

**PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION
LAW ENFORCEMENT PLANNING COUNCIL
MINUTES**

Thursday, January 27, 2022 – 9:30 a.m.

Meeting was held online via Zoom

Members Present

Chief Javaro Sims, Chairman, Delray Beach Police Department
Chief Sean Brammer, Florida Atlantic University Police Department
Interim Chief Pat McCutcheon, PBC School District Police Department
Chief Michele Miuccio, Boca Raton Police Department
Chief Ed Allen, Gulf Stream Police Department
Chief Craig Hartmann, Highland Beach Police Department
Chief Sean Scheller, Lantana Police Department
Chief Richard Jones, Ocean Ridge Police Department
Chief Clint Shannon, Palm Beach Gardens Police Dept. (Represented by Assistant Chief Dominick Pape)
Chief Nicholas Caristo, Palm Beach Police Department
Chief Thomas A. Ceccarelli, Palm Springs Public Safety Department
Troy Walker, Special Agent in Charge, Florida Department of Law Enforcement
Eric Jester, Resident Agent in Charge, Florida Department of Law Enforcement
Christopher Orcinolo, Resident Agent in Charge, Bureau of Alcohol, Tobacco, Firearms and Explosives
Chief Michael Gregory, Boynton Beach Police Department
Chief Brian Smith, Juno Beach Police Department
Chief David England, Jupiter Police Department
Chief Carmen Mattox, Manalapan Police Department
Chief Nathan Osgood, Riviera Beach Police Department

Members Absent

Chief Richard Jenkins, North Palm Beach Police Department
Chief Robert Mangold, Atlantis Police Department
Chief John Pruitt, Jupiter Inlet Colony Police Department
Chief Wes Smith, Lake Clarke Shores Police Department
Chief Gus Medina, Vice Chairman, Tequesta Police Department
Honorable Sheriff Ric Bradshaw, PBC Sheriff's Office
Chief Frank Adderley, West Palm Beach Police Department
Major Robert Chandler, Florida Highway Patrol
Major Fred Rondeau, Florida Fish & Wildlife Commission
Captain Frank Briganti, Bureau of Insurance Fraud
Bill Fraser, Chief Investigator, State Attorney's Office 15th Judicial Circuit
Lieutenant Kent Stanton, Florida Division of Alcoholic Beverages & Tobacco
Matthew W. Fodor, Assistant Special Agent in Charge, Federal Bureau of Investigation
Sheldon Burkett, Assistant Special Agent in Charge, Drug Enforcement Administration
Eric Chan, Assistant Special Agent in Charge, U.S. Immigration and Customs Enforcement
Assistant Chief Deputy Dan Torchia, U.S. Marshals Service
Timothy Donohue, Resident Agent in Charge, U.S. Secret Service
David Brant, Supervisory Special Agent, Internal Revenue Service

Pete Garcia, Federal Security Director, Transportation Security Administration
Angel Belen, Patrol Agent in Charge, U.S. Border Patrol
Chief Robert Crawford, VA Health Administration

Advisory Members Present

Vincent Morton, Director, Criminal Justice Institute of Palm Beach State College
Dr. Wendolyn Sneed, Palm Beach County Chief Medical Examiner (Represented by Paul Petrino, Manager of Medical Examiner Operations)
Shawn Fagan, CJSTC Field Services Specialist, Florida Department of Law Enforcement
Gregory Starling, Chief Probation Officer, Florida Department of Juvenile Justice
Stephanie Tew, Chief Assistant, Attorney General's Office of Statewide Prosecution
Sivashree Sundaram, Chief: Narcotics and Violent Crimes, U.S. Attorney's Office
Michelle Johns, Circuit Administrator, Florida Department of Corrections

Advisory Members Absent

Honorable Dave Aronberg, State Attorney, 15th Judicial Circuit

Guests

David Kennedy, Senior Management Analyst Supervisor, FDLE Criminal Justice Analytics Bureau
Captain John Haseley, Gulf Stream Police Department
Captain Randy Foley, Palm Beach County Sheriff's Office
Alexa Lee, M.S., Interim Executive Director, Palm Beach County Substance Abuse Coalition
Angelique Pickett, Intelligence Led Policing Manager, Boca Raton Police Department
Dr. Gena Rowlands, Senior Planner, PBC Sheriff's Office
Marc Freeman, Public Information Officer, State Attorney's Office
Daniel Svec, Court Administration
Major John Scanlan, Palm Beach Police Department
Assistant Chief Darrell Hunter, Delray Beach Police Department
Ted Gonzales, Executive Director, Palm Beach County Association of Chiefs' of Police
Scott Penney, Chief Investigator of the Public Defender's Office
Tara Applebaum, Safety 4 Life Foundation
Daniel Villacci, Criminal Justice Coordinator, Florida Department of Children and Families
Commander Tom Mitchell, Lantana Police Department
Deputy Chief Robin Griffin-Kitzerow, Florida Atlantic University Police Department
Craig Williams, Chief Assistant State Attorney, State Attorney's Office
Josh Mindick, Boca Raton Police Department
Captain Michael Moschette, Delray Beach Police Department
Assistant Chief Regina Price, PBC School District Police Department
Assistant Chief Michael Madden, Riviera Beach Police Department
Ruthe Francis, Ed. D., Manager, Department of Safe Schools, School District of Palm Beach County
Gregory Murphy, Jr. Specialist, Department of Safe Schools, School District of Palm Beach County
Latrona Hayes, Manager Court Services, PBC Public Safety Department
Major Paul Fertig, Juno Beach Police Department
Megan Legall, Communications Supervisor, Atlantis Police Department
Major Spencer Rozier, Riviera Beach Police Department

CJC Staff Present

Regenia Herring, Executive Director
Katherine Shover, Senior Criminal Justice Analyst

- I. Opening comments by Chief Javaro Sims, Chairman. He wished everyone a Happy New Year. Chairman Sims also noted that the pandemic has effected the way that we conduct business, but requested that members stay committed to our purpose and continue to support one another. The monthly meetings will continue to be scheduled to ensure that you add them to your calendars. A pre-meeting will be held to determine if a monthly meeting is necessary. Members will be informed accordingly.
- II. Roll Call – Chairman Sims requested that everyone list their name and agency in the chat section in lieu of roll call.
- III. The Agenda/Minutes were approved by unanimous consent. Motion was made by Chief Brian Smith and seconded by Chief Richard Jones.
- IV. New Business

A. NIBRS/FIBRS Discussion: *David Kennedy, Senior Management Analyst Supervisor, FDLE Criminal Justice Analytics Bureau* noted that the transition is a huge undertaking for the state and individual agencies. He advised that the FBI made the decision in 2016 that they would no longer accept summary data reporting as of January 1, 2021. Any local or state program that wanted to continue to participate at the national level would have to transition to the National Incident Based Reporting System (NIBRS). The Florida Incident Based Reporting System (FIBRS) incorporates NIBRS plus state specific items that are required by statute or other requirements. This data includes use of force, criminal justice data transparency, and arrest affidavits. There are a lot of restrictions with the summary data and limitations on what can get reported. There are about 15 different offenses reported under summary. FIBRS is more comprehensive with over 66 offenses that are reportable plus 80 different data elements that go along with these offenses. The systems are up and running with approximately 115 agencies that are submitting test data through an XML submission. They are in the process of submitting test data to the FBI for their NIBRS Certification. The FBI has to award certification before any of the incident based data from state programs can be moved into production.

Mr. Kennedy addressed questions from Chairman Sims and members concerning the program. The submission of UCR FIBRS data is voluntary, but some grants such as the Edward Byrne JAG require this data. There were two rounds of financial assistance that were available through a grant process. He isn't sure if there will be any additional financial assistance. Once an agency has established a service account, FDLE assigns one of their consultants as a direct point of contact for the agency. The consultants can address any XML errors or questions about the technical requirement document known as the Information Exchange Package Documentation (IEPD). They can also assist with questions about the Interface Control Document (ICD) that explains how to make the connection with the FDLE

system. Chief Jones inquired about whether FDLE can work directly with the vendors. Mr. Kennedy noted that FDLE doesn't have issues communicating with the vendor as long as a representative from the agency is on the call. FDLE's direct contact information is 850-410-7121 or ucr@fdle.state.fl.us.

Chairman Sims asked Chief Jones to take the lead on developing a survey to determine FIBRS testing status. Director Herring noted that the LEPC can work with FDLE to address any issues. Mr. Kennedy also mentioned that they procured a set number of licenses for a statewide RMS through SmartCOP that is being provided for free. The RMS is fully FIBRS compliant and will have the ability to submit arrest affidavit information. These licenses are for agencies that don't have the resources financially to purchase a brand new RMS that will be compliant or integrate with their current system. This system doesn't have a CAD that is built-in, but one could be added for an additional cost. Mr. Kennedy mentioned that they are still accepting summary data from agencies that aren't able to transition to FIBRS yet. FDLE isn't expecting agencies to submit FIBRS and summary data at the same time. He advised that they just opened up the annual submission cycle for summary data and their system was enhanced to allow agencies to provide partial data. This will help agencies that are in the middle of the transition to FIBRS.

- B. Trauma-Informed Care Training: *Regenia Herring, Executive Director, Criminal Justice Commission* asked the group about offering this training to Palm Beach County. She mentioned that the IACP issued an article about this training. This could be another resource that could be used across the criminal justice system. PBSO has a grant to assist with this area. She mentioned that they would also like to attach an evaluation component to measure the impact of the program. They would recommend sending two officers per agency. Chief Sims noted that it is worth exploring especially with the current climate that impacts our families and people around us. Chief Jones thought that it is a great idea as he has previously attended the training. He suggested merging critical incident training and trauma informed training into a curriculum where they can teach both sessions. Ms. Shover mentioned that they would be working with Policy Research Associates.

Director Morton offered to host the classes at their campus. They also have virtual options. Dr. Gena Rowlands mentioned that she participated in the training in 2020 with Captain Randy Foley as part of their Justice and Mental Health Collaboration project. She remarked that the training was very informative. It is a two day training in which attendees will then provide the training to their staff. She also noted that most people that come into contact with the criminal justice system have higher rates of trauma history. This is an opportunity to identify trauma in general, as well as have a better understanding of how to respond to

trauma. She noted the intent is to improve overall safety and reduce re-traumatization which benefits everybody. Chief Gregory thought this was a great idea and supported the project. He made a motion that was seconded by Director Morton to move forward with the training. Director Herring advised that this also supports the work of the Domestic Violence Coordinated Community Response. Director Morton inquired about whether the Chiefs would be interested in adding this training at the basic recruit level. He could have his adjuncts and/or all his staff participate. Chairman Sims thought that was an excellent idea.

V. Presentations/Updates

A. Missing Students: *Ruthe Francis, Ed. D., Manager and Gregory Murphy, Jr. Specialist, Department of Safe Schools, School District of Palm Beach County* Mr. Murphy thanked Chairman Sims for the opportunity to bring awareness to this pressing issue in Palm Beach County to locate students that are truant, missing, or whose whereabouts are unknown. He noted that this issue has been compounded by the pandemic. Their goal is to locate students and re-engage them in school as soon as possible. In 2021, over 12,000 kids had some sort of critical attendance issue. He noted that there were about 3,000 kids that were unaccounted for as of January 2021. They were able to locate about 1,800 students. He mentioned the efforts in trying to locate those that are still missing including having teams in all regions. They are looking to partner with municipalities in finding students that are not enrolled. There are a number of Case Managers that are doing home visits. It would be beneficial to have law enforcement support for areas that may need additional security. Ms. Ruthe Francis noted that they are taking advantage of this initiative to locate students whose whereabouts are unknown, as well as to work on chronic trancies. They would like to work together to help families with support for these cases. Ms. Shover will send out their contact information and a copy of the presentation to members. Director Herring asked if there is additional information that is broken down by demographics such as location and race/ethnicity. That information can be provided.

VI. Old Business - None

VII. Liaison Updates

A. **Data Sharing:** Chief Smith provided an overview of the history of LEX. He mentioned that this was a great partnership with the Sheriff and municipalities. Unfortunately, membership has been dwindling over the years. He advised that LinX is being offered at no charge and some agencies are utilizing the FINDER platform. He also thanked everyone that was involved with this project.

- B. **Recruitment and Retention:** Chief Smith referred to the report in the meeting packet. There was a seven percent increase in funded vacancies. He mentioned that they are starting to see a lot of applications coming from out-of-state. He inquired if other agencies are seeing the same trend. Chairman Sims mentioned that the local academy is a great resource as a recruitment mechanism. Chief Smith mentioned that the academy is doing a great job. He also noted that out-of-state officers have to attend a transition course at the academy.
- C. **Community Engagement Team:** Chairman Sims advised that they ended 2021 on a high note by fulfilling the purpose of bringing the community and law enforcement together. Nine communities participated and decided on a goal that they want to address. He thanked all of the law enforcement agencies and members of the criminal justice system for making this a success. He also mentioned that we need to distinguish the difference between the LEPC and the Chiefs Association. He noted that the LEPC will be acting as a resource or research arm for law enforcement in Palm Beach County. If agencies have any need to evaluate programs, they are working with universities that can assist with these projects. Director Herring mentioned that many agencies are piloting projects that could be evaluated and expanded across the county.
- D. **SART:** a copy of the SART report was included in the meeting packet. Chief Miuccio asked the Chiefs to please have a representative attend the February 24th law enforcement meeting for SART. There is good information that is shared at that time. She advised that they address case issues similar to the Child Abuse Protocol meetings.
- E. **Coordinated Community Response Team:** a copy of the update was provided in the meeting packet. Director Herring noted that Chief Osgood had to leave the meeting early for arbitration proceedings. The next meeting will be on February 8th on Zoom. Ms. Shover reported that the group has been working on the core values and mission statement for the CCR.
- F. **Criminal Justice Institute:** Director Morton appreciated the support that was mentioned during the meeting. He noted that they have three fully sponsored academies that are coming up. Moving into 2022 they are revamping the program with changes to the merit system and uniforms. They are filming a new recruitment video today. He noted that they have increased their acceptance standards and are continuing to look at the selection process to increase their turnaround for hiring. They are at about 82% right now. PBSO is projecting to send three fully sponsored Corrections classes. They are also working on a part time Corrections academy that will go from three months to six months, but they are only there for half a day.
- G. **Communications/Interoperability:** No report.

- H. **School Safety:** Captain Foley advised that in October they formed two subcommittees to address prevention and intervention efforts. These groups will look at the county's efforts to address community awareness for mental illness, as well as the response to threats. They will present their findings at the next meeting on February 14th.
 - I. **State Attorney's Office:** Craig Williams mentioned that they are severely short on prosecutors. They would appreciate any referrals.
 - J. **Palm Beach County Sheriff's Office:** No report.
 - K. **Palm Beach County School District Police Department:** Interim Chief McCutcheon thanked everyone for the warm welcome. They are actively recruiting to fill sixty vacancies. The Chief's position will also be advertised on the FPCA website.
 - L. **State and Federal Updates:** None.
- VIII. Member Comments: Director Herring thanked SAIC Troy Walker for having Mr. Kennedy attend the meeting. She really appreciated his assistance as they request was on short notice.
- IX. Attachments
- A. SART and CCR Updates
 - B. Law Enforcement First-Line Supervisor and Investigator Training on Gender-Based Violence
 - C. February and October 2021 Staffing Reports
- X. Next Meeting: February 24, 2022
- XI. Adjourn