

Internal Affairs Conference and Certification

Instructors: George Perez and Charles Braun

Major George A. Perez is a law enforcement executive within a law enforcement agency in Miami-Dade County, and has served its citizens for over 18 years. He currently commands the Professional Compliance Bureau, which encompasses the Internal Affairs Investigations, Criminal Conspiracy, and Public Corruption Sections. His responsibilities also include the achievement and maintenance of the agency's active status in the Commission on Florida Accreditation and The Commission on Accreditation for Law Enforcement Agencies.

Major Perez possesses a Bachelor of Science in Criminal Justice Management and enjoys a robust professional and practical background in law enforcement management and criminal investigations. His practical knowledge and experience is rooted in assignments, which have included command positions in municipal police services and police districts within his agency. His investigative experience includes assignments within the Internal Affairs Section, Homicide Bureau, Robbery Bureau, and Commander of a General Investigations Unit.

Major Perez is a bilingual instructor and is sought after to instruct several investigative and command level subjects. He utilizes a dynamic approach to instruction that includes student participation and thought-provoking problem-solving methods relative to today's law enforcement professional. He proudly served as a board member representative within the Miami-Dade County Police Benevolent Association, (PBA) between 2004 through 2012, and remains a proud member of the PBA today.

Charles N. Braun, II (JD, Indiana University School of Law — Indianapolis — 1977) is admitted to practice before all the federal and state courts of Indiana as well as before the U. S. Seventh Circuit Court of Appeals in Chicago, IL and the U.S. Supreme Court. A former Deputy Attorney General for the State of Indiana (where for nearly a decade he represented all the state level criminal justice agencies), Mr. Braun has also worked for the American Bar Association, the U.S. Department of Justice, and he is a graduate of the F.B.I. National Academy for police legal advisors. Mr. Braun maintains a private law practice, is an author of criminal justice books, is a frequent speaker at seminars/programs for public/private sector groups and employees, and has personally trained most of all Indiana based law enforcement officers through his position for 29 years as the Staff Attorney and Law Instructor at the Indiana Law Enforcement Academy. Furthermore, he serves as an expert witness in both federal and state court regarding a variety of criminal justice issues and has been an adjunct faculty member for a variety of colleges and universities over the years. Mr. Braun also enjoys producing and hosting the longest running (36 years plus) legal talk show on radio in America today, Legally Speaking which airs on radio station WICR (FM 88.7) out of Indianapolis. He also serves as the official re-enactor for Pres. Benjamin Harrison (Indiana's only elected President) at his historic home here in Indianapolis. Mr. Braun and his wife, Elizabeth (an RN who serves as a legal nurse consultant) are avid travelers and photographers.

Course Objectives:

- To provide law enforcement, fire service and public risk management agencies with a training and education program that will enhance the performance of Internal Affairs/Office of Professional Standards operations. These operations encompass administrative investigations, response to complaints alleging employee misconduct or agency dissatisfaction, employee discipline, high risk/critical task audits and preliminary risk management assessments. It is understood that not all agencies may have a designated unit assigned to these tasks, but the training is designed to provide guidance for personnel assigned to conduct these types of investigations, supervise these investigations, oversee the process and/or adjudicate these types of investigations
- To provide employees assigned the task of conducting these administrative investigations with the investigative tools necessary to conduct fair and reasonable investigations
- To provide graduates of the program with the ability to evaluate, modify and/or enhance their agency's written and operational directives concerning citizen complaint processes, administrative investigations, risk management oversight, internal affairs functions and employee discipline
- To provide supervisors responsible for internal affairs/citizen complaint operations with the necessary tools to ensure that the process is conducted in a fair and reasonable manner

- To provide public risk management personnel with the essential knowledge and tools to conduct comprehensive oversight and audit of this function
- To provide the most up-to-date legal and generally accepted practices foundation for employee discipline and the conduct of administrative investigations
- To provide successful candidates with industry recognition for engaging in personal and professional development in this essential public safety task

Day 1

8:00 a.m. - 8:30 a.m.	Registration
8:30 a.m. - 9:00 a.m.	Introduction and Ethics Definition
9:00 a.m. - 10:00 a.m.	Ethical and Professional Responsibilities of the Investigator/Supervisor
10:00 a.m. - 11:00 a.m.	Citizen/Employee Intake
11:00 a.m. - 12:00 p.m.	Basic Investigative Steps, Interview Process, Report Writing and Case File Preparation
12:00 p.m. - 1:00 p.m.	Lunch (On Your Own)
1:00 p.m. - 3:00 p.m.	Basic Investigative Steps, Interview Process, Report Writing and Case File Preparation (continue)
3:00 p.m. - 5:00 p.m.	Administrative Interview Techniques

Day 2

8:00 a.m. - 9:30 a.m.	Union Contract Protections and LEO/CO Bill of Rights
9:30 a.m. - 12:00 p.m.	Basic & Advanced Issues involving Garrity v. New Jersey
12:00 p.m. - 1:00 p.m.	Lunch (On Your Own)
1:00 p.m. - 2:30 p.m.	Impact of Body-Worn Cameras on Complaints/ Use of Force Incidents
2:30 p.m. - 3:30 p.m.	Defending the Internal Investigation
3:30 p.m. - 5:00 p.m.	Workplace Searches

Day 3

8:00 a.m. - 9:30 a.m.	Early Intervention
9:30 a.m. - 12:00 p.m.	Workplace Discrimination Investigations
12:00 p.m. - 1:00 p.m.	Lunch (On Your Own)
1:00 p.m. - 2:30 p.m.	Social Media Misconduct – Legal Issues, Policy & Guidance
2:30 p.m. - 4:00 p.m.	FDLE/CJSTC Officer Discipline
4:00 p.m. - 5:00 p.m.	Case Scenarios

Day 4

8:00 a.m. - 11:00 a.m.	Use of Force Investigations & Investigative Protocol for Officer-Involved Deadly Force Investigations
11:00 a.m. - 12:00 p.m.	Role of the I.A. Investigator in Use of Force Investigations
12:00 p.m. - 1:00 p.m.	Lunch (On Your Own)
1:00 p.m. - 5:00 p.m.	Case study

Day 5

8:00 a.m. - 9:00 a.m.	Case Study Review
9:00 a.m. - 10:00 a.m.	Trending Topics and Q&A
10:00 a.m. - 10:30 a.m.	Course Overview

10:30 a.m. - 11:30 a.m.

Certificate Examination/Certificate Presentation

