



# PAC-CHAT

**FALL 2018  
ISSUE 3**



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**"Assessing" Ourselves**

Let me begin by welcoming you to the fall conference in Clearwater Beach, Florida.

We look forward to sharing a wonderful week of training and accreditation successes. The conference, which will host the review of agencies from around the state, is the culmination of hard work and determination.

As I sit and think about the word success, I am encouraged to evaluate my life as a whole. These moments lead me to "assess" my life and whether or not I am making a difference. I entered law enforcement as a young woman with the idea that I would change the world and make that difference we all so desperately strive to make. I am fortunate enough to have been assigned to various divisions within my department. Each of these divisions afforded me the opportunity to see if I had found my niche, my particular passion within the world of law enforcement. I found that when I was assigned as the accreditation manager. I have had the luxury of making a difference in a way that I don't believe I envisioned when I started my career.

I know each of us view success differently, be it in our career or personal life, hopefully in both. I do want to share that YOU are making a difference within your agency. You are a valued member of our community, the accreditation community. We share in your success and help you find the tools to move forward, grow, and improve with each year. Our desire is to improve with each conference and empower you to be a successful accreditation professional.

I leave you with a parting thought, what is your definition of success and based on that, are you successful? I think you will surprise yourself with the answer.

As always, be safe, be vigilant, be extraordinary!

Sincerely,  
Marette Sims  
President, FLA-PAC



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# EDITOR'S COLUMN

*By Juli Brown, PAC-Chat Editor*

*FWC, Division of Law Enforcement Accreditation Manager*



Welcome to the October 2018 FLA-PAC Accreditation Conference.

As Fall sets in, we begin the mindset of the holiday season and spending time with family and friends.

Leaves changing colors

Football

Halloween costumes

Pumpkins

Turkey and dressing

Lights and special ornaments

on a Christmas tree

A new year - 2019

Let's remember to give thanks for all that we have – all that we have overcome and accomplished this year.

Safe and Happy Holidays Everyone!

See you in February 2019

*Juli*





# FLORIDA ACCREDITATION OFFICE (FAO)

*Recap of June 2018 Conference*

*Accredited Agencies*



The Florida Corrections Accreditation Commission, Inc. (FCAC) and the Commission for Florida Law Enforcement Accreditation, Inc. (CFA) held their meetings June 19-20, 2018. Six agencies were reaccredited by the respective Commissions earned their Excelsior status, which is awarded after five successful reaccreditations without conditions.

## FCAC

## CFA

- Sumter County Sheriff's Office Detention Facility\*
- Jacksonville Sheriff's Office Department of Corrections\*
- Marion County Sheriff's Office Jail\*
- Pasco County Sheriff's Office
- Clay County Sheriff's Office Corrections Division\*
- Osceola County Corrections Department\*
- Broward County Sheriff's Office Pretrial and Probation Services Division
- Lake County Sheriff's Office

- Department of Juvenile Justice Office of the Inspector General
- Gretna Police Department
- Martin County Sheriff's Office
- University of Florida Police Department
- Rockledge Police Department
- Palm Beach County School District Police Department
- West Palm Beach Police Department
- Cocoa Police Department
- Davenport Police Department
- Gulfport Police Department

★ *Congratulations* ★



*\*Denotes Excelsior Agency*



# CERTIFIED ACCREDITATION PROFESSIONAL

*By Wanda White  
CAP Committee Chair*

**June 2018 Recap**

## **Congratulations to the following Certified Accreditation Professionals who earned certification at the June 2018 Conference.**

**Juli Brown – earned recertification for the second time  
Gloria Sepanik – earned initial certification**

The FLA-PAC Executive Board established the Certified Accreditation Professional program as proposed by the CAP Committee at the June 2009 conference. **Nine years ago** at the October 2009 Conference in Jacksonville, the first nine candidates earned certification.

The first nine Certified Accreditation Professionals were: Bob Brongel, Juliane Day, Cheryl DeGroff, Karen Gilbert, Christine Goracke, Johnny Greenwood, Dianne Hill, Jerry Rothman, and Wanda White.

Since then, twenty-nine more candidates have earned certification for a total of 38. Twenty-three CAPs have been recertified. Eight of the 23 have been recertified twice. Today, there are 20 current Certified Accreditation Professionals.

If you are actively involved in accreditation by attending conferences (attending training, commission meetings and business meetings), serving FLA-PAC (serving on committees, instructing classes, serving as an officer on the Executive Board) and conducting assessments, **YOU** can be a certified accreditation professional.

We encourage you to complete an application. You may find it and a complete description of the program in the *Members Only* section of the FLA-PAC website. Applications must be received no later than six weeks before the next FLA-PAC conference. Complete application packages may be emailed or snail-mailed to:

Wanda H. White, Chair  
Certified Accreditation Professional  
9020 Ashville Drive  
Pensacola, FL 32514  
wandawhite.accred@cox.net

## *Current Certified Accreditation Professionals*

James Aguiar\*  
Bob Brongel\*\*  
Juli Brown\*\*  
Tina Chatmon  
Bruce Clark\*\*  
Juliane Day\*\*  
Tim Elder\*  
Jimmy Fannin  
Tammy Farnham\*  
Sandra Guajardo  
Cheryl Houpt\*\*  
Maria Marino-Bollen\*\*  
Tammy Matthews\*  
Nicole Minick\*  
David Pate\*  
Gary Robinson\*\*  
Frank Ruggiero  
Gloria Sepanik  
Marette Sims  
Wanda White\*\*

\* Recertified  
\*\* Recertified twice

## *Former Certified Accreditation Professionals*

Troy Bettencourt  
Dianna Blackledge  
Cheryl DeGroff  
Karen Gilbert  
Christine Goracke  
David Gray  
Johnny Greenwood  
Ana Guerra  
David Harvey  
Clyde Hedrick  
Diane Hill  
Tammie Jacobs  
Dean Kelly  
Jose Monteagudo  
Jerry Rothman  
Amy Schmidt  
Bob Thomas  
Justin Woodall

For further information, please contact any of the CAP Committee members listed below:

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wandawhite.accred@cox.net

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bob139@verizon.net

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marino@mydelraybeach.com

Dave Parisi  
dparisi@sarasotasheriff.org

James Aguiar, Jr.  
jaguiar@sumtercountysheriff.org

# Florida Telecommunications Accreditation Commission (FLA-TAC)

*By Bob Brongel, Executive Director*



Welcome everyone to Clearwater Beach!

This area is one of Florida's gems! There is plenty to do in Clearwater, and the FLA-TAC staff has planned many fun things for this conference.

We have been very busy since the last conference. There has been considerable outreach, which has resulted in the following agencies submitting contracts and working toward communications accreditation:

- St. Johns County Sheriff's Office
- Clay County Sheriff's Office
- Hendry County Sheriff's Office
- Apopka Police Department

At this conference, we want to welcome and congratulate the Pinecrest Police Department (PPD) Communications Center. The agency is led by Chief of Police Samuel Ceballos, Jr. and the Accreditation Manager is Ms. Corinne Jahnke. PPD is a PSAP in South Florida and provides public safety communications services for the Village of Pinecrest. PPD had a flawless onsite and is the first agency in South Florida to be accredited through FLA-TAC. Please congratulate the members of the Pinecrest Communications Center on this notable achievement.

As some of you may know, Commissioner Samantha Jones recently retired from the Neptune Beach Police Department. She will be greatly missed. Sam had been with FLA-TAC since its inception, and was part of the original task force which designed and developed the TAC standards. She was one of our finest instructors and provided a great deal of technical expertise to the Commission. We presented Commissioner Jones with a token of appreciation after the last conference.

With the retirement of Commissioner Jones FLA-TAC was left with a vacancy which was filled by Ms. Hope Lunsford of the Pensacola Police Department. Commissioner Lunsford was appointed at the June conference.

The Denise Amber Lee Foundation was one of the founding members of FLA-TAC and has sat as Commissioner since TAC's inception. The foundation has grown considerably and can no longer devote the time and energy necessary to assist the Commission and as a result, they have resigned their position. They, too will be greatly missed, and we will present them with a token of our appreciation at a future conference.

With another vacancy we have reached out to Ms. Lisa Cahill of the Marion County Public Safety Communications Department, and she has accepted the position of Commissioner. Her appointment is effective at this conference. Since she was Team Leader for the Pinecrest Police Department assessment, she will take her place at the dais after Pinecrest is reviewed by the Commission.

Please join me in congratulating Commissioner Lunsford and Commissioner Cahill on their appointments.

We have tentatively planned an accreditation manager and assessor class for the end of the year. The exact dates will be announced in the near future.

The Standards Review and Interpretation Committee (SRIC) had to be postponed until the next conference in February. The Commission voted to hold SRIC at each October conference, but because of filling the vacancies on the Commission and issues with the conference venue, we have decided to postpone this month's SRIC.

If you have any suggestions for adding or deleting a standard or modifying existing language please contact me by email. There is no form to submit but please be certain you have described your submission clearly, and include your name and contact information. All submissions will be added to the agenda, which will be published prior to the February meeting.



**One of the most important people you will never see**

Bob Brongel



# American Correctional Association (ACA) Update

*By Megan Noble*

*Standards and Accreditation Specialist*

After the release of the new ACA Manual of Accreditation Policy and Procedure in March 2017, a decision was made that the publication of Standards Supplements would be discontinued. Instead, ACA will be publishing new editions of the accreditation manuals, electronically. Changes to performance standards and expected practices will now be published by ACA through revision to appropriate accreditation manuals after the semi-annual meetings of the Performance-Based Standards Committee.

The ALDF Manual is still in the process of being updated with the most recent changes and/or revisions. As of now, the 2016 Standard Supplement is still in effect. The Standards and Accreditation Department will advise when the newly revised manuals are published.

The Commission on Accreditation for Corrections conducted 226 panel hearings at the 148th Congress of Correction ACA Conference in Minnesota,

Minneapolis held August 1-3, 2018. Of the 226 agencies reviewed, the following Florida agency is to be commended for receiving reaccreditation award.

### **Pinellas County Jail (ALDF)**

The Standards and Accreditation Department has a new Director, Mr. David K. Haasenritter. Mr. Haasenritter has spent the last 36 years working for the Army as a Soldier (22 years) and as an Army Civilian for 14 years; most of the time in corrections at facilities, agency, and parole board. Dave can be reached at 703-224-0070 or DavidH@aca.org.

For additional information, please contact your Specialist, Megan Noble at 703-224-0083 or MeganN@aca.org.

Next Conference:  
New Orleans, Louisiana  
January 11-15, 2019



## **TRAINING COMMITTEE**

### **WANTED: Assistance Distributing Rosters and Questionnaires**

The training committee continues to work toward improving the process of obtaining qualified instructors and informative meeting sessions, managing the times and dates training is offered and accounting for your attendance. This requires a lot of committee member effort during each conference.

We attempt to offer several blocks of training and meetings at the same time in order to appeal to all attendees. Believe it or not, the greatest need the committee has at this time is to provide a training roster and questionnaires at EACH training session and return them to me after the session is complete. This task is just as simple as it sounds we just don't have enough members to accomplish this comfortably sometimes. If you would like to assist in this area, please don't hesitate to contact me, a training committee member or leave your name and telephone number for me at registration.

As the Training Chairman, I am always open to your comments and suggestions to make our conference training what you would like to see offered.

Thank you for your dedication to Accreditation!

Frank Ruggiero, Chair



# FLORIDA ACCREDITATION OFFICE (FAO)

*FCAC / CFA Review Schedules*

*October 2018*



## Florida Corrections Accreditation Commission (FCAC) PANEL REVIEWS October 2, 2018 - 9:00 AM

### I. PANEL A - Island I

- A. Broward County Sheriff's Office Department of Detention\*
- B. Monroe County Sheriff's Office Bureau of Corrections\*
- C. Collier County Sheriff's Office Corrections Bureau\*
- D. Sarasota County Sheriff's Office Corrections Bureau\*

### II. PANEL B - Island II

- A. Palm Beach County Sheriff's Office Department of Corrections\*
- B. Polk County Sheriff's Office Jail\*
- C. Flagler County Sheriff's Office Detention Facility

## Commission for Florida Law Enforcement Accreditation (CFA) PANEL REVIEWS October 3, 2018 - 8:00 AM

### I. PANEL A - Island I

- A. Putnam County Sheriff's Office\*
- B. Kissimmee Police Department
- C. Orlando Police Department\*
- D. Sanford Police Department
- E. Division of Alcohol Beverage and Tobacco
- F. Marion County Sheriff's Office

### III. PANEL C - Sand Key

- A. University of South Florida Police Department\*
- B. Flagler County Sheriff's Office
- C. Coconut Creek Police Department
- D. St. Petersburg Police Department
- E. Cocoa Beach Police Department
- F. Venice Police Department

### II. PANEL B - Island II

- A. Department of Children and Families Office of Inspector General
- B. Department of Management Services Office of Inspector General
- C. Department of State Office of Inspector General
- D. Department of Corrections Office of Inspector General
- E. Department of Environmental Protection Office of Inspector General
- F. Department of Financial Services, Division of Investigative and Forensic Services

### IV. PANEL D - Grand Ballroom

- A. Satellite Beach Police Department\*
- B. Doral Police Department
- C. Palm Beach County Sheriff's Office\*
- D. Hendry County Sheriff's Office
- E. Bradenton Police Department
- F. Monroe County Sheriff's Office\*

*\*Denotes Excelsior Agency*



# FLA-PAC BUSINESS MEETING MINUTES

*ChampionsGate, FL (June 21, 2018)*

*By Jennifer Renner, Recording Secretary*

## A. OPENING CEREMONIES:

### I. Welcome:

1. The FLA-PAC Business Meeting was called to order by President Murette Sims at 9:00 a.m. at the Omni Resorts ChampionsGate Orlando, FL.

### II. Posting of the Colors and the Pledge of Allegiance:

1. President Sims introduced the Mount Dora Police Department Honor Guard to present the colors of our nation.

### III. Invocation:

1. President Sims invited Chaplain Gordon Robinson of the Mount Dora Police Department to lead the membership in the invocation.
2. Welcoming remarks were made by Chief John O'Grady of the Mount Dora Police Department.

### IV. Roll Call:

1. Prior to the business meeting, Secretary Jennifer J. Renner verified the registered attendance with Treasurer Joe Monteagudo. With the confirmation of the membership quorum (87 agencies) and the presence of five officers the business meeting was called to order. The FLA-PAC Business Meeting was adjourned at 9:10 a.m.

## B. FLORIDA TELECOMMUNICATIONS ACCREDITATION (FLA-TAC):

### I. Roll Call:

1. Executive Director Robert "Bob" Brongel conducted the FLA-TAC roll call; with the confirmation of seven commissioners present a quorum was established and the FLA-TAC meeting was called to order at 9:11 a.m.

### II. FLA-TAC BUSINESS:

1. Hope Lunsford was appointed by Chairperson Sims as a FLA-TAC commissioner, replacing Samantha Jones.
2. Executive Director Robert "Bob" Brongel presented the FLA-TAC Report
  - a. A motion to accept the FLA-TAC Report was made by Commissioner Renner. No discussion, motion carried.
3. Presentation of Awards: Polk County Sheriff's Office
  - a. Final report was reviewed by Hope Lunsford
  - b. A motion that the Polk County Sheriffs Office be reaccredited by the Florida Telecommunications Accreditation Commission was made by Commissioner Farnham. No discussion, motion carried.
4. The motion to adjourn was made by Commissioner Matthews. No discussion, motion carried. The FLA-TAC meeting was adjourned at 9:25 a.m.

## C. FLORIDA POLICE ACCREDITATION COLITION (FLA-PAC)

1. FLA-PAC Meeting resumed at 9:25 a.m.

# FLA-PAC BUSINESS MEETING MINUTES

*ChampionsGate, FL (June 21, 2018)*

*By Jennifer Renner, Recording Secretary*



- I. **NEW MEMBER WELCOME AND MEMBERSHIP LAURELS:**
  1. New members and first time attendees were asked to stand and introduce themselves to the membership.
- II. **APPROVAL OF THE MINUTES:**
  1. The meeting minutes for the February 2018 FLA-PAC Business Meeting were reviewed. A motion to accept the minutes was made by Al Lerner. No discussion, motion carried.
- III. **OFFICERS' REPORTS:**
  1. **Treasurer – Jose Monteagudo**
    - a. Review of the Budget
    - b. Budget remains available on the FLA-PAC website
    - c. Overview of the proposed budget updates
  2. **Public Relations Director – Tammy Farnham**
    - a. Acknowledged and thanked the host agencies
    - b. Seeking additional vendors
    - c. PAC-Chat:
      - i. Electronic
      - ii. APP
    - d. Upcoming conference hotel contracts: Clearwater – October 2018
  3. **Secretary – Jennifer Renner**
    - a. The minutes stand as the main report and are posted on the PAC-Request
  4. **Second Vice President – Oscar Kieffer**
    - a. Training Overview
  5. **First Vice President – Tammy Matthews**
    - a. CALEA – Vince Dauro
    - b. ACA – Reaching out to ACA for upcoming conferences
  6. **Immediate Past President – Juliane Day**
    - a. Absent from the meeting
  7. **President – Murette Sims**
    - a. Current hotel overview
    - b. Site visits for future hotels
    - c. Board member training Friday afternoons, post-conference
- IV. **COMMITTEE REPORTS:**
  1. **Audit Committee – Tim Age**
    - a. The books reviewed (February, March, April, and May 2018); no discrepancies found
    - b. Inventory of the PAC
  2. **Scholarship Committee – Tim Elder**
    - a. Immediate family member scholarship
  3. **Outreach Committee – Tammy Mathews**
    - a. Debi Fecht – patch revamp project, only members in good standing to have patches displayed on the FLA-PAC membership board; updated patches can be brought in or mailed to an Executive Board member
    - b. Members who are no longer in good standing will be contacted and encouraged to rejoin
  4. **Training Committee – Frank Ruggiero**

# FLA-PAC BUSINESS MEETING MINUTES

*ChampionsGate, FL (June 21, 2018)*

*By Jennifer Renner, Recording Secretary*



- a. Reached out to the membership for class suggestions and instructors; option of training to be taught by committee members
- 5. CAP Committee – Wanda White
  - a. Overview of the CAP program to include updating the website and application(s) and training (a question and answer session)
  - b. Certified Accreditation Professional Presentations:
    - i. A motion to re-certify (second recertification) Juli Brown as a Certified Accreditation Professional was made by Tammy Farnham. No discussion, motion carried.
    - ii. A motion to certify Gloria Sepanik as a Certified Accreditation Professional was made by Tammy Matthews. No discussion, motion carried.
- 6. Professional Standards Committee – David Pate
  - a. Development of recommended SOPs (Bruce Clark and Gloria Sepanik)
- 7. Standard Operating Procedures (SOP) Committee – Rob Pace
  - a. Review SOPs; Draft SOP manual to be presented by October 2018 (Flora Tran, Sarah Kenniff, and Lindsey Maxwell)

## V. ACCREDITATION UPDATES:

- 1. CFA/FCAC Update – Executive Director Lori Mizell
  - a. Overview of FCAC and CFA awards
  - b. Five new agencies have applied
  - c. Training date updates on the website (August 15/16 New Accreditation Manager and August 8/9 New Assessor Training)
  - d. SRIC changes will be posted by next week
- 2. CALEA – Vince Dauro
  - a. Training overview
  - b. Electronic files with the transition into PowerDMS
  - c. Completely transitioned to a four year cycle with 6<sup>th</sup> Edition (6.4)
  - d. Conference in Grand Rapids, MI July; Huntsville, AL in May 2019
- 3. FMJS Update – James Aguiar
  - a. FMJS Awards Nominations by August 1, 2018
  - b. The next FMJS Meeting will be held on September 20, 2018 at the Waterfront Inn located at The Villages
  - c. Recertification training: August 10 – Jacksonville Sheriffs Office; December 14 – Sumter County Sheriffs Office
  - d. Medical Inspector Training: November 26 – 30, 2018 – Florida Sheriffs Association

## VI. GOOD OF THE ORDER:

- 1. Hotels: September 30 - October 5, 2018 Sheraton Sand Key, Clearwater; February 2019 – World of Golf, St. Augustine; June 2019 – Omni ChampionsGate, Orlando.
- 2. President Award: Juliane Day

## VII. ADJOURNMENT:

The motion to adjourn was made by Bruce Clark. No discussion, motion carried. Meeting was adjourned at 10:42 a.m.

Official meeting minutes prepared by,

Jennifer J. Renner FLA-PAC Secretary

**NEXT MEETING:**  
 October 1 – October 5, 2018  
 Clearwater, FL

# CONFERENCE TRAINING AGENDA



## Monday, October 1, 2018

Registration will be from 0830 - 1700 Hours

Time	Class	Instructor	Room
0930 - 1130	FLA-PAC First Timer Orientation	Cpl. Marette Sims	Sand Key
1000 - 1200	FCAC Round Table	Program Managers Billy Walls and Debbie Moody	Island I
1300 - 1430	Mock Assessment: A Survival Guide	Master Officer Tammy Farnham and Ms. Juli Brown	Sand Key
1330 - 1500	FCAC SRIC		Grand Ballroom
1430 - 1530	Training Committee Meeting	Captain David Pate	Conference Room 8th Floor
1500 - 1630	Preparing for the On Site	Inspector James Aguiar	Sand Key
1500 - 1700	FCAC Executive Workshop		Island I

## Tuesday, October 2, 2018

Registration will be from 0730-1700 Hours

Time	Class	Instructor	Room
0900 - 1030	FCAC Panel Reviews (A)		Island I
0900 - 1030	FCAC Panel Reviews (B)		Island II
1030 - 1200	FCAC Commission Meeting		Grand Ballroom
1000 - 1200	Microsoft Excel Basic tips for Accreditation Managers	Mr. David Gaminara	Gulf
1030 - 1200	PowerDMS Standards I Getting Started	PowerDMS staff	Sand Key
1330 - 1400	Financial Planning for all ages	Mr. Bill Schwalbe	Sand Key
1330 - 1500	CFA SRIC		Grand Ballroom
1330 - 1500	Correctional Facility Evacuations and Receiving	Captain Tutko, Captain Devoter, Lieutenant Quinn	Island II
1430 - 1630	PowerDMS Standards II Managing Your Assessment	PowerDMS staff	Sand Key
1500 - 1630	CFA Executive Workshop		Island I
1530 - 1700	Let's Talk an Accreditation Managers open Forum discussion	Ms. Juli Brown	Island II

## Wednesday, October 3, 2018

Registration will be from 0730 -1700 Hours

Time	Class	Instructor	Room
0800 - 1000	CFA Panel Review (A)		Island I
0800 - 1000	CFA Panel Review (B)		Island II
0800 - 1000	CFA Panel Review (C)		Sand Key
0800 - 1000	CFA Panel Review (D)		Grand Ballroom
1000 - 1200	CFA Commission Meeting		Grand Ballroom
1000 - 1200	Microsoft Excel Basics and tips for Accreditation Managers	Mr. David Gaminara	Beach



# CONFERENCE TRAINING AGENDA

Wednesday, October 3, 2018

Registration will be from 0730 -1700 Hours

Time	Class	Instructor	Room
1330 - 1500	Dealing with the 1% in Mental Health	Captain John Crane and Sgt Jason Wheel	Sand Key
1330 - 1430	File Review "Tips and Tricks of file building"	Lt. Rob Pace and Dr. Bruce Clark	Island II
1330 - 1430	Certified Accreditation Professionals Q&A	CAP Committee	Conference Room 8th floor
1330 - 1500	Chapter Specific Training Overview of Public Records Laws	Captain David Pate	Island I
1330 - 1530	Inspector General Round Table and Social Media Training	Inspector General Dawn Case	Conference Room 4th floor
1330 - 1600	FLA-PAC Executive Workshop		Conference Room 3rd floor
1400 - 1600	Retirement Planning to include Social Security and	Mr. Bill Sowalbe	Gulf
1430 - 1600	Assessor Refresher	Deputy Marshal Vicki Cutcliffe	Beach
1500 - 1630	Compassion Fatigue	Ms. Lisa Cahill	Island II
1500 - 1700	CFA Roundtable	Program Manager Billy Walls and Special Agent Tim Elder	Grand Ballroom
1530 - 1630	"Smarter Retirement Strategies" Maximizing your FRS Retirement Benefits	Joe Carreno	Island I
1530 - 1700	PowerDMS Document Workflows	PowerDMS Staff	Sand Key

Thursday, October 4, 2018

Time	Class	Instructor	Room
0900 - 1030	FLA-PAC Business Meeting		Grand Ballroom
0900 - 1030	FLA-TAC Business Meeting		Grand Ballroom
1030 - 1200	"Stand your Ground Law" From Scene to Grand Jury	Mr. Jack Jordan	Gulf
1030 - 1200	Analysis vs Reviews	Comander Josh Stone	Island II
1030 - 1200	PowerDMS Test and Surveys	PowerDMS Staff	Island I
1100 - 1200	"Smarter Retirement Strategies" Maximizing your FRS Retirement Benefits	Joe Carreno	Beach
1300 - 1430	Telecommunicators Round Table	Ms. Hope Lunsford	Island I
1300 - 1430	"Stand your Ground Law" From Scene to Grand Jury	Mr. Jack Jordan	Gulf
1300 - 1700	Harrasment Free Workplace	Mr. Mark Brewer	Island II
1430 - 1600	Long Term Care Planning including Medicare and Medicaid	Mr. Bill Swalbe	Beach
1500 - 1630	PREA Standards	Inspector James Aguiar	Conference Room 3rd Floor

Friday, October 5, 2018

Time	Class	Instructor	Room
0900 - 1030	Preparing for our next conference—Join the Training Committee.	Training Committee	Beach
0900 - 1100	Power Standards User Group	PowerDMS Staff	Gulf

### First Timers Tracks

New to accreditation? Use one of these recommended classes list to plan your conference experience.

Corrections

Law Enforcement

Telecommunications

Inspector General

Pre-Trial Services

All Disciplines

# FLA-PAC BUDGET

## JANUARY 1 - DECEMBER 31, 2018



<b>INCOME</b>			
	<i>Actual</i>	<i>Budget</i>	<i>Difference</i>
<b>CAP Program Fees</b>			
FEBRUARY-SPRING	\$175.00	\$400.00	(\$225.00)
JUNE-SUMMER	\$0.00	\$400.00	(\$400.00)
OCTOBER-FALL	\$175.00	\$400.00	(\$225.00)
<i>Total Budgeted-CAP Program Fees</i>	<i>\$350.00</i>	<i>\$1,200.00</i>	<i>(\$850.00)</i>
<b>Corporate Sponsors</b>			
FEBRUARY-SPRING	\$7,750.00	\$10,000.00	(\$2,250.00)
JUNE-SUMMER	\$5,250.00	\$10,000.00	(\$4,750.00)
OCTOBER-FALL	\$3,500.00	\$10,000.00	(\$6,500.00)
<i>Total Budgeted-Corporate Sponsors</i>	<i>\$16,500.00</i>	<i>\$30,000.00</i>	<i>(\$13,500.00)</i>
<b>Registration Fees</b>			
FEBRUARY-SPRING	\$21,150.00	\$20,000.00	\$1,150.00
JUNE-SUMMER	\$31,275.00	\$20,000.00	\$11,275.00
OCTOBER-FALL	\$9,954.35	\$20,000.00	(\$10,045.65)
<i>Total Budgeted-Registration Fees</i>	<i>\$62,379.35</i>	<i>\$60,000.00</i>	<i>(\$2,379.35)</i>
<b>TAC Accreditation Fees</b>			
FEBRUARY-SPRING	\$1,050.00	\$1,000.00	\$50.00
JUNE-SUMMER	\$1,200.00	\$1,000.00	\$200.00
OCTOBER-FALL	\$0.00	\$1,000.00	(\$1,000.00)
<i>Total Budgeted-TAC Accreditation Fees</i>	<i>\$2,250.00</i>	<i>\$3,000.00</i>	<i>(\$750.00)</i>
<b>FLA-PAC Membership</b>	\$5,920.00	\$20,000.00	(\$14,080.00)
<b>Interest Income</b>	\$7.54	\$150.00	(\$142.46)
<b>Other Income</b>	\$1,566.00	\$5,000.00	(\$3,434.00)
<b>Retained Earnings</b>	\$20,000.00	\$20,000.00	\$0.00
<b>TOTAL INCOME</b>	<b>\$108,972.89</b>	<b>\$139,350.00</b>	
<b>EXPENSES</b>			
<b>Accounting Services Expense</b>			
ANNUAL AUDIT	\$0.00	\$4,500.00	\$4,500.00
TAX PREPARATION	\$0.00	\$500.00	\$500.00
<i>Total Budgeted-Information Accounting Expense</i>	<i>\$0.00</i>	<i>\$5,000.00</i>	<i>\$5,000.00</i>
<b>Awards Expense</b>			
FEBRUARY-SPRING	\$0.00	\$500.00	\$500.00
JUNE-SUMMER	\$132.68	\$500.00	\$367.32
OCTOBER-FALL	\$0.00	\$500.00	\$500.00
<i>Total Budgeted-Awards Expense</i>	<i>\$132.68</i>	<i>\$1,500.00</i>	<i>\$1,367.32</i>
<b>Bank Charge Expense</b>			
BANK CHARGES	\$79.25	\$100.00	\$20.75
PAYPAL CHARGES	\$1,694.28	\$1,400.00	(\$294.28)
<i>Total Budgeted-Bank Charge Expense</i>	<i>\$1,773.53</i>	<i>\$1,500.00</i>	<i>(\$273.53)</i>



# FLA-PAC BUDGET JANUARY 1 - DECEMBER 31, 2018

<b>CAP Program Expense</b>			
FEBRUARY-SPRING	\$184.95	\$500.00	\$315.05
JUNE-SUMMER	\$0.00	\$500.00	\$500.00
OCTOBER-FALL	\$384.31	\$500.00	\$115.69
<i>Total Budgeted-CAP Program Expense</i>	<i>\$569.26</i>	<i>\$1,500.00</i>	<i>\$930.74</i>
<b>Conference Expense</b>			
FEBRUARY-SPRING	\$19,706.73	\$25,000.00	\$5,293.27
JUNE-SUMMER	\$33,536.42	\$25,000.00	(\$8,536.42)
OCTOBER-FALL	\$616.96	\$24,000.00	\$23,383.04
<i>Total Budgeted-Conference Expense</i>	<i>\$53,860.11</i>	<i>\$74,000.00</i>	<i>\$20,139.89</i>
<b>Information Technology Expense</b>			
DATABASE MAINTENANCE	\$0.00	\$500.00	\$500.00
EMAIL STORAGE	\$83.83	\$300.00	\$216.17
DOMAIN REGISTRATION	\$0.00	\$100.00	\$100.00
HARDWARE PURCHASES	\$3,112.56	\$4,000.00	\$887.44
WEB-PAGE HOSTING	\$3,120.00	\$3,500.00	\$380.00
<i>Total Budgeted-Information Technology Expense</i>	<i>\$6,316.39</i>	<i>\$8,400.00</i>	<i>\$2,083.61</i>
<b>Legal Expense</b>			
RETAINER FEES	\$4,000.00	\$6,000.00	\$2,000.00
<i>Total Budgeted-Legal Expense</i>	<i>\$4,000.00</i>	<i>\$6,000.00</i>	<i>\$2,000.00</i>
<b>Outreach Expense</b>			
FEBRUARY-SPRING	\$684.30	\$1,000.00	\$315.70
JUNE-SUMMER	\$0.00	\$1,000.00	\$1,000.00
OCTOBER-FALL	\$0.00	\$1,000.00	\$1,000.00
<i>Total Budgeted-Outreach Expense</i>	<i>\$684.30</i>	<i>\$3,000.00</i>	<i>\$2,315.70</i>
<b>Postage Expense</b>			
P.O. BOX	\$356.00	\$360.00	\$4.00
POSTAGE	\$27.55	\$200.00	\$172.45
<i>Total Budgeted-Printing Expense</i>	<i>\$383.55</i>	<i>\$560.00</i>	<i>\$176.45</i>
<b>Promotional Expense</b>			
FEBRUARY-SPRING	\$0.00	\$200.00	\$200.00
JUNE-SUMMER	\$0.00	\$200.00	\$200.00
OCTOBER-FALL	\$0.00	\$200.00	\$200.00
<i>Total Budgeted-Promotional Expense</i>	<i>\$0.00</i>	<i>\$600.00</i>	<i>\$600.00</i>
<b>Training Expense</b>			
FEBRUARY-SPRING	\$3,481.00	\$3,000.00	(\$481.00)
JUNE-SUMMER	\$1,294.00	\$3,000.00	\$1,706.00
OCTOBER-FALL	\$0.00	\$3,000.00	\$3,000.00
<i>Total Budgeted-Training Expense</i>	<i>\$4,775.00</i>	<i>\$9,000.00</i>	<i>\$4,225.00</i>
<b>College Scholarship</b>			
	\$0.00	\$2,500.00	\$2,500.00
<b>Corporate Expense</b>			
	\$247.50	\$400.00	\$152.50
<b>Donations, Grants</b>			
	\$5,000.00	\$6,000.00	\$1,000.00

# FLA-PAC BUDGET

## JANUARY 1 - DECEMBER 31, 2018



<b>Equipment Expense</b>	\$0.00	\$2,500.00	\$2,500.00
<b>Insurance Expense</b>	\$4,926.00	\$5,400.00	\$474.00
<b>Office Supply Expense</b>	\$336.59	\$500.00	\$163.41
<b>Travel Expense</b>	\$221.76	\$2,000.00	\$1,778.24
<b>FLA-TAC Expenses</b>	<i>Actual</i>	<i>Budget</i>	<i>Budget Balance</i>
<b>FLA-TAC ACCREDITATION EXPENSE</b>			
FEBRUARY-SPRING	\$35.30	\$180.00	\$144.70
JUNE-SUMMER	\$1,221.29	\$1,014.00	(\$207.29)
OCTOBER-FALL	\$931.25	\$306.00	(\$625.25)
<b>Total FLA-TAC Accreditation Expense</b>	<b>\$2,187.84</b>	<b>\$1,500.00</b>	<b>(\$687.84)</b>
<b>FLA-TAC AWARDS EXPENSE</b>			
FEBRUARY-SPRING	\$100.00	\$100.00	\$0.00
JUNE-SUMMER	\$46.43	\$100.00	\$53.57
OCTOBER-FALL	\$0.00	\$100.00	\$100.00
<b>Total FLA-TAC Awards Expense</b>	<b>\$146.43</b>	<b>\$300.00</b>	<b>\$153.57</b>
<b>FLA-TAC TRAINING EXPENSE</b>			
FEBRUARY-SPRING	\$0.00	\$1,200.00	\$1,200.00
JUNE-SUMMER	\$800.00	\$1,200.00	\$400.00
OCTOBER-FALL	\$156.65	\$1,100.00	\$943.35
<b>Total FLA-TAC Training Expense</b>	<b>\$956.65</b>	<b>\$3,500.00</b>	<b>\$2,543.35</b>
<b>FLA-TAC OUTREACH EXPENSE</b>			
FEBRUARY-SPRING	\$0.00	\$100.00	\$100.00
JUNE-SUMMER	\$0.00	\$100.00	\$100.00
OCTOBER-FALL	\$0.00	\$100.00	\$100.00
<b>Total FLA-TAC Outreach Expense</b>	<b>\$0.00</b>	<b>\$300.00</b>	<b>\$300.00</b>
<b>FLA-TAC PROMOTIONAL EXPENSE</b>			
FEBRUARY-SPRING	\$0.00	\$250.00	\$250.00
JUNE-SUMMER	\$0.00	\$250.00	\$250.00
OCTOBER-FALL	\$0.00	\$250.00	\$250.00
<b>Total FLA-TAC Promotional Expense</b>	<b>\$0.00</b>	<b>\$750.00</b>	<b>\$750.00</b>
<b>FLA-TAC Postage Expense</b>			
FLA-TAC P.O. BOX	\$214.00	\$180.00	(\$34.00)
FLA-TAC POSTAGE	\$0.00	\$60.00	\$60.00
<b>Total Budgeted-Postage Expense</b>	<b>\$214.00</b>	<b>\$240.00</b>	<b>\$26.00</b>
<b>FLA-TAC Travel Expense</b>	<b>\$93.28</b>	<b>\$1,200.00</b>	<b>\$1,106.72</b>
<b>FLA-TAC Phone Expense</b>	<b>\$911.52</b>	<b>\$1,200.00</b>	<b>\$288.48</b>
<b>FLA-TAC TOTAL EXPENSE</b>	<b>\$4,509.72</b>	<b>\$8,990.00</b>	<b>\$4,480.28</b>
<b>TOTAL EXPENSE</b>	<b>\$87,736.39</b>	<b>\$139,350.00</b>	<b>\$51,613.61</b>
<b>OVERALL TOTAL (Profit/Loss)</b>	<b>\$21,236.50</b>	<b>\$0.00</b>	



# STATE LAW ENFORCEMENT CHIEFS' ASSOCIATION

*By Captain David Pate*

*Florida Fish and Wildlife Conservation Commission, Division of Law Enforcement*

## State Law Enforcement Chiefs Association Names Captain Rachel Bryant as SLECA 3<sup>rd</sup> Vice-President

A year has passed since my last update on behalf of the State Law Enforcement Chiefs' Association (SLECA) to the membership of the FLA-PAC. I remain humbled at the trust placed in me by our association to represent their interests in the accreditation community. I find regardless of the agency we work for; our interests and missions remain similar-protecting our communities through the consistent and transparent network known as accreditation.

Florida Fish and Wildlife Conservation Commission (FWC) Captain Rachel Bryant, was recently named to the Executive Board of SLECA as their Third Vice-President.



Captain Bryant has served SLECA for over 7 years, leading our awards committee, and was recently awarded SLECA's President's Award for her sustained service to the association and the citizens of the state. Captain Bryant is also a Commission for Florida Law Enforcement Accreditation Assessor.

Captain Bryant currently serves in FWC's Operational Support Section, which houses our accreditation function. She began her law enforcement career with the Lee County

Sheriff's Office. After seven years as a deputy sheriff, she became a Special Agent with the Florida Division of Alcoholic Beverages and Tobacco. She later joined the Department of Environmental Protection, Bureau of Park Police until DEP law enforcement merged with the FWC in 2012.

Captain Bryant is only one of thousands of men and women working in the state law enforcement system who work quietly and diligently behind the scenes to ensure our agencies and our network of law enforcement professionals is as strong as it is today. During this and upcoming conferences, please congratulate Captain Bryant on her well-deserved appointment.

As always, I stand ready to assist any member of the accreditation community and I may be reached at 850-717-2114 or [david.pate@myfwc.com](mailto:david.pate@myfwc.com).

Remain vigilant, remain safe and take care of one another. Wear your armor each day, figuratively or literally, and never ever forget why we do what we do.



## STATE LAW ENFORCEMENT CHIEFS' ASSOCIATION

Representing State Law Enforcement in Florida



# COMMISSION ON ACCREDITATION FOR LAW ENFORCEMENT AGENCIES (CALEA)

*By Vince Dauro, Regional Program Manager*



## Accreditation Process; Commission Agency Review Hearings.

An extremely important part of the CALEA Accreditation process is the Agency Review Hearings that begin at 8:00 am on Saturday mornings as part of a CALEA Commission Meeting. This is one of the last steps in the accreditation process and may well be one of the most important ones.

Each agency is assigned to a committee of three or four Commissioners. The reviewing Commissioner will lead the questions about the agency and the assessment report. It is very important for agencies to be represented during the hearing, and if possible, the CEO should be present. (The transition to the four-year cycles will require the CEO be present in order to receive "Accreditation with Excellence".) The Commission appreciates the presence of members of the agency's governing body, as it offers Commissioners insight on how the specific agency is supported.

Participation in the Agency Review allows agencies to highlight areas within their daily activities that make a positive impact on their communities, as well as provide other agencies present with current best practices in Public Safety, and how all our CALEA agencies provide the highest level of service to their communities.

The attempt is made to group agencies together for review by geographic location. This is not always possible, since our Commissioners are from varied areas of the countries we serve, and we will not have a Commissioner reviewing their own agency or allied agencies. If this happens, then the agency will be placed in another review committee to maintain the integrity of our process. Also, if there are many agencies in your area up for review, we may have to balance the workload between the various committees.

At the end of the questioning the review Commissioners will make a motion to forward a recommendation to the full Commission for Accreditation, Reaccreditation, etc. The final vote of the full Commission is taken at the Awards Banquet on Saturday evening, and the agencies will then receive their "Gold Standard in Public Safety" and become a CALEA Accredited agency.

**Next Conference:**  
**Huntsville, Alabama**  
**May 1-4, 2019**



\* Designed by TownMapsUSA.com

# FDLE Officer Discipline Training

*By Chris Johnson, Chief of Professional Development*  
*Florida Department of Law Enforcement*

## **TRAINING OPPORTUNITY**

### **OFFICER DISCIPLINE TRAINING**

#### **FEBRUARY 4-7, 2019**

#### **LAKE MARY, FL**

Officer Discipline Training is a Florida-focused 28-hour course designed to provide a comprehensive understanding of the leadership issues related to officer misconduct, internal affairs investigations, and the discipline process. Using a combination of lecture and case studies, Officer Discipline delivers information for evaluating agency policies and procedures and for defining the role of the agency chief executive, the internal affairs investigator, police unions, and the Criminal Justice Standards and Training Commission (CJSTC) in the discipline process.

The class addresses topics such as officer misconduct, complaint acceptance, model policies, the administration of positive (corrective rather than punitive) discipline, the Law Enforcement Officer/Correctional Officer Bill of Rights, the role of police unions, Garrity Rights, the management of internal affairs investigations, reporting requirements of the CJSTC, and trending issues. In addition, class participants will attend a probable cause hearing and the CJSTC meeting and disciplinary hearing.

Participants have called the class "One of the best presentations of the officer discipline process I have ever attended," and stated "It really helps to 'open the eyes' of people that are not familiar with this process."

The instructors, Jay Romine and Rick Lober, have more than 70 years of combined experience and have served in a number of roles in the law enforcement community.

The first 2019 Officer Discipline training will be offered February 4 – 7, 2019 in Lake Mary (Orlando).

For questions concerning this course, contact Raven Davis at (850) 410-8793 or [ravendavis@fdle.state.fl.us](mailto:ravendavis@fdle.state.fl.us).



# ELECTION of OFFICERS to the EXECUTIVE BOARD



Election of Officers to the Executive Board will be held at the **February 2019 Conference**. A nominating committee will be appointed during this October 2018 conference during the FLA-PAC business meeting.

Anyone interested in running for a position on the executive board must submit a letter of intent to run for office and a letter from the candidate's CEO stating their **FULL support** to serve as a FLA-PAC Officer for the three year term.

Only one vote may be cast per agency in good standing. Associate, individual and lifetime members do not have voting privileges.



## FLA-PAC BOARD ELECTIONS

The FLA-PAC By-laws allows for elections for executive board positions at the Spring meeting each three years. The next election will take place at the **February 2019** conference. Here is some useful information regarding the process. This information, as well as specifics on positions, is also available in the FLA-PAC By-laws and FLA-PAC Standard Operating Procedures. Please be sure to review carefully, this information is accessible to all on the FLA-PAC website.

## APPROVAL PROCESS

1. All candidates for elected office must meet the eligibility requirements as outlined in the By-laws. The Nominating Committee is charged with the responsibility of assuring that all candidates are eligible to hold office.
2. All eligible regular members are invited and encouraged to run for election as specified in the By-laws. Elections as governed by the By-laws shall serve as the selection process for Executive Board openings.
3. Any elected official found to be ineligible shall be removed from office and replaced as per the By-laws.

## CAMPAIGN GUIDELINES

1. Mass e-mails through the PAC Request (formerly known as ListServ): Candidates shall not send election requests or advertisements through the PAC Request. Use of the PAC Request for any campaign materials is strictly prohibited.

2. Handing out material at conferences: Candidates may hand out promotional literature during breaks in general congregation areas. Items may not be placed on tables or displays. Campaign items and information may be distributed during Information Sharing sessions.
3. Posters: Nothing will be attached or affixed to the walls of the hotel. No posters or signs are allowed to be placed leaning against tables. Campaign banners of any kind are prohibited.
4. Stuffing Registration Kits: Interested candidates must submit a proposal to the Nominating Committee for approval to place in registration kits. It may be a one-page flyer, or an item which is appropriate for conference attendees containing promotional information. Candidate must supply the items to the host committee for inclusion in the registration kit.
5. Bios and photos: Candidates may submit a brief biography/resume for the Nominating Committee to distribute once the candidate has been approved to run.
6. Vehicles: Candidates may not place advertising information on a vehicle that is prominently displayed at an entrance to the conference facility.
7. Balloons: No campaign balloons shall be displayed inside the facility.



# ELECTION of OFFICERS to the EXECUTIVE BOARD

## VOTING

1. Voting privilege is extended to full member agencies only. Associate members, retiree members, and lifetime members have not voting rights.
2. Voting is based on one vote per agency, regardless of the number of individuals in attendance from the agency.
3. Election voting is by majority of the voting members present.
4. Absentee ballots may not be cast for Elections.
- c. The membership is instructed to complete their ballot and turn it in to the Election Committee for tabulation.
- d. Ask if all agencies currently in attendance have turned in their ballot.
- e. A count of the ballots in possession of the Election Committee is conducted to correspond with the count of ballots distributed.
- f. Announce that the room is no longer classified as secured, and members are free to take a moment's break if one is needed, though the meeting will continue.

## BUSINESS MEETING ELECTION PROTOCOL

1. The President announces that the room shall be considered secure and that no one enters or leaves until the ballots have been collected by the Election Committee for tabulation.
2. The Nominating Committee Chair comes forward to report on nominations submitted with approval of nominees' CEOs.
3. The President thanks and discharges the Nominating Committee.
4. The President appoints Election Committee members; committee elects Chairperson.
5. Each candidate will be given two minutes to speak to the membership. The candidates are called up by position and in alphabetical order. Slide shows and video presentations are allowed as long as the two-minute time is not exceeded.
6. The ballots are distributed/collected in the following manner:
  - a. One member of each agency comes forward to receive a ballot. The agency name will be marked off on a roll call by the Recording Secretary of registered agencies in good standing.
  - b. Ask if all agencies currently in attendance have received a ballot.
  - (1) If there are two or less candidates for a position – majority vote;
  - (2) If there are three or more candidates for a position – plurality vote.
7. During the New Business portion of the business agenda, the Election Committee Chairperson shall present the name of the candidate that received the majority/plurality of votes for each position.

**Vote**



# HOST AGENCY and INFORMATION SHARING

*A special THANK YOU to our host agencies!*

*Pinellas County Sheriff's Office  
Clearwater Police Department  
Largo Police Department*

## Join us...



### **FOOTBALL JERSEY NIGHT**

Room: Beach  
6:00 PM-11:00 PM



### **TRIVIA NIGHT**

Room: Beach  
6:00 PM-11:00 PM

*Chicago Style  
Italian Pizza & Pasta*



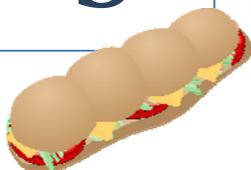
## DJ Justin Bentley

Monday, October 1<sup>st</sup> - Wednesday, October 3<sup>rd</sup>



### **Publix Subs**

Room: Beach  
6:00 PM-11:00 PM



### **Chick-fil-A**

Room: Beach  
6:00 PM-10:00 PM



*Note: Food served during Information Sharing is light snacking and not intended as a meal.*



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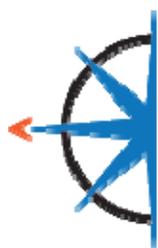
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# FUTURE FLA-PAC CONFERENCES

2019



World Golf Village Renaissance  
500 Legacy Trail  
St. Augustine, FL 32092



**February 2019**  
World Golf Village Renaissance  
St. Augustine, Florida  
February 17 - 22, 2019



**June 2019**  
ChampionsGate  
Orlando, Florida  
June 23 - 28, 2019



**Please make your hotel reservations as soon as possible to avoid being placed in an overflow property.**

