

PROFESSIONAL STANDARDS DIVISION

Professional Conduct Review Section



ANNUAL REPORT

2019



Professional Conduct Review Section

The mission of the Professional Conduct Review Section is to determine employee compliance with Sheriff's Office written directives in a fair and impartial manner while maintaining the trust and confidence of Sheriff's Office personnel and the citizens and visitors of Seminole County.



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SECTION I

Introduction

The Professional Conduct Review Section has, as its major function, the receiving, processing and investigating of administrative complaints made against Sheriff's Office employees. All Administrative Investigations are conducted by this section. This report outlines the investigative process and includes an analysis of the personnel complaints investigated during the 2019 calendar year.

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SECTION II

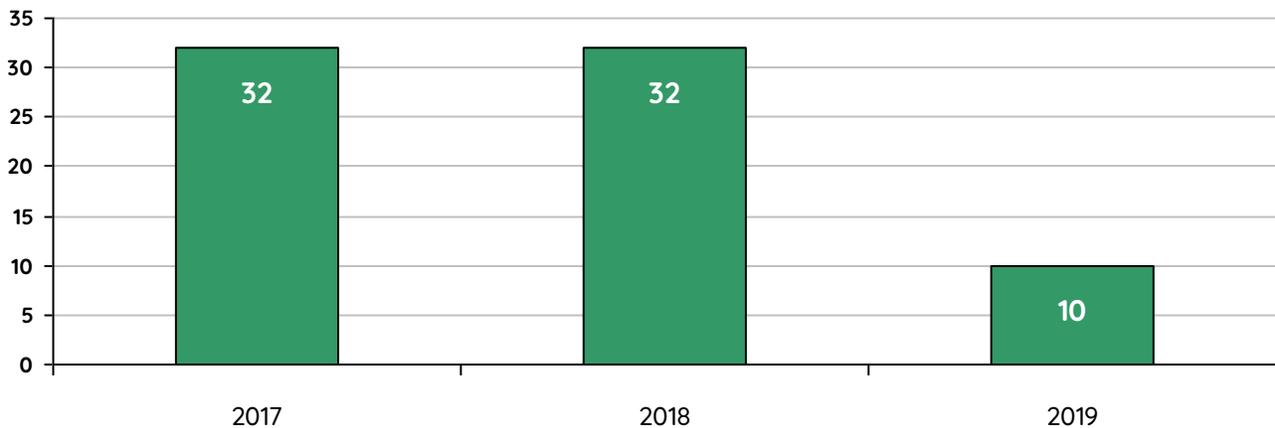
Personnel Complaints

The Professional Conduct Review Section received 10 formal complaints from the public in 2019. Of those, 0 resulted in formal investigations. During the same period in 2018, the section received 32 formal complaints from the public, 2 of which resulted in formal investigations.

This represents a -67% decrease in formal complaints and a -100% decrease in formal complaints resulting in investigations received by this section.

Formal Complaints

2017 - 2019



Complaints against employees of the Sheriff's Office are classified according to the nature of the complaint. If not resolved informally, they may be categorized as Supervisory Inquiries or Administrative Investigations. There are specific procedures for investigating complaints, which are determined by the seriousness of the allegation(s).

The following information provides the reader with a summary of the complaint process as it applies to Supervisory Inquiries and Administrative Investigations. Also, an analysis of each category is provided to show comparisons based upon the cases investigated and the resulting disposition of those cases.

NOTE: The 2018 Annual Report displayed higher numbers in the aforementioned chart due to the report including numbers for internally authorized investigations.

SUPERVISORY INQUIRIES

Supervisory Inquiries are investigations of allegations of discourtesy or other less serious violations of Sheriff's Office policy. They are generally conducted by a supervisor who has received specialized training and has been approved to conduct supervisory inquiries. These cases require limited investigation by the supervisor, who determines whether or not a violation of policy occurred.

If the supervisor determines through investigation that a violation of policy occurred and the allegation(s) are sustained, the Sheriff may elect to convene a Disciplinary Review Board. The Board considers the incident and recommends disciplinary action.

If the inquiry establishes the policy violation is more substantial than originally believed, or that it would become too time consuming for the supervisor to conduct, the Sheriff may order an Administrative Investigation be conducted by the Professional Conduct Review Section.



Professional Conduct Review Section

ADMINISTRATIVE INVESTIGATIONS

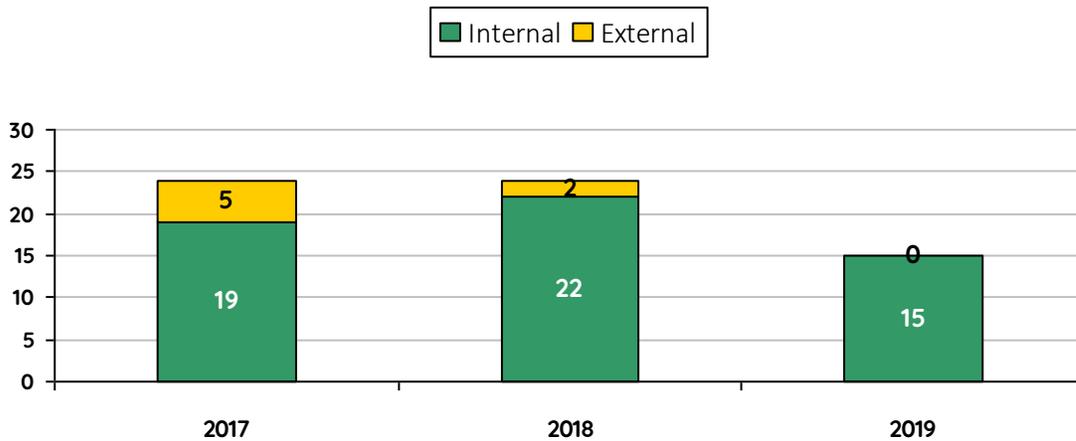
Administrative Investigations are investigations of major violations of Sheriff's Office policies, rules, procedures, or law. They are investigated by the Professional Conduct Review Section, only at the direction of the Sheriff or his designee. When the investigation is completed, each allegation is assigned one of the following conclusions: Sustained; Not Sustained; Unfounded; Exonerated; or Policy Failure. The completed investigation is forwarded to the Sheriff for his review and approval. Upon the Sheriff's approval, the investigation becomes public record. Disciplinary action is at the sole discretion of the Sheriff.

NOTE: The Professional Conduct Review Section is a fact-finding body only and makes no recommendations concerning discipline.

FORMAL INVESTIGATIONS CONDUCTED

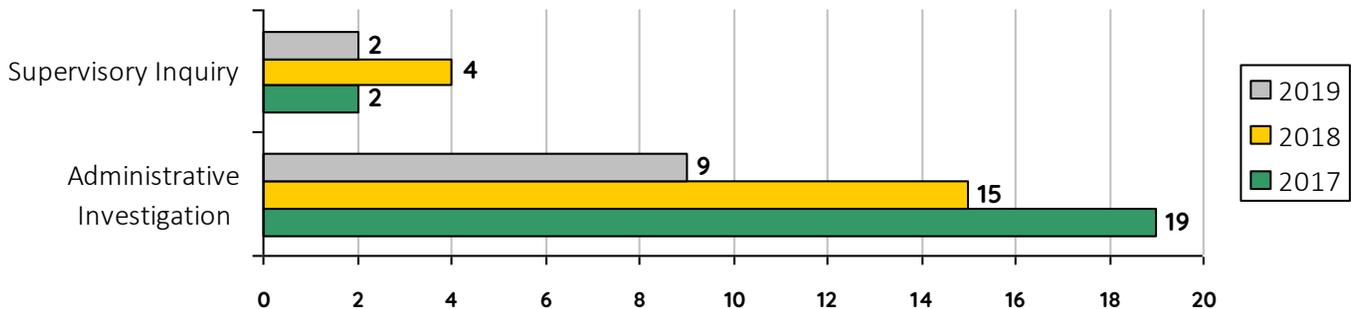
Administrative Investigations and Supervisory Inquiries are derived from formal complaints received from the public or internally authorized investigations within the Sheriff's Office. The following graph conveys the number of formal investigations conducted with a distinction between external (public) complaints and internally (agency) authorized investigations.

Formal Investigations



Analysis of Investigations

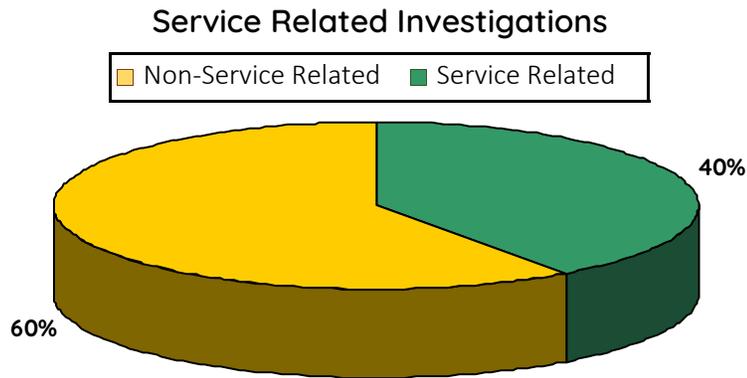
	2018	2019	PERCENT
Administrative Investigations	15	9	-40%
Supervisory Inquiries	4	2	-50%
Total Number of Investigations	19	11	-42%





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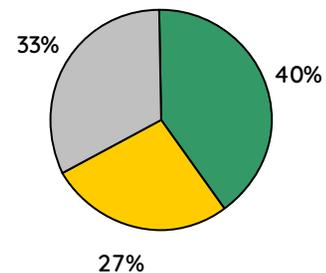
Service Related	6
Non-Service Related	9
Total	15



EMPLOYEE CLASSIFICATIONS



	TOTAL	PERCENT
Enforcement	5	33%
Corrections	4	27%
Civilian	6	40%
Total Number of Employees Investigated*	15	100%



**Some investigations involved multiple employees and some employees were the subjects of multiple investigations.*

DIGITAL VIDEO EVIDENCE

In 2019, there were 8 formal investigations that involved the use of digital video evidence.

In-Car Camera (SCSO)	2
In-Car Camera (Outside Agency)	0
Body Worn Camera (SCSO)	3
Body Worn Camera (Outside Agency)	2
Security Video (SCSO)	5
Security Video (Outside Agency)	0
Security Video (Other)	0

In 6 case(s) video evidence was used to sustain violations, in 1 case(s) video evidence did not influence the findings, and there was 1 case(s) in which video evidence was used to disprove violations.

In 2019, there were 4 formal citizen complaints that were able to be informally resolved as a direct result of available digital video evidence.

This represents a -67% decrease over 2018 when 6 complaints were able to be resolved as a result of video evidence.



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AGENCY PRACTICES

Recommendations for changes to agency practices were made in 2 formal investigations.

PC-19-0004

The Professional Conduct Review Section offers CPS recommendations be considered for implementation. In conjunction with CPS recommendation that a search be conducted when campers disembark from a form of transportation, this time could be utilized to locate any items unintentionally left on the vehicle by camp attendees. The placement of a PAL employee at the rear of the bus or van who follows the campers as they exit can perform these searches simultaneously along with ensuring all campers exit the vehicle. Additionally, the use of signage posted in the vans and buses could serve as additional visual reminders for staff.

The Professional Conduct Review Section offers a recommendation of either photographing PAL Camp attendees or utilizing their school picture in the event a need for an attendee's photo arises. Attendance should be conducted by the camper's name, not based off a total quantity of campers. The Professional Conduct Review Section has facilitated conversations with various Sheriff's Office departments related to the feasibility of providing scan-able identification badges to PAL campers to increase the efficiency and accuracy of camper headcounts on field trips.

The Professional Conduct Review Section understands funding and staffing needs across the Sheriff's Office vary. The buses PAL utilizes also service the diverse needs of the Sheriff's Office across its many different divisions and for numerous events, such as Shop with the Sheriff, Community Law Enforcement Academy, and many others. In order to most effectively carry out its mission, the transportation used by the Sheriff's Office must be reliable. Funding to purchase more reliable transportation should be considered and expedited in order to increase dependability and limit liability. Staffing needs for Sheriff's Office services, including PAL, should continue to be deliberated prior to the end of the school year to ensure school resource deputies and supervisors are dispersed appropriately.

The approved PAL SOP with a revision date of May 21, 2019, is made part of this administrative review in Section XV. The updated PAL SOP should be conspicuously posted for PAL employees on the Juvenile Justice Division's landing page via the Sheriff's Office intranet site.

Recommendations have been implemented by the respective division.

PC-19-0015

A recommendation is offered to reevaluate the security protocols of internal agency civil service testing material in order to preserve its confidentiality and integrity. It is recommended that all internal agency civil service testing material remain secured, and a process be put in place to monitor who accesses internal testing material actively used by the Sheriff's Office.

Recommendations have been implemented by the respective division.

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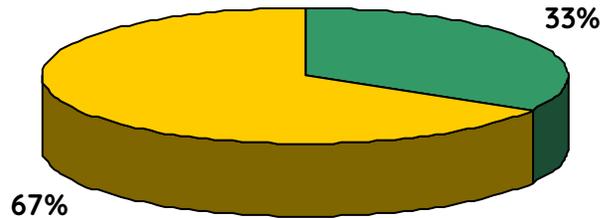
SECTION III

Supervisory Inquiries

The following is an analysis of the 2 Supervisory Inquiries that were conducted during the 2019 calendar year. Of those Supervisory Inquiries, there were 3 allegations of misconduct. The data below represents the investigative findings of those allegations and any resulting disciplinary action.

FINDINGS

Sustained	2
Not Sustained	1
Unfounded	0



DISCIPLINARY ACTION

As a result of the sustained violations, 1 employee(s) received some form of disciplinary action. The table below provides a comparison, by category, of the disciplinary actions administered.

DISCIPLINE	TOTAL	PERCENT
Warning	0	0%
Reprimand	0	0%
Suspension	1	100%
Demotion	0	0%
Resignation	0	0%
Termination	0	0%

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SECTION IV

Administrative Investigations

The following is an analysis of Administrative Investigations conducted during the 2019 calendar year. This information is based upon 9 investigations which are analyzed for Violations Charged, Findings, and Disciplinary Actions.

Sheriff's Office Administrative Investigations:	9
Total Number of Alleged Violations/Charges Investigated:	22
Total Number of Employees Investigated*:	10
Deputy Sheriff Involved Shootings:	1
Dangerous Animal Shootings:	0

**Some investigations involved multiple employees.*

VIOLATIONS CHARGED

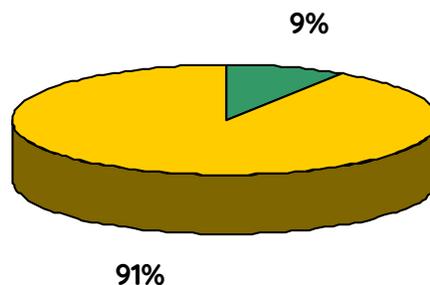
Of the 22 alleged violations of the Sheriff's Office written directives investigated by the Professional Conduct Review Section, the following table shows the types and percentages of alleged misconduct.

VIOLATION	TOTAL	PERCENT
Conduct Unbecoming	6	27%
Association & Fraternization with Criminals	3	14%
False Statements & Reports	3	14%
Knowledge/Obedience of Laws	3	14%
Duty Responsibilities	2	9%
Conduct Toward Supervisors, Subordinates, & Peers	1	5%
Conflicts of Interest	1	5%
Performance of Duty	1	5%
Unacceptable Uses of Sheriff's Office Info. Equip.	1	5%
Vehicle Operation (Alcohol)	1	5%

FINDINGS

Of the 22 alleged violations of the Sheriff's Office written directives investigated by the Professional Conduct Review Section, the following table provides a comparison, by category, of the findings assigned to each of the alleged violations investigated.

Sustained	20
Not Sustained	2
Exonerated	0





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DISCIPLINARY ACTION

As a result of the 20 sustained violations of policy, involving 10 employees, the following disciplinary actions were taken. The table below provides a comparison, by category, of the numbers and percentages of the resulting disciplinary actions.

DISCIPLINE	TOTAL	PERCENT
Suspension	3	30%
Demotion	0	0%
Resignation	4	40%
Termination	3	30%

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SECTION V

Telecommunications*

During the 2019 calendar year, there was 0 Administrative Investigations involving personnel assigned to the Telecommunications Division.

**Required by the Association of Public-Safety Communications Officials, the organization that oversees accreditation of the Telecommunication Section.*