



Preliminary Complaint Form
Chief of Police – Anthony W. Rosa

Employee's Name: Takera Smith Date: 11/12/2021

P.D. Case/Citation#: 42-2108-031743 I.A. #: 21-12-02

Alleged Misconduct (Attach additional sheets if necessary):

19.6.4.1.2. Written and verbal reports, documents, and communications, will be truthful and complete.

58.6.6.3. Officers or PSAs will identify and obtain statement(s) from drivers, passengers and witnesses.

Complainant (print): Thomas Rucano - see Complaint Brochure Signature: _____

Phone (home/Cell): 239-265-4913 Phone (work): _____

Address: 8887 W. Sunrise Blvd. Plantation, Fl

Supervisor Receiving Complaint: Sergeant Christopher Pullease

Investigation Authorized by: Anthony Rosa, Chief of Police 11/19/21

Investigation Conducted by: Sgt. J. Stewart I.A. Investigation: Yes

Findings: Unfounded Not Sustained Sustained Exonerated Training

Division Commander: [Signature] Date: 4/15/22

Deputy Chief: [Signature] Date: 4/15/22

Recommended Discipline (on Notice of Intent): 8 hour Suspension 4/18/22

Final Disposition: Sustained, 8 hour Suspension

Chief of Police: [Signature] Date: 4/25/22

In signing this report, I acknowledge only that it has been discussed with me and that I have received a copy. I understand that I may respond verbally or in writing, and that such response will be made part of this report and taken into consideration.

Employee's Signature

Date



Memorandum

To: Takera Smith, Service Aide, Uniform Division

From: Keven Sweat, Major, SOS Division 

Date: April 19th, 2022

Re: Notice of Pre-Determination Hearing

CC: Chief Anthony W. Rosa, Deputy Chief Sean Visners, Lieutenant P. Brian Katz, Lieutenant Eric Bates, Sergeant Jessica Stewart, Human Resources Director Stella Mesa

On November 12th, 2021, a Preliminary Complaint Report (PCR) was filed, alleging you violated Sunrise Police Policy & Procedures 19.6.4.1.2 and 58.6.6.3.

On August 6th, 2021, you responded to a traffic crash near the intersection of Oakland Park Blvd and NW 60th Ave. At the completion of your investigation, you authored traffic report # 42-2108-031743. Weeks later, one of the driver's alleged that you lied on the report, specific to his statement.

Your conduct, if accurate, could result in possible disciplinary action being taken against you for violation of the following Sunrise Police Department's Policies and Procedures:

- *19.6.4.1.2 Written and verbal reports, documents, and communications, will be truthful and complete.*
- *58.6.6.3 Officers or PSAs will identify and obtain statement(s) from drivers, passengers, and witnesses.*
- *58.6.6.19. Officers or PSAs will obtain any other information related to the crash that may be necessary to ensure thoroughness of the investigation.*

Based on the information presently available, the preliminary decision is to sustain the violation. The recommended discipline is an 8-hour suspension. Before a final decision is made, you will be offered an opportunity to participate in a pre-determination hearing to determine whether you have engaged in the action alleged, whether you have violated Departmental rules and

April 19, 2022

regulations, and, if so, what disciplinary action, if any, is appropriate. The hearing will commence on May 5th, 2022 at 10:00am at the Sunrise Police Department, inside the fifth floor Administrative Division's Conference Room.

You are not compelled to attend this pre-determination hearing. In lieu of a hearing, you may submit information or documents that you deem appropriate for my consideration. If you choose to attend the pre-determination hearing, you may be represented at the hearing by counsel or another representative of your choice. If you plan to bring an attorney to the hearing, please notify me immediately. You may also bring to the hearing any documents, witnesses or exhibits you feel are appropriate.

The Chief of Police will make the final decision in this matter. Please be cognizant that no final decision has been made as to what, if any, disciplinary action will be taken in this matter. Therefore, it is in your best interest to provide me, at or before the hearing, all the necessary information regarding this matter. This additional information could impact my recommendation, and/or the Chief of Police's final decision.

Please complete the attached form and promptly return it to my office within (5) working days.



Pre-Determination Hearing Notice

Chief of Police - Anthony W. Rosa

Employee: Takera Smith

Hearing Date & Time: May 5th, 2022 10:00am

Location: 5th floor Admin Conference Room

Please read, review and sign one of the following three options as they pertain to the scheduled pre-determination hearing:

My signature below acknowledges my receipt of notice and my intent to attend this predetermination hearing.

Yes, I will attend. Signature: _____ Date: _____

I waive my right to attend the scheduled pre-determination hearing and will accept the recommendation and agreed upon discipline, 8 Hour Suspension, and waive any right to seek further review or appeal of this matter.

No, I will NOT attend. Signature: _____ Date: _____

I waive my right to attend the scheduled pre-determination hearing, but not my right to any appeal of this process. There are no additional witnesses or documents regarding this incident that I will rely upon in any subsequent hearing process.

No, I will NOT attend. Signature: Takera Smith Date: 4/21/22



Preliminary Complaint Form
Chief of Police – Anthony W. Rosa

Employee's Name: Takera Smith Date: 06/19/2022

P.D. Case/Citation#: N/A I.A. #: _____

Alleged Misconduct (Attach additional sheets if necessary):

24.6.3.4.3.2-Female sworn and civilian uniformed employees may wear two (2) stud post earrings. Male sworn and civilian uniformed employees are prohibited from wearing earrings while they are in uniform.

19.6.1.9- Members shall comply with the direct orders or instructions given by a supervisor or superior officer, and shall not refuse to comply when such orders or instructions are lawful and proper.

*****See attached Memorandum for further*****

Complainant (print): Lt. W. Bates Signature: _____

Phone (home/Cell): _____ Phone (work): (954)746-3688

Address: 10440 W. Oakland Park Blvd. Sunrise FL. 33351

Supervisor Receiving Complaint: Lt. W. Bates

Investigation Authorized by: _____

Investigation Conducted by : _____ I.A. Investigation: _____

Findings: Unfounded Not Sustained Sustained Exonerated Training

Division Commander: _____ Date: _____

Deputy Chief: _____ Date: _____

Recommended Discipline (on Notice of Intent): _____

Final Disposition: _____

Chief of Police: _____ Date: _____

In signing this report, I acknowledge only that it has been discussed with me and that I have received a copy. I understand that I may respond verbally or in writing, and that such response will be made part of this report and taken into consideration.

Employee's Signature _____ Date _____

Sunrise Police Department

DATE	CASE #	EMPLOYEE	COMPLAINANT	ALLEGATIONS	DISPOSITION	DISCIPLINE
5/23/2021	21-05	Smith, Takera	White, Richard SGT.	Employee Not Answering Radio during tour of duty	SUSTAINED	VERBAL COUNSELLING
7/9/2021	21-08	Smith, Takera	Sgt. R. White	Meal Break Violation-Went 10-40 via Laptop	SUSTAINED	WRITTEN REPRIMAND
8/6/2021	21-12-02	Smith, Takera	Tom Rucano	poor traffic crash investigation/ inaccurate report	SUSTAINED	8-Hour Suspension
6/19/2022	22-03	SMITH, TAKERA	LT. BATES	FAILURE TO FOLLOW ORDERS	SUSTAINED	WRITTEN REPRIMAND

Memorandum

To: Sergeant Bill Bettecort, Sgt

From: PSA Takeria Smith

Date: February 16th 2023

Re: Lost Badge

Hello Chief, Earle from the warehouse said I need you to advise that I need a new badge for my shirt. I went to him today and said that it is missing somehow but I don't know how. Can you order me a new one? Thanks you.

MPA/19 2/17/23 Received / Forwarded Jtm 3556

Received & Forwarded

Brooke LeBel 2/20/23
Major Brooke LeBel, 3612

D/c Sullivan 2/21/23



Memorandum

To: Anthony W. Rosa, Chief of Police *AWR*
From: Takeria N. Smith, Public Service Aide
Date: February 27, 2023
Re: Replace Badge
CC: William Bettencourt, Sergeant

I am writing this memo to notify you that I have misplaced my badge. I believe it may have fallen off my shirt while working or moving items to my storage. I am requesting that a replacement be issued. Thank you for your consideration in this matter.

Received & Forwarded

W. Bettencourt 2/27/23
Sgt. W. Bettencourt, 3556

Lt. [Signature] 2/27/23

[Signature] 2/27/23

D/c [Signature] 2/27/23



Memorandum

To: Anthony Rosa, Chief of Police

From: William Bates, Lieutenant

Date: June 19, 2022

Re: PSA Takeria Smith, Policy Violation- 19.6.1.9. Members shall comply with the direct orders or instructions given by a supervisor or superior officer, and shall not refuse to comply when such orders or instructions are lawful and proper.

24.6.3.4.3.2. Female sworn and civilian uniformed employees may wear two (2) stud post earrings. Male sworn and civilian uniformed employees are prohibited from wearing earrings while they are in uniform.

On April 15, 2022, I observed gauged earrings in PSA Smith's ears. I instructed Sergeant Marc Rodriguez to call PSA Smith into his office and speak to her about our personal appearance / grooming policy, and more specifically how it relates to the wearing of earrings. Sergeant M. Rodriguez met with PSA Smith on that day and provided a verbal counseling, which was memorialized via shift note.

On June 19, 2022, PSA Smith was directed to meet with Sergeant Richard White at the Sunrise Police Department to discuss her current performance, as she is currently on an Employee Performance Improvement Plan. While PSA Smith was entering the building at approximately 1545 hours, I observed PSA Smith with "gauge" style earrings in her ears. Gauged earrings are open circular earrings, that are placed in the ear lobe, which causes the ear lobe to have an opening the size of the earring. The gauged earrings worn by PSA Smith were gray in color and are approximately the size of a nickel.

Based upon my observations of the aforementioned Policy Violations on April 15, 2022 and June 19, 2022, it is clear that PSA Smith continues to disobey her supervisors, clearly showing no regard for authority nor adherence to Policy and Procedure. I recommend that both policy violations be sustained.

Good morning, I have already resubmitted the denial report. I am waiting for Abby to approve now. I advise as soon as she does.

From: White, Richard
Sent: Wednesday, December 23, 2020 10:05 AM
To: Smith, Takera <TSmith@sunrisefl.gov>
Cc: Morlock, Roy <RMorlock@Sunrisefl.gov>; Morlock, Roy <RMorlock@Sunrisefl.gov>; Alexander, Richard <RAlexander@sunrisefl.gov>
Subject: Fw: 42-2012-044499

Please handle this ASAP. 10-19 until it is complete and let me know when it is done. Thank you.

Sergeant Richard White
Uniform Division
SWAT Executive Officer
10440 W Oakland Park Blvd
Phone: 954-746-3392

From: Howlett, Treva
Sent: Wednesday, December 23, 2020 9:42:37 AM
To: White, Richard
Subject: 42-2012-044499

Good Morning Sgt. White,

I have a few criminal citations that were written by Officer Garcia for PSA T. Smith's accident for 12/5/20. I sent her email on the 13th to inquire on the status of the accident and she responded on the 16th that she would take care of it. She has since submitted it but it was kicked back to her on the 17th where it remains on Deny status. Can you please make sure she takes care of this ASAP since the Criminal Court date is approaching on 1/5/21 and I have not been able to submit these citations to court w/out the accident report?

Thank you,



Treva Howlett
Police Records Specialist II
City of Sunrise Police Department
10440 W. Oakland Park Boulevard
Sunrise, Florida 33351



954-746-3528 954-786-3589 THowlett@sunrisefl.gov


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City of Sunrise

Email: THowlett@sunrisefl.gov

RE: PSA Takeria Smith – Employee Performance Evaluation Note

Sergeant Roy Morlock  3/6/21

Platoon 2 – Foxtrot Squad

Upon assignment to my direct supervision, PSA Takeria Smith was informed of my expectations as it relates to her job function. I explained to PSA Smith the following: She is to arrive for her tour of duty on time, as scheduled, and expected to remain in service until the completion of her shift. All Annual Leave requests are to be submitted for my approval and entry into the Uniform Division Lineup and Calendar system. The KRONOS calendar system entries are to be made subsequent to approval and as soon as practical for payroll purposes. PSA Smith understood that these two systems operate independently and leave requests are not to be made via KRONOS. Briefing attendance is requested every Friday to ensure accountability and communication of current, vital information. I requested that PSA Smith adhere to Policy and Procedure regarding Sick Leave Call-In procedures and notify the Reception desk one hour prior to her scheduled work day if she were to utilize sick leave. I requested that PSA Smith operate within a “Team” environment and make her best efforts to handle a manageable and reasonable share of work assignments as related to her job function.

PSA Smith verbally acknowledged that she understood these expectations and maintained a positive attitude. PSA Smith was afforded an opportunity to voice any discrepancies to which there were none. PSA Smith appeared eager to perform to her best abilities and appreciative of the communication.


E13
3/6/21

RE: PSA Takeria Smith – Comms./Radio Issues Addressed (April 1st, 2021)

Sergeant Roy Morlock

Platoon 2 – Foxtrot Squad

On today's date, BSO dispatch attempted to raise PSA Takeria Smith multiple times over the radio, with no avail, resulting in an alert-tone broadcast over main channel. A few minutes later, contact was made with PSA Smith who advised that she experienced a radio malfunction. I requested PSA Smith 10-19 to my office for clarification and correction of the issue at hand.

PSA Smith arrived and explained that her radio inadvertently switches channels due to a faulty switch. PSA Smith advised that she was not aware that her radio had switched to a different channel, thus explaining why she did not respond to dispatch before the alert-tone. I requested that PSA Smith provide me with her radio so that I could personally inspect it in front of her. While handling her issued equipment, I manually switched the radio channels causing the radio to audibly announce the active channel during each successive switch. I then keyed up asking dispatch if they are receiving my transmission clearly which they confirmed. I did not find anything of concern regarding the radio hardware. I asked PSA Smith how it was possible to be unaware of her own radio changing channels when the shoulder mic verbally announces the change into her ear. PSA Smith was unable to provide an adequate answer.

In an abundance of caution, I requested that PSA Smith return her radio and shoulder mic to Quartermaster Earl Deakins. Mr. Deakins had PSA Smith's radio sent out for inspection and repair, however, it was returned due to being fully functional and operable. Mr. Deakins issued PSA Smith a new wired shoulder mic for the radio as well as a new radio antenna.

PSA Smith's radio communication practices will be closely monitored moving forward and additional updates will be provided onto this document.

boasting of her achievement while officers offered numerous congratulatory and supportive comments to her. PSA Smith stated that her stress levels have been alleviated to a degree through the completion of her schooling and satisfying her final college tuition payments. Additionally, PSA Smith stated that she has felt motivated at work and I have noticed that her work product and communication has been improving. At this time, I am not aware of any instances of tardiness or patterns of sick time use since our previous discussion. PSA Smith advised that she is still considering utilizing EAP to sort out some of her personal matters with a professional, however, she has not yet done so. I reiterated that she is a valued asset to the Sunrise Police Department.

On 5/21/21, PSA Smith submitted a vehicle burglary report regarding an incident that took place on 5/7/21. A BSO Civil Division employee's unmarked vehicle was alleged to have been burglarized – entry made via unlocked doors and airpod headphones stolen. This incident came to my attention while reviewing reports for approval on 5/21/21. I contacted PSA Smith and explained that incidents of this nature need to be immediately brought to the attention of a supervisor for assessment and upward notification. PSA Smith understood and expressed her apologies.

Takera,

Where is this report? You have attorneys calling the PD asking about it and Records says it has not been submitted. Get it done TODAY.

Sergeant Roy Morlock
Sunrise Police Department
Uniform Division
954-746-3544 (office)

From: Howlett, Treva
Sent: Wednesday, May 26, 2021 10:46 AM
To: Morlock, Roy <RMorlock@sunrisefl.gov>
Subject: 42-2105-019861

Good Morning Sgt. Morlock,

FYI we have had a couple of requests from Morgan & Morgan for the above listed accident report from 5/16/21. Pe RMS search it appears that the report has not been started yet. This is an accident assigned to Takera Smith.

Thank you,



Treva Howlett
Police Records Specialist II
City of Sunrise Police Department
10440 W. Oakland Park Boulevard
Sunrise, Florida 33351



954-746-3528 954-786-3589 THowlett@sunrisefl.gov

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City of Sunrise
Email: THowlett@sunrisefl.gov
Website: <http://www.sunrisefl.gov>

Takera Smith submitting reports on time issues

Berryman, Marc

Tue 6/8/2021 5:49 PM

To: White, Richard <RWhite@sunrisefl.gov>; McGovern, Timothy <TMcGovern@sunrisefl.gov>; Morlock, Roy <RMorlock@Sunrisefl.gov>;

Fellas,

Can someone have a talk with PSA Takera Smith. She is dragging her feet on a bunch of 21's and it is taking forever for these reports to reach my dashboard. It makes it difficult to get an accurate headcount on crime trends and 21's in certain areas. I don't know if they keep getting kicked back to her over and over or if she has just been sitting on them. There were (4) La Quinta burglaries that she took the reports for on 5/13, and they made it up to me on 6/1 and there was just another one that took place out east at 1500 NW 63rd Ave that she took on 5/23 and it just made it up to me today 6/8. This is just some of the more recent ones with her, there have been several others as well. She has been a PSA for several years now and should not have these reoccurring problems, but here we are again. I've had numerous conversations with her in the past for a myriad of issues that I had had to address, including the same as outlined.

I appreciate it,

Marc

Supervisor Notes

****Not for Distribution****

Supervisor: Sgt. M. Wilds
Employee: Takeria Smith
Date: 6/27/2021
Reference: Equipment
Case: 42-2106 -025842

Remarks:

On 6/27/2021, Public Service Aide (PSA) Takeria Smith responded to an incident at the 2900 block of NW 55th Ave that required the use of her department issued tablet to take pictures. Smith's tablet was not charged at all and she was unable to take pictures to further the investigation. Sgt. Morlock was on scene and looked at Smith's tablet and saw that it simply had not been charged. On the same date, I spoke to Smith about being properly prepared for work, which she understood and said it would not happen again.

7/9/21

Shift Note

On 7/09/21 PSA Smith was verbally counseled by Sergeant R. White and I (Sergeant T. McGovern) regarding the following issue:

We sat down in the briefing room and discussed the proper protocol for entering stolen items into Sunrise Teletype per Policy and Procedure. PSA Smith was made aware that it is insufficient to state in a report that the items were entered into FCIC/NCIC as stolen by teletype unless she ensures/confirms they are in fact entered into SN Teletype. She stated the items in question were stolen high end watches that were in fact serialized but she was unaware that they warranted the same protocol as a stolen firearm or stolen vehicle.

The issue was clarified and she stated it would not happen again moving forward.

Shift Note

Officer: PSA Takeria Smith

Date: July 14th, 2021

Case: 42-2107-026784

Location: 1800 Sawgrass Corp Parkway

Shift working/Zone assigned: Platoon 2, Z46

Reference:

1. 19.6.1.8. Members shall promptly execute the lawful orders and/or instructions of a supervisor or superior officer and shall not delay or fail to carry out such orders or instructions.
2. 19.6.2.1. All members will maintain sufficient competency to perform the duty and responsibility of their position.
3. 19.6.3.4. In serving the public, members will be attentive and take suitable action in all situations where some official action would reasonably be believed appropriate, to include reports, complaints, inquiries, and other requests for service.

Notes:

On July 14th, I received an email notification from Records Specialist Howlett that a citizen was attempting to receive a copy of her police report (Theft - 42-2107-026784) that was authored by PSA Smith. RS Howlett attempted to check the status of the report on July 14th which yielded that the status of the report was not written or submitted for approval. RS Howlett stated in her email that this was a recurring issue that they have with PSA Smith.

According to CAD, PSA Smith handled this theft report on July 3rd at 0837 hrs. at 1800 Sawgrass Corps Parkway. The disposition was coded out as a written report. I checked the supervisor board for reports to be reviewed and did not see that this report was pending for approval or was ever written.

PSA Smith was given an email to correct this issue and to provide an explanation why this report was not written. PSA Smith never responded to my email and called me off-duty to tell me that she finally authored this report.

PSA Smith was given specific verbal instruction on the importance of completing and submitting her police reports in a timely manner. PSA Smith was receptive to this instruction.

Pullease, Christopher

From: Pullease, Christopher
Sent: Wednesday, July 14, 2021 3:55 PM
To: Smith, Taker
Cc: Bates, William
Subject: RE: Taker Smith report

Takera,

See the below email from Record Specialist Howlett. According to a OSSI records check, you handled this theft report on July 3rd at 0837 hrs at 1800 Sawgrass Corps Parkway. The disposition was coded out as a written report. I checked the supervisor board for reports to be reviewed and do not see that this report is pending for approval or was ever written. Moreover, the citizen came to the Police Department to get her report and it was not available for her.

I need you to advise if this report was written?

If it was not written, I need you to give me an explanation via e-mail correspondence why it was not submitted.

I want this issue resolved ASAP!

CP



Christopher Pullease
Sergeant | Road Patrol
Uniform Division



City of Sunrise Police Department
10440 W. Oakland Park Boulevard
Sunrise, Florida 33351

☎ 954-746-3624 📠 954-678-6183 ✉ cpullease@sunrisefl.gov

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From: Howlett, Treva
Sent: Wednesday, July 14, 2021 2:59 PM
To: Pullease, Christopher <CPullease@sunrisefl.gov>
Subject: Taker Smith report

Good Afternoon Sgt. Pullease,

We had a call from a citizen wanting to obtain a copy of her police report. She stated that someone told her it should be ready by Thursday of this week but when I check the status of the report it appears to not have been started yet. I was able to get the citizen to agree to check back in about 4 days as I told her the Service Aide writing the report would not be back to work until tomorrow. This case was back from the 3rd. Case number is 42-2107-026784. I am only bringing this matter to your attention because this is a recurring issue that we have with PSA Smith.

Thanks,



Treva Howlett
Police Records Specialist II

City of Sunrise Police Department
10440 W. Oakland Park Boulevard
Sunrise, Florida 33351



☎ 954-746-3528 📠 954-786-3589 ✉ THowlett@sunrisefl.gov

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City of Sunrise
Email: THowlett@sunrisefl.gov
Website: <http://www.sunrisefl.gov>

Shift Note

Officer: PSA Takeria Smith

Date: March 4, 2022

Case: 42-2203-009148

Location:

Shift / Zone: Z46 / 2nd Platoon

Reference:

- PSA Smith failed to complete her traffic crash investigation and speak with all parties involved.

Notes: PSA Smith responded to a crash which involved a juvenile on a scooter that was struck by a vehicle in the roadway. The child was transported shortly after his parents arrived and PSA Smith remained on scene.

PSA Smith never made any attempt to contact the child and his parents to get a statement, provide additional information to the family, and get a status on the child.

The parents responded to the Police Department to make a complaint, but instead another PSA completed the report and the family was content with the outcome. It should be noted that PSA Smith was recently PCR'd for a similar incident.

PSA Smith was counseled on prioritizing her investigation and communication with all parties involved in crashes.

Shift Note

Officer: PSA Takeria Smith
Date: April 8, 2022
Case: N/A
Location: Sunrise Police Department
Shift / Zone: 2nd Platoon / Z46

Reference

- PSA Smith was unprepared to respond to calls approximately one hour before the end of her shift.

Notes: While I was speaking to another officer in the parking lot, I observed PSA Smith enter the PSB parking lot at approximately 1500 hours. Shortly there after I left the PSB from the area of the swat ready room and observed PSA Smith parked next to her personal vehicle in the parking lot.

I approached PSA Smith's marked unit and observed her with her uniform shirt unbuttoned and untucked while she was playing on her cell phone. It was abundantly clear that PSA Smith would not be able to respond to a call for service at this time.

I counseled PSA Smith in shift expectations and that she must remain readily available until the end of her shift.

Supervisor Notes

Not for distribution

Supervisor: Sergeant M. Rodriguez

Employee: PSA T. Smith

Date: 4/16/22

Remarks: On 4/15/22, I met with PSA Smith in reference to her having gauge earrings, which are a policy violation. Smith was informed of the policy- " 24.6.3.4.3.2. Female sworn and civilian uniformed employees may wear two (2) stud post earrings." Smith removed the gauge earrings to comply with the policy. Smith was receptive to the counseling.

Shift Note

Officer: PSA Takeria Smith

Date: April 23, 2022

Case: 42-2204-014929

Location: 5919 NW 16th CT

Shift / Zone: 2nd Platoon / Z46

Reference:

- PSA Smith did not thoroughly complete her investigation and submit appropriate items into FCIC/NCIC.

Notes: PSA Smith took a report of a stolen decal that occurred overnight. PSA Smith originally did not enter the decal into FCIC/NCIC as stolen because she believed that there was a conflict in jurisdiction.

After speaking with PSA Smith, it was abundantly clear that the decal should have been entered into FCIC/NCIC as the victim was home, in the city of Sunrise, at the time of the incident.

PSA Smith was counseled on taking theft reports and the appropriate protocols for FCIC/NCIC entries. IT should be noted that this is not the first time PSA Smith has been counseled

Supervisor Notes

Not for distribution

Supervisor: M. Rodriguez

Employee: PSA T. Smith

Date: 7/10/22

Remarks:

On 7/10/22, I spoke to PSA Smith regarding her inability to complete her reports in a timely manner. On 7/1/22, PSA Smith took a vehicle burglary report (Case # 027610) but did not submit the report until 7/7/22. I explained that this lapse in time could eliminate potential leads that would have been available had the report been completed by the conclusion of her work week (7/3/22). PSA Smith stated she had a lot of reports to write and was unable to get to the aforementioned report.

PSA Smith acknowledged the fact that we have previously discussed the importance and necessity of submitting her reports before the end of the work week.

Supervisor Notes

Not for distribution

Supervisor: M. Rodriguez

Employee: PSA T. Smith

Date: 7/14/2022

Remarks: On 7/14/22, I spoke to PSA Smith regarding her inability to complete her reports in a timely manner. This occurred just four days after speaking to her regarding the same deficiency. PSA Smith advised she had a large number of reports the previous work week and ran out of time to complete her reports. She was advised her excuse and performance were unacceptable, especially after being talked to so recently regarding the same concern. Once more, I provided suggestions on how she could be more efficient so that she can complete her reports in a timely manner.

Employee Time Entry Attendance Report

Department Description	Name	Detail	Notes	Absence	Hours
POLICE UNIFORM	SMITH, TAKERA - 10063	2/7/2021 SICK		Yes	10.00
		2/12/2021 SICK		Yes	10.00
		2/13/2021 ANNUAL LEAVE		Yes	10.00
		2/18/2021 SICK		Yes	10.00
		3/11/2021 SICK		Yes	10.00
		3/12/2021 ANNUAL LEAVE		Yes	10.00
		3/13/2021 ANNUAL LEAVE		Yes	10.00
		3/14/2021 ANNUAL LEAVE		Yes	10.00
		4/2/2021 SICK		Yes	10.00
		4/25/2021 ANNUAL LEAVE		Yes	10.00
		5/9/2021 SICK		Yes	10.00
		5/31/2021 HOLIDAY REDUCE ACCRUAL		Yes	10.00
		5/31/2021 HOLIDAY HRS EARNED AS ANNUAL		Yes	(10.00)
		6/10/2021 SICK		Yes	10.00
		6/25/2021 SICK		Yes	10.00
		7/5/2021 HOLIDAY REDUCE ACCRUAL		Yes	10.00
		7/5/2021 HOLIDAY HRS EARNED AS ANNUAL		Yes	(10.00)
		7/17/2021 SICK		Yes	10.00
		7/22/2021 SICK		Yes	5.00
		7/24/2021 ANNUAL LEAVE		Yes	10.00
		7/25/2021 ANNUAL LEAVE		Yes	10.00

Employee Payroll ADJUSTMENTS Report

Department Description	Name	Detail	Notes	Hours
POLICE UNIFORM	SMITH, TAKERA - 10063	HOLIDAY HRS EARNED AS ANNUAL		-20.00

Shift Note

Officer: PSA Takeria Smith

Date: Months of August & September 2022

Case: N/A

Location: N/A

Shift / Zone: 1st Platoon

Reference:

- Abuse of Sick Time
- Disobeying a Direct Order
- Failure to complete a thorough Crash Investigation

Notes:

- On 8/8/2022, PSA Smith responded to a crash in which one of the drivers did not have insurance. PSA Smith included in her report that the driver did in fact have insurance. After a FCIC/NCIC check of the driver, it was found that the driver did not have insurance and her license was suspended subsequently. This could have been avoided had PSA Smith conducted a thorough investigation.
- PSA Smith exhibited clear signs of abusing her sick time to extend her weekends as listed below. PSA Smith has been counseled in the past for abusing sick time and appears to be falling back into the same trend.
 - o 9/14 PSA Smith called in Sick
 - o 9/15 PSA Smith used Annual Leave
 - o 9/16-9/18 PSA Smith had RDOs
 - o 9/19 PSA Smith used Annual Leave
 - o 9/20 attempted to call in sick and was ordered by Sgt Negrón to use emergency leave. PSA Smith ignored Sgt Negrón and still used sick time on Kronos.

White, Richard

From: White, Richard
Sent: Wednesday, August 10, 2022 6:17 PM
To: Smith, Taker
Cc: Rodriguez, Marc
Subject: FW: Report 422208-034189

See me at 0600 hours in the briefing in reference to this incident.

From: Erin Straka <hopester147@att.net>
Sent: Wednesday, August 10, 2022 6:15 PM
To: White, Richard <RWhite@sunrisefl.gov>
Subject: Fwd: Report 422208-034189

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Here is the email I sent.
My cell phone number is 954-296-3932.
Thank you for your assistance.
Sincerely, Erin Straka

Sent from my iPhone

Begin forwarded message:

From: Erin Straka <hopester147@att.net>
Date: August 9, 2022 at 7:10:43 PM EDT
To: TSmith@sunrisefl.gov
Subject: Report 422208-034189

Hello!

This is Erin Straka, the driver who was rear-ended next to the Chili's at the corner of Flamingo Road and Sunrise Boulevard yesterday, 8/8/22, near 1 pm. I wanted to inform you that I have notified my insurance company, Progressive, about the accident, and they have confirmed that the at-fault driver has no active insurance with them. My understanding from you yesterday was that both of us had Progressive insurance, and thus that my insurance could recover both my deductible and total coverage from her policy since she is at-fault. I am not sure what she told you (as she talked to you for quite a while—both when you first arrived and when she was outside your car), but I would like this information reflected on the report.

I would also like to confirm that she will be cited for not only causing the accident but also for not carrying insurance, which I know carries a fine and a suspension of her license.

If this is not the case, I would like to know who else I can speak to.

Thank you.

Sincerely, Erin Straka

Sent from my iPhone

Shift Note

Officer: PSA Takeria Smith

Date: January 4, 2023

Case: 42-2301-000954

Location: Sunrise Public Safety Building

Shift / Zone: Front Lobby Desk Duty

Reference:

- Code of Conduct and Ethics - 19.6.3.4. In serving the public, members will be attentive and take suitable action in all situations where some official action would reasonably be believed appropriate, to include reports, complaints, inquiries, and other requests for service.

Notes:

On January 4, 2023, Stephanie Anello responded to the Sunrise Public Safety Building to obtain assistance on a delayed crash from December 31, 2022. Anello spoke with PSA Smith and attempted to make a report or receive guidance and was turned away by PSA Smith. Anello stated that PSA Smith advised her that because the crash was delayed, PSA Smith cannot help her and provided a case card.

It should be noted that Anello's vehicle received approximately \$8,000 worth of damage. The Sunrise vehicle crash guidelines state that if a vehicle crash results in damage over \$500, then a law enforcement crash report will be taken.

Had PSA Smith taken the time to listen to Anello, she would have discovered that a report was needed.

Refused

1-9-23

[Signature] 3523

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INTERVIEW WITH TAKERA SMITH

Q=Major Keven Sweat

Q1=(Ed Morton)

Q2=(Luis Rivera)

Q3=Robert Brushell

A=Taker Smith

Q: Okay. Okay. My name is, uh, Major Keven Sweat. This will be a, uh, PD hearing. Um, today is Wednesday, uh, January 18, 2023. The time is 10:58 am. This is a PD hearing for Taker Smith. Present is Taker Smith, the FOP Attorney, uh, Robert Brushell, and couple other people in the room. Will state their names?

Q1: (Ed Morton), Vice President.

Q2: Uh, (Luis Rivera), President of the Union.

Q: This hearing is, um, also being audio recorded. Uh, Ms. Smith, I want to make sure you understand that your participation in this hearing is voluntary and is your opportunity to present any information you believe the chief should take into consideration before making a final decision. Uh, I will give you and your attorney and your representatives the floor.

Q3: I just want to say - I'm - I'm Robert Brushell. Good morning. Today I'm - I'm representing the Sunrise General Employees Union, which represents, uh, the, uh, um, the - the public service, uh, aids as well. So, um, so we just - we thank you for the opportunity. What we're trying to convey today is we have an employee that started off as an Explorer for Sunrise Police Explorer. She wants to keep her job. She likes the job, enjoys the public and wants - and wants to keep the job. And I think that's impor- important as opposed to someone who it - it's not the job for them. They don't want it. They don't care. She cares and wants to keep the job. So I want to - these discussion points that we may have, I - and - and I know necessarily, even though we- it's recorded, have no back and forth or any discussion. It could be a little more relaxed if - if - if you care to, Major. Um, she wants to do whatever it takes to remain.

43 And -and - and I've read the memorandum. I haven't read the entire file. Uh,
44 we understand there are issues. I think there are a lot of issues that can easily
45 be worked out, um, and have been worked out. And so we have to get to a
46 certain point where, um, is she worth saving and continuing, and do we give
47 her an opportunity? So we understand the temperature of what this - this is.
48 We're not - I'm not - it, uh, I hope you're not here, and we're down here talking
49 about something else. I think we understand that termination is on the table.
50 It's a realistic possibility, and we want to avoid that.

51
52 Q: Okay.

53
54 Q3: And so that - that level of communication, at least the employee, understands
55 where she is on the chess board, so - so to speak.

56
57 Q: Understood.

58
59 Q3: So we're appealing to your discretion. We're appealing to the chief's
60 discretion. And - and with that, I think perhaps there should be a, you know, a
61 little, uh, an understanding that at least we're understanding each other, okay,
62 about where we are. So we have someone who's been here for a while, since
63 2016. And like I said, was an Explorer before- beforehand. There are - there
64 were - there were issues. I think things like dress and earrings and things can
65 instantly be don't wear earrings, don't wear the wrong earrings, she's not
66 wearing any earrings. These are things that are instant solves, like saying -
67 telling an officer shave, you know, as long as you shave, we don't have an
68 issue anymore.

69
70 Q: Correct.

71
72 Q3: You know? So do that. That's an easy solve. When we get into even radio
73 stuff, you know, I - I don't want to go well that guy speeds too. You know?
74 That's not a defense. But get on the radio, if you're taking a lunch break, if
75 you're doing this, get on the radio, everybody has to do that. That's also, you're
76 either gonna do that or you're not gonna do that. It's like I said, you're either
77 gonna shave every day before work or you are not. And that's an easy thing to
78 determine, right? Either they are or they aren't. Right? Um, so I think that is
79 something where, I'm getting to the point where it's like, if you get - give
80 someone an opportunity, the last opportunity, that it's an easy measure for the
81 - for the - for the very black and white objective, did you do it or did you
82 didn't do it? Are you wearing inappropriate earrings or are you not wearing an
83 inappropriate? Did you - did you take your lunch on - on the radio or did you
84 not take your lunch? Like these are you either did, or you didn't, and it's black

85 and white. Um, I think the other - the other, um, you know, report writing and
86 policies and procedures, I spoke to her yesterday. You can take her at her
87 word. And certainly at some point, if you want to have a conversation, let's
88 have this conversation, 'cause I'm saying it's about the discretion. So there's
89 nothing - in our opinion, we don't think we can do worse. We think we're
90 trying to convince you to - to give room here and - and give another
91 opportunity. She says, I've been carrying my manual, the - the statutes around,
92 the policies and procedures. I alerted her to - I - you - you may - you probably
93 don't know this, but every time a lawyer joins, uh, a federal bar, like the
94 federal court system, they give you a book called Strunk and Whites Book of
95 Grammar. And they're say, you know, and - and I said it to her, like, I'm not
96 trying to offend you. We get it. Um, to tell the difference between there, their,
97 and they're. You know? This, you know, uh - uh, what's the proper, when do
98 you say good, when do you say well, when do you say - so you present
99 yourself in your writing to the court in a way where they go, oh, this guy is an
100 educated lawyer, as opposed to some, uh, someone who is not. Um, told her to
101 order it. Get it. Every day they give you it. Now I just looked at it online. It's
102 like every day they'll give you a tip. If they have problems with your report
103 writing, and they don't like the grammar in your - or you typos, get better at it.
104 Don't just - it's not always about energy. It's about, you know, wanting it.
105 Wanting it is not enough. Doing something about it is doing something about
106 it. And I will tell you that we had a long conversation and she does want to do
107 better for what, you know, for what that's worth at this point. She wants to do
108 better, be better, enjoys being with the public, and I'll let her - her speak to
109 that. Um, some sergeants, it looks like in her history, she did well with. Um, I
110 will tell you, um - um, I spoke to Sergeant (Agron) who said, "I knew her
111 when she was an Explorer. Uh, and when she worked for me, it was fine."
112 Um, he was in con- you know, he was in charge at some point in his career
113 over the - over the, um, the aids. And he said, "It's fine." Maybe some
114 sergeants just are, you know, less, you know, formal discipline than others. I
115 don't know. And - and it's not a criticism one over the other. Um, but there are
116 some that she didn't do well with. And I think, um, we had discussion about
117 that. You know? So you don't like the coach that you're playing for. You still
118 gotta swing the bat and get on first base, you know, whether you like - like the
119 person or not, or whether they motivate you sufficiently or not. Um, and so
120 we've had these, uh, we've had these conversations. Um, I know this relation, I
121 - I think the relationship of the police department and the collective bargaining
122 agreement for the - for the general employees that the police department, the
123 chief has the ultimate decision. I think that's new maybe in the last year or so.
124 Um, and so they're used to dealing with HR. But I was - I want to give an
125 invitation that you can pass along. Sometimes, um, reaching out to the union
126 and going this - this one is - is heading down a dark path. You need to -

127 maybe if you get involved, union, and talk to this person, this employee,
128 things will improve instead of getting to the formal, uh, the formal approach.
129 And maybe it's because you got, you know, there's cops and - and general
130 employees are not - you don't interact at the same way as one police officer
131 does to another someone in the chain of command of the police department.
132 But I'm encouraging it. Um, to reach out to, um, the, you know, any union, uh,
133 you know, any officer of the union to say, "Hey, heads up. You got a real
134 problem. You know? Someone's heading towards - just heading towards the
135 dark path, uh, um, here." And so that's it. We are - I'm not here to argue, oh,
136 this - this in the report is ridiculous or wrong. Or, um, like I said, we're
137 appealing to your discretion. If - I encourage you to get a feel for her or get -
138 or talk to her about something, um, and - and see if we can - I - I - I - I - our -
139 naturally our request is to save her and not terminate her. Um, and she can tell
140 you why.

141
142 Q: Understood.

143
144 Q3: In one sec. Okay?

145
146 Q: Understood.

147
148 Q3: Do you wanna say a few words on...

149
150 A: Yes, yes, yes...

151
152 Q3: ...uh, on that?

153
154 A: ...absolutely. So, um, as I was telling the lawyer and myself, I have accepted
155 my shortcomings and I take full responsibility for the things that I have done.
156 Um, but when I tell you, I enjoy - I really enjoy serving the people and serving
157 the residents in the City of Sunrise, each call that I go on, I try to give my best
158 ability. Um, and, uh, there's - there's nothing else I - I can see myself doing,
159 from my heart. I really enjoy helping the people. I enjoy doing these
160 accidents. There's - there's - there's not a day I don't wake up and not enjoy
161 coming to work.

162
163 Q: Okay.

164
165 A: And I just - I just - I - I - I - I - I would really like if I can get one final last
166 chance and I will prove myself.

167
168 Q: Okay.

169

170 Q3: Are there any questions, or anything...

171

172 Q: No. I mean, again, so I'm just here to facilitate the PD hearing. Um, and based
173 on put my recommendations, uh, in writing to the chief, and obviously he
174 makes the final decision here, um, of what's gonna happen with, um - um,
175 with Takera Smith. Um, does anyone else have anything else to say?
176

177 A: Some - some - some - some, uh - uh, a c- a few things that I have been doing,
178 I reached out to Earl and I got the statute book. I've been - all the calls that we
179 handle, I have been, um, studying it more in depth, as far as the property
180 damages, the, uh, the Florida traffic crash, number one, um, just so that I don't
181 make the mistakes that I have in the past. And, um, the policies and
182 procedures, I have been trying to read up on more and more and more, and
183 each day, if it's gonna make me a better person, I'm willing to do it. And I
184 will.
185

186 Q: Yeah.

187

188 A: I will. I will make changes. No ifs, ands, buts about it, this job and being a - a
189 - public service had - public service aid has made me an overall person in my
190 entire life. And there's - there's - there's nothing else I can see myself doing. I
191 really enjoy being the service aid and being an employee for the City of
192 Sunrise.
193

194 Q: Okay. And you - both of you have received the, um, the write-ups and such as
195 well, and reviewed 'em?
196

197 Q2: I didn't personally get one. We had - Ed got one yesterday.
198

199 Q1: I haven't even picked it up yet.
200

201 Q2: Right. I wasn't able to look at that or review that at all, actually. Uh, I know
202 Ed did and - or Robert also did.
203

204 Q: Yeah. Just...
205

206 Q2: I just haven't had a chance to look at it.
207

208 Q3: That's what I'm saying. I got - I got this, the memorandum, um, but not like
209 the - the whole file of it. Like I...
210

211 Q1: Rob?
212
213 Q3: Yeah?
214
215 Q1: Check behind there. There's other stuff.
216
217 Q3: Oh, is there?
218
219 Q1: Yeah.
220
221 Q3: Okay.
222
223 Q1: I think that's where all...
224
225 Q3: (Unintelligible). Right.
226
227 Q: So again, not - not getting too much into it, um, but there was, um,
228 performance improvement plan that was put out, or set forth, um, in February
229 2022. Um, is everyone here aware of that as well?
230
231 Q1: No. I just was...
232
233 Q: Okay.
234
235 Q1: ...(unintelligible).
236
237 Q3: We're aware...
238
239 Q2: Uh, that was...
240
241 ((Crosstalk))
242
243 Q2: ...I was told that the first, uh, you weren't here present, but yeah, that first
244 meeting, I remember them talking about that.
245
246 Q: Okay.
247
248 Q2: Uh, so when they, uh, brought me in, I wasn't even supposed to be there,
249 actually. But I was with human resources was here, and, uh, my aide and all
250 that. And, uh, he explained a few things that - that they had done as far as, uh,
251 performance. I don't know what was the result of all that was.
252

253 Q: Okay.
254
255 Q2: But...
256
257 Q3: This was when the, uh, there was another PSA that was, uh, riding along with
258 her for a period of a month.
259
260 Q: That was part of it.
261
262 Q3: Yes.
263
264 Q: Um...
265
266 Q3: And...
267
268 Q: ...and it's - it's pretty...
269
270 Q3: Yeah.
271
272 Q: ...it's spelled out here. And again, I'll get you copies of - of such.
273
274 Q3: What's the date on it?
275
276 Q: Um, maybe - well, this is, um, for the hearing itself. The notice for the
277 hearing. It kind of spells it out.
278
279 Q3: Yeah.
280
281 Q: In here. Uh...
282
283 Q3: The January 5 memo that...
284
285 Q: Yeah. So February 22.
286
287 Q3: Mm-hm.
288
289 Q: And it was 108A, um, PIP. And it basically, uh, ho- outlines, um, what
290 occurred in the - in the - that time. Um, so again, I'll...
291
292 Q3: You know, the one thing that you may not know off the top of your head,
293 we've confirmed, do you rem- the - the - that she was at one point, uh, an
294 employee of the month. So I don't know why this fell off.

295

296 Q: And - and when...

297

298 Q3: Um...

299

300 Q: ...when was that?

301

302 Q3: When was that?

303

304 A: Um, August 17, 2018. Sergeant (Negron), uh, nomin- nominated me. Um, not
305 only did he nominated me, he sent a letter of accomodation to the police, uh,
306 the chief of police.

307

308 Q: And what was the reference on that one?

309

310 A: The - for the accommodation?

311

312 Q: Correct.

313

314 A: For a hit-and-run. A hit-and-run that, um, a hit-and-run that I, uh, investigated
315 where a lady called in, uh, stating that her vehicle was struck. I - I obtained all
316 the information. I ascertained all the information, uh, for her. After getting all
317 the, um, the - the information, I, uh, patrolled the area a little bit longer. And
318 patrolling the area, I found the car. I called it in, uh, asked for an officer to
319 respond. I knocked on the door, made contact with the possible, trying to
320 attempt to figure out who was the possible driver of the - that vehicle. And,
321 um, from there, we were able to solve that case.

322

323 Q: Okay. Uh, good.

324

325 Q3: Yeah. Uh, just a minor point on - on the - on the - the PSA ma- uh, from her
326 perspective, it seemed like everything was going well with the - with the PSA
327 that was riding along with her. And then the results of the reporting was
328 different. And so I don't know why there was miscommunication. I'm not
329 taking sides, 'cause I don't know who the, you know, I don't know the other
330 one and I don't know her well enough to say to you, well, what she's telling
331 me is gold. But I will say that there - that she is - was genuine - and Ms. Smith
332 was definitely genuinely surprised because each day they would have a
333 conversation about what's going on and how she's performing. And it just
334 seemed to be a disconnect, um, on what their conversation, their oral
335 conversations were vs. the ultimate outcome. So, um, like I said, if you - if
336 you get a good example of good work on a particular time, like what

337 happened? And I don't know. Like what - what - why does somebody go from
338 being competent to suddenly incompetent when the job is the same? There are
339 several, you know, there are several answers to that, generally speaking. But I
340 don't know what - what it is in this particular case.

341
342 A: Yeah.

343
344 Q3: But I think if you have somebody who's - I don't know, it - it - it ostensibly
345 sincere about keeping the job, I'm asking for the benefit.

346
347 A: There's one thing I would like to say. Um, no matter which servi-it - service
348 aid it is, I mean, um, from all of us, whatever advice they give me, I take it. I
349 try to learn from what they're telling me and, um, PSA, uh, (Nora Carla), she
350 did advise me that, you know, I have the capabilities of doing the job. I'm -
351 I'm - I'm - I'm very good at it. However, she does - she - she did point out
352 particular pointers to (Kara), just be more proactive, take more calls when,
353 um, when, uh, these calls come out, hop on it and - and just be more proactive.
354 That's all I want you to do. Everything else, you - you have it. Um, and, you
355 know, all - everything that she have taught me within that month, I did - I did
356 take on.

357
358 Q: Okay. Very good.

359
360 A: And all the service aids, I work really, really well with them. There's no
361 service aid I have anything bad to say. Um, you know, if they call me, I call
362 them. There's - there's absolutely not one service aid I do not get along with.
363 And we -we work well. I can work well with each and every one of 'em.

364
365 Q: Okay. Good.

366
367 A: On any call. Absolutely.

368
369 Q: Okay. Anything else?

370
371 Q3: That's it. We're good.

372
373 Q: All right. Um, we will go ahead and stop the proceeding. It is now 11:17 pm.

374
375
376 This transcript has been reviewed with the audio recording submitted and it is an accurate
377 transcription.

378 Signed _____