

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

Thursday, July 24, 2014 - 9:30 a.m.

West Palm Beach Police Department
600 Banyan Boulevard
West Palm Beach, Florida

Members Present

Director Kirk Blouin, Vice Chairman, Palm Beach Police Department
Chief Robert Mangold, Atlantis Police Department
Chief Anthony Strianese, Delray Beach Police Department (Represented by Assistant Chief Jeffrey Goldman)
Chief Craig Hartmann, Highland Beach Police Department
Chief Frank Kitzerow, Jupiter Police Department
Chief Sean Scheller, Lantana Police Department
Chief Richard Jenkins, North Palm Beach Police Department
Chief Christopher Yannuzzi, Ocean Ridge Police Department
Chief Stephen Stepp, Palm Beach Gardens Police Department
Chief Carl Webb, South Palm Beach Police Department
Chief Bryan Kummerlen, West Palm Beach Police Department
Chief Larry Leon, Palm Beach County School District Police Department
Maurice Spates, Resident Agent in Charge, Florida Department of Law Enforcement
Duane Little, Special Agent Supervisor, Florida Department of Law Enforcement
Mike Waites, Chief Investigator, State Attorney's Office 15th Judicial Circuit
Timothy Donovan, Assistant Special Agent in Charge, Federal Bureau of Investigation (Represented by J. Chris Kletthaimer)
John McKenna, Assistant Special Agent in Charge, Drug Enforcement Administration (Representation Present)
Edward Thompson, Assistant Special Agent in Charge, U.S. Immigration and Customs Enforcement
Robert Shirley, Resident Agent in Charge, Bureau of Alcohol, Tobacco, Firearms and Explosives
Karen Hanlon, Federal Security Director, Transportation Security Administration
Xavier Morales, Patrol Agent in Charge, U.S. Border Patrol

Members Absent

Chief Dan Alexander, Chairman, Boca Raton Police Department
Chief Jeffrey Katz, Boynton Beach Police Department
Director Michael Porath, Greenacres Department of Public Safety
Chief Garrett Ward, Gulf Stream Police Department
Chief Brian Smith, Juno Beach Police Department
Chief John Pruitt, Jupiter Inlet Colony Police Department
Chief Wes Smith, Lake Clarke Shores Police Department
Chief Carmen Mattox, Manalapan Police Department
Chief Duncan Young, Palm Beach Shores Police Department
Chief Clarence Williams III, Riviera Beach Police Department
Chief Thomas A. Ceccarelli, Palm Springs Public Safety Department
Chief Christopher Elg, Tequesta Police Department
Sheriff Ric Bradshaw, Palm Beach County Sheriff's Office
Chief Charles Lowe, Florida Atlantic University Police Department
Major Luis Ramil, Florida Highway Patrol
Major Camille Soverel, Florida Fish & Wildlife Commission
Lieutenant Anthony Stafford, State Fire Marshall's Office
Major Carol Owsiany-Himmel, Florida Division of Alcoholic Beverages & Tobacco
Glen Wilner, Assistant Chief, U.S. Marshals Service
Robert Pearce, Resident Agent in Charge, U.S. Secret Service
Stephan Robinson, Supervisory Special Agent in Charge, Internal Revenue Service
Jeff Himmel, Assistant Special Agent in Charge, U.S. Department of Labor

Advisory Members Present

Director Larry Schroeder, Criminal Justice Institute of Palm Beach State College
Hon. Dave Aronberg, State Attorney, 15th Judicial Circuit (Represented by Chief Assistant Brian Fernandes)
Joni Livingston, CJSTC Field Specialist, Florida Department of Law Enforcement
Gregory Starling, Chief Probation Officer, Florida Department of Juvenile Justice
Julie Hogan, Deputy Statewide Prosecutor, Attorney General's Office of Statewide Prosecution (Represented by Stephanie Tew)

Advisory Members Absent

Dr. Michael Bell, Palm Beach County Medical Examiner
Rolando Garcia, Deputy Chief, U.S. Attorney's Office
Rosalyn Baker, Circuit Administrator, Florida Department of Corrections

Guests

Ted Gonzales, LEX Countywide Program Director
Denise Vidal-Bennette, Senior Manager, ISS - LEX Project
Penny Anderson, Senior Coordinator, ISS - LEX Project
Clemente Ortiz, Jr., ISS - LEX Project
Commander Pat McCutcheon, Palm Beach County School District Police Department
Captain Brian Kapper, West Palm Beach Police Department
Andrea Ward, Fusion Center
Captain William Bruckner, Palm Beach County Sheriff's Office
Deputy Chief Michele Miuccio, Boca Raton Police Department
Judge James Martz, 15th Judicial Circuit
Clay Walker, DCF Community Development Administrator
Diane McCarthy, Manager - Court Operations
Lieutenant Hal Hutchins, Ocean Ridge Police Department
Stewart Saalfield, Court Program Specialist II
Captain Thomas Mitchell, Delray Beach Police Department
Chief Assistant Al Johnson, State Attorney's Office 15th Judicial Circuit
Captain Jeff Trylch, Palm Beach Police Department
Assistant Chief Rick Facchine, Palm Beach Gardens Police Department
Jessica Minei, Senior Crime Analyst, Palm Beach Gardens Police Department

CJC Staff Present

Michael Rodriguez, Executive Director
Katherine Hatos, Senior Criminal Justice Analyst
Brenda Oakes, Youth Violence Prevention Planning Coordinator
Craig Spataro, R.E.S.T.O.R.E. Program Manager

- I. Welcome and opening comments: Vice-Chairman Blouin thanked Chief Kummerlen and the West Palm Beach Police Department for hosting the meeting and providing breakfast.
- II. Roll Call
- III. Introduction of Guests
- IV. Approval and/or additions to the agenda
The July 24, 2014 agenda was approved.
- V. Approval of the minutes of the meeting of June 26, 2014
The minutes of the June 26, 2014 meeting was approved.

VI. Chairman's Comments

- a. Vice-Chairman Blouin congratulated Chief Frank Kitzerow who was recently installed as President of the Florida Police Chiefs Association.

VII. Presentations

- a. Physical Evidence Recovery Kit: *Catherine Cothran, Sr. Forensic Scientist of the Palm Beach County Sheriff's Office*

Catherine Cothran gave a brief presentation on the new physical evidence recovery kits that are designed specifically for collecting physical evidence from suspects. They include instructions and a consent form created by the SAO. Ms. Cothran clarified that it is not an SBECK to be used on the victim or in lieu of an oral standard or reference sample. The kit can be used, however, in sexual assaults and homicides if needed. Ms. Cothran announced that they brought a box of kits for anyone interested, and agencies may contact PBSO for additional kits and more information.

- b. Sequential Intercept Model Training: *Becky Walker, Director of Network Management of the Southeast Florida Behavioral Health Network*

Becky Walker provided a brief description of the sequential intercept model and announced an upcoming training from a federal grant they received. The sequential intercept model looks at where the criminal justice system and people with mental illness intercept; the different intercepts being law enforcement, courts, jail, and probation, with adults as the target population. The training will be for one day and will involve 35-40 representatives from law enforcement, courts, corrections, and mental health service providers coming together to talk about what we have currently in place in Palm Beach County in terms of diverting people from the system, or once in the system, how people are handled. The training will be an opportunity to look at the system and identify areas that can be improved, and develop a plan that will help in applying for additional grants. The training is scheduled for August 12th. Ms. Hatos will distribute additional information.

VIII. New Business: No new business discussed.

IX. Old Business: No old business discussed.

X. Committee/Workgroup Reports

- a. Book and Release Committee: No report was presented.
- b. Recruitment and Retention Committee: Chief Yannuzzi thanked Katherine Hatos and CJC staff for putting together the statistics for the report, and all

the agencies for continuing to provide information. The quarterly report for April-June 2014 was included in the packet (yellow paper).

- c. Sexual Assault Response Team: Chief Jenkins asked for any pending policies or recommendations for best practices to go through Chief Assistant Fernandes before they go to the chiefs and the general membership body to ensure that they are legally sound. Chief Jenkins also asked for increased levels of participation by subject matter experts (sergeants, lieutenants, and other officers with sexual assault investigative experience) for SART subcommittees.
- d. Court Systems Task Force: No report was presented.
- e. Sex Offender Population: No report was presented.

XI. Liaison Updates

- a. Data Sharing: Chief Kitzerow gave a reminder of the LEX meeting after the LEPC meeting, and provided some updates: Delray Beach is now in the system; Palm Beach is in the final phases; they are working on getting Riviera Beach active; training was held in Palm Springs. Chief Kitzerow congratulated Ted Gonzales for a great job.
- b. Child Abuse Protocol: Chief Scheller reported that the review committee met on July 9th. They are in the final stages finishing up some minor changes. They will meet again and are anticipating doing a presentation in the near future.
- c. Criminal Justice Commission: Michael Rodriguez reported that the CJC Finance Committee met yesterday, and they will be forwarding their recommendations to the CJC on August 11th. Part of that process is the county's share of the Byrne Grant dollars; letters have been sent out to all municipalities for approval. All the allocations are for countywide efforts: \$181,000 to drug court (adult, delinquency, and civil); \$110,000 to countywide reentry; and \$50,000 to LEX. He mentioned that the budget was \$250,000 short from last year and requested assistance in processing the Byrne Grant letters.
- d. Criminal Justice Institute: Director Schroeder reported that they are getting ready for a number of academies about to start: full-time corrections academy on August 4th and 11th; full-time law enforcement academy on August 25th; part-time law enforcement academy on September 2nd; and another full-time law enforcement academy in October. He announced that they will be offering about 70-90 advanced and specialized courses in the next fiscal year, thanks to everyone who helped them get the funding back. Director Schroeder requested that if agencies are processing a recruit for the academy not to wait to the last minute to let them know because it complicates the

process. Vice-Chairman Blouin asked how many of the sponsored recruits or cadets have been employed. Director Schroeder responded that the August academy actually has the highest number of sponsored recruits. They have commitments for 11 out of 36, which is high. Some are picked up during the academy training; and by the end of the academy about 40% is hired.

- e. High-Intensity Drug Trafficking Area: No report presented.
- f. High School Criminal Justice Academies: No report presented.
- g. Communications/Interoperability: Chief Mangold reported that everything is moving forward smoothly with West Palm. They have the Customer Design Review (CDR) next Tuesday, which if all goes well there, Harris will start equipment production for delivery in December. And hopefully they will have the system up and running in May or June of 2015.

XII. Training Announcements

- a. Sequential Intercept Model Training

XIII. Member Comments

Chief Stepp brought up an issue of providing access to emergency workers through checkpoints after a hurricane. He provided a copy of a letter for review that would allow agencies to authorize emergency workers that have an id to bypass checkpoints in order to get to work. There was some discussion about using a regional id card. Chief Stepp mentioned that an id would complicate the process. He reiterated that the letter is simple and has proven to be effective. Chief Stepp recommended getting a consensus from the committee to adopt this procedure as a proactive measure for future hurricanes. Vice-Chairman Blouin asked Ms. Hatos to send out the letter and bring it back to the next meeting.

XIV. Attachments

- a. Jupiter Police Chief to Head State Police Association, Palm Beach Post Article *on white paper*
- b. Physical Evidence Recovery Kit (PERK) *on blue paper*
- c. Quarterly Staffing Report *on yellow paper*

XV. Adjournment

Next Meeting: August 28, 2014 Clayton Hutcheson Agricultural Center