

Exhibit 1

School Board Agenda Item

October 15, 2019

Executive Summary

Proposed **Revised** Job Description for the Chief – Safety, Security and Emergency Preparedness Position

Background: This item is being recommended for School Board **approval** to meet requirements for revised job description.

Position Title: Chief – Safety, Security and Emergency Preparedness

Division/Department: **Safety, Security & Emergency Preparedness**

Salary Band: **S**     Range: **\$119,889 - \$205,372**

Salary Schedule:     **ESMAB Salary Schedule**

Recommended Policy Status: Chart Job Description – **First** Reading

Rationale: The job description for the Chief – Safety, Security and Emergency Preparedness is being revised to better align the qualifications, based upon the expected scope of work. This position is responsible for planning, directing, coordinating, evaluating, and effectively communicating activities related to the protection and safeguarding of Broward County Public Schools' students, employees and properties. In addition, this position provides guidance to the District leadership team in setting measurable goals, using structured processes to develop benchmarks to measure, and document program integrity.

The revisions include an update to the job title, and include moving the Florida Department of Law Enforcement (FDLE) requirement to the section titled Preferred Qualifications & Experience on the job description, from the section titled Minimum Qualifications & Experience. Please see attached memo from Save Haven International in support of this change.

An evaluation of the revised job description was conducted and no change in pay band assignment is recommended.

This is a single incumbent position that is currently occupied. There is one Board approved position associated with this job description.

In addition, Item # CC-3, Chief of Police, Broward District Schools Police Department, is also being presented at the October 15, 2019 RSBM. The job description has been revised to include the Florida Department of Law Enforcement (FDLE) requirement under section titled Minimum Qualifications & Experience.

As part of the process to create and edit job descriptions, Compensation provides the designated Bargaining Unit or Meet and Confer Representative with a copy of the new or revised job description prior to the First Reading. Any feedback received from the Representative is reviewed for consideration and, where applicable, incorporated as part of the job description. The Representative for ESMAB was provided a copy of the job description via e-mail on September 25, 2019. Additional feedback was not received prior to submission of this document for approval.

**Cost:** The revision of this job description represents no additional financial impact.  
The source of funding for this position has been encumbered as part of the department's budget.



September 18, 2019

**Alan Strauss, Chief Human Resources & Equity Officer**  
School Board of Broward County

Dear Mr. Strauss:

In response to your request for my opinion on whether or not it would be prudent to modify the job description for the Chief of Safety, Security and Emergency Preparedness for the School Board of Broward County (SBBC) to no longer require the individual in this position to “possess or be able to possess within one year and maintain a valid Florida Department of Law Enforcement (FDLE) Certification,” my opinion has not changed since I was asked to review and comment on the draft job description for this position when it was first being created. At that time, my recommendation to the Board was to remove this requirement from the job description.

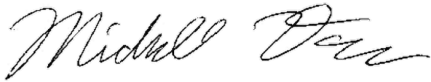
Based on my experience, this requirement is not necessary for this position, and I was concerned that it might be difficult for many of the most qualified individuals in the field who were not already certified by FDLE to be able to be absent from their post while going through a certification process that was not critical to the performance of the duties for this position. For example, although I have completed more than 18 months of formal police academy training, am a graduate of the three-month FBI National Academy and have completed advanced law enforcement training overseas and have 39 years of full-time experience in the field, I would also have had to complete the police academy in Florida to obtain FDLE certification or comparable certification in other states.

Like many of his peers in the field, the current Chief of Safety, Security and Emergency Preparedness, Mr. Brian Katz, has already completed far more advanced law enforcement training, which is also more relevant to the duties of this position than is required for FDLE peace officer certification. While having this certification would not in any way be a negative for someone in this position, Chief Katz already has more than adequate law enforcement training to prepare him for his role. In my experience, the same challenge of having a highly experienced safety executive absent for an extended period of time just to obtain a certification for a different role has occurred in other school systems. For example, when the Hillsborough County Public Schools (HCPS), Florida, hired an extremely experienced security director to establish their in-house Security Department about 20 years ago, the HCPS determined that it would not be prudent to have the director absent for such a long period of time to obtain a law enforcement certification that was not required and changed their stance on having the director attend the academy to achieve the certification. I note that unlike HCPS at the time, the Broward County Public Schools (BCPS) already has a highly experienced and FDLE certified Chief of Police on staff, making this certification requirement redundant in addition to not being necessary.

I have now worked extensively with Chief Katz and have found him to be highly competent, skilled and extremely effective in meeting the many challenges of this new position. In my experience, the BCPS would be poorly served if Chief Katz were to be tied up for the length of time required to complete the police academy at such a critical time. Having had quite a few conference calls with Chief Katz on holidays and weekends, I know that he is already pulling incredibly long hours to meet the needs of his position, attendance at the police academy would significantly delay the steady progress that has been occurring in the BCPS.

I hope this opinion is helpful to you and please do not hesitate to let me know if you have any questions, need clarification or any other assistance.

Sincerely,

A handwritten signature in cursive script that reads "Michael Dorn". The signature is written in black ink and is positioned below the word "Sincerely,".

Michael Dorn  
Executive Director