

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

Thursday, August 22, 2013 – 9:30 a.m.

Clayton Hutchinson Agricultural Center
Exhibit Hall “B”
559 North Military Trail
West Palm Beach, Florida

Members Present

Chief Stephen Stepp, Chairman, Palm Beach Gardens Police Department
Chief Dan Alexander, Vice Chairman, Boca Raton Police Department
Interim Chief Jeffrey Katz, Boynton Beach Police Department
Chief Anthony Strianese, Delray Beach Police Department
(Represented by Assistant Chief Jeffrey Goldman)
Chief Brian Smith, Juno Beach Police Department
Chief Frank Kitzerow, Jupiter Police Department
Interim Chief John Pruitt, Jupiter Inlet Colony Police Department
Chief Sean Scheller, Lantana Police Department
Chief Carmen Mattox, Manalapan Police Department
Chief Richard Jenkins, North Palm Beach Police Department
Chief Christopher Yannuzzi, Ocean Ridge Police Department
Director Kirk Blouin, Palm Beach Police Department
Chief Duncan Young, Palm Beach Shores Police Department
Chief Thomas A. Ceccarelli, Palm Springs Public Safety Department
Chief Larry Leon, Palm Beach County School District Police Department
Major Luis Ramil, Florida Highway Patrol
Duane Little, Special Agent Supervisor, Florida Department of Law Enforcement
Timothy Donovan, Assistant Special Agent in Charge, Federal Bureau of Investigation
(Represented by SSA Chris Klettheimer)
John McKenna, Assistant Special Agent in Charge, Drug Enforcement Administration
(Represented by Shane Catone)
Edward Thompson, Assistant Special Agent in Charge, U.S. Immigration and Customs Enforcement
Michael Fagan, Special Agent, U.S. Secret Service
Karen Hanlon, Federal Security Director, Transportation Security Administration
Frank Miller, Patrol Agent in Charge, U.S. Border Patrol

Members Absent

Chief Robert Mangold, Atlantis Police Department
Chief Craig Hartmann, Highland Beach Police Department
Chief Wes Smith, Lake Clarke Shores Police Department
Director Michael Porath, Greenacres Department of Public Safety
Chief Garrett Ward, Gulf Stream Police Department
Chief Clarence Williams III, Riviera Beach Police Department
Chief Roger M. Crane, South Palm Beach Police Department
Chief Christopher Elg, Tequesta Police Department
Chief Vincent Demasi, West Palm Beach Police Department
Sheriff Ric Bradshaw, Palm Beach County Sheriff's Office
Mike Waites, Chief Investigator, State Attorney's Office 15th Judicial Circuit
Major Camille Soverel, Florida Fish & Wildlife Commission
Chief Charles Lowe, Florida Atlantic University Police Department
Major Carol Owsiany-Himmel, Florida Division of Alcoholic Beverages & Tobacco
Lieutenant Anthony Stafford, State Fire Marshall's Office
Robert Shirley, Resident Agent in Charge, Bureau of Alcohol, Tobacco, Firearms and Explosives
Glen Wilner, Assistant Chief, U.S. Marshals Service

George Sanders, Supervisory Special Agent in Charge, Internal Revenue Service

Advisory Members Present

Director Larry Schroeder, Criminal Justice Institute of Palm Beach State College
Hon. Dave Aronberg, State Attorney, 15th Judicial Circuit
Joni Livingston, CJSTC Field Specialist, Florida Department of Law Enforcement
Rosalyn Baker, Circuit Administrator, Florida Department of Corrections
Feirmon Johnson, Chief Probation Officer, Florida Department of Juvenile Justice
(Represented by Gregory Starling)
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

Guests

Commander Pat McCutcheon, Palm Beach County School District Police Department
Chief Assistant Brian Fernandes, State Attorney's Office 15th Judicial Circuit
Erica Reuter, Information and Analysis Manager, Boca Raton Police Department
Assistant Chief Michele Miuccio, Boca Raton Police Department
Scott Nugent, Director, Fusion Center
Frances DeChoudens, Supervisory Detention & Deportation Officer, U.S. Immigration and Customs Enforcement
Eileen Berry, U.S. Secret Service
Commander Robert Hagerty, Lantana Police Department
Asst. Chief Rick Facchine, Palm Beach Gardens Police Department
Asst. Chief Clint Shannon, Palm Beach Gardens Police Department
Colonel Jim Stormes, Palm Beach County Sheriff's Office
Deputy Chief Daniel Kerr, Jupiter Police Department
Captain Marty Tierney, West Palm Beach Police Department
Lieutenant Hal Hutchins, Ocean Ridge Police Department
Deputy Chief Dan Szarszewski, Palm Beach Police Department
Denise Vidal-Bennette, Senior Manager, ISS - LEX Project
Penny Anderson, Senior Coordinator, ISS - LEX Project
Captain Sarah Mooney, West Palm Beach Police Department
Elizabeth Neto, State Attorney's Office, 15th Judicial Circuit
Jacqui Charbonneua, State Attorney's Office, 15th Judicial Circuit
Greg Kridos, Chief of Intake, State Attorney's Office, 15th Judicial Circuit
Stewart Saalfeld, Court Program Specialist II, Court Administration
Captain Jeff Lindskoog, Palm Beach County Sheriff's Office
Major David England, Jupiter Police Department
Major Chris Smith, Jupiter Police Department
Jim Kelly, Executive Director, Palm Beach County Association of Chiefs of Police
Louis Tomeo, Director, Clerk & Comptroller Palm Beach County
Jeff Kadel, Executive Director, Palm Beach County Substance Abuse Coalition
Chief Assistant Al Johnson, State Attorney's Office 15th Judicial Circuit
Patrick Doyle, Intelligence Analyst, West Palm Beach Police Department
Captain Dave Bernhardt, West Palm Beach Police Department
Jessica Minei, Senior Crime Analyst, Palm Beach Gardens Police Department
Major Terri Molina, Coral Gables Police Department
Captain Mike Wallace, Palm Beach County Sheriff's Office

CJC Staff Present

Michael Rodriguez, Executive Director
Katherine Hatos, Senior Criminal Justice Analyst
Becky Walker, Criminal Justice Manager
Danielle Ouellette, Student Intern

I. Welcome and opening comments by Chief Stephen Stepp, Chairman

II. Roll Call

III. Introduction of Guests

IV. Approval and/or additions to the agenda

The August 22, 2013 agenda was approved.

V. Approval of the minutes of the meeting of July 25, 2013

VI. Chairman's Comments

a. Congratulations to John Pruitt, Jupiter Inlet Colony Interim Chief.

b. Welcome to Federal Security Director Karen Hanlon of the Transportation Security Administration.

c. Congratulations to Feirmon Johnson Chief Probation Officer of the Department of Juvenile Justice for Circuit 15 on his retirement

d. Congratulations and welcome to Greg Starling new Chief Probation Officer of the Department of Juvenile Justice for Circuit 15.

VII. Presentations

a. Implementation of the PBSO Web-Based DNA Request Form: *Julie Sikorsky, Forensic Biology Unit Manager*

Ms. Sikorsky talked about the updated PBSO Web-Based DNA Request Form which will be used to track all requests for DNA analysis. The new and improved system is accessible by logging on a website wherein an authorized user from any agency may enter the information regarding requests. Each agency has an administrator who coordinates with the PBSO Evidence Coordinator in order to add authorized users. Ms. Sikorsky provided packets containing tutorials on how to add users and how to navigate the site, and also gave a detailed step-by-step slide presentation of the entire DNA analysis request process. The site was tested by two PBSO detectives and is active as of today.

VIII. New Business

a. Chief Assistant Brian Fernandes of the State Attorney's Office discussed the Community Based Prosecution Initiative for the SAO intake unit, wherein a single intake prosecutor is assigned to a particular region. He provided a

handout which included a map showing the four regions for the different agencies, represented by the following prosecutors: Jacqui Charbonneau (North), Greg Kridos (North Central), Lindsay Warner (South Central), and Elizabeth Neto (South). The four regions overlap with the LEX regions.

- b. Chief Assistant Al Johnson of the State Attorney's Office provided information concerning U-visa requests that enable the victim, guardian of a minor victim, or the victim's next of kin to apply for status within the country if they cooperate in ongoing prosecution. There is an existing protocol with PBSO that may be used to develop a similar protocol countywide. Mr. Johnson asked for input and that agencies contact Sherri Collins for any questions or information.
- c. Chief Kitzerow and Vice-Chairman Alexander acknowledged State Attorney Dave Aronberg and Chief Assistant Brian Fernandes concerning the community-based prosecution initiative for adding the prosecution and conviction piece to the long-term LEX vision of countywide information sharing leading to arrests and greater public safety.

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 referred to the updated quarterly report that was distributed electronically.
- c. Traffic Committee: No report was presented.
- d. Sexual Assault Response Team: No report was presented.
- e. Court Systems Task Force: No report was presented.

XI. Liaison Updates

- a. Data Sharing: Chief Kitzerow again acknowledged the efforts of Denise Vidal-Bennett and Penny Anderson. He provided an update about the Finder integration system is moving along; Phase I of the project is about 95% complete in Boca Raton, to about 40% complete in Jupiter. Bulk system is moving along as well and the Board of Directors will be moving and their contract will be executed between LEX and the Criminal Justice Commission (CJC). Chief Kitzerow thanked the CJC for their support.
- b. Child Abuse Protocol: Chief Scheller reminded that the next Child Abuse Specialists meeting will be on October 11th. He will provide a reminder and exact details at the next meeting.

- c. Criminal Justice Commission: Vice-Chairman Alexander announced that the full commission will meet on September 9th at 8:00 am.
- d. Criminal Justice Institute: Director Schroeder reported that one class is graduating on September 19th and another on October 24th. Two part-time corrections academies are running right now. They will be starting a full-time corrections academy in October. The Equivalency training classes will start on October 15th. The fourth class of the Dispatch academy begins on Monday. They hope to offer the at the State Officers' Certification Exam at the College.
- e. High-Intensity Drug Trafficking Area: Colonel Stormes mentioned that Director Tim Wagner is making an effort to have as much training locally as possible. An Undercover Operations training class will be held on September 24th & 25th at the PBSO Training Center. Training includes supervisors, officers, federal agencies, and analysts. They also recently had training in July at the West Palm Beach Police Department.
- f. High School Criminal Justice Academies: No report was presented.
- g. Communications/Interoperability: No report was presented.

XII. Training Announcements

XIII. Member Comments

- a. Vice-Chairman Alexander mentioned a bus safety initiative developed by Deputy Sheriff Mugridge of PBSO. The Palm Beach County Association of Chiefs of Police will promote the initiative and unveil the video at a press briefing at the Safe Schools site in Boca Raton tomorrow at 10 am. He mentioned that the initiative has truly been a team effort among the School District, PBSO, and other municipalities. Chief Kitzerow recognized Colonel Stormes for promoting Deputy Sheriff's Mugridge's idea and encouraged other agencies to do the same.
- b. Colonel Stormes provided information about a golf tournament for Retired PBSO Captain Jack Strenes that will be held on Friday, September 27, 2013. Additional information will be distributed electronically.

XIV. Attachments

XV. Adjournment

Next Meeting: September 26, 2013