

**PINELLAS COUNTY SHERIFF'S OFFICE
PROFESSIONAL STANDARDS BUREAU
INTER-OFFICE MEMORANDUM**

DATE: FEBRUARY 5, 2018

TO: DISTRIBUTION

FROM: CAPTAIN RAY WHITELEY *Rw*
Professional Standards Bureau

SUBJECT: SHERIFF'S FINDING

Per Sheriff Gualtieri, Inmate Records Specialist II Michelle Hale, #55767, will receive the following as a result of AI-17-043:

1. Written Reprimand

DISTRIBUTION:

Sheriff Bob Gualtieri
Chief Deputy Dan Simovich
Assistant Chief Deputy Sean Jowell
Assistant Chief Deputy George Steffen
Colonel Paul Halle
Major Stefanie Campbell
Major Dave Danzig
Major Bill Hagans
Major Rich Nalven
Major Lora Smith
Lieutenant Deanna Carey
Director Jennifer Crockett
Director Nancy Duggan
Director Susan Krause
Director Jason Malpass
Director Julie Upman
Shannon Lockheart, General Counsel
Payroll
Purchasing-Uniform Supply
Michelle Hale

RW/kmm

**PINELLAS COUNTY SHERIFF'S OFFICE
INTER-OFFICE MEMORANDUM**

DATE: JANUARY 29, 2018

TO: INMATE RECORDS SPECIALIST II MICHELLE HALE, #55767

FROM: SHERIFF BOB GUALTIERI

SUBJECT: CHARGES RE: AI-17-043

An investigation has been conducted by the Administrative Investigation Division, Professional Standards Bureau, of the Pinellas County Sheriff's Office. As a result of this investigation, the Administrative Review Board has determined you committed the following violation:

On, but not limited to, September 6, 2017, while on duty in Pinellas County, Florida, you violated the Pinellas County Sheriff's Civil Service Act Laws of Florida, 89-404 as amended by Laws of Florida 08-285, Section 6, Subsection 4, by violating the provisions of law or the rules, regulations, and operating procedures of the Office of the Sheriff.

1. You violated Pinellas County Sheriff's Office General Order 3-1.3, Rule and Regulation 3.4(d), Performance of Duty.

While assigned to Inmate Records, you were responsible for receiving, reviewing and verifying the accuracy of work completed by co-workers, concerning the custody status of inmates.

This process included verification that inmate sentences are properly calculated and entered into the Pinellas County Jail records management system. In this case, documentation received through criminal court records was inaccurately processed by an Inmate Records Specialist. You failed to recognize the error and verified incorrect sentence information.

Your action resulted in an over-stay and an inmate, authorized for release from the Pinellas County Jail, remained in custody for an additional fifteen (15) days.

You admitted to this violation.

Disciplinary Points and Recommended Discipline Range:

You were found to be in violation of one (1) Level Three Rules and Regulations violation totaling fifteen (15) points. These points, which were affected by zero (0) modified points from previous discipline, resulted in fifteen (15) progressive discipline points. At this point level, the recommended discipline range is from a Written Reprimand to a three (3) days Suspension.

Disciplinary action shall be consistent with progressive discipline, for cause in accordance with the provisions of the Pinellas County Civil Service Act.



COLONEL PAUL HALLE
DEPT. OF DETENTION AND CORRECTIONS
FOR BOB GUALTIERI, SHERIFF

I have received a copy:

Date 2/01/18

Time 1400


SIGNATURE

BG:MHH:kmm