



CFA SRIC Meeting

October 21, 2026

AGENDA

IG 3.08M
IG 3.09M
10.06M
10.17M
10.18
15.11M
32.04

IG Accreditation Manager Training
New Supervisor Training
Remedial Training
Guardian Program
LE Accreditation Manager Training
Surveillance Operations
Automated License Plate Readers

New Accreditation Manager Training

3.08M

A written directive requires newly appointed accreditation managers receive specialized accreditation manager training, as defined by the agency.

I. Bullets

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of training. (Qty Initial: 1) (Qty Reaccred: 1)

III. Required References

IV. Assessor Guidelines

Training is received prior to or no later than 12 months after appointment to an accreditation manager position.

V. Accreditation Manager Notes

At a minimum, the training should include information on the essential components of the process, the standards manual, and file maintenance. A checklist may be used for training documentation.

Rationale for Revision:

To ensure IG AM's receive specialized training to be successful and demonstrate the importance of the AM role. This will support IG office's justification for training requests and parallels the LE training standard in 10.18.

New Supervisor Training

3.09M

A written directive requires newly appointed first-time supervisors, prior to or within 12 months of appointment, to participate in a supervisory training program, as defined by the agency.

I. Bullets

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Proof of training. (Qty Initial: 1) (Qty Reaccred: 3)

III. Required References

IV. Assessor Guidelines

The intent is to ensure that a newly appointed supervisor, in their first ever supervisory position, receives supervisory training. Someone with documented prior supervisory training or prior supervisory experience would not be considered a first-time supervisor.

V. Accreditation Manager Notes

A checklist may be used for training documentation.

Rationale for Revision:

To ensure supervisors of an IG office are trained in order to meet the specialized needs and expectations of that role. This demonstrates the importance of supervisory training. This will support an IG office's justification for training requests and parallels the LE training standard in 10.12.

10.06M

The agency maintains a record for each *in-service training* class, to include:

I. Bullets

- A. Course content;
- B. Names of participants;
- C. Performance of individual participants, if applicable; and
- D. The instructor(s)

II. Proofs of Compliance

- ~~List of in-service training classes conducted. (Qty Initial: 1) (Qty Reaccred: 1 each year)~~
- ~~Lesson plans. (Qty Initial: 1) (Qty Reaccred: 1)~~
- Documentation of training (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Observe in-service training class files.

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Justification:

10.02M governs lesson plans. It's asking us to show how we planned the training.

10.06M governs documentation of training delivered. This one is saying show what happened when the training was delivered. Requiring lesson plans in both standards is redundant.

10.06M should require documentation of training, not lesson plans.

10.17M

If a local school board has voted to implement a guardian program or has contracted for the use of school security guards, the sheriff in that county must establish a guardian program, **as outlined in Florida Statutes, either directly or through a contract with other Sheriff's Offices with an established program.** A written directive establishes the program and addresses:

I. Bullets

- A. Participation eligibility to include timely reporting to FDLE **within 30 days of certificate issuance;**
- B. Firearms safety and proficiency training;
- C. Defensive tactics training;
- D. Training in legal issues;
- E. De-escalation training;
- F. Ongoing training as defined by the agency;
- G. Training in active shooter or assailant scenarios as defined by the agency;
- H. **Annual** weapon and firearm inspection;
- I. **Annual** firearm qualification; and
- J. Quarterly reporting of scheduled guardian training to FDLE, when required.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- ~~Documentation participants have met eligibility requirements to be reported to FDLE within 30 days of issuance. (Qty Initial: 1) (Qty Reaccred: 1)~~
- ~~Documentation~~ Certificate showing participants have completed initial minimum training requirements. (Qty Initial: 1 ~~each type~~) (Qty Reaccred: 1 ~~each type~~)
- Documentation **or lesson plan** of ongoing training. (Qty Initial: 1 each type) (Qty Reaccred: 1 each type each year)
- Documentation of inspections. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documentation of firearms qualifications. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documentation of quarterly reporting to FDLE. (Qty Initial: **1 2-consecutive quarters**) (Qty Reaccred: **12-consecutive quarters each year**)
- ~~Documentation of active shooter or assailant scenarios (Qty Initial: 1) (Qty Reaccred: 1)~~
- Documentation of contract with another Sheriff's Office to provide training, if applicable. (Qty Initial: 1) (Qty Reaccred: 1)
- Interviews

III. Required References

Florida Statute 30.15
Florida Statute 790.06
Florida Statute 1006.12
Florida Statute 1006.601

IV. Assessor Guidelines

V. Accreditation Manager Notes

Any information that would identify whether a particular individual has been ~~appointed~~ certified to serve as a school guardian, pursuant to this section, held by a law enforcement agency, is exempt. ~~as a safe school officer pursuant to this section held by a law enforcement agency, school district, or charter school is exempt.~~

Training is also required for armed school security guards.

The sheriff must also establish a guardian program to meet the demand for training of school district, charter school, public postsecondary educational institution, private school, child care facility, or security agency employees.

10.18M

A written directive requires newly appointed accreditation managers receive specialized accreditation manager training, as defined by the agency.

I. Bullets

II. Proofs of Compliance

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

III. Required References

IV. Assessor Guidelines

Training is received prior to or no later than 12 months after appointment to an accreditation manager position.

V. Accreditation Manager Notes

At a minimum, the training should include information on the essential components of the process, the standards manual, and file maintenance. **A checklist may be used for training documentation.**

Justification:

Making this a mandatory standard is necessary to ensure the new accreditation managers are being given the training they need to be successful in the accreditation process. It demonstrates the importance of the accreditation manager role. An additional financial burden will not be placed on the agency since it allows the agency to define what type of specialized training the new accreditation manager receives. A checklist being added to the accreditation manager notes is in line with the new standard being proposed for the new Inspector General standard, 3.08M

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; Parameters for when notification is required OR Guidelines if supervisor notification is required;~~
- 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)
- 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 C)~~

V. Accreditation Manager Notes

Justification:

Due to the information contained in the Assessor Guidelines, it makes sense to clarify in the Bullet wording when notification is required or not necessary and under what circumstances. (Bullet C). You could then remove that assessor guideline. If you also made "Surveillance" a glossary term, you could remove that assessor note as well.

32.04

A written directive addresses the use of Automated License Plate Recognition Systems, and includes the following:

I. Bullets

- A. Training;
- B. Criteria for activation;
- C. Data sharing;
- D. and Retention of recordings.
- E. An annual documented audit of the agency's use of Automated License Plate Recognition Systems to ensure compliance with agency policy, applicable laws, data access and sharing requirements, and retention requirements;
- F. Documentation and corrective action addressing any deficiencies or unauthorized use identified during the audit; and
- G. Public posting of completed annual audit on the agency's official website in a manner readily accessible for public review, subject to applicable public records exemptions and restrictions governing confidential or exempt information.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1) • Documentation of training. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of training. (Qty Initial: 1) (Qty Reaccred: 1)
- Completed annual ALPR audit. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documentation of corrective action taken in response to deficiencies identified during the audit, if applicable. (Qty Initial: 1) (Qty Reaccred: 1 each year, if applicable)
- Documentation demonstrating that each completed annual audit was made publicly accessible on the agency's official website. (Qty Initial: 1) (Qty Reaccred: 1 each year)

III. Required References

FSS 316.0777
FSS 316.0778

IV. Assessor Guidelines

V. Accreditation Manager Notes

Annual audits should provide sufficient documentation to demonstrate that ALPR systems and data are being accessed, used, shared, and retained in accordance with agency policy and applicable law. Audit documentation should identify any deficiencies and corrective actions taken. Publicly posted audit documentation may be redacted as necessary to protect confidential or exempt information,

investigative information, system-security information, or other information protected from disclosure by law.

Justification:

The proposed revision strengthens accountability and transparency in the use of Automated License Plate Recognition (ALPR) systems by requiring agencies to conduct documented annual audits to verify compliance with agency policy, applicable law, data access and sharing requirements, and records retention requirements. Requiring audit results to be publicly accessible, while protecting confidential and exempt information, promotes responsible use of ALPR technology and enhances public trust.