



**Officer Discipline**  
**April 29 – May 2, 2019**  
**Wyndham Grand Jupiter at Harbourside Place**  
**122 Soundings Avenue**  
**Jupiter, FL 33477**

**Officer Discipline** is (a 28 hour course) designed to provide participants with a comprehensive understanding of the various aspects of management issues relating to officer misconduct, internal affairs investigations, and the discipline process. An effective officer discipline process requires a credible investigation conducted without bias and in accordance with professional practices, agency policy, and current laws. Using a combination of lecture and case studies, *Officer Discipline* delivers useful information for evaluating agency policies and procedures, as well as defining the role of the agency chief executive, the internal affairs investigator, police unions, and the Criminal Justice Standards and Training Commission (CJSTC) in the discipline process.

**Concepts such as:** officer misconduct, complaint acceptance, model policies, administration of positive (corrective rather than punitive) discipline, LEO/CO Bill of Rights, the role of police unions, Garrity, management of internal affairs investigations, reporting requirements of the CJSTC, and trending issues will all be discussed.

**Comments from past attendees**

“One of the best presentations of the officer discipline process I have ever attended . . . helped me to re-evaluate our procedures and make corrections.”

“. . . this course was very well planned and organized. Information will be used to revise policies and procedures in my agency.”

“The systematic approach was great. It gave great knowledge of how to make sure the process is carried out correctly. “

“This class will help me improve my department’s IA process and to write policies and procedures with current court decisions as guidelines”.

**Instructors:**

**Jay Romine** began his career with the Holmes Beach Police Department as a part-time patrol officer in 1979. Since that time, he served as a patrol officer, patrol sergeant, detective sergeant, lieutenant, assistant chief of police and served as the chief of police from July 1993 until his retirement in January of 2013. In May of 2013, Mr. Romine was appointed as the Director of the Law Enforcement Academy at Manatee Technical College in Bradenton, FL, where he continues to serve.

**George Perez** has been a law enforcement officer for nearly 20 years, serving the Miami-Dade Police Department (MDPD), and the citizens of Miami-Dade County. Since joining the MDPD, he has been assigned to the Professional Compliance Bureau, Homicide Bureau, the Homicide Bureau Street Violence Taskforce, General Investigations Unit. Other assignments included the Robbery Bureau, and general investigations within a patrol district. Earlier this year, Mr. Perez was promoted to Chief of the South Operations Division, which is comprised of six police districts and a staff of more than 700 law enforcement officers.

**Paul A. Villaverde** is a law enforcement supervisor with the Miami-Dade Police Department, (MDPD). He has served the citizens of Miami-Dade County for more than 24 years. Sergeant Villaverde has worked and supervised in many of the elite bureaus within MDPD. Some of his assignments include the Professional Compliance Bureau (Internal Affairs), Homicide Bureau, Robbery Bureau, Narcotics Bureau, Warrants Bureau, and Crime Suppression Team within the MDPD Police Services. Sergeant Villaverde

currently supervises the MDPD Homicide Bureau Cold Case Unit, and is an active member of the Special Response Hostage Negotiator Team.

**Registration:**

To register for this class, go to the registration web address provided and follow the prompts for a quick, easy registration: <https://www.regonline.com/officerdiscipline04292019Jupiter>

You MUST register ONLINE.

Register now to receive class specific e-mails.

All class correspondence is conducted through the Regonline.com website.

**Tuition for the seminar is \$350.00 (lodging and meals are not included)**

**PLEASE include this class code when you make payment: 04292019 OD**

Payment may be made by any of the following methods:

- Make checks payable to: FDLE/Florida Criminal Justice Executive Institute
- Mail checks to : FDLE/Florida Criminal Justice Executive Institute  
Attention: Chris Kenworthy  
PO Box 1489  
Tallahassee, Florida 32302
- Purchase Order or Journal Transfer (FLAIR account code 71-20-2-148001-71800200-00  
Benefit Category 001903; Object Code 001000).
- Credit Card payment: online only
- Cash and/or checks will be taken at the door.

**If you have any questions, please contact** Raven Davis at (850) 410-8793 or

[RavenDavis@fdle.state.fl.us](mailto:RavenDavis@fdle.state.fl.us).

A certificate is provided upon completion of this course.

**Cancellations and substitutions:** Registrants agree upon submission of this registration that they are responsible for payment of this course. Cancellations received 14 days prior to the beginning of this course are refundable. ***All cancellations made during the 14 days prior to (or during) this course are non-refundable; however, credit for amount paid may be issued to a future course.*** Please note that if you do not attend, ***you are still responsible for payment.***

**\*Substitutions may be made at any time online or by phone.\***

**Location and Dates:**

Wyndham Grand Jupiter at Harbourside Place

122 Soundings Avenue

Jupiter, FL 33477

(see room reservation information below)

Monday, April 29, 2019	8:00 A.M. – 5:00 P.M.
Tuesday, April 30, 2019	8:00 A.M. – 5:00 P.M.
Wednesday, May 1, 2019	8:00 A.M. – 5:00 P.M.
Thursday, May 2, 2019	8:00 A.M. – 12:00 Noon

Promptness is expected. Attire: Business casual.

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Accommodations will be made for individuals with disabilities as defined by the Americans with Disabilities Act (ADA).

If accommodations are needed please contact the FDLE ADA Liaison at (850) 410-7900.

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Wyndham Grand Jupiter at Harbourside Place

Front Desk: 561.273.6600

FAX: 561.273.6699

Reservation Telephone: 1.800.996.3426

Group Name: FDLE - Criminal Justice Standards & Training Commission Meeting

[Group Reservation Link](#)

Guestroom Rate: \$129.00/night plus applicable taxes for single or double; free self-parking/\$15 valet

Group Rate Available: April 29 – May 4, 2019 – extra days before/after based on availability

**Reservation Cutoff Date:** April 8, 2019

**Cancellation Policy:** Cancel 72 hours prior to 4:00 p.m. on the date of arrival to avoid a one (1) night charge plus tax. Includes **No shows** and **no calls.**