

**TO:** Captain Michelle Newman #2412                      **DATE:** September 28, 2012  
Law Enforcement Services

**FROM:** Mike Coffin    **FILE:** 041M0094.12  
Chief Deputy

**SUBJECT:** Notification of Internal Investigation              **REFERENCE:** IA #12-017

Pursuant to **Directive 52.1.58** you are hereby notified that you are the subject of an internal investigation. The complainant in this case is Chief Deputy Mike Coffin.

This investigation is relevant to an alleged violation of Department Standards Directives:

**Volusia County Merit System Rules and Regulations 86-453 (13).** Any conduct, on or off duty, that reflects unfavorably on the County as an employer. *This violation may be sufficient grounds for disciplinary action ranging from oral reprimand to dismissal, depending on the seriousness of the offense and other circumstances related to the situation.*

Be advised that you are **prohibited** from contacting the complainant and/or witnesses relative to this investigation.

Enclosed please find a copy of the Law Enforcement Officer's Rights which includes your rights and responsibilities relevant to this investigation.

An appointment will be made with you at a later date for the purpose of taking your statement.

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This memo read and received by:  
Captain Michelle Newman #2412  
Date: \_\_\_\_\_  
Time: \_\_\_\_\_

**TO:** Captain Michelle Newman #2412  
Law Enforcement Services

**DATE:** November 2, 2012

**FROM:** Mike Coffin  
Chief Deputy

**FILE:** 041M0094.12

**SUBJECT:** Notification of Internal Investigation  
(Amended)

**REFERENCE:** IA #12-017

Pursuant to **Directive 52.1.58** you are hereby notified that you are the subject of an internal investigation. The complainant in this case is Chief Deputy Mike Coffin.

This investigation is relevant to an alleged violation of Department Standards Directives:

**Volusia County Merit System Rules and Regulations 86-453 (13).** Any conduct, on or off duty, that reflects unfavorably on the County as an employer. And **86-453 (21)** Any other conduct or action of such seriousness that disciplinary action is considered warranted. *This violation may be sufficient grounds for disciplinary action ranging from oral reprimand to dismissal, depending on the seriousness of the offense and other circumstances related to the situation.*

Be advised that you are **prohibited** from contacting the complainant and/or witnesses relative to this investigation.

Enclosed please find a copy of the Law Enforcement Officer's Rights which includes your rights and responsibilities relevant to this investigation.

An appointment will be made with you at a later date for the purpose of taking your statement.

\_\_\_\_\_  
This memo read and received by:  
Captain Michelle Newman #2412  
Date: \_\_\_\_\_  
Time: \_\_\_\_\_