

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

**Thursday, February 25, 2021 – 9:30 a.m.**

Meeting was held online via Zoom

**Members Present**

Chief Sean Brammer, Chairman, Florida Atlantic University Police Department  
Chief Hal Hutchins, Vice Chairman, Ocean Ridge Police Department  
Chief Richard Jenkins, North Palm Beach Police Department  
Chief Frank Kitzerow, Palm Beach County School District Police Department  
Chief Robert Mangold, Atlantis Police Department  
Chief Michele Miuccio, Boca Raton Police Department  
Chief Javaro Sims, Delray Beach Police Department  
Chief Ed Allen, Gulf Stream Police Department  
Chief Craig Hartmann, Highland Beach Police Department  
Chief David England, Jupiter Police Department  
Chief Sean Scheller, Lantana Police Department  
Chief Carmen Mattox, Manalapan Police Department  
Chief Clint Shannon, Palm Beach Gardens Police Department  
Chief Nicholas Caristo, Palm Beach Police Department (Represented by Captain John Scanlan)  
Chief Thomas A. Ceccarelli, Palm Springs Public Safety Department  
Chief Nathan Osgood, Riviera Beach Police Department  
Chief Gus Medina, Tequesta Police Department  
Sheriff Ric Bradshaw, Palm Beach County Sheriff's Office (Represented by Chief Deputy Frank DeMario)  
Troy Walker, Special Agent in Charge, Florida Department of Law Enforcement  
Eric Jester, Resident Agent in Charge, Florida Department of Law Enforcement  
Bill Fraser, Chief Investigator, State Attorney's Office 15th Judicial Circuit  
Major Fred Rondeau, Florida Fish & Wildlife Commission  
Captain Frank Briganti, Bureau of Insurance Fraud  
Assistant Chief Deputy Dan Torchia, U.S. Marshals Service  
Pete Garcia, Federal Security Director, Transportation Security Administration  
Chief Robert Crawford, VA Health Administration

**Members Absent**

Chief Michael Gregory, Boynton Beach 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 Frank Adderley, West Palm Beach Police Department  
Major Robert Chandler, Florida Highway Patrol  
Florida Division of Alcoholic Beverages & Tobacco  
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

Christopher Orcinolo, Resident Agent in Charge, Bureau of Alcohol, Tobacco, Firearms and Explosives  
Timothy Donohue, Resident Agent in Charge, U.S. Secret Service  
David Brant, Supervisory Special Agent, Internal Revenue Service  
Angel Belen, Patrol Agent in Charge, U.S. Border Patrol

### **Advisory Members Present**

Director Joseph Tata, 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)  
Anthony LaCosta, Managing Assistant United States Attorney, U.S. Attorney's Office  
Sivashree Sundaram, Chief: Narcotics and Violent Crimes, U.S. Attorney's Office  
Hon. Dave Aronberg, State Attorney, 15th Judicial Circuit  
Shawn Fagan, CJSTC Field Services Specialist, Florida Department of Law Enforcement  
Michelle Johns, Circuit Administrator, Florida Department of Corrections  
Gregory Starling, Chief Probation Officer, Florida Department of Juvenile Justice  
Stephanie Tew, Chief Assistant, Attorney General's Office of Statewide Prosecution

### **Advisory Members Absent**

None

### **Guests**

Robert Shea, Family and Community Services Director, Southeast Region, DCF  
Angelique Pickett, Intelligence Led Policing Manager, Boca Raton Police Department  
Lieutenant Richard Jones, Ocean Ridge Police Department  
Captain John Scanlan, Palm Beach Police Department  
Craig Williams, Chief Assistant State Attorney, State Attorney's Office  
Deputy Chief Dan Alexander, Palm Beach County School District Police Department  
Captain Darrell Hunter, Delray Beach Police Department  
SA Demetrios Thomas, Florida Department of Law Enforcement  
Robin Griffin-Kitzerow, Deputy Chief, Florida Atlantic University Police Department  
Assistant Chief Gene Sapino, Delray Beach Police Department  
Greg Kridos, Chief of Intake, State Attorney's Office  
John Carey, PBC Inspector General  
Captain John Haseley, Gulf Stream Police Department  
Judge James Martz, Circuit Court Judge  
Captain John Crane-Baker, Delray Beach Police Department  
Latrona Hayes, Manager Court Services, Public Safety  
Louis Tomeo, Director - Court Operations, Criminal Court Services  
Captain Michael Moschette, Delray Beach Police Department  
Assistant Chief Michael Madden, Riviera Beach Police Department  
Lieutenant Mike Oh, Highland Beach Police Department  
Assistant Chief Regina Price, Palm Beach County School District Police Department  
Scott Penney, Chief Investigator of the Public Defender's Office  
Stewart Saalfield, Court Analyst, Court Administration  
Ted Gonzales, Executive Director, Palm Beach County Association of Chiefs' of Police and LEX  
Commander Thomas Mitchell, Lantana Police Department  
Captain Steven Strivelli, Palm Beach County Sheriff's Office  
Lieutenant David Groover, Palm Beach County Sheriff's Office  
Assistant Chief Martin Bechtel, Palm Beach Gardens Police Department  
Assistant Chief Dominick Pape, Palm Beach Gardens Police Department

### **CJC Staff Present**

Regenia Herring, Executive Director  
Katherine Shover, Senior Criminal Justice Analyst  
Brad Allen, Criminal Justice Analyst  
Allison Orr, Administrative Assistant

- I. Opening comments by Chief Sean Brammer, Chairman.
  - a. Congratulations to David England, who has been selected as Chief of the Jupiter Police Department.
  - b. Congratulations to Chief Deputy Frank DeMario, Palm Beach County Sheriff's Office.
  - c. Welcome to Anthony LaCosta, Managing Assistant United States Attorney, Sivashree Sundaram, Chief: Narcotics and Violent Crimes, and Marc Osborne, Chief: Financial Crimes, US Attorney's Office.
  - d. Welcome to Eric Jester, Resident Agent in Charge, Florida Department of Law Enforcement.
  - e. Special recognition to Chief Richard Jenkins, North Palm Beach Police Department, who served for the past eight years as the Sexual Assault Response Team (SART) representative. Chairman Brammer also recognized Chief Craig Hartmann, Highland Beach Police Department, who served as the prior SART liaison.
  - f. Thank you to the following new LEPC Liaisons
    - Chief Michele Miuccio, Boca Raton Police Department - Sexual Assault Response Team
    - Chief Nathan Osgood, Riviera Beach Police Department - Coordinated Community Response Team
- II. Roll Call – Chairman Brammer requested that everyone list their name and agency in the chat in lieu of roll call.
- III. Introduction of Guests
- IV. The Agenda/Minutes were approved by unanimous consent.
- V. Active Shooter Hostile Event Response (ASHER) Countywide Standard Operating Guideline Update: Chief Frank Kitzerow, PBC School District Police Department thanked all his colleagues for being involved in the formulation of the policy. He also

recognized Deputy Chief Alexander for leading the group. ASHER is a multidisciplinary collaborative approach for unified response to critical incidents. Chief Kitzerow provided an overview of the SOG that includes staging areas, rescue teams, access control, media and public information, family reunification assistance, and survivor care. He mentioned that it is critical that all of these issues have been addressed in advance to save time on the scene. Chief Kitzerow also advised that the training video will be released today and they are currently working on the reunification process. More information will be provided as that process develops. He also reported that all agencies have signed off on ASHER.

VI. Operation Green Light and Update on Driver License Suspensions: Louis Tomeo, Director – Court Operations, Criminal Court Services advised that they are still having intermittent issues with driver license suspensions. They have been in contact with the DMV about the issues. Customers are being advised that they should keep a copy of their receipt and D6 clearance letter with them at all times to show that the citation has been paid. Officers concerned about the status of a case can check the ECaseView System. He also announced that they are having Operation Greenlight March 1-5, 2021 from 8 AM to 8 PM where customers can pay any outstanding traffic fines or fees without the collection fee surcharge which is typically 30-40% on top of what they owe. A flyer was emailed out to LEPC. This will be a virtual event where customers can call or pay online.

VII. New Business

a. DCF MOU with Law Enforcement Agencies: Robert Shea, Family and Community Services Director, Southeast Region, Department of Children and Families provided background information about the MOU which was one of the recommendations from a statewide task force. He will provide a copy of the DCF/FDLE Task Force report for distribution to LEPC members. He mentioned that they have a great partnership with law enforcement in Palm Beach County. Chief Deputy DeMario asked Captain Strivelli and Lieutenant Groover if they had any comments to add. They advised that they didn't have any issues with the MOU. Chairman Brammer asked whether the MOU was needed as the Child Abuse Protocol is already in place. Mr. Shea advised that they informed headquarters that they already have a protocol in place, but DCF has requested a standardized MOU that will be used by all law enforcement agencies statewide. Please let Mr. Shea know if you have any questions concerning the MOU.

VIII. Liaison Updates

a. **Data Sharing:** Ted Gonzales advised that they are moving forward to the transition to Finder 6.0. They will be reaching out to agencies concerning training sessions with Finder. They would like to initially start with a train the trainer

- format. He also mentioned that they are working with Finder to take over IT for the LEX project.
- b. **Recruitment and Retention:** Katherine Shover advised that a copy of the staffing report was provided in the meeting packet.
  - c. **Community Engagement Team:** Chief Sims reported that they are continuing with the policing forums with the Criminal Justice Commission. They have received positive feedback from the community commending them for initiating the conversations. In Delray, they decided to have a spinoff with the youth called Youth Voices in partnership with Healthier Delray that was held at the Arts Garage. He advised that it was very successful and they are looking to have another one next quarter. They will also be conducting a virtual Citizen's Police Academy and may have a youth one next. He reported that they continue to look for innovative ways to engage the community. Chairman Brammer mentioned that they have sent out the dates for the next forums. Chief Sims asked Chiefs to view the forums online and provide any suggestions on how they can improve the format.
  - d. **SART:** Chief Miuccio reported that today is the first meeting. A copy of the SART report was included in the meeting packet. Chairman Brammer thanked Chief Miuccio for serving as the LEPC liaison for this committee.
  - e. **Coordinated Community Response Team:** Chief Osgood reported that they will be reaching out to all agencies and the State Attorney's Office concerning a coordinated response for domestic violence cases. Chairman Brammer thanked Chief Osgood for volunteering as the LEPC liaison for this committee.
  - f. **Criminal Justice Institute:** Director Tata advised that they had the Region XII meeting this morning. A survey will be sent out to Chiefs and training divisions. They would like to offer everything agencies are requesting.
  - g. **Communications/Interoperability:** No report.
  - h. **School Safety:** Judge Martz advised that the next meeting will be held online on Monday, March 8<sup>th</sup>.
  - i. **State Attorney's Office:** State Attorney Aronberg inquired as to whether agencies had heard about any vaccine scams. Captain Frank Briganti, Bureau of Insurance Fraud, mentioned a webinar that will be held on Friday about how COVID fraud scams have impacted the insurance industry. He will send out information to the LEPC about the webinar.
  - j. **Palm Beach County Sheriff's Office:** Nothing to report.
  - k. **Palm Beach County School District Police Department:** Nothing more to add.

1. **State and Federal Updates** – Anthony LaCosta, Managing Assistant United States Attorney, started in February 2020. He noted that the US Attorney’s Office is open. They are having Grand Jury about once per month in Miami. They don’t anticipate criminal trials before May or June. He also mentioned that they are accepting and screening cases. Sivashree (Siva) Sundaram, Chief: Narcotics and Violent Crimes, asked that agencies reach out to her if they need any assistance.

Director Herring applauded the work that Chief Sims and Barbara Cheives are doing with the Community Engagement Task Force. She noted that each forum is different. In addition, she mentioned that they are hosting the first CJC Executive Planning meeting to look at all of the committees and next steps to determine issues they should be focusing on. Please reach out to Ms. Shover if you have any suggestions.

IX. Next meeting – March 25, 2021

X. Attachments

- a. DCF MOU
- b. Child Abuse Protocol
- c. Staffing Reports
- d. SART Update
- e. Language Access Considerations for Law Enforcement (April 23, 2021)
- f. Operation Green Light (March 1-5, 2021)