



Date of occurrence: September 6, 2018 to November 15, 2018

Employee Name: Executive Assistant to the Chief Dina Goldstein

Award/Commendation type and recommendations: Civilian of the Month

Narrative:

Executive Assistant Dina Goldstein effectively managed and oversaw the Police Department's 17th Citizens Police Academy. The participants truly appreciated the thought-provoking and exciting topics, classes and exceptional instructors. The classes were comprised of Fundamentals of Law, K-9 Unit, Fire Rescue and Air Rescue, SWAT/Incident Command Center, Marine Patrol Unit, Crime Scene Investigation, Driving Range, Firearms Range, Homicide Investigation and the Firearms Simulator.

Over the past four months, Executive Assistant Goldstein organized, directed and coordinated the Citizen's Police Academy. Behind the scenes of this program there is an enormous amount of work. The logistics include managing and scheduling classes, instructors, transportation, refreshments, venues, equipment, certificates, thank you correspondence, room set up and the graduation ceremony. This year new instructors were added and new classes were implemented. The workload to continue this program to be successful and enlightening each year is considerable and extremely challenging. Dina did all of this expertly and in addition to her regular duties as the Executive Assistant to the Chief. I commend Dina for her overall dedication to this department and in particular her efforts in leading another successful SPD Citizens Police Academy. Congratulations to Dina as the recipient of Civilian of the Month...well deserved!