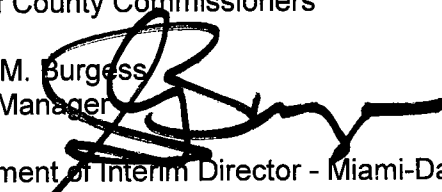


Memorandum



DATE: October 6, 2006

TO: Honorable Carlos Alvarez, Mayor
Honorable Chairman Joe A. Martinez and Members,
Board of County Commissioners

FROM: George M. Burgess
County Manager 

SUBJECT: Appointment of Interim Director - Miami-Dade Corrections and Rehabilitation Department

Please be advised that Miami-Dade Corrections and Rehabilitation Department (MDCR) Interim Director Marydell Guevara has reassumed the position of MDCR Deputy Director. Effective Tuesday, October 10, 2006, I am appointing Miami-Dade Police Department (MDPD) Division Chief Leonard Burgess (no relation) as MDCR Interim Director, pending final recruitment of a permanent director.

Mr. Burgess has dedicated over 22 years in law enforcement, gaining experience in many areas of MDPD. Most recently, as MDPD Division Chief, Mr. Burgess was responsible for the MDPD Special Investigations Division which includes the Economic Crime, Narcotics, Strategic and Specialized Investigations and Warrants Bureaus, as well as Homeland Security. He holds a Bachelors Degree in Liberal Studies from Barry University and a Masters of Science in Criminal Justice Administration from Florida International University.

The national recruitment for the new MDCR Director has yielded several qualified candidates, two of which I personally interviewed this past week. I anticipate filling this important position in the next two to three weeks. I look forward to sharing with you my observations regarding my appointment and seeking your concurrence pursuant to the requirements of our Home Rule Charter (3.04B).

I want to thank Chief Burgess for assuming this responsibility at this time. I appreciate his commitment to the Miami-Dade County family as a whole. Please join me in congratulating Mr. Burgess and wishing him success in leading the Department in this interim capacity.

C: Honorable Bennett Brummer, Public Defender
Honorable Joseph P. Farina, Chief Judge, Eleventh Judicial Circuit
Honorable Katherine Fernandez-Rundle, State Attorney
Honorable Harvey Ruvlin, Clerk, Circuit and County Courts
Murray Greenberg, County Attorney
Marvin O'Quinn, President, Public Health Trust
Robert Meyers, Executive Director, Commission on Ethics and Public Trust
Christopher Mazzella, Inspector General
Assistant County Managers
Department Directors

R É S U M É
CHIEF LEONARD BURGESS

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PROFESSIONAL EXPERIENCE:

- 11/05 – Present Miami-Dade Police Department (MDPD) – Investigative Services, Special Investigations Division Chief, oversee Narcotics, Warrants, Economic Crimes, and Strategic and Specialized Investigations Bureaus.
- 5/03 - 11/05 Miami-Dade Police Department (MDPD) – Police Services, North Operations Division Chief. Currently, managing a \$71.4 million budget with a staff of 570, while serving 427,363 citizens within an area of 280 total square miles.
- 6/01 - 5/03 MDPD – South Operations Division, Cutler Ridge District Commander (Major) Managed a \$22.4 million budget with a staff of 245, while serving 180,363 citizens within an area of 176 total patrol square miles.
- 11/00 - 6/01 MDPD – Director’s Office, Professional Compliance Bureau, Lieutenant
- 9/98 - 11/00 MDPD - North Operations Division, Carol City District, EEIs Budget Coordinator, COPS/ICOP/General Investigations Unit Commander
- 7/98 - 9/98 MDPD - North Operations Division, Carol City District, ICOP Grant Monitor, Special Projects Coordinator/Administrative Lieutenant
- 3/98 - 7/98 MDPD - North Operations Division, Carol City District COPS Grant Monitor, Platoon III/Neighborhood Policing Unit Commander
- 6/97 - 3/98 MDPD - Criminal Investigations Division Domestic Crimes Bureau, Child/Elderly Exploitation/Missing Persons-Sergeant
- 5/95 - 6/97 MDPD - Criminal Investigations Division Domestic Crimes Bureau, Domestic Violence Unit - Sergeant
- 1/95 - 5/95 MDPD - Airport District Tourist Oriented Police Program/Air Operations/Terminal - Sergeant
- 10/94 - 1/95 MDPD - Special Patrol Bureau, Motorcycle Unit - Sergeant
- 12/89 - 10/94 MDPD - Special Patrol Bureau, Motorcycle Unit - Police Officer
- 10/88 - 12/89 MDPD - Doral District, Uniform - Police Officer
- 1/85 - 10/88 North Miami Police Department (NMPD) - Uniform Officer/Traffic Division,
9/84 - 1/85 NMPD - Southeast Florida Institute of Criminal Justice - Police Recruit
- 6/81 - 11/90 United States Marine Corps - Sergeant (11/86 to 11/90), Honorable Discharge

EDUCATION:

Miami-Dade Community College

Associate in Criminal Justice Technology & Administration

Barry University

Bachelors in Liberal Studies (Area of Concentration: Behavioral Sciences)

Florida International University

Masters of Science in Criminal Justice Administration

CERTIFICATION / TRAINING (See attachment for complete listing):

- ◆ Senior Management Institute for Police (SMIP)-Police Executive Research Forum (PERF)
- ◆ Command Officers Development Course (400 Hours)- Southern Police Institute
- ◆ Middle Management – Executive Development Institute (EDI)/Advanced Certificate
- ◆ Supervisory Management - EDI/Advanced Certificate
- ◆ Managing Investigators and Investigations - IPTM/University of North Florida
- ◆ Internal Affairs Investigations
- ◆ Project Management –EDI
- ◆ Management Skill Development - Burroughs & Rockhill, Inc.
- ◆ Media Relations & Public Presentations
- ◆ Crime Analytical Methods & Applications
- ◆ Investigative Technology and Surveillance
- ◆ Criminal Investigative Techniques - IPTM/University of North Florida
- ◆ Investigative Interviews & Interrogations - IPTM/University of North Florida
- ◆ Problem Oriented Policing
- ◆ State of Florida Certified Instructor
 - Critical Incident Management Instructor
 - Drug Recognition Expert Instructor
 - Police Motorcycle Instructor - IPTM/University of North Florida
- ◆ Special Events Response Team
- ◆ Resource Development Training Course
- ◆ Grantmanship Training Program
- ◆ Robbery Intervention Detail
- ◆ Auto Theft Investigation-Vehicle Identification
- ◆ Criminal Street Gangs
- ◆ Investigation of Child Abuse and Sexual Assault - IPTM/University of North Florida
- ◆ Investigation of Domestic Violence Complaints
- ◆ Advanced Traffic Accident Investigations
- ◆ Drug Alcohol Recognition Technician
- ◆ Intoxilyzer 5000R DUI Chemical Operator
- ◆ Intoxilyzer 5000R Maintenance & Calibration Technician
- ◆ Standardized Field Sobriety Testing
- ◆ Radar Technician
- ◆ Stalking-Assessment and Investigation
- ◆ Non-Traditional Police Responses to Family Violence
- ◆ Bi-lingual (Spanish/English)

AWARDS:

- 2004 **Phi Beta Sigma Distinguished Service Award** for the Southern Region; Coordinated a youth program called Project "START" (Sigmas Taking Action To Revitalize Tradition).
- 2003 **Miami-Dade County Office of the Mayor Proclamation** presented by Commissioner Dennis Moss for extraordinary accomplishments and exemplary leadership. May 13, 2003, proclaimed as Chief Leonard Burgess Day.
- 2003 **Village of Palmetto Bay Proclamation** presented by Mayor Eugene P. Flinn, Jr., for Distinguished Service and Leadership, serving the community of the Village of Palmetto Bay.
- 2003 **District Commendation** from the **Miami-Dade County Office of Commissioner Dennis C. Moss** for providing the highest quality of police services, producing the lowest numbers of robberies in the past two decades and setting a record of all combined crimes by arresting 15,183 persons in the Cutler Ridge District.
- 2002 **Sigma Man of the Year Award** for the State of Florida; Coordinated a youth program called Project "START" (Sigmas Taking Action To Revitalize Tradition), Phi Beta Sigma Fraternity, Rho Sigma Chapter
- 2001 **Unit Commendation** for Outstanding Level of Performance;
MDPD – Professional Compliance Bureau, Administrative Section
- 2001 **“Unit of the Quarter” Commendation** for Outstanding Level of Performance;
MDPD - Carol City District, General Investigations Unit
- 2001 **Outstanding Member Award** for Distinguished Service in Providing Quality Training in the Promotion and Assessment Process; POC Annual Scholarship Banquet
- 2000 **Unit Commendation** for Outstanding Level of Performance;
MDPD - Carol City District, Neighborhood Policing Unit
- 1999 **Employee Excellence Award** for Outstanding Level of Performance;
MDPD - Carol City District, Special Projects/Uniform Platoon Commander
- 1999 **Presidential Award** for Volunteering and Coordinating community sponsored events for underprivileged children; Phi Beta Sigma Fraternity, Rho Sigma Chapter
- 1998 **“Unit of the Quarter” Commendation** for Outstanding Level of Performance;
MDPD - Criminal Investigations Division, Domestic Crimes Bureau, Child/Elderly Exploitation and Missing Persons Unit
- 1997 **Unit Commendation** for Outstanding Level of Performance;
MDPD - Criminal Investigations Division, Domestic Violence Unit
- 1995 Outstanding Commitment & Service Certificate; Police Officer Assistance Trust, Inc. (POAT)

AWARDS (Continued):

- 1994 **Unit Commendation** for Outstanding Level of Performance, Special Patrol Bureau, Motor Unit
- 1994 Outstanding Commitment to DUI/DRE Enforcement; Mothers Against Drunk Driving (MADD)
- 1993 Dedicated Service Award; March of Dimes for Healthier Babies.
- 1992 Dedicated and Outstanding Service Award; Association of Chief of Police, POAT
- 1990 Dedicated Service Award for Honest and Faithful Service; United States Marine Corps
- 1989 **Unit Commendation** for Outstanding Level of Performance, Doral Station/Platoon II/Squad B.

COMMENDATIONS:

- 40 Professionalism/Outstanding Level of Performance
- 30 Outstanding Assistance
- 38 Appreciation/Participation

ACCOMPLISHMENTS (COMMITTEES & PROJECTS):

- July 2004- Co-Chair the Ad-Hoc Committee for the "Affects of Incorporation"
- March 2004- Chair the Steering Committee for the Rap Artist Profiling Community Issue
- January 2004- Chair the Planning Committee for the Mass Migration Tactical Plan. Assigned as the Departmental Incident Commander for the anticipated Haitian Mass Migration
- January 2004- Co-Chair the Ad-Hoc Committee for the "Just Hire One" Campaign
- November 2003- Chair the Steering Committee for the revising and enhancing the Department's Field Training Evaluation Program, resulting with the Probationary Police Officer Manual, and the Field Training Officer and Supervisor's Guideline Manual
- October 2003- Co-Chair the Logistics Committee for the Free Trade of Americas Conference
- April 2004- Created and implemented the NOD Monthly Community Service Report
- April 2003- Created and implemented the NOD Monthly Robbery Analysis/Update Report
- July 2002- Co-Chair the Logistics Committee for the Miami-Dade County Elections
- June 2001- Co-Chair the Ad-Hoc committee to enhance the Crime Analysis Process
- June 2001- Coordinated and implemented a modified criterion for the Early Identification System
- March 2001- Coordinated the Professional Compliance Bureau Computer Tracking System
- March 2001- Initiated and implemented the Professional Compliance Bureau Internal Affairs Database System, which captures all pertinent internal affairs information
- March 2001- Initiated and coordinated the Professional Compliance Bureau Photo-Imaging Database Program, which will increase PCB's productivity in capturing, viewing, duplicating and storing current and former departmental personnel photos.
- April 2000- Re-organized the Carol City District's Community Oriented Policing Services Program
- May 1999- Coordinated and formed a General Investigations Unit for the Carol City District
- August 1998- Coordinated and implemented Project "Drive Safely" for Police Services
- April 1998- Coordinated the first DUI/Gun Abatement Checkpoint in the Carol City District
- July 1998- Coordinated and implemented Operation "Safe Holiday" for Police Services
- June 1998- Coordinated and implemented Project "Omni Presence" for the Carol City District
- April 1996- Coordinated and formulated the "SAVENET" Cellular Phone Program

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS:

Dade County Chiefs of Police Association (DCCPA)
 National Organization of Black Law Enforcement Executives (NOBLE)
 Police Executive Research Forum (PERF)
 Progressive Officers Club (POC)
 Hispanic Police Officers Association (HPOA)
 Police Benevolent Association (PBA)
 National Black Police Association (NBPA)
 International Police Association (IPA)
 "Men of Vision" HEADSTART Program
 Phi Beta Sigma Fraternity, Inc., Rho Sigma Chapter
 FIU Criminal Justice Honor Society (Alpha Phi Sigma)
 Parents Teachers Students Association

VOLUNTEER ACTIVITIES:

Progressive Officers Club (Boardmember)-Charitable organization: Includes members from the police and correctional profession. On a monthly basis, I coordinate community sponsored events, provide donations, and volunteer quality time to local community groups and schools.

Phi Beta Sigma Fraternity, Inc. (Boardmember)- Charitable organization: Coordinate youth program called Project "START" {Sigmars Taking Action To Revitalize Tradition}-: Coordinate monthly activities for school children (two - six year olds) at the Carrie Meek Enrichment Center. Additionally, participate in mentorship program called "Adopt-a-School," at the Carol City Elementary School, tutoring young boys between the ages of four and nine.

ATTACHMENTS:

College Diplomas (3)
 Senior Management Institute for Police Executive Course Certificate
 Southern Police Institute Command Officers Development Course Certificate
 United States Marine Corps (Honorable Discharge Certificate)
 Recent Proclamations/Certificates (6)
 Recent Managerial/Supervisory Course Certificates (9)