



**Date of occurrence:** December 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup>, 2021 (preparation throughout the year)

**Employee Name:** Accreditation Manager Jill Smith

**Unit/Division:** Police Department

**Award/Commendation type and recommendations:** Letter of Commendation and November Civilian of the Month

**Narrative:**

The Commission for Florida Law Enforcement Accreditation (CFA) conducted an onsite Re-Accreditation assessment for the Surfside Police Department on December 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup>, 2021. The Police Department is seeking Re-accreditation status for the fourth consecutive cycle having achieved the prestigious initial Commission for Florida Law Enforcement Accreditation (CFA) in 2009. Accreditation Manager Jill Smith was integral in the overall success of the Police Department accomplishing this remarkable goal. Especially in the weeks leading up to the assessment, she went above and beyond by meeting with each member of the department, day and night, ensuring each employee was well prepared for this assessment.

A team of CFA assessors from the Clay County Sheriff's Office, Coconut Creek Police Department and Davie Police Department examined all aspects of the Surfside Police Department's policies and procedures, management, operations, and support services included training, patrol operations, property room procedures, administration, and communications. The Police Department had to comply with more than 250 standards in order to receive reaccredited status. Many of the standards are critical to life, health, and safety issues. Due to Jill's diligence, the police department persevered adhering to all policy standards. The assessors announced in the exit interview on December 9, 2021, with members of our Police Department along with our Assistant City Manager in attendance, they will be recommending Re-Accreditation with no conditions at the Commission for Florida Law Enforcement Accreditation (CFA) conference in St. Augustine in February 2022. The Police Department personnel were highly praised for their professionalism, organization and knowledge. The CFA Team Leader made a statement "Surfside Police Department is a Model Agency".

An agency requirement for re-accreditation was to create an exemplary program unique to your department within the re-accreditation three-year cycle. The new initiative created was to be geared towards the community and promote awareness within the department. Accreditation Manager Smith recognized the need to provide a better understanding about the dangers of sun exposure for the Police Department employees whose jobs require them to be exposed to the sun on a daily basis. She coordinated and organized an essential seminar about skin cancer awareness to educate our staff on the importance of sun protection. A dermatologist conducted the presentation to our employees and provided a complimentary screening to the participants on May 21, 2021, during Skin Cancer Awareness Month (aka Melanoma May).

Accreditation Manager Jill Smith has worked tirelessly for the past three years preparing the Police Department for this significant event. Jill is recognized for her initiative, organizational skills, and dedication to the Town of Surfside. Jill began her career with the Surfside Police Department in September 2018, excelled from day one and has proven to be a tremendous asset to the organization. Congratulations to Accreditation Manager Jill Smith as the recipient of the November Civilian of the Month award...well deserved!