

Course Descriptions

Fall Conference, 2021



Course	Description	Instructor(s)
Accreditation Excellence	This is an interactive course to show how Excel can aid with organization and tracking of standards in the Accreditation process. Attendees will create a spreadsheet by downloading their current standards from PowerDMS. They will utilize conditional formatting and functions to show percentages of compliance. Students should bring a laptop with a peripheral mouse. They will need access to their PowerDMS and Excel.	Ms. Angie Kirk
Assessor Refresher	The Florida Accreditation Office requires active CFA and FCAC assessors to attend assessor refresher training once every three years. If you are unsure of whether you need to attend this training, call the FAO at (850) 410-7200 prior to the conference.	Mr. Billy Walls & Ms. Tammy Matthews
Backgrounds and Negative Retention	This course covers the details and importance of background investigations, determining good moral character, the usage of polygraphs, voice stress analysis and psychological exams, negligent hiring, retention and termination.	Sgt. Ryan LaRowe
Certified Accreditation Professionals Q&A	An open forum to answer any questions about attaining FLA-PAC Accreditation Professional certification.	Ms. Wanda White
CFA Commission Meeting	The Commission for Florida Law Enforcement Accreditation meets to discuss topics of interest and concern, where changes to standards are voted upon, various agencies are reviewed for accreditation/reaccreditation and awards are presented.	Public Meeting
CFA Executive Workshop	The Commission for Florida Law Enforcement Accreditation Executive Workshop allows commissioners time to discuss the issues that will be voted on at the upcoming business meeting. Commissioners may ask to speak with team leaders or other assessors on any assessed agency-related issues.	Public Meeting
CFA Panel Reviews	Panel reviews provide assessed agencies the opportunity to answer any questions the commissioners may have before they vote on their accreditation/reaccreditation status. During these reviews, the team leader presents the on-site findings to a panel of commissioners who in turn ask for additional details from the agency's representative - typically the CEO, facility administrator or other member of the command staff.	Public Meeting
CFA Roundtable	Opportunity for CFA accreditation managers, support personnel and assessors to discuss standards, on-site experiences and other accreditation-related issues in an informal setting.	Mr. Billy Walls
CFA SRIC (Standards Review and Interpretation Committee)	CFA's appointed Standards Review and Interpretation Committee meets to discuss any recommended standards changes and will listen to input from the audience before voting to recommend any changes to the Commission.	Public Meeting
Collaborations Between Mental Health and Law Enforcement	This session covers the emerging partnerships between Law Enforcement and Mental Health professionals. Discussion will consider effective de-escalation techniques and the collaborations that professionals within the fields of Law Enforcement and Mental Health share in responding to mental health situations.	Ms. Dawn Wever

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Effective Meetings Using Roberts Rules of Order	This interactive session is for members interested in learning more about parliamentary procedure and Robert's Rules of Order. It covers the fundamental procedures for meetings and motions. Participants will practice how to run meetings more efficiently. Topics covered include the standard order of business, minutes, types of motions, debate, voting and bylaws.	Mr. Jason Abellada
FCAC Commission Meeting	The Florida Corrections Accreditation Commission meets to discuss topics of interest and concern, where changes to standards are voted upon, various agencies are reviewed for accreditation/ reaccreditation and awards are presented.	Public Meeting
FCAC Executive Workshop	The Florida Corrections Accreditation Commission Executive Workshop allows commissioners to discuss the issues that will be voted on at the upcoming business meeting. Commissioners may ask to speak with team leaders or other assessors on any assessed agency-related issues.	Public Meeting
FCAC Panel Reviews	Panel reviews provide assessed agencies the opportunity to answer any questions the commissioners may have before they vote on their accreditation/reaccreditation status. During these reviews, the team leader presents the on-site findings to a panel of commissioners who in turn ask for additional details from the agency's representative - typically the CEO, facility administrator or other member of the command staff.	Public Meeting
FCAC Roundtable	Opportunity for FCAC accreditation managers, support personnel and assessors to discuss standards, on-site experiences and other accreditation-related issues in an informal setting.	Mr. Billy Walls
FCAC SRIC (Standards Review and Interpretation Committee)	FCAC's appointed Standards Review and Interpretation Committee meets to discuss any recommended standards changes and will listen to input from the audience before voting to recommend any changes to the Commission.	Public Meeting
FIBRS, FAA, Use of Force and the Statewide RMS	This session provides background, purpose, benefit, and explanation of the Florida Incident Based Reporting System (FIBRS). FIBRS merges together several data streams and includes submissions for the National Incident Based Reporting System (NIBRS), the National Use-of-Force collection (UoF), the Law Enforcement Information Exchange (LinX), Hate Crime, Cargo Theft, and other Florida specific reports. Moving to FIBRS allows for more in-depth reporting of the criminal offenses that occur monthly. This presentation also includes discussion about the state sponsored Records Management System(RMS). This RMS allows agencies to report information to the FIBRS who's current RMS cannot be modified to report to the new collection. Lastly this presentation explains the Uniform Arrest Affidavit data collection as required by F.S 943.6871. Attendees will learn about the collection, the Florida Arrest Affidavit applications, and the benefits that uniform reporting will bring to their local agencies and the state.	Ms. Yvonne Luster-Harvey, Mr. David Kennedy, Ms. Melissa Moon
First Timer Orientation	This session, presented by a member of the FLA-PAC board, provides first time attendees with a guide to get the most out of this and future conferences.	Mr. Oscar Kieffer
FLA-PAC Business Meeting	The general business meeting of the Florida Police Accreditation Coalition includes reports from all positions on the FLA-PAC board and committee chairs. Upcoming conference events and other items of note are shared with the membership.	Public Meeting
FLA-PAC Committee Meeting	The Florida Police Accreditation Coalition committees meet to discuss current and future committee business.	Public Meeting

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FLA-PAC Executive Workshop	The Florida Police Accreditation Coalition board meets to discuss any outstanding issues, and future commitments.	Public Meeting
IG Roundtable	Opportunity for IG accreditation managers, support personnel and assessors to discuss standards, on-site experiences and other accreditation-related issues in an informal setting.	Commissioner Julie Leftheris
IG Standards for all Assessors	This class is for all assessors who currently conduct or are interested in conducting Inspector General assessments. Participants will gain a general understanding of CFA standards for Inspectors General and how those are applied during assessments.	Inspector Flora Tran
Legal Issues for Command Staff/Agency Heads, Sexual Harassment, ADA Issues and Human Resources	This class is intended for Administration and Support Services Commanders, Ranking Officers, Human Resources Directors, Communication Center Supervisors and those intending to attend the FBI/NA or SPI. There will be valuable information for everyone including the newest hire. You will leave with an outline on Sexual Harassment and an In-Box Exercise to take back to your home agency. Issues include Sexual Harassment, Policies and Procedures, Wage & Labor, ADA, Overtime and Comp Time and other issues that that cause us all to keep stubbing our toe.	Mr. Mark Brewer
Let's Talk - An Accreditation Manager's Roundtable	An open forum for accreditation managers to discuss management styles, challenges and successes. Facilitated by Ms. Juli Brown without a PowerPoint or agenda, participant discussion sets the tone and the pace. A great way to team build with fellow managers.	Ms. Juli Brown
Let's Talk - Assessor Open Forum	An open forum for assessors to discuss assessor styles, on-site challenges and successes.	Ms. Meghan Warman
Managing Florida's Public Records	This class introduces the concepts of records management. It is designed for employees of any Florida public agency whose public records responsibilities might be limited, but who still create and manage records or supervise employees who do so. This includes an introduction to records management, defining public records, retention, disposition, public records access, electronic records, email management and public agency responsibilities.	Ms. Stephanie Boggs
PowerDMS - Document Workflows	Hosted by PowerDMS, this session shows attendees how to manage policy review and publication using workflows.	PowerDMS Staff
PowerDMS - Uploading and Managing Documents	Hosted by PowerDMS, this session shows attendees how to upload and manage documents used as proofs of compliance.	PowerDMS Staff
PowerDMS Standards I - Getting Started	Hosted by PowerDMS, this session provides attendees with an overview of the basics and getting started with PowerDMS.	PowerDMS Staff
PowerDMS Standards II - Managing Your Assessment	Hosted by PowerDMS, this session gets you started with the intermediate functions of the PowerDMS program and features, including starting and managing an assessment.	PowerDMS Staff
Preparing for our Next Conference - Join the Training Committee	Conducted at the conclusion of the conference, this is an open forum hosted by the training committee to assess the success of the conference and begin planning for the next one. This is open to everyone, especially those who may be interested in joining the training committee in the future!	Training Committee

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Preparing for the Assessment	This session assists accreditation managers to prepare for their upcoming formal assessment. The types of assessments, various timelines, agency preparation, preliminary activities, static displays, assessor pre-read packages, mock audits, post-mock audits, assessment activities, and post-assessment activities are discussed.	Mr. James Aguiar
Property and Evidence Organization and Management	Communication and Collaboration are the keys to a well-run Property / Evidence Warehouse. This course will provide both accreditation managers and their team members as well as evidence custodians with tips and methods to maintain a pristine and organized storage facility. The class will discuss organizational style choices and storage media for general evidence and found property, narcotics evidence, weapons cash & valuables as well as digital media. Also filing choices for forms, records lab reports. Purging and destruction of property & evidence is also covered and is critical to maintaining an organized operation.	Ms. Tawnie Murdoch Ms. Cheryl Prevatte
Stress Management for Law Enforcement	This session covers the signs and symptoms of stress and PTSD in Law Enforcement professionals as well as effective techniques for managing stress and PTSD.	Ms. Dawn Wever
Surviving the Mock Assessment	This session provides accreditation managers and support prsonnel with tips for organizing a successful mock assessment and one how to deal with its outcome.	Cpl. Tammy Farnham
TAC Rpundtable	Opportunity for FLA-TAC accreditation managers, support personnel and assessors to discuss standards, on-site experiences, and other accreditation-related issues in an informal setting.	Mr. Bob Brongel
Tips and Tricks of File Building	This session shows accreditation managers different ways to build standard files and provides tips from subject-matter experts.	Mr. Gary Barrett
Training Committee Meeting	This meeting, facilitated by the training committee chair at the beginning of the week, is for committee members to volunteer for specific assignments throughout the conference week and learn about any new training-related procedures. It is open to any attendee who is civic-minded and doesn't mind rolling their sleeves up!	Mr. Oscar Kieffer
Using Accreditation and Law to Avoid Dispatcher Liability	This class will highlight the key legal areas in Dispatch and Communication Centers and how the standards can be customized to your agency. There will be complete review of the FLA-PAC dispatch standards with the opportunity to ask questions and benefit from the experiences and input of other professionals. Other areas to be covered will include avoiding civil liability in areas of: Pre-Arrival Instructions, 911 hang-ups, passing calls to other agencies, practical SOPs, training, overtime, personnel law, special relationships, the three deadly errors of dispatch and other important stuff. Each student will receive a hand-out to take back to your agency that is the envy of the free world.	Mr. Mark Brewer