

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

**DATE:** NOVEMBER 6, 2018

**TO:** DISTRIBUTION

**FROM:** CAPTAIN RAY WHITELEY <sup>RW</sup>  
Professional Standards Bureau

**SUBJECT:** SHERIFF'S FINDING

Per Sheriff Gualtieri, Inmate Records Shift Supervisor Tara Monroe, #55663, received the following as a result of AI-18-026:

1. Eight (8) hours Suspension to be served on:  
November 13, 2018.

**DISTRIBUTION:**

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

RW/kmm

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

**DATE: NOVEMBER 5, 2018**

**TO: INMATE RECORDS SHIFT SUPERVISOR TARA MONROE, #55663**

**FROM: SHERIFF BOB GUALTIERI**

**SUBJECT: CHARGES RE: AI-18-026**

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, June 19, 2018, 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.

Synopsis: While assigned to Inmate Records as a shift supervisor, you were responsible for receiving, reviewing, and verifying the accuracy of work completed by inmate records staff members.

In this case, documentation received through criminal court records was inaccurately processed by subordinates, which affected the custody status of a Pinellas County Jail inmate. During your review of this court action, you failed to recognize the error and that an inmate's jail sentence had been improperly calculated.

You authorized the inmate's release from the Pinellas County Jail. Your action resulted in the erroneous release of an inmate.

The Administrative Review Board determined you committed 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 five (5) carry over points from previous discipline, resulted in twenty (20) progressive discipline points. In accordance with agency policy, this total reverts to fifteen (15) points and the recommended discipline range is from a Reprimand to a three (3) days Suspension.

INS 18-0042

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



COLONEL DAVID DANZIG  
DEPT. OF DETENTION AND CORRECTIONS  
FOR BOB GUALTIERI, SHERIFF

I have received a copy:

Date 11/6/18

Time 1100

  
SIGNATURE

BG:WGS:kmm