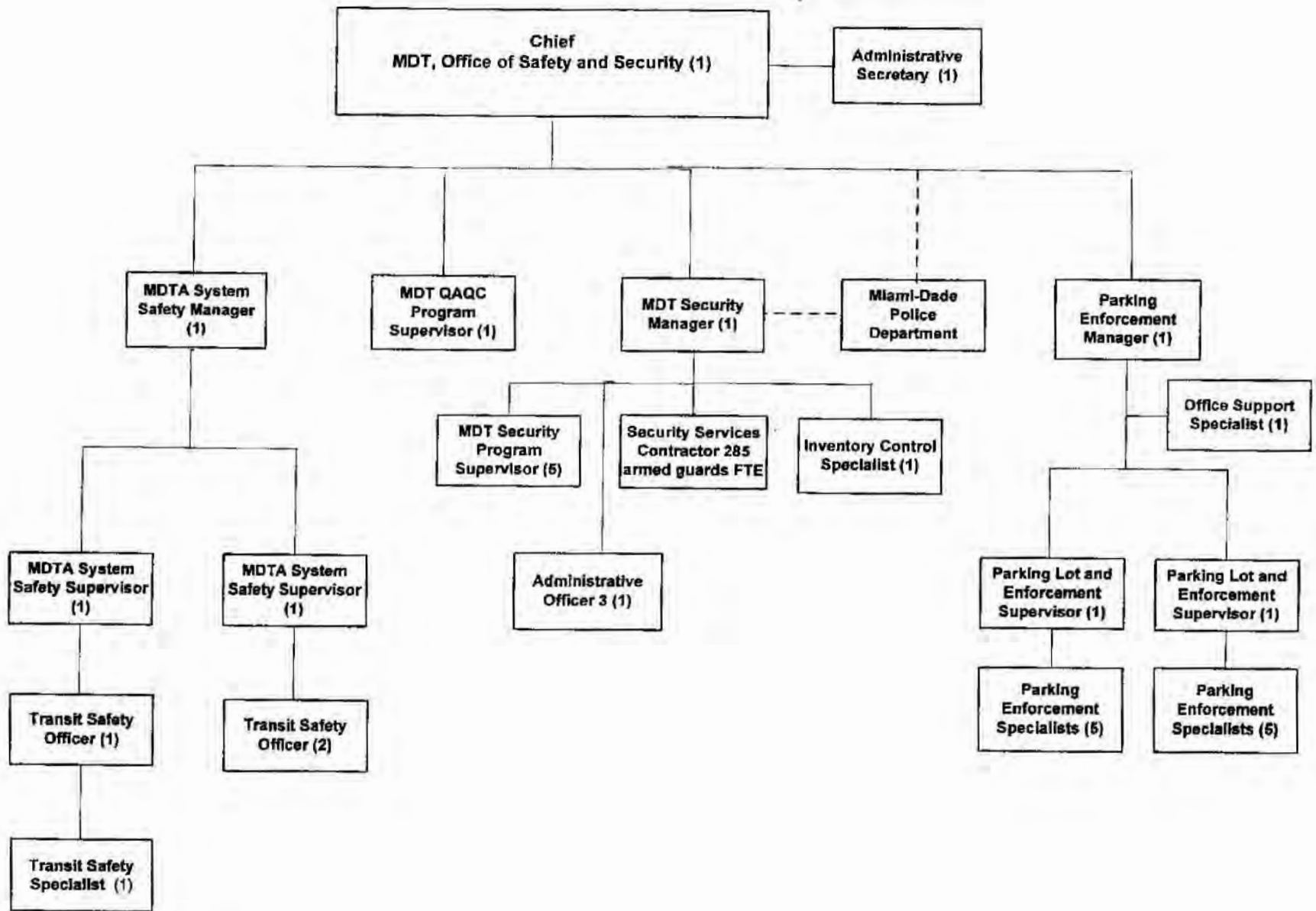


MIAMI-DADE COUNTY OFFICE OF THE INSPECTOR GENERAL
Final Report Re: MDT Hiring of Beatrice Fullerton

LIST OF EXHIBITS

EXHIBIT NO.

1. OSS TABLE OF ORGANIZATION
2. MARJORIE BASDEN HIGH SCHOOL/BROWARD COMMUNITY COLLEGE LETTERS
3. BEATRICE FULLERTON LETTER OF CONFESSION DATED OCTOBER 28, 2004
4. REQUISITION NO. 5-69854 WITH BEATRICE FULLERTON RESUME
5. CONTRACT BLANKET ORDER RELEASE FORM FOR TEMPORARY EMPLOYEES DATED JANUARY 25, 2005
6. REQUISITION NO. 5-66430 DATED 8-17-05 EXTENTION OF TEMPORARY SERVICE FOR BEATRICE FULLERTON
7. SPREADSHEET OF APPLICANTS FOR MDT SECURITY PROGRAM SUPERVISOR REQUISITION NO. 5670083
8. JUDITH DEUTSCH EMAIL DATED JULY 13, 2005 ELIGIBILITY DETERMINATION FOR BEATRICE FULLERTON
9. RECLASSIFICATION OF TRANSIT SAFETY SPECIALIST TO SECURITY PROGRAM SUPERVISOR
10. HANDWRITTEN NOTE TO SANDRA GAMBLE FROM ARMOREL GUISHARD RE: RECLASSIFICATION
11. EMAIL DATED AUGUST 4, 2005 FROM ANGELA CONCEPCION TO ARMOREL GUISHARD RE: TRANSIT SAFETY SPECIALIST
12. AD DRAFT FOR MDT SECURITY PROGRAM SUPERVISOR REQUISITION NO. 4670129
13. IMMEDIATE HIRE MEMORANDUM RE: BEATRICE FULLERTON DATED SEPTEMBER 30, 2005
14. BEATRICE FULLERTON OFFER OF EMPLOYMENT LETTER DATED OCTOBER 12, 2005
15. EMAIL FROM CHARLES WELLONS TO BEATRICE FULLERTON DATED JUNE 10, 2005 WITH ATTACHED RESUME OF BEATRICE FULLERTON
16. EMAIL FROM CHARLES WELLONS TO BEATRICE FULLERTON AND MARY WARDELL WITH ATTACHED MEMORANDUM OF DUTIES
17. EMAIL FROM CHARLES WELLONS TO BEATRICE FULLERTON AND MARY WARDELL WITH ATTACHED RESUME OF BEATRICE FULLERTON
18. EMAIL FROM MARY WARDELL TO BEATRICE FULLERTON AND CHARLES WELLONS WITH ATTACHED RESUME OF BEATRICE FULLERTON
19. EMAIL FROM MARY WARDELL TO BEATRICE FULLERTON AND CHARLES WELLONS WITH ATTACHED RESUME OF BEATRICE FULLERTON
20. TERMINATION LETTER OF BEATRICE FULLERTON DATED NOVEMBER 18, 2005
21. RESIGNATION OF BEATRICE FULLERTON DATED NOVEMBER 18, 2005



Miami-Dade Transit
Office of Safety and Security (Division 51)
Table of Organization
FY 2005-2006 (revised January 31, 2006)





MARJORIE BASDEN HIGH SCHOOL

Old Airport Road, South Caicos

Turks & Caicos Islands, B.W.I.

Tel/Fax: (649) 946-3361/Email: marjoriebasden@hotmail.com

February 8, 2006

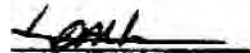
Mr. Edward Carberry,
Inspector General's Office,
19 West Flaglar Steet,
Sult 220,
Miami, FL., 33130

Dear Sir,

RE: BEATRICE RITCHIE

Our records indicate that Beatrice Ritchie attended our institution from September 1971 to January 1973. She commenced attendance in Form 1 (Grade 7) and left in Form 3 (Grade 9). Miss Ritchie therefore did not graduate from our institution.

Yours sincerely,


Mr. David Bowen
Principal

Motto: "Training The Whole Man"

EXHIBIT
2



BROWARD COMMUNITY COLLEGE

Opening doors to a brighter future

Office of the Vice President for Student Affairs and Enrollment Management • District Administration
954-201-7486 • Fax 954-201-7576

February 9, 2006

WILLIS HOLCOMBE CENTER
111 East Las Olas Blvd.
Fort Lauderdale, FL 33301

A. HUGH ADAMS CAMPUS
3501 S.W. Davie Road
Davie, FL 33314

NORTH CAMPUS
1000 Coconut Creek Blvd.
Coconut Creek, FL 33066

JUDSON A. SAMUELS CAMPUS
7200 Hollywood/Pines Blvd.
Pembroke Pines, FL 33024

PINES CENTER
16957 Sheridan St.
Pembroke Pines, FL 33331

MIRAMAR CENTER
7451 Riviera Blvd.
Miramar, FL 33023

TIGERTAIL LAKE CENTER
580 Gullstream Way
Dania Beach, FL 33004

Mr. Cedric Johnson
Special Agent
Office of the Inspector General
Miami-Dade County
19 West Flagler Street – Suite 220
Miami, FL 33130

Dear Mr. Johnson:

Please be advised that based on the information provided on your subpoena dated: Feb. 8, 2006, no records were found for **Beatrice Iona Fullerton, A.K.A. Beatriz Ritchie-Fullington, Beatrice Ritchie,**

[REDACTED]

If I can be of further assistance, please feel free to contact me at 954-201-7486.

Sincerely,

Eleanor Quinlan
Senior Executive Assistant –
VP of Student Affairs &
Enrollment Management

Enclosure: Subpoena / Check No. 17585

9-27-04 on 10-27-04 while Dospite val in main
cashier office I Beatrice remove a val
from the cashier office with money. This is
the first time that I remove any thing
from this Hospital and I have a lot of personal
things at home with my family. and I
was going to put it back, I try not to do
this for the Hospital had been good to me

Beatrice Fullerton -

10-28-04

800 AM

10/27/04
8:00 AM
Aid



OK

REQUISITION
NO.: 5- 69854

BUDGET APPROVED
BY: *Roosevelt Bradley* 1-25-05

SHIP TO:
DEPT./NO.: MDT/067
DIV./NO.: SAFETY + SECURITY/
ADDRESS: 111 NW FIRST STREET, 4TH FL.
MIAMI, FL 33128

CONTACT: TERRY GRANT
PHONE NO. 305-315-4240

DATE PREPARED
1-24-05

REQUESTED DELIVERY DATE
1-31-05

| QUANTITY | U/M | DESCRIPTION (MUST INCLUDE MFG. PART # IF AVAILABLE) | UNIT PRICE |
|----------|-----|---|------------|
| 1 | | SPA1 (SECURITY PROGRAM SUPV) | |
| | | SUPERVISE SECURITY OFFICERS. - MUST BE FAMILIAR WITH SECURITY PROCEDURES. | |
| | | DUTIES & LOCATION: 8 AM - 5 PM MONDAY - FRIDAY | |
| | | 111 NW 1ST STREET, 4TH FL | |
| | | MIAMI, FL 33128 | |
| | | SUPERVISOR: TERRY GRANT | |
| | | DURATION: MAXIMUM OF (6) SIX MONTHS | |

JUSTIFICATION: _____

ESTIMATED VALUE OF THIS ORDER: _____ LAST PURCHASED FROM: _____
INDEX CODE: MT 510100 SUB-OBJECT: 21030
SUGGESTED VENDOR: _____

ROUTING
ORIGINAL (WHITE COPY) TO PURCHASING
YELLOW COPY RETAINED BY DIVISION

Roosevelt Bradley
AUTHORIZED SIGNATURE
ROOSEVELT BRADLEY
PRINTED NAME
DATE SIGNED 1-24-05

EXHIBIT
4

Beatrice Fullerton
12037 S.W 14th Street
Pembroke Pines, Florida 33025
954-441-6754

PROFESSIONAL PROFILE

A professional with more than 17 years of administrative management experience in protective security services , safety , law enforcement, customer service and policy development. A dedicated team player with strong supervisory, decision making, leadership and interpersonal skills.

EMPLOMENT HISTORY

Memorial Health Care System
Hollywood, Florida

1992 to 2004

Supervisor —

Managed staff of 12 Security Officers to monitor and provide protection for employees, patients, vendors, visitors and property for the Memorial Regional Hospital and healthcare facility. Maintained daily logs/reports of all activities and incidents that occurred during operational hours. Prepared all management reports. Ensured all post responsibilities, i.e., post orders and patrols and emergency procedures were adhered to and performed to company standards. Was the company liaison for the police department, radio and television network. Responsible for all human resources functions including scheduling, performance evaluations and attendance records.

Schering Plough Health Care Products
Ft. Lauderdale, Florida

1986 to 1992

Security Officer/Customer Service

Screened visitors with X-Ray device and metal detectors. Submitted reports to correct Safety Hazards and maintained competencies for response of various alerts i.e., Grey Alert, Redbird, Rainbow, Green Alert and Pink Alert. Maintained Daily Log as a record of violations of safety/security regulations, or other unusual incidents. Completed incident reports in a timely and accurate manner. Initiate alarms and notify the proper authorities in case of fire, intrusion or other emergencies. Assisted to visitors and motorists as required.

Beatrice Fullerton.....Page 2

EDUCATION

| | |
|------|---|
| 1982 | Broward Community College, Davie, Florida |
| 1975 | Pareson High School, South Caicos Island |

Training Programs

All Florida Fire Protection
 Triangle Fire Inc.,
 Wacken Hut Training Institute

Awards and Recognition

| | |
|-----------|---|
| 2003-2004 | Officer of the Month, Memorial Regional |
| 1999 | Outstanding Leadership Award, Memorial Regional |
| 1996 | Customer Service, Schering Plough Heath Care Products |

CONTRACT BLANKET ORDER RELEASE FORM FOR TEMPORARY EMPLOYEES

MIAMI-DADE TRANSIT - Materials Management Division
 3401 NW 31 STREET, MIAMI, FL 33142 PHONE: (305) 638-7208 FAX: (305) 638-0502

DATE: 1/25/2005


VENDOR: WESTAFF USA
 CONTACT: MARIA FERNANDEZ
 PHONE: 305-362-8258 FAX: 305-362-6980

Ship all merchandise F.O.B. Destination, Delivered in Miami-Dade County.
MIAMI-DADE COUNTY IS EXEMPT FROM ALL TAXES

THE PURCHASE ORDER NUMBER AND CONTROL NUMBER FOR EACH ITEM MUST BE SHOWN
 ON PACKING SLIP AND INVOICE

| CONTROL NUMBER | QTY | DESCRIPTION | BILLING RATE | REQUIRED DATE |
|---|-----|--|--------------|----------------------------|
| 5-69954 | 1 | TEMPORARY SPECIAL PROJECT ADMINISTRATOR ONE FULL TIME, 8AM-5PM M-F DURATION: MAXIMUM OF SIX MONTHS NAME: BEATRICE FULLERTON | \$19.86/HR | 01/25/2005 - 08/02/2005 |
| | | EMPLOYEE TO REPORT TO TERRY GRANT 111 NW 1 STREET, 4 TH FLOOR (305) 375-4240 <i>SM</i> <i>Martha</i> | | |
| <div style="display: flex; justify-content: space-between;"> <i>*</i> VENDOR MUST NOTIFY BUYER OF THE START DATE OF THIS EMPLOYEE. <i>*</i> </div> | | | | |
| Contract Number | | 6181-2/02-2 | | |
| Purchase Order Number: | | POMT0500358 | | |
| Released by: Shyriynn Vaughan , Buyer MDT Materials Management | | | | |

NOTE: PLEASE ACKNOWLEDGE RECEIPT OF THIS ORDER BY SIGNING, DATING AND FAXING BACK TO THE ORIGINATOR. (305) 638-0502.

 1-25-05
 Start date 1-31-05 *th*

EXHIBIT

5



OK

REQUISITION
NO.: 5- 66430

MDT
BUDGET APPROVED

8/17/05

SHIP TO:
DEPT./NO.: Miami-Dade Transit (067)
DIV./NO.: Office of Safety and Security (051)
ADDRESS: 111 NW 1 Street, 4th Floor
Miami, FL 33128

CONTACT: Terry Grant
PHONE NO. 305-375-4240

DATE PREPARED
August 17, 2005

REQUESTED DELIVERY DATE
August 17, 2005

| QUANTITY | U/M | DESCRIPTION (MUST INCLUDE MFG. PART # IF AVAILABLE) | UNIT PRICE |
|----------|-----|---|--------------|
| 1 | U | Extend the Temporary employment Services of Beatrice Fullerton from August 8, 2005 through February 8, 2006. | \$19.86/hour |
| | | Ms. Fullerton serves in capacity of security services support for the MDT, Office of Safety and Security, providing oversight for the security services contract, oversight of the Be Counted Program, as well as other services within the division. | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

JUSTIFICATION: Provide security oversight services for the MDT, Office of Safety and Security

ESTIMATED VALUE OF THIS ORDER: \$21,200.00 LAST PURCHASED FROM: _____

INDEX CODE: MT510100 SUB-OBJECT: 21030

SUGGESTED VENDOR: _____

ROUTING
ORIGINAL (WHITE COPY) TO PURCHASING
YELLOW COPY RETAINED BY DIVISION

[Signature]
AUTHORIZED SIGNATURE
PRINTED NAME
DATE SIGNED 08/17/2005

EXHIBIT
6

**MDT Security Program Supervisor (8264)
(Requisition 5670083)**

Page 1 of 3



Required

1. Bachelor of Science in Criminology, Criminal Justice, Business Administration, Public Administration or related field.
2. Three years experience in security operations, protective services, or military or civilian law enforcement to include one year of supervisory experience.
3. Additional experience may substitute for education on a year-for-year basis.

Preferences

4. Prefer individual with sixteen additional years (20 years total including the required) of experience in security operations, protective services, or military or civilian law enforcement.

| No. | Name | 1 | 2 | 3 | 4 | | | | Total | Classifications | Comments |
|-----|--------------------|---|---|---|---|--|--|--|-------|-----------------|-----------|
| 1 | Jeffrey J. Leon | N | Y | Y | Y | | | | | | Interview |
| 2 | Steven McNally | Y | Y | Y | Y | | | | | | Interview |
| 3 | Fernando Figueroa | N | Y | Y | Y | | | | | | Interview |
| 4 | Faron Law | N | Y | Y | Y | | | | | | Interview |
| 5 | Raul Martinez | Y | Y | Y | Y | | | | | | Interview |
| 6 | Cokes Watson | N | Y | Y | Y | | | | | | Interview |
| 7 | Martin Dumond | Y | Y | Y | Y | | | | | | Interview |
| 8 | Bram Bottfeld | Y | Y | Y | Y | | | | | | Interview |
| 9 | Robert Benavente | Y | Y | Y | Y | | | | | | Interview |
| 10 | Horace Graham | Y | Y | Y | Y | | | | | | Interview |
| 11 | Israel Waizer | N | Y | Y | Y | | | | | | Interview |
| 12 | Bernard Cassagnol | Y | Y | Y | Y | | | | | | Interview |
| 13 | Brian Markowski | Y | Y | Y | Y | | | | | | Interview |
| 14 | Michael Wilson | N | Y | Y | N | | | | | | |
| 15 | Omar Yoda | Y | Y | Y | N | | | | | | |
| 16 | Dave Rajendranath | Y | Y | Y | N | | | | | | |
| 17 | Delvin Donovan | Y | Y | Y | N | | | | | | |
| 18 | Rafael Jorge | N | Y | Y | N | | | | | | |
| 19 | Robert Melancon | Y | Y | Y | N | | | | | | |
| 20 | Lazaro Ramos | Y | Y | Y | N | | | | | | |
| 21 | Christopher Moreno | Y | Y | Y | N | | | | | | |
| 22 | William Bridger | Y | Y | Y | N | | | | | | |

| No. | Name | 1 | 2 | 3 | 4 | | | | Total | Classifications | Comments |
|-----|---------------------|---|---|---|---|--|--|--|-------|-----------------|----------|
| 24 | Rowland Young-Jack | N | Y | Y | N | | | | | | |
| 25 | Tangela Green | N | Y | Y | N | | | | | | |
| 26 | Zimbalist Chalk | Y | Y | Y | N | | | | | | |
| 27 | Timothy Evans | Y | Y | Y | N | | | | | | |
| 28 | Irving Glover | N | Y | Y | N | | | | | | |
| 29 | Russell Smith | Y | Y | Y | N | | | | | | |
| 30 | Jesus Muriel | N | Y | Y | N | | | | | | |
| 31 | Vickie Bright | Y | Y | Y | N | | | | | | |
| 32 | Salvador Pagan | N | Y | Y | N | | | | | | |
| 33 | Gregory Bridges | Y | Y | Y | N | | | | | | |
| 34 | Patrick Donnell | N | Y | Y | N | | | | | | |
| 35 | Jose Penabella | N | Y | Y | N | | | | | | |
| 36 | Beatrice Fullerton | N | Y | Y | N | | | | | | |
| 37 | Collie Tolliver | N | Y | Y | N | | | | | | |
| 38 | Jackie Wade | Y | Y | Y | N | | | | | | |
| 39 | Juanita Brunson | N | N | N | N | | | | | | |
| 40 | Jarnac Williams | Y | N | N | N | | | | | | |
| 41 | Joseph Warren | Y | N | N | N | | | | | | |
| 42 | John Vidal | Y | N | N | N | | | | | | |
| 43 | Orondi Stevenson | Y | N | N | N | | | | | | |
| 44 | Angelique Stevenson | Y | N | N | N | | | | | | |
| 45 | Frank Scolnick | Y | N | N | N | | | | | | |
| 46 | Ian Richards | Y | N | N | N | | | | | | |
| 47 | Richard Pratt | Y | N | N | N | | | | | | |
| 48 | Maceo Pickett | N | N | N | N | | | | | | |
| 49 | Mona Perkins | Y | N | N | N | | | | | | |
| 50 | Jorge Murillo | N | N | N | N | | | | | | |
| 51 | Carmen Montoya | Y | N | N | N | | | | | | |
| 52 | Barbara Meneses | Y | N | N | N | | | | | | |
| 53 | Eduardo Martinez | Y | N | N | N | | | | | | |
| 54 | Robert Marin | N | N | N | N | | | | | | |

Hughes, Dylan J. (OIG)

From: Deutsch, Judith (ERD)
Sent: Wednesday, March 22, 2006 11:44 AM
To: Hughes, Dylan J. (OIG)
Subject: FW: Eligibility Determination for Beatrice Fullerton

From: Deutsch, Judith (ERD)
Sent: Wednesday, July 13, 2005 10:55 AM
To: Concepcion, Angela (MDT)
Subject: Eligibility Determination for Beatrice Fullerton

Please consider this an official eligibility determination for **Beatrice Fullerton**. The applicant is deemed **NOT qualified** for the position of **Transit Safety Specialist** under occupational code 8205. If you should require any additional information, please feel free to contact me.



REQUEST FOR CLASSIFICATION ACTION

| | | | | | | |
|--|---|---|--|---|-------------------|--|
| THIS IS A REQUEST FOR (CHECK ONE) <input checked="" type="checkbox"/> A. RECLASSIFICATION OF AN OCCUPIED POSITION <input type="checkbox"/> B. RECLASSIFICATION OF A VACANT POSITION <input type="checkbox"/> C. ESTABLISHMENT OF A NEW POSITION | | LAST NAME Vacant | FIRST NAME | INT | SOC. SEC. # | |
| | | YOUR WORK ADDRESS 111 NW 1 STREET MIAMI FL 33128 | | | YOUR TELEPHONE | |
| PRESENT CLASSIFICATION Transit Safety Specialist | PRESENT | DEPT. 067 | DIV. 51 | LOC. 01 | OCC. CODE 8205 | NAME OF DEPT. DIV. SECTION MDT, Safety & Security |
| REQUESTED CLASSIFICATION MDT Security Program Supervisor | IF "B" IS CHECKED, PREVIOUS EMPLOYEE'S NAME | | | DATE THIS REQUEST WAS PREPARED 8/01/05 | | |
| NAME & CLASSIFICATION OF IMMEDIATE SUPERVISOR Terry Grant, Security Manager | | | WORK ADDRESS AND TELEPHONE NUMBER OF SUPERVISOR 111 NW 1 STREET MIAMI FL 33128 305-375-4240 | | | |

DESCRIBE BELOW, IN DETAIL, THE WORK PERFORMED OR TO BE PERFORMED, ASSIGN PERCENTAGES TO EACH TASK. LIST TASKS IN ORDER OF FREQUENCY OR IMPORTANCE. IF THIS REQUEST IS FOR AN OCCUPIED POSITION. EMPHASIZE THE CHANGES THAT HAVE OCCURRED WHICH REQUIRE A CLASSIFICATION ACTION. ATTACH ADDITIONAL SHEETS IF NEEDED. LIST ALL TASKS.

| ESTIMATE % OF TIME DEVOTED TO EACH | <u>TASKS PERFORMED</u> |
|------------------------------------|--|
| | This position is responsible for specialized supervisory work in the protection and patrolling of public and private property and multi-purpose facilities owned and/or leased by Miami-Dade Transit. |
| 60% | Monitors a large staff of contracted armed security guards engaged in protecting transit riders, citizens, employees, facilities and property assets for security matters of all types including the hardening of facilities to mitigate potential terrorist activities per the Federal Transit Administration. Maintains effective access control to critical maintenance and operational facilities. Supervises/monitors a staff of security guards engaged in protecting and patrolling prevention of trespassing, theft, assault, pilferage, vandalism, fire, accidents, incidents, abuse and misuse of equipment and resources which are primary goals. Supervision/monitoring activities are exercised over contracted security personnel through personal observation and documentation either on foot or by vehicle. |
| 15% | Responds to burglar alarm calls, admits police to search Miami-Dade Transit premises and prepares reports; assures that MDT policy and procedures are appropriately implemented and enforced; prepares and reviews incident reports, memorandum and logs of activities and incidents prepared by security personnel. Verifies that reports are properly written in conformance and accordance with departmental rules, policies and guidelines. |
| 10% | Responds to verbal reports of unusual incidents or problems and assists in their resolution; assists other law enforcement agencies in investigations and emergencies as needed. |
| 10% | Recommends changes to departmental security policy, procedures and operations to correct deficiencies and improve operations; keeps abreast of new procedures and developments in the security field. |
| 5% | Other related duties as required. |

| | |
|---|---|
| PERSONNEL DEPARTMENT USE ONLY A B C EMPLOYEE STATUS _____ APPROVED _____ DISAPPROVED _____ SIGNATURE _____ DATE _____ | DATE AUDITED _____ FIELD AUDIT _____ DESK AUDIT _____ REMARKS: _____ _____ _____ |
|---|---|

EXHIBIT

9

Sandy, this is
reclassifying a Transit
Safety Specialist to a
MDT Security Program Super.
I did it & the Director
already signed it.
Thanks
Amanda.

EXHIBIT

10

Gamble, Sandra (MDT)

From: Concepcion, Angela (MDT)
Sent: Thursday, August 04, 2005 12:25 PM
To: Guishard, Armored (MDT)
Cc: Gamble, Sandra (MDT); De Leon, Yolanda (MDT)
Subject: Transit Safety Spec. - div 51

Since Beatrice Fullerton (temp) was disqualified by ERD, can we proceed with the advertisement?

Thank you.

Angela Concepcion ☺
MDT-Human Resources
Recruitment Unit
300 NW 32 Ave 3rd Floor/ Miami, FL 33142
Phone: (305) 637-3800 / Fax: (305) 637-3799
ANGC@miamidade.gov



Ad Draft

| | | | |
|------------------------|--|-------------------------|--|
| Title: | <input type="text" value="MDT Security Program Supervisor"/> | | |
| Requisition #: | <input type="text" value="4670129"/> | Job Code: | <input type="text" value="008264"/> |
| Department: | <input type="text" value="Miami-Dade Transit"/> | | |
| Closing Date: | <input type="text" value="Friday, November 5, 2004"/> | Work Location: | <input type="text" value="Norhtwest"/> |
| Trainee Salary: | <input type="text"/> (Trainee positions only) | | |
| Salary Entry: | <input type="text" value="\$49,993"/> | Salary Maximum: | <input type="text" value="\$83,927"/> |
| Salary Basis: | <input type="text" value="Annually"/> | Salary Options: | <input type="text"/> |
| Position Type: | <input type="text" value="Full-time"/> | Position Status: | <input type="text" value="Permanent"/> |
| Who Can Apply: | <input type="text" value="Open to the public"/> | How To Apply: | <input type="text" value="Resume"/> |

Job Information:

Bachelor's degree in Criminology, Criminal Justice, Business Administration, Public Administration or related field. Three years of experience in security operations, protective services, or military or civilian law enforcement to include one year of supervisory experience are required. Must possess a Driver license. Additional security experience may substitute for education on a year-for-year basis. Florida Concealed Weapons Permit must be obtained within one year of employment.

*1-24-05 PER
ANNOUNCED TO
REQUEST TO
ADV FOR 1 WK
IN THE JOB
BULLETIN ONLY
(DO NOT FAX AD DRAFT)
AC*

Memorandum



Date: September 30, 2005
To: Roosevelt Bradley, Director
MDT
From: William C. Foster
Chief, Human Resources
Subject: Immediate Hire of Temporary Employee Beatrice Fullerton for MDT Security Program
Supervisor - Div 51

In concurrence with the efforts to place long-term Agency temporary employees in permanent positions, we are requesting the immediate placement of Beatrice Fullerton in the budgeted MDT Security Program Supervisor position in the Office of Safety and Security Division reporting to Bonnie Todd, Chief, Office of Safety and Security. It is also requested to hire Ms. Fullerton at step 5 of the MDT Security Program Supervisor classification, which equates to \$60,512.40 annually.

BACKGROUND

Ms. Fullerton has been working with the MDT Office of Safety and Security since January 31, 2005. Her responsibilities include monitoring services provided by the security services contractor to ensure compliance with stated scope of work; to patrol MDT property to ensure areas are secured and free from hazards or potential threats; to respond to burglar alarm calls and allow police access to facilities; to investigate incidents, prepare reports and make recommendations based on findings; and performs security vulnerability analysis to mitigate security hazards or potential threats. She assists on special projects as needed.

Your approval of this request will be appreciated.

Approved


Roosevelt Bradley
MDT Director

Disapproved

Roosevelt Bradley
MDT Director

c: S. Gamble
Human Resources

EXHIBIT

tabbler
13

Concepcion, Angela (MDT)

From: Concepcion, Angela (MDT)
Sent: Friday, September 30, 2005 4:51 PM
To: Guishard, Armored (MDT)
Cc: Foster, William (MDT); Gamble, Sandra (MDT); De Leon, Yolanda (MDT)
Subject: Temp Appt. and Intermediate Rate of Hire request

As requested.

Angela Concepcion ☺
MDT-Human Resources
Recruitment Unit
3300 NW 32 Ave 3rd Floor/ Miami, FL 33142
Phone: (305) 637-3800 / Fax: (305) 637-3799
ANC@miamidade.gov

Memorandum



Date: September 30, 2005
To: Roosevelt Bradley, Director
MDT
From: William C. Foster
Chief, Human Resources
Subject: Immediate Hire of Temporary Employee Beatrice Fullerton for MDT Security Program Supervisor - Div 51

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Your approval of this request will be appreciated.

Approved _____
Roosevelt Bradley
MDT Director

Disapproved _____
Roosevelt Bradley
MDT Director

Cc: S. Gamble
Human Resources



Transit
 3300 NW 32nd Avenue
 Miami, Florida 33142-5795
 T 305-637-3800 F 305-637-3731

miamidade.gov

- ADA Coordination
- Agenda Coordination
- Animal Services
- Art in Public Places
- Audit and Management Services
- Aviation
- Building
- Building Code Compliance
- Business Development
- Capital Improvements
- Citizens' Independent Transportation Trust
- Commission on Ethics and Public Trust
- Communications
- Community Action Agency
- Community & Economic Development
- Community Relations
- Consumer Services
- Corrections & Rehabilitation
- Cultural Affairs
- Elections
- Emergency Management
- Employee Relations
- Empowerment Trust
- Enterprise Technology Services
- Environmental Resources Management
- Fair Employment Practices
- Finance
- Fire Rescue
- General Services Administration
- Historic Preservation
- Homeless Trust
- Housing Agency
- Housing Finance Authority
- Human Services
- Independent Review Panel
- International Trade Consortium
- Juvenile Assessment Center
- Medical Examiner
- Metro-Miami Action Plan
- Metropolitan Planning Organization
- Park and Recreation
- Planning and Zoning
- Police
- Procurement Management
- Property Appraisal
- Public Library System
- Public Works
- Safe Neighborhood Parks
- Seaport
- Solid Waste Management
- Strategic Business Management
- Team Metro
- Transit
- Task Force on Urban Economic Revitalization
- Vizcaya Museum And Gardens
- Water & Sewer

October 12, 2005

Beatrice Fullington
 12037 SW 14th Street
 Pembroke Pines, FL 33025

Dear Mrs. Fullington:

Based on your interest in employment with Miami-Dade Transit (MDT) and your recent interview, we are pleased to offer you the position of MDT Security Program Supervisor in probationary status effective October 17, 2005. As a condition of continued employment, a Florida Concealed Weapon Permit must be obtained within one year of employment.

If you accept this offer, you will be working under the general guidance of Bonnie Todd, Chief, Office of Safety & Security. Based on the Intermediate Rate Hire approval signed by the MDT Director, your annual salary is estimated to be \$60,512.40 annually.

Miami-Dade County regulations require satisfactory completion of a pre-employment medical examination, including screening for alcohol and drug use, before this position can be offered. You have successfully passed your pre-employment physical on October 6, 2005.

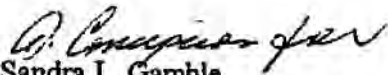
Please Note: You have already undergone a criminal background check. If additional background information is forthcoming and is of a nature that is in violation of our hiring practices, administrative action may be taken, up to and including termination.

In accordance with Miami-Dade County Ordinance No. 2-11.17 of the Code of Miami-Dade County which requires (unless specifically exempted) applicants must agree to establish and maintain permanent residence in Miami-Dade County within fifteen (15) months of employment from the original appointment date. Failure to comply with this requirement may result in dismissal from County Services.

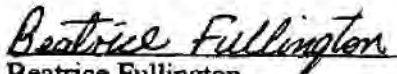
If you have any questions, please contact Yolanda de Leon at (305) 637-3787.

We look forward to your joining Miami-Dade Transit.

Sincerely,


 Sandra L. Gamble
 Manager, MDT Employee Services

I Accept **Decline** (circle one) this offer of MDT Security Program Supervisor with Miami-Dade Transit.


 Beatrice Fullington

10-13-05
 Date



Caldwell, Michael T. (OIG)

From: Wellons, Charles (MDT)
Sent: Friday, June 10, 2005 7:41 AM
To: Fullerton, Beatrice (MDT)
Subject: Beatrice Fullerton Resume.doc



Beatrice Fullerton
Resume.doc ...



Beatrice Fullerton
12037 S.W 14th Street
Pembroke Pines, Florida 33025
954-441-6754

PROFESSIONAL PROFILE

A professional with more than 17 years of administrative management experience in protective security services, safety, law enforcement, customer service and policy development. A dedicated team player with strong supervisory, decision making, leadership and interpersonal skills.

EMPLOMENT HISTORY

Miami-Dade Transit Agency
Security Program Supervisor

Jan 30, 2005
To present

Assists in managing more than fifty Miami-Dade Transit employees on a daily basis. Additionally, oversees compliance of the Wackenhut Security Corporation contract with Miami-Dade Transit, performs security checks of MDT facilities, assets and conducts special project assignments.

Memorial Health Care System
Hollywood, Florida
Supervisor

1992 to 2004

Managed staff of 12 Security Officers to monitor and provide protection for employees, patients, vendors, visitors and property for the Memorial Regional Hospital and healthcare facility. Maintained daily logs/reports of all activities and incidents that occurred during operational hours. Prepared all management reports. Ensured all post responsibilities, i.e., post orders and patrols and emergency procedures were adhered to and performed to company standards. Was the company liaison for the police department, radio and television network. Responsible for all human resources functions including scheduling, performance evaluations and attendance records.

Schering Plough Health Care Products
Ft. Lauderdale, Florida
Security Officer/Customer Service

1986 to 1992

Screened visitors with X-Ray device and metal detectors. Submitted reports to correct Safety Hazards and maintained competencies for response of various alerts i.e., Grey

Alert, Redbird, Rainbow, Green Alert and Pink Alert. Maintained Daily Log as a record of violations of safety/security regulations, or other unusual incidents. Completed incident reports in a timely and accurate manner. Initiate alarms and notify the proper authorities in case of fire, intrusion or other emergencies. Assisted visitors and motorists as required.

Beatrice Fullerton.....Page 2

EDUCATION

1982 Broward Community College, Davie, Florida
1975 Pearson High School, South Caicos Island

Training Programs

All Florida Fire Protection
Triangle Fire Inc.,
Wackenhut Training Institute

Awards and Recognition

2003-2004 Officer of the Month, Memorial Regional
1999 Outstanding Leadership Award, Memorial Regional
1996 Customer Service, Schering Plough Heath Care Products

Caldwell, Michael T. (OIG)

From: Wellons, Charles (MDT)
Sent: Wednesday, July 06, 2005 2:49 PM
To: Fullerton, Beatrice (MDT); Wardell, Mary (MDT)
Subject: Bea's duties.doc

corrected/revised

3/31/2006



MEMORANDUM

To: Judy Deutsch
Employment Relations Employee Specialist
From: Beatrice Fullerton, Office of Safety and Security Contract Employee
Date: Wednesday, July 06, 2005
Subject: Clarification of My Work History

Ms. Deutsch, the following information relating to my work history while employed at Memorial Health Care System as Security Shift Supervisor is prepared for your consideration per your directive. My official responsibilities at Memorial health Care Systems as a security supervisor included but were not limited to the following:

Conduct roll call and assign security personnel to respective posts.

Ensure that on duty security personnel are properly equipped and are aware of security concerns.

Inspection of personnel for appropriate, neat, and complete adherence to required attire (uniforms)

Query on duty police duty officer and hospital administrators as to their security concerns.

Ensure reports are made when appropriate and that they are submitted, and checked for completeness, accuracy, and legibility before being filed.

Ensure critical posts are covered

Ensure that calls from the dispatcher are appropriately logged

Conduct hourly checks of post where officers are assigned

When short-handed, ensure post assignments are made in order of criticality

Interface with the valet service regarding their security concerns and address them

Check incoming delivery vehicles

Document and maintain employee records of illness, work related injuries, and injury to visitors

Train new security officers on the layout of the hospital

Ensure personnel are in compliance with post orders, operational orders, hospital policy, and with legal obligations/prohibitions.

Assist the nursing staff with unruly patients

Escort troublesome visitors from the hospital premises or summon the duty officer to affect an arrest if warranted.

Relieve on duty officers for lunch and scheduled breaks

Prepare weekly work schedule

Ensure that security personnel appropriately represented the employer

I hope this more detailed breakdown of my responsibilities while employed at Memorial Health Care Systems answers your questions. Should you have further questions, please do not hesitate to contact me at 305-375-5091 or by cell at 954-257-2637.

Caldwell, Michael T. (OIG)

From: Wellons, Charles (MDT)
Sent: Tuesday, August 30, 2005 9:14 AM
To: Fullerton, Beatrice (MDT); Wardell, Mary (MDT)
Subject: Beatrice Fullerton Resume.doc

Please store safely in a warm dry place

3/31/2006



Beatrice Fullerton
12037 S.W 14th Street
Pembroke Pines, Florida 33025
954-441-6754

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Hollywood, Florida
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Beatrice Fullerton.....Page 2

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Caldwell, Michael T. (OIG)

From: Wardell, Mary (MDT)
Sent: Tuesday, August 30, 2005 9:58 AM
To: Fullerton, Beatrice (MDT)
Cc: Wellons, Charles (MDT)

Bea,

What you have on the resume is fine. It is a high profile summary of what your responsibilities are. I would leave it like that and use the detailed description for interview purposes. If you're asked to provide more detail, then and only then would I do so. Use this copy as I made one more correction and that is capitalized Hospital and Healthcare in the name Memorial Regional Hospital and Healthcare facility.

Mary A. Wardell, Loss Prevention Coordinator
Miami-Dade County, Budget & Finance Performance, MDT
Phone: (305) 375-3529 Fax: (305) 375-4362
miamidade.gov
"Delivering Excellence Every Day"



Beatrice Fullerton
12037 S.W 14th Street
Pembroke Pines, Florida 33025
954-441-6754

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Miami-Dade Transit
111 NW 1st Street • Suite 910
Miami, Florida 33128-1999
T 305-375-5675 F 305-375-6150

miamidade.gov

- ADA Coordination
- Agenda Coordination
- Art In Public Places
- Audit and Management Services
- Aviation
- Building Code Compliance
- Building
- Business Development
- Capital Improvements
- Citizen's Independent Transportation Trust
- Communications
- Community Action Agency
- Community & Economic Development
- Community Relations
- Consumer Services
- Corrections & Rehabilitation
- Countywide Healthcare Planning
- Cultural Affairs
- Elections
- Emergency Management
- Employee Relations
- Enterprise Technology Services
- Environmental Resources Management
- Fair Employment Practices
- Finance
- Fire Rescue
- General Services Administration
- Historic Preservation
- Homeless Trust
- Housing Agency
- Housing Finance Authority
- Human Services
- Independent Review Panel
- International Trade Consortium
- Juvenile Assessment Center
- Medical Examiner
- Metropolitan Planning Organization
- Park and Recreation
- Planning and Zoning
- Police
- Procurement Management
- Property Appraiser
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- Public Works
- Safe Neighborhood Parks
- Seaport
- Solid Waste Management
- Strategic Business Management
- Team Metro
- Transit
- Urban Revitalization Task Force
- Vizcaya Museum and Gardens
- Water and Sewer

November 18, 2005

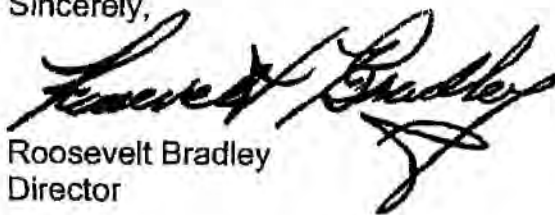
Ms. Beatriz Fullington
12037 N.W. 14th Street
Pembroke Pines, Florida 33025

Dear Ms. Fullington:

This letter is to inform you that, effective close of business today, your employment with Miami-Dade Transit as an MDT Security Program Supervisor will be terminated. This action is the result of your violation of Miami-Dade County Personnel Rules, including conduct unbecoming.

Be advised that, in accordance with Miami-Dade County Personnel Rules for the Classified Service, termination of an employee in probationary status is not an action subject to appeal.

Sincerely,


Roosevelt Bradley
Director

c: Cathy Lewis
Mayra Bustamante
William Foster
Bonnie Todd
Terry Grant
Donald Allen, Employee Relations Department
Personnel





EMPLOYMENT RESIGNATION FORM

| | | | | | |
|--|---------|--|-------------------|----------------------------|--------------------|
| <i>FULLINGTON</i> | | <i>BEATRIZ</i> | | Initial: | Occupational Title |
| Department: Miami-Dade Transit | | Division: <i>51 - SAFETY + SECURITY</i> | | Section <i>SECURITY</i> | |
| Social Security Number: | Status: | Dept. <i>067</i> | Div. <i>51</i> | Loc. <i>01</i> | Occ. Code |

I hereby tender my resignation from employment with Miami-Dade County Government effective on the date entered below.

11-18-05
Effective Date of this Resignation

Beatriz Fullington
Signature

11-18-05
Date

County Property Returned Yes No
↓ ↓

Resignation Received by:

BONNIE L. TODD
Name

CHIEF, MDT SAFETY & SECURITY
Title

11-18-05
Date

[Signature]

| County Property Returned | Yes | No |
|--|-------------------------------------|-------------------------------------|
| ID Card: | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Operator Badge | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Operator Punch | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Other (list) e.g., keys, radios, tools, ect | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| <i>Key</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <i>cyber lock key</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <i>pager</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | <input type="checkbox"/> |

Completed copy must be provided to MDT Human Resources Division

EXHIBIT

29