



INTER-OFFICE MEMORANDUM  
Department of Public Protection  
125 West New York Ave., Suite 183  
DeLand, FL. 32720  
386-740-5120 – FAX 386-740-5123

TO: Senior Officer Isadore Wood  
Division of Corrections – Correctional Facility

DATE: November 18, 2015

FROM: George Recktenwald, Director  
Department of Public Protection

FILE NO: DPP15-090

SUBJECT: Notice of Suspension Without Pay

REFERENCE: DPP15-087 NOIS  
Unprofessional Conduct &  
Poor Security Practices

**Purpose:** The purpose of this memorandum is to provide you with notice of suspension without pay for five (5) work days, which equates to 61.25 hours (five 12.25-hour shifts). This action is the result of your violation of Policy and Procedures during an incident on July 29, 2015. The first two dates of your suspension without pay are Wednesday, December 9, 2015 and Thursday, December 10, 2015. You will return to work on Monday, December 14, 2015. The last three days of your suspension without pay are Sunday, January 3, 2016, Wednesday, January 6, 2016 and Thursday, January 7, 2016. Your return to work day from the last 3 days of suspension is Monday January 11, 2016.

You received my notice of intent to suspend without pay on Monday, November 2, 2015. You have not contacted this office to provide any information that would alter my decision. Therefore, I am proceeding with the intended action. The suspension days are to be served as noted above, and you are advised that there shall be no voluntary overtime allowed in these pay periods to make up the time.

**Background:** On July 30, 2015, Inmate Robert Schaetz submitted a written report alleging that he was mistreated by you in the men's dormitory at the Correctional Facility, during the early morning hours on July 29, 2015.

**Information:** You were assigned to work Dorm 3 at the Volusia County Correctional Facility (VCCF) for the night shift, which was 7:45 p.m. on July 28, 2015 through 8:00 a.m. on July 29, 2015. During the early morning on July 29, 2015, Inmate Schaetz reported he could not get back to sleep due to noise caused by you and another inmate, who was subsequently identified as Inmate Roderick Poole. Inmate Schaetz also alleged that you provided special food to Inmate Poole.

Inmate Schaetz stated that he got out of his bed and expressed his frustration with not being able to sleep due to your conversation, to which you allegedly replied with profanity. Inmate Schaetz alleged you screamed at him and then manhandled him while placing him into the lockdown cell (i.e. the multipurpose classroom with a locking door). According to Inmate Schaetz, he was seen by a nurse. During his interchange with Nurse Barbara Turner, Inmate Schaetz alleges you warned him, "Raise your hand again and I will slap the fire out of you." Inmate Schaetz also alleges you addressed the entire dorm, asking, "Did I wake any of you?" Inmate Schaetz stated that the majority of the men in the dorm answered affirmatively (i.e. yes, you did wake them).

Surveillance video from the dormitory for the morning of July 29, 2015 was obtained and reviewed by Lieutenant Michael Gallenkamp. The interaction between you and Inmate Schaetz began at 4:13 a.m. and appears to be as described by the inmate in his written complaint. It does not appear that you used any force on Inmate Schaetz; you touched Inmate Schaetz only to escort and pat search him prior to placing him in the multipurpose classroom in the dorm. You are observed in a conversation with Inmate Schaetz and Nurse Turner during the nurse's visit. You escorted the inmate to the restroom area and then appear to address the other inmates while Inmate Schaetz is using

(Continued)

Senior Officer Isadore Wood  
Notice of Suspension Without Pay  
November 18, 2015  
Page 2 of 3

the facilities. You return Inmate Schaetz to the multipurpose classroom at 4:52 a.m., and at 5:30 a.m. he is removed from the multipurpose classroom, where he is then observed getting into the chow line with the other inmates for breakfast. The video also shows you talking with an inmate at the officer's station and providing food in a Styrofoam container to that inmate (subsequently identified as Inmate Poole).

Warden William McClelland reviewed the video footage from the night in question. He noted that that you did not complete the 0300 (3:00 a.m.) headcount as indicated by the headcount slip (VCDC 408) you submitted on July 29, 2015.

After reviewing the inquiry up to this point, Marilyn Chandler Ford, Corrections Division Director, requested an internal investigation on August 14, 2015, based on the possible policy violations. George Recktenwald, Director of Public Protection, requested Captain David Vanis initiate the investigation on that same date. You were interviewed by Captain Vanis on September 2, 2015.

During the internal affairs investigation you admitted conversing with Inmate Poole for an extended period of time during the night shift on July 29, 2015. You admitted to providing Inmate Poole with food but advised you were following your supervisor's instructions for extra work he performed, which was confirmed during the investigation. You denied using profanity or improper actions with Inmate Schaetz; this allegation was not sustained in the investigation. You admitted addressing all the inmates at one point about whether you had kept them awake, and stated a few admitted in the affirmative, but you thought their assents were in a joking manner. You admitted you failed to conduct a proper 3:00 a.m. headcount on July 29, 2015.

The dormitory's security camera system shows that Inmate Poole was at the officer's station or seated at a nearby table from approximately 11:25 p.m. on July 28, 2015 until approximately 4:16 a.m. on July 29, 2015. 11:00 p.m. is considered lockdown time for all inmates. Unless an inmate has an assigned night job, inmates are expected to be in their cells or on their bunks.

Your actions violated the following County Merit Rules and Division of Corrections Policy and Procedure:

1. **Volusia County Merit System Rules and Regulations 86-453 (10):** *Incompetent or unsatisfactory performance of duties.*
2. **Volusia County Division of Corrections Policy and Procedure 102.09 (YY):** *Employees are expected to be effective. For example, to organize their work, to stay focused on job-related activities during work hours, to provide the level of effort necessary to get the job done; to demonstrate willingness and ability to make decisions and exercise sound judgment; to produce work that consistently meets or exceeds expectations; to accept responsibility for their actions and decisions; to adapt to changes in work assignments, procedures, technology and to be committed to improving individual performance.*
3. **Volusia County Division of Corrections Policy and Procedure 102.09 (C):**
  1. *All staff shall make or cause to be made accurate, complete and truthful reports and official records.*
  2. *No staff member shall knowingly make or cause to be made any false report or falsify any official record.*
  3. *No staff member shall make or cause to be made any inaccurate, misleading, contradictory or improper record/official record.*
4. **Volusia County Division of Corrections General Post Order (6):** *Ensure the safety of staff and the safe custody and care of all inmates in their charge. Each employee shall be responsible for exercising good security and custody methods within a safe and sanitary environment.*

(Continued)

Senior Officer Isadore Wood  
Notice of Suspension Without Pay  
November 18, 2015  
Page 3 of 3

A review of your personnel file reveals the following past corrective and disciplinary actions:

01/22/2008	Written Reprimand – <i>Refrain from unnecessary force</i>
04/19/2008	Negative Employee Performance Notice (EPN) – <i>Did not provide proper documentation for a lockdown</i>
10/27/2010	Letter of Instruction – <i>Conducted transport to VCCF without Division-issued weapon</i>
01/28/2014	Negative EPN – <i>Remain professional at all times (made inappropriate comments/gestures).</i>

As a Corrections Officer with nearly 10 years tenure, you have the knowledge and experience to perform your duties, and you are expected to model appropriate conduct for other staff and inmates. However, your actions in this incident demonstrate very poor adherence to good correctional practices. You permitted yourself to be distracted from your duties by engaging in protracted conversation with an inmate during the night of July 29, 2015. You failed to get up and make rounds so as to ensure a proper 3:00 a.m. headcount. Your submittal of an official record – a headcount sheet - that may be correct as to the number of inmates, but wholly inadequate in practice because you did not check to verify their physical condition, suggests a lack of concern for the safety, security, and welfare of inmates assigned to your care. Your actions were appalling and cannot be tolerated.

**Conclusion:** Based on the seriousness of your performance lapse, and consistent with the recommendations of the supervisors in your chain of command, I am issuing you this letter of suspension without pay for five (5) shifts, which equates to 61.25 hours (five 12.25-hour shifts). The first two dates of your suspension without pay are Wednesday, December 9, 2015 and Thursday, December 10, 2015. You will return to work on Monday, December 14, 2015. The last three days of your suspension without pay are Sunday, January 3, 2016, Wednesday, January 6, 2016 and Thursday, January 7, 2016. Your return to work day from the last 3 days of suspension is Monday January 11, 2016. The suspension days are to be served as noted above, and you are advised that there shall be no voluntary overtime allowed in these pay periods to make up the time.

Please know that any further violations of Division and/or County policy may result in more severe discipline up to, and including, dismissal. If there is anything I or Dr. Ford can do to assist you to improved performance, please let me know.

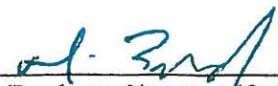
**Action:** In accordance with section 86-485 (a)(3) of the Merit System Rules and Regulations you have ten (10) working days from receipt of this notification (or effective date of the suspension) to appeal this action through the County Personnel Board. Should you decide to exercise your right to appeal, submit your written request to the County Personnel Office, 230 N. Woodland Blvd., Suite 262, DeLand, FL 32720.

*Pursuant to Merit Rule 86-455, the Legal Department and the Human Resources Director have reviewed this notice and concur with the proposed action.*

GR/tb

cc:     \_\_\_ Terry A. Sanders, Deputy Department Director     \_\_\_ Tom Motes, Human Resources Director  
       \_\_\_ Marilyn Chandler Ford, Corrections Director     \_\_\_ Tammy King, EEO Coordinator  
       \_\_\_ County Attorney's Office

I certify that I have read this notification and acknowledge receipt of the original copy.

  
\_\_\_\_\_  
Employee Signature (Or Witness, if Employee Refuses to Sign)

11-17-15  
\_\_\_\_\_  
(Date of Signature)