


Certificate of Completion

VOLUSIA COUNTY DIVISION OF CORRECTIONS

This certificate is awarded to

TERRION THURMAN

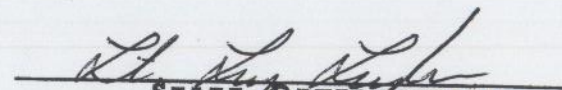
Who has diligently pursued and successfully completed the
2 hour CPR Refresher course



DIRECTOR
MARILYN CHANDLER FORD,
PH.D., CJM

6/20/10

DATE



STAFF DEVELOPMENT
SUPERVISOR

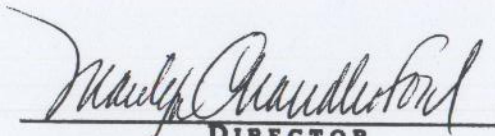
Certificate of Completion

VOLUSIA COUNTY DIVISION OF CORRECTIONS

This certificate is awarded to

ANDRE SCARBOUGH

Who has diligently pursued and successfully completed the
2 hour CPR Refresher course


DIRECTOR
MARILYN CHANDLER FORD,
PH.D., CJM

16
1/03/09
DATE


STAFF DEVELOPMENT
SUPERVISOR


Certificate of Completion

VOLUSIA COUNTY DIVISION OF CORRECTIONS

This certificate is awarded to

TRACY ANDERSON

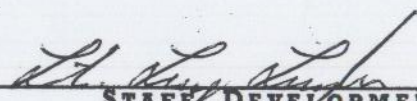
Who has diligently pursued and successfully completed the
2 hour CPR Refresher course



DIRECTOR
MARILYN CHANDLER FORD,
Ph.D., eJM

08/30/09

DATE



STAFF DEVELOPMENT
SUPERVISOR



July 11, 2011

Re: Volusia Exposed records request (Wooley, Heidi)

To Whom It May Concern:

This is in response to your request received in our office for the following information:

Request for training records for CPR on Officer Anderson, Officer Thurman, and Lieutenant Scarbough (copies enclosed)

Request for documentation of instructions or disciplinary action taken against any officer regarding the Heidi Wooley incident (no such file exists)

Request for any jail policies and procedures regarding officers performing CPR (no such file exists)

Per F.S. 119.071 (4) (d) all exempt information has been redacted. The fee for copying these documents plus the fee for labor is **.15 cents**. Please Make the check payable to the County of Volusia – Division of Corrections and mail to:

County of Volusia – Division of Corrections
1300 Red John Drive
Daytona Beach Fl.
32124

When issuing your check, please note on it that it is for photocopying fees regarding the above-referenced person.

Should you have any questions, please do not hesitate to contact me at the number listed below.

Sincerely,
Lieutenant Larry Langdon
Volusia County Division of Corrections
(386) 258-4044

REQUEST #2

Documentation of instructions or disciplinary action against any officer regarding the Heidi Wooley incident (no such files exist)

REQUEST #3

Jail policies and procedure regarding officers performing CPR or the need for their CPR qualification to be kept up to date
(no such file exists)

Public Records Volusia County Fee Schedule

"The charge is limited to actual cost of duplication of the record. The phrase 'actual cost of duplication' is defined in Florida Statutes to mean the cost of the materials and supplies used to duplicate the record, but it does not include the labor costs and overhead costs of such duplication. An exception, however, exists for copies of County maps or aerial photographs supplied by County constitutional officers which may include a reasonable charge for the labor and overhead associated with their duplication." -- *Florida Government-In-The-Sunshine Manual.*

Volusia County's public records duplication fee policy

Paper copies -- The cost to duplicate paper records is 5 cents per page.

If the nature or volume of public records to be copied requires the extensive use of information technology resources or extensive clerical or supervisory assistance, or both, a reasonable service charge based on the cost actually incurred should be charged on a case by case basis. Extensive use of resources is defined as more than 15 minutes. This should be the direct hourly labor rate calculated for the Activity where the records are requested. (Please see formula below or consult Management and Budget for assistance).

Video cassettes -- Actual video tape cost and, if any, extensive clerical labor (see calculation sheet)

Audio cassettes -- Actual cassette tape cost and, if any, extensive clerical labor (see calculation sheet)

Electronic information retrieval -- Paper copy cost and, if any, Microcomputer Services extensive labor (see calculation sheet)

Formula for determining public records extensive labor costs based on one person or more than one person in your area:

1. Determine the person's annual direct labor hours (40 hr week x 52 weeks).
2. Total person's annual current budgeted salary (current salary, plus FICA, plus insurance, plus retirement).
3. Divide line 2 by the number of direct labor hours in line 1. The result is the direct hourly labor rate.
4. If more than one person is involved, multiply each person's direct hourly labor rate by the number of hours that person was involved in the project. Add together.

(Copy and give to requestor of records)

PUBLIC RECORDS DUPLICATION COST ESTIMATE FORM – A determination of the cost of providing the requested information should be made as quickly as possible. This shall be conveyed to the requestor of information. The requestor of information shall be given a form estimating the cost of compliance with the information requested. The requestor shall pay for the cost of records in advance.

Paper copies -

Number of copies x \$.05 per page = 3

Paper copies -

Number of copies x \$.05 per page =

\$0.15

Paper copies -

Number of copies x \$.05 per page =

\$

Electronic information retrieval

Labor as quoted by IT Department

\$

Number of copies x \$.05 per page =

\$

Video VHS, CD-R, DVD

Actual replacement cost

\$

Audio cassettes

Actual cassette tape cost

\$

County maps

Determined by size, black and white or color

\$

Extensive office/clerical labor costs

Extensive labor #1 (time @ \$ per hour)

\$

Extensive labor #2 (time @ \$ per hour)

\$

Extensive labor #3 (time @ \$ per hour)

\$

POSTAGE to mail materials

\$

EMAIL SEARCH – PER QUOTE ATTACHED

\$

Total due from requestor of information

\$.15

PAID 7-15-11 15¢
B. Wendland

PRINT NAME: _____

SIGNATURE

DATE

(By signing you agree to pay the County of Volusia public record duplication and labor costs **IN ADVANCE.**)