



CFA SRIC

February 19, 2019

1:30 PM

World Golf Village Renaissance St. Augustine Resort
St. Augustine, FL

Agenda

| | |
|-----------------------|-----------------|
| Unfinished Business | Staff |
| 2.08M | Staff |
| 10.09M | Kenniff |
| 12.01 | Murray-Pannelli |
| 14.05M | Blount |
| 14.15M | Kenniff |
| 15.09M | Blount |
| 15.11M | Blount |
| 15.18M | Behl |
| 16.03M | Blount |
| 17.01M | Sims |
| 17.10M | Staff |
| 18.11 | Staff |
| 22.02M | Staff |
| 22.05M | Staff |
| 23.04 | Staff |
| 25.15M | Sims |
| 25.16 | Blount |
| 26.04M | Blount |
| 26.07M | Blount |
| 30.01M | Staff |
| Ch. 31 Introduction | Robertson |
| 32.03 | Staff |
| New Standard - 32.06M | Glazier |
| IG 3.01M | Shoaf |
| IG 5.02M | Arrant |



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 2.08M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

2.08 M

A written directive describes the *part-time sworn* and *auxiliary member* programs and states the authority and latitude given such members by the agency.

I. Bullets

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)

III. Required References

[CJSTC Rule 11B-35.003](#)

IV. Assessor Guidelines

Accreditation Manager Notes

Rationale for revision.

Clarification of auxiliary requirements.

Proposed by: Staff

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 10.09M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

10.09M

Agency instructors teaching CJSTC *high liability topics* will, meet CJSTC requirements for high liability instructors, except for completing the internship requirement and being affiliated with a *training school*.

I. Bullets

II. Proofs of Compliance

- Observe high liability instructors' current ATMS record certifications.

III. Required References

CJSTC Guidelines Rule 11B-20

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

More accurate representation of instructors' certifications.

Proposed by: Sarah Kenniff, Sarasota County Sheriff's Office

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 12.01

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

12.01

A written directive describes the agency's performance evaluation system and includes:

I. Bullets

- A. Objectives of the system;
- B. Measurement definitions;
- C. Explanatory comments are required for unsatisfactory or outstanding performance;
- D. A requirement for evaluations for all members, with exceptions noted, to be conducted at least annually;**
- E. Criteria used are based on the member's job description during that rating period;
- F. Rater training and responsibilities;
- G. The immediate supervisor rates the member;
- H. The completed evaluation is available to the member; and
- I. Procedures for contesting for permanent members.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Completed performance evaluations with explanatory comments. (Qty Initial: 1 each type) (Qty Reaccred: 1 each year, different member each year)
- Documentation of a contested evaluation. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of rater training. (Qty Initial: 3) (Qty 1 each year, different rater each year)

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Include civilians, sworn or certified members, supervisors, and line personnel.

This standard does not apply to civilian volunteers.

Rationale for revision.

The requirement of bullet D was deleted from the CALEA standards manual, it now needs to be added to the Comparative Compliance Standards Manual.

Proposed by: Chrissy Murray-Pannelli, FDLE

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # _____ 14.05M _____

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|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

14.05M

A written directive governs pursuit of motor vehicles, to include:

I. Bullets

- A. Evaluation of the circumstances;
- B. Initiating member's responsibilities;
- C. Secondary unit's responsibilities;
- D. Roles and restrictions pertinent to marked, unmarked, or other types of police vehicle involvement;
- E. Dispatcher's responsibilities;
- F. Field supervisor's responsibilities;
- G. Forcible stopping;
- H. When to terminate;
- I. Interjurisdictional and intrajurisdictional pursuits;
- J. A procedure for reporting and a documented ~~administrative~~ review conducted by a defined level of authority; and
- K. Initial training on agency policy.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Pursuit reports showing ~~administrative~~ review verification with level of authority noted. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documentation of training. (Qty Initial:1) (Qty Reaccred: 1)
- Interviews.

III. Required References

Florida Statute 768.28

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

In this case an administrative review is a report/memo prepared for the CEO, or designee. Pursuit reports are documented in reports but a report is not specifically prepared for any one administrative member. All pursuit reports are reviewed by supervisors up the chain of commands the same as Use of Force standard 4.07. The proposed verbiage matches reviewing requirements in standard 4.07.

Proposed by: Heather Blount, St. Lucie County Sheriff's Office
Date submitted _____ 10/4/18 _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 14.15M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

14.15M

If the agency has a civilian rider or observer program, a written directive establishes procedures, to include:

I. Bullets

- A. Participation requirements;
- B. Approval process;
- C. Officer responsibilities;
- D. Supervisor responsibilities; and
- E. Limitations.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Approval documentation. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Interviews with officers.

III. Required References

IV. Assessor Guidelines

~~• This standard does not apply to agency sworn members.~~

V. Accreditation Manager Notes

Rationale for revision.

Assessor guideline is confusing and does not add to the standard.

Proposed by: Sarah Kenniff, Sarasota County Sheriff's Office

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 15.09M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

15.09M

A written directive addresses how law enforcement personnel respond to reports of domestic violence. The directive will include:

I. Bullets

- A. Initial response and entry to the scene;
- B. On-scene investigations;
- C. Arrests;
- D. Victim support services available;
- E. Follow-up investigation;
- F. Report writing and distribution in accordance with Florida Statute; and
- G. Domestic violence cases involving a sworn member.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Victim's rights and remedies notice in English and Spanish. (Qty Initial: 1) (Qty Reaccred: 1)
- Completed report when an arrest was not made, if applicable. (Qty Initial: 1) (Qty Reaccred: 1)
- Interviews

III. Required References

Florida Statutes 741.28 and 741.29

IV. Assessor Guidelines

~~Victims' rights and remedies notice in English and Spanish. (Bullet D)~~
~~A report is required to be written regardless of whether or not an arrest is made.~~ Assessors should verify that reports are sent to the nearest domestic violence center within 24 hours after receipt by the records custodian according to FS 741.29. (Bullet F)

V. Accreditation Manager Notes

Rationale for revision.

- It seems as the Assessor Guideline would be to see the Notice so maybe it should be a proof of compliance? Standard 14.04 requires the letter from the Governor's office for compliance, not the brochure.
- Having the verbiage in Assessor Guidelines for the non-arrest report requirement: Is that for an assessor to ask during an interview or to look for a report that was completed?
- Will assessors conduct an interview to verify that reports are submitted within the required timeframe? If so, add 'interviews' to Proof of Compliance.

Proposed by: Heather Blount, St. Lucie County Sheriff's Office

Date submitted ___9/28/18_____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # _____ 15.11M _____

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

15.11M

If the agency conducts ~~surveillance-pre-planned investigative~~ operations (e.g., surveillance, undercover-operations, decoy-operations, search warrants, or raids); the agency has a written directive which addresses the following:

I. Bullets

- A. Level or authority that can approve an operation;
- B. Designating a single person to command the operation;
- C. Establishing routine and emergency communications between operation participants;
- DG. Circumstances under which Notifying the patrol supervisor ~~responsible for the target area may be notified;~~
- ED. Confirming target location;
- FE. Identifying and making contact with suspects; and
- GF. Documentation, as required by the agency.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Completed agency documentation, e.g., ~~after-action reports,~~ operations plans, incident reports. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Interviews.

III. Required References

IV. Assessor Guidelines

~~Surveillance in this standard is a pre-planned operation as part of a formal criminal investigation.~~

~~Agency is not compelled to notify, but must have parameters for when notification is required or not necessary. (Bullet D)~~

V. Accreditation Manager Notes

Rationale for revision.

Title: The bullets for this standard all point towards requirements for pre-planned operations.

Recommendation to add pre-planned and list the operations first name only instead of having the word operations behind every event. Add search warrants because executing a search warrant is also a pre-planned event. This is an 'if' standard so if an agency does not do these than it will not apply.

Bullet C: This was removed at the last conference, however, establishing routine/emergency communications between operation participants is vital to such investigative operations for member safety. This does not have to do with 911 Communications responsibilities.

Bullet D: In assessor guidelines it states we must have parameters set when notification of a patrol supervisor may be necessary. If we must have parameters, than it should be in the written directive. Recommendation to revise bullet D to be inclusive of the assessor guideline and eliminate the guideline.

Proofs of Compliance: Recommendation to remove 'after-action reports' because the bullets refer to the pre-planning and approval of such operations, therefore the required documentation should be a pre- operation event and would not do any good as an after-action report.

Assessor Guidelines: Recommendation to remove 'Surveillance as a pre-planned operation' because if we add 'pre-planned' to the title and list the examples of the operations, surveillance is included in the title and will therefore require only those surveillance operations that are pre-planned.

Proposed by: Heather Blount, St. Lucie County Sheriff's Office
Date submitted ____10/25/18_____

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|---------------------------|-------------------------------------|-----------------------------|
| Approved _____ | Disapproved _____ | Approved with changes _____ |
| Add to Core Program _____ | Add to Comparative Compliance _____ | |



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 15.18M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

15.18M

A written directive addresses procedures to make a good faith effort to ensure a qualified professional, upon request and as defined in Florida Statute, is present at all interviews of an autistic individual, and includes initial and periodic training of affected agency members.

I. Bullets

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of initial training. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documentation of refresher training. (Qty Initial: 1) Qty Reaccred: 1)

III. Required References

Florida Statute 943.0439
Florida Statute 943.1727

IV. Assessor Guidelines

V. Accreditation Manager Notes

Each agency must ensure that appropriate policies are developed and that training is provided to affected members based on those policies.

Periodic training will include instruction on the recognition of the symptoms and characteristics of an individual on the autism disorder spectrum and appropriate responses to an individual exhibiting such symptoms and characteristics.

Rationale for revision.

For those agencies that teach refresher training on the required periodic (three year cycle), refresher training occurs only every three years. Therefore, only one proof of refresher training should be required during an accreditation cycle.

Proposed by: Lt. Kaley Behl, Alachua County Sheriff's Office

Date submitted 11/1/18

Approved _____ Disapproved _____ Approved with changes _____
Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 16.03M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

16.03M

A written directive establishes procedures for juveniles who have been taken into custody, to include:

I. Bullets

- A. Ensuring that the constitutional rights of juveniles are protected;
- B. Notification of parents or guardians;
- C. Submission of juvenile fingerprints according to Florida law;
- D. Taking juveniles to an intake facility or to the juvenile component promptly unless there is a need for emergency medical treatment; and
- E. Precautions to ensure ~~no regular contact between adults~~ and juveniles ~~detainees will not be placed or transported in the same vehicle.~~

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Rights notification documentation. (Qty Initial: 1) (Qty Reaccred: 1)
- Guardian notifications documentation. (Qty Initial: 1) (Qty Reaccred: 1)
- ~~Observation of adult and juvenile separation. Interviews.~~

III. Required References

Florida Statutes 985.101, 985.11, 985.115

IV. Assessor Guidelines

~~Regular contact: sight and sound contact. Separation of children from adults shall permit no more than haphazard or accidental contact. (Bullet E)~~

V. Accreditation Manager Notes

Rationale for revision.

FS 985.101 relates to taking a juvenile into custody and transporting a juvenile to an intake facility. Precautions for no regular contact of adult/juvenile detainees is covered in Standard 22.07 for Holding Facilities with 'observation' as a POC. It will be difficult to 'observe' this

within the patrol function, as an assessor would have to happen to be on a ride-along when a juvenile and adult are arrested at the same time.

Suggestion: Change Bullet E to better relate to the statute with regards to taking into custody and transport. Change observation to interviews. Remove assessor guideline because it relates more to a facility.

Proposed by: Heather Blount, St. Lucie County Sheriff's Office

Date submitted ____9/28/18_____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 17.01M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

17.01 M

A written directive establishes an *Incident Command System* for operations management and addresses the following:

I. Bullets

- A. System activation criteria;
- B. Command protocol;
- C. Written procedures;
- D. Training, as defined by the agency, of agency affected personnel;
- E. Documented after-action report; and
- F. Documented periodic training or operational exercise.

II. Proofs of Compliance

- Written directive addressing elements of the standard (Qty initial: 1) (Qty Reaccred: 1)
- Training documentation of agency personnel (Qty Initial: 3) (Qty Reaccred: 3)
- After action reports (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Training/operational exercise documentation (Qty Initial: 1) (Qty Reaccred: 1)
- Interviews

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Academy training can be accepted for proof of Bullet D

Rationale for revision.

Bullet D and F cause the proofs of compliance to be confusing.

Proposed by: Marette Sims

Date submitted 1/31/19

Approved _____ Disapproved _____ Approved with changes _____
Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 17.10M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

17.10M

A written directive addresses the use of ~~explosive devices~~flash bangs, and includes the following:

I. Bullets

- A. Training;
- B. Criteria for use;
- C. Restrictions;
- D. Transport;
- E. Deployment documentation;
- F. Annual inventory; and
- G. Secure storage.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of training. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of inventories. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documentation of use. (Qty Initial: 1) (Qty Reaccred: 1)
- Attestation of secure storage in accordance with ATF Regulations by responsible member. (Qty Initial: 1) (Qty Reaccred: 1 each year)

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

~~Explosive devices include flash bangs and other similar devices using a fuze assembly.~~

Rationale for revision.

The original intent of this standard was to address flash bangs only.

Proposed by: Staff

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 18.11

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

18.11M

A written directive describes the agency's school crossing guard program to include:

I. Bullets

- A. Selection criteria;
- B. Authority and responsibilities;
- C. State certified training regardless of population and salary;
- D. Recertification/evaluation regardless of population and salary; and
- E. Uniform requirements.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty initial: 1) (Qty Reaccred: 1)
- Certificates of training. (Qty initial: 3) (Qty, Reaccred: 1 each year)
- Observation of uniforms
- Certificates of recertification training. (Qty initial: 3) (Qty Reaccred: 1 each year)

III. Required References

Florida Department of Transportation Safety Office School Crossing Guard Training Guidelines

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

Rationale for revision. Make mandatory. Best practice dictates that agencies should provide the required training for the safety of the pedestrian school population.

Proposed by: Staff

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____
Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 22.02M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

22.02M

A written directive requires the facility has fire equipment, prevention practices and procedures, to include:

I. Bullets

- A. Fire alarm and heat and smoke detection system;
- B. Documented inspections and testing of fire and smoke alarms as required by local fire code;
- C. Documented maintenance of fire suppression equipment pursuant to manufacturer recommendations, industry standards, or as required by the applicable fire code; and
- D. A posted evacuation map with marked emergency exits and marked direction to exits.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty initial: 1) (Qty Reaccred: 1)
- Documentation of inspections. (Qty initial: ~~13~~) (Qty Reaccred: 3)
- Documentation of testing. (Qty initial: ~~31~~) (Qty Reaccred: 3)
- Documentation of maintenance. (Qty initial: ~~31~~) (Qty Reaccred: 3)
- Observation of equipment
- Observation of posted evacuation map and emergency exit signs

III. Required References

Applicable fire code or governing authority

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

On an initial you are only going to have 1 proof.

Proposed by: Staff

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____
Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

Standard # 22.05M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

22.05M

A written directive requires agency staff be available to supervise *prisoners/detainees* on a continual basis and includes:

I. Bullets

- A. Documented physical observation at least every 15 minutes for adult prisoners/detainees identified as being suicidal or a danger to themselves;
- B. Documented physical observation at least every 10 minutes for juveniles; and
- C. Procedures for supervision of prisoners/detainees that are the opposite sex of the staff member providing supervision.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty initial: 1) (Qty Reaccred: 1)
- Documentation of physical observations (Qty. initial: 3) (Qty Reaccred: 1 each year each type)
- Observation of holding area.

III. Required References

~~Florida Model Jail Standards (FMJS) 5.4~~

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

Reference has caused confusion, as it refers to jail requirements. Elements of the reference were adopted within the standard as a best practice.

Proposed by: Staff

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 23.04

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

23.04M

A written directive establishes procedures for restricting public contact with prisoners while in the courthouse.

I. Bullets

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Observation of restricted public contact.
- Interviews.

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

Make mandatory.

Proposed by: Staff

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 25.15M

| | | | | | |
|--------------|--|----------|--|----------|--|
| New Standard | | Revision | | Deletion | |
|--------------|--|----------|--|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

25.15M

A written directive addresses the certification of 911 Public Safety Telecommunicator trainees, to include the following:

I. Bullets

- A. Must work under the direct supervision of a certified 911 Public Safety Telecommunicator;
- B. Must complete an approved training program; and
- C. Must achieve certification within 12 months of assignment.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty initial: 1) (Qty Reaccred: 1)
- Documentation of assignment. (Qty initial: 3) (Qty Reaccred: 3)
- 911 Public Safety Telecommunicator trainer certification ~~of supervisors~~ (Qty initial: 3) (Qty Reaccred: 3)

III. Required References

Florida Statute 401.465

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

Certification of supervisors is confusing causing assessors and AMs to think it is asking for communications center supervisors certifications when in fact they are asking for trainer certification.

Proposed by: Marette Sims Date submitted 1/31/19

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 25.16

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

~~25.16~~ 14.15

A written directive establishes procedures for obtaining the services of *qualified interpreter(s)* for the deaf and hearing impaired.

I. Bullets

II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Interviews

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

In the current manual, standards 25.02 and 25.16 are the same. When the above standard was in the 4th edition (as 2.10) it was a law enforcement function standard but when it moved in the 5th edition is now a communications function. We now do not have to show how sworn members do this, only Communications personnel and with this, the same proofs of compliance are used for 25.02 and 25.16.

Suggestion: Move 25.16 to Chapter 14 or delete the standard.

Proposed by: Heather Blount, St. Lucie County Sheriff's Office

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 26.04M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

26.04M32.06M

If the agency uses a computerized central records-information technology system, a written directive establishes procedures for:

I. Bullets

- A. Safeguarding against unauthorized attempts to access, alter, remove, disclose or destroy stored information;
- B. Computer files maintenance, backup, and retention; and
- C. Removal of unauthorized personnel within a specified timeframe.

II. Proofs of Compliance

- Written directive addressing elements of the standard (Qty Initial: 1) (Qty Reaccred:1)
- Observation of computer security system.
- Documentation of personnel removal. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Interviews.

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

Standard 26.01M relates to an agency having a 'central records function' which policy and proofs are used from the Records Unit. In speaking with many agencies, they use IT policy for a 'Central Records System' because the bullets are applicable to more than just members within the Records Unit, they are agency wide. This makes this standard better suited for Chapter 32 and there are more than just 'records' that need to be safeguarded, it's the entire computerized database. Having the word records in the standard and having the standard in the Records chapter does not make sense.

Proposed by: Heather Blount, St. Lucie County Sheriff's Office

Date submitted 9/28/18

Approved _____ Disapproved _____ Approved with changes _____
Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 26.07M 16.05M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

26.07M16.05M

~~Fingerprint records and photographs of juveniles taken~~ If an agency takes juveniles into custody fingerprint records and photographs must be maintained separately and marked "Juvenile Confidential" unless not required by Florida law.

I. Bullets

II. Proofs of Compliance

- Observation of files.

III. Required References

Florida Statute 985.11

IV. Assessor Guidelines

If a juvenile commits a crime that is not a felony or a misdemeanor listed by FS 985.11 and photographs or fingerprints are taken, the photographs and fingerprints must be marked "Juvenile Confidential" and placed in a separate file so they are not accidentally disclosed to the public. A juvenile who has committed multiple crimes may require multiple files. Although good business practice, this standard does not require the physical separation of juvenile files from adult files.

V. Accreditation Manager Notes

Rationale for revision.

This standard relates to juveniles 'taken into custody', which is not a Records Unit function and pertains more to Chapter 16.

Standard 26.08 is for the collection, dissemination, and retention of juvenile records (which could be inclusive of arrestees, victims, witnesses, etc.) and has 985.11 as a required reference.

Suggestion:

- Move to Chapter 16.

- Possibly make an 'IF' standard - Would an agency be able to N/A this if DJJ handles juvenile intake. If a juvenile is committed as an adult, the 'juvenile confidential' no longer applies.

Proposed by: Heather Blount, St. Lucie County Sheriff's Office

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 30.01M

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

30.01 M

A written directive specifies the agency's policy regarding enforcement of the Florida Contraband Forfeiture Act.

I. Bullets

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of civil asset forfeiture reporting to FDLE Office of Inspector General. (Qty Initial: 1) (Qty Reaccred: 1 each year)

III. Required References

Florida Contraband Forfeiture Act, FS 932.701 – 932.7062

IV. Assessor Guidelines

~~The directive will reflect whether or not the agency chooses to participate in the FCFA and, if they do, may establish general parameters for enforcing the Act.~~

V. Accreditation Manager Notes

The directive will reflect whether or not the agency chooses to participate in the FCFA and, if they do, may establish general parameters for enforcing the Act. Regardless of participation, an annual report is required to be submitted to the FDLE Office of Inspector General by December 1 each year.

Rationale for revision.

Clarification of statutory requirement for submission of annual reports.

Proposed by: Staff

Date submitted 10/25/18

Approved _____ Disapproved _____ Approved with changes _____
Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # ___ Chapter 31 Interview Rooms _____

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

These standards apply to agencies that allow suspects, *detainees*, or *prisoners* to be placed in a room, space, or area for the purpose of conducting interviews. Physical needs of suspects, *detainees*, or *prisoners*; physical conditions of the designated areas; and security measures are addressed by this chapter. **Agencies that maintain *continuous supervision* as defined in the glossary are exempt from 31.01 M but shall comply with the requirements of 31.02M. these standards.**

Rationale for revision.

Common sense dictates that anytime an LEO is in a confined space with a potential suspect, detainee or prisoner the safeguards required by 31.02 should be in place regardless of whether or not an agency maintains continuous supervision of detainees, suspects or prisoners.

Proposed by: Doug Robertson

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 32.03

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

32.03M

A written directive addresses the use of unmanned aerial vehicles, and includes the following:

I. Bullets

- A. Member responsibilities;
- B. Training;
- C. Privacy considerations;
- D. Criteria for activation;
- E. Retention of recordings; and
- F. Restrictions.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of training. (Qty Initial: 1) (Qty Reaccred: 1)

III. Required References

Florida Statute 934.50
FAA Small Unmanned Aircraft Regulation Part 107

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

Make mandatory. Increased usage by numerous law enforcement agencies and increased liability requires the need for this standard to be mandatory.

Proposed by: Staff

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____
Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

INSPECTOR GENERAL

Standard # ____3.01M IG____

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

3.01M

A written directive requires that within six months of being hired, staff members assigned to the investigative function receive the following training:

I. Bullets

- A. Office of Chief Inspector General;
- B. Agency Inspectors General Act;
- C. Public Records Law;
- D. Code of Ethics for Public Officers and Employees;
- E. Law Enforcement and Correctional Officers' Rights;
- F. Florida Whistle-blower's Act;
- G. Principles and Standards for the Office of Inspector General;
- H. Agency specific statutes, rules, regulations, and directives;
- I. Standards of conduct for employees; and
- J. Florida accreditation standards and process.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation verifying staff member training. (Qty Initial: 3) (Qty Reaccred: 3)
- Lesson plan, if used. (Qty Initial: 1) (Qty Reaccred: 1)
- Interviews

III. Required References

Florida Statute 14.32
Florida Statute 20.055
Florida Statute Chapter 119
Florida Statute Chapter 112, Part III
Florida Statute Chapter 112, Part VI
~~Florida Statute 112.3187—112.31895~~
DMS Rule 60L-36.005
Principles and Standards for Offices of Inspector General as published by the Association of Inspectors General

IV. Assessor Guidelines

V. Accreditation Manager Notes

A checklist may be used for training documentation. Proofs should include both investigators and investigative staff members.

Rationale for revision.

Proposed by: Mike Shoaf

Date submitted _____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____



Commission for Florida Law Enforcement Accreditation, Inc.

INSPECTOR GENERAL

Standard # __5.02M_IG_____

| | | | | | |
|--------------|--|----------|---|----------|--|
| New Standard | | Revision | X | Deletion | |
|--------------|--|----------|---|----------|--|

Proposal (State the standard exactly as you believe it should appear in the manual).

5.02M

If the agency handles criminal evidence, a written directive specifies procedures for recording the chain of custody to include:

I. Bullets

- A. Date, time, and method of transfer;
- B. Receiving person's name and responsibility; and
- C. Reason for the transfer.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Completed chain of custody documents. (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Interviews

III. Required References

IV. Assessor Guidelines

Chain of custody documentation may be in electronic form.

Transfer is defined as the change in custody of any items of an evidentiary nature from the possession of one organization or individual to another organization or individual.

V. Accreditation Manager Notes

Rationale for revision.

To define the term "transfer" as utilized in the standard.

As noted in the Bullets, three items are required on the Chain of Custody: Date, time, and method of transfer, the receiving person's name and responsibility and the reason for the transfer. The term "transfer" can be broad and interpreted a number of ways by agencies and assessors.

Propose the following be included in the assessor guidelines to define the term “transfer” as it relates to the chain of custody.

Transfer is defined as the change in custody of any items of an evidentiary nature from the possession of one organization or individual to another organization or individual.

Proposed by: Debbie Arrant Date submitted ____ 1/30/19 ____

Approved _____ Disapproved _____ Approved with changes _____

Add to Core Program _____ Add to Comparative Compliance _____