



CFA SRIC

October 8, 2020
1:00 PM

Agenda

2.11M	Robinson
4.07M	Brown
4.09M	Brown
9.02M	Wachter
15.03M	Bermudez
15.11M	Kenniff
15.15M	Robinson
19.01M	Owens
22.11M	Wolfe
3.02M IG	Romeiser

Standards 4.01M, 4.07M, and new standard 4.10M, that are presented by Staff, will not be discussed during the regularly scheduled October 2020 SRIC Meeting. These standards will be discussed separately at the October 2020 CFA Commission Executive Workshop and voted on during the subsequent formal CFA Commission Meeting. In addition, there will be five new definitions which will be discussed and voted on in the same manner. Please make your CEOs aware of the proposed changes. Agency CEOs may provide feedback to the CFA Office by emailing williamwalls@fdle.state.fl.us before close of business on October 12, 2020. This feedback will be provided to the Commissioners during the discussions on the aforementioned standards:

4.01M	Staff
4.07M	Staff
4.10M	Staff
Definition	Staff
Definition	Staff
Definition	Staff
Definition	Staff
Definition	Staff



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 2.11M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

2.11M

If the agency allows its sworn members to engage in extra-duty employment, a *written directive* addresses:

I. Bullets

- A. Agency authorization for members;
- B. Behavior and activities of members; and
- C. The initial approval and revocation process of each extra-duty employer.

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1)(Qty Reaccred: 1)
- Extra-duty employer Approval and revocation process documentation. (Qty Initial: 1 each) (Qty Reaccred: 1 each year)
- Interviews

III. Required References

Florida Statute 30.2905

IV. Assessor Guidelines

V. Accreditation Manager Note

Rationale for revision. Proofs are being provided for members, not for extra-duty employers. Revision is to clarify the requirements for proofs of compliance.

Proposed by: Gary Robinson, Palm Beach County Sheriff's Office

Date submitted April 13, 2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 4.07M

New Standard		Revision	x	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

4.07M

A *written directive* requires a written report be submitted and a documented review conducted by a defined level of authority whenever a member:

I. Bullets

- A. Discharges a firearm, for other than training or recreational purposes;
- B. Applies force through the use of lethal or less-lethal weapons;
- C. Applies weaponless physical force at a level as defined by the agency.
- D. Annual administrative review

II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Completed agency "use of force" reports, e.g., unintentional discharge report, firearm use reports, shooting incident report, restraint report, etc. (Qty Initial: 1 each bullet) (Qty Reaccred: 1 each bullet)
- Documented review with level of authority noted. (Qty Initial: 1) (Qty Reaccred: 1 each bullet)
- Documented annual review of total uses of force with analysis and outcomes. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Interviews.

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

The addition of Bullet D and the accompanying proof of compliance will negate the need for CFA 4.09M. A separate submission is also included for its deletion.

Proposed by: Juli Brown, Florida Fish and Wildlife Commission, Division of Law Enforcement
Date submitted 7/7/2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 4.09M

New Standard		Revision		Deletion	X
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Proposal (State the standard exactly as you believe it should appear in the manual).

4.09M

~~The agency conducts an annual *administrative review* and analysis of those reports required when a member:~~

~~I. — Bullets~~

- ~~A. — Discharges a firearm, for other than training or recreational purposes;~~
- ~~B. — Applies force through the use of lethal or less-lethal weapons;~~
- ~~C. — Applies weaponless physical force at a level as defined by the agency.~~

~~— Proofs of Compliance~~

- ~~• — Documented annual review with proof of analysis and outcomes. (Qty Initial: 1) (Qty Reaccred: 1 each year)~~

~~II. — Required References~~

~~II. — Assessor Guidelines~~

~~II. — Accreditation Manager Notes~~

~~Outcomes are agency actions based on information from the annual review.~~

With proposed changes to CFA 4.07M, the need for this standard no longer exist.

Proposed by: Juli Brown, Florida Fish and Wildlife Commission, Division of Law Enforcement

Date submitted 7/7/2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 9.02M

New Standard		Revision	x	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

9.02M

The agency conducts *psychological fitness examinations* for each candidate prior to appointment to probationary status. Results are:

I. Bullets

- A. Assessed by a licensed professional;
- B. Maintained in accordance with Florida Statute; and
- C. Stored in a secure manner.

II. Proofs of Compliance

- Written documentation of tests used. (Qty Initial: 1) (Qty Reaccred: 1)
- Professional licenses/Certificates. (Qty Initial: 1 each) (Qty Reaccred: 1 each)
- Observation of secure files.

III. Required References

GS1-SL Item #24
Florida Statute 119.071
[CJSTC 77 Form](#)

IV. Assessor Guidelines

V. Accreditation Manager Notes

[This standard applies to sworn personnel only.](#)

This standard applies to sworn members only, but was being applied to civilian member by some assessors. This change provides clarification.

Proposed by: Kimberly Wachter, Division of Investigative and Forensic Services
Date submitted 7/6/2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 15.03M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

15.03M

A *written directive* establishes procedures for the recruitment, control, and use of confidential informants in accordance with Florida Statutes, and includes:

I. Bullets

- A. A master file of all confidential informants used by the agency;
- B. Content of the file to include an individual assessment of each prospective confidential informant;
- C. Maintenance and security of confidential informant files;
- D. Protection of the identity of the confidential informant;
- E. Criteria for paying confidential informants, if applicable;
- F. Precautions to be taken with confidential informants to include informants whose participation may make an investigation more susceptible to compromise through alleged improprieties;
- G. Special precautions to be taken with juvenile informants;
- H. Level of supervisory approval before a juvenile is used;
- I. Training of all personnel involved in the use or recruitment of confidential informants in the agency policy requirements and procedures; and
- J. A documented annual review of agency practices to ensure conformity with agency policies, procedures, and Florida Statute.

K. Tracking procedures for the accessing of confidential informant files;

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1)(Qty Reaccred: 1)
- Observation of master file, maintenance system, and file security (including electronic/computerized systems).
- Files with confidential information redacted. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of annual review. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documentation of training. (Qty Initial: 3) (Qty Reaccred: 3)
- Documentation of confidential informant access tracking (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Interviews.

III. Required References

Guidelines for Florida State and Local Law Enforcement Agencies in Dealing with Confidential Informants

Florida Statute 914.28

IV. Assessor Guidelines

V. Accreditation Manager Notes

Access tracking procedures for confidential files should include documentation of who accessed the records and the date the records were accessed.

Rationale for revision.

Clarification of FSS 914.28 (6)(c) by changing the standard to reflect the statute requirement by having agencies include this access tracking requirement in their policy and providing proofs of compliance for tracking will bring statute, policy, and practice together.

Proposed by: Alyssa Bermudez, Palm Bay Police Department
Date submitted February 26, 2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 15.11M

New Standard		Revision	x	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

15.11M

If the agency conducts surveillance operations, undercover operations, decoy operations, or raids, the agency has a *written directive* which addresses the following:

I. Bullets

- A. Level or authority that can approve an operation;
- B. Designating a single person to command the operation;
- C. Notifying the patrol supervisor responsible for the target area;
- D. Confirming target location;
- E. Identifying and making contact with suspects; and
- F. Documentation, as required by the agency.

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1)(Qty Reaccred: 1)
- Completed agency documentation, e.g. after-action reports, operations plans, incident reports. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Interviews.

III. Required References

IV. Assessor Guidelines

Surveillance in this standard is a pre-planned operation as part of a formal criminal investigation.

Agency is not compelled to notify, but must have parameters for when notification is required or not necessary. (Bullet ~~DC~~)

V. Accreditation Manager Notes

Rationale for revision.

Assessor Guideline reference was not changed from Bullet D to Bullet C when bullets were re-ordered (original Bullet C deleted) in CFA Manual revision 5.02 on 11.04.2016.



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 15.15M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

15.15M

A *written directive* provides guidelines when any member **applies deadly force as defined by the agency, with or without injury, or the** member's action results in death or serious bodily injury, to include the following:

I. Bullets

- A. A written report is submitted;
- B. A documented review is conducted by a defined level of authority; and
- C. The member is removed from job assignment until a preliminary administrative review, as defined by the agency, is conducted.

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1)(Qty Reaccred: 1)
- Documentation removing a member from job assignment. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documented preliminary administrative review. (Qty Initial: 1) (Qty Reaccred: 1)
- Written reports. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Review verification with level of authority noted. (Qty Initial: 1) (Qty Reaccred: 1 each year)

III. Required References

IV. Assessor Guidelines

Standard applies to sworn and civilian members, both accidental and deliberate acts, while performing work related duties.

V. Accreditation Manager Notes

Rationale for revision: The proper application of deadly force, whether through a weapon or a weaponless control technique, is of concern to the agency and the community. Even if no injury occurs, it is in the best interest of the agency and its members to review all such uses of force for compliance with the agency's written directives, training protocols, and any statutory limitations.

Proposed by: Gary Robinson, Palm Beach County Sheriff's Office

Date submitted June 10, 2020

Supervisor Approval: Major John L. Prieschl



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 19.01M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

19.01M

A *written directive* provides procedures for ensuring the legality and integrity of intelligence to include the following:

I. Bullets

- A. Ensuring collected information is limited to criminal conduct and relates to activities that present a threat to the community;
- B. Describing the types or quality of information that may be collected and maintained;
- C. Using intelligence members, equipment, and techniques; and
- D. Purging information which is no longer active or accurate.

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1)(Qty Reaccred: 1)
- Records disposition document (Qty Initial: 1) (Qty Reaccred: 1)
- Interviews

III. Required References

GS-2 Item #30

GS-2 Item #199

28 CFR 23

IV. Assessor Guidelines

Criminal intelligence does not necessarily need to be stored in a database specifically designed as a criminal intelligence operating system. Historical information contained in spreadsheets, computer drives and other programs may no longer meet the definition of "Active Criminal Intelligence" under Section 119.071, FS and will therefore be subject to release as a public record. Additionally, once a record is no longer "active" it may be subject to purging requirements.

V. Accreditation Manager Notes

The additional reference to the GS-2 will provide agencies with more direction as it relates to purging of sensitive information.



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 22.11M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

22.11M

A *written directive* describes procedures to be followed in the event of an escape to include:

I. Bullets

- A. Activating Sounding of alarms;
- B. Persons to be notified;
- C. Assignment of available members;
- D. Mobilizing resources;
- E. Ending alert; and
- F. Reporting requirements.

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1)(Qty Reaccred: 1)
- Completed reports. (Qty Initial: 3) (Qty Reaccred: 3)

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

This verbiage would be consistent with the FCAC Standard 31.05M and it would reduce confusion as to whether there needs to be an audible alarm.

Proposed by: Jackie Wolfe, West Melbourne Police Department
Date submitted 5/13/2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG 3.02M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

3.02M

A *written directive* requires investigators, the Director of Investigations, and the Inspector General receive a minimum of 40 hours of documented continuing education every two years, with at least 12 of the 40 hours in subjects directly related to their primary responsibility.

I. Bullets

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1)(Qty Reaccred: 1)
- Training Documentation. (Qty Initial: ~~Random~~ 3) (Qty Reaccred: ~~Random~~ 3)
- Interviews.

III. Required References

IV. Assessor Guidelines

Interview training records custodian.

V. Accreditation Manager Notes

The required number of proofs is confusing and not consistent with the rest of the manual.

Proposed by:

Date submitted 4/10/2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard #: 4.01M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

4.01M

A *written directive* establishes the agency's use of force policy which must follow **Florida State and Federal** law and specifies that members will use only the force necessary to effect lawful objectives. **The use of force policy must address:**

I. Bullets

- A. **Prohibit *vascular neck restraints* except when deadly force is authorized;**
- B. **Require *de-escalation* whenever possible and appropriate before resorting to force;**
- C. **Require verbal warnings before shooting where feasible; and**
- D. **Requiring an officer's *duty to intervene* to prevent or stop another officer's use of excessive force.**

II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)

III. Required References

Florida Statute 776.05

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

In response to the Florida Police Chiefs Association, Subcommittee on Accountability and Societal Change from their September 3, 2020, Report and Recommendations: Use of Force Policy and Related Issues. Also, in response to the Presidents Executive Order on Safe Policing for Safe Communities.

Proposed by: Staff
Date submitted _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard #: 4.07 M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

4.07M

A *written directive* requires a written report be submitted and a documented review conducted by a defined level of authority whenever a member:

I. Bullets

- A. Discharges a firearm, for other than training or recreational purposes;
- B. Applies force through the use of lethal or less-lethal weapons;
- C. Applies weaponless physical force at a level as defined by the agency; **and**
- D. **Points a firearm at a person for any reason.**

II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Completed agency “use of force” reports, e.g., unintentional discharge report, firearm use reports, shooting incident report, restraint report, etc. (Qty Initial: 1 each bullet) (Qty Reaccred: 1 each bullet)
- Documented review with level of authority noted. (Qty Initial: 1) (Qty Reaccred: 1 each bullet)
- Interviews.

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

In response to the Florida Police Chiefs Association, Subcommittee on Accountability and Societal Change from their September 3, 2020, Report and Recommendations: Use of Force Policy and Related Issues. Also, in response to the Presidents executive order on Safe Policing for Safe Communities.

Proposed by: Staff
Date submitted _____

Supervisor Approval _____



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 4.10M

New Standard	X	Revision		Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

4.10M

A *written directive* prohibits the agency's use of *chokeholds* unless applied in a deadly force situation.

I. Bullets

II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Interviews

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

In response to the Florida Police Chiefs Association, Subcommittee on Accountability and Societal Change from their September 3, 2020, Report and Recommendations: Use of Force Policy and Related Issues. Also, in response to the Presidents executive order on Safe Policing for Safe Communities.

Proposed by: Staff

Date submitted 9/20/2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # New Definition

New Standard	<input checked="" type="checkbox"/>	Revision	<input type="checkbox"/>	Deletion	<input type="checkbox"/>
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Proposal (State the standard exactly as you believe it should appear in the manual).

Vascular Neck Restraint: A technique that can be used to incapacitate individuals by restricting the flow of blood to their brain.

Accompanying definition for new CFA Standard 4.01M, Bullet A.

Proposed by: Staff, Florida Accreditation Office

Date submitted 9/21/2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # New Definition

New Standard	<input checked="" type="checkbox"/>	Revision	<input type="checkbox"/>	Deletion	<input type="checkbox"/>
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Proposal (State the standard exactly as you believe it should appear in the manual).

De-Escalation Techniques: Taking action or communicating verbally or non-verbally during a potential force encounter in an attempt to stabilize the situation and reduce the immediacy of the threat so that more time, options, and resources can be called upon to resolve the situation without the use of force or with a reduction in the force necessary.

Accompanying definition for new CFA Standard 4.01M, Bullet B.

Proposed by: Staff, Florida Accreditation Office

Date submitted 9/21/2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # New Definition

New Standard	<input checked="" type="checkbox"/>	Revision	<input type="checkbox"/>	Deletion	<input type="checkbox"/>
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Proposal (State the standard exactly as you believe it should appear in the manual).

Duty to Intervene: To prevent or stop the use of excessive force by another officer when it is *objectively reasonable* to do so.

Accompanying definition for new CFA Standard 4.01M, Bullet D.

Proposed by: Staff, Florida Accreditation Office

Date submitted 9/21/2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # New Definition

New Standard	<input checked="" type="checkbox"/>	Revision	<input type="checkbox"/>	Deletion	<input type="checkbox"/>
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Proposal (State the standard exactly as you believe it should appear in the manual).

Objectively Reasonable: The determination that the necessity for using force and the level of force used is based upon the officer's evaluation of the situation in light of the totality of the circumstances known to the officer at the time the force is used and upon what a reasonable prudent officer would use under the same or similar situations.

Accompanying definition for new CFA Standard 4.01M, Bullet D.

Proposed by: Staff, Florida Accreditation Office

Date submitted 9/21/2020



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # New Definition

New Standard	<input checked="" type="checkbox"/>	Revision	<input type="checkbox"/>	Deletion	<input type="checkbox"/>
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Proposal (State the standard exactly as you believe it should appear in the manual).

Chokehold: A physical maneuver that restricts an individual's ability to breathe for the purposes of incapacitation.

Accompanying definition for new CFA Standard 4.10M.

Proposed by: Staff, Florida Accreditation Office

Date submitted 9/21/2020