




**CITY OF HOLLYWOOD, FLORIDA**  
**PROCUREMENT SERVICES DIVISION**

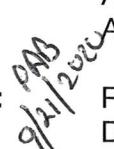
**DATE:** September 21, 2020

**FILE:** PR-20-265

**TO:** Wazir Ishmael, Ph.D.  
City Manager

**VIA:**  George R. Keller, Jr. CPPT  
Assistant City Manager for Public Safety

**VIA:** Adam Reichbach   
Assistant City Manager for Finance & Administration

**FROM:**  Paul A. Bassar  
Director of Procurement & Contract Compliance

**SUBJECT:** Recommendation to Approve the Issuance of a Blanket Purchase Order for Psychological Services for the Police Department the Purchase.

**ISSUE:**

The purpose of this request is to approve the issuance a Blanket Purchase Order to Law Enforcement Psychological & Counseling Associates, Inc. (LEPCA) for Police Pre-Employment Screenings and Fitness for Duty Evaluations for two (2) years with an option to renew for two (2) additional two (2) year periods. The Blanket Purchase Order is effective from 10/1/2020 through 9/30/2022 for an estimated annual amount of \$40,000.00.

**EXPLANATION:**

On August 19, 2020, Bid Number 2008-001 was electronically advertised via BidSync. As of the bid due date, forty (40) potential vendors viewed the solicitation on Bidsync. Solicitation Number 2008-001 closed at 6:00 p.m. on September 10, 2020 and resulted in one (1) respondent: **Law Enforcement Psychological & Counseling Associates, Inc. (LEPCA)**

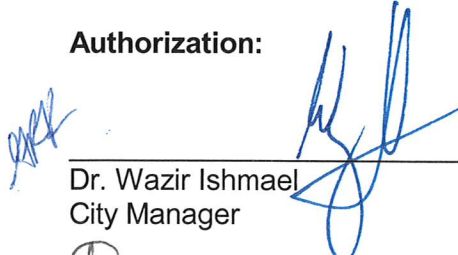
The Police Department and the Director of Procurement & Contract Compliance recommend award of a Blanket Purchase to the sole respondent, LEPCA.

Funding for this project is available in Account Number 01.2041.00272.521.003116.

**RECOMMENDATION:**

Authorize the issuance of a Blanket Purchase Order to Law Enforcement Psychological & Counseling Associates, Inc. for Police Pre-employment screening and Fitness for Duty Evaluations for an estimated annual amount of \$40,000.00.

**Authorization:**

  
Dr. Wazir Ishmael  
City Manager

Dated 9/24, 2020



## *City of Hollywood, Florida*

**EVALUATION: BID NO. QUICK QUOTE 2008-001**

**(PSYCHOLOGICAL SERVICES)**

Date: September 16, 2020

To: Chris O'Brien, Police Chief

From: Janice English, Purchasing Agent

Attached is a copy of the Sole bid submitted in response to the subject Quick Quote. Based on our evaluation, award of contract is recommended to **Law Enforcement Psychological & Counseling Associates, Inc.** as the lowest responsible and responsive bidder meeting the specifications.

If you concur with Procurement Services recommendation, please indicate so by signing in the space provided below.

\*Concur:

  
\_\_\_\_\_  
Authorized Signature

\*Do not agree; written explanation to follow:

\_\_\_\_\_  
Authorized Signature



Law Enforcement Psychological and  
Counseling Associates, Inc.

## City of Hollywood, FL

### Solicitation # 2008-001 Psychological Services

City of Hollywood  
Records & Archives Division  
Annex Building, Room 16W  
2600 Hollywood Boulevard  
Hollywood, FL 33020

City of Hollywood  
P.O. Box 229045  
Hollywood, FL 33022-9045

Date: 9/4/2020

Submitted by:

Law Enforcement Psychological & Counseling Associates, Inc  
(LEPCA)  
9960 NW 116th Way, Suite 12  
Medley, FL 33178  
305-442-8800

Contact: Brian Mangan, Psy.D., ABPP  
President  
[bmangan@lepca.com](mailto:bmangan@lepca.com)

9960 N.W. 116th Way  
Suite 12  
Miami, FL 33178

305-442-8800 ph.  
305-442-4469 fax  
[www.lepca.com](http://www.lepca.com)

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PRACTICALITIES OF SCREENING SERVICE

It is the intent of Law Enforcement Psychological & Counseling Associates, Inc to provide the City of Hollywood with state-of-the-art psychological services including pre-employment psychological screenings, critical incident debriefings, and fitness for duty evaluations. Our entire office and screening system have been designed to meet the needs of our Public Safety Agency clients. Any agency that uses our services knows the effort we make to accommodate the unique needs of our law enforcement clients. **For example, we developed a comprehensive website that allows agencies to independently schedule applicants at any time up to the morning of testing and download final applicant reports 24-hours from completion of evaluation.** We also have an "applicant's section" on our website, which provides helpful preliminary information to applicants who are about to undergo the evaluation. We welcome any potential user of our services to look over the website located at: [www.lepca.com](http://www.lepca.com)

1. Testing is conducted at our centrally located office at 9960 NW 116 Way, Suite 12, Medley, 33178. In order to provide a more convenient office location for the many agencies that we work with in both Broward and Palm Beach Counties, we believe that we found an excellent location close to three major roadways and near the Miami-Dade/Broward County line. This office is conveniently located within a mile from the Florida Turnpike, Palmetto Expressway, and Interstate 75. There is ample free parking for applicants. Our office facility is approximately 3,200 sq. ft. and is specifically designed for screening and other public safety services. We have a very large testing room with private individual test booths for each applicant. We do provide off-site screening and travel upon request but ask for adequate advance notice.
2. Testing is conducted Monday-Friday beginning at 9:30 a.m.
3. For convenience, an agency can schedule their applicants on our website without contacting our office right up to the morning of testing.
4. The typical applicant takes 4-6 hours to complete the evaluation but there is no formal time limit.
5. All personality instruments are immediately scored in our office as each applicant finishes their individual tests.
6. Concise and job-related final written reports and a related background questionnaire are generated on each applicant and posted for review and/or downloading on our website within 72 hours of completion of testing. However, verbal feedback or a final report can be provided within a 24-hours of testing on special request.
7. Our firm is extremely familiar with and conforms to the Americans with Disabilities Act (ADA), Equal Employment Opportunity Commission (EEOC), and Genetic Information Nondiscrimination Act (GINA.) No legal complaint or litigation alleging discrimination has ever been filed against our firm.

8. Our screening system meets or exceeds all the recommendations and guidelines of the following organizations. International Association of Chiefs of Police, CALEA, Council of Police Psychologists, National Institute of Justice and the California Post Commission.
9. No legal challenge of a formal or informal nature has ever been sustained against our firm.

Licensed Psychologists on staff who conduct assessment/interviews and critical incident debriefings:

President and Senior Psychologist:

Brian Mangan, Psy.D., ABPP  
Board Certified in Police & Public Safety Psychology  
Licensed Psychologist

Lead Staff Psychologist and Consultant:

Mark Axelberd, Ph.D, ABPP  
Board Certified in Police & Public Safety Psychology  
Licensed Psychologist

Staff Psychologists:

Vanessa Perez, Psy.D  
Licensed Psychologist

Maria Galmarini, Psy.D.  
Licensed Psychologist

Mirelis Peraza, Psy.D,  
Licensed Psychologist

All listed licensed psychologists operate out of the main office location:  
9960 NW 116<sup>th</sup> Ave, Suite 12  
Medley, FL 33178  
305-442-8800

### EXECUTIVE SUMMARY

Law Enforcement Psychological and Counseling Associates, Inc. (LEPCA) is a well-established consultation firm that provides comprehensive services exclusively to law enforcement agencies primarily in the South Florida area. The firm was created in 1977 to effectively address the often unique and complex issues facing psychologists who undertake the role of a public safety psychological consultant. Dr. Brian Mangan serves as the President and Senior Psychologist of LEPCA, with Dr. Mark Axelberd, the founder of the firm, still serving as an active consultant and Staff Psychologist. Since the South Florida region is multi-ethnic in composition, the firm further understood the importance of cultural sensitivity and making certain that LEPCA's services would be accepted and utilized by the diverse cultural groups found in public safety work. One way to achieve this goal was to include mental health professionals from varied ethnic backgrounds in all areas of the firm's consultation work and this philosophy remains today. In 2006, the Miami-Dade Police Department with our assistance conducted extensive research for a five and thirteen-year period to determine whether our screening evaluations resulted in any adverse impact by race, sex or ethnic group (study included with this proposal.) The results found that "no adverse impact exists." To our knowledge, this study was one of the most exhaustive of its kind.

In 2009, LEPCA also completed a "green initiative" and made extensive investments to achieve a near paperless and seamless psychological screening process both for our internal office and user agencies as well. The project design utilized extensive input from numerous public safety agencies so as to better serve their specific needs. Our new system allows agencies to independently schedule applicants, access and/or download final applicant reports online 24-hours after completion of testing, safely store applicant files electronically, receive or review ancillary screening materials online, produce statistical reports quickly, and provide applicants important information on our website. We believe this achievement is one of the first of its kind in the entire nation and has proved to be well worth the effort extended. Importantly, this service is fully encrypted, protected with secure username and password, and all HIPAA requirements are adhered to regarding electronic storage.

In summation, LEPCA has been intricately involved in every facet of law enforcement and public safety consultation. In particular, the firm is very well known for its expertise in pre-employment psychological screening and LEPCA's evaluation process has often served as a model for numerous psychologists entering this specialized field. We have conducted approximately 75,000 evaluations for over 60 public safety agencies over the past nearly forty years and carried out extensive research in this area. Our screening system strictly adheres to laws governed by the EEOC, including the Americans with Disabilities Act (ADA) and Genetic Information Nondiscrimination Act (GINA). Moreover, our system meets and exceeds the guidelines set forth by the IACP, COPPS organization, California Post Commission, and CALEA. No agency using our screening services has ever had difficulties becoming or maintaining CALEA certification. In addition, many public safety agencies around the United States and even internationally both formally and

informally have requested our input to implement or improve their selection procedures and design.

Beyond providing pre-employment screenings and other consultations for almost every public safety agency in Miami-Dade County and many agencies in Broward and Palm Beach Counties, our expertise has been utilized by non-local entities as well. For example, we conduct pre-employment screenings for state agencies, including the Florida Highway Patrol and Florida Fish and Wildlife Commission, and have performed other sensitive evaluations as requested by U.S. Virgin Islands Police Force and United States Federal Agencies including the F.B.I., U.S. Secret Service, U.S. Customs, D.E.A., and the Transportation Security Agency. In addition, we have been instrumental in developing public safety fitness standards and guidelines not only for pre-employment screenings but also for Fitness for Duty Evaluations (FFDE). Our firm has been a pioneer in introducing and conducting FFDEs, which typically are very arduous and can frequently result in expensive litigation if not done correctly. Dr. Axelberd and Dr. Mangan have been called upon many times by various national agencies, including public and federal, to conduct extremely important and complicated fitness evaluations.

LEPCA has also been a local and national leader in creating innovative and effective specialized counseling, critical incident debriefings and training programs for sworn and non-sworn public safety employees and their family members. Members of the firm have provided thousands of hours of treatment and training to those in the South Florida public safety community for over thirty-five years. Indeed, many of the now commonly accepted psychological service practices for local and statewide public safety agencies were originally designed and promoted by members of our firm.

Most importantly, we have always been known for our constant availability, ease of accessibility, and practical approaches to achieving the highest quality services to our clients. We take great pride in our work and never forget the critical nature of the services we provide. We value the trust placed in us by our law enforcement clients and LEPCA will always strive to be deserving of the respect and opportunity given to us by the law enforcement and public safety community.

**IMPORTANT:** Statement to address item 4 (e) of RFP

Law Enforcement Psychological & Counseling Associates, Inc (LEPCA) has not been involved in any litigation within the last five years and there is no pending litigation arising out of LEPCA's performance



## Agency Contact List

Customer	Most Recent Contact	Phone	Street	City	State	Zip	Email
Aventura Police Department	Chief Bryan Reques	305-466-5865	15200 W. Country Club Dr.	Aventura	FL	33180	hoyas@aventurapolice.com
Bail Harbour Police Department	Chief Raleigh Reeves	305-553-7402	655 99th St.	Bail Harbour	FL	33154	rlawson@bailharbourfl.gov
Bay Harbor Police Department	Chief Sean Hennigway	305-355-8242	9905 Bay Harbor Terrace	Bay Harbor Island	FL	33154	rdharris@bailharbourfl.gov
Biscayne Park Police Department	Chief Lila Cochran	305-461-4016	540 N.E. 114th Ave.	Biscayne Park	FL	33161	
Broward Sheriff's Office	John Vassara, MS, SP-14	954-371-4425	2601 W. Broward Blvd.	FL	33128		
Doral Police Department	Kris Garcia	305-553-5525	6100 NW 55th Avenue	Doral	FL	33156	thomas@browardfl.com
Hialeah Police Department	Chief Santa Quintana	954-457-1400	400 E. Federal Highway	Hialeah	FL	33008	hialeah@hialeahfl.com
Hialeah Police Department	Lisa McCarty	954-457-1470	121 SW 2nd Street	Hialeah	FL	33008	
Hialeah Police Department	Chief Sergio Velazquez	305-553-5543	5535 E. 20th Avenue	Hialeah	FL	33113	sergio@hialeahfl.com
Hialeah EAP	Calvin Perez		501 Palm Ave.	Hialeah	FL	33010	cal@hialeahfl.com
Hialeah Fire Department EAP	Chief Frank Ryan	305-453-1500	62 E 5th Street	Hialeah	FL	33010	
Hialeah Police Department	Chief Al Noble	305-457-1535	750 N. Winesapwood Blvd	Hialeah	FL	33130	hialeah@hialeahfl.com
Miami Gardens Police Department	Chief Digna Moya-Fern	305-662-9922	1535 NW 157 Ave, Bldg. E, Spt. 200	Miami Gardens	FL	33156	hialeah@hialeahfl.com
Virginia Gardens Police Department	Chief Raymond Hernandez	305-571-3141	6429 N.W. 26th Ter.	Virginia Gardens	FL	33156	hialeah@hialeahfl.com
West Miami Police Department	Chief Nelson Andrae	305-455-1530	501 E.W. 52nd Ave.	West Miami	FL	33144	hialeah@hialeahfl.com
Coconut Creek Police Department	Chief Albert Arana	954-473-5700	4300 Corporate Pk.	Coconut Creek	FL	33063	hialeah@hialeahfl.com
Coastal Police Department	Chief Ed Hanks	305-442-4500	2201 Seaside St.	Coastal	FL	33134	hialeah@hialeahfl.com
Coast Springs Police Department	Chief Cyke Perry	954-345-1270	7201 Coral Springs Drive	Coast Springs	FL	33065	hialeah@hialeahfl.com
Dept. of Agriculture & Consumer Serv.	Virginia Booth	850-345-1518	2055 Agriculture Parkway, Spt. 222	Tallahassee	FL	32301	virginia.booth@flhhs.com
Department of Financial Services	Andie Parnham	888-419-4392	Division of Fraud	Tallahassee	FL	32305	andie@flhhs.com
Department of Transportation	Emily Murphy	888-414-4100	325 John Knox Rd., Westwood, OR, FL, 32	Tallahassee	FL	32305	emily.murphy@flhhs.com
Div. of A&T	Mark Garcia	850-413-0061	30600 91st Ln, Eastwood	FL	32135		
FL Sheriff's Department	Chief David Magnusson	305-195-7000	505 N.E. 57th Street	FL	32135		
FL Sheriff's Department	Major Paul	305-455-4000	75 College Drive, Suite 102	FL	32135		
FL Sheriff's Department	Chief Alexander D. Cases	305-455-4357	Investigative Unit	FL	32135		
FL Sheriff's Department	Chief Jason Taylor	735-455-1414	404 W. Palm Dr.	FL	32134		
Florida Highway Patrol	Captain Philip Chatter	850-417-2311	2900 Agriculture Hwy., Bldg. 1, Room A 302	FL	32308		
Florida Highway Patrol (Auxiliary)	Regina Smith	850-417-2314	2900 Agriculture Parkway, MS-45	FL	32308		
Golden Beach Police Department	Chief Rudy Hardie	305-430-7444	1 Golden Beach Drive	Golden Beach	FL	33149	hialeah@hialeahfl.com
Hialeah Gardens Police Department	Chief Luis Diaz	305-553-3333	10201 N.W. 37th Ave.	Hialeah Gardens	FL	33176	hialeah@hialeahfl.com
Hollywood Police Department	Chief Chris O'Brien	954-957-4357	3250 Hollywood Blvd.	Hollywood	FL	33021	hialeah@hialeahfl.com
Key Biscayne Police Department	Chief Charles Pines	305-385-5533	85 W. McNary Pl.	Key Biscayne	FL	33149	hialeah@hialeahfl.com
Lauderdale Police Department	Chief Jonathan Stanley	954-777-2061	5501 W. Campbell Park Road	Lauderdale	FL	33313	
Lauderdale Police Department	Chief Fred Torres	954-735-2350	1500 NW 86 Avenue	Lauderdale	FL	33313	
Margate Police Department	Chief Jonathan Simon	954-812-7111	5750 Margate Blvd	Margate	FL	33063	hialeah@hialeahfl.com
Miami Police Department	Chief Roberto Soto	305-523-2047	7331 NW 74TH St.	Miami	FL	33186	hialeah@hialeahfl.com

Miami Beach Police Department	Chief Edward Clements	305-573-1775	1100 Washington Ave.	Miami Beach	FL 33139	<a href="mailto:RobClements@miamicity.gov">RobClements@miamicity.gov</a>
Miami Dade Corrections	Comptroller Robert Perovic	786-263-6209	2525 NW 82 Ave, 2nd Fl, Maroon Lumber Box Miami	Miami	FL 33147	<a href="mailto:robert.perovic@miamicity.gov">robert.perovic@miamicity.gov</a>
Miami Police Academy	Consultant Raymond	305-603-9824	400 NW 2nd Ave.	Miami	FL 33129	
Miami Police Department	Asst. Chief Armando Aguilar Jr.	305-603-9840	400 NW 2nd Ave.	Miami	FL 33129	<a href="mailto:006501@miamicity.gov">006501@miamicity.gov</a>
Miami Seacoast Police Department	Lt. David McLeod	305-755-2458	9900 N.E. 2nd Ave.	Miami Springs	FL 33158	<a href="mailto:Kevin.Lisak@miamicity.gov">Kevin.Lisak@miamicity.gov</a>
Miami Springs	Chief Armando Gutierrez	305-805-6100	201 Westwood Dr.	Miami Springs	FL 33155	<a href="mailto:20022501@miamicity.gov">20022501@miamicity.gov</a>
Miami Dade Fire Rescue	Dave Downey	786-331-4272	5900 NW 41 Street	Miami	FL 33178	
Miami Dade Police Department	Chief Asael Artime	305-471-5403	9105 NW 25th St.	Miami	FL 33172	
Miami Dade Public Safety Training	3rd Family Counselor	305-715-5000	9801 NW 25th St.	Doral	FL 33170	
Miami Dade School Police	Chief Edwin Lopez	786-255-0880	750 NW 20th St, Room E-414	Miami	FL 33127	
Miami Dade Police Department	Det. Omar Fernandez	305-223-1600	P.O. Box 440221	Miami	FL 33144	
Miami Dade Police Department	Chief Dexter Williams	564-602-4000	3024 N. Commercial Pkwy	Miami	FL 33055	<a href="mailto:DexterWilliams@miamicity.gov">DexterWilliams@miamicity.gov</a>
Miami Dade Police Department	Chief Rick Ramsey	305-202-7000	5525 College Road	Key West	FL 33040	<a href="mailto:ramseyr@miamicity.gov">ramseyr@miamicity.gov</a>
North Miami Beach Police Department	Chief William Hernandez	305-540-2200	15501 N.E. 19th Ave.	North Miami Beach	FL 33162	<a href="mailto:william.hernandez@miamicity.gov">william.hernandez@miamicity.gov</a>
North Miami Police Department	Chief Amy Jurge	305-861-0504	700 N.E. 124th St.	North Miami	FL 33161	<a href="mailto:JurgeA@miamicity.gov">JurgeA@miamicity.gov</a>
Office of the Attorney General	Timothy Lane	560-414-3800	Fl-37, The Capital	Tallahassee	FL 32309	
Office of the Attorney General	Carly Cookley		Frederick Cyber Crime Unit	Jacksonville	FL 32207	
Orlando Police Department	Cpl. Nathan Satter	305-531-1023	2425 Alhambra Ave.	Orlando	FL 32805	<a href="mailto:nhsatter@orpolice.org">nhsatter@orpolice.org</a>
Palm Beach Sheriff's Office	Chief Deputy Michael E. George	561-488-3031	3228 Gun Club Road	West Palm Beach	FL 33409	
Pembroke Pines Police Department	Chief Kyo Shingora	564-431-2455	9400 Pines Blvd	Pembroke Pines	FL 33024	<a href="mailto:kshingora@pembrokefl.com">kshingora@pembrokefl.com</a>
South Miami Police Department	Chief Steve Landis	305-653-4301	8130 Sunset Dr.	South Miami	FL 33143	<a href="mailto:steve.landis@miamicity.gov">steve.landis@miamicity.gov</a>
Sunny Isles Beach PD	Chief Dwight Snyder	305-947-4440	14070 Collins Ave., 2nd Floor	Sunny Isles	FL 33160	<a href="mailto:dwsnyder@sibpd.net">dwsnyder@sibpd.net</a>
Surfside Police Department	Chief Anthony Russ	305-754-4337	10440 West Oakland Park Boulevard	Surfside	FL 33151	<a href="mailto:20070605@miamicity.gov">20070605@miamicity.gov</a>
Surfside Police Department	Chief Mike Yore	305-651-4552	9400 Harding Ave.	Surfside	FL 33154	
Sweetwater Police Department	Chief Placido Diaz	305-603-9900	500 S.W. 102 Ave.	Miami	FL 33174	<a href="mailto:002202@miamicity.gov">002202@miamicity.gov</a>
David Police Department	Chief Patrick Lyons	954-693-8200	1200 S. Mac Hill Rd	David	FL 33124	
David Fire Department	Chief Mike Downey	954-757-1513	6301 Orange Drive	David	FL 33134	<a href="mailto:002202@miamicity.gov">002202@miamicity.gov</a>
Town of Palm Beach	Chief Nicholas Cardillo	561-257-5523	P.O. Box 2000	Palm Beach	FL 33480	<a href="mailto:ncardillo@palmbeachfl.com">ncardillo@palmbeachfl.com</a>
University of Miami Public Safety	Chief David Rivers	305-224-1541	5555 France de Lago Blvd.	Coral Gables	FL 33124	<a href="mailto:002202@miamicity.gov">002202@miamicity.gov</a>
Village of Fitchburg PD	Mary Scudella	305-236-2121	1200 S. Princeton Parkway	Fitchburg	FL 33126	<a href="mailto:002202@miamicity.gov">002202@miamicity.gov</a>
William Mennas Police Department	Chief Fred O'Donnell	850-980-2150	2020 Wilcox Drive	William Mennas	FL 33009	<a href="mailto:002202@miamicity.gov">002202@miamicity.gov</a>

### STAFF BIOGRAPHIES AND QUALIFICATIONS

The following staff biographies are intended to summarize the experience in psychological screening and the services provided to police and public safety. Professional associations related to the profession of psychology and the specialty of police and public safety psychology are included in the biographies. As stated earlier, LEPCA has conducted approximately 75,000 evaluations for over 60 public safety agencies and carried out extensive research in this area. Agencies that send similar amounts of applicants or more per year to LEPCA include Florida Highway Patrol, Broward Sheriff's Office, Hialeah Police Department, City of Miami Police Department, Miami Beach Police Department, and Miami-Dade County agencies including Police, Corrections, and Fire.

#### **Brian L. Mangan, Psy.D., ABPP**

Board Certified in Police & Public Safety Psychology

Licensed Psychologist (PY7198)

President

Dr. Brian Mangan received his Doctor of Psychology in Clinical Psychology from The George Washington University in Washington, D.C. with distinction in 2003, specializing in the areas of adult therapy and assessment. He pursued his pre-doctoral internship at South Florida State Hospital, where he developed skills in dealing with a forensic population. Shortly after, he completed his post-doctoral residency with Citrus Health Network, conducting evaluations for the Juvenile Evaluation and Treatment Services program in the Miami-Dade Juvenile Justice system. After getting licensed near the end of 2005, he became a staff psychologist with Law Enforcement Psychological & Counseling Associates (LEPCA.) Since that time, he received daily mentoring from Dr. Mark Axelberd, and has risen to the levels of Senior Psychologist and Managing Partner. In 2011, Dr. Mangan took over the day to day operations of LEPCA and currently serves as President of the firm. In 2014, Dr. Mangan was awarded Board Certification in Police & Public Safety Psychology from the American Board of Professional Psychology, a unique specialty distinction currently shared by approximately 74 professionals nationwide.

Dr. Mangan is an active member of the International Association of the Chiefs of Police-Police Psychological Services Section (IACP-PPSS), currently serving on the Executive Board as Immediate Past Chair of the Section. In addition, he recently completed a three-year appointment as a member of the Ethics Consultation Committee, and previously served as a member of the Officer Involved Shooting Guidelines Revision Committee (2013) and the Psychological Fitness for Duty Evaluation Guidelines Revision Committee (2013.) Dr. Mangan also serves on the Board of Directors of the American Board of Police & Public Safety Psychology, currently in the position of Oral Exam Coordinator. He is an active member of the American Psychological Association, Division 18 Psychologists in Public Service, previously serving as the Secretary/Treasurer of the Police and Public Safety Section. Dr. Mangan is a member of the Florida Psychological Association, Society for Police and Criminal Psychology, and the Consortium of Police Psychological Services (COPPS.) He served as the Chair of COPPS in 2008 and 2013, hosting the annual

conferences attended by many public safety professionals from the Southeast region of the United States discussing emerging issues related to evaluation, intervention, ethics, and legislation current in police psychology.

Currently, Dr. Mangan serves as the President of Law Enforcement Psychological and Counseling Associates (LEPCA) in Medley, Florida. He started with LEPCA in January 2006 and was directed by Dr. Mark Axelberd in advanced training on public safety and law enforcement psychology related issues. His primary duty involves consultation with command staff on law enforcement related issues concerning both community and organizational objectives. On a daily basis, Dr. Mangan conducts numerous pre-employment screening interviews, interprets standardized test profiles, and consults with background investigators and law enforcement personnel regarding evaluation results. Moreover, he reviews all pre-employment evaluation files and completes the final report sent to an agency on each applicant. To this date, Dr. Mangan has performed nearly 23,000 screenings and reviewed over 35,000 evaluation files with approval for final report. Additional duties include psychological screening for specialized unit placement (Hostage Negotiator, SWAT, etc.); counseling with public safety personnel from area agencies, as well as the Officer Assistance Program with the City of Miami, Coral Gables, and Hialeah Police Departments; fitness for duty evaluations; critical incident stress debriefings; and conducting trainings with various departments in the south Florida community regarding front line supervision, stress management, and crisis intervention.

Since joining LEPCA, Dr. Mangan has also been instrumental in all research activities related to pre-employment psychological screening, including performance of combat veterans and veteran police officers on testing. For example, he conducted an extensive performance review of recruits in the Miami-Dade Police Department (MDPD) public safety academy. The research yielded very positive results and identified specific scores on the pre-employment evaluation that were correlated to successful completion of the academy. Additionally, Dr. Mangan recently completed research on "Successful vs. Unsuccessful" candidates in the Miami-Dade County Corrections training program, utilizing the pre-screening evaluations as a guide indicate potential risk in future screenings. Along with Dr. Mark Axelberd, Dr. Mangan was involved in the development of the Public Safety Suitability Questionnaire (PSSI), which is an objective standardized test used in the pre-employment screening of public safety candidates, and also recently participated in research on the performance of combat veterans on the pre-employment psychological evaluation.

Dr. Mangan previously served as Assistant Professor and Forensic Coordinator at Carlos Albizu University. As the coordinator, he monitored a program designed to train students to deliver psychological services, including psycho-diagnostic assessment, case law, legal standards, and expert testimony within the judicial and correctional systems. Additionally, he worked closely with the Miami-Dade Juvenile Courts, providing comprehensive evaluations and treatment recommendations for at-risk youths for a period of one year after completing his post-doctoral commitment.

**Mark Axelberd, Ph.D., ABPP**

Board Certified in Police & Public Safety Psychology  
Licensed Psychologist

Dr. Mark Axelberd received his Ph.D. with a specialty in Clinical Psychology from Georgia State University in 1977. He did his doctoral internship at the Counseling and Consultation Center at the Ohio State University. Since that time, he has been a full-time consulting psychologist to law enforcement agencies on a local, state and national level. He was the primary founder of the firm Law Enforcement Psychological and Counseling Associates, Inc. (LEPCA) and served as the President for 34 years. Since 2011, he has served as lead consultant and staff psychologist. In 2010, Dr. Axelberd was awarded Board Certification in Police and Public Safety Psychology from the American Board of Professional Psychology, a unique specialty distinction shared by only 70 professionals nationwide. He is also an active member of the Consortium of Police Psychological Services, the American Psychological Association, and the International Association of the Chiefs of Police.

Dr. Axelberd's years of exclusive experience with law enforcement since 1977 has allowed him to develop a most unique and thorough grasp of the complexities of providing psychological services to public safety clients. His reputation and expertise is well known within the law enforcement community and he has often been called upon by law enforcement administrators to advise and consult on the most sensitive and difficult matters. Many of the current psychological services provided to South Florida law enforcement agencies have been a direct result of his efforts. He has provided expert information and testimony numerous times for matters related to psychological fitness standards for law enforcement officers. He has also assisted many agencies in matters such as understanding and complying with the Americans with Disabilities Act (ADA). After 9/11, he was contracted to perform sensitive assessments germane to Homeland Security enhancement and continues to do so. Dr. Axelberd has also been instrumental in including and promoting the utilization of persons of color and women in a wide range of public safety consultations.

Encouraged by his colleagues and law enforcement community, Dr. Axelberd designed and developed a new and specialized personality screening instrument for the selection of Public Safety Applicants. The Public Safety Screening Inventory (PSSI) is different from other tests in that a diverse group of actual Public Safety Officers were extensively involved in providing input and creating some of the individual test items. As a result, the item content of the PSSI is very job-related and directly assesses those characteristics and traits deemed essential by those working in the field. The PSSI to date has proved itself to be a very valuable addition to the firm's battery of pre-employment instruments.

Dr. Axelberd has received awards and has been frequently recognized for his positive contributions in areas such as Pre-Employment Psychological Screening, Officer Assistance Programs, Personnel Policy Development, Fitness for Duty Evaluations, Critical Incident Debriefings, Officer Training Programs and assisting agencies in the development and implementation of effective selection systems. He has been featured

several times in the written and television media for his innovative consultations with law enforcement agencies. For example, he has appeared on the TV news program 20/20, 48 Hours and the USA Today TV News Journal. The International Association of Chiefs of Police honored Dr. Axelberd with a certificate of appreciation for his teaching of seminars involving pre-employment psychological screening. In the early 1980's, Dr. Axelberd also worked closely with the Florida Police Standards and Training Commission to initiate pre-employment psychological testing standards and officer assistance programs throughout the State of Florida. In 1981, Dr. Axelberd wrote the original guidelines on behalf of the commission for the conducting of pre-employment screening in the state. During this same period, he was also one of only a few select public safety psychologists chosen by Harper and Row Media to conduct nationwide workshops with law enforcement executives on the introduction of psychological services to their respective agencies. Dr. Axelberd was selected by the Council of Police Psychologists to initiate national guidelines for psychological screening of law enforcement applicants. He has been called upon by numerous agencies on a local, national and even international level to provide opinions and make recommendations on numerous subjects related to public safety psychological services. For example, he worked closely with the Dallas Police Department, New York City P. D., Rochester Police Department and several others in critically assessing and developing updated selection procedures. On an international level, he has provided extensive input to the Moscow, London, Ottawa and Israeli law enforcement agencies.

Dr. Axelberd has gained his reputation and continues to do so through his "hands-on" provision of psychological services. He has been directly involved in the screening of over 70,000 law enforcement applicants and has conducted approximately 300 Fitness for Duty Evaluations. He has also designed innovative and very successful confidential counseling programs, training seminars and Critical Incident Debriefings for law enforcement personnel and their families. Over the years, he has personally provided counseling assistance to an innumerable number of South Florida officers and families.

Dr. Axelberd continues to remain directly involved in every facet of the firm's law enforcement consultations. In more recent years, he has provided extensive advanced training to LEPCA staff psychologists in the specialty of public safety psychology. This has provided him the opportunity and time to conduct updated research and to creatively modify and "tweak" existing services. He especially has concentrated on improving effectiveness in the critical area of pre-employment psychological screening. He has conducted validation research, gathered normative data pertaining to minority applicants, provided training to police background investigators and has developed numerous supplemental materials and procedures to assure the highest quality screenings of South Florida applicants. One very important and recent accomplishment was LEPCA's completion of a "green initiative" in 2009. Developed by Dr. Axelberd and Dr. Brian Mangan, with input from the public safety community, this system allows for near paperless and seamless process of screening for both LEPCA and agency users. Lastly, Dr. Axelberd conducted timely research on the performance of combat veterans on pre-employment psychological evaluations. He is honored that his screening and other programs have often served as a model for other psychologists entering the law enforcement consultation field.

**Vanessa Perez, Psy.D., LMHC**  
Licensed Psychologist

Dr. Vanessa Perez was born and raised in Miami, FL. She received her Bachelor's degree in Psychology from Florida International University in 2002 and received her Master's degree in Mental Health Counseling in 2005 from Nova Southeastern University. Dr. Perez completed her mental health internship training at Broward General Hospital and Parkway Regional Medical Center working with individuals diagnosed with severe and persistent mental illness. Dr. Perez further pursued her graduate studies at Carlos Albizu University, receiving an additional Master's in Psychology in 2008 and Doctorate in Clinical Psychology-Forensic Concentration in 2013.

While attending graduate school, Dr. Perez worked at Larkin Community Hospital providing outpatient counseling to court mandated dual-diagnosis populations and conducted comprehensive neuropsychological evaluations with the U.S. Department of Veterans Affairs. Dr. Perez completed her APA accredited pre-doctoral internship at South Florida State Hospital, where she developed expertise with forensic assessment, including violence risk assessments and competency evaluations. She specialized in competency restoration, dialectical behavior therapy, behavior modification, and risk management in both individual and group settings. Dr. Perez completed her post-doctoral residency with the G.A.T.E. Diversion Program, specializing in the evaluation and treatment of adolescents charged with sexual offenses. At this time Dr. Perez maintained a supervisory role over program development, clinicians, and community outreach, specializing in trauma informed care, child-on-child sexual abuse, and human trafficking with culturally diverse populations.

In 2015, Dr. Perez began working at Law Enforcement Psychological and Counseling Associates, conducting pre-employment psychological screenings, psychological fitness for duty evaluations, and critical incident stress debriefings with various public safety organizations. Additional duties include individual, couples and family counseling with public safety officers and personnel through the Employee/Officer Assistance Program with the City of Miami, City of Coral Gables, and City of Hialeah Police Departments, as well as the City of Hialeah Fire Department. To date, Dr. Perez has completed approximately 3,500 pre-employment psychological screenings. Dr. Perez is a member of the International Association of Chiefs of Police- Police Psychological Services Section (IACP-PPSS), American Psychological Association (APA), Psychologist in Public Service (Division 18), and was a member of the Psi Chi National Honor Society in Psychology. Dr. Perez was an active attendee and participant at the 2017 and 2018 IACP PPSS Annual Conference, participating in the Section's Psychological Fitness for Duty Revision Committee in 2018 and is currently a member of the Section's Annual Conference Education Committee. She also was an active attendee at the 2016 and 2018 Annual Conference for the Consortium of Police Psychological Services (COPPS). Dr. Perez is a highly experienced Licensed Psychologist and Licensed Mental Health Counselor who has over thirteen years success in the field of psychology providing comprehensive psychological evaluations and working with culturally diverse populations.

**Maria Galmarini, Psy.D.**  
Licensed Psychologist

Dr. Maria Galmarini received her Bachelor's degree in Psychology from Boston University in 2008. She completed her Master's degrees in Mental Health Counseling and Clinical Psychology, as well as her Doctorate degree in Clinical Psychology from Nova Southeastern University. Dr. Galmarini has worked with diverse clients in inpatient, outpatient, and correctional settings. Her broad clinical and evaluation experience in the diverse area of South Florida has afforded Dr. Galmarini an opportunity to learn about and integrate cultural awareness in her work. She is bilingual and has experience performing evaluations and providing individual, couples, and family therapy in English and Spanish.

Dr. Galmarini completed both her pre-doctoral internship and post-doctoral training at South Florida State Hospital. During her time at South Florida State Hospital, Dr. Galmarini provided individual therapy, group therapy, psychological testing, forensic evaluation, and neuropsychological evaluations. Most of Dr. Galmarini's post-doctoral training specialized in the area of forensics. She performed risk assessments and competency evaluations while also serving as an expert witness in criminal court and re-commitment hearings. Although the focus of her training was on individual patient care, Dr. Galmarini was also a part of a hospital initiative to reduce stress and burnout among staff and support personnel. She assisted in planning and organizing presentations to help staff develop self-care skills, and positive coping strategies to deal with personal and work-related stressors.

Dr. Galmarini first gained experience in the field of police psychology in 2013, completing clinical externship at Miami-Dade Police Department's Psychological Services. She provided individual, couples, and family therapy to sworn officers, civilian support personnel, and their families. Dr. Galmarini joined Law Enforcement Psychological and Counseling Associates, Inc (LEPCA) in August of 2015. She currently provides individual, couples, and family therapy to law enforcement and support staff through the employee assistance programs of the City of Miami, City of Coral Gables, and City of Hialeah Police Departments, as well as the City of Hialeah Fire Department. Additionally, Dr. Galmarini conducts pre-employment psychological screenings, fitness for duty evaluations, and critical incident stress debriefings. She has completed nearly three thousand pre-employment psychological evaluations since joining LEPCA. In addition to her work in police and public safety, Dr. Galmarini currently serves as a forensic evaluator for the 11<sup>th</sup> Judicial Circuit of Miami-Dade County, conducting competency evaluations and providing expert witness testimony in criminal court.

Dr. Galmarini is a member of the American Psychological Association-Psychologist in Public Service Division and the Society for Police and Criminal Psychology. Additionally, she is an Associate Member of the International Association of Chiefs of Police (IACP)-Police Psychological Services Section, currently serving on the section's Diversity Committee and Annual Conference Education Committee, and previously serving on the Officer Involved Shooting Guidelines Revisions Committee in 2018.



**Mirelis Peraza, Psy.D.**  
Licensed Psychologist

Dr. Mirelis Peraza was born and raised in Cuba, where she completed one year of college before immigrating to the United States. She continued her education at Florida Atlantic University, where she graduated in 2003 with a Bachelor's Degree in Psychology. She pursued her graduate studies at Carlos Albizu University, from where she received her Master's Degree in Psychology (2005) and a Doctorate in Clinical Psychology (2012), both with distinction. Her area of concentration during her doctoral studies was forensic psychology and assessment. Also, while attending Carlos Albizu University she participated in specialty training with Dr. Brian Mangan, who was teaching a specialized course in Police & Public Safety Psychology. During this two-semester training, emphasis was placed on pre-employment psychological screening with public safety applicants.

Dr. Peraza completed her pre-doctoral internship and postdoctoral residency at South Florida State Hospital (SFSH), where she remains as a part time psychologist. In her three years working at the state hospital, Dr. Peraza has developed expertise with forensic assessment, including violence risk assessments and competency to proceed evaluations for the court. She has provided competency restoration and risk management on individual and group settings, completed evaluations for the court, and trained graduate students completing their practicum and internship years at SFSH.

Beginning in 2013, Dr. Peraza became involved with LEPCA on a part-time apprenticeship basis. During this time, she continued her training with integration of standardized objective test profiles, as well as observed clinical interviews and the final report process, while being mentored by Dr. Mangan. She was an active attendee and participant at the 2013 Annual Conference for the Consortium of Police Psychological Services. In early 2014, Dr. Peraza was successfully licensed as a psychologist and subsequently hired as part-time staff with LEPCA. To this date, she has completed approximately 200 pre-employment psychological screenings. Dr. Peraza also has over ten years of experience in clinical therapy, with a diverse range of populations and disorders. Before providing clinical services to the severe mentally ill population of the state hospital, she had over 7000 hours of experience in clinical therapy with children and families. Additionally, Dr. Peraza serves in private practice, providing individual therapy to adult outpatient population. She has sought extensive training, specializing in the areas of affective disorders, trauma, family dynamics, and immigration and acculturation issues.

PHILOSOPHY OF PRE-EMPLOYMENT SCREENING  
FOR PUBLIC SAFETY PERSONNEL

Pre-employment psychological screening of Public Safety Position applicants first began to gain popularity and widespread acceptance during the period between 1970 and 1980. Initially, this screening was adopted mostly by urban agencies often in reaction to alleged civil rights violations by their Officers and subsequent protests, legal actions and in some cases civil disturbances. The so called "negligent hiring and retention" legal claims began to proliferate in those years, occasionally resulting in large monetary payouts to Plaintiffs. The psychological screening of applicants became one of the first agency responses to these events, since agencies could implement screening rather quickly at a reasonable cost. Unfortunately, many agencies and contracted screening psychologists knew little about the intricacies of this screening or how to effectively implement or utilize the results. As a consequence, a plethora of screening procedures emerged, many of which were of little use to the agency.

Often, the psychologist worked in isolation from the agency and there was scant communication between the two parties. This severely limited the psychologist's effectiveness and the agency frequently had little education on how to interpret or apply what the psychologist's report indicated. As a result, many misconceptions about screening developed and agencies sometimes ran the risk of actually misusing the psychological report. To make matters more complicated, selection procedures generally, and psychological screening specifically, are by their nature vulnerable to criticism and can become "political footballs" between competing factions with different interests. Therefore, although psychological consultants must maintain appropriate flexibility in their work, the consultant has to always demonstrate professional objectivity and honesty even in the face of criticism from others.

It was with the above challenges in mind, that nearly forty years ago, our firm set about to address these issues in a professional, logical, and practical approach. Briefly stated, the goal and purpose of pre-employment screening is to screen-out those applicants identified as having high-risk factors for performance of the Public Safety position vs. those applicants who are absent these risk factors and possess traits deemed suitable for the position. To accomplish this goal, our philosophy is quite simple; effective programs and effective people lead to effective organizations. It is the contracted psychological firm's job to create a state-of-the-art screening program and to educate/train relevant agency personnel in the correct application of the system. It is the agency's responsibility to provide motivated selection personnel and policies consistent with the difficult but critical task of identifying the most qualified applicants for final hire.

Since no one selection procedure provides all the answers, a systemic and comprehensive approach must be utilized. To achieve maximum effectiveness, agency personnel and members of the psychological firm must be willing to communicate and work as a coordinated team when necessary. We pride ourselves on remaining constantly available to each of our clients and always provide, whatever, extra input is necessary to make our screenings as effective as possible. Improving upon selection procedures is a constant

endeavor. As a result, the agency and psychological contractor sometimes need to "push the envelope" and challenge each other to enhance their respective expertise.

### ESSENTIAL/IMPORTANT JOB-RELATED TRAITS

A critical part of effective psychological screening is to identify in common sense language the job-related traits that are most critical to performing the public safety job position. This can be accomplished through observation of those performing the job, conducting job position surveys, reading the formal job description and reviewing any studies and research on the subject by respected public safety organizations such as the California Peace Officer Standards and Training Commission (POST). Over the years, our firm has availed itself of all the aforementioned sources of information and our current system focuses on and rates applicants on the following 13 public safety job dimensions. The report of applicants who do not meet standards on a job-related trait(s) will either state: "Deficit Mild to Moderately Indicated" or "Deficit Strongly Indicated" for each of the traits listed below.

- Integrity / Ethics / Compliance with Rules
- Impulse Control / Attention to Safety
- Judgment / Decision-Making
- Openness / Ability to Admit Shortcomings
- Stress Tolerance / Emotional Regulation
- Social Competence / Tolerance
- Work Habits / Patterns
- Avoidance of Substance Abuse and other Maladaptive Behaviors
- Learning Ability / Problem Solving
- Flexibility / Adaptability
- Assertiveness / Initiative / Persuasiveness
- Conscientiousness / Dependability
- Communication Skills / Verbal Expression

For further definition and detail of each job dimension, please refer to our Report Interpretation Manual located through your agency's secure access at [www.lepca.com](http://www.lepca.com) (attached with this proposal)

### DETERMINATION OF JOB-RELATED RATINGS

As with most medically related professional opinions and ratings, the assessment psychologist's decisions are based on procedures and tests considered to be reliable and valid. In the evaluation of public safety applicants, we use multiple and overlapping sources of information in arriving at ratings on each essential job trait as well as an overall

job suitability rating. All procedures, forms and the rating system in our evaluation process are carefully standardized so as to assure reliability and fairness for each applicant. Our firm's findings are based on the aggregate of information collected from the four phases of the evaluation. These phases include standardized test profiles derived from the battery of tests, personal history/background information, clinical interview material and performance on a problem-solving and learning ability test.

All test profiles and each phase of the evaluation are reviewed closely and then integrated together to achieve the most accurate and complete picture of the applicant's potential job-related strengths or weaknesses. Beyond standard clinical interpretation of test profiles, we also utilize various actuarial predictions of job performance generated by research on each of the instruments. For the great majority of applicants, we find the piecing together of the parts of the evaluation lends itself to clear-cut and logical final ratings. Occasionally, we do find that an applicant's results are ambiguous or "borderline." In those instances, the applicant's file undergoes a thorough staff review and we may compare our findings with those of the Background Investigator.

In some cases, it is useful for the Background Investigator to clarify the report with our office and we are always available to do so. To assure the reliability and quality of every report, the findings of each report are carefully reviewed by a senior psychologist before submission to the agency. To further evaluate ourselves, we periodically compare our rating category percentages with a select group of other national experts in this field. Our ratings have always been found to be very similar to this respected group. Lastly, a thorough multi-year study of our evaluation system conducted by the Miami-Dade Police Department found no adverse impact on any protected group.

Please be aware, members of our screening team are always interacting and discussing every aspect of the evaluation process on a daily basis. The challenge of rating and predicting human behavior will always remain a daunting task and the assessment psychologist can never let complacency set in. Those who have worked closely with us know how relentless and determined we are in our on-going efforts to be thorough and fully informed with each applicant's evaluation.

#### REPORT FORMAT

Our report format was designed specifically for public safety selection after receiving input from numerous public safety personnel and reviewing ADA guidelines, HIPAA privacy requirements, GINA, and recent court rulings in this area. Our conclusion is that use of "wordy" narrative reports is very questionable for the purpose of employment testing. Psychologists often "fall in love" with lots of psychological jargon and flowery descriptions of applicants but many times these type reports contain superfluous, confusing or irrelevant information and are not practical for the task at hand. Just citing one example, almost all screening psychologists use some type final rating system to categorize applicants. However, some psychologists still do not provide a brief and clear definition differentiating each rating category. Instead, these psychologists assume that the user of

the report will automatically define rating categories such as "Suitable," "Suitable with Reservations," or "Unsuitable" exactly how the psychologist intended. This is often not the case and can cause major misunderstandings, actual misuse of a report or stigmatize certain applicants. With a few clarifying words or sentences describing a rating category, these problems can be avoided.

We find that law enforcement users of screening reports basically want relevant, clear-cut, concise and easy to understand job-related ratings and statements about an applicant. In many cases, the agency also needs reports quickly. These concerns are exactly what our law enforcement screening reports attempt to address. To summarize, we provide all relevant information and final reports typically within 72-hours of testing in a concise and user-friendly report. We believe our report format is very thorough, but at the same time, easy to use and simplistic in design. Everything contained in our report format has been well thought out and designed for the specific needs of law enforcement agencies. Of course, the applicant's entire file including psychological profiles, raw data and any other supportive information is always available should an administrative or legal challenge ever occur.

To further assist the agency, we provide a comprehensive manual that educates the report user on each job-related deficit and assistance in assessing whether the deficit is substantiated by the applicant's personal history and behavior. Without such assistance, we find that users of a psychologist's report will often just look at the overall rating and little else. From reviewing the bid language in this area, we believe our report format provides the requested information in a focused, practical and user-friendly way.

#### CONFORMANCE TO STANDARDS

There is no one governing body, organization or authority that officially regulates or defines pre-employment screening of public safety applicants. Nevertheless, there are certain respected organizations, associations and individuals who have developed guidelines for this testing, which act as generally accepted standards within the public safety community. In our professional opinion, the following entities are generally accepted as setting the guidelines and standards in this area: International Association of Chiefs of Police (IACP), California POST Commission, Consortium of Police Psychological Services (COPPS), Michael Roberts, Ph.D., David Corey, Ph.D. and Mark Axelberd, Ph.D.

Our firm complies or exceeds all of the above guidelines set forth by the above authorities. Our firm, in particular Dr. Axelberd, assisted the Florida Department of Law Enforcement (FDLE) in the early '80's when they strongly recommended that psychological screening is an important of public safety applicant screening. Dr. Axelberd wrote the initial guidelines for this screening on behalf of FDLE and introduced the screening process throughout the state of Florida. Also, in the early 1990's he assisted with the initial national screening guidelines as part of his association with COPPS.

Dr. Mangan is an active member of the International Association of the Chiefs of Police-Police Psychological Services Section (IACP-PPSS), currently serving on the Executive Board as Immediate Past Chair of the Section. In addition, he recently completed a three-year appointment as a member of the Ethics Consultation Committee, and previously served as a member of the Officer Involved Shooting Guidelines Revision Committee (2013) and the Psychological Fitness for Duty Evaluation Guidelines Revision Committee (2013.) Dr. Mangan also serves on the Board of Directors of the American Board of Police & Public Safety Psychology, currently in the position of Oral Exam Coordinator. He is an active member of the American Psychological Association, Division 18 Psychologists in Public Service, previously serving as the Secretary/Treasurer of the Police and Public Safety Section. Dr. Mangan is a member of the Florida Psychological Association, Society for Police and Criminal Psychology, and the Consortium of Police Psychological Services (COPPS.) He served as the Chair of COPPS in 2008 and 2013, hosting the annual conferences attended by many public safety professionals from the Southeast region of the United States discussing emerging issues related to evaluation, intervention, ethics, and legislation current in police psychology. As stated above, the IACP-PPSS developed the current guidelines for Pre-Employment Psychological Screening. To this day, our firm continues to often act as the model screening system and advisor to numerous psychologists and public safety agencies on a local, national and even international basis. In conclusion, we never rest on our laurels and those who know us realize how hard we continue to work to provide the highest quality of screenings.

#### TEST BATTERY

##### Police Officer and Correctional/Detention applicants:

Personal History Questionnaire (PHQ), California Personality Inventory (CPI), Personality Assessment Inventory (PAI), Clinical Interview, PSSI (research)

##### Dispatch/Firefighter/non-sworn personnel:

Personal History Questionnaire (PHQ), PAI, CPI, Clinical Interview

Please remember, Clinical Interview for non-sworn personnel is not as exhaustive as it is for sworn/critical public safety positions.

##### Primary Instruments:

**Personality Assessment Inventory (PAI):** The PAI is a well-researched and accepted comprehensive instrument, which essentially measures and identifies various diagnosable psychological conditions. The emphasis of the PAI is to rule out diagnosable mental health conditions or behavioral patterns commonly associated with psychopathology or emotional disturbance. The purpose and nature of many test items on this instrument makes it a medical procedure under ADA guidelines and the PAI can only be administered after a

"real" conditional offer of employment has been provided to the applicant. In terms of use with the screening of public safety applicants, the instrument is utilized by 100's if not 1,000's of psychologists who conduct these screenings. In recent years, it has particularly gained popularity as a more contemporary instrument vs. the MMPI-2, which has been criticized rightly or wrongly for being outdated. Both these tests serve one of the important "screen-out" functions of pre-employment screening, which is to identify and screen-out applicants with propensities towards emotional instability. Of great importance, our firm uses and works closely with Dr. Michael Roberts who has carried out extensive research with the PAI for the screening of public safety applicants. As such, he has produced and we utilize a specialized public safety report that provides specialized and extensive normative data for public safety positions and predictive validity measures of salient traits such as integrity, anger management and other job performance criterion.

**California Psychological Inventory (CPI):** In our judgment and experience, the CPI is the most often used and validated instrument for the selection of public safety applicants. We have administered approximately 50,000 or more CPI's to applicants and conducted various research projects over the years to improve the accuracy of this instrument for predicting job performance. As with the PAI, we utilize Dr. Robert's specialized CPI public safety report, which provides further important job predictions based on longitudinal studies. As an aside, it should be mentioned that Dr. Roberts is considered an elite public safety psychologist and his specialized reports have been critically reviewed and used by the most knowledgeable and experienced screening psychologists across the country. Contrary to the PAI, the CPI measures dimensions of normal behavior such as Dominance, Social Presence, Empathy, Self-Control, Responsibility, following rules, conformance to team behavior, flexibility, etc. As such, this instrument is critical in assessing the essential traits relevant to almost all public safety positions and therefore the CPI is given great weight in our assessments. The purpose and individual items of the CPI do not identify diagnosable psychological conditions and instead measure primarily interpersonal personality functioning. Therefore, under ADA guidelines this instrument qualifies as a non-medical procedure and ideally should be administered before a conditional offer of employment in a bifurcated system of screening.

**Clinical Interview:** Every applicant undergoes a semi-structured interview with a licensed psychologist specifically trained and supervised by our senior staff. The interview process clarifies and reviews the applicant's personal and work history, explores or compares test profiles with the applicant's history and interview presentation and asks standardized job-relevant questions similar to an oral interview. The structured interview process and areas of questioning must be strictly maintained by each psychologist so as to assure consistency and reliability between our staff. Interviewers are closely supervised and on a daily basis our staff reviews cases and makes certain that everyone understands and applies the same reasoning and standards as others. In addition, interviewers only prepare a preliminary report, which is then carefully reviewed by both Dr. Mangan and Dr. Axelberd. Any possible inconsistent findings or opinions whatsoever are identified and reconciled with the interviewing psychologist before a final report is created. Keep in mind, the interview is only part of a comprehensive evaluation process and in our system, ratings are only determined through a carefully laid out and objective decision process. We rely heavily on

well-researched and objective predictions of job performance, which greatly limits the possibility that subjective observations or opinions will "muddy" the water. Unfortunately, due to the limited knowledge about these screenings and stereotypes reinforced by the media, many individuals mistakenly believe that the results of these evaluations are primarily subjective and based on a comment or two an applicant may have made to the interviewer. Nothing could be further from the truth.

**Personal History Questionnaire:** Our firm has developed with input from numerous agencies a relevant and comprehensive self-report questionnaire. We have a pre-offer questionnaire (non-medical) and a post-offer (medical) questionnaire. Essentially, the post-offer questionnaire gathers mental health history, details of drug/alcohol usage and other information considered medical in nature, which cannot be obtained pre-offer. For agencies who still have not bifurcated their screening per ADA, we administer one combined background questionnaire that contains non-medical and medical inquiries.

### **Research Instruments:**

This instrument is in research phase and applicants are made aware of this during informed consent. As such, the instrument is not considered during the formal rating process, but may be used to augment an interview through clarification or discussion of applicant's particular answers on specific job-related critical items. Overall, the PSSI has shown great promise and on-going research has thus far proven its worth and accuracy.

**Public Safety Screening Inventory (PSSI):** This instrument was designed and researched specifically for the screening of public safety applicants. Dr. Axelberd, of our firm, is the author of this instrument and he utilized his 31 years of exclusive experience in law enforcement in developing an extremely job-relevant and face valid screening test. He utilized extensive input from those in the public safety community to achieve this goal and all of the PSSI individual items were reviewed by public safety personnel or in some cases the items were written by those working as public safety officers. Essentially, this instrument assesses those on-duty as well as off-duty behaviors, attitudes and traits that land so many officers in trouble. For instance, there are scales designed to measure the likelihood of domestic violence or sexual acting-out, which often are reasons for officer misconduct and embarrassment to the agency. Therefore, the PSSI was an on-going collaboration between Dr. Axelberd, Dr. Mangan and those doing the public safety job the test was designed to measure. The PSSI has been developed and researched over an approximately six-year period and subjected to numerous refinements based on several rounds of research. Dr. Nick Lim, a university professor who teaches statistical analysis and test construction was retained as an independent consultant to supervise the research design and statistical analyses involved in the PSSI's development. So far the test has exceeded our expectations and multiple validation studies yielded very positive results.



### CRITICAL INCIDENT STRESS DEBRIEFING (CISD)

A Critical Incident Stress Debriefing (CISD) is a specialized counseling/educational session utilized with Public Safety Officers who have experienced an unusual, abnormal or potentially traumatic job-related event. Typically, officers are most often referred for this service after discharging their firearm in the performance of their duties. However, any event viewed as possibly traumatic by a supervisor or the affected officer may warrant referral. For example, an officer responding to the scene of a murdered child can have serious emotional repercussions for particular officers. In many medium to large sized agencies, the CISD program is often a part of a comprehensive EAP services.

The majority of officers responding to abnormal or traumatic events only require 1-2 sessions to resolve or deal with their emotional reactions. For these officers, the CISD is more of an educational and preventative session vs. an in-depth therapeutic intervention. Nevertheless, for a minority of officers the referral event can trigger more severe and long-lasting emotional reactions and can even develop into Post-Traumatic Stress Disorder (PTSD). Lastly but of importance, unless an officer displays what would be considered very unusual or disturbing behavior before, during or after a critical event then an officer is typically presumed to be fit for duty. In other words, responding to potentially critical incidents is part of an officer's routine job description and should not ordinarily trigger serious concerns about an officer's emotional fitness.

Per the International Association of Chiefs of Police (IACP) guidelines, the following are the recommended practical considerations in an agency's creation of an effective policy for a CISD:

1. A CISD is conducted for the benefit of the Officer and is **NEVER** to be confused with a formal Fitness for Duty Evaluation (FFDE); or to be used as part of any administrative or criminal investigation into the critical event itself. The client of record for the CISD is the individual officer. In contrast, in a FFDE referral the agency is the client of record and a formal evaluation is conducted that includes extensive standardized testing, review of ancillary background materials and a comprehensive written report of findings is provided to the agency.
2. To avoid the fear of stigmatizing any individual officer, all officers exposed to a critical incident should be mandated to attend an initial CISD session. It should be the shift Commander's or the officer's immediate supervisor's responsibility to verify that a referral has been made.
3. Except as an emergency might dictate, CISD sessions are to take place at the psychological consultant's private office. This provides a private setting for more open dialogue by clearly separating the CISD from other administrative or investigative processes. Whenever possible, the CISD should occur within 24-72 hours after the event. Many agencies will remove the officer(s) from their usual duties, at least until the CISD is concluded.

4. A CISD should be considered a confidential professional service and other than verifying an officer's attendance when requested, the consultant will not provide further information to anyone except as specified below.
5. If during a CISD it becomes apparent to the psychologist that the officer is experiencing acute or incapacitating symptoms, then the psychologist will explain to the officer the need for temporary removal from their usual job duties and the necessity for further treatment. The psychologist typically with the officer present will then immediately contact by phone a designated agency Commander to inform them of the situation. The psychologist will discuss and coordinate with the Commander the specific actions that are being recommended before release of the officer back to full duty. As previously stated, for the great majority of officers, the CISD is more of a required educational and psychological debriefing session and removal of officers from their routine job duties is very much the exception vs. the rule.
6. As previously stated, a CISD is a very different service from a Fitness for Duty Evaluation (FFDE). A CISD is confidential and conducted for the benefit of the officer. A FFDE is not confidential and is performed on behalf of the agency to address specific documented issues of officer fitness. Occasionally, an agency may require an officer to undergo a FFDE in addition to the required CISD. For example, assume an officer has experienced one or more recent critical incidents in addition to the current one and is also known to be going through a difficult and upsetting divorce. As a result, the agency may determine a formal FFDE is justified and necessary in that circumstance, in addition to the CISD. In this situation, the FFDE should be performed by a different psychologist than the one who conducted the CISD.

Completed by LEPCA staff:

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#### PUBLIC SAFETY EAP/OAP SERVICES

Justification for establishing and supporting an agency Employee Assistance Program (EAP) or Officer Assistance Program (OAP):

1. It is well known and accepted that police work is extremely challenging and stressful both from a physical and especially psychological standpoint. It is well established that various mental health problems such as severe stress, depression, marital/family problems, abuse of alcohol, etc. account for the vast majority of police officer problems and can in some instances become the direct cause of poor performance, lack of productivity, low morale and even misconduct. Beyond the

individual human toll, the dollar cost of these maladies over many years to a municipality is virtually incalculable but obviously very substantial.

2. As a result, every professional law enforcement association strongly recommends the maintenance of a specialized OAP for police employees (sworn and non-sworn.) These agencies include the Commission on Accreditation for Law Enforcement (CALEA), U.S. Justice Department, International Chiefs of Police (IACP) and FDLE.
3. Therefore, the local and national practice has been for all law enforcement agencies to establish the above program and services. In fact, I am not aware of any medium to large urban agency that has not heeded the recommendations for such programs. For example, locally the Miami-Dade, Hialeah, Miami, Miami Beach, and Coral Gables Police Departments, just to name a few, have on-going OAP programs.
4. Over the years, the existence and effectiveness of an agency's OAP program in several instances has assisted in mitigating the agency's liability in various legal actions. Indeed, there have been rulings in various court cases where the municipality was held liable for not having these services available to their law enforcement employees. These programs are also considered an integral part of an agency's Early Warning System (EWS) and line supervision training.

#### Current Agency List for Counseling/Training

LEPCA is designated EAP/OAP provider for City of Miami Police Department, City of Hialeah Police Department, City of Hialeah Fire Department, and City of Coral Gables Police Department.

In addition, LEPCA provides counseling services to agency personnel with many other local agencies on an as needed basis.

Law Enforcement Psychological & Counseling Associates, Inc

## Supplementary Background Investigation Report Interpretation Manual

1/20 Version

**\* Important document for anyone who reviews the screening report. Please be certain to distribute this manual to all relevant persons in the selection system including background investigators and administrators.**

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### Introduction to Interpretation Manual

The following guidelines should assist you in using this manual effectively and understanding the intent and proper use of the screening report itself. We are always available and welcome questions, should you desire further explanation.

Our reports are designed and limited to identifying high-risk/unsuitable applicants *who do not meet* minimum standards and identify concerning Areas of Deficit(s) based on comprehensive information gathered during evaluation. Additionally, for those applicants *who do meet* standards, our reports provide an opportunity to further comment on any Areas of Deficit(s) which were observed for further agency consideration and investigation.

- ◆ With guidance from the Peace Officer Psychological Screening Manual produced by California Commission on Peace Officer Standards and Training (POST) Standards, Evaluation, and Research Bureau (2014), we will identify and assess traits considered essential for a public safety position. These traits are described and clarified in detail in this manual. By utilizing this information, the user of the report can gain a more comprehensive understanding of the scope and definition of each deficit trait. To read about a particular job-related deficit, simply turn to the index of deficits on page 4 and go to the corresponding page number for the specific deficit of interest.
- ◆ For the selection process to function effectively, there must be appropriate communication and sharing of information between various persons within the system. Sometimes it is the psychologist who will provide the background investigator with new and important information and vice versa. **Therefore, when the background investigator becomes aware of potentially relevant information that the applicant may not have revealed to the psychologist or was discovered after the date of the psychological, then it is critical for the background investigator to contact our office. Occasionally, this new information could result in an actual change of an applicant's rating.**
- ◆ When an applicant has deficits but is not rated "Unsuitable," it is very important for the background investigator to investigate these deficits to determine whether they are generally substantiated or refuted by additional information obtained during other selection procedures, especially the comprehensive background investigation and polygraph examination. In other words, for those who meet minimum agency standards on the evaluation, the report becomes an investigative tool for Background Investigators.
- ◆ When other phases of the selection process generally support or validate an "Area(s) of Deficit," then the agency should be cautious in considering that applicant for final hire. This recommendation should apply not only to applicants rated "Marginal" or "Suitable with Reservations" but to applicants rated fully "Acceptable" or "Suitable" as well.
- ◆ The final ranking of applicants for hire should be made after integrating and reviewing our screening report in conjunction with all other information contained in an applicant's file. Remember, the "whole file is greater than the individual parts".
- ◆ Certain Public Safety agencies have initiated policy standards, whereby, applicants rated as "Marginal" or "Suitable with Reservations" will not be considered competitive applicants for final hire. Whether your agency has such a policy depends on your agency's hiring needs, philosophy, and selection standards.

- ◆ For those agencies who do consider "Marginal" or "Suitable with Reservations" ratings for final hire, it is extremely important to thoroughly investigate and rule out to the extent feasible the deficit(s) described in the screening report. **We would strongly recommend that a formal written policy be put in place, which assures the agency that any Areas of Deficit were appropriately addressed.** As most agencies know, we are more than willing to assist you in determining whether deficits are substantiated by other information the investigator has obtained. As a point of reference, it is our experience over the years that the majority of applicants rated "Marginal" or "Suitable with Reservations" are ultimately judged as non-competitive once a thorough background process is completed and/or the entire file is reviewed with this office. Nonetheless, there are some competitive applicants within those ratings.
- ◆ We realize that some of you may view our arriving at risk/suitability ratings as a mysterious or subjective process. Those of you who do interact frequently with our office know that the evaluation process is actually very comprehensive, thorough, objective and usually very accurate. Please keep in mind, when an applicant is rated "Marginal / Suitable with Reservations" or especially "Unacceptable / Unsuitable" fit, it is for a good and demonstrable reason. **In addition, please beware final ratings are not simply determined just by the number of deficits or background events listed on a report.** Sometimes an applicant can have a few deficits, but the deficits appear "mild" or "moderate" and not likely to significantly interfere with the applicant's actual job performance. On the other hand, someone might have only one deficit or problem background event, but the deficit or event was very significant or severe. A person's behavior is determined often by complex and multiple factors, therefore, we (and you) must weigh the gravity of an applicant's deficits in context with their strengths and overall personality functioning.
- ◆ Some agencies have different rating and screening systems, so when reviewing reports from other agencies this must be kept in mind. It is up to each agency as to whether they are willing to share information on specific applicants with other agencies. Requests for an applicant's report should be made to the applicable agency and not to our office. More than ever, recently passed laws make it very difficult for us to provide or discuss any applicant's file with anyone other than the original referring agency. It is imperative that the agency consider federal and state laws prohibiting or limiting such activity. Furthermore, the reports are intended solely for the position and department considered at the time of evaluation.

## INDEX

The following Job-Related Traits and descriptive information was derived from the California Commission on Peace Officer Standards and Training (POST) Job Task Analysis.

- ♦ Spilberg, S.W. & Corey, D.M. (2014) Peace Officer Psychological Screening Manual. Produced by California Commission on Peace Officer Standards and Training (POST) Standards, Evaluation, and Research Bureau.

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- ♦ Remember, we are readily available to assist you and clarify information contained in this guide. Please feel free to contact our office.

**Job Trait:****INTEGRITY / ETHICS****Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Reports a history of lawful attitudes and conduct
- (+) Values honesty, has integrity, and does not blame others for mistakes
- (+) Follows rules as expected
- (+) Appreciates authority and is trustworthy
- (+) Respects others and is not deceitful or manipulative
- (+) Conscientious / reliable

**Counterproductive job behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Could sometimes be viewed as charismatic, friendly and a good leader, but at the same time, demonstrate arrogance and believe the same rules for others' do not apply to them
- (-) May be deceitful, clever and manipulative behind a friendly and "smooth" front
- (-) Blames others for his/her mistakes and only feels guilty after being caught for wrongdoing
- (-) A tendency towards being rebellious and inconsiderate of others
- (-) May lack loyalty and use relationships for personal gain
- (-) May gravitate to a negative crowd and believe bending rules is okay
- (-) May have underlying resentment of authority and feel discriminated against or victimized
- (-) Could be a "crash and burn" type of officer, seemingly productive and adventuresome in style but having difficulty slowing down or dealing with detailed regulations
- (-) Likes power and control over others, and in extreme cases, may be abusive towards others
- (-) In very extreme cases, may be capable of committing serious crimes
- (-) Feels the world owes them something
- (-) Could hold prejudices and hostility towards specific groups of people

**Specific background information/events to substantiate or support a deficit in the above trait:**

- Frequent minor violations of the law, such as traffic violations, petty theft, etc.
- Arrest(s) or frequent brushes with the law or past or present delinquent behavior
- History of job instability and conflict with supervisors
- Currently associates or has associated with persons of questionable character
- History of serious rule violations or significant disciplinary problems in high school
- Frequent family/relationship problems such as divorce, conflict with friends, sexual promiscuity, and in extreme cases, domestic violence
- Risk-taking behaviors such as experimenting with illicit drugs or excessive alcohol consumption may be indicated
- Poor handling of money matters or over-spends for unnecessary things
- Poor driving record (e.g. license suspensions)
- Trouble passing polygraph examination
- Caught in lies or half-truths during interview/omissions or inconsistencies on applications
- In extreme cases, may feel alienated from the main-stream society and associate or have sympathy for extremist groups



**Job Trait:**      **IMPULSE CONTROL / ATTENTION TO SAFETY****Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Ability to think through situations in a logical progression before acting or engaging in high-risk behavior
- (+) Ability to control anger and remain level-headed when provoked
- (+) Capacity to direct others without becoming overly aggressive
- (+) Demonstrates adequate maturity
- (+) Demonstrates adequate decision-making and readiness for a critical job
- (+) Calm and sensible approach to conflicts
- (+) Pays attention to detail and is disciplined

**Counterproductive job behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Often described as somewhat impulsive, easily excited and a high-risk taker, possibly even clever and deceitful to get their way
- (-) Likable but may tend to be immature and still "growing up"
- (-) Shows a need for high level of excitement and inability to deal with boredom or detailed tasks
- (-) Under stress, may exhibit a low frustration tolerance, poor judgment, and act impulsively
- (-) May be productive but described by others as an "up" and "down" moody person
- (-) May be described at times as childish, over-emotional, and may have trouble being patient or dealing with structured rules
- (-) May demonstrate carelessness and inattention to detail or safety procedures
- (-) May be vulnerable to associating with a negative crowd or those of poor character
- (-) May be described by others as outgoing and confident, but very competitive and socially aggressive
- (-) May seek out dangerous or high-risk activities

**Specific background information/events to substantiate or support a deficit in the above trait:**

- Parties/Socializes too much/places themselves in risky situations
- Described as friendly and fun but can display explosive temper
- May have a poor driving record and enjoy driving fast
- Frequent change of jobs due to a need for excitement and to quickly make more money
- May be status-oriented (nice cars, house, clothes, status symbols, etc.)
- Over-uses credit and spends beyond their means
- Evidence of a greater incidence of aggressive or hostile incidents such as verbal arguments, fights or domestic conflicts/domestic violence
- Accident prone due to excessive risk-taking
- Overuse of credit cards/ loans
- May lack loyalty in relationships and "dump" people when relationships become mundane
- May be sexually promiscuous
- Propensities towards high risk-taking behaviors such as excessive use of alcohol or other chemical substances

**Job Trait:**                    **CAPACITY FOR RESPONSIBILITY / JUDGMENT**

**Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Ability to process essential information quickly and make sound decisions
- (+) Ability to be realistic and have a mature approach to problem-solving
- (+) Is observant, alert, and quick to respond to the subtleties of others' behavior
- (+) Possesses adequate readiness for a critical job
- (+) Is a clear-thinker
- (+) Hard working and self-motivated
- (+) Pays close attention to details
- (+) Conscientious attitude towards meeting personal and work responsibilities
- (+) Goal Oriented

**Counterproductive job behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Unable to utilize resources to make appropriate and sound decisions
- (-) Unable to work independently in situations that are vague and lacking clear-cut solutions
- (-) Often described as careless and prone to making mistakes
- (-) Often described by others as lazy, immature, rebellious or unconcerned about responsibilities
- (-) Easily distracted and discouraged
- (-) Lack of productivity/initiative
- (-) Insensitivity towards others' problems
- (-) Unsophisticated and not realistic about his/her abilities or shortcomings
- (-) Could lack life and/or job experience

**Specific background information/events to substantiate or support a deficit in the above trait:**

- History of poor job performance or not moving ahead in a job (e.g. not receiving timely promotions at work)
- History of underachieving both at work and in school
- History of poor decision making/poor choices
- History of rule violations and disciplinary actions
- Lack of accomplishments or achievements
- Careless and repeats same mistake
- Disorganized and "sloppy" in carrying out responsibilities/loses or misplaces things
- Job application incomplete/contains mistakes
- Missing or late to appointments
- Late to work or excessive absenteeism
- Unwilling to go the "extra mile" or go out of their way to meet job responsibilities
- Not able to recognize expectations others' have of them.
- Forgets to do things

**Job Trait:****OPENNESS / DEFENSIVENESS****Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Ability to be honest and realistic about one's limitations and shortcomings
- (+) Can admit mistakes and receive corrective feedback
- (+) Demonstrates adequate psychological sophistication and does not think in an overly rigid or stereotypic manner
- (+) Able to self-disclose and answer written questions on the psychological evaluation without undue defensiveness

**Counterproductive job behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Strong intentional attempts to make a good impression and to deny faults most people admit to
- (-) May try to outsmart tests by presenting an extremely positive front
- (-) Lack of psychological sophistication often associated with limited life experiences or low learning ability
- (-) Views the world and themselves in an overly simplistic "good" versus "bad" manner
- (-) Has a rigid way of thinking and may hold many stereotypes
- (-) May harbor underlying suspicious ideas and general distrust of others
- (-) In extreme cases, may be described as a "liar" or as being untrustworthy or dishonest
- (-) Difficulty understanding and accepting criticism

**Specific background information/events to substantiate or support a deficit in the above trait:**

- Check polygraph results carefully for evidence of deception
- Check carefully for discrepancies in information provided by the applicant during the selection process
- History of difficulty with past polygraph evaluations
- Only reveals very limited or "safe" information during interviews
- Overly polite and "eager" to say the "right" thing but hard to get to know the person's true opinions and beliefs

**Job Trait:      EMOTIONAL REGULATION / STRESS TOLERANCE****Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Ability to keep emotions and worries from affecting job performance
- (+) Does not reveal strong proneness towards stress-related ailments and can face traumas of the job
- (+) Possesses adequate confidence and self-esteem to solve problems without becoming overly demanding or dependent on others
- (+) Anxiety level is not unduly high

**Counterproductive job behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Lack of self confidence
- (-) Complaints of physical problems which are associated with stress such as headaches, stomachaches, etc.
- (-) During periods of high stress, increased frequency of disturbed sleep, loss of appetite, irritability, and perhaps withdrawal from friends
- (-) A tendency to deny problems and use physical symptoms as an excuse for difficulties
- (-) Over-sensitivity to personal faults
- (-) May demonstrate immaturity and emotional outbursts especially when under stress
- (-) May try to manipulate and control others by gaining their sympathy or producing guilt
- (-) May become very nervous and worry excessively over problems
- (-) May be prone to burnout (heart disease, ulcers, etc.) because of inability to relax
- (-) Seems overly idealistic and unrealistic about many things

**Specific background information/events to substantiate or support a deficit in the above trait:**

- History of counseling for personal concerns and in extreme cases, suicidal gestures or attempts
- Excessive absenteeism or injuries on the job due to stress related symptoms
- May have specific phobias, such as fear of heights, close spaces, and so on
- Past traumatic events such as physical, sexual or emotional abuse
- Serious past or present family conflicts
- Trouble with polygraph because of nervousness
- Seems too sensitive, nervous or "nice" to be a law enforcement officer
- May have fear of guns and seem overly hesitant to use lethal force, when necessary
- Could be going through a situational crisis i.e. divorce, death in family, money problems etc.

**Job Trait:****TOLERANCE / SOCIAL COMPETENCE / TEAMWORK****Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Ability to demonstrate understanding and tolerance towards others
- (+) Works well in group settings
- (+) Open-minded and feels comfortable with a wide range of people
- (+) Does not view others in an overly suspicious or cynical manner
- (+) Demonstrates adequate communication skills and interest in people
- (+) Puts organizational goals ahead of self/individual goals

**Counterproductive job behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Described as shy, serious, reserved, and uncomfortable around people
- (-) Could be intolerant, critical, unsympathetic or suspicious of others
- (-) Could display cynical or skeptical attitudes from job burn-out
- (-) May quickly become verbally aggressive when authority is challenged
- (-) Difficulty participating as a team member and inability to form adequate social networks during times of stress
- (-) May have difficulty developing close relationships and communicating understanding of others
- (-) Has narrow interests or described as stubborn and resistant to new ideas
- (-) May harbor stereotypes or prejudice toward others from different cultural or social backgrounds
- (-) In extreme cases, can become over-reactive to negative comments by others

**Specific background information/events to substantiate or support a deficit in the above trait:**

- Maintains few friendships and interacts mostly with only "people like themselves."
- Has history of participating in few group or community activities (school teams, clubs, etc.)
- Few experiences and contacts with people of varied cultural backgrounds
- Seems somewhat suspicious, guarded and cautious with others
- Frequently complains or generally critical about others
- May present in an authoritative, combative, defensive, or evasive style
- Presents poorly or hard to really get to know the person during oral interview
- In more extreme cases, person could be rude, harsh, abrasive, and/or dismissive of others

**Job Trait:**      **AVOIDANCE OF SUBSTANCE ABUSE / MALADAPTIVE BEHAVIORS**

**Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Demonstrates a personality type and behavioral style which is not prone to inappropriate or excessive use of alcohol and other chemical substances
- (+) Has the necessary personal resources to not engage in self-destructive habits (gambling, etc.) or dysfunctional relationships which may interfere with job performance

**Counterproductive job behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Descriptions of the applicant as being overly reckless, impulsive, and excessive risk-taking in style
- (-) May be seen by others as "moody" and solves problems through seeking escape or excitement through questionable activities
- (-) May enter quickly into self-destructive and volatile relationships with others
- (-) Misses work duties due to alcohol use/or other similar behavior
- (-) Susceptibility to addictive behaviors
- (-) Periodically behaves in a way that results in embarrassment or damaging to personal or agency reputation

**Specific background information/events to substantiate or support a deficit in the above trait:**

- Excessive under-age alcohol consumption or started using alcohol at a very young age
- Enjoys gambling and has money problems
- Unstable/volatile family relationships
- Periodic problems with the law
- Disciplinary problems at work
- Family history of alcohol/substance abuse
- Excessive use of over the counter or prescription drugs
- Actual current or recent abuse of alcohol/illicit drugs
- In extreme cases, history of episodic violent outbursts especially during period of alcohol/drug ingestion (i.e. domestic violence, bar fights, etc.)
- History including Driving Under the Influence or Driving While Intoxicated

**Job Trait:**      **LEARNING ABILITY / PROBLEM SOLVING****Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Capacity to easily learn new things and acquire basic knowledge during training
- (+) Ability to follow directions and deal with complex situations
- (+) Demonstrates proficiency in academic subjects such as reading, spelling, and math

**Counterproductive job behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Problems passing entry level public safety examinations
- (-) Description of the applicant as being dull, not too bright, or as experiencing difficulties in intellectually demanding situations or in understanding complex situations
- (-) Little interest in cultural or academic matters and little interest in reading
- (-) Poor academic performance in the academy
- (-) Difficulty following detailed directions or instructions
- (-) Difficulty learning to use equipment such as mastering the radio
- (-) Difficulty passing the state required exam for law enforcement officer

**Specific background information/events to substantiate or support a deficit in the above trait:**

- Demonstrated difficulty passing the academy, entry level exams, and state required exams
- Poor writing skills/preparation of reports
- Poor schoolwork with school grades typically "C" or lower
- School records indicating poor scholastic achievement, learning difficulties, or flunking of grades
- Written productions characterized by poor grammar, frequent misspellings, and poor organization of the content
- Poor communication skills and/or difficulty with verbal expression
- Problems with geography i.e. finding locations quickly/mastering use of equipment
- Requires close supervision and often has to be provided remedial training
- Problems with multi-tasking or complicated directions

**Job Trait:**                    **ADAPTABILITY / FLEXIBILITY****Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Capacity to respond and adapt to changeable situations and circumstances at work
- (+) Ability to be resourceful when facing new or unstructured situations
- (+) Not unduly rigid or stubborn
- (+) Willing to carry out a wide range of work assignments
- (+) Open to new ideas and innovation

**Counterproductive job behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Tendency to be inflexible and sometimes stubborn in style
- (-) May lack creativity or spontaneity
- (-) During circumstances that are not routine or ordinary, independent decision making and efficiency diminishes
- (-) May demonstrate rigid and conservative attitudes
- (-) May become impatient towards others for minor indiscretions and mistakes
- (-) Over dependent on quasi-military structure and efficiency declines rapidly when directions are not clearly defined
- (-) Can be intolerant of others' minor faults
- (-) Trouble adapting to or accepting new or innovative ways to do things

**Specific background information/events to substantiate or support a deficit in the above trait:**

- Described by others as liking or needing excessive structure
- May tend to have difficulties readily self-disclosing and may keep emotions hidden
- Past difficulty adapting to new jobs, environments, or situations
- Past difficulty with getting along with others (co-workers, colleagues, friends, etc.) due to stubbornness
- Does well with repetitive and structured guidelines but has difficulty working independently.
- Must do one thing at a time and has trouble multitasking
- Gets upset with others who interrupt them
- May become hesitant about willingness to take on new or additional job responsibilities
- Set in ways and slow to accept innovations on the job
- Unwilling to consider opinions different from their own
- Occasionally, in unstructured or threatening situations, could become overly self-protective and aggressive
- Needs uniform and authority for self-esteem/feel in control



**Job Trait:****ASSERTIVENESS / PERSUASIVENESS****Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Ability to show assertiveness and act decisively when necessary
- (+) Able to persuade/mediate disputes and conflicts
- (+) Belief in one's abilities and does not shy away from new or challenging work assignments
- (+) Demonstrates a high level of productivity and can work independently
- (+) Possesses good social poise

**Counterproductive job behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) May lack ambition, or present as awkward and somewhat apathetic
- (-) May lack aggressiveness and function poorly in unstructured situations
- (-) May demonstrate poor social poise and communication skills
- (-) Difficulty in completing tasks, especially where achievement through independence is stressed
- (-) May demonstrate low level of productivity
- (-) May not show a strong interest in learning or improving skills
- (-) May be a limited independent thinker and be dependent on being told exactly what to do
- (-) Could create problems or a crisis through inaction or responding too slowly

**Specific background information/events to substantiate or support a deficit in the above trait:**

- Described by others as being self-doubting, lacking in initiative and having narrow interests
- Described by others as being more of a follower than a leader
- Low productivity on the job
- Described as others as being overly dependent on guidance and direction from others
- Lack of progress on the job due to limited assertiveness
- History shows no indication of ever being in a leadership position
- Described by others as a person who needs to be told what to do
- Does not always complete their goals or gives up on things

**Job Trait:****CONSCIENTIOUSNESS / DEPENDABILITY****Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Exhibits diligent, reliable, conscientious work patterns
- (+) Pays close attention to details, agency rules, regulations, and policies
- (+) Performs assigned tasks in a successful and timely manner
- (+) Takes pride and accountability for one's work and analyzing mistakes to learn from them
- (+) Stays organized and focused on the task at hand
- (+) Maintains a punctual and reliable attendance record
- (-) Persevering and willing to go the extra mile to accomplish work goals, with minimal supervision

**Counterproductive behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Lax about responsibilities and obligations
- (-) Unreliable team member
- (-) Difficulty meeting deadlines
- (-) Frequently late to appointments or other events
- (-) Unwilling to go the "extra mile" when needed
- (-) Avoids or resents demands of others
- (-) Inattention to details
- (-) Seems to be disorganized or misplaces things
- (-) Easily distracted or frustrated
- (-) Does just what is necessary to get by
- (-) Mistake prone or careless
- (-) Relies on others to be reminded of responsibilities
- (-) May be viewed as lazy or unproductive

**Specific background information/events to substantiate or support a deficit in the above trait:**

- Job application contains mistakes or evidence of carelessness
- Late to required appointments without a good reason
- Slow to provide documents or other information
- Below or very average grades in school
- Ignores or does not pay close attention to directions
- Poor credit rating or pays routine bills late
- Counseled at a job for being late or absent too much
- Counseled at a job for careless mistakes
- History of not finishing what they start (school, job training, sports, etc.)
- Inattention to obvious spelling or grammatical errors
- Seems to lack motivation to excel at things
- History lacks many achievements, difficult accomplishments or special honors
- Described by others or co-workers as very average or needing prodding to get things done
- Might ignore or not pay close attention to instructions or directions

**Job Trait:****COMMUNICATION SKILLS****Positive job behaviors expected when an applicant DOES NOT demonstrate a deficit in the above trait:**

- (+) Ability to express self effectively with verbal and written communication
- (+) Communication, both verbal and written, is well thought out and organized
- (+) Communication is complete and accurate

**Counterproductive behaviors expected when an applicant DOES demonstrate a deficit in the above trait:**

- (-) Uncommunicative or extremely reserved demeanor
- (-) Avoids group interactions where speaking is required
- (-) Has difficulty expressing ideas and thoughts
- (-) Verbal fluency is poor
- (-) Disorganized and inaccurate written communication (reports)

**Specific background information/events to substantiate or support a deficit in the above trait:**

- History suggests preference for jobs and activities where interaction with others is limited
- Multiple corrective counseling statements or "re-phasing" due to poor writing skills, inaccurate reports, inattention to details in a report (facts, grammar, etc.)
- Could be excessively shy or quiet during interview process
- Gives very brief answers to questions and trouble elaborating on responses
- Speech pattern may be halting, uneven or stutter is noticeable
- Limited social relationships and hard to get to know person
- Unusually nervous or uncomfortable when interacting with others
- History suggests limited ability to reach out to a support group during times of stress
- Difficult to understand person's verbalizations
- English language deficiency or heavy accent

SUMMARY OF FEE STATEMENT

LEPCA proposes the following payment structure for the services we provide in Police and Public Safety consultation. The fee for basic services, including Pre-Employment Psychological Screening for Sworn & Non-Sworn personnel, Critical Incident Stress Debriefings, and evaluation for Specialized Unit Assignment (SWAT, Hostage Negotiator) has remained consistent for at least the past six years. We have been steady with our prices over the years in an effort to meet the needs our clients' limited budgets and we take great pride in avoiding any price increase to agencies like Hollywood PD during that time. Nevertheless, the expenses associated with providing state of the art services, including office rent, insurance, and test scoring has increased consistently over the same time period. The current proposed LEPCA price structure as of fiscal year beginning October 1, 2020 is as follows:

Pre-Employment Psychological Screening:	<u>Years 1 &amp; 2</u>	<u>Renewal Years 3-</u>	CURRENT
Sworn Position-	\$290.00 / eval	\$295.00 / eval	\$ 265
Non-Sworn Position-	\$265.00 / eval	\$270.00/eval	\$ 175
Evaluation for Specialized Unit-	\$275.00 / eval	\$280.00 / eval	
Critical Incident Stress Debriefing-	\$200.00 / debrief	\$205.00 / debrief	\$ 150.00
Counseling Service-	\$200.00 / session	\$205.00 / session	
Supervision Training-	\$225.00 / hour	\$230.00 / hour	

The prices above include any necessary consultation with command staff, background investigators, and/or any other agency personnel involved in the selections process. There is no additional charge for travelling to the agency to participate in any necessary meetings or presentations. There is no expectation for photocopying, telephone, or other incidental expenses.

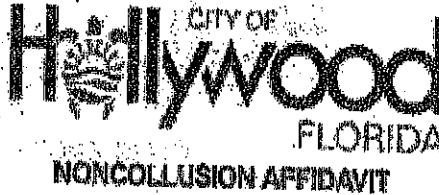
Fitness for Duty Evaluations (FFDE)\*\*:

\$250.00 per hour- minimum 12-hours per evaluation (initial evaluation) and minimum 6-hours per follow-up evaluation if necessary (secondary to the initial as per a back to work plan)

FFDE evaluations are much more exhaustive, comprehensive, and legal in nature. Therefore, the complete process for an initial FFDE tends to take 12-15 hours of professional time and can cost between \$3000 and \$3750. A follow-up evaluation (as a follow-up to an initial FFDE if necessary) may take a minimum of 6-8 hours to complete and cost slightly less because a lot of the personal and work history is already contained in the initial FFDE report.

\*\* Please note: Providing EAP/OAP services for a public safety agency leads to a professional conflict of interest with providing Psychological Fitness for Duty Evaluations for the agency. If awarded the contract, LEPCA is available to discuss and determine which service agency prefers LEPCA to provide and options for other service.

## Supplier Response Form



STATE OF: Florida

COUNTY OF: Broward

, being first duly sworn, deposes and says that:

- (1) He/she is Brian Mangan, Psy.D., ABPP of Law Enforcement Psychological & Counseling A, the Bidder that has submitted the attached Bid.
- (2) He/she has been fully informed regarding the preparation and contents of the attached Bid and of all pertinent circumstances regarding such Bid;
- (3) Such Bid is genuine and is not a collusion or sham Bid;
- (4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the contract for which the attached Bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidders, firm or person to fix the price or prices, profit or cost element of the Bid price or the Bid price of any other Bidder, or to secure an advantage against the City of Hollywood or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Brian Mangan

Signature

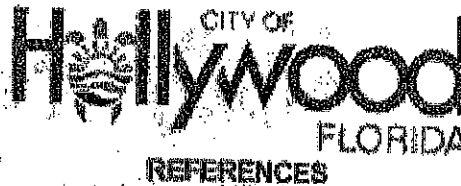
Law Enforcement Psychological & Counseling Associates, Inc  
Name of CompanyBrian Mangan, Psy.D., ABPP  
Printed Name

President

Title

9/7/2020

## Supplier Response Form



## 2008-001 Psychological Services

It is the responsibility of the contractor/vendor to provide a minimum of three (3) similar type references using this form and to provide this information with your submission. Failure to do so may result in the rejection of your submission.

Company Name: Broward Sheriff's Office	
Address: 2601 W. Broward Blvd	
City, State, ZIP: Fort Lauderdale, FL 33126	Phone Number: 954-321-4428
Point of Contact: Diana Viscara, MS, SPHR	Fax Number:
Email: Diana_Viscara@sheriff.org	
Explain How This Referenced Work is Similar To This Request: Pre-employment psychological evaluations Critical Incident Stress Debriefings	
Date service was provided: 2010 to present	

Company Name: Miami-Dade Police Department	
Address: 9105 N.W. 25th St.	
City, State, ZIP: Doral, FL 33172	Phone Number: 305-471-3403
Point of Contact: Chief Ariel Artime	Fax Number:
Email: aartime@mdpd.com	
Explain How This Referenced Work is Similar To This Request: Pre-employment psychological evaluations Psychological Fitness for Duty Evals	
Date service was provided: 1980 to present	

Company Name: City of Miami Police Department	
Address: 400 NW 2nd Ave	
City, State, ZIP: Miami, FL 33128	Phone Number: 305-603-6540
Point of Contact: Asst. Chief Armando Aguilar	Fax Number:
Email: 0056@miami-police.org	
Explain How This Referenced Work is Similar To This Request: Pre-employment psychological evaluations CISD, Employee Assistance counseling	
Date service was provided: 1980 to present	

## Supplier Response Form

**W-9**(Rev. August 2013)  
Department of the Treasury Internal  
Revenue Service**Request for Taxpayer  
Identification Number and Certification**Give to the  
requester. Do not  
send to the IRS.Print or type  
any specific  
instructions  
on page 2.

Name (as shown on your income tax return)

Law Enforcement Psychological &amp; Counseling Associates, Inc.

Business name(s) requested daily name, if different from above

Check appropriate box for federal tax classification:

☐ Individual sole proprietor ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate☐ Limited liability company. Enter the tax classification (LLC, partnership, S-C corporation, Partnership)☐ Other (see instructions)

Exemptions (see instructions)

Exemption codes (if any)

Exemption from FATCA reporting  
code (if any)

Address (number, street, and apt. or suite no.)

8960 NW 116th Way, Suite 12

City, state, and ZIP code

Modesto, FL 33170

List account number(s) here (optional)

Requester's name and address (optional)

<b>Part 1</b>		<b>Taxpayer Identification Number (TIN)</b>	
Enter your TIN in the appropriate box. The TIN provided must match the name given on this "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part 1 instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.			
		Social security number	
		Employer identification number	
		99-1078758	
Note: If the account is in more than one name, see the chart on page 4 for guidance on whose number to enter.			

<b>Part 2</b>	<b>Certification</b>
---------------	----------------------

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contribution to an individual retirement arrangement (IRA), and generally, payments other

Sign Here	Signature of U.S. person	Brian Mangini	Date	9/7/2020
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

withholding tax on foreign partners' share of effectively connected income, and

CA 0435374

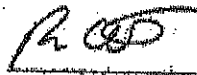
STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	LICENSE NO.	CONTROL NO.
03/07/2020	PY 7193	81892


THE PSYCHOLOGIST

NAMED BELOW HAS MET ALL REQUIREMENTS OF  
THE LAWS AND RULES OF THE STATE OF FLORIDA.

Expiration Date: MAY 31, 2022  
BRIAN LAWRENCE MANGAN  
8860 NW 116 WAY  
SUITE 12  
MEDLEY, FL 33178



Ron DeSantis  
GOVERNOR



Scott A. Rivkees, MD  
State Surgeon General

NOTHING IS TO BE PRINTED RETURN PAGE 1 1/2

STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	LICENSE NO.	CONTROL NO.
03/07/2020	PY 7193	81892

THE PSYCHOLOGIST

NAMED BELOW HAS MET ALL REQUIREMENTS OF  
THE LAWS AND RULES OF THE STATE OF FLORIDA.

Expiration Date: MAY 31, 2022  
BRIAN LAWRENCE MANGAN

NOTHING IS TO BE PRINTED

CA 0435374

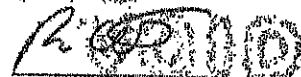
STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	LICENSE NO.	CONTROL NO.
08/22/2020	PY 3025	85373

THE PSYCHOLOGIST

NAMED BELOW HAS MET ALL REQUIREMENTS OF  
THE LAWS AND RULES OF THE STATE OF FLORIDA.

Expiration Date: MAY 31, 2022  
MARK N AXELBERG  
9999 NW 116TH WAY  
SUITE 12  
MIAMI, FL 33178



Ron DeSantis  
GOVERNOR



Scott A. Rivkees, MD  
State Surgeon General

NOTHING IS TO BE PRINTED

CA 0435374

DATE	LICENSE NO.	CONTROL NO.
08/22/2020	PY 3025	85373

THE PSYCHOLOGIST

NAMED BELOW HAS MET ALL REQUIREMENTS OF  
THE LAWS AND RULES OF THE STATE OF FLORIDA.

Expiration Date: MAY 31, 2022

NOTHING IS TO BE PRINTED



C#

STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	LICENSE NO.	CONTROL NO.
03/24/2020	PY 9908	82013

THE PSYCHOLOGIST

NAMED BELOW HAS MET ALL REQUIREMENTS OF  
THE LAWS AND RULES OF THE STATE OF FLORIDA.

Expiration Date: MAY 31, 2022

MARIA EUGENIA GALIMINI

8900 NW 116TH WAY

SUITE 12

MIAMI, FL - 33178

Ron DeSantis  
GOVERNORScott A. Rinkas, MD  
State Surgeon General

DISPLAY IF REQUIRED BY LAW

C#

STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	LICENSE NO.	CONTROL NO.
03/08/2020	PY 9916	81878

THE PSYCHOLOGIST

NAMED BELOW HAS MET ALL REQUIREMENTS OF  
THE LAWS AND RULES OF THE STATE OF FLORIDA.

Expiration Date: MAY 31, 2022

VANESSA DANIELLE PEREZ

8900 NW 116TH WAY

SUITE 12

MIAMI, FL - 33178

Ron DeSantis  
GOVERNORScott A. Rinkas, MD  
State Surgeon General

DISPLAY IF REQUIRED BY LAW

AC# 2626436

STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
DIVISION OF MEDICAL QUALITY ASSURANCE


DATE	LICENSE NO.	CONTROL NO.
08/14/2020	PY 0014	01677

## THE PSYCHOLOGIST

NAMED BELOW HAS MET ALL REQUIREMENTS OF  
THE LAWS AND RULES OF THE STATE OF FLORIDA

Expiration Date: MAY 31, 2022

MIRELIA PERAZA

800 EAST CYPRESS DR.  
PENSACOLA, FL 32506  
Ron DeSantis  
GOVERNOR  
Scott A. Rinkens, MD  
State Surgeon General

DISPLAY IF REQUIRED BY LAW



LAWENFO-03

AALMEIDA

# **CERTIFICATE OF LIABILITY INSURANCE**

 DATE (MM/DD/YYYY)  
 7/16/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Hub International Florida 777 SW 37th Avenue Suite 500 Miami, FL 33135		<b>CONTACT</b> Ana M. Almeida PHONE (A/C, No, Ext): (305) 398-4861 FAX (A/C, No): (305) 608-6113 E-MAIL Address: ana.almeida@hubinternational.com	
<b>INSURED</b> Law Enforcement Psychological 9960 NW 116 Way #12 Medley, FL 33178		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Blackboard Insurance Company NAIC # 26611 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

**COVERAGES**
**CERTIFICATE NUMBER:**
**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD. SUBR. INSD. WVD.	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO. SECT <input checked="" type="checkbox"/> LOC OTHER:		CRCINSM00001HIBP4711501	7/29/2020	7/29/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Eq. occurrence) \$ 100,000 MED EXP. (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG. \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		CRCINSM00001HIBP4711501	7/29/2020	7/29/2021	COMBINED SINGLE LIMIT (Eq. accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED. <input type="checkbox"/> RETENTION \$		043749321	7/29/2020	7/29/2021	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in FL) If yes, describe below:	Y/N	N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Commercial Property		CRCINSM00001HIBP4711501	7/29/2020	7/29/2021	BPP \$ 65,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 104, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER**
**CANCELLATION**

<b>PROOF OF COVERAGE</b>	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

ACORD 25 (2016/03)

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**CITY OF HOLLYWOOD, FLORIDA**  
**PROCUREMENT SERVICES DIVISION**

**DATE:** August 12, 2020 **FILE:** PR-20-235

**TO:** Chris O'Brien, Chief of Police

**FROM:** Janice English, Procurement Contracts Officer

**SUBJECT:** Expiration of Blanket Purchase Order B002639 for Psychological Services – Law Enforcement Psychological & Counseling

**EXPLANATION:**

The current period for the above contract expires on **9/30/2020**. All renewal options for Bid #RFP-4425-14-JE have been utilized. Therefore the contract will have to be rebid or an existing contract can be piggybacked, if you so desire.

**RECOMMENDATION:**

Please forward to Procurement Services the Solicitation Request Form or the Piggyback Request Form (available in the City's Templates) to advise your wish to rebid or Piggyback this agreement. Please ensure the form is completed and signed.

If you do not want a new agreement to be created for said services, please explain the reason(s) in a separate memo. Also note that this contract will expire on the date mentioned above.

**Please reply as soon as possible.**

Date: 08/13/2020 To: Janice English, Procurement Contracts Officer

The Chief of Police recommends the following:

☒ Establish a new contract. See the attached completed Procurement Services Form. (If applicable) The Budget Account Number to be charged is 01,2041.00272.521.003116.

☐ DO NOT prepare a replacement contract (items/services no longer needed).

☒ Estimated annual usage/expenditure is \$40,000.00

By: [Signature]

Title: Chief of Police



## CITY OF HOLLYWOOD, FLORIDA

### PROCUREMENT SERVICES DIVISION

#### Department/Office Contract Renewal Evaluation

<b>Date: 08/13/2020</b>	
<b>Department/Office: Police</b>	<b>Division/Area: Administrative Services Bureau/Personnel Unit</b>
<b>Contact Person: John Marino</b>	<b>Title: Lieutenant</b>
<b>Contact phone number: 954-967-4373</b>	<b>Contact Email jmarino@hollywoodfl.org</b>
<b>Purchase Order/Blanket Purchase Order #: B002639</b>	
<b>Contract Expiration Date: 9/30/2020</b>	
<b>Vendor: Law Enforcement Psychological &amp; Counseling Associates Inc.</b>	<b>Contact Person: Dr. Brian Mangan</b>
<b>Contact phone number: 305-442-8800 ext 104</b>	<b>Contact Email: maponte@lepca.com</b>
<b>Good/Service: Psychological Exams</b>	<b>Solicitation #:</b>

1. How would you rate the quality of goods/services?

☒ Excellent ☐ Good ☐ Satisfactory ☐ Poor

2. How would you rate the courteousness vendor's personnel?

☒ Excellent ☐ Good ☐ Satisfactory ☐ Poor

3. With regards to the goods or services provided, how satisfied are you with the following items?  
(Please check one per category)

	Excellent	Good	Satisfactory	Poor
Overall Quality	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Value	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frequency of Contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsiveness to request	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Are all goods/services on the contract being performed at the agreed upon time and manner?

☒ Yes ☐ No

If no, please explain?

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5. If you contacted the vendor, were all your questions or any issues resolved to your complete satisfaction?

☒ Yes ☐ No ☐ Did not need to contact

If no, please explain?

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**CITY OF HOLLYWOOD, FLORIDA**  
**PROCUREMENT SERVICES DIVISION**

**Department/Office**  
**Contract Renewal Evaluation**

6. Has the invoicing been timely, accurate and in accordance with the contract?

☒ Yes ☐ No

If no, please explain?

---

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7. Does the Department/Office recommend renewing a contract based upon the available renewal options when the current agreement expires?

☒ Yes ☐ No

If no, please explain?

---

---

8. Please state any additional comments about your experience with this vendor and the goods/services provided:

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Department/Office Director's Name: Lieutenant John Marino #2555

Department/Office Director's Signature: \_\_\_\_\_