian D. Riedl</b>  <b>Proxy for Secretary Ricky D. Dixon (Effective 11/19/2021)</b>            Florida Department of Corrections, Region 3 Office            19225 U.S. Highway 27            Clermont, Florida 34715-9025  <b>Telephone Number: 352-989-9355</b>            Fax Number: 352-989-9113            E-mail: <a href="mailto:Brian.Riedl@fdc.myflorida.com">Brian.Riedl@fdc.myflorida.com</a>            Secretary/Assistant: Tracy Boyd, 352-989-9356            E-mail: <a href="mailto:Tracy.Boyd@fdc.myflorida.com">Tracy.Boyd@fdc.myflorida.com</a>            Term: Not applicable</p>	<p><b>Retired Officer George D. Lofton – Vice Chairman</b>  <b>Proxy for Attorney General Ashley Moody (Effective 1/30/2019)</b>  <b>Telephone Number: 727-251-0488</b>            E-mail: <a href="mailto:Gdlofton@yahoo.com">Gdlofton@yahoo.com</a>            Secretary/Assistant: None            Term: Not applicable</p>
Director of Florida Highway Patrol	
<p><b>Colonel Gary L. Howze II</b>            Florida Department of Highway Safety and Motor Vehicles            Division of Florida Highway Patrol            Neil Kirkman Building, MS#1            2900 Apalachee Parkway            Tallahassee, Florida 32399-0500  <b>Telephone Number: 850-617-3100</b>            E-mail: <a href="mailto:GaryHowze@flhsmv.gov">GaryHowze@flhsmv.gov</a>            Secretary/Assistant: Vicki Harman, 850-617-3110            E-mail: <a href="mailto:VickiHarman@flhsmv.gov">VickiHarman@flhsmv.gov</a>            Term: Not applicable</p>	
Sheriffs (3)	
<p><b>Sheriff Robert “Wayne” Ivey</b>            Brevard County Sheriff’s Office            700 S. Park Avenue            Titusville, FL 32780  <b>Telephone Number: 321-264-5201</b>            Fax Number: 321-264-5360            E-mail: <a href="mailto:wayne.ivey@bcso.us">wayne.ivey@bcso.us</a>            Secretary/Assistant: Deputy Kelsey Artus            E-mail: <a href="mailto:Kelsey.artus@bcso.us">Kelsey.artus@bcso.us</a>            Partial Term: 3/11/2022 – 8/1/2025</p>	<p><b>Sheriff Tommy Ford – Chairman</b>            Bay County Sheriff’s Office            3421 North Highway 77            Panama City, Florida 32405-5009  <b>Telephone Number: 850-248-2078</b>            Fax Number: 850-784-0949            E-mail: <a href="mailto:tommy.ford@bayso.org">tommy.ford@bayso.org</a>            Secretary/Assistant: Theresa Anglin, 850-248-2078            E-mail: <a href="mailto:theresa.anglin@bayso.org">theresa.anglin@bayso.org</a>            Partial Term: 4/13/2018 – 8/1/2018            First Term: 8/23/2018 – 8/1/2022            Second Term: 8/2/2022 – 8/1/2026</p>
<p><b>Sheriff Michael A. Adkinson, Jr.</b>            Walton County Sheriff’s Office            10 Sheriff Circle            DeFuniak Springs, Florida 32435  <b>Telephone Number: 850-892-8186</b>            E-mail: <a href="mailto:sheriffadkinson@waltonso.org">sheriffadkinson@waltonso.org</a>            Secretary/Assistant: Alli Lytle, 850-951-4705            E-mail: <a href="mailto:lytalli@waltonso.org">lytalli@waltonso.org</a>            First Term: 9/25/2020 – 8/1/2024</p>	

Chiefs of Police (3)	
<p><b>Chief Robert Bage</b>  Fort Walton Beach Police Department  7 Hollywood Blvd., NE  Fort Walton Beach, Florida 32548  <b>Telephone Number: 850-833-9532</b>  Fax Number: 850-833-9563  E-mail: <a href="mailto:rbage@fwb.org">rbage@fwb.org</a>  Secretary/Assistant: SaWanna Graves 850-833-9547  E-mail: <a href="mailto:sgraves@fwb.org">sgraves@fwb.org</a>  Partial Term: 3/11/2022 – 8/1/2024</p>	<p><b>Chief Jeffrey M. Pearson</b>  Satellite Beach Police Department  510 Cinnamon Drive  Satellite Beach, Florida 32937  <b>Telephone Number: 321-773-4400</b>  Fax Number: 321-773-5414  E-mail: <a href="mailto:jpearson@satellitebeach.gov">jpearson@satellitebeach.gov</a>  Secretary/Assistant: Michele Heyn, 321-773-4400 ext. 492  E-mail: <a href="mailto:mheyne@satellitebeach.gov">mheyne@satellitebeach.gov</a>  Partial Term: 8/1/2016 – 8/1/2018  First Term: 8/23/2018 – 8/1/2022  Second Term: 8/2/2022 – 8/1/2026</p>
<p><b>Chief Melanie Bevan</b>  Bradenton Police Department  100 10th Street West  Bradenton, Florida 34205  <b>Telephone Number: 941-932-9333</b>  Fax Number: 941-932-9393  E-mail: <a href="mailto:melanie.bevan@bradentonpd.com">melanie.bevan@bradentonpd.com</a>  Secretary/Assistant: Elba Viruet, CAP, 941-932-9357  E-mail: <a href="mailto:elba.Viruet@bradentonpd.com">elba.Viruet@bradentonpd.com</a>  Partial Term: 9/25/2020 – 8/1/2023  First Term: 10/24/2023 – 8/1/2027</p>	
Law Enforcement Officers (5) who are the Rank of Sergeant or Below	
<p><b>Sergeant James Reaves</b>  Jacksonville Sheriff's Office  5530 Beach Blvd  Jacksonville, Florida 32207  <b>Telephone Number: 904-398-7010</b>  E-mail: <a href="mailto:rreaves@fop530.com">rreaves@fop530.com</a>  Secretary/Assistant: Joanne Seach  E-mail: <a href="mailto:jseach@fop530.com">jseach@fop530.com</a>  Partial Term: 3/11/2022 – 8/1/2025</p>	<p><b>Sergeant Jacqueline Harrison</b>  Miami Dade Police Department / Professional Compliance Bureau  9105 NW 25 Street  Doral, Florida 33172  <b>Telephone Number: 305-629-2588</b>  Fax Number: 305-468-2556  E-mail: <a href="mailto:j_harrison@MDPD.com">j_harrison@MDPD.com</a>  Secretary/Assistant: None  First Term: 9/25/2020 – 8/25/2024</p>
<p><b>Range Master Christopher Nebbeling</b>  West Palm Beach Police Department  600 Banyan Boulevard  West Palm Beach, Florida 33401  <b>Telephone Number: 561-822-1899</b>  E-mail: <a href="mailto:cnebbeling@wpb.org">cnebbeling@wpb.org</a>  Secretary/Assistant: None  Partial Term: 4/9/2021 – 8/1/2021  First Term 3/11/2022 – 8/1/2025</p>	<p><b>Master Trooper William Smith</b>  Florida Highway Patrol  P.O. Box 290756  Davie, Florida 33329  <b>Telephone Number: 305-470-2500</b>  Fax Number: 954-382-4758  E-mail: <a href="mailto:Instruc777@aol.com">Instruc777@aol.com</a>  First Term: 10/24/2023 – 1/1/2025</p>
<p><b>Officer Richard Murphy</b>  Tallahassee Police Department  234 East Seventh Avenue  Tallahassee, Florida 32303  <b>Telephone Number: 850-891-4200</b>  Fax Number: 850-891-4627  E-mail: <a href="mailto:richard.murphy@talgov.com">richard.murphy@talgov.com</a>  First Term: 9/25/2020 – 8/1/2024</p>	

Correctional Officers (2) Administrator of a State Correctional Institution and a Sergeant or Lower Rank			
<b>Warden Amelia Hill</b> Madison Correctional Institution 382 SW MCI Way Madison, FL 32340 <b>Telephone Number: 850-973-5547</b> Fax Number: 385-688-2037 E-mail: <a href="mailto:Amelia.hill@fdc.myflorida.com">Amelia.hill@fdc.myflorida.com</a> Secretary/Assistant: Jennifer Herndon First Term: 10/24/2023 – 8/1/2027		<b>Sergeant Edgar Rosa</b> Orange County Corrections Department 3741 Vision Blvd. Orlando, FL 32939 <b>Telephone Number: 407-448-8318</b> Fax Number: 407-836-0352 E-mail: <a href="mailto:EdgarM.rosa@ocfl.net">EdgarM.rosa@ocfl.net</a> Secretary/Assistant: None Partial Term: 3/11/2022 – 8/1/2022 First Term: 10/21/2022 – 8/1/2026	
Training Center Director		County Correctional Institution Head	
<b>Director Charles McIntosh</b> College of Central Florida 3001 S.W. College Road Bldg. 31 Ocala, Florida 34474 <b>Telephone Number: 352-854-2322, ext. 1360</b> Fax Number: 352-873-5862 Email: <a href="mailto:mcintosc@cf.edu">mcintosc@cf.edu</a> Secretary/Assistant: Amy Garratt ext. 1356 Email: <a href="mailto:garratta@cf.edu">garratta@cf.edu</a> First Term: 9/25/2020 – 8/1/2024		<b>Major Skott Jensen</b> Lake County Sheriff's Office 360 W. Ruby St. Tavares, FL 32778 <b>Telephone Number: 352-742-4061</b> Email: <a href="mailto:skott.jensen@lcsso.org">skott.jensen@lcsso.org</a> Secretary/Assistant: Cathy Lee Email: <a href="mailto:cathy.lee@lcsso.org">cathy.lee@lcsso.org</a> , 352-742-4054 First Term: 10/24/2023 – 8/1/2027	
State Resident		Commission Attorney	
<b>Dr. James D. Sewell</b> 301 2nd Street North, #4 St. Petersburg, Florida 33701 <b>Telephone Number: 727-821-5014</b> E-mail: <a href="mailto:jimdsewell@aol.com">jimdsewell@aol.com</a> Secretary/Assistant: None Partial Term: 6/18/2021 – 8/1/2021 First Term: 3/11/2022 – 8/1/2025		<b>Statewide Prosecutor Nick Cox</b> Office of the Attorney General 3507 E. Frontage Road, Suite 350 Tampa, Florida 33607 <b>Telephone Number: 813-287-7209</b> Fax Number: 813-281-5515 E-mail: <a href="mailto:Nick.Cox@myfloridalegal.com">Nick.Cox@myfloridalegal.com</a> Executive Assistant/Office Manager: Beth Decker (813-287-7209) E-mail: <a href="mailto:Beth.Decker@myfloridalegal.com">Beth.Decker@myfloridalegal.com</a>	
Criminal Justice Professionalism Management		FDLE Counsel	
<b>Director Chad Brown</b> 850-410-8611 <b>Bureau Chief Ashley Pennington</b> 850-410-8673 Bureau of Training <b>Bureau Chief Glen Hopkins</b> 850-410-8660 Bureau of Standards <b>Bureau Chief Chris Johnson</b> 850-410-7800 Bureau of Professional Development  Florida Department of Law Enforcement Criminal Justice Professionalism 2331 Phillips Road Tallahassee, Florida 32308	<b>Deputy General Counsel Chris Bufano</b> 850-410-7676 <b>Deputy General Counsel Kate Holmes</b> 850-410-7682 <b>Assistant General Counsel Andy Digby</b> 850-410-7020  Florida Department of Law Enforcement Office of Executive Director 2331 Phillips Road Tallahassee, Florida 32308  <b>Alternate Mailing Address:</b> Post Office Box 1489 Tallahassee, Florida 32302-1489		

# *Criminal Justice Standards and Training Commission*

## *MINUTES OF THE NOVEMBER 2, 2023 COMMISSION MEETING*

Chairman Ford called the Criminal Justice Standards and Training Commission Business Meeting to order on November 2, 2023, held at the Embassy Suites Orlando Lake Buena Vista, Kissimmee, Florida.

### PLEDGE OF ALLEGIANCE, INVOCATION, AND SPECIAL THANKS

Chairman Ford thanked the following agency individuals for participating in the Commission's meeting activities: Trooper Tashahnda Coody, Trooper Justin Young, Trooper Kate Juber, Trooper Zachary Frye, Trooper Geoffrey Pabilones, and Sergeant George Bedingfield of the Florida Highway Patrol for providing security; Orange County Sheriff's Office Honor Guard for presenting the colors; Director Rob Pigman of the Valencia College Criminal Justice Institute for leading the audience in the Pledge of Allegiance; and Chaplain Mark Schionning of the Orange County Sheriff's Office for giving the invocation.

### BUSINESS MEETING AGENDA

### COMMISSION MEMBERS PRESENT OR ABSENT

*The roll was called and the following 17 Commission members represented a quorum:*

1. **Sheriff Tommy Ford, Chairman**  
Bay County Sheriff's Office  
3421 North Highway 77, Panama City, FL 32405-5009  
Telephone: 850-248-2078
2. **Regional Director Brian D. Riedl, proxy for Secretary Ricky D. Dixon** Florida Department of Corrections  
501 Calhoun St., Tallahassee, FL 32399-2500  
Telephone: 850-717-3037
3. **Retired Officer George D. Lofton, Vice-Chairman proxy for Attorney General Ashley Moody,**  
Telephone: 727-251-0488
4. **Colonel Gary L. Howze, II**  
Florida Department of Highway Safety and Motor Vehicles  
2900 Apalachee Parkway, Tallahassee, FL 32399-0500  
Telephone: 850-617-3100
5. **Sheriff Michael A. Adkinson, Jr. (absent)**  
Walton County Sheriff's Office  
10 Sheriff Circle, Defuniak Springs, FL 32435  
Telephone: 850-892-8186
6. **Sheriff Wayne Ivey**  
Brevard County Sheriff's Office  
700 S. Park Avenue, Titusville, FL 32780  
Telephone: 321-264-5201
7. **Chief Jeffrey M. Pearson**  
Satellite Beach Police Department  
510 Cinnamon Drive, Satellite Beach, FL 32937  
Telephone: 321-773-4400
8. **Chief Robert Bage**  
Fort Walton Beach Police Department  
7 Hollywood Blvd., Fort Walton Beach, FL 32579  
Telephone: 850-833-9532
9. **Chief Melanie Bevan**  
Bradenton Police Department  
100 10<sup>th</sup> Street West, Bradenton, FL 32405  
Telephone: 941-932-9333
10. **Sergeant James Reaves**  
Jacksonville Sheriff's Office  
501 E. Bay Street, Jacksonville, FL 32207  
Telephone: 904-398-7010
11. **Sergeant Jacqueline Harrison**  
Miami Dade Police Department  
Professional Compliance Bureau  
18805 N.W. 27 Avenue, Miami Gardens, FL 33054  
Telephone: 305-629-2588
12. **Range Master Christopher Nebbeling**  
West Palm Beach Police Department  
600 Banyan Boulevard, West Palm Beach, FL 33401  
Telephone: 561-822-1899
13. **Officer Richard Murphy**  
Tallahassee Police Department  
234 East Seventh Avenue, Tallahassee, FL 32303  
Telephone: 850-891-4200

14. **Sergeant Edgar Rosa**  
Orange County Corrections Department  
3741 Vision Blvd., Orlando, FL 32939  
Telephone: 407-448-8318

15. **Director Charles McIntosh**  
College of Central Florida  
3001 S.W. College Road, Ocala, FL 34482  
Telephone: 352-854-2322, ext. 1360

16. **Dr. James D. Sewell**  
301 2<sup>nd</sup> Street North #4, St. Petersburg, FL 33701  
Telephone: 727-821-5014

17. **Warden Amelia Hill**  
Madison Correctional Institution  
382 SW MCI Way, Madison, FL 32340  
Telephone: 850-973-5547

18. **Major Skott Jensen**  
Lake County Sheriff's Office  
360 W. Ruby St., Tavares, FL 32778  
Telephone: 352-742-4061

19. **Master Trooper William Smith (absent)**  
Florida Highway Patrol  
P.O. Box 290756, Davie, FL 33329  
Telephone: 305-470-2500

**Commission Attorney**  
Statewide Prosecutor Nick Cox  
Office of the Attorney General  
3507 E. Frontage Road, Suite 325, Tampa, FL 33607  
Telephone: 813-287-7930

### SUNSHINE LAW

Commission Attorney Nick Cox stated that the Sunshine Law applies to agenda items on the Business Agenda and Commission members shall not have conversations with another Commission member or in the presence of another Commission member about agenda items currently pending before the Commission. Commission members may discuss agenda items with another Commission member during the Commission meeting and may have conversations with Commission staff and other individuals about the agenda items prior to the Commission meeting.

### ELECTION OF OFFICERS

Pursuant to s. 943.11(2), F.S., Commission Attorney Nick Cox conducted the election of officers.

#### Nominations for Chairman:

Commissioner Sewell nominated Commissioner Ford to serve as chair; seconded by Commissioner Bevan. Commissioner Ford accepted the nomination. Seeing no other nominations, Commissioner Sewell moved to close the nominations; seconded by Commissioner Pearson.

**COMMISSION ACTION:** *Commissioner Sewell moved to reelect Commissioner Ford by acclamation; seconded by Commissioner McIntosh; motion carried.*

#### Nominations for Vice-Chairman:

Commissioner Bage nominated Commissioner Lofton to serve as vice-chair; seconded by Commissioner Howze. Commissioner Lofton accepted the nomination. Seeing no other nominations, Commissioner Pearson moved to close the nominations; seconded by Commissioner Nebbeling.

**COMMISSION ACTION:** *Commissioner Rosa moved to elect Commissioner Lofton by acclamation; seconded by Chairman Ford; motion carried.*

### APPROVAL OF THE NOVEMBER 2023 COMMISSION MEETING AGENDA

Chairman Ford asked if there were any amendments to the November 2023 Commission meeting agenda. Commission Secretary Kim Rowell advised that the following items were submitted to Commission staff:

- **Amended - Agenda Items 5 & 6 Issue Pages** were amended to reflect the RECOMMENDATION pursuant to Rule 11B-35.0011, F.A.C.

- Amended – Agenda Item J Issue Page was amended to include the Curriculum Alert 2023-11
- Amended – The Meeting Room assignments were rearranged.
- Amended – Agenda Item 6B Petition of Waiver by Cameron Jesse Powell was AMENDED to include additional supporting documentation.
- Amended – Agenda Item 6E Petition of Waiver by Devon Ashley Rich was REMOVED from the agenda.

**RECOMMENDATION:** Chairman Ford requested a motion to approve the amended November 2023 agenda.

**COMMISSION ACTION:** *Commissioner Nebbeling moved that the Commission approve the amended agenda; seconded by Commissioner Pearson; motion carried.*

#### APPROVAL OF THE AUGUST 2023 COMMISSION MEETING MINUTES

Chairman Ford asked if there were any amendments to the August 2023 Commission meeting minutes. Commission Secretary Kim Rowell stated there were no amendments.

**RECOMMENDATION:** Chairman Ford requested a motion to approve the August 2023 Commission meeting minutes.

**COMMISSION ACTION:** *Commissioner Sewell moved that the Commission approve the minutes; seconded by Commissioner Pearson; motion carried.*

#### INTRODUCTION OF NEWLY APPOINTED COMMISSIONERS

Chairman Ford congratulated Commissioner Bevan on her reappointment. He also welcomed the following Commissioners and thanked them for their willingness to serve on the Commission.

- **Commissioner Amelia Hill**, Warden of the Madison Correctional Institution. She currently serves as a member of the American Corrections Association, the Florida Sheriff's Association, and the North American Association of Wardens and Superintendents. She fills the seat previously held by Carol Casimir who resigned on April 6, 2022.
- **Commissioner Skott Jensen**, Administrator of the Lake County Detention Center. He is a veteran of the United States Army and serves as a member of the Florida Sheriffs Association and assessor for the Florida Corrections Accreditation Commission. He fills the seat previously held by Chief Michael Allen who served the commission until August 10, 2023.
- **Commissioner William Smith**, Master Trooper for the Florida Highway Patrol. He serves as the Vice President of Legislative Affairs for the Florida Police Benevolent Association. He fills the seat previously held by Darla Portman who retired April 14, 2023.

#### RESOLUTIONS

The Commission read two resolutions into the record. The first resolution was presented to **Chief Michael Allen** of the Polk County Sheriff's Office. Chief Allen was appointed to serve the Commission beginning July 8, 2015, until August 10, 2023. During his time on the Commission, Chief Allen also served on the Officer Discipline Penalty Guidelines Task Force in 2019, 2021, and 2023. Through his professional insight, personal dedication, and commitment, Vice-Chair Allen made significant contributions toward the development and advancement of criminal justice in Florida and has been an invaluable asset in guiding the development of Florida's criminal justice standards and training programs. The second resolution was presented to **Deputy Director Vickie Koenig** of the Florida Department of Law Enforcement. Deputy Director Koenig has been a member of the Florida Department of Law Enforcement since July 1, 1996, serving in many positions. During her time in the Criminal Justice Professionalism, she established effective interaction and comradery between the training center directors, Commission staff, and the Commission. Deputy Director Koenig's dedication,

commitment to service, and professional leadership have been an invaluable asset to the Criminal Justice Professionalism Division, training center directors, and the Commission; and we wish her well in future endeavors.

**RECOMMENDATION:** Chairman Ford requested a motion to adopt the resolutions as read into the record.

**COMMISSION ACTION:** *Commissioner Reidl moved that the Commission adopt the staff's recommendation; seconded by Commissioner Bevan; motion carried.*

#### TRAINING CENTER DIRECTORS' ASSOCIATION REMARKS

Director Jay Romine of the Manatee Technical College, Criminal Justice Academy provided the following report from the Training Center Directors Association's (TCDA) business meeting held on Wednesday, November 1, 2023.

- **Acknowledgements** – Chair Romine thanked the Commissioners who attended the Training Center meetings. He also acknowledged and expressed gratitude to Deputy Commissioner Matt Walsh who participated in committee and business meetings and provided valuable input.
- **Introduction of New Directors** – Chair Romine introduced two new training center directors: Barry Shaw, Director of the Florida Fish and Wildlife Conservation Commission Law Enforcement Training Center, and Erik Egan, Director of the Volusia Sheriff's Office Training Academy.
- **Phil Royal Memorial Scholarship** – Anthony Lorenz from the Criminal Justice Academy at Suncoast Technical College and Andrew Kerr from the Criminal Justice Academy of Osceola each received a \$500 scholarship from the TCDA.
- **Florida Retirement System (FRS) Statute** – Chair Romine provided the Commission with an update on the ongoing FRS issue, which involves the negative effect that the one-year set-out period has on the training centers and the inability to teach even part-time. Additionally, he expressed his gratitude to Chairman Ford for reaching out to Representative Griff Griffiths, who has agreed to sponsor the bill in the House. The bill is being sponsored in the Senate by Senator Ed Hooper. The bill language states that anyone who is reemployed or employed as a criminal justice instructor on a part-time basis and is not reenrolled in an FRS, would not have to set out for the one-year requirement. The bill is currently being drafted and is waiting for a bill number to be assigned.  
Comments: Chairman Ford stated at the Florida Sheriff's Association (FSA) summit that one of the association's top priorities is reemployment following a six-month period.
- **Commission Workshop Discussion of Firearms SME's Long Gun Proposal** – Chair Romine informed the Commission that the TCDA is prepared to assist both the Commission and FDLE.
- **Florida Police Chief's Association** – Chair Romine provided the Commission with an update on FPCA's request concerning the basic recruit curriculum on officer mental health. Director Vince Morton, of the Palm Beach State College Criminal Justice Institute, has volunteered to chair the ad hoc committee that the TCDA assembled. The TCDA has received the committee's report, and they are now going forward and conducting more studies on erasing the negative mindset that recruits have about the mental health component of officer wellness from the very beginning.
- **Coordinator's Conference** – Chair Romine reported on the second annual Coordinators Conference and thanked Director Theresa Garcia for organizing the event. He stated it was a huge success with (46) coordinators attending and providing feedback. The association is looking forward to next year's conference.

#### AGENDA ITEM 1: CRIMINAL JUSTICE PROFESSIONALISM UPDATES

Director Chad Brown of the Criminal Justice Professionalism (CJP) Division gave an update on the proposed legislation and division initiatives.



- **Acknowledgements** – Director Chad Brown welcomed the new CJST Commissioners and reminded them that FDLE is available to assist them as they get acclimated in their new role.
- **House Bill 195: Mental Health Crisis Intervention Training for Law Enforcement Officers** – This bill would require the Commission to develop and improve a mental health crisis intervention training course, in consultation with a national organization that has expertise in mental health crisis intervention for basic skills, and continuing training for law enforcement officers.
- **Senate Bill 208: Alzheimer’s Disease and Related Dementia Training for Law Enforcement Officers** – This bill would require FDLE and in consultation with the Department of Elder Affairs, to develop an online continuing employment training component related to dementia. Director Brown stated the training must include interacting with persons with dementia, as well as techniques for recognizing symptoms, characteristics, effective communication, alternative physical restraint, and identifying signs of abuse.
- **CJP Initiatives** – Director Brown informed the Commission that the division is currently working on an animal cruelty course. There have been several virtual workshops and the division is planning to have an in-person workshop in January 2024.
- **Alcohol Testing Program (ATP)** – Director Brown also gave an update to the Commission on the Intoxilyzer 9000, which should be available in early 2025. It is currently going through instrument testing, and the development of the breath test operator and agency inspector curricula is in progress. He also stated the division is working internally with ITS and the vendor on the cloud-based breath test database.

**COMMISSION ACTION:** This agenda item did not require Commission action.

**AGENDA ITEM 2: CRIMINAL JUSTICE STANDARDS AND TRAINING TRUST FUND AUDIT RECOMMENDATIONS: REGIONS XI FOR FISCAL YEAR 2022 – 2023**

Bureau Chief Glen Hopkins presented this agenda item and provided the trust fund audit recommendation.

1. Section 943.25(4), F.S., requires that the Commission establish, implement, supervise, and evaluate the expenditures of the Criminal Justice Standards and Training Trust Fund for Commission-approved advanced and specialized training program courses.
2. Rule 11B-18.010, F.A.C., requires that the Commission audit any training facility or program and fiscal agent’s accounting records and procedures for compliance with laws, rules, budget provisions, and contractual agreements.
3. Perfect Audit: **FY 2022-2023:**
  - Region XI: Indian River State College

**RECOMMENDATION:** Commission staff recommended the Commission approve the audit findings and recommended corrective actions for Region XI for FY 2022-2023.

**COMMISSION ACTION:** *Commissioner McIntosh moved that the Commission adopt Commission Staff’s recommendation; seconded by Commissioner Pearson; motion carried.*

**AGENDA ITEMS 3A1-5: OFFICER TRAINING; BASIC RECRUIT TRAINING PROGRAMS; TEXTBOOK UPDATES**

Bureau Chief Ashley Pennington presented this agenda item to the Commission to request approval of the curriculum updates to the Basic Recruit Training textbooks.

1. 3A-1: Law Enforcement Academy, Volume 1, Version 2024.07 (Update)
2. 3A-2: Corrections, Volume 1, Version 2024.07 (Update)
3. 3A-3: Correctional Probation Officer Training Academy, Version 2024.07 (Update)

4. 3A-4: High Liability, Volume 2, Version 2024.07 (Update)
5. 3A-5: Florida Law Enforcement Auxiliary Academy, Version 2024.07 (Update)

**RECOMMENDATION:** Commission staff recommended the Commission approve the updates to the Basic Recruit Training textbooks, effective July 1, 2024.

**COMMISSION ACTION:** *Commissioner Sewell moved that the Commission adopt staff's recommendation; seconded by Vice-Chairman Lofton; motion carried.*

**AGENDA ITEMS 3B1-5: OFFICER TRAINING; BASIC RECRUIT TRAINING PROGRAMS; CROSS-OVER TRAINING PROGRAM**

Bureau Chief Ashley Pennington presented this agenda item to the Commission to request approval of curriculum updates to the Basic Recruit Training Cross-Over Training Programs.

1. 3B-1: Law Enforcement Officer Cross-Over Training to Florida Correctional Basic Recruit Training Program, #3001 Version 2024.07 (Update)
2. 3B-2: Correctional Officer Cross-Over Training to Florida Law Enforcement Academy, #3010, Version 2024.07 (Update)
3. 3B-3: Correctional Officer Cross-Over Training to Florida Correctional Probation Basic Recruit Academy, #3011 Version 2024.07 (Update)
4. 3B-4: Correctional Probation Officer Cross-Over Training to Florida Correctional Basic Recruit Training Program, #3004 Version 2024.07 (Update)
5. 3B-5: Correctional Probation Officer Cross-Over Training to Florida Law Enforcement Academy, #3012, Version 2024.07 (Update)

**RECOMMENDATION:** Commission staff recommended the Commission approve the updates to the Basic Recruit Training Cross-Over Programs, effective July 1, 2024.

**COMMISSION ACTION:** *Commissioner Sewell moved that the Commission adopt staff's recommendation; seconded by Vice-Chairman Lofton; motion carried.*

**AGENDA ITEMS 3C1-3: OFFICER TRAINING; BASIC RECRUIT TRAINING PROGRAMS; SPECIAL OPERATIONS FORCES TRAINING PROGRAM**

Bureau Chief Ashley Pennington presented this agenda item to the Commission to request approval of the updates Basic Recruit Training Programs for Special Operations Forces.

1. 3C-1: Law Enforcement Basic Training for Special Operations Forces Recruits, #3013, Version 2024.07 (Update)
2. 3C-2: Corrections Basic Training for Special Operations Forces Recruits, #3008, Version 2024.07 (Update)
3. 3C-3: Correctional Probation Officer Basic Training for Special Operations Forces Recruits, #3014, Version 2024.07 (Update)

**RECOMMENDATION:** Commission staff recommended the Commission approve the updates to the Basic Recruit Training Programs for Special Operations Forces Recruits, with an effective date of July 1, 2024.

**COMMISSION ACTION:** *Commissioner Reidl moved that the Commission adopt staff's recommendation; seconded by Commissioner Sewell; motion carried.*

**AGENDA ITEM 3D: OFFICER TRAINING; SPECIALIZED TRAINING PROGRAM COURSE; RETIREMENT OF SPECIALIZED INSTRUCTOR COURSE, #2006, CANINE TRAINING INSTRUCTOR UPDATE COURSE**

Bureau Chief Ashley Pennington presented this agenda item to retire Specialized Instructor Course, #2006, Canine Team Training Instructor Update Course.

1. The Commission is responsible for maintaining Specialized Instructor Training Program courses for Commission-certified law enforcement, correctional, and correctional probation officers. Courses in the Specialized Instructor Training Program may be delivered using Criminal Justice Standards and Training Officer Training Trust Fund Monies.
2. Commission staff developed the 24-hour Specialized Instructor Course, #2006, Canine Team Training Instructor Update Course to provide current certified canine instructors with new or revised information related to performance standards contained in both the Canine Team Training Course and the Canine Team Training Instructor Course.
3. Commission staff ran an ATMS report to see how many schools use the Canine Team Training Instructor Update Course, and the report confirmed that no school has used the course since it was developed nine years ago. The course is also out of date, and canine team training instructors are not required to take this course.

**RECOMMENDATION:** Commission staff recommended the Commission retire Specialized Instructor Course, #2006, Canine Team Training Instructor Update Course with an effective date of November 2, 2023.

**COMMISSION ACTION:** *Commissioner Bage moved that the Commission adopt staff's recommendation; seconded by Commissioner Pearson; motion carried.*

**AGENDA ITEM 4: REQUEST FOR DENIAL OF BASIC ABILITIES TEST FOR TAKIA HILL, PURSUANT TO RULE 11B-35.0011, F.A.C.**

Bureau Chief Glen Hopkins presented this agenda item to the Commission to discuss Takia Hill and charges that she engaged in conduct that subverted or attempted to subvert the Basic Abilities Test Process, pursuant to alleged misconduct associated with Rule 11B-35.0011, F.A.C., Falsification of Commission-approved Basic Abilities Test Results. Ms. Hill was not present.

1. Section 943.17(1)(g), F. S., requires that applicants entering a Commission-approved Basic Recruit Training Program pass a Basic Abilities Test (BAT) for the discipline in which training is sought. Further, Rule 11B-35.0011, F.A.C., details misconduct relating to the Basic Abilities Test and the appropriate disciplinary action for such misconduct.
2. The Automated Training Management System (ATMS) records reflect that Ms. Hill is not currently a certified officer or an applicant for certification.
3. On or between February 20, 2023, and March 20, 2023, Ms. Hill provided the Florida Department of Corrections documentation which indicated that she took and passed the Correctional Basic Abilities Test on February 20, 2023.
4. At the time the documentation was presented, Ms. Hill did not have a Global Profile in the Automated Training Management System (ATMS).
5. Ms. Hill was scheduled to take the Correctional Basic Abilities Test on February 25, 2023; however, she did not attend the appointment.
6. Person Vue informed FDLE that the Candidate ID on the documentation provided to the Department of Corrections belonged to a candidate other than Ms. Hill.

7. Pearson Vue informed FDLE that the exam result for the other candidate was FAIL, and the date of the exam was December 15, 2022.
8. The documentation provided by Ms. Hill to the Department of Corrections, indicating herself as the candidate, and a passing BAT score, was an apparent forgery and was an attempt on her part to gain sponsorship into the Correctional Basic Recruit Training Program under false pretense.
9. The Florida Department of Corrections notified Commission staff that Ms. Hill attempted to subvert the Basic Abilities Test process on or about March 20, 2023.
10. On March 21, 2023, Training and Research Manager Jack Owens of the Florida Department of Law Enforcement wrote a memorandum describing the incident.
11. Supporting information was provided by Pearson Vue verifying that the candidate was not Ms. Hill, and a score of FAIL.
12. The Automated Training Management System (ATMS) records reflect that Ms. Hill took and passed the Correctional Basic Abilities Test on March 23, 2023.

**RECOMMENDATION:** Commission staff recommended the Commission find that probable cause exists and that Takia Hill did engage in conduct that subverted or attempted to subvert the Basic Abilities Test Process and direct Commission staff to issue Ms. Hill a letter of intent to deny, which would prohibit her from taking a Basic Abilities Test for a period of five years from the date of the final order, pursuant to Rule 11B-35.0011, F.A.C. In addition, staff will: **1)** Declare that Ms. Hill forfeits the application fees from her March 23, 2023 test; **2)** Nullify the Pass result from her March 23, 2023 test; and **3)** Review any future Officer Certification Application to determine if a denial of the application is warranted.

**COMMISSION ACTION:** *Commissioner Pearson moved that the Commission adopt staff's recommendation; seconded by Commissioner Sewell; motion carried.*

**AGENDA ITEM 5: REQUEST FOR DENIAL OF BASIC ABILITIES TEST FOR DARION HOLDER, PURSUANT TO RULE 11B-35.0011, F.A.C.**

Bureau Chief Glen Hopkins presented this agenda item to the Commission to discuss Darion Holder and charges that he engaged in conduct that subverted or attempted to subvert the Basic Abilities Test Process, pursuant to alleged misconduct associated with Rule 11B-35.0011, F.A.C., Falsification of Commission-approved Basic Abilities Test Results. Mr. Holder was not present.

1. Section 943.17(1)(g), F. S., requires that applicants entering a Commission-approved Basic Recruit Training Program pass a Basic Abilities Test (BAT) for the discipline in which training is sought. Further, Rule 11B-35.0011, F.A.C., details misconduct relating to the Basic Abilities Test and the appropriate disciplinary action for such misconduct.
2. The Automated Training Management System (ATMS) records reflect that Mr. Holder is not currently a certified officer or an applicant for certification.
3. On April 8, 2023, Darion Holder took and failed the Correctional Basic Abilities Test at Pearson VUE test center #51889, in Jacksonville, Florida.
4. On or about April 17, 2023, Mr. Holder provided the Florida Department of Corrections documentation which indicated that he passed the Correctional Basic Abilities Test on April 8, 2023.
5. The documentation provided by Mr. Holder to the Department of Corrections, indicating a passing BAT score, was an apparent forgery and was an attempt on his part to gain sponsorship into the Correctional Basic Recruit Training Program under false pretense.

6. The Florida Department of Corrections notified Commission staff that Mr. Holder attempted to subvert the Basic Abilities Test process on or about April 17, 2023.
7. On April 19, 2023, Training and Research Manager Jack Owens of the Florida Department of Law Enforcement wrote a memorandum describing the incident.
8. Supporting information was provided by I/O Solutions verifying a score of "Did Not Pass".

**RECOMMENDATION:** Commission staff recommended the Commission find that probable cause exists and that Darion Holder did engage in conduct that subverted or attempted to subvert the Basic Abilities Test Process and direct Commission staff to issue Mr. Holder a letter of intent to deny, which would prohibit him from taking a Basic Abilities Test for a period of five years from the date of the final order, pursuant to Rule 11B-35.0011, F.A.C. In addition, staff will: 1) Declare that Mr. Holder forfeits the application fees from his April 8, 2023 test; and 2) Review any future Officer Certification Application to determine if a denial of the application is warranted.

**COMMISSION ACTION:** *Commissioner Pearson moved that the Commission adopt staff's recommendation; seconded by Commissioner Bevan; motion carried.*

**AGENDA ITEM 6A: REQUEST FOR VARIANCES OR WAIVER OF RULE 11B-27.002(4)(A), F.A.C., BY GERARD PIERRE, JR.**

Bureau Chief Glen Hopkins presented this agenda item to the Commission by Gerard Pierre, Jr., to request a permanent waiver of Rule 11B-27.002(4)(a), F.A.C. Mr. Pierre was present.

**RECOMMENDATION:** Commission staff recommended that the Commission GRANT the petition for a permanent waiver of Rule 11B-27.002(4)(a), F.A.C.

**COMMISSION ACTION:** *Commissioner McIntosh moved that the Commission adopt staff's recommendation; seconded by Commissioner Riedl; motion carried.*

**AGENDA ITEM 6B: REQUEST FOR VARIANCES OR WAIVER OF RULE 11B-27.002(4)(A), F.A.C., BY CAMERON JESSE POWELL**

Bureau Chief Glen Hopkins presented this agenda item to the Commission by Cameron Jesse Powell to request a permanent waiver of Rule 11B-27.002(4)(a), F.A.C. Mr. Powell was not present.

**RECOMMENDATION:** Commission staff recommended that the Commission GRANT the petition for a permanent waiver of Rule 11B-27.002(4)(a), F.A.C.

**COMMISSION ACTION:** *Commissioner Riedl moved that the Commission adopt staff's recommendation; seconded by Commissioner Pearson; motion carried.*

**AGENDA ITEM 6C: REQUEST FOR VARIANCES OR WAIVER OF RULE 11B-35.009(9), F.A.C., BY BUREAU CHIEF OF TRAINING ASHLEY PENNINGTON ON BEHALF OF SHERIEF M. KHAMIS AND MARK ANTHONY WILLIAMS**

Bureau Chief Glen Hopkins presented this agenda item to the Commission by Bureau Chief Ashley Pennington on behalf of Sherief M. Khamis and Mark Anthony Williams, to request a permanent waiver of Rule 11B-35.009(9), F.A.C. Mr. Sherief or Mr. Williams was not present.

**RECOMMENDATION:** Commission staff recommended that the Commission GRANT the petition for a permanent waiver of Rule 11B-35.009(9), F.A.C.

**COMMISSION ACTION:** *Commissioner Sewell moved that the Commission adopt staff's recommendation; seconded by Commissioner Riedl; motion carried.*

**AGENDA ITEM 6D: REQUEST FOR VARIANCES OR WAIVER OF RULE 11B-27.002(4)(A), F.A.C., BY BUREAU CHIEF OF STANDARDS GLEN HOPKINS ON BEHALF OF EDWARD J. BROWN**

Bureau Chief Glen Hopkins presented this agenda item to the Commission by Director J.H. DeBell on behalf of Casey Turner to request a permanent waiver of Rule 11B-27.002(4)(a), F.A.C. Mr. Brown was not present.

**RECOMMENDATION:** Commission staff recommended that the Commission GRANT the petition for a permanent waiver of Rule 11B-27.002(4)(a), F.A.C.

**COMMISSION ACTION:** *Commissioner Sewell moved that the Commission adopt staff's recommendation; seconded by Commissioner Pearson; motion carried. Chairman Ford was recused.*

**AGENDA ITEM 7: ANIMAL CRIMES TRAINING FOR LAW ENFORCEMENT BY DIRECTOR KATE MACFALL OF THE U.S. HUMANE SOCIETY, STATE OF FLORIDA**

Kate MacFall Florida state director for the U.S. Humane Society addressed the Commission asking for consideration to include animal crimes in the core curriculum for recruits in the State of Florida.

Chairman Ford asked Director MacFall to provide the material to Commission staff and thanked her for bringing the issue to the Commission.

Commissioner Ivey stated that his agency has an animal cruelty investigations unit. He further stated that since patrol deputies are frequently the first on the scene, it is paramount to include this training in the curriculum as there is a direct correlation between someone who is evil enough to harm an animal and certainly having enough evil in them to harm a human.

Bureau Chief Ashley Pennington stated that recommendations about hours are made by the Training Center Directors Association and law enforcement advisory teams. The issue has been addressed previously, and they don't believe that any more hours are needed.

**COMMISSION ACTION:** This agenda item did not require Commission action.

**UNAGENDAED ITEMS**

Commissioner Bage questioned whether there was a way to get a meeting location further north or south and if there was a way to diversify the area, maybe with two locations in central Florida and one in each the north, south, or west.

Bureau Chief Glen Hopkins commended Cheryl Taylor for her diligent efforts in obtaining these locations. He clarified that while the intention is to distribute the locations, there are instances where other organizations are prepared to pay for more than FDLE can pay.

**MEETING ADJOURNED**

Chairman Ford requested a motion, and *Commissioner Sewell moved to adjourn the CJSTC Business Meeting; seconded by Commissioner Pearson; the motion carried.*

Note: The Commission reconvened at 9:40 a.m. for the CJSTC Officer Disciplinary Hearings.

## OFFICER DISCIPLINE AGENDA

### COMMISSION MEMBERS PRESENT OR ABSENT

*The roll was called and the following 17 Commission members represented a quorum:*

1. **Sheriff Tommy Ford, Chairman**  
Bay County Sheriff's Office  
3421 North Highway 77, Panama City, FL 32405-5009  
Telephone: 850-248-2078
  2. **Regional Director Brian D. Riedl, proxy for Secretary Ricky D. Dixon** - Florida Department of Corrections  
501 Calhoun St., Tallahassee, FL 32399-2500  
Telephone: 850-717-3037
  3. **Retired Officer George D. Lofton, Vice-Chairman proxy for Attorney General Ashley Moody**  
Telephone: 727-251-0488
  4. **Colonel Gary L. Howze, II**  
Florida Department of Highway Safety and Motor Vehicles  
2900 Apalachee Parkway, Tallahassee, FL 32399-0500  
Telephone: 850-617-3100
  5. **Sheriff Michael A. Adkinson, Jr. (absent)**  
Walton County Sheriff's Office  
10 Sheriff Circle, Defuniak Springs, FL 32435  
Telephone: 850-892-8186
  6. **Sheriff Wayne Ivey**  
Brevard County Sheriff's Office  
700 S. Park Avenue, Titusville, FL 32780  
Telephone: 321-264-5201
  7. **Chief Jeffrey M. Pearson**  
Satellite Beach Police Department  
510 Cinnamon Drive, Satellite Beach, FL 32937  
Telephone: 321-773-4400
  8. **Chief Robert Bage**  
Fort Walton Beach Police Department  
7 Hollywood Blvd., Fort Walton Beach, FL 32579  
Telephone: 850-833-9532
  9. **Chief Melanie Bevan**  
Bradenton Police Department  
100 10<sup>th</sup> Street West, Bradenton, FL 32405  
Telephone: 941-932-9333
  10. **Sergeant James Reaves**  
Jacksonville Sheriff's Office  
501 E. Bay Street, Jacksonville, FL 32207  
Telephone: 904-398-7010
  11. **Sergeant Jacqueline Harrison**  
Miami Dade Police Department  
Professional Compliance Bureau  
18805 N.W. 27 Avenue, Miami Gardens, FL 33054  
Telephone: 305-629-2588
  12. **Range Master Christopher Nebbeling**  
West Palm Beach Police Department  
600 Banyan Boulevard, West Palm Beach, FL 33401  
Telephone: 561-822-1899
  13. **Officer Richard Murphy**  
Tallahassee Police Department  
234 East Seventh Avenue, Tallahassee, FL 32303  
Telephone: 850-891-4200
  14. **Sergeant Edgar Rosa**  
Orange County Corrections Department  
3741 Vision Blvd., Orlando, FL 32939  
Telephone: 407-448-8318
  15. **Director Charles McIntosh**  
College of Central Florida  
3001 S.W. College Road, Ocala, FL 34482  
Telephone: 352-854-2322, ext. 1360
  16. **Dr. James D. Sewell**  
301 2<sup>nd</sup> Street North #4, St. Petersburg, FL 33701  
Telephone: 727-821-5014
  17. **Commissioner Amelia Hill**  
Madison Correctional Institution  
382 SW MCI Way, Madison, FL 32340  
Telephone: 850-973-5547
  18. **Commissioner Skott Jensen**  
Lake County Sheriff's Office  
360 W. Ruby St., Tavares, FL 32778  
Telephone: 352-742-4061
  19. **Commissioner William Smith (absent)**  
Florida Highway Patrol  
P.O. Box 290756, Davie, FL, 33329  
Telephone: 305-470-2500
- Commission Attorney**  
Statewide Prosecutor Nick Cox  
Office of the Attorney General  
3507 E. Frontage Road, Suite 325, Tampa, FL 33607  
Telephone: 813-287-7930

**SUNSHINE LAW**

Commission Attorney Nick Cox stated that the Sunshine Law applies to agenda items on the Disciplinary Agenda and Commission members shall not have conversations with another Commission member or in the presence of another Commission member about the agenda items currently pending before the Commission. Commission members may discuss the agenda items with another Commission member during the Commission meeting and may have conversations only with Commission staff or himself about the disciplinary cases prior to the Commission meeting.

**APPROVAL OF THE NOVEMBER 2023 DISCIPLINARY AGENDA**

Training and Research Manager Erica Gaines advised the Commission of the following amendments to the August 2023 disciplinary agenda:

**The following case was added to the Officer Discipline Agenda:** Tab I-4, Raymond E. Rosario, Case 42961

**The following cases were removed from the Officer Discipline Agenda:** Tab E-7, Case 49316, William C. Fickey; and Tab E-23, Case 48855, Timothy D. Twisdale.

**The following case had material that was hand-carried –** Tab B-4, Case 48857, Zachary L. Erickson.

**The following cases were updated to reflect the recommendation on the respective case synopsis –** Tab B-9, Case 48396, Trishon Hanks; and Tab B-10, Case 50007, Matthew P. Kilgo.

**RECOMMENDATION:** Chairman Ford requested a motion to approve the amended November 2023 disciplinary agenda.

**COMMISSION ACTION:** *Commissioner Sewell moved that the Commission approve the amended agenda; seconded by Commissioner Riedl; the motion carried.*

**THE FOLLOWING DISCIPLINARY CASES ARE TRANSCRIBED IN THE ORDER THE CASES WERE PRESENTED BY THE FDLE COUNSEL:**

Tab J-1, Case 48345	Stephens, Jake J	Misconduct/Guideline Penalty: Trespassing in Structure or Conveyance; (2-16-2021); (Probation to Suspension)
Motion To Vacate/Set Aside	Respondent and Attorney Luke Newman present	<b>Agency:</b> Lake City Police Department

**RECOMMENDATION:** FDLE Assistant General Counsel Natalie Bielby presented this case and recommended the Commission accept the Motion to Vacate or Set Aside the Final Order.

**COMMISSION ACTION:** Discussion was held, and *Commissioner Murphy moved to accept staff's recommendation; seconded by Commissioner Ivey; motion carried.*

Further Discussion was held, and **Commissioner Bage moved to issue a 30-day retroactive SUSPENSION; seconded by Commissioner Sewell; motion carried.**

Tab A-3, Case 50170	Fanti, Kevin G.	Misconduct/Guideline Penalty: Excess Force by LEO; (06-26-2019); (Suspension to Revocation)
Stipulation and Settlement Agreement	Attorney Mike Finesilver present	<b>Agency:</b> Broward County Sheriff's Office

**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards presented this case and recommended the Commission impose a 1-year retroactive SUSPENSION with a 30-day prospective SUSPENSION to begin 15 days after the filing of the Final Order; 1-year PROBATION to begin at the conclusion of the suspension period; and provide staff with proof of successful completion of Commission-approved anger management counseling prior to the



conclusion of the probationary period.

**COMMISSION ACTION:** Discussion was held, and *Commissioner Murphy moved to accept staff's recommendation; seconded by Commissioner Sewell; motion carried.*

Tab A-4, Case 47287 Stipulation and Settlement Agreement	Fortt McMillion, Vaughn Attorney T. Charles Shafer present	<b>Misconduct/Guideline Penalty:</b> Adjudicated Guilty of Driving Under the Influence-BAC .15 or higher; (03-17-2021); (Prospective Suspension with Substance Abuse Counseling to Revocation) <b>Agency:</b> Department Of Corrections
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**RECOMMENDATION:** FDLE Assistant General Counsel Natalie Bielby presented this case and recommended the Commission impose a 6-day retroactive SUSPENSION with an 84-day prospective SUSPENSION to be served within 180days after the filing of the Final Order; 1-year PROBATION to begin at the conclusion of the suspension period; and provide staff with proof of successful completion of Commission-approved substance abuse counseling prior to the conclusion of the probationary period.

**COMMISSION ACTION:** Discussion was held, and *Commissioner Reidl moved to accept staff's recommendation; seconded by Commissioner McIntosh; motion carried.*

Tab B-4, Case 48857 Informal Hearing – Moral Character	Erickson, Zachary L. Respondent and Attorney Heidi Parker present	<b>Misconduct/Guideline Penalty:</b> Driving Under the Influence of Alcohol; (02-26-2022); (Probation with Substance Abuse Counseling) <b>Agency:</b> Orange County Sheriff's Office
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**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards presented this case and recommended the impose a 90-day prospective SUSPENSION to begin 15 days after the filing of the Final Order; 6-month PROBATION to begin at the conclusion of the suspension; and provide staff with proof of Commission-approved substance abuse counseling prior to the completion of the probationary period.

**COMMISSION ACTION:** Discussion was held, and *Commissioner Riedl moved to impose a 90-day prospective SUSPENSION to begin 15 days after the filing of the Final Order; 1-year PROBATION to begin at the conclusion of the suspension; and provide staff with proof of successful completion of random drug testing and Commission-approved substance abuse counseling prior to the completion of the probationary period; seconded by Commissioner Pearson; motion carried.*

Tab B-6, Case 48946 Informal Hearing – Moral Character	Foskey, Elisa A. Respondent and Attorney Adrian Middleton present	<b>Misconduct/Guideline Penalty:</b> Grand Theft; (03-11-2022); (Suspension to Revocation) <b>Agency:</b> Department Of Corrections
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**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards presented this case and recommended the Commission REVOKE the respondent's certification.

**COMMISSION ACTION:** Discussion was held, and *Commissioner McIntosh moved to reject staff's recommendation; seconded by Commissioner Murphy; motion failed with a roll call vote of 7 to 9.*

**COMMISSION ACTION:** *Commissioner Pearson moved to accept staff's recommendation; seconded by Commissioner Ivey; motion passed with a roll call vote of 9 to 7.*

Tab B-14, Case 49205 Informal Hearing – Moral Character	Reed, Deven D. Respondent and Attorney Adrian Middleton present	<b>Misconduct/Guideline Penalty:</b> Trespassing in an Occupied Structure or Conveyance; (04-27-2022); (Probation to Suspension) <b>Agency:</b> Jacksonville Sheriff's Office
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**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards presented this case and recommended the Commission REVOKE the respondent's certification.

**COMMISSION ACTION:** Chairman Ford GRANTED the *Respondent's attorney's request to have the case moved to a formal hearing.*

Recused: Commissioner Reaves

Tab K-5, Case 49437 Voluntary Dismissal	Wolf, Michael B. Attorney Simone Lopez present	Misconduct/Guideline Penalty: Marijuana-Test Positive; (07-20-2021); (Prospective Suspension to Revocation)  Agency: Key West Police Department
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**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards presented this case and recommended the Commission DISMISS the Administrative Complaint Against the Respondent.

**COMMISSION ACTION:** Discussion was held, and *Commissioner Nebbeling moved to accept staff's recommendation; seconded by Commissioner Murphy; motion carried.*

Tab A-2, Case 49621 Stipulation and Settlement Agreement	Archey, David Respondent present	Misconduct/Guideline Penalty: Excess Force by Corr; (06-27-2021); (Suspension to Revocation); Failure to Report Pursuant to 944.35, F.S. Submitting Inaccurate, Incomplete, Untruthful Information on Use of Force Report; (06-27-2021); (Prospective Suspension to Revocation)  Agency: Department Of Corrections
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**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards presented this case and recommended the Commission impose a 1-day retroactive SUSPENSION with a 29-day prospective SUSPENSION to begin 15 days following the filing of the Final Order; a six-month period of PROBATION to begin upon the conclusion of the suspension period; and provide staff with proof of the successful completion of Commission-approved anger management counseling prior to the end of the probationary period.

**COMMISSION ACTION:** Discussion was held, and *Commissioner Ivey moved to DISMISS the Administrative Complaint; seconded by Commissioner Reaves; motion carried.*

Tab A-12, Case 49447 Stipulation and Settlement Agreement	Torres, Angel H. Respondent present	Misconduct/Guideline Penalty: Cruelty Toward Child; (07-20-2022); (Prospective Suspension to Revocation)  Agency: St. Lucie County Sheriff's Office
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**RECOMMENDATION:** FDLE Assistant General Counsel Natalie Bielby presented this case and recommended the Commission impose a 20-day retroactive SUSPENSION; 80-hour prospective SUSPENSION to begin within 180 days following the filing of the Final Order; 6-month PROBATION to begin upon conclusion of the suspension period; and provide staff with successful completion of Commission-approved anger management counseling prior to the end of the probationary period.

**COMMISSION ACTION:** Discussion was held, and *Commissioner Bage moved to accept staff's recommendation; seconded by Vice Chairman Lofton; motion carried.*

Tab B-12, Case 50158 Informal Hearing – Moral Character	Miller, Skyelar R. Respondent present	Misconduct/Guideline Penalty: Sex on Duty; (On or between 02-15-2021 & 04-02-2022); (Suspension to Revocation)  Agency: Orange County Sheriff's Office
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**RECOMMENDATION:** FDLE Assistant General Counsel Natalie Bielby presented this case and recommended the Commission REVOKE the respondent's certification.

**COMMISSION ACTION:** Discussion was held, and *Commissioner Pearson moved to accept staff's recommendation; seconded by Commissioner Sewell; motion.*

Tab B-13, Case 48799 Informal Hearing – Moral Character	Paul, Lorvie Respondent present	<b>Misconduct/Guideline Penalty:</b> Pled Guilty to Petit Theft; (02-06-2023); (Suspension to Revocation) <b>Agency:</b> Miami Gardens Police Department
<p><b>RECOMMENDATION:</b> FDLE Assistant General Counsel McLane Edwards presented this case and recommended the Commission REVOKE the respondent's certification.</p> <p><b>COMMISSION ACTION:</b> Discussion was held, and <i>Commissioner Ivey moved to accept staff's recommendation; seconded by Commissioner Pearson; motion carried.</i></p>		
Tab I-3, Case 48957 Recommended Order	Wadford, Charles T. Respondent present.	<b>Misconduct/Guideline Penalty:</b> Excess Force by LEO; (10-16-2021); (Suspension to Revocation); False Statement; (10-16-2021); (Prospective Suspension to Revocation) <b>Agency:</b> Suwannee County Sheriff's Office
<p><b>RECOMMENDATION:</b> FDLE Assistant General Counsel McLane Edwards presented this case and recommended the Commission accept the Administrative Law Judge's finding of fact, conclusion of law and REVOKE the respondent's certification.</p> <p><b>COMMISSION ACTION:</b> Discussion was held, and <i>Commissioner McIntosh moved to accept staff's recommendation; seconded by Commissioner Pearson; motion carried.</i></p>		
Tab K-4, Case 50168 Voluntary Dismissal	Weyer, Steven E. Attorney John Whitaker Present	<b>Misconduct/Guideline Penalty:</b> Marijuana-Test Positive; (12-21-2022); (Prospective Suspension to Revocation) <b>Agency:</b> Okaloosa County Sheriff's Office
<p><b>RECOMMENDATION:</b> FDLE Assistant General Counsel McLane Edwards presented this case and recommended the Commission DISMISS the Administrative Complaint against the Respondent.</p> <p><b>COMMISSION ACTION:</b> Discussion was held, and <i>Commissioner Riedl moved to accept staff's recommendation; seconded by Vice Chairman Lofton; motion carried.</i></p>		
Tab A-6, Case 45848 Stipulation and Settlement Agreement	Johnson, Antonio L.	<b>Misconduct/Guideline Penalty:</b> Aggravated Battery Pregnant Victim; (01-5-2020); (Prospective Suspension to Revocation) <b>Agency:</b> Kissimmee Police Department
<p><b>RECOMMENDATION:</b> FDLE Commission Staff recommended the Commission impose a 60-day prospective SUSPENSION to begin 15 days following the filing of the Final Order; 6-month PROBATION to begin at the conclusion of the suspension period; and provide staff with proof of Commission-approved anger management counseling prior to the end of the probationary.</p> <p><b>COMMISSION ACTION:</b> Discussion was held, and <i>Commissioner Ivey moved to reject staff's recommendation; seconded by Commissioner Pearson; motion carried.</i></p>		
Tab A-9, Case 48795 Stipulation and Settlement Agreement	Landis, Zachary K.	<b>Misconduct/Guideline Penalty:</b> Battery - Domestic Violence Slight to Moderate Injury); (02-06-2022); (Prospective Suspension to Revocation) <b>Agency:</b> Not employed at the time of misconduct
<p><b>RECOMMENDATION:</b> FDLE Commission Staff recommended the Commission impose a 30-day prospective SUSPENSION to begin 15 days following the filing of the Final Order; 6-month PROBATION to begin at the conclusion of the suspension; provide staff with proof of successful completion of Commission-approved anger management counseling prior to the end of the probationary period.</p>		

**COMMISSION ACTION:** Discussion was held, and *Commissioner Ivey moved to reject staff's recommendation; seconded by Commissioner Pearson; motion carried.*

## CONSENT AGENDA

### STIPULATION AND SETTLEMENT AGREEMENT CONSENT AGENDA

Commission staff Erica Gaines stated that Tabs A-1 through A-12 were matters in which each of the Petitioners and Respondents have agreed to a settlement of their case.

**The following cases are tabs:** A-1, Ansley, James A.; A-5, Gilbert, Dannysha T.; A-7, Johnson, Daniel L.; A-8, Johnson, Kenneth M.; A-10, Mitchem, Donnell; A-11, Parmely, Nathan D.

**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards requested the Commission adopt the Stipulation and Settlement Agreement as the final disposition for the above cases.

**COMMISSION ACTION:** *Commissioner Sewell moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Pearson; motion carried.*

Recused: Commissioner Harrison, A-5

### INFORMAL HEARING – MORAL CHARACTER CONSENT AGENDA

Commission staff Erica Gaines stated that Tabs B-1 through B-14 were matters in which each of the Respondents was served with an Administrative Complaint alleging that each had committed misconduct and thereby failed to maintain good moral character as required by Section 943.13(7), F.S. Each Respondent filed an election of rights stating he or she did not dispute the allegations of fact but wished to be heard in an informal hearing. Each Respondent was given notice of the scheduled informal hearing. The Respondents were either present and did not wish to address the commission or failed to appear.

**The following cases are tabs:** B-1, Causey, Nicholas A.; B-2 Clerveaux, Stanley; B-3, Denson, Sabezero S.; B-5, Follari, John S.; B-7, Frost, Darren R.; B-8, Guillaume, Enide; B-9, Hanks, Trishon; B-10, Kilgo, Matthew P.; B-11, Ladouceur, Lindia

**RECOMMENDATION:** FDLE Assistant General Counsel Natalie Bielby requested the Commission find each respondent in violation of officer standards and impose the disciplinary action as advocated by FDLE counsel for each case.

**COMMISSION ACTION:** *Commissioner Sewell moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Bage; motion carried.*

Recused: Commissioner Ivey B-5, Commissioner Pearson B-7, Commissioner Harrison B-8

### INFORMAL HEARING – FELONY CONSENT AGENDA

Commission staff Erica Gaines stated that Tab C-1 was a matter in which the respondent was served an Administrative Complaint alleging he is in violation of Section 943.13(4), F.S. and has pled guilty, nolo contendere, or has been found guilty of a felony. The Respondent filed an election of rights stating he did not dispute the allegations of fact but wished to be heard in an informal hearing or was denied a formal hearing based on the lack of materially disputed facts. The Respondent was given a notice of today's scheduled informal hearing. The Respondent was either present and does not wish to address the Commission, or has failed to appear.

**The following case is tab:** C-1, Pritchard, Travis R.

**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards requested the Commission find the respondent in violation of officer standards and revoke certification.

**COMMISSION ACTION:** *Commissioner Nebbeling moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Murphy; motion carried.*

#### VOLUNTARY RELINQUISHMENT CONSENT AGENDA

Commission staff Erica Gaines stated that Tabs D-1 through D-11 were matters in which each of the Respondents was served an Administrative Complaint alleging a violation of officer standards. Each Respondent has filed an election of rights stating he or she wished to voluntarily relinquish their certifications.

**The following cases are tabs:** D-1, Below, Ronald G.; D-2, Bilal, AAliah N.; D-3, Coleman, Brett J.; D-4, Damitz, Lee K.; D-5, Haines, Scott P.; D-6, Hildenbrand, John A.; D-7, Kennedy, Shawn P.; D-8, Kilpatrick, Kimberly A.; D-9, Llorente, Raimundo U.; D-10, McCellan, Fletcher C.; D-11, Ortega, Pedro L.

**RECOMMENDATION:** FDLE Assistant General Counsel Natalie Bielby requested the Commission ACCEPT each of the Respondent's voluntary relinquishment of certification in these cases.

**COMMISSION ACTION:** *Commissioner McIntosh moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Sewell; motion carried.*

#### DEFAULT MORAL CHARACTER CONSENT AGENDA

Commission staff Erica Gaines stated that Tabs E-1 through E-24 were matters in which each of the Respondents was served an Administrative Complaint alleging that each had committed misconduct and thereby failed to maintain good moral character as required by Section 943.13(7), F.S. Each Respondent was served an Administrative Complaint by certified mail, return receipt requested, by personal service or by publication in compliance with Section 120.60(5), F.S. Each Respondent failed to file an Election of Rights form or otherwise establish a disputed issue of material fact in response to the Administrative Complaint within 21 days of receipt of the agency pleading as required by Rule 28-106.111, F.A.C. By failing to request a hearing, the Respondents waived their right to any hearing where there was a disputed issue of material fact.

**The following cases are tabs:** E-1, Celestin, Elmano; E-2, Coats, Jacqueline R.; E-3, Cromes, Michael E.; E-4, Duncan, Brandon; E-5, Early, Roland A.; E-6, Early Roland A.; E-8, Hayden, Brett A.; E-9, Hill, Michael C.; E-10, Holliday, Manuel E.; E-11, Kaiser, Anthony R.; E-12, Kelly, Precious, L.; E-13, Law, Michael J.; E-14, Lubrido, Bobby; E-15, Marion, Richard B.; E-16, Mrakovich, Bryce M.; E-17, Prado, Adrian; E-18, Reveire, Tyler; E-19, Rose, Delroy L.; E-20, Russell, Hunter M.; E-21, Sinclair, LaShawn S.; E-22, Thompson, James; E-24, Wolvin, Victoria

**The following tabs are cases removed:** E-7, Fickey, William C.; E-23, Twisdale, Timothy D.

**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards requested the chair entertain a motion finding that each Respondent received proper notice of the Administrative Complaint and have waived their right to a hearing.

**COMMISSION ACTION:** *Commissioner Bage moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Howze; motion carried.*

**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards requested Chairman Ford to entertain a motion that the Commission admit into evidence the case materials set forth in each of these cases as prima facie evidence in support of the allegations set forth, adopt the findings of fact and law contained in the Administrative Complaint as those of the Commission, and find each respondent in violation of officer standards based upon the evidence and impose the disciplinary action as advocated by FDLE Counsel for each case.

**COMMISSION ACTION:** *Commissioner Bage moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Murphy; motion carried.*

**Recused:** Commissioner Harrison E-2, Commissioner Reaves E-8 and E-16, Commissioner Ivey E-20

#### DEFAULT FELONY CONSENT AGENDA

Commission staff Erica Gaines stated that Tabs F-1 through F-10 were matters in which each of the Respondents was served an Administrative Complaint alleging that each violated Section 943.13(4), F.S., and have pled guilty, nolo contendere, or have been found guilty of a felony. Each Respondent was served by certified mail, return receipt requested, by personal service, or by publication, in compliance with Section 120.60(5), F.S. Each Respondent failed to file an Election of Rights form or otherwise establish a disputed issue of material fact in response to the Administrative Complaint within 21 days of receipt of the agency pleading as required by Rule 28-106.111, F.A.C. By failing to request a hearing, the Respondents waived their right to a hearing in which there was a disputed issue of material fact.

**The following cases are tabs:** F-1, Cole, Brett L.; F-2, Cole Troy; F-3, Crutchfield, Bradley K.; F-4, Diaz, Brandon J.; F-5, Dunn, Daniel J.; F-6, Encarnacion, Kevin L.; F-7, Jackson, Shaniqua L.; F-8, Morgan, Lovette A.; F-9, Robillard, Amony; F-10, Thomas, Chelsea J.

**RECOMMENDATION:** FDLE Assistant General Counsel Natalie Bielby requested Chairman Ford to entertain a motion finding that the respondents received proper notice of the Administrative Complaint and waived their right to a hearing.

**COMMISSION ACTION:** *Commissioner Riedl moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Murphy; motion carried.*

**RECOMMENDATION:** FDLE Assistant General Counsel Natalie Bielby requested Chairman Ford to entertain a motion that the Commission admit into evidence the case materials set forth in each of these cases as prima facie evidence in support of the allegations set forth, adopt the findings of fact and law contained in the Administrative Complaint as those of the Commission, and find each respondent in violation of officer standards based upon the evidence and revoke certification.

**COMMISSION ACTION:** *Commissioner Murphy moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Pearson; motion carried.*

**Recused:** Commissioner Ivey F-9

#### DEFAULT DENIAL CONSENT AGENDA

Commission staff Erica Gaines stated that Tabs G-1 through G-5 were matters in which each of the Respondents was served a notice of denial of certification, alleging that each had committed misconduct and thereby failed to maintain good moral character as required by Section 943.13 (7), F.S. The notice informed each Respondent of the Commission's intention to take disciplinary action and included an Election of Rights form. The Respondents were served an Administrative Complaint by certified mail, return receipt requested, or by personal service or by publication, in compliance with Section 120.60(5), F.S. Each Respondent failed to file an Election of Rights form or otherwise establish a disputed issue of material fact in response to the Administrative Complaint within 21 days of receipt of the agency pleading as required by Rule 28-106.111, F.A.C. By failing to request a hearing, the Respondents waived their right to a hearing in which there was a disputed issue of material fact.

**The following cases are tabs:** G-1, Davis, Kenneth L.; G-2, Marria, Tyrae R.; G-3, McMillon, Clifford; G-4, Weston, Devarus B., G-5, Whisenant, Brian J.

**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards requested Chairman Ford entertain a motion finding that the Respondents received proper notice of the Administrative Complaint and waived their right to a hearing.

**COMMISSION ACTION:** *Commissioner Sewell moved that the Commission adopt FDLE Counsel's recommendation; seconded by Chairman Ford; motion carried.*

**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards requested Chairman Ford entertain a motion that the Commission admits into evidence the case materials set forth in each of these cases as prima facie evidence in support of the allegations set forth, adopt the findings of fact and law contained in the Administrative Complaint as those of the Commission, and find each Respondent in violation of officer standards based upon the evidence and impose the disciplinary action as advocated by FDLE Counsel for each case.

**COMMISSION ACTION:** *Commissioner Bevan moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Sewell; motion carried.*

#### DEFAULT VIOLATION OF PROBATION CONSENT AGENDA

Commission staff Erica Gaines stated that Tab H-1 was a matter in which the Respondent was served an Administrative Complaint alleging a violation of the commission-ordered probation. The Respondent was served by certified mail; return receipt requested, by personal service or by publication, in compliance with Section 120.60(5), F. S. The Respondent failed to file an Election of Rights form or otherwise establish a disputed issue of material fact in response to the Administrative Complaint within 21 days of receipt of the agency pleading as required by Rule 28-106.111, F.A.C. By failing to request a hearing, the Respondent waived his right to a hearing in which there was a disputed issue of material fact.

The following case is tab: H-1, Cross, Justin T.

**RECOMMENDATION:** FDLE Assistant General Counsel Natalie Bielby requested Chairman Ford entertain a motion finding that the Respondent received proper notice of the Administrative Complaint and waived his right to a hearing.

**COMMISSION ACTION:** *Commissioner Bevan moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Murphy; motion carried.*

**RECOMMENDATION:** FDLE Assistant General Counsel Natalie Bielby requested Chairman Ford to entertain a motion that the Commission admit into evidence the case materials set forth in this case as prima facie evidence in support of the allegations set forth, adopt the findings of fact and law contained in the Administrative Complaint as those of the Commission, and find the respondent in violation of probation based upon the evidence and revoke certification.

**COMMISSION ACTION:** *Commissioner Murphy moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Pearson; motion carried.*

#### RECOMMENDED ORDERS CONSENT AGENDA

Commission staff Erica Gaines stated that Tabs I-1 through I-4 were matters in which the Respondent requested a formal hearing before an Administrative Law Judge. The formal hearing has been held and the Administrative Law Judge has entered a Recommended Order in these cases. The Respondents were given notice of the final hearing. The Respondents failed to appear.

The following cases are tabs: I-1, Marous, Richard S.; I-2, Smith, Dillon N.; I-4, Rosario, Raymond E

**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards requested the Commission to accept the findings of fact, conclusions of law, and proposed penalties as set forth in the Recommended Order.

**COMMISSION ACTION:** *Commissioner Bevan moved to accept staff's recommendation and revoke the Respondent's certification; seconded by Commissioner Murphy; motion carried.*

#### VOLUNTARY DISMISSAL CONSENT AGENDA

Commission staff Erica Gaines stated that Tabs K-1 through K-5 were matters in which staff or FDLE Counsel determined that these cases should be dismissed.

**The following cases are tabs:** K-1, Cole, James T.; K-2, Cox, Thomas D.; K-3, Peoples, Broward

**RECOMMENDATION:** FDLE Assistant General Counsel Matt Casey respectfully requested the Commission dismiss these Administrative Complaints.

**COMMISSION ACTION:** *Commissioner Reaves moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Harrison; motion carried.*

#### TEA CERTIFICATION DENIAL CONSENT AGENDA

Commission staff Erica Gaines stated that Tab L-1 was a matter in which the Respondent was served a notice of denial certification alleging that she had committed misconduct and thereby failed to maintain good moral character as required by Section 943.13 (7), F.S. The notice informed the Respondent of the Commission's intent to take disciplinary action as included in the Election of Rights form. The Respondent filed an Election of Rights form stating she wished to voluntarily accept the proposed penalty.

**The following cases are tabs:** L-1, Abdalla, Jenna C.

**RECOMMENDATION:** FDLE Assistant General Counsel McLane Edwards requested the Commission to impose the position as advocated by FDLE Council for the aforementioned case.

**COMMISSION ACTION:** *Commissioner Reaves moved that the Commission adopt FDLE Counsel's recommendation; seconded by Commissioner Rosa; motion carried.*

#### UNAGENDAED ITEMS

Chairman Ford recognized Chief Holland with the Kissimmee Police Department and thanked her for being at the Criminal Justice Standards and Training Commission meeting.

Chief Holland briefly spoke and expressed her appreciation to the Commission.

#### MEETING ADJOURNED

Chairman Ford asked for a motion to adjourn, and the *Commissioners unanimously agreed.*

The minutes were prepared by Commission Secretary Kim Rowell of the Florida Department of Law Enforcement, Criminal Justice Professionalism, Post Office Box 1489, Tallahassee, Florida 32302.



## AGENDA ITEM: 1

Criminal Justice Professionalism Updates

### ISSUE

This agenda item is presented to provide the Commission with information regarding Division and legislative initiatives.

### EXECUTIVE SUMMARY

Director Chad Brown will give an update on Division and legislative initiatives.

RECOMMENDATION(S): This agenda item does not require Commission action.

### VOTING IMPACT

CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION: A vote is not required.

## AGENDA ITEM: 2

Criminal Justice Standards and Training Trust Fund Officer Training Monies: Trust Fund Audit Recommendation for Regions I, II, IV, V, X, and XII for Fiscal Year 2022–2023.

### ISSUE

The final audit for Regions I, II, IV, V, X, and XII for FY 2022– 2023 is only included in the Commission and Commission staff's Commission packet and is presented to the Commission for approval of the final audit recommendation.

### EXECUTIVE SUMMARY

1. Section 943.25(4), F.S., requires that the Commission establish, implement, supervise, and evaluate the expenditures of the Criminal Justice Standards and Training Trust Fund for Commission-approved advanced and specialized training program courses.
2. Rule 11B-18.010, F.A.C., requires that the Commission audit any training facility or program and fiscal agent's accounting records and procedures for compliance with laws, rules, budget provisions, and contractual agreements.
3. Perfect Audits:

#### FY 2022-2023

Region I: Northwest Florida State College Criminal Justice Training Center

Region II: Florida Panhandle Technical College Public Safety Institute

Region IV: North Florida College Public Safety Academy  
Santa Fe College Institute of Public Safety

Region V: St. Johns River State College Criminal Justice Training Program

Region X: Southwest Florida Public Service Academy  
Suncoast Technical College Criminal Justice Academy

Region XII: Palm Beach State College Criminal Justice Institute

**RECOMMENDATION(S):** Commission staff recommends that the Commission approve the audit findings and recommended corrective actions for Regions I, II, IV, V, X, and XII FY 2022-2023 as presented to the Commission.

### VOTING IMPACT

**CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION:** The training school and region has 60 days to respond favorably to the audit. Failure to respond within 60 days after Commission action would result in the Commission writing a letter of concern to the administrative head of the training school requesting a written response to the audit. Continued failure to comply with the aforementioned authority shall result in the Commission writing a letter of censure to the administrative head of the training school requesting a written plan for compliance with applicable statutes and rules.

**CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION:** The Commission would continue the audit to a future Commission meeting and direct Commission staff to work with the region to ensure that the audit is in compliance with Chapter 943, F.S., and Rule Chapter 11B-18, F.A.C.

## SUPPORTING INFORMATION

The supporting information for this agenda item is only provided to the Commission and Commission staff and is not available to the public.

- FY 2022 — 2023 for Region I, pages 1 – 9.
- FY 2022 — 2023 for Region II, pages 1 – 13.
- FY 2022 — 2023 for Region IV, pages 1 – 8.
- FY 2022 — 2023 for Region V, pages 1 – 8.
- FY 2022 — 2023 for Region X, pages 1 – 9.
- FY 2022 — 2023 for Region XII, pages 1 – 7.

## AGENDA ITEM: 3A

Officer Training: Instructor Guides—Florida Basic Recruit Training Programs

### ISSUE NUMBERS 1- 5

This agenda item is presented to the Commission for approval of curriculum updates to the instructor guides for the Florida basic recruit training programs:

- 3A-1: Law Enforcement Academy, Version 2024.07 (Update)
- 3A-2: Law Enforcement Auxiliary Academy, Version 2024.07 (Update)
- 3A-3: Florida Correctional Basic Recruit Training Program, Version 2024.07 (Update)
- 3A-4: Florida Correctional Probation Officer Training Program, Version 2024.07 (Update)
- 3A-5: High Liability, Version 2024.07 (Update)

### EXECUTIVE SUMMARY

1. The Commission reviews and updates its basic recruit training programs annually to ensure they reflect current legislation and are responsive to the training needs of entry-level officers.
2. The instructor guides were updated to reflect curriculum content approved by the Commission on November 2, 2023. This will include updates as a result of legislative changes or other revisions made in 2023 as a result of curriculum alerts.

**RECOMMENDATION(S):** Commission staff recommends the Commission approve the updates to the instructor guides for the Florida basic recruit training programs.

### VOTING IMPACT

**CONSEQUENCES OF A “YES” VOTE ON STAFF RECOMMENDATION:** A “yes” vote by the Commission shall ensure that recruits are trained with up-to-date training materials.

**CONSEQUENCES OF A “NO” VOTE ON STAFF RECOMMENDATION:** A “no” vote by the Commission means recruits may receive training that does not reflect current law.

## SUPPORTING INFORMATION

The supporting information for this agenda item is only provided to the Commission and Commission staff and is not available to the public.

- **Attachment 3A-1:** Instructor Guide—Florida Basic Recruit Training Program: Law Enforcement Academy, Version 2024.07 (Update)
- **Attachment 3A-2:** Instructor Guide—Florida Basic Recruit Training Program: Law Enforcement Auxiliary Academy, Version 2024.07 (Update)
- **Attachment 3A-3:** Instructor Guide—Florida Basic Recruit Training Program: Florida Correctional Basic Recruit Training Program, Version 2024.07 (Update)
- **Attachment 3A-4:** Instructor Guide—Florida Basic Recruit Training Program: Florida Correctional Probation Officer Training Program, Version 2024.07 (Update)
- **Attachment 3A-5:** Instructor Guide—Florida Basic Recruit Training Program: High Liability, Version 2024.07 (Update)

## AGENDA ITEM: 4A

Request for Variance or Waiver: Request for a Permanent Waiver of Rule 11B-27.002(4)(a), F.A.C., by Devon Ashley Rich

### ISSUE

This agenda item is presented to the Commission by Devon Ashley Rich, to request a permanent waiver of Rule 11B-27.002(4)(a), F.A.C.

### EXECUTIVE SUMMARY

1. Petitioner is seeking a waiver of Rule 11B-27.002(4) and wishes to waive that portion of the rule that states: (a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, an individual shall successfully complete the program, achieve a passing score on the applicable State Officer Certification Examination, and gain employment, and certification as an officer.
2. Petitioner began basic recruit training on July 16, 2018, and completed the program on February 25, 2019.
3. Petitioner is currently a candidate for sworn employment with the Bradenton Police Department.

**RECOMMENDATION(S):** Commission staff recommends that the Commission DENY the petition for a permanent waiver of Rule 11B-27.002(4)(a), F.A.C.

### VOTING IMPACT

**CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION:** Ms. Rich's request for a permanent waiver of Rule 11B-27.002(4)(a), F.A.C., shall not be granted and she will not be eligible to become a certified law enforcement officer.

**CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION:** Ms. Rich's request for a permanent waiver of Rule 11B-27.002(4)(a), F.A.C., shall be granted and she shall have 90 days from the date of the final order to gain employment and certification as a law enforcement officer.

## SUPPORTING INFORMATION

1. Rule 11B-27.002(4)(a), F.A.C., Certification, Employment or Appointment, Reactivation, and Terminating Employment or Appointment of Officers, **page 2**.
2. Section 120.542, F.S., Variances and Waivers, **page 2**.
3. Petition for Waiver of Rule 11B-27.002(4)(a), F.A.C., by Devon Ashley Rich., **page 3**.
4. Global Profile Sheet for Devon Ashley Rich, **pages 4 – 5**.
5. Florida Administrative Registry Notice, **page 6**.
6. Notice of Hearing, **page 7**.

### **11B-27.002; Certification, Employment or Appointment, Reactivation, and Terminating Employment or Appointment of Officers**

(4)(a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, an individual shall successfully complete the program, achieve a passing score on the applicable State Officer Certification Examination, and gain employment, and certification as an officer.

*Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(3), 943.13, 943.133, 943.139, 943.1395 FS. History—New 10-6-82, Amended 4-26-84, 1-7-85, Formerly 11B-27.02, Amended 9-3-87, 3-29-89, 5-14-92, 12-13-92, 9-5-93, 1-19-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 6-3-10, 5-21-12, 3-13-13, 5-29-14, 7-29-15, 9-4-16, 9-14-17, 8-15-18, 7-9-19, 5-5-20, 5-20-21, 6-26-22, 8-30-23.*

**Section 120.542, F.S.**, Variances and Waivers, mandates threshold proofs and notice provisions for variances and waivers from agency rules. Subsection (2) of this statute states:

Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person and when application of a rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, “substantial hardship” means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, “principles of fairness” are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.

*History.—s. 12, ch. 96-159; s. 5, ch. 97-176; s. 37, ch. 2010-102; s. 5, ch. 2013-14.*

**PETITION FOR WAIVER OR VARIANCE OF  
FLORIDA ADMINISTRATIVE RULE 11B-27.002(4)**

I, Devon Ashley Rich, petitioner and graduate of the Hillsborough Community College Criminal Justice Institute, do respectfully request from the Criminal Justice Standards and Training Commission a permanent waiver or variance of Rule 11B-27.002(4); Certification, Employment or Appointment, Reactivation, and Terminating Employment of Officers, specific the rule states: (4)(a) Within four years of the beginning date of a Commission- approved basic Recruit Training program an individual shall successfully complete the program, achieve a passing score on the applicable state Officer Certification Examination, and gain employment, and certification as an officer.

The Petitioner completed this course in February 2019 at the Hillsborough Community College Criminal Justice Institute but did not gain employment before the expiration of date of July 16, 2022.

1. The petitioner is a Florida citizen named Devon Ashley Rich who may be considered for employment with the Bradenton Police Department as a Police Officer.
2. Due to a serious car accident/personal injury in 2020 which was not the fault of the petitioner, her attempt to take the State Officer Certification Examination was delayed as was applying to any law enforcement agencies during that time. This crash created an extreme hardship due to an extensive recovery time and rehabilitation.
3. The petitioner believes she would bring professionalism, experience, knowledge, and leadership skills to a law enforcement agency and would be a true asset if waiver is granted to take the State Officer Examination and she is subsequently employed.
4. The petitioner put herself through the Police Academy on her own initiative and expense. She would have to go through an Equivalency of Training process or would possibly have to attend a Basic Recruit Academy again if the waiver is not granted.
5. I respectfully request that the Commission grant a permanent waiver or variance of rule 11B-27.002(4) Approval of the requested waiver would serve the purpose of statute FS120.54(5)(b).
6. The variance or the waiver requested would serve the purpose of the underlying statute as it ensures that all new hires are adequately trained.

Respectfully,

Devon Ashley Rich

**RECEIVED**

**SEP 15 2023**

**BUREAU OF STANDARDS  
CRIMINAL JUSTICE  
STANDARDS AND TRAINING  
COMMISSION**



## Florida Department of Law Enforcement Global Profile Sheet

Name:	Devon A Rich		
Race:	Wh	Sex:	F
Education:	High School		

### Employment

Agency	Class	Type	Start Date	Sep. Date	Sep. Reason	TEA	FP Date
Pinellas County Sheriff's Office	Corr	FT	09/23/2013	06/06/2014	Voluntary Separation (Not involving misconduct)	Y	06/14/2013

### Salary Incentive

Basic LE	Education	Career Dev.	Maximum Eligible
\$0	\$0	\$0	\$0

### Mandatory Firearms Qualification

#### Law Enforcement Officer Firearms Qualification Standard

No Firearms found for this person

### Certification

Type	Number	Status	Cert. Date	Mand. Ret. Due Date	Mand. Ret. Completion Date	4 Year Break in Service
Corr	314742	Inactive 8 year Break in Service	03/11/2014	06/30/2018		

### Topic

Topic	Topic Date	Recert Date	Status	Met Req
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There is no topic information available for this person

### Exam

Type	Date	Form	Overall	Amended
Corr	12/18/2013	3	Fail	
Corr	2/19/2014	2	Pass	

Type	Date	Form	Vendor	Overall	Expiration
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Type	Date	Form	Vendor	Overall	Expiration
BATCORR	07/24/2013	07CO1	Industrial/organizational Solutions	Pass	07/24/2017
BATLE	11/25/2014	307	Morris & McDaniel, Inc.	Pass	11/25/2018

### Equivalency

Agency	Discipline	Application Date	Decision Date	Approval Authority	Advised Date	Status	Exp Date
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No Equivalency Records found for this person

### Training

Start Date	End Date	Sequence	Version	Type	MR/SI	Title	Grade	Hours Taught
09/30/2013	12/17/2013	38-2013-1190-2	2013.07	BCORR		Florida C M S Correctional B R T P	P	444
07/16/2018	02/25/2019	41-2018-2000-4	2018.07	BLE		Florida Law Enforcement Academy	P	770

### WMD/ICS Training for Certified Law Enforcement Officers

Training Name	Completion Date
Weapons of Mass Destruction(WMD)	2/25/2019
Incident Command System (ICS)	2/25/2019

Notice of Variances and Waivers

**DEPARTMENT OF LAW ENFORCEMENT**

**Criminal Justice Standards and Training Commission**

RULE NO.:       RULE TITLE:

11B-27.002       Certification, Employment or Appointment, Reactivation, and Terminating Employment or  
Appointment of Officers

NOTICE IS HEREBY GIVEN that on September 15, 2023, the Department of Law Enforcement, received a petition for permanent waiver of subsection 11B-27.002(4) by Devon A. Rich. Petitioner wishes to waive that portion of the rule that states: (a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, an individual shall successfully complete the program, achieve a passing score on the applicable State Officer Certification Examination, and gain employment, and certification as an officer.

A copy of the Petition for Variance or Waiver may be obtained by contacting: Agency Clerk, Florida Department of Law Enforcement, P.O. Box 1489 Tallahassee, FL, 32302 or by telephone at (850) 410-7676.

STATE OF FLORIDA  
CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION

CASE NO. VAR-2023-14

Devon Ashley Rich  
Petitioner.

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**NOTICE OF HEARING**

**NOTICE IS HEREBY GIVEN** that on September 15, 2023, the Department of Law Enforcement, received a petition for a permanent waiver of Rule 11B-27.002(4) by Devon A. Rich. Petitioner wishes to waive that portion of the rule that states: (a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, an individual shall successfully complete the program, achieve a passing score on the applicable State Officer Certification Examination, and gain employment, and certification as an officer.

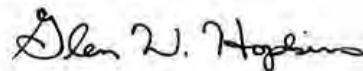
**The above case will come up for review at the next general meeting of the Criminal Justice Standards and Training Commission to be held on Thursday, February 15, 2024, at the Orlando Marriott Lake Mary, Lake Mary, Florida, 32746.**

**If you plan to attend the hearing, please call Assistant General Counsel Kyle Troop at (850) 410-8257 or email [KyleTroop@fdle.state.fl.us](mailto:KyleTroop@fdle.state.fl.us), upon receipt of this Notice.** Respondents attending the hearing should check in with Commission Staff between 8:00 and 8:30 a.m. The hearing portion of the Commission meeting where your case will come up begins at 8:30 a.m.

**NOTE: FIREARMS WILL BE RESTRICTED ON THE PREMISES DURING THE PROCEEDINGS PURSUANT TO FEDERAL AND STATE LAW.**

**CERTIFICATE OF SERVICE**

**I HEREBY CERTIFY** that a true copy of the foregoing Notice of Hearing has been forwarded by electronic mail (email) to Devon A. Rich, at [REDACTED], on this 14th day of November 2023.



Glen W. Hopkins, Bureau Chief  
Criminal Justice Professionalism

**NOTE TO EMPLOYING AGENCY:** You are invited to attend the hearing and you may address the Commission regarding this case. Should you desire to provide written input to the Commission regarding this case, please submit your recommendation to Deputy General Counsel Chris Bufano.

## AGENDA ITEM: 4B

Request for Variance or Waiver: Request for a Permanent Waiver of Rule 11B-27.002(4)(a), F.A.C., by Theresa M. Shoemaker

### ISSUE

This agenda item is presented to the Commission by Theresa M. Shoemaker, to request a permanent waiver of Rule 11B-27.002(4)(a), F.A.C.

### EXECUTIVE SUMMARY

1. Petitioner is seeking a waiver of Rule 11B-27.002(4) and wishes to waive that portion of the rule that states: (a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, an individual shall successfully complete the program, achieve a passing score on the applicable State Officer Certification Examination, and gain employment, and certification as an officer.
2. Petitioner began basic recruit training on October 9, 2019, and completed the course on March 7, 2022.
3. Petitioner has not provided current information regarding agency support.

**RECOMMENDATION(S):** Commission staff recommends that the Commission DENY the petition for a permanent waiver of Rule 11B-27.002(4)(a), F.A.C.

### VOTING IMPACT

**CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION:** Ms. Shoemaker's request for a permanent waiver of Rule 11B-27.002(4)(a), F.A.C., shall not be granted and she will not be eligible to become a certified law enforcement officer.

**CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION:** Ms. Shoemaker's request for a permanent waiver of Rule 11B-27.002(4)(a), F.A.C., shall be granted and she shall have 90 days from the date of the final order to gain employment and certification as a law enforcement officer.

## SUPPORTING INFORMATION

1. Rule 11B-27.002(4)(a), F.A.C., Certification, Employment or Appointment, Reactivation, and Terminating Employment or Appointment of Officers, **page 2**.
2. Section 120.542, F.S., Variances and Waivers, **page 2**.
3. Petition for Waiver of Rule 11B-27.002(4)(a), F.A.C., by Theresa M. Shoemaker., **pages 3 – 5**.
4. Global Profile Sheet for Theresa M. Shoemaker, **pages 6 – 7**.
5. Florida Highway Safety and Motor Vehicles applicant letter, **page 8**.
6. Law Enforcement Psychological and Counseling Associates, Inc., letter, **page 9**.
7. Certificate of Release or Discharge from Active Duty form DD-214, **page 10**.
8. Florida Administrative Registry Notice, **page 11**.
9. Notice of Hearing, **page 12**.

### **11B-27.002; Certification, Employment or Appointment, Reactivation, and Terminating Employment or Appointment of Officers**

(4)(a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, an individual shall successfully complete the program, achieve a passing score on the applicable State Officer Certification Examination, and gain employment, and certification as an officer.

*Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(3), 943.13, 943.133, 943.139, 943.1395 FS. History—New 10-6-82, Amended 4-26-84, 1-7-85, Formerly 11B-27.02, Amended 9-3-87, 3-29-89, 5-14-92, 12-13-92, 9-5-93, 1-19-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 6-3-10, 5-21-12, 3-13-13, 5-29-14, 7-29-15, 9-4-16, 9-14-17, 8-15-18, 7-9-19, 5-5-20, 5-20-21, 6-26-22, 8-30-23.*

**Section 120.542, F.S., Variances and Waivers**, mandates threshold proofs and notice provisions for variances and waivers from agency rules. Subsection (2) of this statute states:

Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person and when application of a rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, “substantial hardship” means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, “principles of fairness” are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.

*History.—s. 12, ch. 96-159; s. 5, ch. 97-176; s. 37, ch. 2010-102; s. 5, ch. 2013-14.*

TO: THE OFFICE OF THE GENERAL COUNSEL  
FLORIDA DEPARTMENT OF LAW ENFORCEMENT

FROM: THERESA MARIE SHOEMAKER [REDACTED]

PETITION FOR WAIVER OR VARIANCE OF FLORIDA ADMINISTRATIVE RULE (11B-27.002(4) AND FLORIDA LAW IMPLEMENT CITATION 943.12(3), 943.13, 943.133, 943.139 AND 943.1395

DATE: OCTOBER 9, 2023

OFFICE OF THE GENERAL COUNSEL:

I, Theresa Marie Shoemaker, petitioner, a graduate of George Stone Training Center respectfully request from the Commission a permanent waiver or variance of Rule 11B-27.002(4) and Florida Law Implement citation 943.12(3), 943.13, 943.133, 943.139 and 943.1395, the requirement of obtaining employment of appointment within four years of beginning of basic recruit academy, which states: (4)(a) Within four years of beginning date of a commission-approved Basic Recruit Training Program, an individual shall successfully complete the program, achieve a passing score on the applicable State Officer Certification Examination, and gain employment, and certification as an officer.

(b) An individual who fails to comply with the requirements in paragraph (4)(a) of this rule section for the discipline in which the training was completed, within four years of the date of beginning such training, shall as a condition for obtaining employment comply with the following:

1. Successfully complete a Commission-approved Basic Recruit Training Program pursuant to rule 11B-35.002, F.A.C., OR QUALIFY FOR AN EXEMPTION FROM A Commission-approved Basic Recruit Training Program, pursuant to section 943.131(2), F.S., to include demonstration of proficiency in High-Liability Basic Recruit Training Course pursuant to rule 11B-35.0024, F.A.C., and
2. Achieve a passing score on the State Officer Certification Examination. Rule 11b-27.002(4) implements 943.131(2), F.S. to ensure all certified law enforcement officers in the state are adequately trained and certified and within a reasonable time period of four years gain appointment with an agency, thereby allowing analysis of an officers aptitude in critical skill and

abilities required for safe, competent, effective public service, as it would be subject to agency & state acceptance standards of proficiency.

As a graduate of a Commission-approved Basic Recruit Training Program and a law-abiding citizen in the State of Florida. I understand the necessity of such a rule and believe I'm able to demonstrate compliant adherence of it.

The purpose of the underlying statutes are to ensure that all certified officers in the state of Florida are adequately trained in accordance with Florida Department of Law Enforcement and Criminal Justice Standards and Training requirements. I believe I have fulfilled these requirements of the statutes by demonstrating successfully passing of the State Officer Certification Examination, and once employed with a Law Enforcement Agency they will provide additional routine refresher training to me.

#### **BRIEF SUMMARY OF CHRONLOGY OF EVENTS**

1. On August 20, 2018 I enrolled at NW FL Training Center. On October 7, 2018 was diagnosed with head injury at Eglin AFB, ER which was sustained from defensive tactics exercise during training. On October 10, 2018 Hurricane Michael Category 5 caused me to evacuate the area and withdraw from this program.
2. On October 9, 2019 I enrolled at George Stone Training Center. I broke my left elbow on February 20, 2020 during training. Due to COVID restrictions on surgeries, my surgery was severely delayed until July 27, 2020. I then underwent 7 months of physical therapy before being medically cleared by Dr. Raymond Noellert on February 11, 2021.
3. Following elbow surgery and physical therapy, I had to reenroll in three courses: Firearms, Defensive Tactics, and Vehicle Operations Driving Course. It was very difficult to find openings for all 3 classes because they were either full or unavailable. I graduated from George Stone Training Center on March 7, 2022.
4. Three days after graduating I was involved on March 10, 2022 in a serious car accident sustaining multiple injuries. These injuries were a closed head injury, oral surgery, front tooth knocked out, multiple root canals, cracked tooth, etc. I was rear ended at a stop light and my truck was declared a total loss.
5. On August 12, 2022 I successfully passed the State Officer Certification Examination overcoming the above substantial personal hardships.

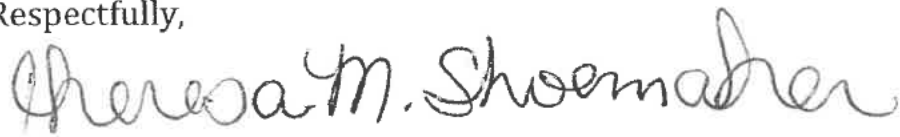


I'm still under a Dentist and Doctor's care after this car accident. I'm asking the Commission for a 1-year extension onto my Law Enforcement Certification to find employment.

I respectfully request from the Commission a permanent waiver of rule 11B-27.002(4) and Florida law implement citation 943.12(3), 943.13, 943.133, 943.139 and 943.1395, which would allow me the opportunity to seek employment as a certified law enforcement officer.

The variance or the waiver requested would serve the purpose of the underlying statute as it ensures that all new hires are adequately trained.

Respectfully,

A handwritten signature in cursive script that reads "Theresa M. Shoemaker". The signature is written in black ink and is positioned below the word "Respectfully,".

Theresa M. Shoemaker

## Florida Department of Law Enforcement Global Profile Sheet

Name:	Theresa M Shoemaker		
Race:	Na	Sex:	F
Education:	High School		

### Employment

Agency	Class	Type	Start Date	Sep. Date	Sep. Reason	TEA	FP Date
No Employment Records found for this person							

### Salary Incentive

Basic LE	Education	Career Dev.	Maximum Eligible
\$0	\$0	\$0	\$0

### Mandatory Firearms Qualification

Law Enforcement Officer Firearms Qualification Standard
No Firearms found for this person

### Certification

Type	Number	Status	Cert. Date	Mand. Ret. Due Date	Mand. Ret. Completion Date	4 Year Break in Service
No Certificate Records found for this person						

### Topic

Topic	Topic Date	Recert Date	Status	Met Req
There is no topic information available for this person				

### Exam

Type	Date	Form	Overall	Amended
LE	8/3/2022	39	Fail	
LE	8/12/2022	65	Pass	

Type	Date	Form	Vendor	Overall	Expiration
BATLE	01/22/2018	07LE1	Industrial/organizational Solutions	Pass	01/22/2022

### Equivalency

Agency	Discipline	Application Date	Decision Date	Approval Authority	Advised Date	Status	Exp Date
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No Equivalency Records found for this person

### Training

Start Date	End Date	Sequence	Version	Type	MR/SI	Title	Grade	Hours Taught
08/20/2018	04/29/2019	21-2018-2000-3	2018.07	BLE		Florida Law Enforcement Academy	I	801
10/09/2019	03/07/2022	70-2019-2000-5	2019.07	BLE		Florida Law Enforcement Academy	P	770

### WMD/ICS Training for Certified Law Enforcement Officers

Training Name	Completion Date
Weapons of Mass Destruction(WMD)	3/6/2022
Incident Command System (ICS)	3/6/2022

Dear Applicant,

Your application for Law Enforcement Officer has been received by the Florida Highway Patrol's (FHP) Background, Recruitment and Selection Office. **This is a conditional offer of employment, but NOT A GUARANTEED JOB OFFER.** The conditions of employment are based upon a review of your application and successful completion of all of the following: credit analysis, polygraph examination, psychological screening, in-depth background investigation, passing score on the \*Criminal Justice Basic Abilities Test (CJBAT), physical abilities test, physical examination, eye examination, fingerprinting and drug screening. Failure to successfully complete any of these requirements will result in your disqualification from the hiring process. An applicant must successfully complete each stage of the process in order to move to the next stage.

1. FHP will screen each application to ensure applicant meets minimum qualifications and has no automatic disqualifications
2. Credit check
3. Criminal Justice Basic Abilities Test \*
4. Physical Abilities Test (upon recommendation from applicant's personal doctor)
5. Polygraph
6. Psychological Screening
7. Background Investigation
8. Medical, vision, fingerprinting and drug screening (at the expense of FHP)
9. Invitation to attend FHP Training Academy

\* Scheduled by, and at the expense of the applicant. Former Florida-certified or out-of-state-certified officers may qualify for an exemption from the CJBAT. Any applicant with an associate degree or higher from an accredited college OR a U.S. veteran discharged or released under honorable conditions is exempt from the CJBAT.

We appreciate your interest in becoming one of Florida's Finest and wish you the best of luck!

Respectfully,

Captain Hugh Cutchen  
Statewide Recruitment, Selection Commander  
Background, Recruitment & Selection  
Florida Highway Patrol  
2900 Apalachee Parkway, MS 49  
Tallahassee, Florida 32399  
Recruiting Office: 850-617-2315  
[www.BeATrooper.com](http://www.BeATrooper.com)



Attachment #1



Law Enforcement Psychological and  
Counseling Associates, Inc.

December 6, 2023

Brenton Goodman  
Levin, Papantonio, Rafferty, Proctor,  
Buchanan, O'Brien, Barr & Mougey, P.A.  
316 S. Baylen Street, Suite 600  
Pensacola, FL 32502-5996  
850.435.7006 (office)  
[edennis@levinlaw.com](mailto:edennis@levinlaw.com)

Attention: Erika Dennis

Dear Mr. Goodman:

In response to the request for evaluation you submitted on 11/28/23 reference your firm's client, Ms. Theresa Shoemaker, please be advised that the evaluation you requested was a pre-employment psychological evaluation scheduled and paid for by the Florida Highway Patrol (FHP). Therefore, FHP is the client of record.

As per the standard consent form used for this evaluation and signed by your client prior to completing the evaluation, this office is not authorized to release the report to anyone other than FHP, as the client of record. Moreover, the information contained in the report and the purpose of the evaluation is specifically and exclusively intended for the purpose of psychological screening for employment purposes.

Regards,

Vanessa Perez, Psy.D.  
Licensed Psychologist

9960 N.W. 116<sup>th</sup> Way  
Suite 12  
Miami, FL 33178

305-442-8800 ph.  
305-442-4469 fax  
[www.lepca.com](http://www.lepca.com)

# CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

1. NAME (Last, First, Middle) <b>DAILEY THERESA MARIE</b>		2. DEPARTMENT, COMPONENT AND BRANCH <b>AIR FORCE - REG AF</b>		3. SOCIAL SECURITY NO. <b>310   92   7907</b>						
4.a. GRADE, RATE OR RANK <b>SGT</b>	4.b. PAY GRADE <b>E4</b>	5. DATE OF BIRTH (YYMMDD) <b>680910</b>		6. RESERVE OBLIG. TERM. DATE Year N/A   Month   Day						
7.a. PLACE OF ENTRY INTO ACTIVE DUTY <b>Chicago IL</b>			7.b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) <b>Griffith IN</b>							
8.a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND <b>45 SPACE (AFSPC)</b>			8.b. STATION WHERE SEPARATED <b>PATRICK AFB FL</b>							
9. COMMAND TO WHICH TRANSFERRED				10. SGLI COVERAGE <input type="checkbox"/> None Amount: \$ 200,000						
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) <b>5J051 - Paralegal Journeyman, 9 years.</b> <b>NORTH CAROLINA, LEE COUNTY</b> Presented for registration on the <u>30</u> day of <u>July</u> 19 <u>96</u> at <u>4:10</u> P.M. recorded in Book <u>10</u> page <u>587</u> <b>Nelie W Thomas, Register of Deeds</b>		12. RECORD OF SERVICE		Year(s)	Month(s)	Day(s)				
		a. Date Entered AD This Period		<b>1987</b>	<b>Jun</b>	<b>03</b>				
		b. Separation Date This Period		<b>1996</b>	<b>Jul</b>	<b>15</b>				
		c. Net Active Service This Period		<b>09</b>	<b>01</b>	<b>13</b>				
		d. Total Prior Active Service		<b>00</b>	<b>00</b>	<b>00</b>				
		e. Total Prior Inactive Service		<b>00</b>	<b>11</b>	<b>29</b>				
		f. Foreign Service		<b>00</b>	<b>00</b>	<b>00</b>				
		g. Sea Service		<b>00</b>	<b>00</b>	<b>00</b>				
h. Effective Date of Pay Grade		<b>1989</b>	<b>Nov</b>	<b>17</b>						
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) <b>Air Force Achievement Medal with 1 device, Air Force Commendation Medal, Air Force Longevity Service Award with 1 device, Air Force Training Ribbon, National Defense Service Medal, Small Arms Expert SEE REMARKS</b>										
14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed) <b>Basic Military Training, Jul 87; Noncommissioned Officer Preparatory Crse, Jan 90; Paralegal Specialist Crse, 247 hrs, Sep 92; Airman Leadership School, Feb 94. -NOTHING FOLLOWS-</b>										
15.a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM		Yes	No	15.b. HIGH SCHOOL GRADUATE OR EQUIVALENT		Yes	No	16. DAYS ACCRUED LEAVE PAID		
			<b>X</b>			<b>X</b>		<b>11.0</b>		
17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION								Yes	<b>X</b>	No
18. REMARKS <b>ITEM 13: Marksmanship Ribbon/Rifle, NCO Professional Military Education Ribbon with 1 device, Air Force Outstanding Unit Award, Air Force Good Conduct Medal with 2 devices. Member served 02 Aug 90 to 15 Jul 96 in support of Operation Desert Shield/Storm. Member has completed first full term of service. Copy 5 - Louisiana Claims Control Center, UCX/UCFE, PO Box 94246, Capital Stations, Baton Rouge LA 70804-9246. Copy 3 - Department of Veterans Affairs, Data Processing Center (214), 1615 E. Woodward St., Austin TX 78772. -NOTHING FOLLOWS-</b>  <i>Data herein are subject to computer matching within DoD or with other agencies for verification purposes and determining eligibility or compliance for Federal benefits.</i>										
19.a. MAILING ADDRESS AFTER SEPARATION (Include Zip Code) <b>627 East Ridge Road Griffith IN 46319</b> <i>T.M.W.</i>					19.b. NEAREST RELATIVE (Name and address - include Zip Code) <b>David W. Dailey, Sr. Same as item 19a</b>					
20. MEMBER REQUESTS COPY 6 BE SENT TO IN DIR. OF VET AFFAIRS <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title and signature) <b>RICHARD RODRIGUEZ, SSGT, USAF</b> NGOIC, RETIREMENTS					
21. SIGNATURE OF MEMBER BEING SEPARATED <i>Theresa M. Dailey</i>										

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)										
23. TYPE OF SEPARATION <b>DISCHARGE</b>					24. CHARACTER OF SERVICE (Include upgrades) <b>HONORABLE</b>					
25. SEPARATION AUTHORITY <b>AFI 36-3208</b>					26. SEPARATION CODE <b>KDB</b>			27. REENTRY CODE <b>4A</b>		
28. NARRATIVE REASON FOR SEPARATION <b>HARDSHIP</b>										
29. DATES OF TIME LOST DURING THIS PERIOD <b>NONE</b>								30. MEMBER REQUESTS COPY 4 <input type="checkbox"/> initials <i>T.M.W.</i>		

Notice of Variances and Waivers

**DEPARTMENT OF LAW ENFORCEMENT**  
**Criminal Justice Standards and Training Commission**

RULE NO.: RULE TITLE:

11B-27.002: Certification, Employment or Appointment, Reactivation, and Terminating Employment or Appointment of Officers

NOTICE IS HEREBY GIVEN that on October 18, 2023, the Department of Law Enforcement, received a petition for permanent waiver of rule 11B-27.002(4) by Theresa M. Shoemaker. Petitioner wishes to waive that portion of the rule that states: (a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, an individual shall successfully complete the program, achieve a passing score on the applicable State Officer Certification Examination, and gain employment, and certification as an officer.

A copy of the Petition for Variance or Waiver may be obtained by contacting: Agency Clerk, Florida Department of Law Enforcement, P.O. Box 1489 Tallahassee, FL, 32302 or by telephone at (850) 410-7676.

STATE OF FLORIDA  
CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION

CASE NO. VAR-2023-15

Theresa M. Shoemaker  
Petitioner.

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**NOTICE OF HEARING**

**NOTICE IS HEREBY GIVEN** that on October 18, 2023, the Department of Law Enforcement, received a petition for a permanent waiver of Rule 11B-27.002(4) by Theresa M. Shoemaker. Petitioner wishes to waive that portion of the rule that states: (a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, an individual shall successfully complete the program, achieve a passing score on the applicable State Officer Certification Examination, and gain employment, and certification as an officer.

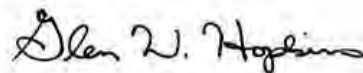
**The above case will come up for review at the next general meeting of the Criminal Justice Standards and Training Commission to be held on Thursday, February 15, 2024, at the Orlando Marriott Lake Mary, Lake Mary, Florida, 32746.**

**If you plan to attend the hearing, please call Assistant General Counsel Kyle Troop at (850) 410-8257 or email [KyleTroop@fdle.state.fl.us](mailto:KyleTroop@fdle.state.fl.us), upon receipt of this Notice.** Respondents attending the hearing should check in with Commission Staff between 8:00 and 8:30 a.m. The hearing portion of the Commission meeting where your case will come up begins at 8:30 a.m.

**NOTE: FIREARMS WILL BE RESTRICTED ON THE PREMISES DURING THE PROCEEDINGS PURSUANT TO FEDERAL AND STATE LAW.**

**CERTIFICATE OF SERVICE**

**I HEREBY CERTIFY** that a true copy of the foregoing Notice of Hearing has been forwarded by U.S. mail to Theresa M. Shoemaker, at [REDACTED] on this 14<sup>th</sup> day of November 2023.



Glen W. Hopkins, Bureau Chief  
Criminal Justice Professionalism

**NOTE TO EMPLOYING AGENCY:** You are invited to attend the hearing and you may address the Commission regarding this case. Should you desire to provide written input to the Commission regarding this case, please submit your recommendation to Deputy General Counsel Chris Bufano.



## AGENDA ITEM: 4C

Request for Variance or Waiver: Request for a Permanent Waiver of Rules 11B-30.006(2)(a) and 11B-35.001(12)(c)2, F.A.C., by Timothy A. Adams, Dean of Criminal Justice and Public Safety, St. Johns River State College, Criminal Justice Center on behalf of Kyle McCarthy

### ISSUE

This agenda item is presented to the Commission by Director Timothy A. Adams to request a permanent waiver of Rules 11B-30.006(2)(a) and 11B-35.001(12)(c)2, F.A.C.

### EXECUTIVE SUMMARY

1. Petitioner is seeking a waiver of Rules 11B-30.006(2)(a) and 11B-35.001(12)(c)2, F.A.C on behalf of Kyle McCarthy and wishes to waive that portion of the Rule 11B-30.006(2)(a), F.A.C., that states: (2) The following individuals are eligible to take the State Officer Certification Examination (SOCE) for the requested criminal justice discipline: (a) Individuals who, within four years of beginning basic recruit training, have successfully completed a Commission-approved Basic Recruit Training Program, pursuant to Rule 11B-35.002, F.A.C.
2. Rule 11B-35.001(12)(c)2, F.A.C., states that training schools are permitted to use competency-based instruction for courses within the basic recruit training programs except for the physical fitness and officer wellness courses and within the Special Operations Forces Training Program. The delivery of basic recruit training programs and the Special Operations Forces Training Program shall adhere to total program hours.

**RECOMMENDATION(S):** Commission staff recommends the Commission GRANT the petition for a permanent waiver of Rules 11B-30.006(2)(a) and 11B-35.001(12)(c)2, F.A.C.

### VOTING IMPACT

**CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION:** Director Adams' request for a permanent waiver of Rules 11B-30.006(2)(a) and 11B-35.001(12)(c)2, F.A.C., shall be granted and Mr. McCarthy will be deemed to have completed the Commission approved basic recruit training program and the State Officer Certification Examination.

**CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION:** Director Adams' request for a permanent waiver of Rules 11B-30.006(2)(a) and 11B-35.001(12)(c)2, F.A.C., shall not be granted and Mr. McCarthy will not be deemed to have completed the Commission approved basic recruit training program and the State Officer Certification Examination.

## SUPPORTING INFORMATION

1. Rule 11B-30.006(2)(a), F.A.C., State Officer Certification Examination General Eligibility Requirements, **page 2**.
2. Rule 11B-35.001(12)(c)2, F.A.C., General Training Programs; Requirements and Specifications, **page 2**.
3. Section 120.542, F.S., Variances and Waivers, **page 2**.
4. Petition for Waiver of Rules 11B-30.006(2)(a) and 11B-35.001(12)(c)2, F.A.C., by Timothy A. Adams, Dean of Criminal Justice and Public Safety, St. Johns River State College Criminal Justice Center **pages 3 - 4**.
5. Global Profile Sheet for Kyle McCarthy, **pages 5 - 6**.
6. Florida Administrative Registry Notice, **page 7**.
7. Notice of Hearing, **page 8**.

### **11B-30.006 State Officer Certification Examination General Eligibility Requirements.**

(2) The following individuals are eligible to take the State Officer Certification Examination (SOCE) for the requested criminal justice discipline:

(a) Individuals who, within four years of beginning basic recruit training, have successfully completed a Commission-approved Basic Recruit Training Program, pursuant to rule 11B-35.002, F.A.C.

*Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(17), 943.131(2), 943.1397 FS. History—New 1-10-94, Amended 8-7-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 6-3-10, 5-21-12, 5-29-14, 7-29-15, 9-4-16, 7-19-17, 8-15-18, 7-9-19.*

### **11B-35.001 General Training Programs; Requirements and Specifications.**

(12) Student attendance requirements for Commission-approved Basic Recruit Training Programs outlined in Rule 11B-35.002, F.A.C., Specialized Training Programs outlined in subsection 11B-35.007(1), F.A.C., and Advanced Training Program Courses outlined in subsection 11B-35.006(1), F.A.C., and the Special Operations Forces Training Program outlined in Rule 11B-35.009, F.A.C.

((c) Competency-Based Instruction. The Commission approves competency-based instruction in the delivery of basic recruit training programs, specialized training program courses, specialized instructor training courses, the Special Operations Forces Training Program, and courses created from specialized goals and objectives, defined in subparagraph (12)(c)1. of this rule section.

2. Training schools are permitted to use competency-based instruction for courses within the basic recruit training programs except for the physical fitness and officer wellness courses and within the Special Operations Forces Training Program. The delivery of basic recruit training programs and the Special Operations Forces Training Program shall adhere to total program hours.

*Rulemaking Authority 943.03(4), 943.12(1), (2), 943.17 FS. Law Implemented 943.12, 943.17 FS. History—New 12-13-92, Amended 8-7-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-28-09, 6-3-10, 5-21-12, 3-13-13, 5-29-14, 7-29-15, 9-4-16, 7-19-17, 8-15-18, 7-9-19, 5-5-20, 5-20-21, 8-30-23.*

**Section 120.542, F.S., Variances and Waivers**, mandates threshold proofs and notice provisions for variances and waivers from agency rules. Subsection (2) of this statute states:

Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person and when application of a rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, "substantial hardship" means a demonstrated economic, technological, legal, or other type of hardship to the person requesting the variance or waiver. For purposes of this section, "principles of fairness" are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.

*History.—s. 12, ch. 96-159; s. 5, ch. 97-176; s. 37, ch. 2010-102; s. 5, ch. 2013-14.*



## Petition for Permanent Rule Waiver

**TO:** Florida Department of Law Enforcement, Office of the General Counsel

**FROM:** Timothy A. Adams, Dean of Criminal Justice and Public Safety

**RE:** Petition for Permanent Waiver of Rule 11B-30.006(2)(a) and 11B-35.001(12)(c)(2), F.A.C.

**DATE:** January 15, 2024

Basic Law Enforcement (BLE) Class #23-02 was held at the St. Johns River State College Criminal Justice Academy (hereinafter "academy") from July 5, 2023, through December 8, 2023 (The class graduated on December 14, 2023). During a review of the class file on January 10<sup>th</sup> and January 11<sup>th</sup> of 2024, respectively, a discrepancy was noted involving the Physical Training course hours for student Kyle McCarthy (hereinafter "McCarthy"). Specifically, a review of the sign-in sheets for October 19<sup>th</sup> and October 20<sup>th</sup> indicated McCarthy signed out on both days before the last hour of physical fitness training. On October 19<sup>th</sup>, he signed out at 3:00 pm. Physical fitness training was held from 3:00 pm to 4:00 pm on that date. On October 20<sup>th</sup>, McCarthy signed out at 1:00 pm. Physical fitness training was held from 1:00 pm to 2:00 pm on that date. These discrepancies were not noticed during the internal audit of the file prior to the class graduation.

A further review of the circumstances determined that McCarthy completed a memorandum on September 29, 2023, explaining that he had a medical procedure and would not be able to participate in the Physical Training course until November 3, 2023. The class coordinator advised that McCarthy's request involved an emergency medical procedure. McCartney, though, was able to attend classroom instruction very soon after the medical procedure. The class coordinator decided to work with McCarthy to make up the missed hours from the Physical Training course. This was based, in part, on McCarthy being a good student, and the Physical Training course hours being spread throughout the BLE schedule making it difficult to make up the hours with another class. McCarthy also had a potential offer of employment which was scheduled to begin following graduation. (Note: McCarthy passed the State Officer Certification Examination in December 2023).

The review of the file determined that McCarthy had not made up the two (2) hours (total) of the Physical Training course missed on October 19<sup>th</sup> and October 20<sup>th</sup> before the program end date. Rule 11B-35.001(12)(c) specifically prohibits competency-based instruction for physical fitness and officer wellness courses in the Basic Recruit Training Programs. Consequently, the full sixty (60) hours of Physical Training must be completed for a Basic Recruit Training Program. Since McCarthy did not make up two (2) hours missed from the Physical Training course, the rule requirements were not met. (Note: The class coordinator has arranged for McCarthy to make up the hours on January 16, 2024.)

On January 11, 2024, Florida Department of Law Enforcement (FDLE) Field Representative Garry Kimpel was contacted and apprised of this matter. Field Representative Kimpel reviewed the file on January 12, 2024, at the academy and confirmed non-compliance with the rules.

After identifying this issue, the procedures for academy operations related to the review and approval of sign-in sheets, class files, and related matters were re-evaluated and discussed with academy staff. Additional safeguards have been added which include revisions to the approval process for absence requests and scheduling changes, as well as an enhanced review of sign-in sheets and class files. The additional safeguards were implemented on January 12, 2024.

Based on the above, the St. Johns River State College Criminal Justice Academy respectfully requests a permanent waiver, related to this student, of Rule 11B-30.006(2)(a), F.A.C., requiring completion of a Commission-approved Basic Training Program to be eligible to take the State Officer Certification Examination, and Rule 11B-35.001(12)(c)(2), F.A.C., requiring total program hours be completed for physical fitness and officer wellness courses.

If this waiver request is not granted, it would create a substantial hardship or violate principles of fairness for the student inasmuch as it could potentially affect his certification and current or future employment, and the student was not responsible for the circumstances. A literal application of the rules would also result in a significantly different impact on this student compared to similarly situated students who did not encounter these circumstances.

Thank you for your time and consideration.

Contact Information: Timothy A. Adams, Dean of Criminal Justice and Public Safety, St. Johns River State College, 2990 College Drive, St. Augustine, Florida 32084; email address [timadams@sjrstate.edu](mailto:timadams@sjrstate.edu); telephone number (904) 808-7492.

## Florida Department of Law Enforcement Global Profile Sheet

Name:	<b>Kyle Jefferson McCarthy</b>		
Race:	<b>Wh</b>	Sex:	<b>M</b>
Education:	<b>Bachelor</b>		

### Employment

Agency	Class	Type	Start Date	Sep. Date	Sep. Reason	TEA	FP Date
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No Employment Records found for this person

### Salary Incentive

Basic LE	Education	Career Dev.	Maximum Eligible
\$0	\$0	\$0	\$0

### Mandatory Firearms Qualification

Law Enforcement Officer Firearms Qualification Standard

No Firearms found for this person

### Certification

Type	Number	Status	Cert. Date	Mand. Ret. Due Date	Mand. Ret. Completion Date	4 Year Break in Service
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No Certificate Records found for this person

### Topic

Topic	Topic Date	Recert Date	Status	Met Req
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There is no topic information available for this person

### Exam

Type	Date	Form	Overall	Amended
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No Exam Record found for this person

Type	Date	Form	Vendor	Overall	Expiration
<b>BATLE</b>				<b>Exempt – Ed</b>	

### Equivalency

Agency	Discipline	Application Date	Decision Date	Approval Authority	Advised Date	Status	Exp Date
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No Equivalency Records found for this person

### Training

Start Date	End Date	Sequence	Version	Type	MR/SI	Title	Grade	Hours Taught
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No Training Records found for this person

### WMD/ICS Training for Certified Law Enforcement Officers

Training Name	Completion Date
Weapons of Mass Destruction(WMD)	Not Completed
Incident Command System (ICS)	Not Completed

Notice of Variances and Waivers

**DEPARTMENT OF LAW ENFORCEMENT**  
**Criminal Justice Standards and Training Commission**

RULE NO.: RULE TITLE:

11B-30.006: State Officer Certification Examination General Eligibility Requirements

NOTICE IS HEREBY GIVEN that on January 15, 2024, the Department of Law Enforcement, received a petition for permanent waiver of 11B-30.006(2) by Timothy A. Adams, on behalf of Kyle McCarthy. Petitioner wishes to waive that portion of the rule that states: (2) The following individuals are eligible to take the State Officer Certification Examination (SOCE) for the requested criminal justice discipline: (a) Individuals who, within four years of beginning basic recruit training, have successfully completed a Commission-approved Basic Recruit Training Program, pursuant to rule 11B-35.002, F.A.C. A copy of the Petition for Variance or Waiver may be obtained by contacting: Agency Clerk, Florida Department of Law Enforcement, P.O. Box 1489 Tallahassee, FL, 32302 or by telephone at (850) 410-7676.

STATE OF FLORIDA  
CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION

CASE NO. VAR-2024-01

Timothy A. Adams, Dean of Criminal Justice  
and Public Safety, St. Johns River State  
College Criminal Justice Center,  
**Petitioner.**

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**NOTICE OF HEARING**

**NOTICE IS HEREBY GIVEN** that on January 15, 2024, the Department of Law Enforcement, received a petition for a permanent waiver of Rule 11B-30.006(2) Timothy A. Adams. Petitioner wishes to waive that portion of the rule that states: (2) The following individuals are eligible to take the State Officer Certification Examination (SOCE) for the requested criminal justice discipline: (a) Individuals who, within four years of beginning basic recruit training, have successfully completed a Commission-approved Basic Recruit Training Program, pursuant to Rule 11B-35.002, F.A.C.

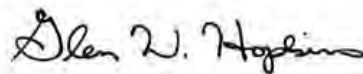
**The above case will come up for review at the next general meeting of the Criminal Justice Standards and Training Commission to be held on Thursday, February 15, 2024, at the Orlando Marriott Lake Mary, Lake Mary, Florida, 32746.**

**If you plan to attend the hearing, please call Deputy General Counsel Chris Bufano at (850) 410-7681 or email [ChristopherBufano@fdle.state.fl.us](mailto:ChristopherBufano@fdle.state.fl.us), upon receipt of this Notice.** Respondents attending the hearing should check in with Commission Staff between 8:00 and 8:30 a.m. The hearing portion of the Commission meeting where your case will come up begins at 8:30 a.m.

**NOTE: FIREARMS WILL BE RESTRICTED ON THE PREMISES DURING THE PROCEEDINGS PURSUANT TO FEDERAL AND STATE LAW.**

**CERTIFICATE OF SERVICE**

**I HEREBY CERTIFY** that a true copy of the foregoing Notice of Hearing has been forwarded by electronic mail (email) to Timothy A. Adams at [TimAdams@sjrstate.edu](mailto:TimAdams@sjrstate.edu); on this 25th day of January 2024.



Glen W. Hopkins, Bureau Chief  
Criminal Justice Professionalism

**NOTE TO EMPLOYING AGENCY:** You are invited to attend the hearing and you may address the Commission regarding this case. Should you desire to provide written input to the Commission regarding this case, please submit your recommendation to Deputy General Counsel Chris Bufano.



## AGENDA ITEM: 5

### Sarasota County Sheriff's Office Request to be Certified as a Training School

#### ISSUE

This agenda item is to present the request by the Sarasota County Sheriff's Office to be certified as a Commission-approved training school and the needs analysis completed by Commission staff based on this request.

#### EXECUTIVE SUMMARY

1. On August 16, 2023, the Sarasota County Sheriff's Office requested permission from the Region X Regional Training Council to submit a Criminal Justice Training School Certification and Re-certification Application, form CJSTC-29 to the Commission to request initial certification as a Commission-approved training school. The Region X Training Council approved their request.
2. On October 24, 2023, the Sarasota County Sheriff's Office submitted a Criminal Justice Training School Certification and Re-certification Application, form CJSTC-29 to Commission staff.
3. The Sarasota County Sheriff's Office is requesting Type "C" certification which would grant them the authority to deliver all Commission-approved Correctional Basic Recruit Training Program courses and Commission-approved Advanced and Specialized Training Program courses.
4. Pursuant to Rule 11B-21.002(3)(b), F.A.C., Commission staff conducted a needs analysis for Region X. The needs analysis was conducted during the week of December 12-14, 2023.

**RECOMMENDATION(s):** Commission staff recommends the Commission find that a training need exists for Region X and approve Sarasota County Sheriff's Office's request for certification as a training school.

#### VOTING IMPACT

**CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION:** The application submitted by the Sarasota County Sheriff's Office for the certification of the Sarasota County Sheriff's Office Corrections Training Academy would be approved. The Sarasota County Sheriff's Office Corrections Training Academy would be certified as a Commission-certified training school with an expiration date of June 30, 2025.

**CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION:** The application submitted by the Sarasota County Sheriff's Office for the certification of the Sarasota County Sheriff's Office Corrections Training Academy would be denied.

## SUPPORTING INFORMATION

**Attachment 1:** Rule 11B-21.002, F.A.C., Criminal Justice Training Schools' Request for Certification, Expansion of Certification, and Re-certification, **pages 3-4.**

**Attachment 2:** Rule 11B-21.005, F.A.C., Criminal Justice Training School Requirements for Certification and Re-certification, **pages 4-5.**

**Attachment 3:** Meeting Notice, **page 6.**

**Attachment 4:** SCSO Needs analysis report and attachments, **pages 7-73.** The SCSO Training Needs Analysis (TNA) documents are listed below and attached.

*TNA Attachment 1* – Minutes from Region X Training Advisory Council Meeting held on August 16, 2023; **pages 7-10.**

*TNA Attachment 2* – Criminal Justice Training School Certification and Re-Certification Application; form CJSTC-29; for Sarasota County Sheriff's Office; **pages 11-19.**

*TNA Attachment 3* – Standardized agency and training school survey instruments (CJSTC Training School Needs Assessment form); **pages 20-27.**

*TNA Attachment 4* – CJSTC Training School Needs Assessment form for Sarasota County Sheriff's Office, conducted by Training and Research Manager Terry Baker; **pages 28-32.**

*TNA Attachment 5* – CJSTC Training School Needs Assessment form for Suncoast Technical College, conducted by Training and Research Manager Terry Baker; **pages 33-36.**

*TNA Attachment 6* – CJSTC Training School Needs Assessment forms for Charlotte County Sheriff's Office, Collier County Sheriff's Office, Glades County Sheriff's Office, Hendry County Sheriff's Office, Lee County Sheriff's Office, Moore Haven Correctional Facility; conducted by Training and Research Manager Terry Baker; **pages 37-60.**

*TNA Attachment 7* – CJSTC Training School Needs Assessment forms for Southwest Florida Public Safety Academy, conducted by Training and Research Manager Terry Baker; **pages 61-64.**

*TNA Attachment 8* – Completed Sarasota County Sheriff's Office Corrections Training Academy facility and staff inspection forms. Documents in order in which they appear: Forms CJSTC-201, CJSTC-203, CJSTC-204, CJSTC-205, and CJSTC-208; **pages 65-73.**

**11B-21.002 Criminal Justice Training Schools' Request for Certification, Expansion of Certification, and Re-certification.**

(1) Training organizations requesting Commission certification, re-certification, or expansion of a current certification shall apply to the Commission by submitting to Commission staff a completed Training School Certification, Re-certification, or Expansion of Certification Application, form CJSTC-29, revised November 6, 2014, effective 7-2015, hereby incorporated by reference, <https://www.flrules.org/Gateway/reference.asp?No=Ref-05628>. Form CJSTC-29 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615. Form CJSTC-29 shall reflect that certification is for the training organization requesting the certification, re-certification, or expansion of a current certification.

(2) Pursuant to section 943.12(3), F.S., the Commission shall authorize the issuance of certificates to criminal justice training schools. A training school shall be categorized as a type "A," "B," or "C," certification and assigned one of the following certification codes:

(a) Type "A" certification grants a training school the authority to deliver Commission-approved Basic Recruit Training Program Courses for law enforcement, correctional, and correctional probation officers, and Commission-approved Advanced and Specialized Training Program Courses outlined in rule chapter 11B-35, F.A.C.

(b) Type "B" certification grants a training school the authority to deliver Commission-approved Basic Recruit Training Program Courses for law enforcement and Commission-approved Advanced and Specialized Training Program Courses outlined in rule chapter 11B-35, F.A.C.

(c) Type "C" certification grants a training school the authority to deliver Commission-approved Basic Recruit Training Program Courses for correctional and correctional probation officers, and Commission-approved Advanced and Specialized Training Program Courses outlined in rule chapter 11B-35, F.A.C.

(3) Request for Training School Initial Certification.

(a) The training organization requesting initial certification shall obtain approval from the Regional Training Council in its area prior to applying for an initial certification, via a Training School Certification, Re-certification, or Expansion of Certification Application form CJSTC-29.

(b) A training needs analysis shall be conducted by Commission staff for the region or local training area to be served by the organization requesting certification. An inspection shall be conducted of the training organization to ensure compliance with the requirements for certification pursuant to rule 11B-21.005, F.A.C. An application for certification of a training organization shall be denied by the Commission for any training organization that does not demonstrate that a training need exists in the region or local training area intended to be served by the training organization or does not comply with the requirements set forth in rule 11B-21.005, F.A.C.

(c) A training organization shall receive a notice of intent to approve or deny certification. If a request for certification is denied, the notice shall specify the grounds for the denial, and the denial shall be conducted pursuant to chapter 120, F.S. A training organization that has been denied Commission certification as a training school may reapply or petition the Commission after such action is effective. The Commission shall require a hearing, at which time the affected training organization shall show cause why its application for certification should be accepted, or its petition granted.

(d) Commission approval of a training school for delivery of Commission training shall continue in effect until the next recertification date pursuant to paragraph 11B-21.002(5)(a), F.A.C.

(4) Request for Expansion for Certification. A training school that requests expansion of its certification shall follow the procedures in subsection 11B-21.002(3), F.A.C. The expansion portion of the certification shall be treated as an initial certification. The certification expiration date of the expansion shall remain the same as the current expiration date.

(5) Request for Commission Re-certification.

(a) A training school that requests continued certification by the Commission shall submit a completed Criminal Justice Training School Certification, Re-certification or Expansion of Certification Application form CJSTC-29, to Commission staff no later than January 1st of the year the certification expires. Recertification dates for training schools shall be July 1, 2006, then July 1, 2010, and every five years thereafter.

(b) A training school that requests continued certification by the Commission shall be officially evaluated by a Commission-appointed certification team to determine compliance with Commission rules regarding certificate renewal. The Commission shall deny an application for certification of a training school if the training school has had its certification revoked pursuant to rule 11B-21.018, F.A.C.

(c) The certification team shall report its findings to the Commission, along with a formal recommendation regarding the training schools request for re-certification. The certification team shall be comprised of Commission staff and one individual appointed by the Chairman of the training school's Local Advisory Committee, or if there is no Local Advisory Committee, the Chairman of the

training school's Regional Training Council.

(d) A training school shall be given a notice of intent to approve or deny certification. If certification is denied, the notice shall specify the grounds for denial. The denial of an application for renewal of certification shall be conducted pursuant to chapter 120, F.S. The Commission shall request a hearing and the affected training school shall be required to show cause why its application for renewal of certification should be accepted, or its petition granted.

*Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(3), 943.14 FS. History--New 7-21-82, Amended 1-28-86, Formerly 11B-21.02, Amended 12-13-92, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 3-21-07, 6-9-08, 9-28-09, 3-13-13, 7-29-15, 9-4-16.*

### **11B-21.005 Criminal Justice Training School Requirements for Certification and Re-certification.**

Training Schools certified by the Commission shall comply with the following requirements:

(1) Provide criminal justice training to criminal justice agencies and officers in its service area.

(2) Comply with the requirements set forth in rule Chapter 11B-35, F.A.C., when delivering Commission-approved training.

(3) Classroom Facility and Equipment Requirements. Comply with the classroom facility and equipment requirements set forth in the Training School Classroom Facility Requirements, form CJSTC-205, revised October 30, 2008, hereby incorporated by reference. Form CJSTC-205 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615.

(4) Driving Range Facility, Equipment, and Instructor to Student Ratio Requirements.

(a) When conducting Commission-approved vehicle operations training, comply with the driving range facility, equipment, and instructor to student ratio requirements set forth in subsection 11B-35.0021(8), F.A.C., and in the Driving Range Facility and Equipment Requirements, form CJSTC-202, revised August 18, 2022, effective 8/2023, hereby incorporated by reference <https://www.flrules.org/Gateway/reference.asp?No=Ref-15519>. Form CJSTC-202 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615.

(b) Deviation from the Standard Driving Range. Should any driving range proposed for construction after July 1, 1988, deviate from the standards set forth in form CJSTC-202, plans for such construction shall be submitted to Commission staff for initial review, and then to the Commission for final approval or disapproval. Justification for such construction shall include a statement of explanation and supporting documentation justifying the need to deviate from the established standard. A recommendation for deviation from the Commission's driving facility requirement shall ensure that vehicle operation training exercises can be safely and effectively performed.

(5) Defensive Tactics Facility, Equipment, and Instructor to Student Ratio Requirements. When conducting Commission-approved defensive tactics training, comply with the defensive tactics equipment, facility, and instructor to student ratio requirements set forth in subsection 11B-35.0021(8), F.A.C., and in the Defensive Tactics Facility and Equipment Requirements, form CJSTC-203, revised August 18, 2022, effective 8/2023, hereby incorporated by reference <https://www.flrules.org/Gateway/reference.asp?No=Ref-15520>. Form CJSTC-203 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615.

(6) Firing Range Facility, Equipment, and Instructor to Student Ratio Requirements. When conducting Commission-approved firearms training, comply with the firing range equipment, facility, and instructor to student ratio requirements set forth in subsection 11B-35.0021(8), F.A.C., and in the Firing Range Facility and Equipment Requirements, form CJSTC-201, revised August 18, 2022, effective 8/2023, hereby incorporated by reference <https://www.flrules.org/Gateway/reference.asp?No=Ref-15518>. Form CJSTC-201 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615. Firearms training shall be supervised directly by a Commission-certified firearms instructor and the instructor shall have access to at least one firearms range designed for criminal justice firearms instruction.

(7) First Aid Facility, Equipment, and Instructor to Student Ratio Requirements. When conducting Commission-approved first aid training, comply with the first aid equipment, facility, and instructor to student ratio requirements set forth in subsection 11B-35.0021(8), F.A.C., and in the First Aid Instructional Requirements, form CJSTC-208, revised August 18, 2022, effective 8/2023, hereby incorporated by reference <https://www.flrules.org/Gateway/reference.asp?No=Ref-15521>. Form CJSTC-208 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615.

(8) Staffing Requirements. Comply with the personnel requirements set forth in the Staffing Requirements, form CJSTC-204, revised October 30, 2008, hereby incorporated by reference. Form CJSTC-204 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615. The following specifications shall be met:

(a) One full-time salaried criminal justice training center director designated by a training school, and employed on a 12-month

calendar with faculty or administrative status, whose responsibilities are the management and quality control of the Commission-approved training programs and do not include a teaching assignment. Any additional administrative responsibilities or any instructional responsibilities shall not be undertaken by the director upon a finding that such additional responsibilities interfere with the director's effective management of the training school. A training center director or interim training center director initially employed on or after July 1, 1990, shall at minimum, hold a bachelor's degree from an accredited college or university, and possess no less than two years' experience in the criminal justice field. Training center directors shall be responsible for the scheduling, presentation, and management of Commission-approved training programs, which shall include preparation of required reports and records, assuring quality of instruction, administration, and security of examinations. A training center director's designee shall be employed full-time with faculty or administrative status, whose responsibilities are the management and quality control of Commission-approved training.

(b) At least one full-time clerk or administrative assistant assigned to report to the training center director, whose responsibilities are limited to providing clerical and administrative assistance to the director. Two or more individuals may perform such clerk or administrative assistant duties, if the aggregate personnel time dedicated to these duties is equivalent, at minimum, to a full-time position.

(c) At least two full-time criminal justice training instructor or instructional coordinator positions assigned to report solely to the training center director for training schools with a Type "A" certification. One coordinator position can be composed of two or more instructional coordinators, provided the aggregate personnel time dedicated to these duties is equivalent to one full-time position. A training school with a Type "B" or "C" certification shall have at least one full-time criminal justice training instructor or instructor coordinator position assigned to report solely to the training center director. In the absence of the director, at least one full-time instructor, instructional coordinator, or other individual specifically designated by the director shall be accessible while criminal justice training is being administered and shall be responsible for quality control.

(9) Comply with the instructor certification requirements set forth in rule Chapter 11B-20, F.A.C., when delivering Commission-approved training.

(10) Basic Abilities Testing Requirements pursuant to Rule 11B-35.0011, F.A.C., and Section 943.17(1)(g), F.S. Effective January 1, 2002, training schools certified by the Commission that provide Commission-approved Basic Recruit Training Programs shall:

(a) Adopt a Commission-approved basic abilities test as an entry requirement into a Law Enforcement or Correctional Basic Recruit Training Program. Correctional Probation Officers and individuals applying for a Law Enforcement Basic Recruit Training Program that are veterans as defined in Section 1.01(14), F.S., or hold an associate degree or higher from an accredited college or university are exempt from taking the basic abilities test.

(b) Require, for admission into a Commission-approved Basic Recruit Training Program, a passing score from a Commission-approved basic abilities test, which shall be accepted by any training school. A passing score is valid four years from the date of the test.

(c) Not exempt a student from taking a Commission-approved basic abilities test unless otherwise noted in subsection 11B-21.005(10)(a), F.A.C.

(11) Comply with criminal history background requirements as set forth in subsection 11B-27.00211(4), F.A.C., and Section 943.14(7), F.S.

(12) Comply with requirements for notification of changes in requirements for certification. Training schools with changes in staff and facilities during the school's active certification period shall:

(a) Provide notification to Commission staff, in writing or via e-mail to your field specialist, of any changes in the training school's staffing requirements, pursuant to subsection 11B-21.005(8), F.A.C., within 10 working days upon hiring or separation of personnel.

(b) Provide notification to Commission staff, in writing or via e-mail, of any changes in the training school's facility requirements. Such notification shall include locations by the type of facility and street address, and certify in writing to Commission staff that the facility is in compliance with Rule 11B-21.005, F.A.C.

1. Training schools shall notify Commission staff of any changes in facility sites and the site's compliance with the Commission's requirements, thirty days prior to delivering training or immediately upon scheduling when under thirty days.

2. Driving ranges, firearms ranges, and defensive tactics facilities shall not be used for Commission training until approved by Commission staff.

*Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(2), (3), (8), 943.14, 943.17(1)(g) FS. History--New 7-21-82, Formerly 11B-21.05, Amended 1-28-86, 8-30-89, 12-24-89, 6-3-91, 12-13-92, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-28-09, 5-21-12, 3-13-13, 5-29-14, 9-4-16, 8-15-18, 5-20-21, 6-23-22, 8-30-23.*



# Criminal Justice Standards and Training Commission

P.O. Box 1489 | Tallahassee, FL 32302-1489 | (850) 410-8600

January 19, 2024

Honorable Kurt A. Hoffman, Sheriff  
Sarasota County Sheriff's Office  
Post Office Box 4115  
Sarasota, Florida 34230-4115

SUBJECT: Request for Certification as a Training School

Dear Sheriff Hoffman:

This is to advise that pursuant to Rule 11B-21.002(3)(c), Florida Administrative Code, a Criminal Justice Standards and Training Commission meeting has been scheduled to consider the Criminal Justice Training School Certification and Re-certification Application, form CJSTC-29 you submitted. The meeting will be held on February 15, 2024 beginning at 8:30 a.m., at the Orlando Marriott Lake Mary, Lake Mary, Florida.

Pursuant to Rule 11B-21.002(3)(b), F.A.C., Commission staff conducted a training needs analysis based on your application and will present the results to the Commission at this meeting. We have attached a copy of the needs analysis report which contains Commission staff's recommendation to the Commission. You will have the opportunity to address the Commission and show cause why the Commission should approve your application. This is a public meeting and any other interested parties may address the Commission as well.

If you require any additional information, please contact Terry Baker, Training and Research Manager in the Bureau of Standards at (850) 410-8688 or via email at [terrybaker@fdle.state.fl.us](mailto:terrybaker@fdle.state.fl.us).

Sincerely,

A handwritten signature in black ink, appearing to read "Glen W. Hopkins".

Glen W. Hopkins, Bureau Chief  
Bureau of Standards  
Criminal Justice Professionalism Division

GWH/tb

Enclosure

# Sarasota County Sheriff's Office Training Needs Analysis

## Attachment 1



AREA SERVED  
 CHARLOTTE COUNTY  
 COLLIER COUNTY  
 GLADES COUNTY  
 HENDRY COUNTY  
 LEE COUNTY  
 SARASOTA COUNTY

**REGION 10 TRAINING COUNCIL  
 CRIMINAL JUSTICE  
 STANDARDS AND TRAINING COMMISSION**



**REGION 10  
 MEETING MINUTES  
 August 16, 2023  
 10:00 AM**

**LOCATION:**

**SOUTHWEST FLORIDA PUBLIC SERVICE ACADEMY  
 4312 MICHIGAN AVENUE, FORT MYERS, FL 33905**

**Board Members Present:** *Chairman, Chief Pamela Davis, Punta Gorda Police Department; Vice Chairman Chief Todd Garrison, North Port Police Department; Captain John Gadson, Glades County Sheriff's Office; Director Todd Everly, Southwest Florida Public Service Academy; Chief Jason Fields, Fort Myers Police Department; Asst. Chief Anthony Sizemore, Cape Coral Police Department; LT. Jason Zakowich, Charlotte County Sheriff's Office; Dir. Mark Baker, Collier County Sheriff's Office; Rep. Shawn Fagan, FDLE; Capt. Capt. Scott Griffith, Lee County Sheriff's Office; Lt. Bryan McGinn, Naples Police Department; Sheriff Kurt Hoffman, Sarasota County Sheriff's Office; Dir. Sandra Hotwagner, Suncoast Technical College.*

**Non-Members Present:** *Chief Jerry Connolly, Florida Southwestern College Police Department; Chief Charlie Thorpe, Venice Police Department; Major Brian Meinberg, Sarasota County Sheriff's Office; Lt. Jeffrey Vajdik, Sarasota County Sheriff's Office; Advanced/Specialized Coordinator Dennis Eads, Southwest Florida Public Service Academy; Corrections Coordinator Scott Hall, Southwest Florida Public Service Academy; Law Enforcement Coordinator Erica Rich, Southwest Florida Public Service Academy; Coordinator Tom Eberhardt, Southwest Florida Public Service Academy; Assistant Law Enforcement Cassie Wallace, Southwest Florida Public Service Academy.*

**OPENING OF MEETING:**

**ITEM I**

Chairman, Chief Pamela Davis opened the meeting at 10:00 a.m., followed with the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

**ITEM II**

Chief Todd Garrison and Sheriff Kurt Hoffman approved the minutes.



## **INTRODUCTION OF GUEST**

### **ITEM III Guests Present:**

*Chief Jerry Connolly, Florida Southwestern College Police Department; Chief Charlie Thorpe, Venice Police Department; Major Brian Meinberg, Sarasota County Sheriff's Office; Lt. Jeff Vajdik, Sarasota County Sheriff's Office. Chief Jason Fields, Fort Myers Police Department.*

## **FDLE REPORT:**

### **ITEM IV**

Shawn Fagan-

A new Intoxilyzer 9000 will be available for the Training Centers then to Agencies. Following new training classes for Breath Test Operator, BTO Instructor and Agency Inspector. Existing operators and instructors are grandfathered in. Some course class codes have changed. There are new Specialized courses 1421 Mental Health, 8 hr. course; Advanced Economic Crime Investigation course 1423, replaces for Fraud Investigations; Hostage Negotiations Course 1424 replaces 093. Commission approved a new course 1421 Recognize & Respond to Mental Health and Substance Abuse Emergencies.

The Vehicle Operations CJSTC 7 form has been corrected. 2022-2023 Audit satellite sites will be Coming up. New Equipment required for the First Aid Kit. An FDLE Work Shop is scheduled on August 29 at the SWFPSA, August 30<sup>TH</sup> at St. Pete College, and August 31<sup>st</sup> in Polk County.

A Tech Memo will be distributed regarding Basic Recruits and determining what test the student can take at the state exam.

## **SUNCOAST TECHNICAL COLLEGE REPORT:**

### **ITEM V**

Director Hotwagner –

The Law Enforcement Academy started July 31<sup>st</sup> with 21 self-sponsored, 4 sponsored, and 14 Crossover students imbedded into the class. The next Corrections class will begin the end of September.

## **SWF PUBLIC SERVICE ACADEMY REPORT:**

### **ITEM VI**

Director Everly –

Announced Dennis Eads has been promoted to the position of Assistant Director for the SWF Public Service Academy.

**Coordinator Scott Hall-**

Corrections Classes:

- The 170th Corrections class will graduate April 5, 2023 with 11 recruits.
- 171<sup>st</sup> to begin October 23, 2023
- 89<sup>th</sup> Crossover class to begin October 20, 2023 with 24 recruits.

**Coordinator Tom Eberhardt-**

Law Enforcement Classes:

- 170<sup>h</sup> Law Enforcement with 32 students to complete October 9, 2023; 11 self-sponsored
- 171<sup>st</sup> Orientation completed August 15, 2023 and scheduled to begin August 28<sup>th</sup>, 2023 and completing January 26, 2024 with all being sponsored.

**OLD/NEW BUSINESS:**

**ITEM VII – Old Business**

**NONE**

**ITEM VIII – New Business**

Region 10 Training Council approved Alt. Captain John Gadson, Glades County Sheriff's Office to fill regular Member seat for Corrections.

Region 10 Training Council approved Chief Jason Fieldas, Fort Myers Police Department to fill Member seat for Law Enforcement.

- Candidates: Chief Jason Fields, Fort Myers Police Department; Chief Jerry Connolly, Florida Southwestern College Police Department; Chief Charlie Thorpe, Venice Police Department.

Presentation by Sheriff Kurt Hoffman, Sarasota County Sheriff's Office for a new Region 10 - Training Center. The Region - 10 Training Council Members supported the Sarasota County Sheriff's Office Training Center.

**SCHEDULE OF NEXT MEETING:**

**ITEM IX** –The next meeting is scheduled for ***Wednesday, November 15, 2023 10:00 a.m.*** at the Southwest Florida Public Service Academy, 4312 Michigan Avenue, Fort Myers, FL 33905 – Room 6-004.

**ADJOURNMENT:**

**ITEM X** - The meeting was adjourned at 10:42 am.

# Sarasota County Sheriff's Office Training Needs Analysis

## Attachment 2



Incorporated by Reference in Rule 11B-21.002(1), F.A.C.

**FLORIDA DEPARTMENT OF LAW ENFORCEMENT  
CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION**

**APPLICATION FOR CRIMINAL JUSTICE TRAINING  
SCHOOL CERTIFICATION AND RE-CERTIFICATION**



RECEIVED

OCT 24 2023

BUREAU OF STANDARD  
CRIMINAL JUSTICE  
STANDARDS AND TRAINING  
COMMISSION

PLEASE CHECK ONE:  New Application  Re-certification Re-certification Period: \_\_\_\_\_

Date of Application: \_\_\_\_\_ Type of Certification Requested A  B  C

Name of Commission-certified training school or agency requesting certification or Re-certification:

Sarasota County Sheriff's Office

Address: 6010 Cattlebridge Blvd Sarasota, FL 34232

Telephone Number: 941-861-5800 Fax Number: 941-861-4345

CJSTC Region Number: 10

Training Center Director: Lt. Jeff Vajdik

**APPLICATION FOR CRIMINAL JUSTICE  
TRAINING SCHOOL CERTIFICATION and RE-CERTIFICATION**

**APPLICATION INSTRUCTIONS**

Section 943.12(6)-(8), F.S., authorizes the Commission to develop and approve criminal justice training schools and to issue certificates based on compliance with rule requirements. Training entities requesting to become certified or re-certified as a Commission-certified training school shall complete the Criminal Justice Training School Certification and Re-certification application, form CJSTC-29.

The certification or re-certification request shall be restricted to the applicant. Rule Chapter 11B-21, F.A.C., provides specific requirements for certification and re-certification. Familiarity with this rule may assist you in completing the application. The applicant shall complete only those portions of the application that apply and shall ensure that data in the application is supported by documentation attached to the application. Commission staff reserves the right to verify all data.

Type "A" certification grants the training school the authority to deliver Commission-approved Basic Recruit Training Program Courses for law enforcement, corrections, and correctional probation and to deliver Commission-approved Advanced and Specialized Training Program Courses.

Type "B" certification grants the training school the authority to deliver Commission-approved Basic Recruit Training Program Courses for law enforcement and Commission-approved Advanced and Specialized Training Program courses.

Type "C" certification grants the training school the authority to deliver Commission-approved Basic Recruit Training Program Courses for corrections and correctional probation officers and to deliver Commission-approved Advanced and Specialized Training Program Courses.

For applications submitted for initial certification, Commission staff shall conduct a training needs analysis for the region served by the applicant, and shall make a formal recommendation to the Commission based upon the needs analysis and other pertinent information that may bear upon the certification of the training entity.

For applications submitted for re-certification, Commission staff shall conduct an official evaluation of the training school pursuant to Rule 11B-21.002(5), F.A.C., and shall report the findings to the Commission along with a formal recommendation regarding the training school's request for re-certification.

**Mail the application for Criminal Justice Training School Certification and Re-certification to:**

Florida Department of Law Enforcement  
Criminal Justice Professionalism Program  
Post Office Box 1489  
Tallahassee, Florida 32302-1489  
**Attention: Field Services Section**

**FLORIDA DEPARTMENT OF LAW ENFORCEMENT  
CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION**

**APPLICATION FOR CRIMINAL JUSTICE TRAINING SCHOOL CERTIFICATION AND RE-CERTIFICATION**

Please Type

**IDENTIFICATION DATA**

Sarasota County Sheriff's Office Corrections Training Academy		941-861-7864	
<b>Name of Training School</b>		<b>Area code and Telephone number</b>	
2020 Main Street	Sarasota	Sarasota	34237
<b>Mailing Address: P.O. Box or Street</b>	<b>City</b>	<b>County</b>	<b>Zip Code</b>
<b>Street address - if different from above</b>	<b>City</b>	<b>County</b>	<b>Zip Code</b>

**ADVISEMENT**

Rule 11B-21.001(3), F.A.C., requires that each criminal justice training school certified or recertified by the Commission shall establish a method for receiving advisement from employing agencies served by the training school.

Describe the form of advisement to be used by the proposed training school; e.g., Local Advisory Committee, Regional Training Council, Other (be specific).

Identify by name, title, and agency all members of the school's local advisory committee, if applicable.

	<u>NAME</u>	<u>TITLE</u>	<u>AGENCY</u>
1.	William Prummell	Sheriff	Charlotte County Sheriff's Office
2.	Pat Ledwith	Community Member-At-Large	
3.	George Turner	Chief	Longboat Key Police Department
4.	Jennifer Coley	Chief	New College of Florida Police Department
5.	Todd Garrison	Chief	North Port Police Department
6.	Steve Lorenz	Interim Chief	Sarasota County School Board Police Dept.
7.	Kurt Hoffman	Sheriff	Sarasota County Sheriff's Office
8.	Rex Troche	Chief	Sarasota Police Department
9.	Ted Kohuth	Chief	Sarasota Manatee Airport Authority PD
10.	Charlie Thorpe	Chief	Venice Police Department

Identify the chair of the local advisory committee, if appropriate.

Kurt Hoffman	Sheriff	941-915-3185
<b>Name</b>	<b>Title</b>	<b>Area Code and Telephone Number</b>
Suncoast Technical College	4748 Beneva Road, Building 85, Sarasota, FL	34233
<b>Agency or Training School</b>	<b>Address</b>	
<b>E-mail Address:</b>	Kurt.Hoffman@sarasotasheriff.org	

Identify by name, title, and agency all members of the regional training council.

	<u>NAME</u>	<u>TITLE</u>	<u>AGENCY</u>
1.	Pam Davis	Chief	Punta Gorda Police Department
2.	Todd Garrison	Chief	North Port Police Department
3.	Todd Everly	Director	SWF Public Service Academy
4.	Carmine Marceno	Sheriff	Lee County Sheriff's Office
5.	Derrick Diggs	Chief	Ft. Myers Police Department
6.	Bill Prummell	Sheriff	Charlotte County Sheriff's Office
7.	Kevin Rambosk	Sheriff	Collier County Sheriff's Office
8.	Chad Schipansky	Commander	Glades County Sheriff's Office
9.	Matthew Fletcher	Assist. Chief	Naples Police Department
10.	Anthony Sizemore	Chief	Cape Coral Police Department
11.	Sandy Hotwagner	Director	Suncoast Technical College
12.	Kurt Hoffman	Sheriff	Sarasota County Sheriff's Office

Identify the chair of the regional training council, if appropriate.

Pam Davis	Chief	941-575-5590
<b>Name</b>	<b>Title</b>	<b>Area Code and Telephone Number</b>
Regional Training Council - Region 10	4312 Michigan Ave., Ft. Myers, FL 33905	
<b>Agency or Training School</b>	<b>Address</b>	
E-mail Address: PDavis@cityofpuntagordaf1.com		

**STAFFING REQUIREMENTS**

Rule 11B-21.005(8) F.A.C., requires that criminal justice training schools certified and recertified by the Commission shall employ personnel who meet the criteria identified in this rule section.

One full time salaried criminal justice training school director employed on a 12-month calendar with faculty or administrative status.

**Director:** Vajdik Jeffrey T  
**Last First MI**

One full-time clerk or administrative assistant assigned to report to the training center director, whose responsibilities are restricted to providing assistance to the director. Two or more persons may perform such clerical or administrative duties provided that the aggregate personnel time dedicated to these duties are equivalent, at minimum, to a full-time position.

**Clerical or Administrative Assistant:** Traska Agnes -  
**Last First MI**

**Clerical or Administrative Assistant:** \_\_\_\_\_  
**Last First MI**

Two full-time criminal justice instructors or instructional coordinators assigned to report to the training school director for training schools with a Type "A" certification. One coordinator position can be comprised of two or more individuals provided the aggregate personnel time dedicated to these duties are equivalent to one full-time position. A training school with a Type "B" or "C" certification shall have at least one full-time criminal justice training instructor or instructor coordinator position assigned to report solely to the training center director.

**Instructor/or Instructor Coordinator:** Pritchard Jason W  
**Last First MI**

**Instructor/or Instructor Coordinator:** \_\_\_\_\_  
**Last First MI**

**Instructor/or Instructor Coordinator:** \_\_\_\_\_  
**Last First MI**

**Instructor/or Instructor Coordinator:** \_\_\_\_\_  
**Last First MI**

**Instructor/or Instructor Coordinator:** \_\_\_\_\_  
**Last First MI**

**Instructor/or Instructor Coordinator:** \_\_\_\_\_  
**Last First MI**



**MINIMUM FACILITIES REQUIREMENT STANDARDS**

Criminal justice training schools requesting certification and re-certification to teach Commission-approved training courses shall comply with the Commission's minimum facility standards pursuant to Rule Chapter 11B-21.005, F.A.C.

**CLASSROOM REQUIREMENTS**  
(Requirements outlined on form CJSTC-205)

List main campus or training school location of classroom facility(ies). Please attach additional pages as needed.

2020 Main Street  
Sarasota, FL 34237

**FIREARMS RANGE REQUIREMENTS**  
(Requirements outlined on form CJSTC-201)

List main campus or training school location of firearms range(s). Please attach additional pages as needed.

3445 Rustic Road  
Nokomis, FL 34275

Does the training school own, lease, or have a written agreement to access the property on which the designated firing range(s) are located? (Please attach copies of lease or written agreements.)

Own:

Lease:

Written Agreement:

**DRIVING RANGE REQUIREMENTS**  
(Requirements outlined on form CJSTC-202)

List main campus or training school location of driving range(s). Please attach additional pages as needed.

2500 Taylor Ranch Trail  
Venice, FL 34293

Does the training school own, lease, or have a written agreement to access the property on which the designated driving range(s) are located? (Please attach copies of lease or written agreements.)

Own:

Lease:

Written Agreement:

**DEFENSIVE TACTICS TRAINING REQUIREMENTS**  
(Requirements outlined on form CJSTC-203)

List main campus or training school location of defensive tactics facility(ies). Please attach additional pages as needed.

4531 State Rd 776  
Venice, FL 34293

**FIRST AID EQUIPMENT REQUIREMENTS**  
(Requirements outlined on form CJSTC-208)

List main campus or training school location of first aid facility(ies). Please attach additional pages as needed.

2020 Main Street  
Sarasota, FL 34237

**SATELLITE TRAINING SITES**

Please list all satellite facilities used by your training school. Include all classroom facilities and high liability facilities and indicate the facility type (e.g., classroom, firearms, etc.). Please attach additional pages as needed.

Facility Type: _____	Facility Type: _____
Name of Facility: _____	Name of Facility: _____
Address: _____	Address: _____
_____	_____

Facility Type: _____	Facility Type: _____
Name of Facility: _____	Name of Facility: _____
Address: _____	Address: _____
_____	_____

Facility Type: _____	Facility Type: _____
Name of Facility: _____	Name of Facility: _____
Address: _____	Address: _____
_____	_____

Facility Type: _____	Facility Type: _____
Name of Facility: _____	Name of Facility: _____
Address: _____	Address: _____
_____	_____

Facility Type: _____	Facility Type: _____
Name of Facility: _____	Name of Facility: _____
Address: _____	Address: _____
_____	_____

Facility Type: _____	Facility Type: _____
Name of Facility: _____	Name of Facility: _____
Address: _____	Address: _____
_____	_____

Facility Type: _____	Facility Type: _____
Name of Facility: _____	Name of Facility: _____
Address: _____	Address: _____
_____	_____

**FOR INITIAL CERTIFICATION ONLY**

Rule 11B-21.002(3),F.A.C., requires entities that request training school certification to obtain approval from the Regional Training Council in its area.

Did the Regional Training Council approve this training school certification request?

Yes  No

If the answer is no, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pam Davis  
Chairman of the Regional Training Council  
[Signature]  
Chairman of the Regional Training Council Signature

Chief  
Title  
10/19/23  
Date

**ATTESTMENT FOR CERTIFICATION OR RE-CERTIFICATION**  
(Required for all applications)

The statements contained in the application are true, complete, and correct, and I agree that said statements shall form the basis of this application. I understand that any intentional falsification of this application may result in denial, suspension, or revocation of my requested training school certification. In addition, I agree to abide by all of the rules, regulations, and policies adopted by the Criminal Justice Standards and Training Commission and of the Criminal Justice Professionalism Program, Florida Department of Law Enforcement, in relation to the Commission's criminal justice training programs.

NOTE: Documentation of the Regional Training Council's approval shall be attached to form CJSTC-29.

Kurt A. Hoffman  
Designated Agency Administrator or School President  
[Signature]  
Agency Administrator or School President Signature

Sheriff  
Title  
10/19/23  
Date

Todd Everly  
Training Center Director  
[Signature]  
Training Center Director Signature

10/10/2023  
Date

# Sarasota County Sheriff's Office Training Needs Analysis

## Attachment 3



## CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:  Type A - Basic LE /CO/CPO/ Advanced /Specialized
- Type B - Basic LE only / Advanced/Specialized
- Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC :  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application received: October 24, 2023

### Interview

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Contact:  In Person                      Contact:  By Phone

Agency: \_\_\_\_\_

Agency Address: \_\_\_\_\_

Agency Telephone Number: \_\_\_\_\_

Survey conducted with: Agency Administrator: \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency Designee: \_\_\_\_\_

E-mail: \_\_\_\_\_

Regional Training Council Member: Yes \_\_\_ No \_\_\_      Approximate number of officers LE \_\_\_\_\_ CO \_\_\_\_\_

1. What CJSTC training school do you primarily use? \_\_\_\_\_
2. Why? \_\_\_\_\_
3. Approximately how many miles is it from the agency headquarters to the training school? \_\_\_\_\_
4. Approximately how long does it take to travel there? \_\_\_\_\_
5. Is there a large variance in travel time depending on the time of day? \_\_\_\_\_
6. Does the training school provide training at locations closer to your agency than their main facility? \_\_\_\_\_
7. Where? \_\_\_\_\_



## CJSTC Training School Needs Assessment

8. If yes, approximately how many miles is it to the site? \_\_\_\_\_
9. Approximately how long does it take to travel there (Including time variance)? \_\_\_\_\_
10. Do you use other training schools in the area? \_\_\_\_\_
11. Why? \_\_\_\_\_
12. Does your agency sponsor recruits to be trained in the CJSTC basic CO course? \_\_\_\_\_
13. If yes, where are they trained? \_\_\_\_\_
14. Approximately how many have you sponsored in the last 2 years? \_\_\_\_\_
15. Does your agency sponsor CO recruits who are not employed by you, in the basic courses? \_\_\_\_\_
16. If yes, where are they trained? \_\_\_\_\_
17. Approximately how many were sponsored in the last 2 years? \_\_\_\_\_
18. What is the total number of CO recruits anticipated over the next 5 years? \_\_\_\_\_
19. What are the total number of vacancies or new sworn positions anticipated for this year?  
CO \_\_\_\_\_
20. What are the anticipated vacancies or additional sworn positions over the next 5 years?  
CO \_\_\_\_\_
21. Do you feel your current training school will be able to meet your needs over the next 5 years based on your anticipated population and/or agency growth?  
\_\_\_\_\_
22. Is there another training school nearby that can provide the same training? \_\_\_\_\_
23. If yes, how far away is it to travel? \_\_\_\_\_
24. How much time would it take an officer to travel there? \_\_\_\_\_ Is there a variance in time? \_\_\_\_\_
25. Has any training school requirement not mandated by the Commission such as age restrictions, polygraph, physical fitness requirements, etc., affected your department's ability to have recruits trained at a particular training school? \_\_\_\_\_
26. If yes, explain? \_\_\_\_\_
27. Where do your certified officers attend CJSTC advanced or specialized training? \_\_\_\_\_  
\_\_\_\_\_
28. How far is it to travel to the training school(s)? (If more than one training school, list each) \_\_\_\_\_  
\_\_\_\_\_



## CJSTC Training School Needs Assessment

29. How much time would it take to travel there (include time variance)? \_\_\_\_\_
30. What is the approximate number of officers who attended advanced/specialized training over the last 2 years?  
\_\_\_\_\_
31. What is the total number of officers anticipated to attend an advanced or specialized course over the next 5 years?  
\_\_\_\_\_
32. Do you contract with any CJSTC training school(s) to provide advanced or specialized training? \_\_\_\_\_
33. If yes, which training school(s) do you use? \_\_\_\_\_  
\_\_\_\_\_
34. Why? \_\_\_\_\_
35. Where do your certified officers attend mandatory retraining? At your agency, the training school, or a combination of the two? \_\_\_\_\_
36. If you conduct mandatory retraining at your agency, why don't you use the training school? \_\_\_\_\_  
\_\_\_\_\_
37. If not at the agency, which training school(s) do you use? \_\_\_\_\_
38. Why? \_\_\_\_\_
39. Do you utilize the academy's CJSTC approved high liability facilities for agency in-service training? \_\_\_\_\_
40. If yes, what facilities? \_\_\_\_\_
41. Does your agency provide personnel and/or equipment to the training school? \_\_\_\_\_
42. If yes, what personnel and/or equipment? \_\_\_\_\_
43. Are your training needs for basic recruit training being met by the current training school(s)? \_\_\_\_\_
44. If no, identify specific issues and circumstances where they have not been met. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
45. Are your training needs being met by the current training school(s) for advanced or specialized training? \_\_\_\_\_
46. If no, identify specific issues and circumstances where they have not been met. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## CJSTC Training School Needs Assessment

47. Are you aware that the Sarasota County Sheriff's Office has requested certification as a CJSTC Criminal Justice Training School? \_\_\_\_\_

48. Are you aware of any reasons why the CJSTC should either grant or deny this request?

\_\_\_\_\_  
\_\_\_\_\_

49. If approved by the Commission and available, would you send your recruits or certified officers to the Sarasota County Sheriff's Office Corrections Training Academy for training rather than the current training school(s)?

\_\_\_\_\_

50. Why? \_\_\_\_\_

51. Do you feel there is a need for an additional training school in your region? Yes  No

52. Do you have any additional comments at this time? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CJSTC staff conducting interview: \_\_\_\_\_

CJSTC staff in attendance: \_\_\_\_\_

Completed by: \_\_\_\_\_

Signature – Commission Staff: \_\_\_\_\_





# CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:  Type A - Basic LE /CO/CPO/ Advanced /Specialized
- Type B - Basic LE only / Advanced/Specialized
- Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC:  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application Received: October 24, 2023

## Interview – Training School

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Contact:  In Person  By Phone

Training Center: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Survey conducted with: TC Director: \_\_\_\_\_

Contact Information: \_\_\_\_\_

E-mail: \_\_\_\_\_

Designee: \_\_\_\_\_

Contact Information: \_\_\_\_\_

E-mail: \_\_\_\_\_

Regional Training Council Member? Yes \_\_\_ No \_\_\_

1. How many CJSTC Basic Recruit Training Courses did you present in:

2020 \_\_\_\_\_ LE \_\_\_\_\_ CO \_\_\_\_\_ CPO \_\_\_\_\_ Equivalency \_\_\_\_\_ Crossover \_\_\_\_\_

2021 \_\_\_\_\_ LE \_\_\_\_\_ CO \_\_\_\_\_ CPO \_\_\_\_\_ Equivalency \_\_\_\_\_ Crossover \_\_\_\_\_

2022 \_\_\_\_\_ LE \_\_\_\_\_ CO \_\_\_\_\_ CPO \_\_\_\_\_ Equivalency \_\_\_\_\_ Crossover \_\_\_\_\_

2. Were any of the classroom sessions presented at locations other than your main facility? \_\_\_\_\_



## CJSTC Training School Needs Assessment

3. If yes, how many, and where?

2020 \_\_\_\_\_ Location \_\_\_\_\_

2021 \_\_\_\_\_ Location \_\_\_\_\_

2022 \_\_\_\_\_ Location \_\_\_\_\_

4. How many individuals have graduated from the CJSTC Basic Recruit Academy?

2020 \_\_\_\_\_ LE \_\_\_\_\_ CO \_\_\_\_\_ Crossover \_\_\_\_\_ Equivalency \_\_\_\_\_

2021 \_\_\_\_\_ LE \_\_\_\_\_ CO \_\_\_\_\_ Crossover \_\_\_\_\_ Equivalency \_\_\_\_\_

2022 \_\_\_\_\_ LE \_\_\_\_\_ CO \_\_\_\_\_ Crossover \_\_\_\_\_ Equivalency \_\_\_\_\_

5. Are individuals already employed by agencies while attending the academy? \_\_\_\_\_

6. If yes, approximately how many in the past three years? \_\_\_\_\_ Percentage of total students? \_\_\_\_\_

7. Are individuals sponsored by agencies, but not yet employed? \_\_\_\_\_

8. If yes, approximately how many in the past three years? \_\_\_\_\_ Percentage of total students? \_\_\_\_\_

9. Are individuals allowed in class that are not sponsored or affiliated with an agency? \_\_\_\_\_

10. If yes, approximately how many in the past three years? \_\_\_\_\_ Percentage of total students? \_\_\_\_\_

11. Can you provide information on the approximate number of students from each agency?

\_\_\_\_\_  
\_\_\_\_\_

12. How many CJSTC Advanced/Specialized Courses did you present in:

2020 \_\_\_\_\_

2021 \_\_\_\_\_

2022 \_\_\_\_\_

13. Were any of the courses presented at locations other than your main facility? \_\_\_\_\_



## CJSTC Training School Needs Assessment

14. If yes, how many, and where?

2020 \_\_\_\_\_ Location \_\_\_\_\_

2021 \_\_\_\_\_ Location \_\_\_\_\_

2022 \_\_\_\_\_ Location \_\_\_\_\_

15. Are you aware that the Sarasota County Sheriff's Office has applied for certification as a CJSTC criminal justice training school? \_\_\_\_\_

16. Are you aware of any reasons why the CJSTC should either grant or deny this request?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. Do you feel there is a need for an additional training school in your region? Yes  No

18. Do you have any additional comments at this time?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CJSTC staff conducting interview: \_\_\_\_\_

CJSTC staff in attendance: \_\_\_\_\_

Completed by: \_\_\_\_\_

Signature – Commission Staff: \_\_\_\_\_

# Sarasota County Sheriff's Office Training Needs Analysis

## Attachment 4



## CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:  Type A - Basic LE /CO/CPO/ Advanced /Specialized
- Type B - Basic LE only / Advanced/Specialized
- Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC :  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application received: October 24, 2023

### Interview

Date: December 12, 2023 Time: 9:30 AM Contact:  In Person Contact:  By Phone

Agency: Sarasota County Sheriff's Office

Agency Address: 6010 Cattleridge Blvd., Sarasota, Florida 34232

Agency Telephone Number: 941-780-4713

Survey conducted with: Agency Designee: Major Brian Meinberg

E-mail: Brian.Meinberg@sarasotasheriff.org

Agency Designee: Lieutenant Jeff Vajdik

E-mail: Jeff.Vajdik@sarasotasheriff.org

Regional Training Council Member: Yes  No  Approximate number of officers: CO 208

1. What CJSTC training school do you primarily use? Suncoast Technical College (STC)
2. Why? Academy closest to the correctional facility.
3. Approximately how many miles is it from the agency headquarters to the training school? 6
4. Approximately how long does it take to travel there? 15 minutes
5. Is there a large variance in travel time depending on the time of day? Yes – 30-45 minutes.
6. Does the training school provide training at locations closer to your agency than their main facility? No
7. Where? N/A



## CJSTC Training School Needs Assessment

8. If yes, approximately how many miles is it to the site? N/A
9. Approximately how long does it take to travel there (Including time variance)? N/A
10. Do you use other training schools in the area? No
11. Why? No other schools in the area.
12. Does your agency sponsor recruits to be trained in the CJSTC basic CO course? Yes
13. If yes, where are they trained? STC
14. Approximately how many have you sponsored in the last 2 years? 35
15. Does your agency sponsor CO recruits who are not employed by you, in the basic courses? No
16. If yes, where are they trained? N/A
17. Approximately how many were sponsored in the last 2 years? N/A
18. What is the total number of CO recruits anticipated over the next 5 years? 130
19. What are the total number of vacancies or new sworn positions anticipated for this year?  
CO 33
20. What are the anticipated vacancies or additional sworn positions over the next 5 years?  
CO 130
21. Do you feel your current training school will be able to meet your needs over the next 5 years based on your anticipated population and/or agency growth? No
22. Is there another training school nearby that can provide the same training? No
23. If yes, how far away is it to travel? N/A
24. How much time would it take an officer to travel there? N/A Is there a variance in time? N/A
25. Has any training school requirement not mandated by the Commission such as age restrictions, polygraph, physical fitness requirements, etc., affected your department's ability to have recruits trained at a particular training school? No
26. If yes, explain? N/A
27. Where do your certified officers attend CJSTC advanced or specialized training? STC
28. How far is it to travel to the training school(s)? (If more than one training school, list each) 6 miles
29. How much time would it take to travel there (include time variance)? 15 – 45 minutes
30. What is the approximate number of officers who attended advanced/specialized training over the last 2 years?  
1,646



## CJSTC Training School Needs Assessment

31. What is the total number of officers anticipated to attend an advanced or specialized course over the next 5 years? 5644
32. Do you contract with any CJSTC training school(s) to provide advanced or specialized training? No
33. If yes, which training school(s) do you use? N/A
34. Why? N/A
35. Where do your certified officers attend mandatory retraining? At your agency, the training school, or a combination of the two? Agency
36. If you conduct mandatory retraining at your agency, why don't you use the training school? Ease of scheduling, experienced training staff, relevance of agency-based training, agency does four times the state mandated amount of training.
37. If not at the agency, which training school(s) do you use? N/A
38. Why? N/A
39. Do you utilize the academy's CJSTC approved high liability facilities for agency in-service training? No
40. If yes, what facilities? N/A
41. Does your agency provide personnel and/or equipment to the training school? Yes
42. If yes, what personnel and/or equipment? Instructors, vehicles, firearms range equipment
43. Are your training needs for basic recruit training being met by the current training school(s)? No
44. If no, identify specific issues and circumstances where they have not been met. Insufficient number of academy courses offered when needed by the agency. Lack of experienced certified corrections staff coordinating and instructing recruits.
45. Are your training needs being met by the current training school(s) for advanced or specialized training? No
46. If no, identify specific issues and circumstances where they have not been met. Scheduling needs not being met. Insufficient number of courses and seats available in scheduled courses
47. Are you aware that the Sarasota County Sheriff's Office has requested certification as a CJSTC Criminal Justice Training School? Yes
48. Are you aware of any reasons why the CJSTC should either grant or deny this request?  
The agency anticipates the construction of a new jail annex in the next 5-7 years which will require approximately 80 new positions. The agency has the instructors and facilities to provide Commission-approved training effectively and efficiently.
49. If approved by the Commission and available, would you send your recruits or certified officers to the Sarasota County Sheriff's Office Corrections Training Academy for training rather than the current training school(s)? Yes, but will still use STC when needed.



## CJSTC Training School Needs Assessment

50. Why? Being able to provide the training ourselves will be more effective and work with our scheduling better.

51. Do you feel there is a need for an additional training school in your region? Yes  No

52. Do you have any additional comments at this time? No

CJSTC staff conducting interview: Terry Baker, Training and Research Manager

CJSTC staff in attendance: Dawn Radick and Shawn Fagan, Government Analyst II

Completed by: Terry Baker, Training and Research Manager

Signature – Commission Staff: 



# Sarasota County Sheriff's Office Training Needs Analysis

## Attachment 5



# CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:  Type A - Basic LE /CO/CPO/ Advanced /Specialized  
 Type B - Basic LE only / Advanced/Specialized  
 Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC:  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application Received: October 24, 2023

## Interview – Training School

Date: December 12, 2023 Time: 2:00 PM Contact:  In Person  By Phone

Training Center: Suncoast Technical College

Address: 4748 Beneva Road, Sarasota, Florida 34233

Telephone Number: 941-924-1365, Ext. 62319

Survey conducted with: TC Director: Director Sandy Hotwagner  
Contact Information: 941-586-9226  
E-mail: Sandy.Hotwagner@sarasotacountyschools.net  
Designee: \_\_\_\_\_  
Contact Information: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Regional Training Council Member? Yes  No

1. How many CJSTC Basic Recruit Training Courses did you present in:

2020: 6 LE 2 CO 1 CPO 0 Equivalency 0 Crossover 3  
2021: 6 LE 2 CO 2 CPO 0 Equivalency 0 Crossover 2  
2022: 7 LE 2 CO 2 CPO 0 Equivalency 0 Crossover 3

2. Were any of the classroom sessions presented at locations other than your main facility? No



# CJSTC Training School Needs Assessment

3. If yes, how many, and where? N/A

2020: \_\_\_\_\_ Location \_\_\_\_\_

2021: \_\_\_\_\_ Location \_\_\_\_\_

2022: \_\_\_\_\_ Location \_\_\_\_\_

4. How many individuals have graduated from the CJSTC Basic Recruit Academy?

2020: 58 LE 28 CO 8 CPO 0 Equivalency 0 Crossover 22

2021: 65 LE 22 CO 17 CPO 0 Equivalency 0 Crossover 26

2022: 79 LE 42 CO 16 CPO 0 Equivalency 0 Crossover 21

5. Are individuals already employed by agencies while attending the academy? Yes

6. If yes, approximately how many in the past three years? 99 Percentage of total students? 49%

7. Are individuals sponsored by agencies, but not yet employed? No

8. If yes, approximately how many in the past three years? N/A Percentage of total students? \_\_\_\_\_

9. Are individuals allowed in class that are not sponsored or affiliated with an agency? Yes

10. If yes, approximately how many in the past three years? 103 Percentage of total students? 51%

11. Can you provide information on the approximate number of students from each agency? Arcadia PD – 4; Charlotte County SO – 3; Desoto County SO – 7; North Port PD – 2; Sarasota County SO – 42; Sarasota PD – 8; Venice PD – 2; and Non Region X agencies - 35

12. How many CJSTC Advanced/Specialized Courses did you present in:

2020: 16

2021: 29

2022: 27

13. Were any of the courses presented at locations other than your main facility? Yes



## CJSTC Training School Needs Assessment

14. If yes, how many, and where?

2020: 5 Location Sarasota PD and North Port PD

2021: 5 Location Sarasota PD and North Port PD

2022: 5 Location Sarasota PD and North Port PD

15. Are you aware that the Sarasota County Sheriff's Office has applied for certification as a CJSTC criminal justice training school? Yes

16. Are you aware of any reasons why the CJSTC should either grant or deny this request?

No. The training school has difficulty getting qualified corrections instructors so maybe the SCSO will be able to. The training school also has difficulty reaching a minimum class size of ten students required to hold a corrections course in a cost-effective manner.

17. Do you feel there is a need for an additional training school in your region? Yes  No


18. Do you have any additional comments at this time?

We are not opposed and will maintain a positive working relationship with SCSO if approved by the Commission.

CJSTC staff conducting interview: Terry Baker, Training and Research Manager

CJSTC staff in attendance: Dawn Radick and Shawn Fagan, Government Analyst II

Completed by: Terry Baker, Training and Research Manager

Signature – Commission Staff: 

# Sarasota County Sheriff's Office Training Needs Analysis

## Attachment 6



## CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:
- Type A - Basic LE /CO/CPO/ Advanced /Specialized
  - Type B - Basic LE only / Advanced/Specialized
  - Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC :  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application received: October 24, 2023

### Interview

Date: December 12, 2023 Time: 12:00 Noon Contact:  In Person Contact:  By Phone

Agency: Charlotte County Sheriff's Office

Agency Address: 26601 Airport Road, Punta Gorda, Florida 33982

Agency Telephone Number: (941) 833-6365

Survey conducted with: Agency Administrator: \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency Designee: Captain Tabbatha Carter

E-mail: tcarter@ccsofl.net

Regional Training Council Member: Yes X No \_\_\_\_ Approximate number of officers - CO 151

1. What CJSTC training school do you primarily use? Southwest Florida Public Service Academy (SWFPSA)
2. Why? It is the most convenient to our agency.
3. Approximately how many miles is it from the agency headquarters to the training school? 26
4. Approximately how long does it take to travel there? 30 minutes
5. Is there a large variance in travel time depending on the time of day? Yes, 45 minutes during rush hours.
6. Does the training school provide training at locations closer to your agency than their main facility? No
7. Where? N/A
8. If yes, approximately how many miles is it to the site? N/A



## CJSTC Training School Needs Assessment

9. Approximately how long does it take to travel there (Including time variance)? N/A
10. Do you use other training schools in the area? Yes, Suncoast Technical College (STC)
11. Why? Specific course offerings or if they have an academy date that works better for our needs.
12. Does your agency sponsor recruits to be trained in the CJSTC basic CO course? Yes
13. If yes, where are they trained? SWFPSA
14. Approximately how many have you sponsored in the last 2 years? 20
15. Does your agency sponsor CO recruits who are not employed by you, in the basic courses? No
16. If yes, where are they trained? N/A
17. Approximately how many were sponsored in the last 2 years? N/A
18. What is the total number of CO recruits anticipated over the next 5 years? 50
19. What are the total number of vacancies or new sworn positions anticipated for this year?  
CO 20
20. What are the anticipated vacancies or additional sworn positions over the next 5 years?  
CO 30
21. Do you feel your current training school will be able to meet your needs over the next 5 years based on your anticipated population and/or agency growth? Yes
22. Is there another training school nearby that can provide the same training? Yes, STC
23. If yes, how far away is it to travel? 48 miles
24. How much time would it take an officer to travel there? 50 minutes Is there a variance in time? Yes, 75 minutes during rush hours
25. Has any training school requirement not mandated by the Commission such as age restrictions, polygraph, physical fitness requirements, etc., affected your department's ability to have recruits trained at a particular training school? No
26. If yes, explain? N/A
27. Where do your certified officers attend CJSTC advanced or specialized training? SWFPSA mostly, but STC based on course offerings.
28. How far is it to travel to the training school(s)? (If more than one training school, list each) SWFPSA – 26 miles; STC – 48 miles
29. How much time would it take to travel there (include time variance)? SWFPSA – 30-45 minutes; STC – 50-75 minutes
30. What is the approximate number of officers who attended advanced/specialized training over the last 2 years?  
30



## CJSTC Training School Needs Assessment

31. What is the total number of officers anticipated to attend an advanced or specialized course over the next 5 years? 65
32. Do you contract with any CJSTC training school(s) to provide advanced or specialized training? No
33. If yes, which training school(s) do you use? N/A
34. Why? N/A
35. Where do your certified officers attend mandatory retraining? At your agency, the training school, or a combination of the two? Agency
36. If you conduct mandatory retraining at your agency, why don't you use the training school? More efficient and better time management
37. If not at the agency, which training school(s) do you use? N/A
38. Why? N/A
39. Do you utilize the academy's CJSTC approved high liability facilities for agency in-service training? No
40. If yes, what facilities? N/A
41. Does your agency provide personnel and/or equipment to the training school? No
42. If yes, what personnel and/or equipment? N/A
43. Are your training needs for basic recruit training being met by the current training school(s)? Yes
44. If no, identify specific issues and circumstances where they have not been met. N/A
45. Are your training needs being met by the current training school(s) for advanced or specialized training? Yes
46. If no, identify specific issues and circumstances where they have not been met. N/A
47. Are you aware that the Sarasota County Sheriff's Office has requested certification as a CJSTC Criminal Justice Training School? Yes
48. Are you aware of any reasons why the CJSTC should either grant or deny this request?  
No
49. If approved by the Commission and available, would you send your recruits or certified officers to the Sarasota County Sheriff's Office Corrections Training Academy for training rather than the current training school(s)?  
No
50. Why? Distance from the agency since we have closer options
51. Do you feel there is a need for an additional training school in your region? Yes  No
52. Do you have any additional comments at this time? The area continues to grow and there is a need to get more candidates for hire as correctional officers.





## CJSTC Training School Needs Assessment

CJSTC staff conducting interview: Terry Baker, Training and Research Manager

CJSTC staff in attendance: Dawn Radick and Shawn Faqan, Government Analyst II

Completed by: Terry Baker, Training and Research Manager

Signature – Commission Staff: *Terry Baker*



# CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:  Type A - Basic LE /CO/CPO/ Advanced /Specialized  
 Type B - Basic LE only / Advanced/Specialized  
 Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC :  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application received: October 24, 2023

## Interview

Date: December 14, 2023 Time: 2:00 PM Contact:  In Person Contact:  By Phone

Agency: Collier County Sheriff's Office

Agency Address: 3319 Tamiami Trail East, Naples, Florida 34112

Agency Telephone Number: (239) 252-9300

Survey conducted with: Agency Administrator: \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency Designee: Manager Mark Baker

E-mail: mark.baker@colliersheriff.org

Regional Training Council Member: Yes X No \_\_\_\_\_ Approximate number of officers - CO 250

1. What CJSTC training school do you primarily use? Southwest Florida Public Service Academy (SWFPSA)
2. Why? Proximity and long-standing rapport
3. Approximately how many miles is it from the agency headquarters to the training school? 40
4. Approximately how long does it take to travel there? 40-60 minutes
5. Is there a large variance in travel time depending on the time of day? Yes, 90 minutes during rush hours
6. Does the training school provide training at locations closer to your agency than their main facility? Yes
7. Where? On an as needed basis, we host training at our training facility.
8. If yes, approximately how many miles is it to the site? 0



## CJSTC Training School Needs Assessment

9. Approximately how long does it take to travel there (Including time variance)? 0 minutes
10. Do you use other training schools in the area? No
11. Why? No need. SWFPSA meets training needs
12. Does your agency sponsor recruits to be trained in the CJSTC basic CO course? Yes
13. If yes, where are they trained? SWFPSA
14. Approximately how many have you sponsored in the last 2 years? 47
15. Does your agency sponsor CO recruits who are not employed by you, in the basic courses? No
16. If yes, where are they trained? N/A
17. Approximately how many were sponsored in the last 2 years? N/A
18. What is the total number of CO recruits anticipated over the next 5 years? 100- 120
19. What are the total number of vacancies or new sworn positions anticipated for this year?  
CO 40
20. What are the anticipated vacancies or additional sworn positions over the next 5 years?  
CO 200
21. Do you feel your current training school will be able to meet your needs over the next 5 years based on your anticipated population and/or agency growth? Yes
22. Is there another training school nearby that can provide the same training? No
23. If yes, how far away is it to travel? N/A
24. How much time would it take an officer to travel there? N/A Is there a variance in time? N/A
25. Has any training school requirement not mandated by the Commission such as age restrictions, polygraph, physical fitness requirements, etc., affected your department's ability to have recruits trained at a particular training school? No
26. If yes, explain? N/A
27. Where do your certified officers attend CJSTC advanced or specialized training? SWFPSA
28. How far is it to travel to the training school(s)? (If more than one training school, list each) 40 miles
29. How much time would it take to travel there (include time variance)? 45-90 minutes
30. What is the approximate number of officers who attended advanced/specialized training over the last 2 years?  
500
31. What is the total number of officers anticipated to attend an advanced or specialized course over the next 5 years?  
1,250



## CJSTC Training School Needs Assessment

32. Do you contract with any CJSTC training school(s) to provide advanced or specialized training? No
33. If yes, which training school(s) do you use? N/A
34. Why? N/A
35. Where do your certified officers attend mandatory retraining? At your agency, the training school, or a combination of the two? Agency
36. If you conduct mandatory retraining at your agency, why don't you use the training school? Easier to coordinate in house training.
37. If not at the agency, which training school(s) do you use? N/A
38. Why? N/A
39. Do you utilize the academy's CJSTC approved high liability facilities for agency in-service training? No
40. If yes, what facilities? N/A
41. Does your agency provide personnel and/or equipment to the training school? Yes
42. If yes, what personnel and/or equipment? Instructors as needed
43. Are your training needs for basic recruit training being met by the current training school(s)? Yes
44. If no, identify specific issues and circumstances where they have not been met. N/A
45. Are your training needs being met by the current training school(s) for advanced or specialized training? Yes
46. If no, identify specific issues and circumstances where they have not been met. N/A
47. Are you aware that the Sarasota County Sheriff's Office has requested certification as a CJSTC Criminal Justice Training School? Yes
48. Are you aware of any reasons why the CJSTC should either grant or deny this request? No
49. If approved by the Commission and available, would you send your recruits or certified officers to the Sarasota County Sheriff's Office Corrections Training Academy for training rather than the current training school(s)? No
50. Why? Distance and relationship with SWFPSA
51. Do you feel there is a need for an additional training school in your region? Yes :  No
52. Do you have any additional comments at this time? No, CCSO needs are being met.

CJSTC staff conducting interview: Terry Baker, Training and Research Manager

CJSTC staff in attendance: Dawn Radick and Shawn Fagan, Government Analyst II

Completed by: Terry Baker, Training and Research Manager

Signature – Commission Staff: 



## CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:
- Type A - Basic LE /CO/CPO/ Advanced /Specialized
  - Type B - Basic LE only / Advanced/Specialized
  - Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC :  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application received: October 24, 2023

### Interview

Date: December 13, 2023 Time: 2:30 PM Contact:  In Person Contact:  By Phone

Agency: Glades County Sheriff's Office

Agency Address: 1297 East SR 78, Moore Haven, Florida 33471

Agency Telephone Number: 863-946-1600

Survey conducted with: Agency Administrator: \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency Designee: Captain John Gadson

E-mail: igadson@gladessheriff.org

Regional Training Council Member: Yes:  No:  Approximate number of officers: CO 17

1. What CJSTC training school do you primarily use? Southwest Florida Public Safety Academy (SWFPSA)
2. Why? Academy closest to the agency
3. Approximately how many miles is it from the agency headquarters to the training school? 45-50
4. Approximately how long does it take to travel there? 60 minutes
5. Is there a large variance in travel time depending on the time of day? Yes, 80 minutes during rush hours
6. Does the training school provide training at locations closer to your agency than their main facility? Yes
7. Where? At the agency



## CJSTC Training School Needs Assessment

8. If yes, approximately how many miles is it to the site? 0 miles
9. Approximately how long does it take to travel there (Including time variance)? 0 minutes
10. Do you use other training schools in the area? No
11. Why? N/A
12. Does your agency sponsor recruits to be trained in the CJSTC basic CO course? Yes
13. If yes, where are they trained? SWFPSA
14. Approximately how many have you sponsored in the last 2 years? 6-8
15. Does your agency sponsor CO recruits who are not employed by you, in the basic courses? No
16. If yes, where are they trained? N/A
17. Approximately how many were sponsored in the last 2 years? N/A
18. What is the total number of CO recruits anticipated over the next 5 years? 35-40
19. What are the total number of vacancies or new sworn positions anticipated for this year?  
CO 3
20. What are the anticipated vacancies or additional sworn positions over the next 5 years?  
CO 102 - adding an I.C.E. Facility
21. Do you feel your current training school will be able to meet your needs over the next 5 years based on your anticipated population and/or agency growth? Yes
22. Is there another training school nearby that can provide the same training? Yes, South Florida
23. If yes, how far away is it to travel? 60 miles
24. How much time would it take an officer to travel there? 60 minutes Is there a variance in time? No
25. Has any training school requirement not mandated by the Commission such as age restrictions, polygraph, physical fitness requirements, etc., affected your department's ability to have recruits trained at a particular training school? No
26. If yes, explain? N/A
27. Where do your certified officers attend CJSTC advanced or specialized training? SWFPSA
28. How far is it to travel to the training school(s)? (If more than one training school, list each) 45-50 miles
29. How much time would it take to travel there (include time variance)? 60-80 minutes
30. What is the approximate number of officers who attended advanced/specialized training over the last 2 years?  
40-50



## CJSTC Training School Needs Assessment

31. What is the total number of officers anticipated to attend an advanced or specialized course over the next 5 years? 250
32. Do you contract with any CJSTC training school(s) to provide advanced or specialized training? No
33. If yes, which training school(s) do you use? N/A
34. Why? N/A
35. Where do your certified officers attend mandatory retraining? At your agency, the training school, or a combination of the two? Agency
36. If you conduct mandatory retraining at your agency, why don't you use the training school? It is more convenient and we have the instructors to teach specific courses we need for standards.
37. If not at the agency, which training school(s) do you use? N/A
38. Why? N/A
39. Do you utilize the academy's CJSTC approved high liability facilities for agency in-service training? No
40. If yes, what facilities? N/A
41. Does your agency provide personnel and/or equipment to the training school? Yes
42. If yes, what personnel and/or equipment? Cars or other equipment as needed
43. Are your training needs for basic recruit training being met by the current training school(s)? Yes
44. If no, identify specific issues and circumstances where they have not been met. N/A
45. Are your training needs being met by the current training school(s) for advanced or specialized training? Yes
46. If no, identify specific issues and circumstances where they have not been met. N/A
47. Are you aware that the Sarasota County Sheriff's Office has requested certification as a CJSTC Criminal Justice Training School? Yes
48. Are you aware of any reasons why the CJSTC should either grant or deny this request?  
No reason to deny the request. Should grant it if the Sheriff indicates he needs it.
49. If approved by the Commission and available, would you send your recruits or certified officers to the Sarasota County Sheriff's Office Corrections Training Academy for training rather than the current training school(s)? No
50. Why? Too far to travel
51. Do you feel there is a need for an additional training school in your region? Yes  No
52. Do you have any additional comments at this time? No impact to or benefit for GCSO



## CJSTC Training School Needs Assessment

CJSTC staff conducting interview: Terry Baker, Training and Research Manager

CJSTC staff in attendance: Dawn Radick and Shawn Fagan, Government Analyst II

Completed by: Terry Baker, Training and Research Manager

Signature – Commission Staff: 





# CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:  Type A - Basic LE /CO/CPO/ Advanced /Specialized
- Type B - Basic LE only / Advanced/Specialized
- Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC :  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application received: October 24, 2023

## Interview

Date: December 13, 2023 Time: 12:00 PM Contact:  In Person Contact:  By Phone

Agency: Hendry County Sheriff's Office

Agency Address: 485 East Cowboy Way, Labelle, Florida 33975

Agency Telephone Number: 863-674-5600

Survey conducted with: Agency Administrator: \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency Designee: Captain John Reyes

E-mail: jreyes@hendrysheriff.org

Regional Training Council Member: Yes \_\_\_ No X Approximate number of officers: CO 38

1. What CJSTC training school do you primarily use? Southwest Florida Public Safety Academy (SWFPSA)
2. Why? Closest to the agency.
3. Approximately how many miles is it from the agency headquarters to the training school? 40 miles
4. Approximately how long does it take to travel there? 40 minutes
5. Is there a large variance in travel time depending on the time of day? Yes, 60 minutes during rush hours.
6. Does the training school provide training at locations closer to your agency than their main facility? No
7. Where? N/A



## CJSTC Training School Needs Assessment

8. If yes, approximately how many miles is it to the site? N/A
9. Approximately how long does it take to travel there (Including time variance)? N/A
10. Do you use other training schools in the area? No
11. Why? None available closer.
12. Does your agency sponsor recruits to be trained in the CJSTC basic CO course? Yes
13. If yes, where are they trained? SWFPSA
14. Approximately how many have you sponsored in the last 2 years? 4-6
15. Does your agency sponsor CO recruits who are not employed by you, in the basic courses? No
16. If yes, where are they trained? N/A
17. Approximately how many were sponsored in the last 2 years? N/A
18. What is the total number of CO recruits anticipated over the next 5 years? 20-25
19. What are the total number of vacancies or new sworn positions anticipated for this year?  
CO 5
20. What are the anticipated vacancies or additional sworn positions over the next 5 years?  
CO 25
21. Do you feel your current training school will be able to meet your needs over the next 5 years based on your anticipated population and/or agency growth? Yes
22. Is there another training school nearby that can provide the same training? Yes
23. If yes, how far away is it to travel? 60-70 miles
24. How much time would it take an officer to travel there? 60-75 minutes Is there a variance in time? Yes, 80-90 minutes
25. Has any training school requirement not mandated by the Commission such as age restrictions, polygraph, physical fitness requirements, etc., affected your department's ability to have recruits trained at a particular training school? No
26. If yes, explain? N/A
27. Where do your certified officers attend CJSTC advanced or specialized training? SWFPSA
28. How far is it to travel to the training school(s)? (If more than one training school, list each) 40 miles
29. How much time would it take to travel there (include time variance)? 40-60 minutes.



# CJSTC Training School Needs Assessment

- 30. What is the approximate number of officers who attended advanced/specialized training over the last 2 years?  
20-30
- 31. What is the total number of officers anticipated to attend an advanced or specialized course over the next 5 years?  
50-75
- 32. Do you contract with any CJSTC training school(s) to provide advanced or specialized training? No
- 33. If yes, which training school(s) do you use? N/A
- 34. Why? N/A
- 35. Where do your certified officers attend mandatory retraining? At your agency, the training school, or a combination of the two? Agency
- 36. If you conduct mandatory retraining at your agency, why don't you use the training school? Due to limited staffing, it is more convenient to conduct training at the agency. We have certified instructors.
- 37. If not at the agency, which training school(s) do you use? N/A
- 38. Why? N/A
- 39. Do you utilize the academy's CJSTC approved high liability facilities for agency in-service training? No
- 40. If yes, what facilities? N/A
- 41. Does your agency provide personnel and/or equipment to the training school? No
- 42. If yes, what personnel and/or equipment? N/A
- 43. Are your training needs for basic recruit training being met by the current training school(s)? Yes
- 44. If no, identify specific issues and circumstances where they have not been met. N/A
- 45. Are your training needs being met by the current training school(s) for advanced or specialized training? Yes
- 46. If no, identify specific issues and circumstances where they have not been met. N/A
- 47. Are you aware that the Sarasota County Sheriff's Office has requested certification as a CJSTC Criminal Justice Training School? Yes
- 48. Are you aware of any reasons why the CJSTC should either grant or deny this request?  
No
- 49. If approved by the Commission and available, would you send your recruits or certified officers to the Sarasota County Sheriff's Office Corrections Training Academy for training rather than the current training school(s)? No
- 50. Why? Further away than SWFPSA
- 51. Do you feel there is a need for an additional training school in your region? Yes  No  Not enough information to formulate an opinion.



## CJSTC Training School Needs Assessment

52. Do you have any additional comments at this time? No

CJSTC staff conducting interview: Terry Baker, Training and Research Manager

CJSTC staff in attendance: Dawn Radick and Shawn Fagan, Government Analyst II

Completed by: Terry Baker, Training and Research Manager

Signature – Commission Staff: *Terry Baker*



## CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:  Type A - Basic LE /CO/CPO/ Advanced /Specialized
- Type B - Basic LE only / Advanced/Specialized
- Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC :  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application received: October 24, 2023

### Interview

Date: December 14, 2023 Time: 11:40 AM Contact:  In Person Contact:  By Phone

Agency: Lee County Sheriff's Office

Agency Address: 14750 6 Mile Cypress Parkway, Ft. Myers, Florida 33912

Agency Telephone Number: 239-477-1702

Survey conducted with: Agency Administrator: \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency Designee: Assistant Director Thomas Eberhardt

E-mail: TEberhardt@sheriffleefl.org

Regional Training Council Member: Yes X No \_\_\_ Approximate number of officers: CO 675

1. What CJSTC training school do you primarily use? Southwest Florida Public Service Academy (SWFPSA)
2. Why? Closest to the agency
3. Approximately how many miles is it from the agency headquarters to the training school? 11 miles
4. Approximately how long does it take to travel there? 20-30 minutes
5. Is there a large variance in travel time depending on the time of day? Yes, 30-45 minutes during rush hours
6. Does the training school provide training at locations closer to your agency than their main facility? Yes
7. Where? Agency training facility



## CJSTC Training School Needs Assessment

8. If yes, approximately how many miles is it to the site? 0 miles
9. Approximately how long does it take to travel there (Including time variance)? 0 minutes
10. Do you use other training schools in the area? No
11. Why? N/A
12. Does your agency sponsor recruits to be trained in the CJSTC basic CO course? Yes
13. If yes, where are they trained? SWFPSA
14. Approximately how many have you sponsored in the last 2 years? 57
15. Does your agency sponsor CO recruits who are not employed by you, in the basic courses? No
16. If yes, where are they trained? N/A
17. Approximately how many were sponsored in the last 2 years? N/A
18. What is the total number of CO recruits anticipated over the next 5 years? 175
19. What are the total number of vacancies or new sworn positions anticipated for this year?  
CO 50
20. What are the anticipated vacancies or additional sworn positions over the next 5 years?  
CO 200
21. Do you feel your current training school will be able to meet your needs over the next 5 years based on your anticipated population and/or agency growth? It is possible they could
22. Is there another training school nearby that can provide the same training? No
23. If yes, how far away is it to travel? N/A
24. How much time would it take an officer to travel there? N/A Is there a variance in time? N/A
25. Has any training school requirement not mandated by the Commission such as age restrictions, polygraph, physical fitness requirements, etc., affected your department's ability to have recruits trained at a particular training school?  
No
26. If yes, explain? N/A
27. Where do your certified officers attend CJSTC advanced or specialized training? SWFPSA
28. How far is it to travel to the training school(s)? (If more than one training school, list each) 11 miles
29. How much time would it take to travel there (include time variance)? 20-30 minutes
30. What is the approximate number of officers who attended advanced/specialized training over the last 2 years? 284



## CJSTC Training School Needs Assessment

31. What is the total number of officers anticipated to attend an advanced or specialized course over the next 5 years? 650
32. Do you contract with any CJSTC training school(s) to provide advanced or specialized training? No
33. If yes, which training school(s) do you use? N/A
34. Why? N/A
35. Where do your certified officers attend mandatory retraining? At your agency, the training school, or a combination of the two? Agency
36. If you conduct mandatory retraining at your agency, why don't you use the training school? We have the facilities and instructors necessary to conduct training
37. If not at the agency, which training school(s) do you use? N/A
38. Why? N/A
39. Do you utilize the academy's CJSTC approved high liability facilities for agency in-service training? Yes
40. If yes, what facilities? Firearms range – belongs to the agency
41. Does your agency provide personnel and/or equipment to the training school? No
42. If yes, what personnel and/or equipment? N/A
43. Are your training needs for basic recruit training being met by the current training school(s)? Yes
44. If no, identify specific issues and circumstances where they have not been met. N/A
45. Are your training needs being met by the current training school(s) for advanced or specialized training? Yes
46. If no, identify specific issues and circumstances where they have not been met. N/A
47. Are you aware that the Sarasota County Sheriff's Office has requested certification as a CJSTC Criminal Justice Training School? Yes
48. Are you aware of any reasons why the CJSTC should either grant or deny this request?  
None. They appear to be able to run the academy successfully
49. If approved by the Commission and available, would you send your recruits or certified officers to the Sarasota County Sheriff's Office Corrections Training Academy for training rather than the current training school(s)? No
50. Why? Too far away
51. Do you feel there is a need for an additional training school in your region? Yes  No
52. Do you have any additional comments at this time? They may need it for specific needs as they can have unmet specific needs



## CJSTC Training School Needs Assessment

CJSTC staff conducting interview: Terry Baker, Training and Research Manager

CJSTC staff in attendance: Dawn Radick and Shawn Fagan, Government Analyst II

Completed by: Terry Baker, Training and Research Manager

Signature – Commission Staff: 





# CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:  Type A - Basic LE /CO/CPO/ Advanced /Specialized  
 Type B - Basic LE only / Advanced/Specialized  
 Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC :  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application received: October 24, 2023

## Interview

Date: December 13, 2023 Time: 2:30 PM Contact:  In Person Contact:  By Phone

Agency: Moore Haven Correctional Facility

Agency Address: 1282 East SR 78, Moore Haven, Florida 33471

Agency Telephone Number: 863-265-3050

Survey conducted with: Agency Administrator: \_\_\_\_\_

E-mail: \_\_\_\_\_

Agency Designee: HR Manager Rodney Davis

E-mail: roddavis@geogroup.com

Regional Training Council Member: Yes \_\_\_ No X Approximate number of officers: CO 82

1. What CJSTC training school do you primarily use? Miami-Dade College School of Justice (MDC)
2. Why? MDC is only academy available to the agency.
3. Approximately how many miles is it from the agency headquarters to the training school? 90
4. Approximately how long does it take to travel there? 90 minutes
5. Is there a large variance in travel time depending on the time of day? Yes, 120+ depending on traffic conditions
6. Does the training school provide training at locations closer to your agency than their main facility? No
7. Where? N/A



## CJSTC Training School Needs Assessment

8. If yes, approximately how many miles is it to the site? N/A
9. Approximately how long does it take to travel there (Including time variance)? N/A
10. Do you use other training schools in the area? Yes, Palm Beach State College (PBSC) when available
11. Why? Closer, but PBSC has limited agency access to programs
12. Does your agency sponsor recruits to be trained in the CJSTC basic CO course? Yes
13. If yes, where are they trained? MDC and PBSC when available
14. Approximately how many have you sponsored in the last 2 years? 33
15. Does your agency sponsor CO recruits who are not employed by you, in the basic courses? No
16. If yes, where are they trained? N/A
17. Approximately how many were sponsored in the last 2 years? N/A
18. What is the total number of CO recruits anticipated over the next 5 years? 75-100
19. What are the total number of vacancies or new sworn positions anticipated for this year?  
CO 11
20. What are the anticipated vacancies or additional sworn positions over the next 5 years?  
CO 60-75
21. Do you feel your current training school will be able to meet your needs over the next 5 years based on your anticipated population and/or agency growth? MDC – No; PBSC – Yes
22. Is there another training school nearby that can provide the same training? Yes, South Florida State College
23. If yes, how far away is it to travel? 45 miles
24. How much time would it take an officer to travel there? 60 minutes Is there a variance in time? No
25. Has any training school requirement not mandated by the Commission such as age restrictions, polygraph, physical fitness requirements, etc., affected your department's ability to have recruits trained at a particular training school? Yes
26. If yes, explain? PBSC - Physical Agility Test; MDC – Class size requirement
27. Where do your certified officers attend CJSTC advanced or specialized training? Desoto CI – DOC
28. How far is it to travel to the training school(s)? (If more than one training school, list each) 45 miles
29. How much time would it take to travel there (include time variance)? 45-60 minutes
30. What is the approximate number of officers who attended advanced/specialized training over the last 2 years? 5



## CJSTC Training School Needs Assessment

31. What is the total number of officers anticipated to attend an advanced or specialized course over the next 5 years? 20-30
32. Do you contract with any CJSTC training school(s) to provide advanced or specialized training? No
33. If yes, which training school(s) do you use? N/A
34. Why? N/A
35. Where do your certified officers attend mandatory retraining? At your agency, the training school, or a combination of the two? Agency
36. If you conduct mandatory retraining at your agency, why don't you use the training school? Cost and convenience
37. If not at the agency, which training school(s) do you use? N/A
38. Why? N/A
39. Do you utilize the academy's CJSTC approved high liability facilities for agency in-service training? N/A
40. If yes, what facilities? N/A
41. Does your agency provide personnel and/or equipment to the training school? Yes
42. If yes, what personnel and/or equipment? Firearms and Instructors
43. Are your training needs for basic recruit training being met by the current training school(s)? Yes
44. If no, identify specific issues and circumstances where they have not been met. N/A
45. Are your training needs being met by the current training school(s) for advanced or specialized training? Yes
46. If no, identify specific issues and circumstances where they have not been met. N/A
47. Are you aware that the Sarasota County Sheriff's Office has requested certification as a CJSTC Criminal Justice Training School? Yes
48. Are you aware of any reasons why the CJSTC should either grant or deny this request?  
No
49. If approved by the Commission and available, would you send your recruits or certified officers to the Sarasota County Sheriff's Office Corrections Training Academy for training rather than the current training school(s)? Yes
50. Why? Would be willing to see if it is a better fit for the agency
51. Do you feel there is a need for an additional training school in your region? Yes  No
52. Do you have any additional comments at this time? No



## CJSTC Training School Needs Assessment

CJSTC staff conducting interview: Terry Baker, Training and Research Manager

CJSTC staff in attendance: Dawn Radick and Shawn Fagan, Government Analyst II

Completed by: Terry Baker, Training and Research Manager

Signature – Commission Staff: *Terry Baker*

# Sarasota County Sheriff's Office Training Needs Analysis

## Attachment 7



# CJSTC Training School Needs Assessment

This needs assessment is being conducted by Commission staff, pursuant to Rule 11B-21.002(3)(b), F.A.C., following the receipt of an application for certification as a criminal justice training school.

- Certification applied for:  Type A - Basic LE /CO/CPO/ Advanced /Specialized  
 Type B - Basic LE only / Advanced/Specialized  
 Type C - Basic CO only/CPO only/ Advanced/ Specialized

Entity seeking certification by the CJSTC:  
**Sarasota County Sheriff's Office Corrections Training Academy**

Date application Received: October 24, 2023

## Interview – Training School

Date: December 14, 2023 Time: 10:30 AM Contact:  In Person  By Phone

Training Center: Southwest Florida Public Safety Academy

Address: 4312 Michigan Avenue, Ft. Myers, Florida 33905

Telephone Number: 239-334-3897

Survey conducted with: TC Director: Director Todd Everly  
Contact Information: 239-334-3897  
E-mail: ToddGE@Leeschools.net  
Designee: \_\_\_\_\_  
Contact Information: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Regional Training Council Member? Yes  No

1. How many CJSTC Basic Recruit Training Courses did you present in:

2020: 20 LE 3 CO 4 CPO 0 Equivalency 10 Crossover 3  
2021: 26 LE 4 CO 4 CPO 0 Equivalency 16 Crossover 2  
2022: 24 LE 4 CO 3 CPO 0 Equivalency 15 Crossover 2

2. Were any of the classroom sessions presented at locations other than your main facility? No



## CJSTC Training School Needs Assessment

3. If yes, how many, and where? N/A

2020 \_\_\_\_\_ Location \_\_\_\_\_

2021 \_\_\_\_\_ Location \_\_\_\_\_

2022 \_\_\_\_\_ Location \_\_\_\_\_

4. How many individuals have graduated from the CJSTC Basic Recruit Academy?

2020: 249 LE 69 CO 89 CPO 0 Equivalency 47 Crossover 44

2021: 311 LE 107 CO 66 CPO 0 Equivalency 113 Crossover 25

2022: 347 LE 124 CO 55 CPO 0 Equivalency 122 Crossover 46

5. Are individuals already employed by agencies while attending the academy? Yes

6. If yes, approximately how many in the past three years? 696 Percentage of total students? 93.25%

7. Are individuals sponsored by agencies, but not yet employed? No

8. If yes, approximately how many in the past three years? N/A Percentage of total students? \_\_\_\_\_

9. Are individuals allowed in class that are not sponsored or affiliated with an agency? Yes

10. If yes, approximately how many in the past three years? 47 Percentage of total students? 6.75%

11. Can you provide information on the approximate number of students from each agency? Cape Coral PD – 50; Charlotte County SO – 57; Collier County SO – 186; Desoto County SO – 6; Florida Civil Commitment Center – 7; Florida Southwestern State College PS – 3; Fort Myers PD – 65; Geo Group – 36; Glades County SO – 15; Hendry County SO – 28; Lee County SO – 169; Lee County Port Authority – 2; Sanibel PD – 1; Seminole Tribe PD – 1; Punta Gorda PD – 2; Naples PD – 5; and North Port PD – 4;

12. How many CJSTC Advanced/Specialized Courses did you present in:

2020: 52

2021: 73

2022: 56

13. Were any of the courses presented at locations other than your main facility? Yes



## CJSTC Training School Needs Assessment

14. If yes, how many, and where?

2020: 2 Location: Collier County SO and Lee County SO

2021: 0 Location: N/A

2022: 1 Location North Port PD

15. Are you aware that the Sarasota County Sheriff's Office has applied for certification as a CJSTC criminal justice training school? Yes

16. Are you aware of any reasons why the CJSTC should either grant or deny this request?

No

17. Do you feel there is a need for an additional training school in your region? Yes  No  No Opinion

18. Do you have any additional comments at this time?

It will not affect the training school because the training school does not get many students from Sarasota County.

CJSTC staff conducting interview: Terry Baker, Training and Research Manager

CJSTC staff in attendance: Dawn Radick and Shawn Fagan, Government Analyst II

Completed by: Terry Baker, Training and Research Manager

Signature – Commission Staff: 



# Sarasota County Sheriff's Office Training Needs Analysis

## Attachment 8



Florida Department of Law Enforcement

# FIRING RANGE FACILITY AND EQUIPMENT REQUIREMENTS

Incorporated by Reference in Rule 11B-21.005(6), F.A.C.



**CJSTC  
201**

Sarasota County Sheriff's Office Corrections Training Academy	Terry Baker	12/12/23 12:40
TRAINING SCHOOL	REVIEWER	DATE and TIME

Location: 3445 Rustic Road, Nokomis, Florida 34275 - west Range

Rule 11B-21.005, F.A.C., requires that a Commission-certified training school, conducting CJSTC firearms training for basic recruit or instructor students, shall comply with the following specifications:

1.  The range shall have a bullet impact backstop that will stop and render harmless, bullets fired into it from firearms from the firing positions at the firing line, without ricocheting projectiles or debris, or striking individuals at the firing line.
2.  The range shall have a minimum of five firing positions with one target for each firing position. Range targets shall be placed at least 24 inches from the scoring edge to the scoring edge facing the shooters.
3.  The range shall have an observation position for the range master for indoor and outdoor range facilities that allow simultaneous unrestricted view of all firing positions and all areas within the confines of the impact area.
4.  The range shall have warning signs posted at all access points to the firing range that clearly identify the areas as a criminal justice firing range.
5.  The range shall have an operational public address system that is capable of transmitting instructions to all areas of the range to allow shooters on the firing line or in the firing booth to hear commands while firing with ear protectors in place.
6.  The range cover used for firing shall be permanently affixed, or is a portable construction with a base affixed to the ground, or is securely braced to ensure the shooter's safety.
7.  The range shall provide adequate lighting out to 25 yards to allow shooters to clearly see the targets from all firing positions and to allow the range caller to clearly see all firing positions and targets.
8.  Firearm ranges used for practical exercises shall be equipped with a first aid kit. The first aid kit shall be located at the facility when basic recruit students are actively engaged in practical exercises or CJSTC training is in session and shall be immediately accessible to instructors and students.

**The first aid kit shall include at a minimum the following supplies:**

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> Adhesive bandages, 1" or 2" (1 box)   | <input checked="" type="checkbox"/> Emergency blanket (1)            | <input checked="" type="checkbox"/> Sterile eyewash                            |
| <input checked="" type="checkbox"/> Adhesive tape (1 roll)                | <input checked="" type="checkbox"/> Eye-dressing kit (1)             | <input checked="" type="checkbox"/> Tourniquets, commercial (2)                |
| <input checked="" type="checkbox"/> Bandage compresses, 4" (1)            | <input checked="" type="checkbox"/> Flashlight (1)                   | <input checked="" type="checkbox"/> Trauma shears (1)                          |
| <input checked="" type="checkbox"/> Biohazard bag (1)                     | <input checked="" type="checkbox"/> Gauze bandage roll, any size (1) | <input checked="" type="checkbox"/> Triangular bandages (2)                    |
| <input checked="" type="checkbox"/> Chest seals (2)                       | <input checked="" type="checkbox"/> Occlusive dressings (2)          | <input checked="" type="checkbox"/> Wound packing, rolled, or hemostatic gauze |
| <input checked="" type="checkbox"/> Cold packs/plastic bags and ice (3-5) | <input checked="" type="checkbox"/> Pressure bandages/dressings (2)  | <input checked="" type="checkbox"/> Writing instrument (e.g., pen, marker)     |
| <input checked="" type="checkbox"/> CPR mask with one-way valve (1)       | <input checked="" type="checkbox"/> Protective gloves, varying sizes |  |

- 9.  The range and associated equipment shall be maintained in proper working order to ensure safety of the shooters and instructors. Indoor ranges shall comply with the manufacturer's specifications for operational safety.
- 10.  The range shall have accessible drinking water, a restroom, and a rain-resistant shelter for all personnel engaged in training on the range.
- 11.  The range shall have telephone or radio communication immediately available to instructors.
- 12.  Access to the range shall be restricted to criminal justice trainees, criminal justice instructors, Commission staff, and personnel authorized by the training center director when firearms training is being conducted. The range must have warning signs posted.
- 13.  All personnel shall wear ear and eye protection while a student is actively engaged in a shooting exercise.

In Compliance  Non-Compliance  Corrected on Site by the Field Specialist

Rule Violation: \_\_\_\_\_, F.A.C.

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
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 \_\_\_\_\_  
 \_\_\_\_\_

*[Signature]*  
 \_\_\_\_\_  
 Field Specialist's Signature

*12/12/23*  
 \_\_\_\_\_  
 Date

*[Signature]*  
 \_\_\_\_\_  
 Training Center Director or Coordinator or Instructor Signature

\_\_\_\_\_  
 Date



Florida Department of Law Enforcement

# FIRING RANGE FACILITY AND EQUIPMENT REQUIREMENTS

Incorporated by Reference in Rule 11B-21.005(6), F.A.C.



**CJSTC  
201**

Sarasota County Sheriff's Office Corrections Training Academy	Terry Baker	12/12/23 12:40 PM
TRAINING SCHOOL	REVIEWER	DATE and TIME

Location: 3445 Rustic Road, Nokomis, Florida 34275

East Range

Rule 11B-21.005, F.A.C., requires that a Commission-certified training school, conducting CJSTC firearms training for basic recruit or instructor students, shall comply with the following specifications:

1.  The range shall have a bullet impact backstop that will stop and render harmless, bullets fired into it from firearms from the firing positions at the firing line, without ricocheting projectiles or debris, or striking individuals at the firing line.
2.  The range shall have a minimum of five firing positions with one target for each firing position. Range targets shall be placed at least 24 inches from the scoring edge to the scoring edge facing the shooters.
3.  The range shall have an observation position for the range master for indoor and outdoor range facilities that allow simultaneous unrestricted view of all firing positions and all areas within the confines of the impact area.
4.  The range shall have warning signs posted at all access points to the firing range that clearly identify the areas as a criminal justice firing range.
5.  The range shall have an operational public address system that is capable of transmitting instructions to all areas of the range to allow shooters on the firing line or in the firing booth to hear commands while firing with ear protectors in place.
6.  The range cover used for firing shall be permanently affixed, or is a portable construction with a base affixed to the ground, or is securely braced to ensure the shooter's safety.
7.  The range shall provide adequate lighting out to 25 yards to allow shooters to clearly see the targets from all firing positions and to allow the range caller to clearly see all firing positions and targets.
8.  Firearm ranges used for practical exercises shall be equipped with a first aid kit. The first aid kit shall be located at the facility when basic recruit students are actively engaged in practical exercises or CJSTC training is in session and shall be immediately accessible to instructors and students.

**The first aid kit shall include at a minimum the following supplies:**

- |                                       |                                  |  |
|---------------------------------------|----------------------------------|--|
| Adhesive bandages, 1" or 2" (1 box)   | Emergency blanket (1)            | Sterile eyewash                            |
| Adhesive tape (1 roll)                | Eye-dressing kit (1)             | Tourniquets, commercial (2)                |
| Bandage compresses, 4" (1)            | Flashlight (1)                   | Trauma shears (1)                          |
| Biohazard bag (1)                     | Gauze bandage roll, any size (1) | Triangular bandages (2)                    |
| Chest seals (2)                       | Occlusive dressings (2)          | Wound packing, rolled, or hemostatic gauze |
| Cold packs/plastic bags and ice (3-5) | Pressure bandages/dressings (2)  | Writing instrument (e.g., pen, marker)     |
| CPR mask with one-way valve (1)       | Protective gloves, varying sizes |  |

- 9.  The range and associated equipment shall be maintained in proper working order to ensure safety of the shooters and instructors. Indoor ranges shall comply with the manufacturer's specifications for operational safety.
- 10.  The range shall have accessible drinking water, a restroom, and a rain-resistant shelter for all personnel engaged in training on the range.
- 11.  The range shall have telephone or radio communication immediately available to instructors.
- 12.  Access to the range shall be restricted to criminal justice trainees, criminal justice instructors, Commission staff, and personnel authorized by the training center director when firearms training is being conducted. The range must have warning signs posted.
- 13.  All personnel shall wear ear and eye protection while a student is actively engaged in a shooting exercise.

In Compliance  Non-Compliance  Corrected on Site by the Field Specialist

Rule Violation: \_\_\_\_\_, F.A.C.

Comments: \_\_\_\_\_  
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 \_\_\_\_\_

Tommy B. Adams  
 Field Specialist's Signature

12/12/23  
 Date

Rep. Michael A. Pyle  
 Training Center Director or Coordinator or Instructor Signature

12/12/23  
 Date



Florida Department of Law Enforcement

# DEFENSIVE TACTICS FACILITY AND EQUIPMENT REQUIREMENTS

Incorporated by Reference in Rule 11B-21.005(5), F.A.C.



**CJSTC 203**

Sarasota County Sheriff's Office Corrections Training Academy	Terry Baker	12/12/23 11:15 AM
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TRAINING SCHOOL

REVIEWER

DATE and TIME

Location: 4531 State Road 776, Venice, Florida 34293

Room 123

Rule 11B-21.005, F.A.C., requires that a Commission-certified training school, conducting CJSTC defensive tactics training for basic recruit or instructor students, shall designate the classroom or gymnasium areas where defensive tactics are to be taught and comply with the following specifications:

Yes  No

- Areas where defensive tactics are used for practical exercises shall be equipped with a first aid kit. The first aid kit shall be located at the facility when basic recruit students are actively engaged in practical exercises or CJSTC training is in session, and shall be immediately accessible to instructors and students.
 

**The first aid kit shall include at a minimum the following supplies:**

<input checked="" type="checkbox"/> Adhesive bandages, 1" or 2" (1 box)	<input checked="" type="checkbox"/> Emergency blanket (1)	<input checked="" type="checkbox"/> Sterile eyewash
<input checked="" type="checkbox"/> Adhesive tape (1 roll)	<input checked="" type="checkbox"/> Eye-dressing kit (1)	<input checked="" type="checkbox"/> Tourniquets, commercial (2)
<input checked="" type="checkbox"/> Bandage compresses, 4" (1)	<input checked="" type="checkbox"/> Flashlight (1)	<input checked="" type="checkbox"/> Trauma shears (1)
<input checked="" type="checkbox"/> Biohazard bag (1)	<input checked="" type="checkbox"/> Gauze bandage roll, any size (1)	<input checked="" type="checkbox"/> Triangular bandages (2)
<input checked="" type="checkbox"/> Chest seals (2)	<input checked="" type="checkbox"/> Occlusive dressings (2)	<input checked="" type="checkbox"/> Wound packing, rolled, or hemostatic gauze
<input checked="" type="checkbox"/> Cold packs/plastic bags and ice (3-5)	<input checked="" type="checkbox"/> Pressure bandages/dressings (2)	<input checked="" type="checkbox"/> Writing instrument (e.g., pen, marker)
<input checked="" type="checkbox"/> CPR mask with one-way valve (1)	<input checked="" type="checkbox"/> Protective gloves, varying sizes	
- Each pair of students who are actively engaged in defensive tactics techniques requiring items b. – i. below, shall be provided these items during the defensive tactics training period.
 

The training school shall provide at minimum the following items for inspection:

<input checked="" type="checkbox"/> a. A cushioned floor matting that is at least 80 square feet in size for every two students actively engaged in techniques requiring mats	<input checked="" type="checkbox"/> j. One set of leg irons
<input checked="" type="checkbox"/> b. One set of handcuffs with a handcuff key	<input checked="" type="checkbox"/> k. A flexible leg restraint
<input checked="" type="checkbox"/> c. One set of flexible cuffs and removal tool	<input checked="" type="checkbox"/> l. A non-firing training firearm
<input checked="" type="checkbox"/> d. One striking bag	<input checked="" type="checkbox"/> m. A blunt-edged training knife
<input checked="" type="checkbox"/> e. One set of waist chains	<input checked="" type="checkbox"/> n. Training baton or other such impact weapon
	<input checked="" type="checkbox"/> o. One duty belt to include a handcuff case and holster
- Accessible and immediately available telephone or radio.
- Accessible drinking water and a restroom.
- Adequate ventilation and water for use during the chemical agent contamination exercise. This exercise is allowed to be conducted outdoors in an area approved by the training center director.

Yes  No

Yes  No

Yes  No

Yes  No

In Compliance

Not In Compliance

Corrected on site by the Field Specialist

Rule Violation: \_\_\_\_\_, F.A.C.

Comments: \_\_\_\_\_

Field Specialist's Signature *Terry Baker*

12/12/23  
Date

Training Center Director or Coordinator or Instructor Signature *[Signature]*

12/12/23  
Date



Sarasota County Sheriff's Office Corrections Training Academy		
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TRAINING SCHOOL

REVIEWER

DATE

Commission-certified training schools shall comply with the following staffing and personnel requirements pursuant to Rule 11B-21.005(8), F.A.C.:

1.  One full-time salaried training center director designated by a Commission-certified training school and employed on a 12-month basis with faculty or administrative status, whose responsibilities are the management and quality control of the delivery of Commission-approved training programs that do not include teaching assignments. A director initially employed after July 1, 1990, shall possess a bachelor's degree from an accredited university and possess two years criminal justice experience.
  - a. Any additional administrative or instructional responsibilities shall not be undertaken by the training center director upon determining that the additional responsibilities would interfere with the director's effective management of the training school. Training center directors shall be responsible for the scheduling, presentation, and management of Commission-approved training programs, which includes preparation of required reports and records, and ensuring quality of instruction, administration, and security of examinations.
  - b. A training center director's designee shall be employed full-time with faculty or administrative status whose responsibilities are the management and quality control of Commission-approved training programs.
2.  At least one full-time clerk or administrative assistant assigned to report to the training center director, whose responsibilities are limited to providing clerical and administrative assistance to the director. Two or more individuals may perform such clerical or administrative duties, provided the aggregate personnel time dedicated to these duties is equivalent, at minimum, to a full-time position.
3.  At least two full-time criminal justice instructors or instructional coordinator positions assigned to report solely to the training center director for training schools with a Type "A" certification. One coordinator position can be composed of two or more instructional coordinators, provided the aggregate personnel time dedicated to these duties is equivalent, at a minimum, to one full-time position. A training school with a Type "B" or "C" certification shall have at least one full-time criminal justice training instructor or instructor coordinator position assigned to report solely to the training center director. In the absence of the training center director, at least one full-time instructor, instructional coordinator, or other individual specifically designated by the director shall be accessible while criminal justice training is being administered and shall be responsible for quality control. The training center director shall designate an individual responsible for coordinating courses, scheduling instructors, facilities, and materials, and for addressing student-related concerns.

In Compliance  Not In Compliance  Corrected on site by the Field Specialist

Rule Violation: \_\_\_\_\_, F.A.C.

Comments: Lt (Capt) Vajdik - Director BA Heidelberg College - Tiffin Ohio  
Administration Assistant - Clerk - Agnes Praska  
Coordinator - Sgt Jason Pritchett

Field Specialist's Signature: [Signature] Date: 12/12/2023  
 Training Center Director or Coordinator or Instructor Signature: [Signature] Date: 10/12/2023



Florida Department of Law Enforcement

# TRAINING SCHOOL CLASSROOM FACILITY AND EQUIPMENT REQUIREMENTS

Incorporated by Reference in Rule 11B-21.005(3), F.A.C.



**CJSTC 205**

Sarasota County Sheriff's Office Corrections Training Academy	Terry Baker	12/12/23 10:30 AM
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TRAINING SCHOOL

REVIEWER

DATE and TIME

Location: 2020 Main Street, Sarasota, Florida 34237

Room 1044 A

Commission-certified training schools shall comply with the following facility and equipment requirements pursuant to Rule 11B-21.005, F.A.C.:

1.  The training school shall maintain on file at the training school, form CJSTC-205, for inspection by Commission staff to verify compliance with the Commission's facility requirements.
2.  The training school shall provide a classroom with a minimum of 20 square feet of floor space for each student when lecture training. Each classroom utilized for criminal justice training with a capacity of 50 or more students shall have a posted occupancy level. **24**
3.  Each classroom shall be equipped with an adult size desk and chair, or table, or chair combination thereof for each student.
4.  Each classroom shall provide heating and cooling that is operable and properly maintained.
5.  Each classroom window shall be fitted with shades or blinds capable of reducing ambient light for viewing of visual aids. **No windows**
6.  The school shall make available, as needed, the following instructional aid equipment for each classroom:
 

<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> a. Chalkboard or dry erase board (minimum of 10 feet)</li> <li><input checked="" type="checkbox"/> b. Projection screen (minimum of 10 feet)</li> <li><input checked="" type="checkbox"/> c. Computer (PC or Laptop)</li> <li><input checked="" type="checkbox"/> d. Overhead projector</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> e. Video recorder</li> <li><input checked="" type="checkbox"/> f. TV or Computer monitor</li> <li><input checked="" type="checkbox"/> g. LCD Projector</li> <li><input checked="" type="checkbox"/> h. Flip Chart Stand, Flip Charts, &amp; Markers</li> <li><input checked="" type="checkbox"/> i. DVD Player</li> </ul>
---	--
7.  The training school shall provide space, which shall include a desk and chair, for use by adjunct instructors.
8.  The training school shall provide secured storage space for criminal justice equipment and materials.
9.  The training school shall provide access to resources and supplemental reference materials for the subjects instructed, and shall include supplementary reference material for use by students and faculty.

In Compliance  Not In Compliance  Corrected on site by the Field Specialist

Rule Violation: \_\_\_\_\_, F.A.C.

Comments: \_\_\_\_\_

Field Specialist's Signature: Terry Baker

Date: 12/12/23

Training Center Director or Coordinator or Instructor Signature: [Signature]

Date: 12/12/23





Florida Department of Law Enforcement

# FIRST AID INSTRUCTIONAL REQUIREMENTS

Incorporated by Reference in Rule 11B-21.005(7), F.A.C.



**CJSTC  
208**

Sarasota County Sheriff's Office Corrections Training Academy	Terry Baker	12/12/23 11:15 AM
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TRAINING SCHOOL

REVIEWER

DATE and TIME

Location: ~~2020 Main Street, Sarasota, Florida 34237~~ 4531 State Rd 776, Venice, FL 34293 Room 123

Rule 11B-21.005, F.A.C., requires that a Commission-certified training school conducting CJSTC first aid training have the following equipment available:

1. The training materials shall include the following:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Adhesive tape  | <input checked="" type="checkbox"/> Improvised chest seal material (commercial chest seal preferred) |
| <input checked="" type="checkbox"/> Adult resuscitation manikin  | <input checked="" type="checkbox"/> Infant resuscitation manikin                                     |
| <input checked="" type="checkbox"/> Body Substance Isolation (BSI) kit that includes gloves, eye protection, facemask or shield, gown or coverall with sleeves, shoe covers, and biohazard bag | <input checked="" type="checkbox"/> Non-disposable blanket   |
| <input checked="" type="checkbox"/> Bullet-proof/tactical vest (optional)  | <input checked="" type="checkbox"/> Pressure bandage/dressing  |
| <input checked="" type="checkbox"/> CPR mask with one-way valve (one for each student)   | <input checked="" type="checkbox"/> Roll-type bandages (2" or 3")                                    |
| <input checked="" type="checkbox"/> Disposable protective gloves in varying sizes  | <input checked="" type="checkbox"/> Tourniquet (commercial)  |
| <input checked="" type="checkbox"/> Gauze pads (4" x 4")   | <input checked="" type="checkbox"/> Vehicle (optional for CO)  |
| <input checked="" type="checkbox"/> Imitation or simulated blood   | <input checked="" type="checkbox"/> Wound packing, rolled, Z-folded, or hemostatic gauze             |
|  | <input checked="" type="checkbox"/> Writing instrument (ex. pen, marker)                             |

2. For every two students actively and physically engaged in first aid practical exercises and testing, the training school shall provide 64 square feet of unobstructed floor space. For each additional student actively and physically engaged, add an additional 32 square feet. Do not include victims when calculating the total square footage requirements.

3. Equip areas used for first aid practical exercises with a first aid kit. The first aid kit shall be at the facility when basic recruit students are actively engaged in practical exercises or when CJSTC training is in session, and shall be immediately accessible to instructors and basic recruit students.

The first aid kit shall include at a minimum the following supplies:

- |                                       |                                  |  |
|---------------------------------------|----------------------------------|--|
| Adhesive bandages, 1" or 2" (1 box)   | Emergency blanket (1)            | Sterile eyewash                            |
| Adhesive tape (1 roll)                | Eye-dressing kit (1)             | Tourniquets, commercial (2)                |
| Bandage compresses, 4" (1)            | Flashlight (1)                   | Trauma shears (1)                          |
| Biohazard bag (1)                     | Gauze bandage roll, any size (1) | Triangular bandages (2)                    |
| Chest seals (2)                       | Occlusive dressings (2)          | Wound packing, rolled, or hemostatic gauze |
| Cold packs/plastic bags and ice (3-5) | Pressure bandages/dressings (2)  | Writing instrument (e.g., pen, marker)     |
| CPR mask with one-way valve (1)       | Protective gloves, varying sizes |  |

In Compliance  Not In Compliance  Corrected on site by the Field Specialist

Rule Violation: \_\_\_\_\_, F.A.C.

Comments: same first aid kit as for DT

Field Specialist's Signature: Terry Baker Date: 12/12/23

Training Center Director & Coordinator or Instructor Signature: Paul S. [Signature] Date: 12/12/23

## AGENDA ITEM: 6

Corrections Workgroup Report: *Effective Communication and Decision-Making For Corrections Basic Recruit Training*

### ISSUE

This agenda item is presented to the Commission to provide an update on the Corrections Workgroup Report: *Effective Communication and Decision-Making for Corrections Basic Recruit Training*.

### EXECUTIVE SUMMARY

1. The Commission adopted the report *Strengthening the Bonds of Trust between Law Enforcement and the Public* at the May 2017 CJSTC meeting, including recommendations to enhance law enforcement basic recruit training contained within the report.
2. The Commission recommended that staff create similar reports for each criminal justice discipline as part of the revision and maintenance of basic recruit training programs, so as part of the revision process for the Corrections Basic Recruit Training Program, a workgroup was formed to create a report to accompany the job task analysis (JTA). The workgroup was made up of subject matter experts (SMEs) who are officers and supervisors at state and local agencies, instructors, and researchers from universities across Florida.
3. Staff worked with the workgroup SMEs to identify any gaps or oversights in the current corrections curriculum in support of the upcoming rewrite of the corrections basic recruit training (BRT) program. The workgroup was specifically tasked with identifying the soft skills that effective correctional officers use on the job but that may not necessarily show up on a JTA. The group was also asked to make recommendations on how to incorporate training of those skills into the basic recruit training program. The SMEs identified communication and decision-making as the key topics that need to be included in the planned revision to the Corrections Basic Recruit Training Program. These findings were consistent with the recommendations from the Corrections Rewrite Advisory Committee.
4. The workgroup created the attached report, *Effective Communication and Decision-Making for Corrections Basic Recruit Training*, which contains several recommendations for improving the basic recruit training program. If adopted by the Commission, staff will review the report with the Corrections Advisory Committee and determine how to incorporate these recommendations in the planned revision.

RECOMMENDATION(S): Staff recommends the Commission:

- 1) Approve the recommendations to the CJSTC to enhance training in the corrections basic recruit training program,
- 2) Adopt the report, *Effective Communication and Decision-Making for Corrections Basic Recruit Training*, as provided.

### VOTING IMPACT

**CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION:** A yes vote will allow for the incorporation of training recommendations in the Commission's training programs as outlined in the report.

**CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION:** A no vote will possibly delay or not allow for the incorporation of training recommendations in the Commission's training programs as outlined in the report.

## SUPPORTING INFORMATION

The supporting information for this agenda item is only provided to the Commission and Commission staff and is not available to the public.

- **Attachment 1:** Report: *Effective Communication and Decision-Making for Corrections Basic Recruit Training*.

AGENDA ITEM: A

General Information Agenda Item: Criminal Justice Trust Fund Status Report

ISSUE

The following information is a status report on the Criminal Justice Standards and Training Trust Fund Officer Training Monies:

EXECUTIVE SUMMARY

1. **FY 2023 – 2024 Quarterly Trust Fund Activity.** Since the November Commission meeting, the trust fund analysts have initiated extensive audits of trust fund expenditures, class records, and instructor records for Regions I, II, IV, V, X, and XII for FY 2022 - 2023. Trust fund warrants for the 3<sup>rd</sup> quarter of FY 2023 - 2024 have been forwarded to the regions’ fiscal agents for disbursement to the training schools.

2. **Budget Amendments/Programmatic Changes.** Rule 11B-18.0071(2)(b), F.A.C., requires training schools and regions to obtain approval from Commission staff prior to the transfer of Officer Training Monies between budget categories. These budget amendments do not alter the Commission’s approved trust fund expenditure formula. Commission staff has approved Budget Amendments and/or Programmatic Changes for the following:

FY 2022- 2023

Region VII: Daytona State College

FY 2023-2024

Region III: Tallahassee Community College

Region XV: Tallahassee Community College (State Agencies)

3. **Interest Budgets.** Commission staff has approved the Operating Budget for interest accrued in FY 2021 – 2022 for expenditure in FY 2022 – 2023 for Miami Dade Public Safety Training Institute in Region XIV and for interest accrued in FY 2022 – 2023 for expenditure in FY 2023 – 2024 for Northeast Florida Criminal Justice Center in Region V. Rule 11B-18.0071(5), F.A.C., allows criminal justice training schools to place their annual trust fund allocation into interest-bearing accounts. Interest earned may be expended on trust fund related needs, subject to the following conditions:

- A. Commission staff shall request, and be granted appropriate authority from the State Comptroller.
- B. Regional Training Councils shall submit to Commission staff for approval, a separate operating budget for accrued interest.
- C. Expenditure of accrued interest is restricted to training costs and purchase of operating capital outlay items.
- D. The interest shall be expended on or before June 30 of the subsequent year in which it is earned.

4. **Property Disposals.** Commission staff has approved the removal of equipment items from the trust fund inventory of Region III (Tallahassee Community College) and Region IX (Hillsborough Community College). Rule 11B-18.0053(4)(e), F.A.C., requires training schools to obtain approval from Commission staff prior to the disposal or transfer of property purchased with trust fund monies.

RECOMMENDATION(S): This agenda item is presented for information only and does not require Commission action.

## VOTING IMPACT

CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION: A vote is not required.

## SUPPORTING INFORMATION

1. Third Quarter Disbursement chart reflects the total amount of Officer Training Monies forwarded to each fiscal agent in each region.

REGION I		
Escambia County School Board	Pensacola	\$26,760.00
Northwest Florida State College	Niceville	\$16,000.00
REGION II		
Gulf Coast State College	Panama City	\$13,540.00
Chipola College	Marianna	\$3,320.00
Washington County School Board	Chipley	\$2,600.00
REGION III		
Tallahassee Community College (Local)	Havana	\$28,060.00
REGION IV		
Santa Fe College	Gainesville	\$20,080.00
Florida Gateway College	Lake City	\$8,240.00
North Florida College	Madison	\$6,460.00
REGION V		
City of Jacksonville, Jacksonville Sheriff's Office	Jacksonville	\$60,260.00
St. Johns River State College	Palatka	\$25,560.00
REGION VI		
College of Central Florida	Ocala	\$20,921.40
Withlacoochee Technical College	Inverness	\$14,538.60
REGION VII		
Seminole State College	Sanford	\$22,300.00
Lake Technical College	Tavares	\$15,680.00
Daytona State College	Daytona Beach	\$31,120.00
Eastern Florida State College	Cocoa	\$28,620.00
Valencia College	Orlando	\$76,520.00
Osceola County School Board	Kissimmee	\$18,280.00
REGION VIII		
Polk State College	Winter Haven	\$40,540.00
REGION IX		
St. Petersburg College	St. Petersburg	\$54,680.00
Hillsborough Community College	Tampa	\$64,860.00
Pasco-Hernando State College	Dade City	\$19,760.00
Manatee County School Board	Bradenton	\$12,620.00
Manatee County Sheriff's Office	Bradenton	\$6,580.00
REGION X		
Sarasota County School Board	Sarasota	\$20,420.00
Lee County School Board	Ft. Myers	\$65,400.00
REGION XI		
Indian River State College	Ft. Pierce	\$39,500.00

REGION XII		
Palm Beach State College	Lake Worth	\$79,180.00
REGION XIII		
Broward College	Ft. Lauderdale	\$108,520.00
REGION XIV		
Miami-Dade College-North Campus	Miami	\$194,880.00
REGION XV		
Tallahassee Community College (State)	Havana	\$72,720.00
REGION XVI		
Florida Department of Corrections	Tallahassee	\$306,020.00
<b>TOTAL ALL REGIONS</b>		<b>\$1,524,540.00</b>

## 2. Budget Amendments/Programmatic Changes

FY 2022-2023				
REGION	SCHOOL	FROM BUDGET CATEGORY	TO BUDGET CATEGORY	PURPOSE FOR CHANGE
VII	Daytona State College	<u>Operating Capital Outlay (OCO)</u> \$1,107.07	<u>Training</u> \$1,107.07	<u>Training</u> Advanced/Specialized Training

FY 2023-2024				
REGION	SCHOOL	FROM BUDGET CATEGORY	TO BUDGET CATEGORY	PURPOSE FOR CHANGE
III	Tallahassee Community College	<u>Administrative</u> \$5,612.00 (Salaries)	<u>Administrative</u> \$5,512.00 (Salaries) <u>100.00 (FAR advertising)</u> \$5,612.00 (Total)	<u>Administrative</u> \$5,612.00
XV	Tallahassee Community College (State Agencies)	<u>Administrative</u> \$14,544.00 (Salaries)	<u>Administrative</u> \$14,444.00 (Salaries) <u>100.00 (FAR advertising)</u> \$14,544.00 (Total)	<u>Administrative</u> \$14,544.00

## 3. Interest Budgets

2022-2023			
REGION	SCHOOL	INTEREST AMOUNT	REQUESTED EXPENDITURES
XIV	Miami Dade Public Safety Training Institute	\$2,000.00	<u>Training</u> Advanced/Specialized Training Programs

2023-2024			
REGION	SCHOOL	INTEREST AMOUNT	REQUESTED EXPENDITURES
V	Northeast Florida Criminal Justice Center	\$3,846.49	<u>Training</u> Advanced/Specialized Training Programs

4. Property Disposals

REGION	INVENTORY LOCATION	ITEM	PROPERTY INVENTORY STATUS
III	Tallahassee Community College	<p><b>1987-1988</b> Whelen Model 9308 strobe light bar with alley lights, speaker, and siren Firearms Training System Syndistar, Inc. #007244</p> <p>Full-size Chevrolet Caprice Sedan (VIN# 1G1BL51695R191083)</p> <p><b>1984-1985</b> ECom surface module underwater comm system</p>	<p><b>Dispose</b> - The property items are reported as being obsolete or unusable and no longer serve a useful purpose for training.</p> <p><b>The CJS&amp;T Field Specialist inspected the property and concurs with Region III's disposal/transfer request.</b></p>
IX	Hillsborough Community College	<p><b>1991-1992</b> Life Cycle 7500/Exercise Bicycle SN-801563.</p> <p><b>1992-1993</b> Remington 870, 12 Gauge Shotgun Serial#s: A633945M A636547M A637642M A654401M A654648M - needs replacement parts A654653M A654654M - needs replacement parts A654655M - needs replacement parts A654659M - needs replacement parts A654926M A655732M - needs replacement parts A655796M A655797M - needs replacement parts A655800M - needs replacement parts A655811M A655812M A655813M A730715M</p> <p><b>1991-1992</b> Decline Bench CL-06 Incline Bench CL-05 Flat Bench CL-07 Imperial Weight Assisted Upper Body Trainer Fixed E-Z Curl Bars Steelflex AC 6500, Vertical Bar Rack</p> <p><b>1989-1990</b> Weights - 9 Sets of Dumbbells with Rack</p>	<p><b>Dispose</b> - The property items are reported as being usable and serve a usable purpose for training</p> <p>The usable property shall be offered to training schools. If a training school does not claim the property, it shall be offered to criminal justice agencies in Florida per Rule 11B-18.0053(4)(e)1.</p> <p><b>The CJS&amp;T Field Specialist inspected the property and concurs with Region IX's disposal request.</b></p>

Property Disposals, continued

REGION	INVENTORY LOCATION	ITEM	PROPERTY INVENTORY STATUS
IX	Hillsborough Community College	<b>1988-1989</b> Nautilus Equipment: Leg Curl Machine Super Pullover Machine Torso Arm Machine Compound Rowing Machine Abdominal Machine Lower Back Machine Multi-Exercise Machine Lateral Raise Machine Bench Press Machine Duo Leg Press Duo Leg Press Leg Extension Machine	<p><b>Dispose</b> - The property items are reported as being usable and serve a usable purpose for training</p> <p>The usable property shall be offered to training schools. If a training school does not claim the property, it shall be offered to criminal justice agencies in Florida per Rule 11B-18.0053(4)(e)1.</p> <p>The CJS&amp;T Field Specialist inspected the property and concurs with Region IX's disposal request.</p>



## AGENDA ITEM: B

General Information Agenda Items: Officer Records Statistics

### ISSUE

This agenda item is to report the total officer count; the total number of active officers who are required to meet their June 30, 2024 mandatory retraining; and the number of those officers who have met their mandatory retraining. It is also to report the total number of law enforcement officers who are required to meet their June 30, 2024 firearms qualification and the number of those officers who met their firearms qualification requirement.

### EXECUTIVE SUMMARY

1. **Total officer count.** As of December 13, 2023, the total officer count is 86,284. Of these officers, the total officer employment count for law enforcement is 49,660, for correctional is 29,838, for correctional probation is 2,235, and for concurrent is 4,551.
2. **June 30, 2024 mandatory requirement date.** The total number of active officers who are required to meet their mandatory retraining requirement by June 30, 2024 is 18,847. Of these officers, 11,824\* are law enforcement, 6,558\* are correctional, and 465\* are correctional probation.
3. **Officer who have met the June 30, 2024 mandatory retraining date.** The number of officers who have met the June 30, 2024 mandatory retraining requirement date is 4,462.
4. **June 30, 2024 firearms qualification date.** The total number of active law enforcement officers\* who are required to qualify with their firearm by June 30, 2024 is 53,720.
5. **Officers who have met the June 30, 2024 firearms qualification date.** The number of officers who have met the June 30, 2024 firearms qualification date is 40,029.
6. **ATMS reports.** Criminal justice employing agencies connected to the Automated Training Management System (ATMS) may access the agency mandatory retraining reports and the firearms qualification reports.

**Notes:** \*Active Officers and Concurrent Certifications

**RECOMMENDATION(S):** This agenda item is presented for information only and does not require Commission action.

### VOTING IMPACT

**CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION:** A vote is not required.

**CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION:** A vote is not required.

## AGENDA ITEM: C

General Information Agenda Item: Automated Training Management System Statistics (ATMS)

### ISSUE

This agenda item is presented to report the information maintained by ATMS, the number of agencies and training schools that access ATMS, and the available agency reports provided by ATMS.

### EXECUTIVE SUMMARY

1. **Automated Training Management System.** ATMS maintains information of officers' employment history, statewide officer certification examinations, certifications earned and training attended for the basic recruit training academy, advanced training courses, and salary incentive purposes. ATMS can be used by employing agencies to manage employment registrations and separations, and entry of mandatory retraining data. Commission-certified training schools enter information about classes scheduled at their facility. Reports are available on-line to print or view an officer's status.
2. **Agencies and training schools using ATMS as of December 13, 2023** are 492 agencies. Of these agencies, 249 are police departments; 67 are sheriff's offices; 32 are correctional agencies; 47 are school or port police departments; 37 are state agencies; 45 are training schools; and 15 are selection centers. The number of individual ATMS user accounts at all agencies is 4,240.
3. **Available Agency ATMS Reports.** Current Employment; Fingerprints Not Submitted; Mandatory Retraining Due Dates; New Hire Detail; Salary Incentive; Termination Detail; ATMS User Accounts; Agency Certificate Applications; Agency Disciplinary Cases; Instructors by Topic; Agency Signature Designees; Annual Report; Certification Requirements Met; Reviewed Certificate Applications; Agency Summary Page of Employment Demographics; State Summary Page of Employment Demographics; WMD/ICS Training; Elder Abuse Training; Use of Force Training; Firearms Qualification; Human Trafficking; Child Welfare; Sexual Assault Investigations; ATP Mandatory Retraining Due Dates; Instructor Mandatory Due Dates; Canine Teams; and Canine Mandatory Retraining Due Dates.

RECOMMENDATION(S): This agenda item is presented for information only and does not require Commission action.

### VOTING IMPACT

CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION: A vote is not required.

## AGENDA ITEM: D

General Information Agenda Item: Field Services Statistics for October 2023 thru December 2023.

### ISSUE

This agenda item contains statistics for the number of activities performed by the Field Specialists for the second quarter in the areas of: Criminal Justice Agencies contacted, Criminal Justice Training Schools contacted, classes monitored, certified instructor applications, and phone calls/workshops.

### EXECUTIVE SUMMARY

#### 1. Criminal Justice Agencies Contacted:

- **Agency [Officer] New Hires:** A total of 475 officers were registered in ATMS as New Hires. During the audit process, Field Specialists found 140 non-compliance problems.
- **Agency [Officer] New Certifications:** A total of 1,140 officers were registered in ATMS as New Certifications. During the audit process, the Field Specialists found 291 non-compliance problems.
- **Agency Contacts & Assists:** A total of 5,519 agency contacts and assists were completed during this reporting period.

#### 2. Criminal Justice Training School's Contacted and Classes Monitored:

- **Basic High-Liability Training Classes Monitored:** No basic high-liability classes were monitored by the Field Specialists.
- **Basic Recruit Training Classes Monitored:** No basic classes were monitored by the Field Specialists.
- **Advanced and Specialized Classes Monitored:** A total of one advanced/specialized class was monitored by the Field Specialists. During the monitoring process, Field Specialists found zero non-compliance problems.
- **Training School Contacts and Assists:** A total of 1,027 training school contacts and assists were completed during this reporting period.

#### 3. Certified Instructor Applications: The Field Specialists reviewed 411 Criminal Justice Instructor applications. During the instructor application reviews, 101 deficiencies were found.

#### 4. Phone Calls/Workshops:

- 1,418 Incoming/Outgoing phone calls were handled by the Field Specialists during this three-month reporting period.
- 32 Workshops and training were conducted by the Field Specialists during this three-month reporting period.

RECOMMENDATION(S): This agenda item is presented for informational purposes and does not require Commission action.

### VOTING IMPACT

CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION: A vote is not required.

AGENDA ITEM: E

General Information Agenda Item: Basic Abilities Test (BAT) Statistics

ISSUE

This agenda item is presented to the Commission to give statistical data for the second quarter of Fiscal Year 2023 – 2024 (October, 2023 through December, 2023) pass/fail rates for I/O Solutions.

EXECUTIVE SUMMARY

Discipline	Fail				Pass				Total	
	N		%		N		%		N	
Calendar Year	Q2	YTD	Q2	YTD	Q2	YTD	Q2	YTD	Q2	YTD
Law Enforcement	174	359	14.3%	14.1%	1,044	2,181	85.7%	85.9%	1,218	2,540
Correctional	308	691	13.0%	13.5%	2,064	4,418	87.0%	86.5%	2,372	5,109
Total	482	1,050	13.4%	13.7%	3,108	6,599	86.6%	86.3%	3,590	7,649

RECOMMENDATION(S): This agenda item does not require Commission action.

VOTING IMPACT

CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION: A vote is not required.

AGENDA ITEM: F

General Information Agenda Item: State Officer Certification Examination Quarterly Statistics

ISSUE

The following data is presented to the Commission to provide statistics for law enforcement, correctional, and correctional probation examinee performance on the State Officer Certification Examination (SOCE) for the second quarter (October 2023 – December 2023) of Fiscal Year 2023 – 2024.

EXECUTIVE SUMMARY

STATE OFFICER CERTIFICATION EXAMINATION FOR BASIC RECRUIT TRAINING PROGRAMS	NUMBER OF APPLICANTS	PASSED	% PASSED
Florida Law Enforcement Academy B RTP	1,061	923	86%
Florida CMS Correctional B RTP	1,247	971	77%
Florida Correctional Probation B RTP	161	114	70%

STATE OFFICER CERTIFICATION EXAMINATION FOR EQUIVALENCY-OF-TRAINING PROGRAMS	NUMBER OF APPLICANTS	PASSED	% PASSED
Florida Law Enforcement Academy	225	160	71%
Florida CMS Correctional	30	27	90%
Florida Correctional Probation	0	0	N/A

RECOMMENDATION(S): This agenda item does not require Commission action.

VOTING IMPACT

CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION: A vote is not required.

SUPPORTING INFORMATION

1. SOCE results for the Florida Law Enforcement Academy (FLEA) Basic Recruit Training Program, pages 2 - 3.
2. SOCE results for the Florida Law Enforcement Academy (FLEA) Equivalency-of-Training Examinees, pages 3 - 4.
3. SOCE results for the Florida CMS Correctional Basic Recruit Training Program, pages 4 - 5.
4. SOCE results for the Correctional Equivalency-of-Training Examinees, page 5.
5. SOCE results for the Florida Correctional Probation Basic Recruit Training Program, page 6.

FLORIDA LAW ENFORCEMENT ACADEMY (FLEA) BASIC RECRUIT TRAINING PROGRAM  
 CBT STATE OFFICER CERTIFICATION EXAMINATION RESULTS FOR THE SECOND QUARTER OF FY 2023 – 2024

Academy	Initial Exams				1st Retake				2nd Retake			
	2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results	
	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass
Broward College, Institute For Public Safety	81	97%	211	94%	6	83%	15	73%	1	0%	4	75%
Chipola College	2	100%	18	88%	0	NA	2	50%	0	NA	1	100%
Citrus County Public Safety Training Center	21	76%	64	85%	4	75%	7	57%	0	NA	2	50%
College Of Central Florida	24	75%	75	88%	5	40%	10	40%	2	50%	4	75%
Criminal Justice Academy Of Osceola	0	NA	36	88%	0	NA	4	50%	0	NA	2	100%
Daytona State College, School Of Emergency Services	15	80%	85	85%	2	50%	8	62%	2	50%	5	40%
Eastern Florida State College, Public Safety Institute	30	100%	103	94%	0	NA	5	80%	0	NA	2	50%
Escambia County Sheriff's Office Training Academy	19	100%	19	100%	0	NA	0	NA	0	NA	0	NA
Fl Public Safety Institute Pat Thomas Law Enforcement Aca	71	92%	152	88%	4	50%	15	53%	3	33%	6	66%
Florida Gateway College, Public Service Training Center	23	78%	50	80%	5	80%	13	76%	1	0%	3	33%
Florida Highway Patrol Training Academy	22	95%	88	94%	4	75%	8	75%	0	NA	2	0%
Florida Panhandle Technical College Public Safety Institute	5	80%	18	77%	1	0%	3	66%	1	100%	1	100%
George Stone Technical College	0	NA	56	89%	0	NA	5	60%	0	NA	2	50%
Gulf Coast State College	17	82%	53	83%	2	100%	9	66%	0	NA	1	0%
Hillsborough Community College	36	100%	67	98%	0	NA	1	100%	0	NA	0	NA
Indian River State College	39	92%	139	87%	4	75%	18	66%	0	NA	4	75%
Lake Technical College Criminal Justice Academy	23	82%	70	77%	3	100%	17	58%	0	NA	6	66%
Manatee Technical College	0	NA	50	94%	0	NA	3	33%	1	100%	3	100%
Miami Police Training Center	18	100%	75	92%	1	100%	8	87%	0	NA	2	50%
Miami-Dade College	41	82%	161	81%	3	66%	28	60%	3	33%	10	40%
Miami-Dade Public Safety Training Institute & Research Center	40	95%	152	89%	5	60%	27	62%	1	100%	8	87%
North Florida College Public Safety Academy	5	40%	16	43%	2	100%	7	57%	0	NA	2	50%
Northeast Florida Criminal Justice Center	43	93%	145	94%	3	66%	9	77%	1	100%	2	100%
Northwest Florida State College	0	NA	48	95%	0	NA	2	50%	0	NA	1	100%
Palm Beach State College, Criminal Justice Training Center	28	89%	82	82%	3	100%	12	75%	0	NA	1	100%
Pasco-Hernando State College	38	94%	107	92%	2	50%	9	66%	1	0%	2	0%
Polk State College-K. C. Thompson Institute Of Public Safety	49	95%	183	91%	2	100%	17	94%	0	NA	1	100%
Santa Fe College Institute Of Public Safety	9	88%	41	90%	1	100%	4	75%	0	NA	0	NA
Seminole State College Center For Public Safety	5	80%	74	83%	1	100%	15	53%	0	NA	4	100%
South Florida State College Criminal Justice Academy	13	53%	27	51%	2	0%	6	33%	0	NA	1	0%
Southwest Florida Public Service Academy	31	90%	166	94%	5	40%	11	45%	3	66%	5	80%
St. Johns River State College	26	92%	76	86%	2	100%	10	70%	0	NA	2	100%

FLORIDA LAW ENFORCEMENT ACADEMY (FLEA) BASIC RECRUIT TRAINING PROGRAM (CONTINUED)  
 CBT STATE OFFICER CERTIFICATION EXAMINATION RESULTS FOR THE SECOND QUARTER OF FY 2023 – 2024

Academy	Initial Exams				1st Retake				2nd Retake			
	2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results	
	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass
St. Petersburg College Southeastern Public Safety Institute	29	96%	71	97%	2	50%	5	80%	0	NA	0	NA
Suncoast Technical College	38	97%	70	88%	1	100%	6	66%	0	NA	1	100%
The College Of The Florida Keys	23	65%	49	61%	7	71%	12	41%	2	50%	6	50%
Valencia College, Criminal Justice Institute	31	93%	155	95%	1	100%	5	80%	0	NA	2	50%
Volusia Sheriff's Office Training Academy	0	NA	38	97%	1	0%	1	0%	0	NA	0	NA
<b>Statewide</b>	<b>895</b>	<b>90%</b>	<b>3090</b>	<b>89%</b>	<b>84</b>	<b>69%</b>	<b>337</b>	<b>64%</b>	<b>22</b>	<b>50%</b>	<b>98</b>	<b>64%</b>

FLORIDA LAW ENFORCEMENT ACADEMY (FLEA) EQUIVALENCY-OF-TRAINING EXAMINEES  
 CBT STATE OFFICER CERTIFICATION EXAMINATION RESULTS FOR THE SECOND QUARTER OF FY 2023 – 2024

Academy	Initial Exams				1st Retake				2nd Retake			
	2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results	
	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass
Chipola College	12	75%	37	64%	2	50%	10	40%	1	100%	3	33%
Citrus County Public Safety Training Center	1	100%	8	62%	0	NA	1	100%	0	NA	0	NA
Criminal Justice Academy Of Osceola	0	NA	12	91%	1	0%	2	0%	0	NA	0	NA
Eastern Florida State College, Public Safety Institute	8	87%	43	72%	0	NA	8	62%	0	NA	2	0%
FI Public Safety Institute Pat Thomas Law Enforcement Aca	6	83%	19	84%	1	0%	3	66%	1	100%	1	100%
Florida Panhandle Technical College Public Safety Institute	0	NA	1	100%	0	NA	0	NA	0	NA	0	NA
George Stone Technical College	1	100%	10	90%	0	NA	1	100%	0	NA	0	NA
Gulf Coast State College	15	80%	79	67%	2	50%	24	41%	0	NA	6	50%
Hillsborough Community College	0	NA	1	100%	0	NA	0	NA	0	NA	0	NA
Indian River State College	4	75%	14	71%	1	0%	5	20%	0	NA	3	66%
Lake Technical College Criminal Justice Academy	16	75%	61	75%	0	NA	8	25%	0	NA	0	NA
Manatee Technical College	2	50%	15	93%	0	NA	1	0%	0	NA	1	0%
Miami-Dade College	0	NA	2	100%	0	NA	0	NA	0	NA	0	NA
North Florida College Public Safety Academy	0	NA	1	100%	0	NA	0	NA	0	NA	0	NA
Northeast Florida Criminal Justice Center	11	81%	50	78%	0	NA	9	44%	0	NA	4	50%
Northwest Florida State College	6	66%	19	73%	2	50%	5	60%	0	NA	1	100%
Palm Beach State College, Criminal Justice Training Center	44	61%	137	68%	10	50%	30	43%	2	100%	12	50%
Pasco-Hernando State College	1	0%	9	66%	1	0%	3	66%	0	NA	1	0%
Polk State College-K. C. Thompson Institute Of Public Safety	2	0%	18	66%	0	NA	7	28%	0	NA	1	100%
Santa Fe College Institute Of Public Safety	0	NA	1	100%	0	NA	0	NA	0	NA	0	NA
South Florida State College Criminal Justice Academy	1	100%	1	100%	0	NA	0	NA	0	NA	0	NA
Southwest Florida Public Service Academy	18	83%	68	83%	3	100%	11	54%	0	NA	5	60%

FLORIDA LAW ENFORCEMENT ACADEMY (FLEA) EQUIVALENCY-OF-TRAINING EXAMINEES (CONTINUED)  
 CBT STATE OFFICER CERTIFICATION EXAMINATION RESULTS FOR THE SECOND QUARTER OF FY 2023 – 2024

Academy	Initial Exams				1st Retake				2nd Retake			
	2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results	
	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass
St. Johns River State College	0	NA	13	92%	0	NA	1	100%	0	NA	0	NA
St. Petersburg College Southeastern Public Safety Institute	26	84%	166	87%	2	100%	17	70%	0	NA	3	100%
Valencia College, Criminal Justice Institute	15	60%	20	65%	2	100%	3	100%	0	NA	1	0%
Volusia Sheriff's Office Training Academy	3	66%	7	85%	1	0%	1	0%	1	100%	1	100%
<b>Statewide</b>	<b>192</b>	<b>72%</b>	<b>812</b>	<b>76%</b>	<b>28</b>	<b>53%</b>	<b>150</b>	<b>48%</b>	<b>5</b>	<b>100%</b>	<b>45</b>	<b>53%</b>

FLORIDA CMS CORRECTIONAL BASIC RECRUIT TRAINING PROGRAM  
 CBT STATE OFFICER CERTIFICATION EXAMINATION RESULTS FOR THE SECOND QUARTER OF FY 2023 – 2024

Academy	Initial Exams				1st Retake				2nd Retake			
	2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results	
	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass
Broward College, Institute For Public Safety	31	93%	58	94%	2	100%	3	66%	0	NA	1	0%
Chipola College	21	71%	80	73%	2	50%	16	50%	2	50%	6	33%
Citrus County Public Safety Training Center	20	70%	74	81%	4	0%	12	8%	3	66%	10	40%
College Of Central Florida	7	100%	39	97%	0	NA	0	NA	0	NA	0	NA
Daytona State College, School Of Emergency Services	7	100%	15	93%	1	100%	3	100%	0	NA	0	NA
Dc Region 3 Institutional Training Center	0	NA	0	NA	0	NA	0	NA	0	NA	1	100%
Eastern Florida State College, Public Safety Institute	0	NA	19	94%	0	NA	1	0%	0	NA	1	100%
FI Public Safety Institute Pat Thomas Law Enforcement Aca	11	90%	24	83%	2	100%	8	62%	0	NA	3	100%
Florida Department Of Corrections	613	82%	2409	83%	115	47%	498	51%	40	45%	209	36%
Florida Gateway College, Public Service Training Center	15	86%	49	95%	3	100%	5	80%	0	NA	1	100%
Florida Panhandle Technical College Public Safety Institute	18	83%	55	85%	2	0%	16	62%	0	NA	2	50%
George Stone Technical College	20	100%	66	96%	0	NA	5	100%	0	NA	1	100%
Gulf Coast State College	13	84%	39	92%	4	0%	6	16%	3	100%	3	100%
Hillsborough Community College	0	NA	1	100%	0	NA	0	NA	0	NA	0	NA
Indian River State College	27	92%	38	94%	2	100%	3	100%	0	NA	0	NA
Lake Technical College Criminal Justice Academy	12	91%	22	90%	2	100%	3	66%	0	NA	1	0%
Manatee Sheriff's Office Training Center	13	100%	19	100%	1	100%	3	100%	0	NA	0	NA
Miami-Dade College	16	43%	100	69%	6	50%	32	56%	2	50%	10	60%
Miami-Dade Public Safety Training Institute & Research Center	0	NA	100	96%	0	NA	11	81%	0	NA	2	50%
North Florida College Public Safety Academy	0	NA	0	NA	0	NA	2	100%	0	NA	0	NA
Northeast Florida Criminal Justice Center	11	90%	42	92%	3	100%	8	87%	1	100%	1	100%
Northwest Florida State College	20	95%	73	95%	3	66%	9	88%	1	0%	1	0%
Palm Beach State College, Criminal Justice Training Center	4	100%	6	83%	1	0%	3	66%	0	NA	0	NA



FLORIDA CMS CORRECTIONAL BASIC RECRUIT TRAINING PROGRAM (CONTINUED)  
 CBT STATE OFFICER CERTIFICATION EXAMINATION RESULTS FOR THE SECOND QUARTER OF FY 2023 – 2024

Academy	Initial Exams				1st Retake				2nd Retake			
	2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results	
	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass
Pasco-Hernando State College	15	93%	27	96%	0	NA	0	NA	1	100%	1	100%
Polk State College-K. C. Thompson Institute Of Public Safety	29	93%	67	97%	2	50%	2	50%	1	100%	1	100%
Santa Fe College Institute Of Public Safety	0	NA	0	NA	0	NA	0	NA	0	NA	1	0%
South Florida State College Criminal Justice Academy	4	100%	26	84%	2	50%	7	57%	0	NA	2	0%
Southwest Florida Public Service Academy	11	100%	66	95%	0	NA	3	33%	0	NA	1	0%
St. Johns River State College	8	87%	13	92%	1	0%	2	50%	1	100%	1	100%
St. Petersburg College Southeastern Public Safety Institute	4	100%	20	95%	1	0%	2	50%	0	NA	0	NA
Suncoast Technical College	10	100%	18	100%	0	NA	0	NA	0	NA	0	NA
The College Of The Florida Keys	3	100%	3	100%	0	NA	0	NA	0	NA	0	NA
Valencia College, Criminal Justice Institute	18	94%	55	94%	2	100%	4	100%	0	NA	0	NA
<b>Statewide</b>	<b>981</b>	<b>84%</b>	<b>3623</b>	<b>85%</b>	<b>161</b>	<b>50%</b>	<b>667</b>	<b>54%</b>	<b>55</b>	<b>52%</b>	<b>260</b>	<b>40%</b>

CORRECTIONAL EQUIVALENCY-OF-TRAINING EXAMINEES  
 CBT STATE OFFICER CERTIFICATION EXAMINATION RESULTS FOR THE SECOND QUARTER OF FY 2023 – 2024

Academy	Initial Exams				1st Retake				2nd Retake			
	2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results	
	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass
Chipola College	2	50%	4	75%	0	NA	0	NA	1	100%	1	0%
Citrus County Public Safety Training Center	2	100%	9	88%	0	NA	2	100%	0	NA	0	NA
Criminal Justice Academy Of Osceola	0	NA	1	0%	0	NA	1	100%	0	NA	0	NA
Eastern Florida State College, Public Safety Institute	2	100%	4	100%	0	NA	0	NA	0	NA	0	NA
Fl Public Safety Institute Pat Thomas Law Enforcement Aca	0	NA	1	100%	1	100%	1	100%	0	NA	0	NA
Florida Department Of Corrections	5	100%	10	100%	0	NA	0	NA	0	NA	0	NA
Florida Panhandle Technical College Public Safety Institute	0	NA	1	100%	0	NA	0	NA	0	NA	0	NA
George Stone Technical College	1	100%	2	100%	0	NA	0	NA	0	NA	0	NA
Gulf Coast State College	1	100%	3	100%	0	NA	0	NA	0	NA	0	NA
Indian River State College	0	NA	1	100%	0	NA	0	NA	0	NA	0	NA
Lake Technical College Criminal Justice Academy	1	0%	4	25%	0	NA	2	50%	0	NA	0	NA
Miami-Dade College	0	NA	1	100%	0	NA	0	NA	0	NA	0	NA
North Florida College Public Safety Academy	0	NA	1	100%	0	NA	0	NA	0	NA	0	NA
Northeast Florida Criminal Justice Center	1	100%	6	83%	0	NA	1	100%	0	NA	0	NA

CORRECTIONAL EQUIVALENCY-OF-TRAINING EXAMINEES (CONTINUED)  
 CBT STATE OFFICER CERTIFICATION EXAMINATION RESULTS FOR THE SECOND QUARTER OF FY 2023 – 2024

Academy	Initial Exams				1 <sup>st</sup> Retake				2 <sup>nd</sup> Retake			
	2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results	
	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass
Northwest Florida State College	1	100%	1	100%	0	NA	0	NA	0	NA	0	NA
Palm Beach State College, Criminal Justice Training Center	0	NA	12	66%	1	0%	5	60%	0	NA	1	100%
Southwest Florida Public Service Academy	4	100%	10	90%	0	NA	0	NA	0	NA	0	NA
St. Johns River State College	0	NA	2	100%	0	NA	0	NA	0	NA	0	NA
St. Petersburg College Southeastern Public Safety Institute	6	100%	18	72%	0	NA	5	40%	0	NA	1	100%
<b>Statewide</b>	<b>26</b>	<b>92%</b>	<b>91</b>	<b>81%</b>	<b>2</b>	<b>50%</b>	<b>17</b>	<b>64%</b>	<b>1</b>	<b>100%</b>	<b>3</b>	<b>66%</b>

FLORIDA CORRECTIONAL PROBATION BASIC RECRUIT TRAINING PROGRAM  
 CBT STATE OFFICER CERTIFICATION EXAMINATION RESULTS FOR THE SECOND QUARTER OF FY 2023 – 2024

	Initial Exams				1 <sup>st</sup> Retake				2 <sup>nd</sup> Retake			
	2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results		2nd Qtr – FY 23/24		12 Month Results	
	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass	Total	%Pass
Fl Public Safety Institute Pat Thomas Law Enforcement Aca	75	73%	153	79%	17	58%	31	61%	6	66%	9	66%
Florida Department Of Corrections	45	68%	109	83%	15	73%	18	72%	3	100%	5	80%
<b>Statewide</b>	<b>120</b>	<b>71%</b>	<b>262</b>	<b>80%</b>	<b>32</b>	<b>65%</b>	<b>49</b>	<b>65%</b>	<b>9</b>	<b>77%</b>	<b>14</b>	<b>71%</b>

## AGENDA ITEM: G

General Information Agenda Item: State Officer Certification Examination Quarterly Content Area Report

### ISSUE

The following data is presented to the Commission to provide statistics for law enforcement, correctional, and correctional probation examinee performance by content area on the State Officer Certification Examination (SOCE) for the second quarter (October 2023 – December 2023) of Fiscal Year 2023 – 2024.

The data includes performance for first-time examinees only. Data for both Basic Recruit Training Programs (BRTP) and Equivalency-of-Training (EOT) are included. At this time, Pearson VUE does not have the capability to distinguish between BRTP and EOT recruits.

RECOMMENDATION(S): This agenda item does not require Commission action.

### VOTING IMPACT

CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION: A vote is not required.

### SUPPORTING INFORMATION

1. Florida CMS Correctional Content Area Report, **page 2**.
2. Florida CMS Correctional Course Codes, **page 3**.
3. Florida Law Enforcement Academy (FLEA-Series began on 7/1/21) Content Area Report, **pages 4-5**.
4. Florida Law Enforcement Academy (FLEA-Series began on 7/1/21) Course Codes, **page 6**.
5. Florida Correctional Probation Content Area Report, **page 7**.
6. Florida Correctional Probation Content Area Report, **page 7**.

**Florida State Officer Certification Examination**  
**Content Area Report**  
 October 2023 – December 2023

FDLE-FC-300 FCMS Corrections Exam	Tested	Passed	Courses														
			IN	CM	OS	FE	IR	SC	SP	IE	FR	FA	DT				
<b>Training Centers</b>																	
Brevard Community College (603)	2	2	90.6%	92.1%	86.8%	100.0%	90.0%	73.8%	85.0%	91.7%	88.1%	83.3%	90.0%				
Broward College (609)	30	28	90.4%	89.6%	89.3%	83.1%	92.0%	88.4%	88.7%	88.1%	84.8%	89.7%	89.1%				
Chipola College (606)	14	11	84.4%	88.0%	85.3%	85.7%	78.6%	86.4%	89.6%	84.5%	83.7%	86.3%	87.7%				
Citrus County (642)	20	16	88.8%	86.6%	87.4%	84.0%	88.0%	84.8%	85.0%	88.3%	86.9%	82.1%	87.8%				
College of Central Florida (604)	7	7	95.5%	92.5%	90.2%	90.5%	98.6%	91.8%	88.6%	91.7%	89.8%	94.0%	93.1%				
Daytona State College (608)	6	6	94.8%	92.1%	92.1%	92.2%	98.3%	93.7%	95.0%	84.7%	91.3%	88.9%	96.0%				
Florida Department of Corrections (613)	567	477	87.3%	86.1%	86.7%	87.0%	84.7%	86.0%	86.3%	86.1%	84.0%	84.9%	86.8%				
Florida Gateway College (621)	15	14	88.3%	88.1%	90.9%	85.8%	88.0%	89.2%	83.0%	81.7%	79.7%	83.9%	86.1%				
Florida Keys Community College (616)	3	3	93.8%	86.0%	94.7%	95.6%	90.0%	93.7%	98.3%	94.4%	93.7%	97.2%	93.3%				
Florida Panhandle Technical College (641)	17	15	86.8%	88.2%	84.8%	85.5%	85.9%	86.6%	84.4%	84.8%	84.0%	82.8%	87.1%				
Florida Public Safety Institute (668)	13	12	90.4%	87.9%	90.7%	85.6%	90.0%	90.1%	88.5%	91.0%	90.8%	86.5%	86.8%				
George Stone Area Vo-Tech Center (617)	20	20	93.1%	91.1%	87.9%	89.3%	91.5%	86.7%	90.5%	89.6%	88.6%	85.4%	87.4%				
Gulf Coast State College (618)	15	11	86.3%	84.6%	84.9%	85.8%	84.0%	88.9%	87.3%	85.0%	85.1%	85.0%	86.1%				
Hillsborough Community College (619)	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%				
Indian River State College (620)	27	25	92.8%	92.0%	89.5%	88.1%	90.7%	89.4%	92.0%	88.6%	89.6%	89.2%	91.3%				
Lake Technical Center (622)	13	11	89.4%	85.0%	83.8%	83.1%	90.0%	86.4%	90.8%	86.5%	90.5%	77.6%	83.1%				
Manatee Sheriff's Office Training Center (730)	12	12	92.2%	92.5%	92.1%	89.4%	95.8%	94.8%	87.5%	94.4%	94.4%	89.6%	98.0%				
Miami-Dade College (628)	13	6	82.7%	82.2%	82.6%	78.5%	81.5%	83.2%	78.8%	82.1%	73.3%	84.0%	82.8%				
Miami-Dade Public Safety Training Institute (626)	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%				
NE Florida (610)	12	11	91.1%	91.7%	93.0%	87.8%	88.3%	92.5%	91.3%	93.1%	79.0%	86.1%	89.7%				
North Florida Community College (629)	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%				
Northwest Florida State College (630)	22	21	92.0%	90.9%	88.8%	89.1%	89.5%	91.8%	92.7%	87.1%	87.0%	86.4%	91.3%				
Palm Beach State College (633)	4	4	95.3%	93.4%	90.8%	88.3%	87.5%	89.3%	85.0%	95.8%	88.1%	89.6%	89.0%				
Pasco-Hernando State College (631)	15	14	90.0%	91.6%	89.1%	88.0%	94.0%	89.8%	89.7%	95.6%	89.5%	83.9%	88.0%				
Polk State College (632)	29	27	93.5%	88.2%	90.0%	87.8%	91.4%	89.7%	86.6%	90.2%	89.8%	92.0%	91.9%				
Santa Fe College (634)	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%				
Sarasota County Technical Institute (635)	10	10	95.6%	92.1%	87.4%	83.3%	92.0%	88.6%	87.5%	98.3%	92.4%	86.7%	93.6%				
Seminole State College (636)	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%				
South Florida State College (637)	5	4	87.5%	87.4%	87.4%	85.3%	84.0%	89.5%	87.0%	91.7%	87.6%	83.3%	82.4%				
Southwest Florida (623)	14	14	91.5%	92.9%	91.4%	85.7%	92.1%	93.2%	90.4%	89.9%	92.9%	89.3%	94.6%				
St. Johns River State College (654)	8	7	84.4%	84.2%	87.5%	82.5%	92.5%	83.9%	78.1%	85.4%	86.9%	83.3%	83.0%				
St. Petersburg College (639)	10	10	93.8%	94.2%	88.4%	86.7%	85.0%	90.5%	88.5%	90.8%	87.6%	85.8%	85.2%				
Valencia College (605)	18	17	93.4%	89.5%	88.0%	82.6%	88.9%	88.6%	91.7%	91.7%	88.1%	85.6%	87.6%				
Hillsborough County Sheriff's Office (880)	16	16	92.6%	90.8%	91.8%	83.8%	94.4%	86.9%	89.7%	90.6%	94.0%	90.1%	90.8%				
Div. of Inv. & Forensics Training Center	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%				
Escambia CO. S.O. Training School	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%				
<b>All Schools</b>	<b>957</b>	<b>831</b>	<b>88.7%</b>	<b>87.4%</b>	<b>87.5%</b>	<b>86.6%</b>	<b>86.8%</b>	<b>87.1%</b>	<b>87.1%</b>	<b>87.3%</b>	<b>85.4%</b>	<b>85.6%</b>	<b>87.7%</b>				

Course Codes:

IN	Introduction to Corrections
CM	Communications
OS	Officer Safety
FE	Facility and Equipment
IR	Intake/Reception and Release
SC	Supervising in a Correctional Facility
SP	Supervising Special Populations
IE	Responding to Incidents and Emergencies
FR	CMS First Aid for Criminal Justice Officers
FA	CMS Criminal Justice Firearms
DT	CMS Criminal Justice Defensive Tactics

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FDLE-LE-501 FLEA Law Enforcement Exam	Total Tested	Total Passed	Courses																		
			IN	LG	SYC	IRW	FOP	COM	CAP	CIPS	CSFI	TI	CI	TS	DUI	TC	VO	FR	FA	DT	SG
<b>Training Centers</b>																					
Eastern Florida State College (603)	37	36	89.2%	85.9%	88.4%	89.2%	87.2%	88.4%	84.6%	83.4%	85.1%	88.0%	84.3%	90.7%	89.2%	92.3%	88.5%	92.3%	87.0%	90.0%	89.2%
Broward College (609)	81	79	90.1%	87.8%	0.0%	92.3%	90.5%	90.6%	89.6%	87.7%	88.3%	86.9%	89.6%	89.0%	91.7%	89.4%	92.8%	93.0%	88.9%	90.6%	89.9%
Chipola College (606)	11	9	86.4%	83.3%	90.9%	86.4%	87.9%	84.5%	89.5%	75.3%	87.3%	83.1%	86.4%	82.6%	75.3%	84.4%	83.5%	86.4%	81.8%	83.9%	81.8%
Citrus County (642)	21	16	82.5%	83.5%	82.1%	86.2%	84.4%	83.3%	85.3%	78.9%	85.2%	78.9%	91.4%	85.3%	89.8%	86.4%	84.4%	86.5%	82.4%	86.4%	80.0%
College of Central Florida (604)	22	17	87.9%	82.1%	88.1%	85.5%	83.6%	82.7%	89.2%	88.3%	75.9%	85.1%	85.9%	87.2%	86.4%	87.0%	84.3%	87.9%	85.9%	81.8%	81.8%
Criminal Justice Academy of Osceola (607)	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Daytona State College (608)	14	12	84.5%	88.0%	89.0%	89.3%	84.8%	87.9%	90.1%	86.7%	87.1%	87.8%	76.4%	83.1%	83.7%	78.6%	88.3%	89.3%	87.1%	84.6%	77.1%
Florida Gateway College (621)	23	18	87.7%	84.4%	87.6%	80.9%	83.2%	81.3%	82.6%	80.7%	81.3%	85.7%	84.8%	86.2%	81.4%	85.1%	86.2%	89.9%	84.3%	83.3%	79.1%
Florida Highway Patrol Training Academy (614)	22	22	92.4%	90.0%	90.9%	94.5%	87.9%	94.1%	91.3%	87.7%	84.5%	95.5%	90.9%	89.3%	94.8%	92.2%	95.5%	93.2%	90.0%	92.0%	89.1%
College of the Florida Keys (616)	23	15	85.5%	82.4%	83.6%	79.1%	83.2%	81.7%	90.3%	78.9%	83.0%	85.1%	76.5%	82.6%	87.6%	83.2%	80.2%	83.3%	81.3%	83.3%	86.1%
Florida Panhandle Technical College (641)	5	4	93.3%	83.2%	89.2%	80.0%	84.0%	90.0%	84.6%	77.1%	80.0%	77.1%	78.0%	80.0%	82.9%	82.9%	87.3%	73.3%	84.0%	84.6%	88.0%
Florida Public Safety Institute (668)	78	72	0.0%	87.8%	90.2%	88.2%	87.4%	88.5%	89.7%	83.7%	86.5%	88.1%	90.3%	88.3%	89.0%	83.5%	91.0%	90.8%	88.8%	90.1%	86.7%
George Stone Area Vo-Tech Center (617)	1	1	100.0%	100.0%	92.3%	100.0%	100.0%	80.0%	92.3%	85.7%	100.0%	100.0%	100.0%	90.9%	100.0%	85.7%	90.9%	83.3%	100.0%	100.0%	100.0%
Gulf Coast State College (618)	31	27	80.6%	84.9%	85.4%	87.4%	82.2%	85.2%	85.9%	85.7%	85.5%	85.7%	82.3%	85.3%	86.6%	88.5%	85.0%	88.7%	85.5%	84.6%	80.0%
Hillsborough Community College (619)	36	36	90.3%	89.6%	93.6%	92.5%	91.3%	90.0%	92.5%	86.9%	90.3%	90.5%	88.1%	91.7%	94.0%	97.2%	93.7%	96.8%	89.2%	93.8%	86.7%
Indian River State College (620)	41	37	88.2%	85.6%	88.0%	87.8%	84.1%	88.0%	92.1%	84.3%	86.3%	81.9%	84.9%	89.6%	87.8%	84.0%	86.9%	89.0%	85.9%	90.8%	84.4%
Lake Technical Center (622)	37	29	88.3%	86.9%	88.4%	88.6%	86.3%	87.3%	89.0%	84.6%	84.6%	86.9%	86.2%	89.2%	86.9%	84.9%	86.5%	89.2%	87.3%	83.6%	85.4%
Manatee Technical Institute (625)	1	1	100.0%	78.9%	84.6%	70.0%	80.0%	100.0%	76.9%	71.4%	90.0%	71.4%	70.0%	90.9%	100.0%	85.7%	100.0%	83.3%	70.0%	100.0%	100.0%
Miami-Dade College (628)	41	32	84.1%	82.4%	84.4%	83.7%	84.1%	83.4%	88.9%	79.1%	81.5%	88.2%	82.2%	84.0%	87.5%	83.3%	84.5%	86.2%	82.9%	85.2%	80.0%
Miami-Dade Public Safety (626)	39	38	92.7%	90.3%	91.1%	90.5%	86.8%	91.3%	89.3%	85.7%	84.4%	90.1%	92.3%	89.7%	89.0%	87.2%	93.9%	90.2%	92.1%	90.7%	92.8%
Miami Police Training Center (627)	18	18	92.6%	89.5%	87.2%	87.8%	92.6%	90.6%	89.7%	83.3%	92.2%	94.4%	91.7%	90.9%	93.7%	88.1%	91.9%	94.4%	91.1%	91.9%	86.7%
NE Florida (610)	54	49	90.7%	88.1%	88.2%	84.8%	87.0%	88.5%	90.6%	81.2%	81.2%	89.2%	88.0%	88.4%	87.8%	86.8%	90.2%	92.6%	87.6%	84.8%	86.3%
North Florida Community College (629)	4	1	83.3%	72.4%	78.8%	85.0%	78.3%	75.0%	88.5%	67.9%	67.5%	67.9%	65.0%	81.8%	64.3%	82.1%	86.4%	70.8%	70.0%	73.1%	75.0%
Northwest Florida State College (630)	6	4	80.6%	80.7%	91.0%	86.7%	87.8%	86.7%	85.9%	78.6%	85.0%	83.3%	71.7%	80.3%	90.5%	81.0%	81.8%	83.3%	88.3%	89.7%	83.3%
Palm Beach State College (633)	67	50	86.6%	84.0%	87.0%	84.8%	86.7%	84.2%	87.8%	84.9%	85.7%	87.8%	84.0%	87.4%	81.4%	82.1%	87.4%	88.1%	88.7%	83.9%	86.6%
Pasco-Hernando Community College (631)	36	35	87.5%	86.3%	90.4%	91.7%	90.0%	88.6%	87.6%	83.7%	88.1%	89.3%	90.0%	88.1%	89.3%	88.9%	92.2%	90.7%	86.4%	88.5%	91.1%

**Florida State Officer Certification Examination**  
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Polk State College (632)	49	47	93.2%	90.4%	89.6%	91.6%	88.8%	94.1%	92.6%	84.8%	89.6%	88.9%	89.6%	89.6%	94.2%	92.4%	90.9%	93.2%	89.0%	91.4%	89.0%
Santa Fe College (634)	9	8	92.6%	87.7%	85.5%	87.8%	85.9%	90.0%	90.6%	81.0%	94.4%	90.5%	91.1%	92.9%	87.3%	95.2%	84.8%	92.6%	84.4%	82.9%	66.7%
Suncoast Technical College (635)	38	37	87.3%	91.7%	86.4%	87.1%	84.7%	85.8%	83.8%	82.0%	86.6%	86.1%	87.4%	87.3%	91.0%	93.2%	89.0%	87.7%	86.8%	90.7%	91.1%
Seminole State College (636)	4	3	91.7%	81.6%	88.5%	87.5%	96.7%	72.5%	86.5%	75.0%	87.5%	92.9%	80.0%	86.4%	89.3%	78.6%	84.1%	95.8%	80.0%	84.6%	85.0%
South Florida State College (637)	11	7	90.9%	81.8%	76.9%	82.7%	75.8%	71.8%	90.2%	74.0%	80.9%	84.4%	72.7%	73.6%	75.3%	68.8%	66.9%	74.2%	74.5%	78.3%	78.2%
Southwest Florida Public Service Academy (623)	47	41	87.6%	84.9%	87.4%	88.1%	84.4%	87.0%	87.4%	83.0%	83.6%	83.9%	87.9%	86.8%	83.3%	92.1%	88.4%	90.1%	86.2%	88.7%	86.0%
St. Johns River State College (654)	26	24	87.2%	86.6%	88.5%	89.2%	87.2%	92.7%	89.6%	78.0%	85.8%	85.2%	88.5%	82.9%	87.9%	90.7%	86.0%	92.9%	90.8%	87.3%	86.9%
St. Petersburg College (639)	53	50	90.9%	88.9%	88.1%	90.6%	87.0%	92.8%	92.0%	84.1%	85.5%	87.9%	87.9%	87.1%	84.6%	88.7%	87.8%	85.8%	85.1%	88.5%	89.1%
Valencia College (605)	45	38	85.6%	82.5%	86.3%	88.0%	82.2%	87.3%	86.5%	84.1%	87.8%	87.6%	87.8%	88.5%	83.5%	86.7%	84.2%	87.0%	83.6%	86.3%	87.6%
Volusia County Sheriff's Office Training Academy (878)	3	2	0.0%	80.7%	82.1%	86.7%	84.4%	86.7%	84.6%	85.7%	86.7%	95.2%	83.3%	87.9%	81.0%	90.5%	93.9%	100.0%	80.0%	79.5%	100.0%
Hillsborough County Sheriff's Office (880)	26	24	0.0%	88.1%	91.7%	91.5%	90.8%	87.7%	92.0%	87.4%	88.1%	84.1%	90.4%	94.1%	96.2%	85.7%	89.2%	91.7%	91.2%	92.6%	91.5%
Simpson Technical College (879)	2	1	0.0%	76.3%	76.9%	85.0%	83.3%	80.0%	76.9%	92.9%	70.0%	50.0%	70.0%	81.8%	78.6%	78.6%	86.4%	91.7%	85.0%	84.6%	90.0%
Div. of Inv. & Forensics Training Center	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Escambia CO S.O. Training School	19	19	0.0%	91.7%	94.7%	93.2%	88.1%	91.6%	93.1%	84.2%	88.4%	89.5%	93.2%	90.4%	91.0%	85.7%	86.1%	94.7%	94.7%	94.7%	93.7%
<b>All Schools</b>	<b>1081</b>	<b>959</b>	<b>88.6%</b>	<b>86.6%</b>	<b>88.2%</b>	<b>88.3%</b>	<b>86.6%</b>	<b>87.9%</b>	<b>89.0%</b>	<b>83.6%</b>	<b>86.0%</b>	<b>87.1%</b>	<b>87.0%</b>	<b>87.8%</b>	<b>87.9%</b>	<b>87.3%</b>	<b>88.4%</b>	<b>89.9%</b>	<b>87.1%</b>	<b>88.0%</b>	<b>86.6%</b>

Course Codes:

IN	Introduction to Law Enforcement
LG	Legal
SYC	Serving Your Community
IRW	Interviewing and Report Writing
FOP	Fundamentals of Patrol
COM	Communication
CAP	Crimes Against Persons
CIPS	Crimes Involving Property & Society
CSFI	Crime Scene Follow-Up Investigations
TI	Traffic Incidents
CI	Critical Incidents
TS	Traffic Stops
DUI	DUI Traffic Stops
TC	Traffic Crash Investigations
VO	Law Enforcement Vehicle Operations
FR	Criminal Justice Firearms
FA	First Aid for Criminal Justice Officers
DT	Criminal Justice Defensive Tactics
SG	Conducted Electrical Weapon/Dart-Firing Stun Gun



**Florida State Officer Certification Examination**  
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FDLE-CP-601 Florida Correctional Probation Exam Training Centers	Total Tested	Total Passed	Courses								
			IN	LG	CM	IO	CLM	SO	FS	FR	DT
Florida Department of Corrections (613)	45	31	81.9%	83.5%	85.7%	88.6%	85.0%	87.4%	88.4%	85.7%	86.5%
Florida Public Safety Institute (668)	75	55	88.9%	84.3%	87.3%	87.0%	87.0%	86.5%	86.5%	86.9%	85.8%
All Schools	120	86	86.3%	84.0%	86.7%	87.6%	86.3%	86.8%	87.2%	86.4%	86.0%

Course Codes:

- IN Introduction to Correctional Probation
- LG Legal
- CM Communications
- IO Intake and Orientation
- CLM Caseload Management
- SO Supervision of Offenders
- FS Field Supervision
- FR CMS First Aid for Criminal Justice Officers
- DT CMS Criminal Justice Defensive Tactics

## AGENDA ITEM: H

General Information Agenda Item: Commission Basic Recruit Training Programs and Advanced and Specialized Training Program Courses (Update)

### ISSUE

This agenda item is presented to inform the Commission of the most current Commission-approved basic recruit training programs, advanced training program courses, and specialized training program courses.

### EXECUTIVE SUMMARY

1. Pursuant to section 943.17, F.S., the Commission is responsible for the development and maintenance of basic recruit, advanced, and specialized training programs for Florida law enforcement, correctional, and correctional probation officers.
2. Basic recruit, advanced, and specialized training programs approved by the Commission and their effective dates are on pages 2–6.

RECOMMENDATION(S): This agenda item does not require Commission action.

### VOTING IMPACT

CONSEQUENCES OF A “YES” VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A “NO” VOTE ON STAFF RECOMMENDATION: A vote is not required.

### SUPPORTING INFORMATION

1. Commission Basic Recruit Training Programs: Full Basic Recruit Training Programs, **page 2**.
2. Commission Basic Recruit Training Programs: Cross-Over Basic Recruit Training Programs, **page 2**.
3. Commission Basic Recruit Training Programs: Auxiliary Basic Recruit Training Programs, **page 2**.
4. Commission Basic Recruit Training Programs For Special Operations Forces Basic Recruit Training Programs, **page 2**.
5. Commission Advanced Training Program Courses, **pages 2–4**.
6. Commission Specialized Instructor Training Program Courses, **pages 4–5**.
7. Commission Specialized Training Program Courses, **pages 5–6**.

ATMS Program Number	Commission Basic Recruit Training Programs Full Basic Recruit Training Programs	Course Hours	Courses E-Effective U-Updated
2010	Florida Law Enforcement Academy (Version 2023.07)	770	E-07/01/21 U-07/01/23
1190	Florida Correctional Basic Recruit Training Program (Version 2023.07)	420	E-10/01/11 U-07/01/23
2011	Florida Correctional Probation Basic Recruit Training Program (Version 2023.07)	562	E-07/01/21 U-07/01/23

ATMS Program Number	Commission Basic Recruit Training Programs Cross-Over Basic Recruit Training Programs	Course Hours	Courses E-Effective U-Updated
3001	Law Enforcement Officer Cross-Over Training to Florida Correctional (Version 2023.07)	198	E-07/01/16 U-07/01/23
3010	Correctional Officer Cross-Over Training to Florida Law Enforcement Academy (Version 2023.07)	518	E-07/01/22 U-07/01/23
3011	Correctional Officer Cross-Over Training to Florida Correctional Probation (Version 2023.07)	290	E-07/01/22 U-07/01/23
3004	Correctional Probation Officer Cross-Over Training to Florida Correctional Basic Recruit Training Program (Version 2023.07)	238	E-07/01/16 U-07/01/22
3012	Correctional Probation Officer Cross-Over Training to Florida Law Enforcement Academy (Version 2023.07)	532	E-07/01/22 U-07/01/23

ATMS Program Number	Commission Basic Recruit Training Programs Auxiliary Basic Recruit Training Programs	Course Hours	Courses E-Effective U-Updated
3006	Florida Basic Recruit Training Program: Florida Law Enforcement Auxiliary Academy (Version 2023.07)	360	E-07/01/17 U-07/01/23

ATMS Program Number	Basic Recruit Training Programs For Special Operations Forces Recruits	Course Hours	Courses E-Effective U-Updated
3013	Law Enforcement Basic Recruit Training for Special Operations Forces Recruits (Version 2023.07)	490	E-07/01/21 U-07/01/23
3008	Corrections Basic Recruit Training for Special Operations Forces Recruits (Version 2023.07)	214	E-08/02/18 U-07/01/23
3014	Correctional Probation Basic Recruit Training for Special Operations Forces Recruits (Version 2023.07)	352	E-07/01/21 U-07/01/23

Scores are shown for courses that require an end-of-course exam and have an established passing score. [11B-35.001\(10\)\(d\)](#)

ATMS Course Number	Commission Advanced Training Program Courses	Score	Course Hours	Courses E-Effective U-Updated
006	Line Supervision (Version 2021.05)	80%	80	E-05/14/21 U-06/16/21
011	Developing and Maintaining a Sound Organization (Version 2011.04)	80%	40	E-04/01/11 U-02/18/21

ATMS Course Number	Commission Advanced Training Program Courses	Score	Course Hours	Courses E-Effective U-Updated
012	Planning the Effective Use of Financial Resources (Version 2010.10)	80%	40	E-10/01/10 U-02/18/21
013	Building and Maintaining a Sound Behavioral Climate (Version 2011.04)	80%	40	E-04/01/11 U-02/18/21
016	Narcotics and Dangerous Drugs (Version 2012.04)	80%	40	E-04/01/12 U-06/13/22
020	Case Preparation and Court Presentation (Version 2010.10)	80%	40	E-10/01/10 U-06/04/21
032	Special Tactical Problems (Version 2010.10)	80%	40	E-10/01/10 U-02/24/21
036	Injury and Death Investigations (Version 2010.04)	80%	40	E-04/04/10 U-03/02/21
047	Interviews and Interrogations (Version 2010.04)	80%	40	E-04/01/10 U-03/03/21
050	Stress Management Techniques (Version 2006.04)	80%	40	E-04/01/06 U-01/19/21
057	Discipline and Special Confinement Techniques (Version 2010.01)	80%	40	E-01/01/10 U-03/01/19
068	Advanced Report Writing and Review (Version 2010.04)	80%	40	E-04/01/10 U-03/10/21
074	Substance Abuse and Awareness and Education (Version 2012.04)	80%	40	E-04/01/12 U-03/17/21
077	Underwater Police Science and Technology (Version 2013.05)	80%	80	E-05/09/13 U-02/16/21
085	Emergency Preparedness for Correctional Officers (Version 2006.11)	80%	40	E-11/01/06 U-03/10/21
087	Advanced Traffic Homicide Investigations (Version 2011.04)	80%	80	E-04/01/11 U-03/05/21
088	Traffic Crash Reconstruction (Version 2011.04)	80%	80	E-04/01/11 U-02/19/21
090	School Resource Officer (Version 2019.05)	80%	40	E-05/02/19 U-07/27/21
091	Domestic Intervention & Investigations (Version 2021.08)	80%	40	E-08/19/21
093	Hostage Negotiation (Version 2011.07)	80%	40	E-07/01/11 U-02/22/21
094	Drug Abuse Resistance Education (D.A.R.E.) – FDLE Instructed Only	80%	80	NA
094 & 097	Drug Abuse Resistance Education (D.A.R.E.)	80%	40	NA
096	Drug Abuse Resistance Education (D.A.R.E.)	80%	40	NA
098	Basic Traffic Homicide Investigations (Version 2011.04)	80%	80	E-04/01/11 U-02/06/21
100	Crimes Against the Elderly (Version 2012.10)	80%	40	E-10/01/12 U-02/24/21
107	Middle Management (Version 2008.08)	80%	40	E-08/07/08 U-03/09/21
809	Field Training Officer Course for Law Enforcement Officers (Version 2010.04)	80%	40	E-04/01/10 U-05/20/21
1100	Field Training Officer Course for Correctional Officers (Version 2010.10)	80%	40	E-10/01/10 U-03/12/21

ATMS Course Number	Commission Advanced Training Program Courses	Score	Course Hours	Courses E-Effective U-Updated
1138	Violent Crime Investigator Training Course (Version 1995.07)	80%	40	E-07/01/95 U-02/05/21
1151	Conducting Background Investigations (Version 2014.12)	80%	40	E-12/01/14 U-02/05/21
1152	Investigation and Supervision of Officer- Involved Deadly Force Incidents (Version 2012.07)	80%	40	E-08/09/12 U-02/05/21
1158	Speed Measurement Course (Version 2008.08)	80%	40	E-08/07/08 U-02/17/21
1163	Gangs and Security Threat Groups (Version 2012.10)	80%	40	E-10/01/12 U-02/05/21
1165	Spanish for Criminal Justice Professionals (Version 2011.04)	80%	40	E-04/01/11 U-02/09/21
1166	Advanced Investigative Techniques of Human Trafficking Offenses Crimes (Version 2020.11)	80%	40	E-11/05/20 U-08-01-22
1170	Adult Sex Crimes Investigations (Version 2017.01)	80%	40	E-01/26/17 U-02/03/21
1171	Child Sex Crimes Investigations (Version 2017.05)	80%	40	E-05/11/17 U-07/27/21
1172	Child Abuse Investigations (Version 2018.08)	80%	40	E-08/03/18 U-07/27/21
1400	School Resource Officer Fundamentals (Version 2019.05)	80%	80	E-05/02/19
1404	Interventions and Response (Version 2019.05)	80%	40	E-05/02/19
1405	Advanced Defensive Tactics (Version 2019.10)	80%	40	E-10/31/19 U-03/16/21
1416	Behavioral Threat Assessment and Management for Practitioners (Version 2022.02)	80%	40	E-02/17/22
1420	Crisis Response and Management (Version 2022.11)	80%	40	E-11/03/22
1423	Economic Crime Investigations (Version 2023.08)	80%	40	E-08/10/2023
1424	Hostage and Crisis Negotiations (Version 2023.08)	80%	40	E-08/10/2023

Scores are shown for courses that require an end-of-course exam and have an established passing score. [11B-35.001\(10\)\(d\)](#)

ATMS Course Number	Commission Specialized Instructor Training Program Courses	Score	Course Hours	Courses E-Effective U-Updated
800	Vehicle Operations Instructor Course (Version 2015.07)	85%	40	E-07/01/15 U-09/15/22
801	Firearms Instructor Course (Version 2011.07)	85%	44	E-07/01/11 U-03/26/21
802	Defensive Tactics Instructor Course (Version 2019.10)	85%	80	E-10/31/19 U-03/29/21
1110	Breath Test Instructor Course (Version 2015.08)	85%	40	E-08/01/15
1111	Breath Test Instructor Renewal Course (Version 2015.08)	85%	8	E-08/01/15
1114	First Aid Instructor Course (Version 2023.02)	85%	40	E-02/16/23
1115	General Instructor Refresher Course (Version 2021.02)	85%	8	E-02/11/21
1159	Speed Measurement Instructor Course (Version 2011.07)	85%	40	E-07/01/11 U-04/09/21
1186	Florida General Instructor Techniques (Version 2020.11)	85%	64	E-11/05/20 U-06/02/21

ATMS Course Number	Commission Specialized Instructor Training Program Courses	Score	Course Hours	Courses E-Effective U-Updated
1199	Canine Team Training Instructor Course (Version 2014.08)	85%	80	E-08/08/14 U-02/23/21
1200	Defensive Tactics Instructor Update Course (Version 2018.04)	85%	24	E-04/1/18 U-06/19/20
1201	Firearms Instructor Update Course (Version 2022.08)	85%	24	E-08/18/22 U-04/25/23
1403	Single Officer Response to Active Threat and Shooter Incidents Instructor (Version 2019.05)	85%	16	E-05/02/19 U-03/30/21
1419	First Aid Instructor Update Course—Online (Version 2022.08)	N/A	4	E-08/18/22
2001	Role-play Scenarios for Facilitative Learning—Blended (Version 2016.08)	85%	10 (2 online/ 8 classroom)	E-08/04/16 U-2/15/21

Scores are shown for courses that require an end-of-course exam and have an established passing score. [11B-35.001\(10\)\(d\)](#)

ATMS Course Number	Commission Specialized Training Program Courses	Score	Course Hours	Courses E-Effective U-Updated
021	Criminal Law (Version 2016.09)	N/A	40	E-09/04/16 U-02/09/21
022	Autism Spectrum Disorder Awareness (Version 2017.10)	N/A	4	E-10/05/17 U-02/19/21
023	Eyewitness Identification—Online (Version 2017.11)	N/A	1	E-11/09/17 U-02/09/21
056	Organized Crime (Version 2016.09)	N/A	40	E-09/04/16 U-06/21/22
732	Traffic Control Officer for Civilians (Version 2013.10)	80%	8	E-10/01/13 U-02/10/21
850	Agency Inspector Course (Version 2015.08)	80%	24	E-08/01/15
851	Breath Test Operator Course (Version 2015.08)	80%	16	E-08/01/15
950	Agency Inspector Renewal Course (Version 2015.08)	80%	6	E-08/01/15
951	Breath Test Operator Renewal Course (Version 2015.08)	80%	4	E-08/01/15
1131	Human Diversity In-service Training for Discriminatory Profiling and Professional Traffic Stops (Version 2001.10)	N/A	4	E-10/01/01 U-06/13/22
1132	Parking Enforcement Specialist for Civilians (Version 2014.02)	80%	16	E-02/06/14 U-02/10/21
1133	Selective Traffic Enforcement Program for Civilians (Version 2014.02)	80%	80	E-02/06/14 U-01/19/21
1134	Criminal Justice Officer Ethics (Version 2005.04)	N/A	8	E-04/01/05 U-10/09/20
1149	Special Populations (Version 2012.10)	N/A	32	E-10/01/12 U-02/26/21
1185	Elder Abuse Investigations (Version 2012.10)	N/A	4	E-10/01/12 U-03/01/21
1189	Physical Fitness Trainer Course (Version 2011.05)	N/A	32	E-05/19/11 U-02/23/21
1194	Responding to Veterans (Version 2012.05)	N/A	16	E-05/10/12 U-03/03/21

ATMS Course Number	Commission Specialized Training Program Courses	Score	Course Hours	Courses E-Effective U-Updated
1195	Public Safety Telecommunications for Law Enforcement Officers—Blended (Version 2020.11)	N/A	40 (20 online/ 20 classroom)	E-01/28/16 U-11/05/20
1196	Contraband Forfeiture (Version 2012.11)	N/A	16	E-11/01/12 U-02/24/21
1197	STEP Course for Red Light Cameras (Version 2012.11)	N/A	40	E-11/01/12 U-07/27/21
1198	Canine Team Training Course (Version 2014.08)	80%	480	E-08/07/14 U-03/02/21
1401	Crisis Intervention Training for School Resource Officers (Version 2019.05)	N/A	24	E-05/02/19 U-02/12/21
1402	Single Officer Response to Active Threat and Shooter Incidents (Version 2019.05)	N/A	16	E-05/02/19 U-03/06/23
1406	Risk Protection Orders—Online (Version 2019.10)	N/A	1	E-10/31/19 U-02/09/21
1407	Identify and Investigate Human Trafficking for Law Enforcement Officers—Traditional Classroom (Version 2020.05)	N/A	4	E-05/07/20 U-03/25/21
1408	Identify and Investigate Human Trafficking for Law Enforcement Officers—Online (Version 2020.05)	N/A	4	E-05/07/20
1410	Recognizing Head Injuries in Infants and Children—Online (Version 2021.02)	N/A	1	E-02/11/21
1411	De-escalation Techniques for Criminal Justice Officers (Version 2021.05)	N/A	16	E-05/06/21 U-05/18/22
1414	Misuse of Electronic Databases—Online (Version 2021.11)	N/A	1	E-11/04/21
1415	Duty to Intervene (Version 2022.02)	N/A	8	E-02/17/22
1417	Behavioral Threat Assessment for Officers—Online (Version 2022.02)	N/A	1	E-02/17/22
1418	Victims of Sexual Offenses—Online (Version 2022.05)	N/A	2	E-05/12/22
1421	Recognize & Respond to Mental Health & Substance Abuse Emergencies (Version 2023.08)	N/A	8	E-08/10/2023
1422	Mental Health and Wellness for Criminal Justice Officers—Online (Version 2023.05)	N/A	2	E-05/18/23
2002	Property Repossession Processes—Online (Version 2014.11)	N/A	2	E-11/06/14 U-02/17/21
2008	District Courts of Appeal Marshal Minimum Standards Training Program (Version 2014.11)	80%	40	E-11/06/14 U-06/10/22
2009	Diabetic Emergency and Officer Response—Online (Version 2015.10)	N/A	2	E-10/01/15 U-02/16/21

## AGENDA ITEM: I

General Information Agenda Item: Officer Discipline Statistics

### ISSUE

This agenda item is presented to advise the Commission of the statistics for July 2023 – December 2023: Fiscal Year 2023 – 2024 (2nd Quarter) for the Probable Cause Cases; Active Open Cases; Commission Disciplinary Case Report, Commission Case Dispositions, and Violations Report.

### EXECUTIVE SUMMARY

1. **Probable Cause Cases:** As of December 31, 2023, 256 probable cause cases have been presented during FY 2023 – 2024:
  - July – **0** cases
  - August – **58** cases
  - September – **52** cases
  - October – **0** cases
  - November – **53** cases
  - December – **93** cases
  - January – **0** cases
  - February – **0** cases
  - March – **0** cases
  - April – **0** cases
  - May – **0** cases
  - June – **0** cases
2. **Active open cases:** As of December 31, 2023, 2,461 cases are open in the following categories:
  - Awaiting information: 1,493 cases (60.67%);
  - Pending probable cause: 119 cases (4.84%);
  - Pending final Commission action: 544 cases (22.10%);
  - Pending formal hearing: 139 cases (5.65%);
  - Probation/Suspension: 135 cases (5.49%).
3. July 2023 – September 2023, Commission Disciplinary Case Report: Commission Case Dispositions. See supporting information on **page 2**.
4. Violations Report: Most Frequent Violations presented to Commission and the Most Frequent Violations Resulting in Revocation or Relinquishment are on **page 3**.
5. Respondents who have completed probation or suspension are on **page 4**.
6. Officer discipline cases added to the National Decertification Index for the period July 2023 – December 2023: 70 Revocations and 50 Voluntary Relinquishments.

RECOMMENDATION(S): This agenda item does not require Commission action.

### VOTING IMPACT

CONSEQUENCES OF A “YES” VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A “NO” VOTE ON STAFF RECOMMENDATION: A vote is not required.



CJS&T COMMISSION DISCIPLINARY CASE REPORT FOR JULY 2023 TO SEPTEMBER 2023

Cases Presented to CJS&T Commission

CERTIFICATION TYPE	TOTAL NUMBER OF OFFICERS STATEWIDE	NUMBER OF CASES TAKEN TO FULL COMMISSION	NUMBER OF DISCIPLINARY CHARGES (VIOLATIONS)	NUMBER OF CASES DISMISSED/ NO CAUSED	NUMBER OF CASES DISCIPLINED	PERCENT OF STATEWIDE OFFICERS DISCIPLINED
Law Enforcement	49,685	85	116	3	82	.095
Correctional	29,834	134	160	10	124	.144
Correctional Probation	2,241	2	2	0	2	.002
Concurrent	4,558	61	85	0	61	.071
<b>TOTAL</b>	<b>86,318</b>	<b>282</b>	<b>363</b>	<b>13</b>	<b>269</b>	<b>0.312</b>

Case Dispositions by the CJS&T Commission

Certification Type	No Caused Dismissed Withdrew Application	Letter of Acknowledgment	Letter of Guidance	Probation	Suspended	Reprimand	Denied	Voluntary Relinquished	Revoked	TOTAL
Law Enforcement	3	13	5	13	13	0	0	20	18	85
Correctional	10	20	2	13	8	0	7	25	49	134
Correctional Probation	0	0	0	0	1	0	0	1	0	2
Concurrent	0	4	0	27	23	0	0	4	3	61
<b>TOTAL</b>	<b>13</b>	<b>37</b>	<b>7</b>	<b>53</b>	<b>45</b>	<b>0</b>	<b>7</b>	<b>50</b>	<b>70</b>	<b>282</b>

CJS&T COMMISSION VIOLATIONS REPORT FROM JULY 2023 TO DECEMBER 2023

Most Frequent Violations Presented to the CJS&T Commission (All Violations)

Law Enforcement Number of Violations	Correctional Number of Violations	Correctional Probation/ Number of Violations	Concurrent Number of Violations
16 – DUI	28 – DUI	1 – Boating Under the Influence	15 – DUI
13 – Misuse of Electronic Database	12 – Excessive Use of Force	1 – Battery – Domestic Violence	10 – Excessive Use of Force
10 – Excessive Use of Force	12 – Battery		8 – Misuse of Electronic Database
8 – Battery	9 – Battery – Domestic Violence		7 – Battery – Domestic Violence
7 – False Official Statement	7 – Positive Drug Test - Marijuana		7 – Battery
5 – Positive Drug Test - Marijuana	6 – Malicious Battery		5 – False Statement
5 – Battery – Domestic Violence	5 – False Official Statement		4 – Resisting Officer

Most Frequent Violations Presented to the CJS&T Commission Resulting in REVOCATION or RELINQUISHMENT

Law Enforcement Number of Violations	Correctional Number of Violations	Correctional Probation Number of Violations	Concurrent Number of Violations
5 – Battery	10 – DUI	1 – Battery – Domestic Violence	3 – Battery
5 – False Statement	7 – Battery		2 – Excessive Use of Force
4 – Misuse of Electronic Database	6 – Positive Drug Test - Marijuana		1 – Discharge Firearm in Public
3 – Misuse of Official Position	4 – Malicious Battery		1 – Impersonation
3 – DUI	3 – Excessive Use of Force		1 – False Imprisonment

RESPONDENTS WHO HAVE COMPLETED  
THEIR PROBATION OR SUSPENSION

Respondent's Name	Case Number	Date Probation/Suspension Completed
Leonard Bain	44216	11/13/2023
Justin Bowman	44723	12/11/2023
Kirby Bradford	47865	12/8/2023
Martin McLure	47745	12/14/2023
Jack Richardson	44935	12/12/2023
Tonisha Richardson	45231	12/11/2023
Jesse Spears	47434	12/1/2023
Jamorris Warren	47353	12/11/2023

## AGENDA ITEM: J

General Information Agenda Item: Curriculum Updates Pursuant to Section 943.17, F.S.

### ISSUE

This agenda item is presented to the Commission in compliance with the statutory requirement for staff to advise the Commission of any revision to approved basic recruit, advanced, and specialized curricula.

### EXECUTIVE SUMMARY

1. Pursuant to section 943.17, F.S., the Commission is responsible for the development and maintenance of basic recruit, advanced, and specialized training programs for Florida law enforcement, correctional, and correctional probation officers. Section 943.17(3), F.S. provides that the program is responsible for the accuracy of curriculum content through the identification and revision of typographical or grammatical errors, incorrect statutory citations, or information which can be identified as inaccurate by superior references. The statute states that the Commission shall be advised of any revision, and a copy of revised curricula shall be provided to all criminal justice training schools.
2. Curriculum alerts were created in an ongoing effort to ensure that Florida officers receive accurate and up-to-date information in curricula approved by the Criminal Justice Standards and Training Commission. Curriculum alerts document revisions to approved curricula that are considered critical in nature. Revisions come from several sources, including subject matter experts, instructors, officers, agencies, and superior references such as the Legislature and a court of jurisdiction. Curriculum alerts are distributed to training schools and posted on the FDLE website and the Automated Training Management System.
3. To further formalize and document revisions to the Commission's approved curricula under s. 943.17(3), F.S., an issue is included in each quarterly meeting packet to identify the Commission courses that have been revised within the previous quarter.
4. The curriculum changes that are reflective of "legislative action" only will be included in this agenda item. Impacted course curricula will be distributed to the training schools and certified instructors with other Commission-approved curriculum updates.

RECOMMENDATION(S): This agenda item does not require Commission action.

### VOTING IMPACT

CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION: A vote is not required.

### SUPPORTING INFORMATION

No curriculum alerts have been issued since October 20, 2023, which was included in the November 2023 commission meeting packet.

AGENDA ITEM: K

Criminal Justice Standards and Training Trust Fund Revenue Report for Fiscal Year 2023 – 2024

ISSUE

This agenda item provides information to the Commission about Criminal Justice Standards and Training Trust Fund revenues, officer training disbursements, and the trust fund cash balance for Fiscal Year 2023 – 2024.

EXECUTIVE SUMMARY

1. For the Fiscal Year 2023 – 2024, the Legislature allotted the Criminal Justice Professionalism Division **\$17.9 million** between general revenue and the Criminal Justice Standards and Training Trust Fund. The trust fund is only providing salary dollars for staff. All other expenditures are from general revenue.
2. The operating budget for officer training in Fiscal Year 2023 – 2024 totals **\$6,098,160**, which provides **\$80** for each of the state's **76,227** officers. Disbursements for the first three quarters of the fiscal year were **\$4,573,620**.
3. The beginning cash balance in the trust fund on July 1, 2023 was **\$6,125,653**.
4. Cash balance on December 31, 2023 was **\$6,477,212**.

RECOMMENDATION(S): This agenda item does not require Commission action.

VOTING IMPACT

CONSEQUENCES OF A "YES" VOTE ON STAFF RECOMMENDATION: A vote is not required.

CONSEQUENCES OF A "NO" VOTE ON STAFF RECOMMENDATION: A vote is not required.

