

MEMORANDUM

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Agenda Item No. 2(A)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: September 10, 2026

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution reappointing Leviticus L. Gilliard and Tyreke Spann to the board of commissioners for the West Perrine Community Redevelopment Agency (Agency); and designating Leviticus L. Gilliard as Chairman and Tyreke Spann as the Vice-Chairman of the Agency

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Vice Chairman Kionne L. McGhee.



Geri Bonzon-Keenan
County Attorney

GBK/gh

MDC001



MEMORANDUM

(Revised)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: October 6, 2026

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No.

Please note any items checked.

- _____ **“3-Day Rule” for committees applicable if raised**
- _____ **6 weeks required between first reading and public hearing**
- _____ **4 weeks notification to municipal officials required prior to public hearing**
- _____ **Decreases revenues or increases expenditures without balancing budget**
- _____ **Budget required**
- _____ **Statement of fiscal impact required**
- _____ **Statement of social equity required**
- _____ **Ordinance creating a new board requires detailed County Mayor’s report for public hearing**
- _____ **No committee review**
- _____ **Requires more than a majority vote (i.e., 2/3’s present ____, 2/3 membership ____, 3/5’s ____, unanimous ____, majority plus one ____, CDMP 7 votes (majority of membership) ____, CDMP 2/3 members present but not less than 7 votes (majority of membership) ____, CDMP 9 votes (2/3 membership) ____) to approve**
- _____ **Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required**

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No.

RESOLUTION NO. _____

RESOLUTION REAPPOINTING LEVITICUS L. GILLIARD
AND TYREKE SPANN TO THE BOARD OF COMMISSIONERS
FOR THE WEST PERRINE COMMUNITY REDEVELOPMENT
AGENCY (AGENCY); AND DESIGNATING LEVITICUS L.
GILLIARD AS CHAIRMAN AND TYREKE SPANN AS THE
VICE-CHAIRMAN OF THE AGENCY

WHEREAS, on May 3, 2022, this Board adopted Ordinance No. 22-46, codified in article CLXIX, sections 2-2454 et seq. of the Code of Miami-Dade County, Florida (the “Code”), creating the West Perrine Community Redevelopment Agency (the “Agency”) pursuant to section 163.356, Florida Statutes; and

WHEREAS, on November 15, 2022, this Board adopted Resolution No. R-1130-22 to appoint five commissioners to the Agency, including, but not limited to, the Agency’s Chairman Leviticus L. Gilliard and Vice-Chairman Tyreke Spann; and

WHEREAS, the terms of the five commissioners, in accordance with section 163.356, Florida Statutes, and section 2-2456 of the Code, were staggered, with Leviticus L. Gilliard and Tyreke Spann serving terms of four years each; and

WHEREAS, in accordance with section 163.356(3)(a), Florida Statutes, “each commissioner shall hold office until his or her successor has been appointed and has qualified”; and

WHEREAS, pursuant to section 163.356 and section 2-2457 of the Code, this Board, as the governing body of the Agency, has the authority to designate the chair and vice-chair of the Agency; and

WHEREAS, this Board desires to reappoint Leviticus L. Gilliard and Tyreke Spann as commissioners of the Agency for four year terms commencing upon the expiration of their current term and upon the filing of a certificate of appointment with the Clerk of the Board; and

WHEREAS, this Board further desires to designate Leviticus L. Gilliard as Chairman of the Agency, and Tyreke Spann as Vice-Chairman of the Agency,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. The foregoing recitals are incorporated in this resolution and are approved.

Section 2. This Board reappoints Leviticus L. Gilliard and Tyreke Spann to the board of commissioners of the West Perrine Community Redevelopment Agency in accordance with section 163.356, Florida Statutes, and section 2-2456 of the Code. In accordance with section 163.356(2), Florida Statutes, and section 2-2456 of the Code, the foregoing commissioners shall each serve a term of four years commencing after each commissioner's current term has expired and upon the filing of a certificate of appointment with the Clerk of the Board, which certificate shall be conclusive evidence of the due and proper re-appointment of such appointee.

Section 3. This Board directs the County Mayor or County Mayor's designee to file a certificate of appointment with the Clerk of the Board in accordance with section 163.356(3)(a), Florida Statutes.

Section 4. This Board, in accordance with section 163.356, Florida Statutes, and section 2-2457 of the Code of Miami-Dade County, Florida, designates Leviticus L. Gilliard as Chairman of the Agency, and Tyreke Spann as Vice-Chairman of the Agency.

The Prime Sponsor of the foregoing resolution is Vice Chairman Kionne L. McGhee. It was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Anthony Rodriguez, Chairman	
Kionne L. McGhee, Vice Chairman	
Marleine Bastien	Juan Carlos Bermudez
Sen. René García	Oliver G. Gilbert, III
Roberto J. Gonzalez	Keon Hardemon
Danielle Cohen Higgins	Vicki L. Lopez
Natalie Milian Orbis	Raquel A. Regalado
Micky Steinberg	

The Chairperson thereupon declared this resolution duly passed and adopted this 6th day of October, 2026. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

JUAN FERNANDEZ-BARQUIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

RFA

Richard Appleton

Tyreke Spann

Recruit Officer

Miami, FL

spanntyreke@gmail.com

+1 305 431 5059

As a young officer with a life long dream to become a community peace officer and having ambition seeking an open opportunity to serve with your department as a beneficial and outstanding guardian as someone who is animated and outgoing who brings preeminent safety skills and community service skills along with many other skills on duty. To provide a safe and comfortable environment for all who i am set to protect within the community to humbly serve as I serve and protect and ultimately put my life on the line every day so that others may live peacefully within their community and are able to prosper respectfully. To be a great hard working team player and team leader in a hand to hand family oriented team working environment along the side of my fellow brothers and sisters in blue. For we all have important roles to fulfill and must ensure we provide community service and safety and protection of all life and property of the general public and private sectors within our community. I appreciate your time for reviewing my resume and I hope to hear from you and serve along side you very soon.

- Humbly Sincere,

Tyreke Spann {Recruit Officer}

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Lead Sergeant at Arms

Wright Worldwide Security Inc - Fort Lauderdale, FL

April 2022 to Present

Lead Sergeant At Arms at the New Mount Olive Baptist Church in Fort Lauderdale, Florida leading a team of armed and unarmed security officers in a massive house of worship setting providing property protection and dignitary protection for the church ministers, special VIP members, church staff and congregation within a mega church setting within the city of Fort Lauderdale.

Coordinating, training and working with Fort Lauderdale police department and fort lauderdale fire rescue to ensure all officers security officers and law enforcement officers preparation and appropriate response for active shooter and mass casualty scenarios.

Emergency Response Team Corporal

United States Protective Services - Miami, FL

January 2022 to Present

United States Protective Service Emergency Response Team Officer

"Service With Honor"

A Specialized Unit Lead Officer Protecting And Serving the Tri-County{Palm Beach, Broward, Miami-Dade} area in the south Florida region within a public safety agency as a emergency response team officer responding to emergency calls at contracted client properties and providing roving and stationary public safety by contract and or special detail protecting and preserving life and property of the public and private sectors that the agency serves.

- High Risk Funerals
- House of worship protection
- Event Staff Security Protection
- Special Venue Executive Events Risk Assessment And Protection
- Funeral Escort Protection
- Executive Armored Escort
- Executive Protection
- Officer Instructor In Agency Training Bureau For Close Quarter Combat
- Unarmed Security protection
- Concealed Weapons Training
- Security Business Consulting

Last recent assignment K-9 Handler Trainee {Specialized Unit Trainee} self sponsorship to a regional K-9 School learning to become a K-9 Handler of a dual purpose
K-9 Officer trained in explosive detection, urban search and rescue and apprehension.

Commission Aide

Miami Dade County - Miami, FL

October 2021 to Present

Commission Aide to Miami Dade County Board Of County Commissioners Commissioner Kionne McGhee in District 9.

- Transporting the Commissioner throughout Miami Dade County ensuring he makes it to and from locations safely as well as performing risk assessments and other security like job tasks to ensure the safety of the commissioner and his commission staff
- Assisting the commissioner and his other office staff with constituents and community service needs.
- Helping put together and host several types of community events and functions
- Meeting with community members personally at the office or at their homes discussing their concerns.
- Public speaking at different events on behalf of the commissioners office.
- Mentoring youth as the office Liaison for the youth intern program.
- Working hand in hand at times with Miami Dade Police Department Sergeant At Arms Unit learning from them at first hand view as they performed their duties to protect the county commission.
- Coordinating with other offices of other commissioners and even working with the mayors office at times to handle constituent concerns and put together programs and functions and community events together for the residents of Miami-Dade County.

Protective Service Officer {Miami District Supervisor/ Road Patrol F.T.O}

Arc One Protective Service - Miami, FL

June 2021 to October 2021

Starting Date June-18-2021 Full-Time Protective Services Officer

Protective Service Officer providing protective services at Miami-Dade County government contracted Covid -19 testing and vaccine sites under FEMA & Nomi Health Inc. conducting traffic control and high visibility armed security enforcement while working as an armed officer on all sites throughout the entire Miami-Dade County.

Promoted on 8/23/2021 to Miami District Supervisor as well as Road Patrol F.T.O supervising and training all officers within the agency in Miami-Dade County Jurisdiction.

Working with off duty Miami-Dade Police Officers on site creating a strong bond and personal relationship with local law enforcement as well while working together on duty.

~End Date Oct 18th,2021

Armed Campus Safety Officer

Florida Memorial University - Miami Gardens, FL

March 2021 to June 2021

{Armed} Campus Safety Officer at Florida Memorial University

Start Date March 1st, 2021

Armed University Campus Safety Officer within the University's Campus Safety Department performing different duties of an armed officer on a Florida private university campus

Duties include::

Front Gate Entry Control- standing guard at the the head of the university's front gate making contact with all individuals walking on foot and stopping motor vehicles at the entry checkpoint ensuring the safety of all university students, staff, personnel and guest ensuring that no trespassers breach the university campus.

- Front gate dispatch control answering phone calls placed to campus safety for calls for service and assistance
- Keeping a log of all radio activity by rover units on patrol called in via radio communications to the front gate
- Monitoring computer system and database with sensitive student and staff information using this database to be able to check identifications in the university campus ID system as well as use the system to be able to search and get contact information for all university students, staff and personnel if needed in emergency situations.

-

Golf Cart {Rover Patrol}- patrolling the university campus by usage of electric powered golf cart conducting safety checks while patrolling and providing students and staff with safety escorts especially as an oft assigned to the midnight shift {2300-0700 hours}.

Foot Patrol- conducting rover patrols on foot throughout the university campus conducting safety and security checks at times parking the golf cart and walking patrol area to better engage with university community while walking through hallways, buildings and offices and student dormitories area actively community policing and providing high visibility enforcement on foot.

Public Safety Officer

University of Miami - Miami, FL

July 2020 to March 2021

Public Safety Officer At The University Of Miami Miller School Of Medicine And Medical Research Campus & University Of Miami Hospitals And Health Clinics

Start Date July 6th,2020

Duties include-

Security Post; monitoring staff, students and visitors coming in and out facilities checking for university identification and or contractor identification

watching CCTV cameras on specific security post monitoring security cameras looking for suspicious persons, suspicious items and or minor to serious threats on the university campus.

Communicating through radio communications with other UM Public Safety Officers, UM Public Safety Dispatch and Off Duty City Of Miami Police.

Maintaining visitor and contractor logs and monitoring phone calls on security post for possible calls for help and or communication with dispatch through telephone lines.

Vehicle Patrol Officer ; patrolling the university campus and off campus locations and jurisdiction monitoring for suspicious incidents or possible active threats.

responding to calls for service when unit number was dispatched from public safety dispatch through radio and phone communication

Calls for Service and Assistance Request Ranging from::;

{vehicle jump starts,

vehicle entry for locked vehicles

blood and specimen transportation,

COVID-19specimen transportation,

Responding to Blue light emergency phone calls and panic alarm activations throughout the university campus

secured cash escorts and secured transports of valuables throughout the campus and off campus

09-45 person down (emergency medical calls for service assistance)

unlocking doors within facilities upon request with supervision approval for employees and university student access

parking enforcement and

towing issuing parking violation citations and towing vehicles if needed upon approval

traffic control on special details controlling area vehicle and foot traffic ensuring motorists and pedestrian safety in the road ways

high visibility proactive vehicle patrol in a marked public safety patrol unit {police interceptor package}
Conducting checks in a specific patrol zone and high problematic areas as well as engaging in proactive community service while out on patrol

assisting City Of Miami Police, Miami Dade County Police, Jackson Health Systems Public Safety, {all local, state and even federal police etc. with calls for service in the university area and investigations within the campus area and near surrounding jurisdiction

. Completing Daily Vehicle Patrol reports as well as daily vehicle checks and vehicle maintenance reports reporting any issues directly to Public Safety Supervision to be documented and maintenance request filed to ensure proper vehicle equipment is ready up to date and functioning for patrol units

Traveling off campus to satellite university campuses and university owned properties to work special details,
respond to calls for service request to assist at satellite health clinics and facilities and or transport patients or equipment between satellite campuses and off campus university property.

Foot Patrol; conducting high visibility foot patrol in full public safety uniform throughout school campus and hospital campus on foot watching for suspicious incidents, responding to calls for service and conducting interior and exterior building checks in foot patrol zones. Maintaining a foot patrol zone log sheet identifying security checks at specific times and specific locations. As well as communication with UM Public Safety Dispatch responding to calls for service and when conducting security checks and or escorts. Safety escorts provided to employees and students walking to specific locations to ensure safety and security on campus and off campus.

Golf Cart Patrol; conducting high visibility golf cart patrol on electric or gas powered golf cart on university campus and university hospital campus jurisdiction. Providing safety escorts on the golf cart to all employees and students to ensure safety and security after working hours for all. Transporting lab specimens and blood samples between university clinics and the university hospital. Completing golf cart maintenance and check sheets every time golf cart was in use for appropriate care and efficiency of the university's public Safety departments equipment.

Special Detail Officer; working in the official course of job position as a University Public Safety Officer on specific special details assigned to the university's public Safety department ensuring safety and security of all I am set to protect on those special details.

{special details include university special events and gatherings, special interviews, news and media escorts and protecting on university campus, COVID-19 secure testing sites, student meetings, protest, office protection on special assigned security post within certain office area, equipment and site protection for specific special university sites and equipment at special locations. Essentially covering all major university events and special areas when needed upon special request for safety and security and protection on detail as apart of ensuring the safety and protection and wellness of all the university's community.

Security Officer

South Miami Dade Cultural Arts Center - Cutler Bay, FL

October 2018 to June 2020

Building Attendant/Security Officer for a Miami Dade County Facility protecting all life and property of the Facility.

- Duties include::;
-
- Bag Checking/ Searching Patrons at front doors for weapons and contraband
-
- backstage security checks for all performers and their production crews.
- Outside Roaming Foot Patrol Building Checks every hour on the hour { watching the public , checking doors, monitoring possible threats, checking for things out of place or possibly suspicious as well as for damage or vandalism around the property}
- Administering First Aid/CPR/AED treatment if needed as well as responsibility of all first aid kits,AED machines and Fire Extinguishers throughout the facility.
- Responsible for Protection Of Office Employees in Administration Office on day to day basis{checking in appointments or client meetings at backstage security door, escorting guest throughout the building if requested, responding to calls received by radio walkie talkie or telephone to anyone if help is needed, receiving all building mail and packages first then distributing them accordingly to appropriate personnel. etc}
- crowd control and risk monitoring inside theater while performances are going on stage ensuring safety of performer and guest during the show and afterwards. {active shooter risk management watching crowd and stage area analyzing for possible threats, controlling large crowd lines and population at outside events ensuring appropriate productivity of line flows and safety of all}
- Working with Miami Dade Police Department and parking staff after shows conducting traffic control ensuring all guest cross the street lawfully and safely and make it safely in their vehicles and exit property.
-
- Monitoring Property in Security Office through CCTV Camera System for possible threats as well as storage of video evidence appropriately in certain cases when video evidence needed.
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- Responsibility of lost and found items turned in properly logging, documenting and notifying management and properly storing any and all lost and found items.

Host

Chili's - Miami, FL

July 2018 to October 2018

Working As Front Of House Staff Greeting Guest Seating Them In Appropriate Table Section And Managing Table Sections For Servers In Restaurant.

Event Host / Court Monitor

Sky Zone - Miami, FL

June 2017 to June 2018

{Trainee} Team Lead for Court Monitors; monitoring courts ensuring the safety rules were properly being followed as well as crowd control at different stations throughout the park. Responding to code reds {medical emergencies} whenever a guest was hurt on a court and administering proper care for that guest upon arrival.

Event Host for Events Department; hosting birthday parties and events at the park creating a fun but safe environment paying special attention to guest of reserved party or event. Hosting Parties in party rooms helping setup, feed guest and break down after parties and events. Escorting guest all the way to their vehicles upon their departure from the park assisting them in whatever they may need as well as making sure to thank them for their business and to welcome them back at anytime.

Youth Executive Assistant/ Head Intern

Office Of The Honorable Florida State Representative Kionne L. McGhee - Miami, FL
March 2012 to May 2017

Paid intern at the Florida State Representative Kionne L. McGhee Office in District 117

Personal Assistant as a youth to Florida State Representative Kionne L. McGhee aiding him and his staff team in day to day production of office work as well with special community events.

Social Working and community relations acting as a representative of the office working with the community day to day through office appointments, feeding the homeless, doing food drives regularly in different poor communities, providing help with housing and rights restoration, as well as attending and assisting in town hall or public meetings with the office.

Working with different local government offices and organizations to assist the community

Helping administratively operate the non profit youth foundation created by the Representative working with youth specifically at risk youth providing them with mentorship and guidance as well as assisting their families.

Education

High school or equivalent in Early Childhood Education

ROBERT MORGAN EDUCATIONAL CENTER - Miami, FL
August 2014 to June 2018

Skills

- Martial Arts (10+ years)
- Community Relations
- Social Work
- Early Childhood Education (4 years)
- Security (2 years)
- Customer Service

- Organizational Skills
- Microsoft Office
- Microsoft Excel
- Inventory
- Leadership Development
- Microsoft Powerpoint
- Risk Management
- Strategic Planning
- Team Building
- Active Shooter Training
- Security System Experience (2 years)
- Public Safety
- Threat Analysis
- Team Management
- CCTV (2 years)
- Childcare
- Surveillance
- Teaching
- Toddler Care
- Personal Assistant Experience
- Mentoring
- Youth Mentorship
- Public Speaking

Links

<https://miami.cbslocal.com/2021/02/25/security-guard-stop-the-bleed-save-mans-life/>

<https://miami.cbslocal.com/2021/02/25/security-guard-stop-the-bleed-save-mans-life/>

<https://miami.cbslocal.com/video/5340025-security-officer-tyreke-spann-uses-stop-the-bleed-techniques-to-save-mans-life/>

<https://news.yahoo.com/security-officer-tyreke-spann-uses-225100877.html>

https://southfloridahospitalnews.com/page/_Security_Officer_honored_for_rendering_aid_to_man_with_gunshot_wound/17579/25/

<https://wsvn.com/news/local/miami-dade/um-health-security-guard-honored-for-rendering-aid-to-man-with-gunshot-wounds/>

<https://www.uspservices.org>

<https://youtu.be/3-ICbHG2BbU>

<https://youtu.be/QRQmAU194Hw>

Awards

Shodan-Ho Black Belt Go Ju Ryu Karate Martial Arts Certification

May 2012

Shodan Black Belt Certification By National Karate Academy

2018 RMEC FLAG Football Champions

May 2018

High school Football Champions in My Schools Division Of Flag Football. Also received recognition for most picked returns in season

2016 RMEC FLAG FOOTBALL CHAMPIONS

May 2016

Shodan 1st Degree Black Belt Go Ju Ryu Martial Arts Certification

May 2014

Shodan 1st Degree Black Belt Martial Arts Certification Acquired By National Karate Academy Of Cutler Bay

Ni-Dan 2nd Degree Black Belt Go Ju Ryu Karate Martial Arts Certification

May 2015

2nd Degree Black Belt Martial Arts Certification Acquired From the National Karate Academy Of Cutler Bay

Life Saving Award

March 2021

Saving the life of a young gunshot victim through usage of a tactical tourniquet and emergency medical kit equipment in being able to apply tourniquet training in a real life scenario to help save and preserve a victims life who was bleeding out.

Honored by the University Of Miami, City Of Miami Fire Rescue and Jackson Memorial Hospital

Certifications and Licenses

First Aid CPR AED

April 2017 to April 2019

Heart Saver First Aid CPR A.E.D Certification by the American Heart Association

State Of Florida Class D Security Officer License

August 2022 to August 2022

State Of Florida Class D Security Officer License
License Number #D3220717

First Aid CPR AED

November 2020 to November 2022

CPR/FIRST AID/AED AND STOP THE BLEED TOURNIQUET CERTIFICATION TRAINING

State Of Florida Class G {ARMED} Security License

January 2021 to January 2023

State Of Florida Class G {Armed} Security License

License #G3100410

Assessments

Security guard skills — Proficient

May 2020

Assessing risks, enforcing security standards, and handling complaints.

Full results: [Proficient](#)

Security guard skills — Highly Proficient

January 2021

Assessing risks, enforcing security standards, and handling complaints

Full results: [Highly Proficient](#)

Attention to detail — Proficient

January 2021

Identifying differences in materials, following instructions, and detecting details among distracting information.

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Groups

National Karate Academy Black Belt Instructors Team

January 2014 to June 2016

Upon earning my Black Belt I became an instructor at my karate school teaching youth and adults the art of martial arts and the art of discipline within martial arts and how to defend themselves and apply self defense tactics and knowledge to real everyday life.

Young Advocates Leading By Example {Y.A.L.E.}

June 2015 to Present

Youth Mentoring And Leadership foundation created by Florida State Representative Kionne L. McGhee with myself serving as a youth representative Of this Youth Foundation acting in certain administrative roles and also speaking at public events, youth conferences, jail or prisons, church services/ religious gatherings.

Additional Information

- Problem Solver
- Mentor
- Youth Advocate
- Motivational Speaker

- Balanced
- Critical thinker
- Team Leader
- Creator
- Innovator
- Intelligent
- Trustworthy
- Dependable
- Understanding
- Open Minded
- Courageous
- Compassionate

- Licensed State Of Florida Class D Security Officer
- Licensed State Of Florida Class G Security Officer

- Role Model
- Early Childhood Education Certified
- Youth Martial Arts Instructor
- Black Belt 2nd Degree Ni-Dan in Go Ju Ryu Martial Arts
- 5,000 Role Models Organization Member
- Young Advocates Leading By Example Organization Commission

Leviticus L. Gilliard

[REDACTED] / 305-305-6331 / levigilliard@aol.com

Objective To use my personal and professional knowledge, skills, and experience to better my community.

Experience Correctional Sergeant Miami-Dade Corrections, Miami, FL September 2008 – present

Maintain security during assigned operational shifts, maintain payroll and attendance records, approval, and disapproval of leave, inspect and control staff activities, ensure security of the entire facility during assigned shift, initiate staff discipline and compliance with rules and regulations, review departmental incident reports for clarity, accuracy, and completeness to ensure compliance with applicable standards, policies and procedures, complete and maintain cell security checks for all units, conduct a security check of all fire, security, and safety equipment throughout areas of responsibility on a daily basis, perform duties of a higher classification when deemed necessary.

Correctional Corporal Miami-Dade Corrections, Miami, FL August 2005 - September 2008

Perform and supervise day-to-day operations of specific areas within organizational units and subordinate Correctional Officers. Makes routine first-level decisions and detailed operating plans, maintain close contact with subordinate staff, ensure that inmate files are updated and completed accurately, e.g., incident reports, court orders, visitation information, copy of jail cards, information package, cell location, etc., ensure that inmates are properly attired and uniforms are in good condition, provide motivation, control, supervision, direction and training of subordinates, initiate and respond to staff grievances and other personnel actions, conduct unit/floor/cell inspections to ensure that rooms are clean, sanitary and does not contain any unauthorized or prohibited items, investigate incidents to ensure compliance with applicable standards e.g., Florida Corrections Accreditation Commission (FCAC), Florida Model Jail Standards (FMJS), and American Correctional Association (ACA) Standards, etc., conduct security checks of all fire, security, and safety equipment on a daily basis, assume unit/shift/floor sergeant and unit/floor manager responsibilities as needed.

Correctional Officer Miami-Dade Corrections, Miami, FL June 1997 - August 2005

Care, custody and control of inmates, organization of recreation schedules, feeding, and visitation, monitor inmate activities, assume responsibilities as designated.

Correctional Officer Everglades Correctional
Institution, Miami, FL

October 1995 – June 1997 Care, custody and control of inmates, organization of recreation schedules, feeding, and visitation, monitor inmate activities, assume responsibilities as designated.

2nd Assistant Manager
Dollar Bills, Miami, FL
July 1994 – October 1995

Stock inventory, generate employee schedules, count tills, open and close store, payroll,
cash deposits

Education Master of Professional Studies in Executive Management
Saint Thomas University, Miami, FL
December 2012
Kappa Gamma Pi- Graduate Honors Society

Bachelor of Arts in Organizational Leadership
Saint Thomas University, Miami, FL
December 2010
Magna Cum Laude

Interests Public service, Member of Gould's Church of Christ, 2nd
Officers Club

References References are available on request.