



Florida Department of Law Enforcement

AFFIDAVIT OF SEPARATION
Incorporated by Reference in Rules
11B-20.001(3)(a)5.a., and 11B-27.002(3)(a)15., F.A.C.



CJSTC
61

1. Last Four Digits of Social Security Number: 4700
2. Name: Williams Francisco
3. Agency Name: Deland Police Department
4. Agency ORI: FL 640200
5. Date Employed: 08/16/21 6. Separation Date: 9/19/23

- Employment Class
Law Enforcement
Correctional
Correctional Probation
Concurrent
Special Elected or Appointed
Instructor
Employment Type
Full time
Part time
Auxiliary

7. Separation Reasons

- 7A. ADMINISTRATIVE - ROUTINE
Voluntary separation not involving misconduct
Transfer within agency. No break in service
Retired. Not involving misconduct
Deceased
Line of Duty Death
Budgetary constraints. Local and Federal grants not renewed
Extended leave of absence
Military leave of absence
Suspension
Administrative separation not involving misconduct
Special elected or appointed
Instructor request for change of affiliation
7B. ADMINISTRATIVE - NON-ROUTINE
Failure to complete basic recruit training
Failure to pass the State Officer Certification Examination

- 7C. ADMINISTRATIVE - SUBSTANDARD PERFORMANCE
Failure to satisfactorily complete the agency field-training program
Failure to perform assigned tasks satisfactorily
7D. OTHER - EXAMPLE
Excessive absenteeism, failure to report for duty, sleeping on duty, etc.
7E. UNFAVORABLE - MISCONDUCT
Voluntary separation or retirement while being investigated for violation of agency or training school policy
Voluntary separation or retirement in lieu of termination for violation of agency or training school policy
Terminated for violation of agency or training school policy
NOTE: The agency administrator or designee shall provide written documentation of the internal or criminal investigation upon request by Commission staff.

- 7F. Pursuant to Section 943.1395(5), F.S., an employing agency must conduct an internal investigation when having cause to suspect that an officer or instructor it employs or employed at the time of the alleged violation, or employed on a Temporary Employment Authorization is not in compliance with Section 943.13(4) or (7), F.S., or Rule 11B-27.0011, F.A.C.
Voluntary separation or retirement while being investigated for violation of Section 943.13(4), F.S., or violation of moral character standards defined in Rule 11B-27.0011, F.A.C.
Voluntary separation or retirement in lieu of termination for violation of Section 943.13(4), F.S., or violation of moral character standards as defined in Rule 11B-27.0011, F.A.C.
Terminated for violation of Section 943.13(4), F.S., or violation of moral character standards as defined in Rule 11B-27.0011, F.A.C.
NOTE: The agency administrator or designee shall provide written documentation of the internal or criminal investigation upon request by Commission staff.

NOTICE: Section 943.139(2), F.S., requires the execution of an Affidavit of Separation by the employing agency in a case of officer separation. WARNING: Intentional false execution of this Affidavit of Separation constitutes a misdemeanor of the second degree.

8. Agency Administrator or Designee's Signature: [Signature]
9. Agency Administrator or Designee's Printed Name: Jason Umberger
10. Date: 9/27/23
11. Agency Administrator or Designee's Title: Chief of Police

12. OATH

Pursuant to Section 117.05(13)(a), Florida Statutes

STATE OF FL COUNTY OF VOLUSIA

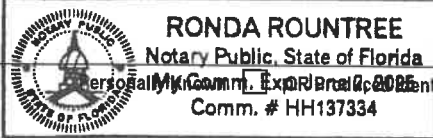
Sworn to (or affirmed) and subscribed before me by means of Physical Presence [X] OR Online Notarization [ ] this 27th

day of SEPTEMBER year 2023 By JASON D. UMBERGER

Signature of Notary Public - State of Florida

RONDA ROUNTREE

Print, Type, or Stamp Commissioned name of Notary Public



Type of Identification Produced

## INSTRUCTIONS FOR COMPLETING FORM CJSTC-61

### USE THIS FORM TO SEPARATE AN OFFICER FROM AN AGENCY

#### USE THIS FORM WHEN:

1. An officer or instructor separates from an agency when he or she voluntarily separates, retires, or dies.
2. An officer transfers within the agency.
3. Budgetary constraints (local or federal grants not renewed) are experienced by an agency.
4. An officer has an extended leave of absence or suspension.
5. An agency terminates an officer for administrative reasons.
6. An officer has a leave of absence for active duty military service.
7. An officer fails to complete a basic recruit training program.
8. An officer fails to pass the State Officer Certification Examination.
9. An officer fails to satisfactorily complete the agency's field training program.
10. An officer or instructor fails to perform assigned tasks satisfactorily.
11. An officer or instructor has excessive absenteeism, fails to report for duty, etc.
12. An officer or instructor voluntarily separates, retires, or is terminated while being investigated for a violation of agency policy.

The Internal Investigation Report, form CJSTC-78, shall accompany form CJSTC-61 if any of the following reasons for separation or appointment are applicable to the officer or instructor:

1. An officer or instructor voluntarily separates or retires while being investigated for a violation of Section 943.13(4), F.S., or for a violation of moral character standards as defined by Rule 11B-27.0011, F.A.C.
2. An officer or instructor is terminated for a violation of Section 943.13 (4), F.S., or for a violation of moral character standards as defined by Rule 11B-27.0011, F.A.C.
3. An officer or instructor voluntarily separates or retires in lieu of termination for a violation of Section 943.13(4), F.S., or for violation of moral character standards as defined in Rule 11B-27.0011, F.A.C.

**NOTE:** The Special Elected or Appointed box should only be checked if an individual is an elected or appointed official affiliated with an agency to maintain his or her continuing education requirement. Please indicate the individual's position and anticipated term of office.

#### Steps to document separations and subsequent re-employments of active-duty military personnel:

1. Enter the date the officer enters active duty military service as the separation date and select "Military leave of absence" as the separation reason.
2. When the officer is released from active duty military service, contact your assigned Criminal Justice Customer Service Specialist in the Officer Records Section at (850) 410-8600 for assistance with removing the separation and updating the officer's ATMS records as needed. Be prepared to provide the officer's DD214 form or other military documentation which reflect the active duty time frame.
3. Enter the officer's dates of active duty military service in the Comments field for the employment.

### HOW TO COMPLETE EACH ITEM

1. **Social Security Number.** Enter the last four digits of the officer's social security number as in this example: 000-00-1234.
2. **Name.** Enter the officer's legal last and first name. Enter the officer's middle initial if applicable.
3. **Agency Name.** Enter the agency's name.
4. **Agency ORI:** Enter the last seven digits of the agency's originating identifier number as in this example: FL0370000.
5. **Date Employed.** Enter the officer's employment date as a sworn officer as in this example: (MM/DD/YYYY).
6. **Date Separated.** Enter the last date the officer was employed as in this example: (MM/DD/YYYY).

**The agency administrator or designee shall complete the remainder of this affidavit in the presence of a notary public.**

7. **Separation Reasons.** Place a check mark in the applicable box(es):
  - 7a. Administrative-Routine
  - 7b. Administrative – No Routine
  - 7c. Administrative --Substandard Performance
  - 7d. Other Example(s)
  - 7e. Unfavorable Misconduct. **NOTE:** The agency administrator or designee shall provide proof of the internal or criminal investigation upon request by Commission staff.
8. **Administrator or Designee's Signature.** The agency administrator or designee shall sign his or her name.
9. **Agency Administrator or Designee's Name.** The agency administrator or designee shall print his or her name.
10. **Date Signed.** The agency administrator or designee shall enter the date the affidavit is signed.
11. **Agency Administrator or Designee's Title.** The agency administrator or designee shall print his or her title.
12. **Completion of Affidavit Section.** The notary public shall complete all blank lines in the Affidavit Section.

### AGENCY REQUIREMENTS

- If the agency is entering the information on-line through the Commission's Automated Management Training System (ATMS), please print this form and maintain the original on file at the agency.
- If the agency is not entering the information on-line into ATMS, maintain the original form on file at the agency and submit a completed copy of the form with the required documentation attached and a letter requesting FDLE to enter the data into ATMS. Submit the copies to: **Florida Department of Law Enforcement, Criminal Justice Professionalism Program, Post Office Box 1489, Tallahassee, Florida 32302-1489. Attention: Records Section. Fax Number 850-410-8605.**

## Florida Department of Law Enforcement Global Profile Sheet

Name: <b>Francisco Williams</b>			
Race: <b>His</b>	Sex: <b>M</b>	Education: <b>Master</b>	

### Employment

Agency	Class	Type	Start Date	Sep. Date	Sep. Reason	TEA	FP Date
Deland Police Department	LE	FT	08/16/2021			Y	05/26/2021

### Salary Incentive

Basic LE	Education	Career Dev.	Maximum Eligible
\$0	\$80	\$0	\$80

### Mandatory Firearms Qualification

Law Enforcement Officer Firearms Qualification Standard

No Firearms found for this person

### Certification

Type	Number	Status	Cert. Date	Mand. Ret. Due Date	Mand. Ret. Completion Date	4 Year Break in Service
LE	387296	Active	06/01/2022	06/30/2026		

### Topic

Topic	Topic Date	Recert Date	Status	Met Req
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There is no topic information available for this person

### Exam

Type	Date	Form	Overall	Amended
LE	5/23/2022	201	Pass	

Type	Date	Form	Vendor	Overall	Expiration
BATLE				Exempt – Ed	

## Equivalency

Agency	Discipline	Application Date	Decision Date	Approval Authority	Advised Date	Status	Exp Date
Brevard Police Testing & Certification	LE	07/15/2021	08/04/2021	James Gibbens	08/04/2021	App	8/4/2022

## Training

Start Date	End Date	Sequence	Version	Type	MR/SI	Title	Grade	Hours Taught
02/14/2022	02/22/2022	02-2022-216-1	2021.07	BRLE		Florida Law Enforcement Officer Proficiency Course	P	55
10/10/2022	10/19/2022	30-2022-1186-4	2020.11	CMSINST		Florida General Instructor Techniques Course	P	64

## WMD/ICS Training for Certified Law Enforcement Officers

Training Name	Completion Date
Weapons of Mass Destruction(WMD)	Not Completed
Incident Command System (ICS)	Not Completed