



EDGEWATER POLICE DEPARTMENT

"Policing For The Future Today"

135 EAST PARK AVENUE 32132

Edgewater, FL 32132-0100

INTEROFFICE MEMORANDUM

TO: Officer Andrew Spurlock *ATS 4/18/19*
FROM: Lieutenant Aaron Soltz *(Signature)*
SUBJECT: Suspension Without Pay
DATE: April 18, 2019

In accordance with EPD policy you are suspended without pay on the following dates: April 22, 2019, April 23, 2019, April 26, 2019, April 27, 2019, April 28, 2019, May 1, 2019, May 2, 2019, May 6, 2019, May 7, 2019, May 10, 2019, May 11, 2019 and May 12, 2019.

4.3.28 An employee under suspension will be required to surrender their badge, identification card, issued weapon(s), department issued keys/faubs, radio, and department vehicle.

4.3.29 The employee may not wear the uniform or perform the duties of their position while under suspension to include outside details.

4.3.30 The employee shall not be permitted on police department property unless summoned by the Chief of Police. This does not preclude the employee from conducting business as a citizen or from filing a grievance.

EMPLOYEE NOTICE

Employee: Andrew Spurlock

Department: Police

Date of Documentation: 04/18/2019

REASON FOR DISCIPLINE

Police Department Policy and Procedures Directive, 1.4 "Code of Conduct" titled "Reporting for Duty" 1.4.15 – Absence from Duty without Proper Notification - Employees shall report for duty in accordance with their assigned work schedules and shall not be absent from duty without supervisors authorization or having made proper notification. Employees who are unable to report for duty due to illness or other emergency shall give notification to their supervisor not less than one hour prior to their scheduled reporting time whenever possible. **(Reference Bargaining Agreement)**

Date of specific incident: March 11, 2019

Description of actual unacceptable behavior: Officer Andrew Spurlock was scheduled to work on March 11, 2019 at 6:00 A.M. Officer Spurlock did not arrive to work until 6:50 A.M. and did not provide prior notice. IA# 1903-001.

Has employee received any warnings previously? Yes

- 03/03/2017 – Memo – Failure to verify a trespass violation
 - 07/25/2017 – Memo – Probation extension due to lack of performance
 - 10/24/2017 – Counsel – Failed to log-in while operating Police vehicle
 - 06/12/2018 – Reprimand – Failed to ensure complete inventory
 - 07/16/2018 – Reprimand – Dissemination of information
 - 11/09/2018 – Reprimand – Failure or refusal to work overtime
 - 01/18/2019 – Discipline – Inattentive to duties – Forfeiture of 12 hours of PTO
 - 01/18/2019 – Discipline – Failed to report to duty as scheduled – Forfeiture of 12 hours of PTO
-

ACTION TO BE TAKEN

Discipline 96 hour suspension without pay. Continued unacceptable behavior will result in further more severe discipline, up to and including termination.



Lieutenant A. Soltz



Captain J. Mahoney

EMPLOYEE'S REMARKS

The undersigned employee hereby certifies that he/she has been given an opportunity to read/discuss the contents of this Notice and to respond in writing. (Use reverse side, if necessary)

4/18/19

Date Acknowledged



Employee's Signature

THIS DOCUMENT WILL BE PLACED IN THE OFFICIAL CITY PERSONNEL FILE

EMPLOYEE NOTICE

Employee: Andrew Spurlock

Department: Police

Date of Documentation: 04/18/2019

REASON FOR DISCIPLINE

Police Department Policy and Procedures Directive, 1.4 "Code of Conduct" titled "Duty Requirements" 1.4.31 – Horseplay or Other Distracting Activity - Employees shall perform their duties in a conscientious manner and shall not engage in horseplay while on duty or at a department or city facility or work station and shall not distract others who are performing assigned duties.

Police Department Policy and Procedures Directive, 1.4 "Code of Conduct" titled "Duty Requirements" 1.4.33 – Inattention to Duties, Loafing, Sleeping - Employees shall be attentive to job duties and shall not neglect work by inattention, loafing or sleeping while on duty. Members who are concerned about staying awake or alert during their work-hours shall report to and inform their supervisor of the situation. The Supervisor shall address the situation in the best possible manner which best serves the City, the Department and the Citizens.

Date of specific incident: February 25, 2019

Description of actual unacceptable behavior: Officer Andrew Spurlock pretended to sleep in front of Sergeant Sara Pollard. IA# 1902-001.

Has employee received any warnings previously? Yes

- 03/03/2017 – Memo – Failure to verify a trespass violation
 - 07/25/2017 – Memo – Probation extension due to lack of performance
 - 10/24/2017 – Counsel – Failed to log-in while operating Police vehicle
 - 06/12/2018 – Reprimand – Failed to ensure complete inventory
 - 07/16/2018 – Reprimand – Dissemination of information
 - 11/09/2018 – Reprimand – Failure or refusal to work overtime
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 - 01/18/2019 – Discipline – Failed to report to duty as scheduled – Forfeiture of 12 hours of PTO
-

ACTION TO BE TAKEN

Discipline 48 hour suspension without pay. Continued unacceptable behavior will result in further more severe discipline, up to and including termination.



Lieutenant A. Soltz



Captain J. Mahoney

EMPLOYEE'S REMARKS

The undersigned employee hereby certifies that he/she has been given an opportunity to read/discuss the contents of this Notice and to respond in writing. (Use reverse side, if necessary)

4/19/19

Date Acknowledged



Employee's Signature

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