



## Criminal Justice Standards and Training Commission

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

### **CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION** **TECHNICAL MEMORANDUM 2018-04**

DATE: March 7, 2018  
TO: Criminal Justice Agency Administrators  
FROM: Director Dean Register *DR*  
Criminal Justice Professionalism Division  
SUBJECT: Request for Subject Matter Experts

The Curriculum Development Section at FDLE regularly uses subject matter experts to develop curriculum and training materials for both Basic and post-Basic training.

The staff is creating a database of subject matter experts and would like to have representatives from law enforcement agencies throughout Florida, including police departments and sheriffs' offices. We are looking for a cross-section of agency members, from new officers with under three (3) years of job experience to long-serving officers, including supervisors, field training officers, trainers, and instructors.

Subject matter experts may be asked to participate in workshops to develop curriculum, or to respond to questions by email or telephone. Those who are invited to workshops may need to be away from their duties for up to a five-day period.

If there are members of your agency that you would recommend serving as subject matter experts, please provide them with the attached FDLE Subject Matter Expert Request form. Completed forms can be sent to [curriculum@fdle.state.fl.us](mailto:curriculum@fdle.state.fl.us) or mailed to:

**Attention: Curriculum Development**  
**Florida Department of Law Enforcement**  
**Criminal Justice Professionalism Division**  
**Post Office Box 1489**  
**Tallahassee, Florida 32302**

Please note that submitting the form is not an automatic obligation. Staff will invite potential SMEs to participate in workshops or other feedback opportunities and SMEs can participate if their command staff, schedule, and professional obligations allow.

The Bureau of Training will notify the supervisors, via email, upon the receipt of the request. If you have any questions, please contact Training and Research Manager Garrett Riggs at [GarrettRiggs@fdle.state.fl.us](mailto:GarrettRiggs@fdle.state.fl.us) or (850) 410-8648.

DR/gr

Attachment

cc: Criminal Justice Standards and Training Commission