

Ohio Attorney General's Office Bureau of Criminal Investigation Investigative Report



2023-0795

Officer Involved Critical Incident – 1433 State Route 7, Brookfield Township, Ohio 44403, Trumbull County

Investigative Activity: Records Received, Review of Records

Involves: Sgt. (S)

Date of Activity: 03/31/2023

Author: SA John P. Tingley, #154

Narrative:

On Friday, March 31, 2023, Ohio Bureau of Criminal Investigation (BCI) Special Agent (SA) John Tingley (Tingley) reviewed the personnel, training, and Ohio Peace Officer Training Academy (OPOTA) Officer Records for Ohio State Highway Patrol (OSHP) Sergeant (Sgt.)

Personnel File

Sgt. was hired by the Ohio State Highway Patrol as a full-time Trooper on September 13, 2000.

Basic Training

Sgt. attended and successfully completed the Ohio Peace Officer Training Academy (OPOTA) Basic Training Class BAS99-091 at the MTC Training Centre. Sgt. also took and passed the OPOTA certification examination and was issued Peace Officer Certificate by the Ohio Peace Officer Training Commission. Sgt. also attended and graduated from the OSHP Academy Class OSP-136 on March 9, 2001.

Current Peace Officer Status

Based on the records received, it is noted that Sgt. was a duly certified and sworn Ohio Peace Officer at the time of the officer-involved critical incident.

Training File

has completed a large number of advanced training classes from various sources. Some of these classes include:

- Human Trafficking
- Civil Disturbance

This document is the property of the Ohio Bureau of Criminal Investigation and is confidential in nature. Neither the document nor its contents are to be disseminated outside your agency except as provided by law – a statute, an administrative rule, or any rule of procedure.

- Advanced Taser
- Domestic Violence
- Drug Interdiction
- Omnixx Force Training
- Direct to Threat
- Criminal Patrol
- Carbine Operator's Course
- Firearms Instructor
- Sovereign Citizens
- Active Shooter and Triage
- Advanced Trooper Tactical Training
- Ohio Ethics Law
- Field Training Officer
- Surviving an Active Aggressor/Threat

Firearms Qualification

On August 31, 2022, Sgt. qualified on the following weapon:

- Aero Precision AR 15 rifle .223/5.56 caliber serial # (This weapon was used in the officer-involved critical incident on March 21, 2023).
- Records also indicate that Sgt. went through a "Weapons Transition Course" on August 31, 2022. However, no weapon is listed regarding this course.

Disciplinary Records

does not have any discipline related to the use of force.

The personnel and training files are attached to this case file. Please refer to the attachments for further details.

Attachments:

Attachment # 01: OSHP Sgt. Personnel File - Redacted

Attachment # 02: OSHP SGT RIFLE QUAL RECORD

This document is the property of the Ohio Bureau of Criminal Investigation and is confidential in nature. Neither the document nor its contents are to be disseminated outside your agency except as provided by law – a statute, an administrative rule, or any rule of procedure.

PERSONNEL ACTION STATE OF OHIO

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DEPARTMENT OF THE AIR FORCE HQ 910TH MISSION SUPPORT SQUADRON (AFRC) YOUNGSTOWN ARS OH 44473-5944

PRIVACY ACT OF 1974 APPLIES

SPECIAL ORDER A-0053

DATE: 08 NOV 2001

1. PERSONNEL DATA. By direction of the President, SSG one of the following authorities, based on instructions received from higher headquarte	is ordered to active duty according to
Address:	
Authority: HQ USAF WASHINGTON DC// CAT DIRECTOR, Mob #33	

SECURITY CLEARANCE INFORMATION: Unknown

PARTIAL MOBILIZATION, 10 USC 12302, (ADN: B30). Partial Mobilization tour length or From 08-Nov-01 to 07-Nov-02.

- 2. REPORTING DATA. Effective date of active duty is <u>08-Nov-01</u>. Individual is directed to proceed to <u>910 SFS</u> YOUNGSTOWN ARS OH 44473. Report to commander of organization assigned, not later than 08-Nov-01. If applicable, this order rescinds volunteer order XXXXX. Failure to report within prescribed time limits will place the member in AWOL status. Thirty-one days after reporting AWOL status, the member will be placed in deserter status IAW AFI 36-2911, Desertion and Unauthorized Absence, 1 Jun 98.
- 3. GENERAL INSTRUCTIONS. Personnel on flying status are authorized to take part in flying activities during the period of active duty covered by this order. Pursuant to AFH 32-6009, Housing Handbook, 1 Jun 96, you will report to the base housing referral office servicing your new duty station before entering into any rental, lease, or purchase agreement for off-base housing. Authorizations to cite fiscal year 02 funds does not constitute authorization to obligate funds until approved by CONGRESS.
- 4. FUND CITES.

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- 5. TRANSPORTATION AND ADVANCE PAY/ALLOWANCE. Movement of dependents and household goods at USAF expense is not authorized. Except for Selected Reserve members activated in place. Travel by government-procured transportation will be directed when not within commuting distance. Refer to AFH 10-416, Chapter 6. Advance pay and travel are authorized IAW AFI 10-213, Comptroller Operations Under Emergency Conditions, 22 Jul 94. Special storage of HHGS in the vicinity of the PDS may be authorized IAW JFTR, Para U4770. Authorizing/approval authorities should exercise this authority judiciously after coordination with the wing commander.
- 6. ADDITIONAL INFORMATION/INSTRUCTIONS. This period of active service is exempt from the 5 year cumulative limit under USERRA IAW Title 38, U.S.C. Chap 43.
- 7. REMARKS. This order contains information protected under the Privacy Act of 1974. Any group order provided to the individual must be sanitized, that is, list only the last four of the SSAN and delete the home address for each other person on the order. This active duty order does not constitute authority to deploy from the mobilized location. If further deployment is required after reporting to Commander of assigned unit, a Contingency Exercise Deployment (CED) order must be published and furnished to the individual prior to departure.

FOR THE COMMANDER

RONDA M. ESKER, TSgt, USAF Chief, Personnel Readiness

DISTRIBUTION: 10- each Individual

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2 - Number of copies to be prescribed locally

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OCT 8 2002

HP 22 10-0128.00 OHP 0128 Rev. 1-1-01

INTER-OFFICE COMMUNICATION

Date	October 7, 2002	STATE HIGHWAY PATROL OHIO	File No. <u>2-BEN</u>
То	Captain W. Costas	Attention	S/Lieutenant R. A. Hannay
From	Lieutenant J. T. Sivak Ashtabula Po	ost Commander	
Subject	Military Leave - Trooper	- D/4 P/4 U-	
	rember 7, 2002. Trooper s act	tivation orders were re-	per 8, 2001. This call up was to end cently amended to end on November. He will continue to pay his health
-	<u> </u>		military activation order is attached.

-	REQUEST AND AUTHORIZATION FOR CHANGE OF ADMINISTRATIVE ORDERS (If more space is required, use reverse, identifying items by number)										
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HP 22 10-0128.00 OHP 0128 Rev. 1-1-01

INTER-OFFICE COMMUNICATION

Date	April 7, 2003		File No. 2-TRA
То	Lieutenant C. L. Spinner	Attention	S/Lieutenant L. Banaszak
From	Lieutenant J. T. Sivak, Ashtabula Post Com	mander	
Subject	Unit Returning from Active Military Duty -	Trooper	U- D-4/P-4
will be activate Highwa	of the Ashtabula post, U-1; ion date from the United States Air Force is a returning to active duty with the Ohio States for military duty on November 8, 2001, ay Patrol Academy on March 9, 2001. There is d a copy of his certificate of release or discharm.	May 17, 2003 ate Highway Trooper fore, he never	Patrol on April 20, 2003. He was graduated from the Ohio State attended an in-service school. I have
Submit	ted for your information and review.		

Bonarreturntoduty

CERTIFICATÉ OF REL	E ase or d	ISCHARGE FROM A	C'IVE DUTY				
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REH-RET Return from			PL Displacemen	\		TER-NRR F	Resigned	1		1	=			
		DTA-R	CD Recall Displ	lacement \	Not Recommended for Rehire					<u>دة</u>				
		DTA-0	IM Cancel Inter	im \		TER-EFT E	nd Fixed	Term		1	Ö			
			MP Interim Inter	rnal							P	: .		
1			RTC Rate		\									
			POS Position Ch	ange	\						$\dot{\sim}$			
			PRO Promotion		'	\				ì	5	(S)		
		ł	RW Trans within							ACCO	INTING IN	FO / BENEFITS		
DATE OF LAST PROMOTION	CFI	XFR-1	RB Trans Betwe	en Agricy	US SERVI	CE STA	NDARD I			7				
03-09-01				09-13				2080		_	ployee Class: nefit Program:	PUP		
REMARKS: HIGHWAY PATROL TROO	OPER. MI	LITARY LEA	AVE PER ATTA	CHED ORD	ERS, (A	resignes	TO DIS	TRICT 0	4,		Officer Code:	None		
POST 78/ WARREN)					•	`				Accoun	t Information:			
ALL DEFAU OLDER LIE	E CODY US	/E BEEN COM	N ETER	- h	./		APPRO	VED						
ALL ITEMS ON PRE-HIR	E FORM HA	YE BEEN COMP	CETED	17	19/			ROVED		Certificat	ion			
11 6				'	108									
APPROVAL OF APPOINTING OF	HORITY		SIGNATURE		DATE	7 / 1	A	1	0	/		1/1/10		
						dh	olla	P. Ville	ę V	CE		11/108		
SIGNATURE OF RELEASING AUT	HORITY				DATE	SIGNATI	JRE OF A	PPROVER	/			CATE		

From:

Amanda Tigner

To:

Colleen Peterson

Date: Subject: 5/27/2008 9:04 AM Re: Military date

Good Morning, Colleen:

used his last 8 hours of military leave on 5/13/08.

Amanda Tigner Fiscal/Payroll 614-752-7854 - phone 614-466-6549 - fax

>>> Colieen Peterson 5/27/2008 8:57 AM >>> Good morning,

Can you advise the first day after Trooper

exhausted his 176 military hours. I will need to do a PA.

thank you! Colleen

RE	QUEST AND A	UTHORIZA	TION FOR	ACT	IVE DU	AINING/ACTI\	'E DUTY TOU	DUTY TOUR BY ORDER OF THE SECRETARY OF THE AIR FORCE						
PRINCII is used transpor ROUTIN	RITY: 10 USC 80 PAL PURPOSES: to make positive intation, receive reil IE USES: A copy SURE IS VOLUN	Used to required to the dentification of the order of the	uest and aut of military pe for travel exp may be provi	horize ersonne enses ided to	Air Force el. Becor s and be ; civilian	e reservi nes reco paid mili employe	ord copy of order itary pay, as app irs to substantiat	duty as well as s after authentic licable. e active duty m	ation; enab ilitary requir	les re: remeni	servist to ts.			
1. NAME	(Last, First, MI)					. GRADE	3. SSM			4. S	ECURITY	CLEARANCE		
						SGT								
5. PRES	SENT STREET ADD	RESS			6	. CITY				7. S	TATE			
	OF ASSIGNMENT CURITY FORCES		LOCATION UNGSTOW	N ARS	APT, O	H 44473:	5900		,		11. P	AS CODE		
12. Mbr	is ordered to ANN	UAL TRAINI	NG			f	or 14 * days	plus auth tyl time	е.		TRACK	NG#: 1992035		
13. WILE 910 SEC OH	REPORT TO (Unit CURITY FORCES	l	RELEASE	DATE (YYYYMMDD)										
0730 20080503 20080516 16. CORPORATE LIMITS 17. COMMUTING AREA														
exceed a	19. REMARKS AUTH: AFMAN 36-8001 (File travel voucher and completed statement of tour of duty within 5 workdays after tour completion. Travel days will not exceed DODPM authorized travel time. Per diem is based on availability of gov't quarters and mess; contact the base billeting office since gov't quarters must be used when available. Turn in all promotional items (gifts, bonus tickets, etc.) to the AFO.) SEE NEXT PAGE FOR REMARKS.													
20. TNG-CAT-IND 21. TOUR-IND 22. MEAN CODE 23. MAN-DAY ID														
ESTIN	NATED COST	24. TRA \$0.00	VEL		25. \$10	PER DIE	М	26. OTHER \$0,00			27. TOT	AL		
28	PAY A	ND ALLOW	ANCE		1010			TRAVEL A	ND PER DI	EM	1410.00			
5/83	700 508 6272 P72	380100 L	.60102				3783700 30	08 6240 3A43J0	72113 34343	or 007	IW FA			
29. FUN OFFICIA	NDS CERTIFYING	1	ROVING OFF			m s, grade ,		31. SIGNATURE 'ELECTRONIC	ALLY APPE	ROVE	D"	32. DATE 20080501		
33. DE	PARTMENT OF T	i				location			R THE COM			- CSERVE		
HQ 910 YOUNG	querters.) AIRLIFT WING (. ESTOWN ARS VIE	ENNA, OH 44	473-5905	36	. DISTRIE	UTION	ERNEST A TAI	ELEMENT OF A LERICO, GS12 ALLY APPROV		TING	OFFICIAL	OFFICIAL		
38.		 					F TOUR OF DUT							
200 m	LOGATIO	ON	HOUR (mil)	DAY	MONTH	100	LOC	ATION	HOUR (mif):	DAY	MONTH	MODE OF TRAVEL		
a. DEPART	<u> </u>					b. ARRIVE								
c. DEPART	d. ARRIVE													
39. I ce	rtify that I have cor	•							CERTIFIC/					
	form are true and to tour provisions, it						42. Member rep from duty at	orted for duty at hours on	hou	rs on		and was released		
for appr	rat Civit Service En ropriate leave. My Duty status during latters.	Spouse (C	Circle One) v	vas/w	as not in		43. CERTIFYING	OFFICIAL'S PR	INTED NAM	Ē		44. DSN		
	MBER'S SIGNATURE	5		41, D/	ATE		45. CERTIFYING	OFFICIAL'S SIG	SNATURE			46. DATE		
	EKEEPER STATEM			opy of t	his order	for	48. TIMEKEEPI	R SIGNATURE				49. FMO INITIALS		

AROWS-R D-07010 1992035 2008/05/01

2008/05/01
TSGT T91LFYNH
ANNUAL TRAINING
Continuation of AF Form 938, Block 19. Remarks (AFMAN 36-8001):
a. PAY AND ALLOWANCE ESP CODE: N/A.
b. FCA: F5Q05H01.
c. TRAVELER USES INDIVIDUALLY BILLED ACCOUNT (IBA).
d. FOR THIS ORDER, MEMBER WILL DEPART FROM VIENNA, OH AND RETURN TO VIENNA, OH.
e. MEMBERS DUTY STATUS IS 73.
f. PERSTEMPO CODE, IS H, Mission Support (within 100 miles) . PERSTEMPO LOCATION IS OHIO.
g. YOU WILL BE IN A DRILL STATUS FROM 20080501 THRU 20080502 IN CONJUNCTION WITH THIS PERIOD OF DUTY. IN A DRILL STATUS, NO PER DIEM OR TRAVEL REIMBURSEMENT IS AUTHORIZED. ELAPSED TIME MUST BIREFLECTED ON YOUR DD-1351-2 (JFTR U7150.C).
h. TRAVELER LIVES WITHIN COMMUTING AREA OF REPORTING LOCATION, 910 SECURITY FORCES SQ FFYNHO.
i. TRAVEL BY POC TO THE FOLLOWING SITES HAS BEEN DETERMINED AS MORE ADVANTAGEOUS TO THE GOVERNMENT: TRAVEL BY AUTOMOBILE FOR 910 SECURITY FORCES SQ FFYNH0 (20080503) AND TRAVEL BY AUTOMOBILE FOR HOME (20080516)
j. RENTAL CAR IS NOT AUTHORIZED AT 910 SECURITY FORCES SQ FFYNH0 (20080503 THRU 20080516).
k. ADVANCE BY FSO IS NOT AUTHORIZED. TRAVELER HAS A GOVT CHARGE CARD AND PIN, WHICH WILL BE USED FOR ATM CASH ADVANCES FOR MEALS AND INCIDENTAL EXPENSES (M+IE) PLUS MISCELLANEOUS EXPENSES.
 IN ACCORDANCE WITH PUBLIC LAW 105-264, GTCC USE IS MANDATORY FOR ALL AUTHORIZED EXPENSES UNLESS OTHERWISE EXEMPTED UNDER THE SPECIFIC PROVISIONS DETAILED IN PARAGRAPH 'E' OF THE TRAVEI TRANSPORTATION REFORM ACT (TTRA).
m. DID YOU DRIVE YOUR POV?LIMITED TO ONE ROUND TRIP. POV TYPE AUTO MOTORCYCLE. TOTAL MILES SIGN AND DATE
n. SUBMIT A TRAVEL VOUCHER WITHIN 5 WORKDAYS AFTER COMPLETION OF TRAVEL.

BY ORDER OF THE SECRETARY REQUEST AND AUTHORIZATION FOR ACTIVE DUTY TRAINING/ACTIVE DUTY TOUR OF THE AIR FORCE PRIVACY ACT STATEMENT AUTHORITY: 10 USC 8013; Executive Order 9397. PRINCIPAL FURPOSES: Used to request and authorize Air Force reservist tours of active duty as well as acting as a temporary duty travel order. SSN is used to make positive identification of military personnel. Becomes record copy of orders after authentication; enables reservist to procure transportation, receive reimbursement for travel expenses and be paid military pay, as applicable. ROUTINE USES; A copy of the order may be provided to civilian employers to substantiate active duty military requirements. DISCLOSURE IS VOLUNTARY: However, without this information and SSN the Air Force cannot act on your travel, per diem and pay entitlements. 1. NAME (Last, First, MI) 2. GRADE 3. SSN 4. SECURITY CLEARANCE TSGT 5. PRESENT STREET ADDRESS 6. CITY 7. STATE 9, UNIT OF ASSIGNMENT 10. LOCATION 11. PAS CODE 910 SECURITY FORCES SQ FFYN YOUNGSTOWN ARS APT, OH 444735900 T91LFYNH 12. Mbr is ordered to ACTIVATION (MOBILIZATION) TRACKING #: 1938862 " days plus auth tyl time. 14. REPORTING DATA 13. WILL REPORT TO (Unit and location) 15. RELEASE DATE (YYYYMMDD) (YYYYMMDD) 910 SECURITY FORCES SQ FFYNHÓ, YOUNGSTOWN ARS APT, (Hour) 0730 20080602 20090331 16. CORPORATE LIMITS 17. COMMUTING AREA 18. BAS CODE S 19. REMARKS AUTH: AFMAN 36-8001 (File travel voucher and completed statement of lour of duty within 5 workdays after tour completion. Travel days will not exceed DODPM authorized travel time. Per diem is based on availability of gov't quarters and mess; contact the base billeting office since gov't quarters must be used when available. Turn in all promotional items (gifts, bonus tickets, etc.) to the AFO.) SEE NEXT PAGE FOR REMARKS. CONTINUED ON NEXT PAGE 20. TNG-CAT-IND 21. TOUR-IND 22. MEAN CODE 23. MAN-DAY ID 24. TRAVEL 25. PER DIEM 26, OTHER 27. TOTAL ESTIMATED COST \$0.00 \$10.00 \$0.00 \$10.00 PAY AND ALLOWANCE TRAVEL AND PER DIEM 5783500 328 531 525725 3603RE 5783400 308 65V7 33F110 41896F 02 409 667100 ZA 5793500 329 531 525725 3603RE 5793400 309 65V7 33F110 41896F 02 409 667100 ZA 29. FUNDS CERTIFYING 30. APPROVING OFFICIAL (Typed name, grade, DSN) 31. SIGNATURE 32. DATE DENNIS J YOHO, YA02, 330 609-1002 "ELECTRONICALLY APPROVED" 20080331 33. DEPARTMENT OF THE AIR FORCE (Enter designation and location TDN: FOR THE COMMANDER of headquarters.) HQ 910 AIRLEFT WING (AFRC) 37. SIGNATURE ELEMENT OF AUTHENTICATING OFFICIAL BARBARA JURBAN, GS07 YOUNGSTOWN ARS VIENNA, OH 44473-5905 "ELECTRONICALLY APPROVED" 34, RESERVE ORDER NO. 35, DATE 36. DISTRIBUTION A-00010 20080408 38. STATEMENT OF TOUR OF DUTY LOCATION HOUR (mil) DAY MONTH LOCATION HOUR (mil) DAY MONTH MODE OF TRAVEL b. DEPART ARRIVE d. 39. I certify that I have complied with the above order. The statements CERTIFICATION on this form are true and complete. If this tour was extended under the 42. Member reported for duty at hours on and was released variable tour provisions, it was with my prior knowledge and consent. If from duty at hours on a Federal Civil Service Employee, I certify that I have applied 43. CERTIFYING OFFICIAL'S PRINTED NAME 44. DSN for appropriate leave. My Spouse (Circle One) was/was not in Active Duty status during this tour. I (Circle One) did/did not occupy gov't quarters. 40. MEMBER'S SIGNATURE 41. DATE 45. CERTIFYING OFFICIAL'S SIGNATURE 46. DATE 47. TIMEKEEFER STATEMENT I certify receiving a copy of this order for 48. TIMEKEEPER SIGNATURE 49. FMO INITIALS civilian pay related review and processing,

AROWS-R A-00010 1938862 2008/04/08

/TSGT	T91LFYNI

ACTIVATION (MOBILIZATION)

Continuation of AF Form 938, Block 19. Remarks (AFMAN 36-8001):

- B. PAY AND ALLOWANCE ESP CODE: ZA.
- b. FCA: F5Q05H06.
- c. TRAVELER USES INDIVIDUALLY BILLED ACCOUNT (IBA).
- d. BY DIRECTION OF THE PRESIDENT, YOU ARE ORDERED TO ACTIVE DUTY IN ACCORDANCE WITH TITLE 10 USC 12302 INVOLUNTARY PARTIAL MOBILIZATION PER EXECUTIVE ORDER 13223F "OPERATION IRAQI FREEDOM" BASED ON INSTRUCTIONS FROM HIGHER HEADQUARTERS FROM 20080602 TO 20090331. MEMBER WAS NOTIFIED OF ACTIVATION ON 20080327. Failure to report within the time constraints of these orders will constitute the member being reported in an Unauthorized Absence status as outlined in AFI 36-2911 (Desertion and Unauthorized Absence). This violation is a punishable offense under the UCMJ.
- e. REPORT TO MPF/DPMUO PRIOR TO DEPARTURE.
- f. FOR THIS ORDER, MEMBER WILL DEPART FROM VIENNA, OH AND RETURN TO VIENNA, OH.
- g. THE PERIOD OF DUTY UNDER THESE ORDERS IS EXEMPT FROM THE 5 YEAR LIMIT AS PROVIDED IN 38 U.S.C. 4312(C)(4)(B).
- h. MEMBERS DUTY STATUS IS 62.

TOTAL MILES

- i. PERSTEMPO CODE, IS J. Contingency at Home Station. PERSTEMPO LOCATION IS OHIO.
- j. TRAVELER LIVES WITHIN COMMUTING AREA OF REPORTING LOCATION, 910 SECURITY FORCES SQ FFYNHO.
- k. TRAVEL BY POC TO THE FOLLOWING SITES HAS BEEN DETERMINED AS MORE ADVANTAGEOUS TO THE GOVERNMENT:
- TRAVEL BY AUTOMOBILE FOR 910 SECURITY FORCES SQ FFYNH0 (20080602) AND TRAVEL BY AUTOMOBILE FOR HOME (20090331)
- 1. RENTAL CAR IS NOT AUTHORIZED AT 910 SECURITY FORCES SQ FFYNH0 (20080602 THRU 20090331).

. SIGN AND DATE

- m. SPECIAL STORAGE OF HHGS IN THE VICINITY OF THE HOR/PLEAD MAY BE AUTHORIZED IAW JFTR, PARA U4770. AUTHORIZING/APPROVING AUTHORITIES SHOULD EXERCISE THIS AUTHORITY AFTER COORDINATION WITH THE WING COMMANDER. PER DIEM WILL BE PAID IN ACCORDANCE WITH THE JFTR.
- B. ADVANCE BY FSO IS NOT AUTHORIZED. TRAVELER HAS A GOVT CHARGE CARD AND PIN, WHICH WILL BE USED FOR ATM CASH ADVANCES FOR MEALS AND INCIDENTAL EXPENSES (M+IE) PLUS MISCELLANEOUS EXPENSES.
- D. IN ACCORDANCE WITH PUBLIC LAW 105-264, GTCC USE IS MANDATORY FOR ALL AUTHORIZED EXPENSES UNLESS OTHERWISE EXEMPTED UNDER THE SPECIFIC PROVISIONS DETAILED IN PARAGRAPH 'E' OF THE TRAVEL TRANSPORTATION REFORM ACT (TTRA).
- p. CMAS AUTHORIZATION #: 0.

 q. DID YOU DRIVE YOUR POV? ____ LIMITED TO ONE ROUND TRIP, POV TYPE ___ AUTO ___ MOTORCYCLE.
- T. PERSONNEL ON FLYING STATUS ARE AUTHORIZED TO TAKE PART IN FLYING ACTIVITIES DURING THE
 PERIOD OF ACTIVE DUTY COVERED BY THIS ORDER. PURSUANT TO AFI 32-6001,
 CONTINUED ON NEXT PAGE

AROWS-R A-00010 1938862 2008/04/08

/TSGT/

ACTIVATION (MOBILIZATION)

Continuation of AF Form 938, Block 19. Remarks (AFMAN 36-8001):

HOUSING HANDBOOK, I JUN 96, YOU WILL REPORT TO THE BASE HOUSING REFERRAL OFFICE SERVING YOUR DUTY STATION BEFORE ENTERING INTO ANY LEASE OR PURCHASE AGREEMENT FOR OFF-BASE HOUSING.

- 5. IF THE MOBILIZED MEMBER IS A FEDERAL EMPLOYEE, THE FOLLOWING REMARK WILL BE INCLUDED ON THE SF-52, REQUEST FOR PERSONNEL ACTION (RPA): THIS PERIOD OF ACTIVE DUTY IS EXEMPT FROM THE 5-YEAR CUMULATIVE LIMIT, IAW 38 U.S.C. CHAPTER 43, SECTION 4312(c)(4)(A). RECOMMEND ALL MEMBERS GIVE A COPY OF THIS ORDER TO THEIR EMPLOYER, PREFERABLY BEFORE THE EFFECTIVE DATE.
- t. THIS ORDER CONTAINS INFORMATION PROTECTED UNDER THE PRIVACY ACT OF 1974. ANY GROUP ORDER PROVIDED TO THE MEMBER MUST BE SANITIZED TO LIST ONLY THE LAST FOUR OF THE SSAN AND DELETE THE HOME ADDRESS FOR EACH OTHER PERSON ON THE ORDER. THIS ACTIVE DUTY ORDER DOES NOT CONSTITUTE AUTHORITY TO DEPLOY FROM THE MOBILIZED LOCATION, IF FURTHER DEPLOYMENT IS AUTHORIZED AFTER REPORTING TO THE COMMANDER OF ASSIGNED UNIT, A CONTINGENCY, EXERCISE DEPLOYMENT (CED) ORDER MUST BE PUBLISHED AND FURNISHED THE MEMBER PRIOR TO DEPARTURE. CALL 1-800-336-4590 (NATIONAL COMMITTEE FOR EMPLOYER SUPPORT OF THE GUARD AND RESERVE) OR CHECK ON LINE AT (WWW.ESGR.ORG) IF YOU HAVE QUESTIONS REGARDING YOUR EMPLOYMENT/REEMPLOYMENT RIGHTS.
- u. IAW NDAA 06, SECTION 594, MEMBERS WHO INCUR A CONTINUOUS PERIOD OF ACTIVE DUTY SERVICE OF 180 DAYS OR MORE ARE REQUIRED TO CONTACT THE LOCAL FAMILY SUPPORT CENTER TO RECEIVE A TRANSITION ASSISTANCE BRIEFING USING DD FORM 2648-1, PRESEPARATION COUNSELING CHECKLIST FOR RESERVE COMPONENT SERVICE MEMBERS RELEASED FROM ACTIVE DUTY. THIS ACTION MUST BE ACCOMPLISHED PRIOR TO MEMBER COMPLETING THEIR ACTIVE DUTY ORDER.
- V. TRICARE EARLY (CONTINGENCY ORDERS ONLY):
 IAW FY 04 NDAA, A MEMBER OF THE RESERVE COMPONENT WHO IS ISSUED A DELAYED-EFFECTIVE-DATEACTIVE-DUTY ORDER (WRITTEN OR VERBAL), OR IS COVERED BY SUCH AN ORDER, THAT IS, FOR A PERIOD OF
 ACTIVE DUTY OF MORE THAN 30 DAYS, IN SUPPORT OF A CONTINGENCY OPERATION, AS DEFINED IN 10 U.S.C.,
 101(a)(13)(B), SHALL BE ELIGIBLE, ALONG WITH ELIGIBLE FAMILY MEMBERS, FOR TRICARE, ON EITHER THE
 DATE OF NOTIFICATION OF SUCH ORDER, OR NO MORE THAN 90 DAYS PRIOR TO THE EFFECTIVE DATE OF
 ACTIVE DUTY PRESCRIBED IN THE ORDER, WHICHEVER IS LATER. TRICARE DENTAL BENEFITS WITH UNITED
 CONCORDIA ARE DISCONTINUED FOR THE RESERVE MEMBER ONLY UNDER THIS BENEFIT. MEMBER MUST SEEK
 DENTAL CARE VIA THE ACTIVE DUTY MEDICAL TREATMENT FACILITY (MTF) OR OBTAIN AUTHORIZED DENTAL
 CARE VIA THE MILITARY MEDICAL SUPPORT OFFICE (888-647-6676) IF NOT COLLOCATED WITH AN MTF
 (GENERALLY NOT WITHIN 50 MILES OF ANY MTF OF WHERE YOU WORK OR LIVE).
- w. SUBMIT A TRAVEL VOUCHER WITHIN 5 WORKDAYS AFTER COMPLETION OF TRAVEL.
- x. TRICARE RESERVE SELECT (TRS) ELECTION (CONTINGENCY ORDERS ONLY):
 ELECT OR DECLINE TRS: 90 DAYS AFTER THE TERMINATION OF THE CURRENT ACTIVE DUTY ORDER, THE
 MEMBER MUST ELECT OR DECLINE TRS ON THE DMDC WEBSITE (https://www.dmdc.osd.mil/appi/tsa/index.jsp).
 ELECTION OF TRS BENEFITS CONSISTS OF ELIGIBILITY VERIFICATION WITH ARPC AND ENROLLMENT WITH THE
 REGIONAL TRICARE CONTRACTOR. ELIGIBILITY: IF MEMBER ELECTS TRS, HE/SHE MUST VERIFY THEIR
 ELIGIBILITY BY COMPLETING THE DD FORM 2895 FROM THE DMDC WEBSITE
 (https://www.dmdc.osd.mil/appi/tsa/index.jsp). AND CONTACTING THE ARPC CONTACT CENTER (1-800-525-0102) TO FILE
 THEIR DD FORM 2895 NO LATER THAN 90 DAYS AFTER THE TERMINATION OF THE CURRENT ACTIVE DUTY
 ORDER. FAILURE TO MEET THIS SUSPENSE DATE WILL RESULT IN FORFEITURE OF TRS BENEFITS. ENROLLMENT:
 TRS ENROLLMENT MUST BE COMPLETED WITHIN 150 DAYS AFTER TERMINATION OF THE ACTIVE DUTY TOUR
 WITH THE TRICARE REGIONAL CONTRACTOR WHICH CONSIST OF SENDING THE ENROLLMENT FORM AND YOUR
 FIRST MONTH TRS PREMIUM. FAILURE TO MEET THIS SUSPENSE DATE WILL RESULT IN FORFEITURE OF TRS
 BENEFITS. TRS BENEFITS BECOMES EFFECTIVE THE DAY AFTER TAMP ENDS OR 181 DAYS AFTER TERMINATION
 OF THE ACTIVE DUTY TOUR.

ADDITIONAL INFORMATION: MORE INFORMATION CAN BE OBTAINED BY GOING TO (https://www.tricarc.osd.mil/reserve/reserveselect) OR CONTACTING THE ARPC CONTACT

CONTINUED ON NEXT PAGE

AROWS-R A-00010 1938862 2008/04/08

/TSGT/

ACTIVATION (MOBILIZATION)

Continuation of AF Form 938, Block 19. Remarks (AFMAN 36-8001):

CENTER AT (1-800-525-0102).

y. MEMBER WILL REPORT TO YARS FOR FURTHER TDY TO CAMP GRUBER, OK FOR PRE-DELPOYMENT TRAINING AND FURTHER TDY TO SWA.

MAY 2 0 2008

LEAVE REQUEST (MILITARY)

Employee Name:										
Agency Name:	O STATE	HIGHWAY	PATROL							
I request Military Leave beginning <u>02 June 200</u> (Date)	and ending	31 Mar 200 (Date)	9(projected).							
I am allowed to use my other have exhausted my 176 hor Requested hours may not eare blank, I am requesting 0 determine the order.	urs of military le	eave that is pro ent leave balan	vided during ea ce. If the 'Hour	ch calendar year. s Requested' areas						
Leave Type	Hours R	equested	Order of Usag	e (1 st - 2 nd - 3 rd)						
Compensatory Time										
Personal										
Vacation										
Once my available Military leave time I have chosen to of Absence without Pay" sta	use, I hereby									
Continuation of Health Insu	rance (please i	nitial one)								
I do desire to retain	my health insur	ance during thi	s period.							
I do not desire to ret	ain my health i	nsurance or I co	urrently have no	insurance.						
I have attached a copy of modern commander for the above list Sections 5903, 5923.05, Ol	isted dates. I h	ave read the u	•	•						
X		30		19 MAY 2008						
	(Emp	oloyee Signatur	e)	(Date)						
Agency Contact OSAP WARREN Phone number (330) 898-231/										
You have full reinstatement	t rights after rel	ease from activ	e duty <u>if</u> you su	bmit a written						

PLEASE PROVIDE EMPLOYEE WITH COPY OF SIGNED FORM

request for reinstatement within 90 days from completion of service.

From:

Amanda Tigner

To: Date: Colleen Peterson 5/27/2008 9:04 AM

Subject:

Re: Military date

Good Morning, Colleen:



used his last 8 hours of military leave on 5/13/08.

Amarkia Tigner Fiscal/Payroll 614-7:52-7854 - phone 614-4:6-6549 - fax

>>> Colleen Peterson 5/27/2008 8:57 AM >>> Good morning,

Can you advise the first day after Trooper

exhausted his 176 military hours. I will need to do a PA.

thank you! Colleen

BY ORDER OF THE SECRETARY REQUEST AND AUTHORIZATION FOR ACTIVE DUTY TRAINING/ACTIVE DUTY TOUR OF THE AIR FORCE PRIVACY ACT STATEMENT AUTHORITY: 10 USC 8013; Executive Order 9397. PRINCIPAL PURPOSES: Used to request and authorize Air Force reservist tours of active duty as well as acting as a temporary duty travel order. SSN is used to make positive identification of military personnel. Becomes record copy of orders after authentication; enables reservist to procure transportation, receive reimbursement for travel expenses and be paid military pay, as applicable. ROUTINE USES; A copy of the order may be provided to civilian employers to substantiate active duty military requirements. DISCLOSURE IS VOLUNTARY: However, without this information and SSN the Air Force cannot act on your travel, per diem and pay entitlements. 4. SECURITY CLEARANCE 2. GRADE 3. \$\$N 1. NAME (Last, First, MI) TSGT 7. STATE 6. CITY 5. PRESENT STREET ADDRESS 11. PAS CODE 9. UNIT OF ASSIGNMENT 10. LOCATION T91LFYNH 910 SECURITY FORCES SQ FFYN YOUNGSTOWN ARS APT, OH 444735900 TRACKING #: 1992035 12. Mbr is ordered to ANNUAL TRAINING * days plus auth tvl time. 15. RELEASE DATE (YYYYMMDD) 14. REPORTING DATA 13. WILL REPORT TO (Unit and location) (YYYYMMDD) (Hour) 910 SECURITY FORCES SQ FFYNHO, YOUNGSTOWN ARS APT, 0730 20080503 20080516 ✓ 18. BAS CODE S 16. CORPORATE LIMITS 17. COMMUTING AREA 19. REMARKS AUTH: AFMAN 36-8001 (File travel voucher and completed statement of tour of duty within 5 workdays after tour completion. Travel days will not exceed DODPM authorized travel time. Per diem is based on availability of gov't quarters and mess; contact the base billeting office since gov't quarters must be used when available. Turn in all promotional items (gifts, bonus tickets, etc.) to the AFO.) SEE NEXT PAGE FOR REMARKS. CONTINUED ON NEXT PAGE 23. MAN-DAY ID 21, TOUR-IND 22. MEAN CODE 20. TNG-CAT-IND 27. TOTAL 25 PER DIEM 26. OTHER 24. TRAVEL ESTIMATED COST \$10.00 00.02 \$10.00 \$0.00 TRAVEL AND PER DIEM PAY AND ALLOWANCE 5783700 508 6240 3A43J0 72115 54343F 667100 FA 5783700 508 6272 P721.02 380100 L60102 32. DATE 30. APPROVING OFFICIAL (Typed name, grade, DSN) 31. SIGNATURE 29. FUNDS CERTIFYING "ELECTRONICALLY APPROVED" 20080501 OFFICIAL RONALD MINES, CIV, 123-1234 33. DEPARTMENT OF THE AIR FORCE (Enter designation and location FOR THE COMMANDER of headquarters.) HO 910 AIRLIFT WING (AFRC) 37. SIGNATURE ELEMENT OF AUTHENTICATING OFFICIAL ERNEST A TALERICO, GS12 YOUNGSTOWN ARS VIENNA, OH 44473-5905 "ELECTRONICALLY APPROVED" 36. DISTRIBUTION 34. RESERVE ORDER NO. 35. DATE D-07010 20080501 STATEMENT OF TOUR OF DUTY 38 MODE OF TRAVEL HOUR (mil) DAY MONTH HOUR (mil) DAY MONTH LOCATION LOCATION ARRIVE DEPART CERTIFICATION 39. I certify that I have complied with the above order. The statements on this form are true and complete. If this tour was extended under the 42. Member reported for duty at hours on and was released variable tour provisions, it was with my prior knowledge and consent. If from duty at hours on a Federal Civil Service Employee, I certify that I have applied 43. CERTIFYING OFFICIAL'S PRINTED NAME 44. DSN for appropriate leave. My Spouse (Circle One) was/was not in Active Duty status during this tour. I (Circle One) did/did not occupy gov't quarters. 45 CERTIFYING OFFICIAL'S SIGNATURE 46. DATE 41. DATE 40. MEMBER'S SIGNATURE 49. FMO INITIALS 47. TIMEKEEPER STATEMENT I certify receiving a copy of this order for 48. TIMEKEEPER SIGNATURE civilian pay related review and processing.

AROWS-R D-07010 1992035 2008/05/01

2008/05/01
TSGT, T91LFYNH
ANNUAL TRAINING
Continuation of AF Form 938, Block 19. Remarks (AFMAN 36-8001):
B. PAY AND ALLOWANCE ESP CODE: N/A.
b. FCA: F5Q05H01.
c. TRAVELER USES INDIVIDUALLY BILLED ACCOUNT (IBA).
d. FOR THIS ORDER, MEMBER WILL DEPART FROM VIENNA, OH AND RETURN TO VIENNA, OH.
e. MEMBERS DUTY STATUS IS 73.
f. PERSTEMPO CODE, IS H, Mission Support (within 100 miles) . PERSTEMPO LOCATION IS OHIO.
g. YOU WILL BE IN A DRILL STATUS FROM 20080501 THRU 20080502 IN CONJUNCTION WITH THIS PERIOD OF DUTY. IN A DRILL STATUS, NO PER DIEM OR TRAVEL REIMBURSEMENT IS AUTHORIZED. ELAPSED TIME MUST REFLECTED ON YOUR DD-1351-2 (JFTR U7150.C).
h. TRAVELER LIVES WITHIN COMMUTING AREA OF REPORTING LOCATION, 910 SECURITY FORCES SQ FFYNHO
i. TRAVEL BY POC TO THE FOLLOWING SITES HAS BEEN DETERMINED AS MORE ADVANTAGEOUS TO THE GOVERNMENT: TRAVEL BY AUTOMOBILE FOR 910 SECURITY FORCES SQ FFYNH0 (20080503) AND TRAVEL BY AUTOMOBILE FOR HOME (20080516)
j. RENTAL CAR IS NOT AUTHORIZED AT 910 SECURITY FORCES SQ FFYNH0 (20080503 THRU 20080516).
k. ADVANCE BY FSO IS NOT AUTHORIZED. TRAVELER HAS A GOVT CHARGE CARD AND PIN, WHICH WILL BE USED FOR ATM CASH ADVANCES FOR MEALS AND INCIDENTAL EXPENSES (M+IE) PLUS MISCELLANEOUS EXPENSES.
I. IN ACCORDANCE WITH PUBLIC LAW 105-264, GTCC USE IS MANDATORY FOR ALL AUTHORIZED EXPENSES UNLESS OTHERWISE EXEMPTED UNDER THE SPECIFIC PROVISIONS DETAILED IN PARAGRAPH 'E' OF THE TRAV TRANSPORTATION REFORM ACT (TTRA).
THE VOLUME VOLUME POY THE PAY OF THE PAY OF THE PAY OF THE PAY THE ALTER MOTOR CALL

TOTAL MILES ... SIGN AND DATE

n. SUBMIT A TRAVEL VOUCHER WITHIN 5 WORKDAYS AFTER COMPLETION OF TRAVEL.

REQUEST AND AUT	JR	BY	BY ORDER OF THE SECRETARY OF THE AIR FORCE												
AUTHORITY: 10 USC 8013; PRINCIPAL PURPOSES: Us is used to make positive identransportation, receive reimb ROUTINE USES; A copy of DISCLOSURE IS VOLUNTAR	sed to req ntification ursement the order	uest and aut of military p for travel ex may be prov	thorize ersonr pense ided t	Air Ford nel. Beco s and be o civilian	e reserv mes rec paid mi employe	rist tours ord copy litary pay ers to sul	of orders a r, as applica bstantiate	after authenti able. active duty m	cation; enat ilitary requi	iles re remen	servist to ts.	procure			
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5. PRESENT STREET ADDRE	:\$\$				6. CITY					[7. Ş	TATE	TE .			
9. UNIT OF ASSIGNMENT 910 SECURITY FORCES SQ		LOCATION	'N AR	S APT, C)H 44473	35900			···		11. PAS CODE T91LFYNH				
12, Mbr is ordered to ACTIVA	TION (M	OBILIZATI	ON)			for 303	* days pl	us auth tvi tim	е.		TRACK	ING #: 1938862			
13. WILL REPORT TO (Unit and 910 SECURITY FORCES SQ OH		DATE (YYYYMMOD)													
2000002															
19. REMARKS AUTH: AFMAN 36-8001 (File travel voucher and completed statement of tour of duty within 5 workdays after tour completion. Travel days will not exceed DODPM authorized travel time. Per diem is based on availability of gov't quarters and mess; contact the base billeting office since gov't quarters must be used when evailable. Turn in all promotional items (gifts, borus tickets, etc.) to the AFO.) SEE NEXT PAGE FOR REMARKS.															
CONTINUED ON NEXT PA 20. TNG-CATHND 21. TOUR-IND 22. MEAN CODE 23. MAN-DAY ID															
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33. DEPARTMENT OF THE						TDN:			R THE COM						
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38.							OF DUTY								
LOCATION a.		HOUR (mil)	DAY	MONTH	b.		LOCATIO	ON	HOUR (mil)	DAY	HTHOM	MODE OF TRAVEL			
DEPART c.	ARRIVE d.														
DEPART	الد طفانين أصفأ	a aba:	nr. T	L	ARRIVE				CERTIFIC	ATION					
39. I certify that I have compl on this form are true and con variable tour provisions, it wa	nplete. If is with my	this tour wa prior knowle	s exte dga a	nded und nd conse	der the	42. Mei from du		ed for duty at hours on		rs on		and was released			
a Federal Civil Service Emplo for appropriate leave. My Sp Active Duty status during this gov't quarters.	ouse (C	Circle One) 1	was/w	as not in		43. CEI	RTIFYING O	FFICIAL'S PR	INTED NAM	E		44. DSN			
40. MEMBER'S SIGNATURE			41. D	ATE		45. CE	RTIFYING O	FFICIAL'S SIG	NATURE			46. DATE			
47. TIMEKEEPER STATEMENT I certify receiving a copy of this order for civilian pay related review and processing.												49. FMO INITIALS			

AROWS-R A-00010 1938862 2008/04/08

	_
/TSGT/	T91LFYNH
/1301/	LAIPE LINE

ACTIVATION (MOBILIZATION)

Continuation of AF Form 938, Block 19. Remarks (AFMAN 36-8001):

- a, PAY AND ALLOWANCE ESP CODE: ZA.
- b. FCA: F5Q05H06.
- c. TRAVELER USES INDIVIDUALLY BILLED ACCOUNT (IBA).
- d. BY DIRECTION OF THE PRESIDENT, YOU ARE ORDERED TO ACTIVE DUTY IN ACCORDANCE WITH TITLE 10 USC 12302 INVOLUNTARY PARTIAL MOBILIZATION PER EXECUTIVE ORDER 13223F "OPERATION IRAQI FREEDOM" BASED ON INSTRUCTIONS FROM HIGHER HEADQUARTERS FROM 20080602 TO 20090331. MEMBER WAS NOTIFIED OF ACTIVATION ON 20080327. Failure to report within the time constraints of these orders will constitute the member being reported in an Unauthorized Absence status as outlined in AFI 36-2911 (Desertion and Unauthorized Absence). This violation is a punishable offense under the UCMJ.
- e. REPORT TO MPF/DPMUO PRIOR TO DEPARTURE.
- f. FOR THIS ORDER, MEMBER WILL DEPART FROM VIENNA, OH AND RETURN TO VIENNA, OH.
- g. THE PERIOD OF DUTY UNDER THESE ORDERS IS EXEMPT FROM THE 5 YEAR LIMIT AS PROVIDED IN 38 U.S.C. 4312(C)(4)(B).
- b. MEMBERS DUTY STATUS IS 62.

TOTAL MILES SIGN AND DATE

- i. PERSTEMPO CODE, IS J, Contingency at Home Station. PERSTEMPO LOCATION IS OHIO.
- j. TRAVELER LIVES WITHIN COMMUTING AREA OF REPORTING LOCATION, 910 SECURITY FORCES SQ FFYNHO.
- k. TRAVEL BY POC TO THE FOLLOWING SITES HAS BEEN DETERMINED AS MORE ADVANTAGEOUS TO THE GOVERNMENT:
- TRAVEL BY AUTOMOBILE FOR 910 SECURITY FORCES SQ FFYNH0 (20080602) AND TRAVEL BY AUTOMOBILE FOR HOME (20090331)
- 1. RENTAL CAR IS NOT AUTHORIZED AT 910 SECURITY FORCES SQ FFYNH0 (20080602 THRU 20090331).
- m. SPECIAL STORAGE OF HHGS IN THE VICINITY OF THE HOR/PLEAD MAY BE AUTHORIZED IAW JFTR, PARA U4770. AUTHORIZING/APPROVING AUTHORITIES SHOULD EXERCISE THIS AUTHORITY AFTER COORDINATION WITH THE WING COMMANDER. PER DIEM WILL BE PAID IN ACCORDANCE WITH THE JFTR.
- n. ADVANCE BY FSO IS NOT AUTHORIZED, TRAVELER HAS A GOVT CHARGE CARD AND PIN, WHICH WILL BE USED FOR ATM CASH ADVANCES FOR MEALS AND INCIDENTAL EXPENSES (M+IE) PLUS MISCELLANEOUS EXPENSES.
- 0. IN ACCORDANCE WITH PUBLIC LAW 105-264, GTCC USE IS MANDATORY FOR ALL AUTHORIZED EXPENSES UNLESS OTHERWISE EXEMPTED UNDER THE SPECIFIC PROVISIONS DETAILED IN PARAGRAPH 'E' OF THE TRAVEL TRANSPORTATION REFORM ACT (TTRA).
- p. CMAS AUTHORIZATION #: 0.
 q. DID YOU DRIVE YOUR POV? ___ LIMITED TO ONE ROUND TRIP. POV TYPE ___ AUTO ___ MOTORCYCLE.
- r. PERSONNEL ON FLYING STATUS ARE AUTHORIZED TO TAKE PART IN FLYING ACTIVITIES DURING THE PERIOD OF ACTIVE DUTY COVERED BY THIS ORDER. PURSUANT TO AFI 32-6001, CONTINUED ON NEXT PAGE

AROWS-R A-00010 1938862 2008/04/08

/TSGT/

ACTIVATION (MOBILIZATION)

Continuation of AF Form 938, Block 19. Remarks (AFMAN 36-8001):

HOUSING HANDBOOK, 1 JUN 96, YOU WILL REPORT TO THE BASE HOUSING REFERRAL OFFICE SERVING YOUR DUTY STATION BEFORE ENTERING INTO ANY LEASE OR PURCHASE AGREEMENT FOR OFF-BASE HOUSING.

- s. IF THE MOBILIZED MEMBER IS A FEDERAL EMPLOYEE, THE FOLLOWING REMARK WILL BE INCLUDED ON THE SF-52, REQUEST FOR PERSONNEL ACTION (RPA): THIS PERIOD OF ACTIVE DUTY IS EXEMPT FROM THE 5-YEAR CUMULATIVE LIMIT, IAW 38 U.S.C. CHAPTER 43, SECTION 4312(c)(4)(A). RECOMMEND ALL MEMBERS GIVE A COPY OF THIS ORDER TO THEIR EMPLOYER, PREFERABLY BEFORE THE EFFECTIVE DATE.
- I. THIS ORDER CONTAINS INFORMATION PROTECTED UNDER THE PRIVACY ACT OF 1974. ANY GROUP ORDER PROVIDED TO THE MEMBER MUST BE SANITIZED TO LIST ONLY THE LAST FOUR OF THE SSAN AND DELETE THE HOME ADDRESS FOR EACH OTHER PERSON ON THE ORDER. THIS ACTIVE DUTY ORDER DOES NOT CONSTITUTE AUTHORITY TO DEPLOY FROM THE MOBILIZED LOCATION. IF FURTHER DEPLOYMENT IS AUTHORIZED AFTER REPORTING TO THE COMMANDER OF ASSIGNED UNIT, A CONTINGENCY, EXERCISE DEPLOYMENT (CED) ORDER MUST BE PUBLISHED AND FURNISHED THE MEMBER PRIOR TO DEPARTURE. CALL I-800-336-4590 (NATIONAL COMMITTEE FOR EMPLOYER SUPPORT OF THE GUARD AND RESERVE) OR CHECK ON LINE AT (WWW.ESGR.ORG) IF YOU HAVE QUESTIONS REGARDING YOUR EMPLOYMENT/REEMPLOYMENT RIGHTS.
- D. IAW NDAA 06, SECTION 594, MEMBERS WHO INCUR A CONTINUOUS PERIOD OF ACTIVE DUTY SERVICE OF 180 DAYS OR MORE ARE REQUIRED TO CONTACT THE LOCAL FAMILY SUPPORT CENTER TO RECEIVE A TRANSITION ASSISTANCE BRIEFING USING DD FORM 2648-1, PRESEPARATION COUNSELING CHECKLIST FOR RESERVE COMPONENT SERVICE MEMBERS RELEASED FROM ACTIVE DUTY. THIS ACTION MUST BE ACCOMPLISHED PRIOR TO MEMBER COMPLETING THEIR ACTIVE DUTY ORDER.
- V. TRICARE EARLY (CONTINGENCY ORDERS ONLY):

 IAW FY 04 NDAA, A MEMBER OF THE RESERVE COMPONENT WHO IS ISSUED A DELAYED-EFFECTIVE-DATEACTIVE-DUTY ORDER (WRITTEN OR VERBAL), OR IS COVERED BY SUCH AN ORDER, THAT IS, FOR A PERIOD OF
 ACTIVE DUTY OF MORE THAN 30 DAYS, IN SUPPORT OF A CONTINGENCY OPERATION, AS DEFINED IN 10 U.S.C.,
 101(a)(13)(B), SHALL BE ELIGIBLE, ALONG WITH ELIGIBLE FAMILY MEMBERS, FOR TRICARE, ON EITHER THE
 DATE OF NOTIFICATION OF SUCH ORDER, OR NO MORE THAN 90 DAYS PRIOR TO THE EFFECTIVE DATE OF
 ACTIVE DUTY PRESCRIBED IN THE ORDER, WHICHEVER IS LATER. TRICARE DENTAL BENEFITS WITH UNITED
 CONCORDIA ARE DISCONTINUED FOR THE RESERVE MEMBER ONLY UNDER THIS BENEFIT. MEMBER MUST SEEK
 DENTAL CARE VIA THE ACTIVE DUTY MEDICAL TREATMENT FACILITY (MTF) OR OBTAIN AUTHORIZED DENTAL
 CARE VIA THE MILITARY MEDICAL SUPPORT OFFICE (888-647-6676) IF NOT COLLOCATED WITH AN MTF
 (GENERALLY NOT WITHIN 50 MILES OF ANY MTF OF WHERE YOU WORK OR LIVE).
- W. SUBMIT A TRAVEL VOUCHER WITHIN 5 WORKDAYS AFTER COMPLETION OF TRAVEL.
- K. TRICARE RESERVE SELECT (TRS) ELECTION (CONTINGENCY ORDERS ONLY):
 ELECT OR DECLINE TRS: 90 DAYS AFTER THE TERMINATION OF THE CURRENT ACTIVE DUTY ORDER, THE
 MEMBER MUST ELECT OR DECLINE TRS ON THE DMDC WEBSITE (https://www.dmdc.osd.mil/appi/tsa/index.jsp).
 ELECTION OF TRS BENEFITS CONSISTS OF ELIGIBILITY VERIFICATION WITH ARPC AND ENROLLMENT WITH THE
 REGIONAL TRICARE CONTRACTOR. ELIGIBILITY: IF MEMBER ELECTS TRS, HE/SHE MUST VERIFY THEIR
 ELIGIBILITY BY COMPLETING THE DD FORM 2895 FROM THE DMDC WEBSITE
 (https://www.dmdc.osd.mil/appi/tsa/index.jsp). AND CONTACTING THE ARPC CONTACT CENTER (1-800-525-0102) TO FILE
 THEIR DD FORM 2895 NO LATER THAN 90 DAYS AFTER THE TERMINATION OF THE CURRENT ACTIVE DUTY
 ORDER. FAILURE TO MEET THIS SUSPENSE DATE WILL RESULT IN FORFEITURE OF TRS BENEFITS. ENROLLMENT:
 TRS ENROLLMENT MUST BE COMPLETED WITHIN 150 DAYS AFTER TERMINATION OF THE ACTIVE DUTY TOUR
 WITH THE TRICARE REGIONAL CONTRACTOR WHICH CONSIST OF SENDING THE ENROLLMENT FORM AND YOUR
 FIRST MONTH TRS PREMIUM. FAILURE TO MEET THIS SUSPENSE DATE WILL RESULT IN FORFEITURE OF TRS
 BENEFITS. TRS BENEFITS BECOMES EFFECTIVE THE DAY AFTER TAMP ENDS OR 181 DAYS AFTER TERMINATION
 OF THE ACTIVE DUTY TOUR.

ADDITIONAL INFORMATION: MORE INFORMATION CAN BE OBTAINED BY GOING TO (https://www.tricarc.osd.mil/reserve/reserveselect) OR CONTACTING THE ARPC CONTACT

CONTINUED ON NEXT PAGE

AROWS-R A-00010 1938862 2008/04/08

TSGT/ T91LFYNH

ACTIVATION (MOBILIZATION)

Continuation of AF Form 938, Block 19, Remarks (AFMAN 36-8001):

CENTER AT (1-800-525-0102).

y. MEMBER WILL REPORT TO YARS FOR FURTHER TDY TO CAMP GRUBER, OK FOR PRE-DELPOYMENT TRAINING AND FURTHER TDY TO SWA.

From: To: Amanda Tigner

Date:

Colleen Peterson 5/27/2008 9:04 AM

Subject:

Re: Military date

Good Morning, Colleen:



used his last 8 hours of military leave on 5/13/08.

Amanda Tigner Fiscal/Payroll 614-752-7854 - phone 614-466-6549 - fax

>>> Colleen Peterson 5/27/2008 8:57 AM >>> Good morning,

Can you advise the first day after Trooper

exhausted his 176 military hours. I will need to do a PA.

thank you! Colleen

Clore.												
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From:

Elizabeth Dziatkowicz

To:

Colleen Peterson

Date: Subject: 6/11/2008 8:25 AM Fwd: Job Data Update

>>> Joseph Eckstein 6/10/2008 2:11 PM >>>

Beth

Please update

on Job Data as follows:

Return From Leave / Return from Military 05/18/2008

Payroll Leave Action / Military Leave Federal 06/02/2008

He returned from short term leave and then went out again on long term leave effective June 2, 2008.

Thanks

Joseph A. Eckstein Supervisor, Fiscal Services/Payroll (614) 387-6034 fax (614) 466-6549

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SIGN	ATURE O	F RELEASING	AUTHOR	RITY			_		DATE	SIGNATUR	RE OF APPROV	/ER				ATE	

THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.

DENTIFICATION FOR COES	CERTIFICATE OF	RELEASE OR	DISCHARGE FROM	ACTIVE DUTY							
1. NAME /Last First Middle)		RTMENT, COMPO	NENT AND BRANCH	ľ	. SOCIAL S	ECURITY NUME	ER				
4a. GRADE, RATE OR RANK TSGT	b. PAY GRADE E6		TH (YYYYMMOO)	6. RESERVE OBLA (YYYYMMOD) 20	100807		E				
74. PLACE OF ENTRY INTO ACTIVE DU VIENNA OH	TY	b. HOME OF RE VIENNA OH	CORD AT TIME OF ENTR	Y (City and state, or o	omplete addre	iss il known)					
68. LAST DUTY ASSIGNMENT AND MA 910 SECURITY FORCES SQ (AMC)			b. STATION WHERE SET YOUNGSTOWN ARS A								
9. COMMAND TO WHICH TRANSFERR USAFR	ED				10. SGLI C	OVERAGE T: \$400,000	NON				
11. PRIMARY SPECIALTY (List number,	blie and years and months it	2	12. RECORD OF SERVIC	E	YEAR(S)	MONTHS(S)	DAY(S				
specially. List additional specialty num			a. DATE ENTERED AD T		2008	NUL	02				
periods of one or more years.) 3P071, SECURITY FORCES CRAFT	SHTMOM D MAMP		b. SEPARATION DATE T	THIS PERIOD	2009	MAR	28				
SPUZI, SECORITY FORCES CRAF	ISMAN, SMONTHS		C. NET ACTIVE SERVICE		00	09	27				
i			d. TOTAL PRIOR ACTIV		05	09	29				
ł			. TOTAL PRIOR INACT		07	06	22				
l			I. FOREIGN SERVICE		00	06	12				
}			g. SEA SERVICE		00	00	00				
			h. EFFECTIVE DATE OF	PAY GRADE	2007	MAR	01				
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) F Outstanding Unit Award with Valor Device, Navy Meritorious Unit commendation, Marine Corps Good Conduct Medal, Air Reserve Forces lecitorious Service Medal with 1 oak leaf cluster, National Defense Service ledal with 1 service star, Armed Forces Expeditionary Medal, Iraq Campaign Medal with 1 service star, Global War On #See Remarks# 5a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM 14. MILITARY EDUCATION (Course 6tile, number of weeks, and month and year completed) NCO ACADEMY, MAY 2008. 15. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM 16. MILITARY EDUCATION (Course 6tile, number of weeks, and month and year completed) NCO ACADEMY, MAY 2008.											
b. HIGH SCHOOL GRADUATE OR E	QUIVALENT					X YES	X N				
16. DAYS ACCRUED LEAVE PAID 0	17. MEMBER WAS PROVI DENTAL SERVICES A		DENTAL EXAMINATION AI NITHIN 90 DAYS PRIOR TO		TE		YES N				
STEM 13: Terrorism Expeditionary M Border with 1 oak leaf cluster, AF Lo Ribbon with 1 service star, Navy Pisi AF Overseas Ribbon Short, Air Forc Armed Forces Reserve Medal with 2 Medal. The information contained herein is subje	ngevity Service with 2 oal tol Shot Medal, Navy Expi e Expeditionary Service R "M" Devices, Small Arms	k leaf clusters, Ai ert Rifte Medal. I' Ribbon with Gold Expert Marksma NOTHIN	rmed Forces Reserve Merch 13: Terrorism Expense Sorder with 1 cak leaf classification with 1 server G FOLLOWS	edal with 2 "M" Devi ditionary Medal, Gl uster. AF Longevity rice star, Navy Pist	ces, Small A obal War on Service wit of Shot Med	orms Expert Ma Terrorism Ser h 2 oak teaf ck al, Navy Exper	arksmans vice Med: isters, t Rifle				
and to determine sligibility for, and/or con	linued compilance with, the re		ideral benefit program.								
199. MAILING ADDRESS AFTER SEPAI			b. NEAREST RELATIVE WENDY C. BONAR	(Name and address -	include ZIP C						
20. MEMBER REQUESTS COPY 6 BE S		R OF VETERANS		-1		X YES	N				
21. SIGNATURE OF MEMBER BEING S MEMBER NOT AVAILABLE TO SIG		MARY L. JULIA	UTHORIZED TO SIGN AT P UN, CMSgl, USAFR Onnet Programs	od name, grade, tille	and signature)) 1 \(\mu \)					
				7 X	~						
	SPECIAL ADDITIO	ONAL INFORMATI	ON (For use by authorized a	gencies aniy)	7						
23. TYPE OF SEPARATION			24. CHARACTER OF SI		edes)						
RELEASE FROM ACTIVE DUTY			HONORABLE								
25. SEPARATION AUTHORITY			26. SEPARATION COD	E	7. REENTR	CODE					
AFI 36-3209			T50		NOT APPLK	CABLE					
28. NARRATIVE REASON FOR SEPAR											

Ohio Department of Public Safety Ohio State Highway Patrol

Template #17 - Reporting Employee Off Due to injury / Extended Illness / Maternity Leave

ADHRM, ADBenefits, DPSPayroll, ADDHQ04, ADPost78

Reporting Employee Off Due to Injury / Extended Illness / Maternity Leave

ATTN: HRM, Benefits, DPS Payroll

Trooper the property of the pr

OSHP Warren

78 04

04/01/09 @ 0710 Hrs.

JLK

Originating Office (e.g., Ohio SP Steubenville)

Post District

Date and Time

Preparer/Sender Initials

OHP 1417 02/08

OSP-500.30

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DATE OF LAST PROMOTION	ĆE	RTIFICATION NO		OF CONTINUE 09-13		CE	STA	NDARD	HOURS 2080				loyee Class:	_
03-09-01 REMARKS: RETURN FROM MILITAR' ORDERS, (ASSIGNED TO	Y LEAVE,	HIGHWAY	PATROL TROC			EAVE	ENDS	S PER		CHE	D	Bene	efit Program: Officer Code: Information:	PUP None
ALL ITEMS ON PRE-HIR				641	/ /	Т		APPRO	OVED PROVED)		Certification		
Harry Gua	MAA	Lh	SIGNATURE	1	OS C	24	_	WIGHT!			,	Jerencenc		_

THIS IS AN IMPORTANT RECORD.

ENTIFICATION PURPOSES		SAFEG	UARD IT.					
	CERTIFICATE C	F RELEASE OR	DISCHARGE FROM	ACTIVE DUTY				
NAME (Last, First, Middle)	12. 06	PARTMENT, COMPO				CURITY NUM	BER	
a. GRADE, RATE OR RANK	b. PAY GRADE		TH (YYYYMMOO)	6. RESERVE OBL	IGATION TERM 0100807	MINATION DAT	E	
SGT		· · · · · · · · · · · · · · · · · · ·	CORD AT TIME OF ENTR	V /City and state or	complete addre	ss if known)		
e. PLACE OF ENTRY INTO ACTIVE VIENNA OH	DUTY	VIENNA OH	CORD AT TIME OF ENTE	(Only and divine, or				
. LAST DUTY ASSIGNMENT AND	MAJOR COMMAND		b. STATION WHERE SE					
10 SECURITY FORCES SQ (A			1001001011111110		10. SGLIC	OVERAGE		NONE
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1. PRIMARY SPECIALTY (List num	her tile and years and mont	ths in	12. RECORD OF SERVI	CE	YEAR(\$)	MONTHS(S)	DA	Y(S)
specially List additional specialty	numbers and lifes involving	313 01	a. DATE ENTERED AD		2008	NŲL	_	02
periods of one or more years.) PO71, SECURITY FORCES CR			b. SEPARATION DATE	THIS PERIOD	2009	MAR	:	26
PO71. SECURITY FORCES CR	AFTSWIAM, & MONTHS		c. NET ACTIVE SERVICE	E THIS PERIOD	00	09	1 _:	27
			d. TOTAL PRIOR ACTIV	E SERVICE	05	09	1 3	29
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			g. SEA SERVICE		00	00	1	00
			h. EFFECTIVE DATE O		2007	MAR	_	01
Meritorious Service Medal with 1 Medal with 1 service star, Armed Medal with 1 service star, Global	Forces Expeditionary Mo War On //See Remarks/	edai, Iraq Campaign /		,		YES	X	I NO
15a. MEMBER CONTRIBUTED TO b. HIGH SCHOOL GRADUATE C	POST-VIETNAM ERA VETE R EQUIVALENT	ERANS' EDUCATIONA	L ASSISTANCE PROGRA	lM.		X YES	Ĥ	NO
16. DAYS ACCRUED LEAVE	17. MEMBER WAS P	ROVIDED COMPLETE	DENTAL EXAMINATION	AND ALL APPROPE	RIATE		YES	NO
PAID Q	DENTAL SERVICE	ES AND TREATMENT	WITHIN 90 DAYS PRIOR	TO SEPARATION		_ 		Х
ts. REMARKS TEM 13: Terrorism Expeditional Border with 1 oak leaf cluster, A Ribbon with 1 service star, Navy AF Overseas Ribbon Short, Air Armed Forces Reserve Medal w Medal.	F Longevity Service with Pistol Shot Medal, Navy Force Expeditionary Serv ith 2 'M' Devices, Small A	2 oak leaf ciusters, A Expert Riffe Medal. ice Ribbon with Gold Irms Expert Marksm NOTHIN	Armed Forces Reserve in TTEM 13: Terrorism Exp I Border with 1 cak leaf anship Ribbon with 1 se	vieca with 2 with the consistency Medal, cluster. AF Longer rivice star, Navy P	Sticks, Shar or Oliobal War or vity Service wi istol Shot Med	n Terrorism So th 2 oak leaf dal, Navy Exp	ervice (clustern ert Riffe	Medal, s, e
The information contained herein is a and to determine eligibility for, and/o	subject to computer matching r continued compilance with,	within the Department the requirements of a	ederal benefit program.				zuon pu	poses
193. MAILING ADDRESS AFTER S 327 BUENA VISTA AVE VIENNA OH 44473	EPARATION (Include ZIP C	cde)	WENDY C. BONAR 8135 ST RT 609		s - include ZIP (Codej		
20. MEMBER REQUESTS COPY 6	RESENT TO OH DIES	CTOR OF VETERANS	BURGHILL OH 44404			X YES	T	NO
21. SIGNATURE OF MEMBER BE		22. OFFICIAL	AUTHORIZED TO SIGN A	yped name, grade, ti	itle and signatur			
MEMBER NOT AVAILABLE TO		MARY L. JUL		Horse	Der.	ميا	<u></u>	
					X			
	SPECIAL A	DDITIONAL INFORMA	TION (For use by authorize		177			
23. TYPE OF SEPARATION			24. CHARACTER OF	SERVICE (Include)	(दशक्तिकर्			
RELEASE FROM ACTIVE DUT	Y		HONORABLE					
25. SEPARATION AUTHORITY			26. SEPARATION CO	DDE	27. REENT			
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26. NARRATIVE REASON FOR SI								
ADD CARD DUE TO DESIGNATION								

Ohio Department of Public Safety Ohio State Highway Patrol

Template #17 - Reporting Employee Off Due to Injury / Extended Illness / Maternity Leave

ADHRM, ADBenefits, DPSPayroll, ADDHQ04, ADPost78

Reporting Employee Off Due to Injury / Extended Illness / Maternity Leave

ATTN: HRM, Benefits, DPS Payroll

Trooper Unit OAKS ID # has returned to full duty from active military leave as of April 1, 2009.

OSHP Warren

78 04

04/01/09 @ 0710 Hrs.

JLK

Originating Office (e.g., Ohio SP Steubenville)

Post District

Date and Time

Preparer/Sender Initials

OHP 1417 02/08

OSP-500.30

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THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.

DENTIFICATION PURPOSES	CERTIFICA	TE OF RELEAS	SE OR	DISCHARGE FROM	ACTIVE DUTY				
1. NAME (Last, First, Middle)			COMPO	NENT AND BRANCH		3. SOCIAL S	ECURITY NUME	ER	
48. GRADE, RATE OR RANK TSGT	b. PAY GRADE E6				8. RESERVE OBL (YYYYMMDD) 2	0100807		E	
7a. PLACE OF ENTRY INTO ACTIVE DU VIENNA OH	TY	D. HOM		CORD AT TIME OF ENTRY	(City and state, or o	complete addre	ss if known)		
BI. LAST DUTY ASSIGNMENT AND MA 910 SECURITY FORCES SQ (AMC)				b. STATION WHERE SEP YOUNGSTOWN ARS A					
9. COMMAND TO WHICH TRANSFERR USAFR	RED					10. SGL: C	OVERAGE T: \$400,000		NONE
11. PRIMARY SPECIALTY (List number,	blie and years and	months in		12. RECORD OF SERVICE	E .	YEAR(S)	MONTHS(S)	DA	Y(8)
specially. List additional specially num	nbers and biles inv	olving		. DATE ENTERED AD T		2008	JUN	-	02
periods of one or more years.) 3P071, SECURITY FORCES CRAF				b. SEPARATION DATE T	HIS PERIOD	2009	MAR		28
SPOTT, SECURITY FORCES CRAF	ISMAN, 9 MON	na		c. NET ACTIVE SERVICE		00	09		27
				d. TOTAL PRIOR ACTIVE		05	09	_	29
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				f. FOREIGN SERVICE		00	06	_	12
				g. SEA SERVICE		00	00		00
				h. EFFECTIVE DATE OF	PAY GRADE	2007	MAR	_	01
Commendation, Marine Corps Good Meritorious Service Medal with 1 cal Medal with 1 service star, Armed For Medal with 1 service star, Global Wa	cieal cluster, Na rces Expeditiona ir On //See Rema	tional Defense Se ry Medal, Iraq Car arks//	rvice mpalgn						
162. MEMBER CONTRIBUTED TO POS b. HIGH SCHOOL GRADUATE OR E		VETERANS' EDUC	ATIONAL	ASSISTANCE PROGRAM			X YES	Χ	NO NO
16. DAYS ACCRUED LEAVE PAID 0	17. MEMBER WA	AS PROVIDED COM	APLETE D	DENTAL EXAMINATION AP	SEPARATION	ATE		YE\$	NO X
18. REMARKS ITEM 13: Terrorism Expeditionary M Border with 1 oak leaf cluster, AF Lo Ribbon with 1 service star, Navy Pis AF Overseas Ribbon Short, Air Ford Armed Forces Reserve Medal with 2 Medal.	ingevity Service to tol Shot Medal, Ne Expeditionary	with 2 oak leaf clu: lavy Expert Rifle M Service Ribbon wi nall Arms Expert M	sters, Ar Medai. 11 ith Gold I farksma	med Forces Reserve Me FEM 13: Terrorism Exper Border with 1 oak leaf ck	idal with 2 'M' Dev ditionary Medal, G uster, AF Longevi ice star, Navy Pis	vices, Small A Slobal War on by Service wit stol Shot Med	Arms Expert Mi Terrorism Ser h 2 oak leaf cli	arksm vice N usters	ianship Medal, i.
The information contained herein is subjeted to determine eligibility for, and/or contained herein is subjeted to determine eligibility for, and/or contained herein is subjeted to determine eligibility for, and/or contained herein is subjeted to determine eligibility for and subjeted herein is subjeted to determine the subjeted herein is subjeted to determine eligibility for any contained herein is subjeted to determine eligibility for any contained herein is subjeted to determine eligibility for any contained herein is subjeted to determine eligibility for any contained herein is subjeted to determine eligibility for any contained herein is subjeted to determine eligibility for any contained herein is subjeted to determine eligibility for any contained herein is subjeted to determine eligibility for any contained herein is subjeted to determine eligibility for any contained herein is subjeted to determine eligibility for any contained herein is subjeted to determine eligibility for any contained herein eligibility for any containe	linued compliance RATION (Include 2	with the requiremen	ils of a Fe	b. NEAREST RELATIVE (WENDY C. BONAR 8135 ST RT 809 BURGHILL OH 44404			ode)	ion pu	
20. MEMBER REQUESTS COPY & BE		DIRECTOR OF VET					X YES		NO
21. SIGNATURE OF MEMBER BEING S MEMBER NOT AVAILABLE TO SIG		MARY	L. JULIA	UTHORIZED TO SIGN AVEN. IN. CMSgI, USAFR Dannel Programs	ed name, grade, tille	and signature) Jena		
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Ohio Department of Public Safety Ohio State Highway Patrol

Template #17 - Reporting Employee Off Due to Injury / Extended Illness / Maternity Leave

ADHRM, ADBenefits, DPSPayroll, ADDHQ04, ADPost78

Reporting Employee Off Due to Injury / Extended Illness / Maternity Leave

ATTN: HRM, Benefits, DPS Payroll

Trooper has returned to full duty from active military leave as of April 1, 2009.

OSHP Warren

78 04 04/01/09 @ 0710 Hrs.

JLK

Originating Office (e.g., Ohio SP Steubenville)

Post District Date and Time

Preparer/Sender Initials

OHP 1417 02/08

OSP-500.30

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Sergeant			26713	13	5	30.70	P. 706	1 /		31/0 2	Sl. 6
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ADMINISTRATIVE SERVICES

**** 4100 (P 12/2006)

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1	REH-REL Reempl	оу	ļ	DTA-D	CP DAS Class	Plan	- 1		Reinstate By:	-		_	1		DFN Penal	
-	Layoff Appt. Type:				TW End Temp		1	T	WP-DSI Dis	ability S	ep wi	th insu	ır.	DTA-	DWS Work	ing Suspension
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DATE	OF LAST PROMOTION 08-30-11		CERT	IFICATION NO.	DATE		7-13-0	S SERVICE 0	STAN	DARD HO	URS 180			Employ	vee Class:	HPRS
		SERGE	ANT,	TRANSFE	R FROM DIS				RAVENNA			CT 04,	1	Benefit Offi	Program:	PUP None
	ALL ITEMS ON PRE-	HIRE FOR	M HAVE	BEEN COMPLE	ETED					PPROVE						
The APPRO	DVAL OF APPOINTING A	Cha			GNATURE			2012 DATE		DISAPPRO	OVED		Cert	tification		
SIGNA	TURE OF RELEASING A	UTHORIT	Y					DATE	SIGNATURE	OF APP	ROVER	₹			Ď,	ATE





Personnel Actions Request

PAR #	0	000277	574											
				gency				Division o	r institution				Q County	
Fron	n: D	PS290	450				D4 Post 5	50 Canfield			Mahor	ning		
To): D	PS290	478		03.000 TW.		D4 Post 7	78 Warren			Trumb	ull		
		EMPL	ID				Last Na	ıme	-	First	Name		MI	
	(7,574)													
				0	AKS A	ction						AKS Reaso	1	
XFR -									TRW - T	ransfer wit	nin Agend	;y		
Comr														
Highw	ay P	Patrol Se	ergean	t transf	er with	<u>in agen</u>	cy from Dis	strict 4, Post 50	/ Canfield to	District 4, P	ost 78/ W	/arren		
Effe	ctive I	Date	Las	t Day Wo	rked	Posit	ion Number	Dept ID	Union Code	Barg Unit	BU Flag	Perm or Temp	Full or Part-Time	Cert Status
мо	DA	YR	МО	DA	YR	From:	20055745	DPS290450	A15	15	9	Permanent	Full-Time	A: Permanent
7	22	2018				То:	20052468	DPS290478	A15	15	9	Permanent	Full-Time	A: Permanent
	r en en en en en en en en en en en en en			Job C	ode Titl	е		Job	Code	Gra	de	Step	TOTA	L RATE
rom:	Hig	ghway F	atrol S	Sergear	nt			26713		013		6	38.63	
To:	Hig	hway F	atrol S	Sergear	nt			26713		013		6	38.63	
	T	Ва	se Rate	<u></u>		Comp	Rate	Change	Amount	Ch	ange Perce	ent	Converted Com	p Rate
rom:	LI	NGVTY			2.13	3		0.00		0.00		2.1	3	
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o:	LI	NGVTY	,		2.13			0.00		0.00		2.1		-
	-	IAHRLY			36.5			0.00		0.00		36.		
	STD	HRS (O	AKS)			FLSA	Status	E	mpl Class (Ret	mt)		Off	icer Code	





Personnel Actions Request

40	Overtime Eligible	HPRS	None
OAKS Multi Action		OVKS W	ulti Reason
DTA - Data Change	HQC - HQ Locati		uiti neasoii

Initiator Name	Entered Date/Time
MERRICK,KATHLEEN A	2018-07-17T11:12:18-04:00

Approver Role	Approved By	Date/Time Stamp
EPAR DECENTRAL AGENCY	DZIATKOWICZ,ELIZABETH REITZ	2018-07-19T14:03:07-04:00
EPARAPPROVERLEVEL1	ECKSTEIN,JOSEPH A	2018-07-17T18:23:34-04:00

OATH OF OFFICE

State of Ohio) Franklin County)	
	· ·
(Name o	of Officer, Type)
do solemnly swear and/or affirm to	hat I will support the Constitution of the
United States and the Constitution	of the State of Ohio, and that I will
faithfully, honestly and impartially	discharge the duties of the office of
Trooper in the Ohio State Highwa	y Patrol to the best of my ability, during
my continuance in that office.	
	(Signature of Officer)
Sworn and/or affirmed before me and s March 2001.	ubscribed in my presence this 9th day of
oath.doc	HON. PETER B. ABELE JUDGE, COURT OF APPEALS FOURTH APPELLATE DISTRICT NOTARY PUBLIC - STATE OF OHIO

LIFETIME COMMISSION

HP 22 10-0128.00 OHP 0128 Rev. 1-1-01 MAR 2 7 2001

INTER-OFFICE COMMUNICATION

Date	March 27, 2001	STATE HIGHWAY PATROL OHIO	File No.	2-TRA
То	Lieutenant J. T. Sivak	Attention		
From	Trooper C. G. Dunn			
Subject	Trooper			
22, 200 training	ol. I am requesting that he be is	ompleted his first ten days of ssued the necessary forms to		U .

OHIO STATE HIGHWAY PATROL ASSESSMENT CENTER FOR THE POSITION OF SERGEANT CONFIDENTIALITY STATEMENT

I, Tra	do colomply office that I will
(PRINT NAME)	, do solemnly affirm that I will
•	dential material to which I will be exposed to during
the course of this Assessment Center,	until all qualified candidates have had the
opportunity to undergo the Assessmen	nt Center process, or in any event no earlier than a
date specified by the Human Resource	e Management Commander.
	•
	•
	Signature
	- Signature
	04-04-06
	Date
	Unit Number
	4-78
	District Post



OHIO DEPARTMENT OF PUBLIC SAFETY

- Administration
- Bureau of Motor Vehicles
- Emergency Management Agency
- Emergency Medical Services Division
- Office of Criminal Justice Services
- Ohio Homeland Security
- Ohio Investigative Unit
- Ohio State Highway Patrol



Bob Taft, Governor Kenneth L. Morckel, Director Colonel Paul D. McClellan

Superintendent

Ohio State Highway Patrol 1970 West Broad Street P.O. Box 182074 Columbus, Ohio 43218-2081 www.statepatrol.ohio.gov

July 18, 2006

Trooper Ohio State Highway Patrol District 04 Post 78 P.O. Box 220 Southington, OH 44470

Dear Trooper

Congratulations. You have qualified for promotional consideration based on your performance during the Assessment Center and your subsequent follow-up score. You are among the top troopers in the State of Ohio who will be eligible for promotional opportunities during this promotional cycle.

You will need to decide which assignments you are willing to accept a promotion. Your supervisor or secretary will need to enter the selections using the on-line PeopleSoft program. I encourage you to give careful consideration to your choices. This information must be entered by <u>July 28, 2006</u>. If you wish to decline from promotional consideration at this time, please contact this Office as soon as possible.

You must also verify and update your training, awards, and education records in PeopleSoft. This information will be available on-line to the Promotion Board.

You will no longer be required to submit assessment center follow-up. To maintain your promotional eligibility you will need to submit a Continuing Eligibility Credit (CEC) each year by December 1st. The first CEC must be complete by December 1, 2007. If you have any questions, please feel free to contact Employee Evaluation and Development at (614) 644-5018.

Once again, congratulations on achieving this milestone in your career.

Sincerely,

Major R. J. Young Major Robert J. Young

Commander, Office of Human Resource Management



OHIO DEPARTMENT OF PUBLIC SAFETY

Administration

- Bureau of Motor Vehicles
- Emergency Management Agency
- Emergency Medical Services Division
- Office of Criminal Justice Services
- Ohio Homeland Security
- Ohio Investigative Unit
- Ohio State Highway Patrol



Ted Strickland, Governor Nancy J. Dragani, Acting Director Colonel Paul D. McCiellan

Superintendent

Ohio State Highway Patrol 1970 West Broad Street P.O. Box 182074 Columbus, Ohio 43218-2081 www.statepatrol.ohio.gov

(614) 466-3003 January 9, 2007

Trooper Ohio State Highway Patrol District 04 Post 78 P.O. Box 220 Southington, OH 44470

Dear Trooper

Congratulations. You have qualified for promotional consideration based on your performance during the Assessment Center. You are among the top troopers in the State of Ohio eligible for promotional opportunities.

Your geographic preferences must be entered into Peoplesoft to be considered for promotion. Please take the time to review your selections for accuracy. Any changes to your geographic preferences can be made at any time; however, your supervisor or the secretary will need to make the updates for you. If you wish to decline from promotional consideration at any time, please remove your geographic preference selections and contact this office as soon as possible.

You should also verify and update your training, awards, and education records in PeopleSoft. This information is reviewed and used by the Promotion Board.

Please note, your promotional eligibility will remain active as long as you complete **one** Continuing Eligibility Credit (CEC) prior to December 1st of each calendar year. A list of approved CECs is available on the OSP Promotional Website available through the DPS Intranet. You are required to submit the CEC Request for Credit form available as a template through OSP-503.08.

If you have any questions, please feel free to contact Employee Evaluation and Development at (614) 644-5018.

Once again, congratulations on achieving this milestone in your career.

Sincerely,

Major Bruce A. Ludlow

Commander, Office of Human Resource Management

STATE OF OHIO HP-103C Rev. 07/08/2005 OHP1120

District:

Unit: (310)

Name of Trooper:

4

Post: **78**

Review Period from 9/05/2006 to 9/05/2007

Ohio State Highway Patrol

O.P.E.R.A.T.I.O.N.S. Evaluation

Observing

Performance

Evaluating

Results

And

Together

Implementing

Objectives

Needed to

Succeed

Ohio State Highway Patrol

O.P.E.R.A.T.I.O.N.S. Evaluation

Instructions for Completion

On the following pages are nine (9) behavioral dimensions which define the job of a trooper. The final part of the evaluation consists of an action plan (Performance Improvement Plan) to be used for development when an officer is rated as partially meets or does not meet expectations.

Consider the performance of the trooper during the last year. For each of the performance areas indicated, read the description of the dimension. **The ratings levels are:**

Far Exceeds Expectations – Far exceeds performance expectations by consistently demonstrating excellent performance.

Exceeds Expectations – Frequently exceeds performance expectations. High level of performance.

Meets all Expectations – Meets all performance expectations established for the job. At times exceeds performance expectations. Acceptable level of performance.

Partially Meets Expectations – For the most part, meets performance expectations, however some development is necessary. (A Performance Improvement Plan is required.)

Does not Meet Expectations – Consistently fails to meet performance expectations. A Performance Improvement Plan is required.)

Consider performance only in the area being rated and decide which rating best describes the trooper's performance over the past year. Comments to support each performance area are necessary because this is the ideal time to provide encouragement and feedback concerning the trooper's day-to-day operational proficiency. (Template allows spell check in Comments areas, and expands as text is entered.)

Proceed to rate the remaining performance areas in the same manner. Remember each performance area should be rated independently of the others. A typical officer will have both strong areas of performance as well as areas in need of improvement.

The Performance Summary shall then be completed to indicate the trooper's overall performance rating as "Satisfactory" or "Unsatisfactory." The rater should justify their rating under "Rater Comments." (Template allows spell check in Rater Comments area.) This rating should be an overall reflection of the performance dimensions used in the report and will be used for justification for step increases. An officer should be rated as "unsatisfactory" if her/she is rated "partially meets or does not meet expectations" in four or more of the behavioral dimensions.

After you have completed the form, arrange for a review conference with the trooper.

Develop a Performance Improvement Plan to establish goals and objectives to develop operational proficiency when an officer is rated as partially meets or does not meet expectations in any dimension.

After completion of the review conference, the post commander will list the names of all officers who contributed to the evaluation as well as the date of the review meeting.

Once the appraisal has been reviewed and discussed with the trooper, the original should be forwarded to the Office of Human Resource Management through District Headquarters where the evaluation should be reviewed and signed by a staff representative. A copy will be maintained at the post for periodic review by supervisors and the trooper.

DIMENSION – General Patrol/Traffic Enforcement Applies & used proper traffic, civil, & criminal laws & codes to identify situations, investigate, & take appropriate action.
RATING LEVEL Far Exceeds Exceeds Meets Partially Meets Does Not Meet
COMMENTS: Trooper has a good working knowledge of the O.R.C. He takes the appropriate enforcement action for the situation/incident he is handling.
DIMENSION – Equipment Use/Maintenance Properly uses & maintains Division equipment.
RATING LEVEL Far Exceeds Exceeds Meets Partially Meets Does Not Meet
COMMENTS: Trooper maintains his issued equipment and reports equipment problems to a supervisor. He has an assigned patrol car and maintains the car in a satisfactory manner.
DIMENSION – Interpersonal Skills Interacts effectively with others, such as the public, co-workers, superiors, etc. under a variety of conditions & situations showing understanding and sensitivity.
RATING LEVEL Far Exceeds Exceeds Meets Partially Meets Does Not Meet
COMMENTS: Trooper interacts well with his peers and is well liked. Trooper is encouraged to maintain a positive work attitude and to lead by example.
DIMENSION - Commitment to Goals/Objectives/Special Programs Pursues the goals & objectives set by the Division. Participates in special programs.
RATING LEVEL
COMMENTS: Trooper is an active participant in the Division's ACE and Criminal Patrol Programs. He is also active in OVI enforcement and is encouraged to lead the way in OVI enforcement on the midnight shift. He is looked to for guidance from his peers in matters regarding criminal patrol. Trooper earned a Criminal Patrol
award in 2006 and had four Criminal Patrol points in 2007. He also has one stolen vehicle apprehension in 2007.
2007. DIMENSION – Communication Skills Communicates information using proper written language & format (e/g/ reports, notes, etc.) including the proper use of
DIMENSION – Communication Skills Communicates information using proper written language & format (e/g/ reports, notes, etc.) including the proper use of grammar. Communicates thoughts & feelings through spoken language.
DIMENSION – Communication Skills Communicates information using proper written language & format (e/g/ reports, notes, etc.) including the proper use of grammar. Communicates thoughts & feelings through spoken language. RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet COMMENTS: Trooper completes reports that are thorough and neat. His written and oral communication
DIMENSION – Communication Skills Communicates information using proper written language & format (e/g/ reports, notes, etc.) including the proper use of grammar. Communicates thoughts & feelings through spoken language. RATING LEVEL Far Exceeds Exceeds Meets Partially Meets Does Not Meet COMMENTS: Trooper completes reports that are thorough and neat. His written and oral communication skills are very good. DIMENSION – Professional Conduct / Public Relations Promotes a positive image of the Ohio State Highway Patrol through professional appearance, demeanor, & fair treatment
DIMENSION – Communication Skills Communicates information using proper written language & format (e/g/ reports, notes, etc.) including the proper use of grammar. Communicates thoughts & feelings through spoken language. RATING LEVEL Far Exceeds Exceeds Meets Partially Meets Does Not Meet COMMENTS: Trooper completes reports that are thorough and neat. His written and oral communication skills are very good. DIMENSION – Professional Conduct / Public Relations Promotes a positive image of the Ohio State Highway Patrol through professional appearance, demeanor, & fair treatment of all citizens.
DIMENSION – Communication Skills Communicates information using proper written language & format (e/g/ reports, notes, etc.) including the proper use of grammar. Communicates thoughts & feelings through spoken language. RATING LEVEL
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DIMENSION – Communication Skills Communicates information using proper written language & format (e/g/ reports, notes, etc.) including the proper use of grammar. Communicates thoughts & feelings through spoken language. RATING LEVEL

maintains his personal follow up in a satisfactory manner. He is nitor his follow up to meet deadlines.
ance al details, court, & other situations where attendance is required in a reliable, consistent, & prompt manner. Far Exceeds Exceeds Meets Partially Meets Does Not Meet
per reports for duty and court as required. Trooper did experience work during this evaluation period.

Performance Improvement Plan

Name: Trooper		Post <u>78</u>
Description of Goal:		
Start Date:	End Date:	
How will progress be evalua	ted?	
Description of Goal:		
Start Date:	End Date:	
How will progress be evalua	ted?	
Description of Goal:		
Start Date:	End Date:	
How will progress be evalua	ited?	
Description of Goal:	***	
Start Date:	End Date:	
How will progress be evalua-	ited?	
Acknowledged:		
	1	

Employee Personnel Records Review (HRMS)(PeopleSoft)

STATUS (check all that a	pply)	emplo is curi	wed with byee & informat rent & training ds are complete		Reviewed & changes / de made in HRI (PeopleSoft)	eletions MS		Personnel re contain no tr at the time of performance	raining record of this
Comments (Option	al):								
Signature of emplo	d are con	nplete.		X					
Signature of super records were revie				X	lt JM	1. 1)no	500	112	
Perform	ance	e Sum	nmary		V				
Overall rating fo	r emplo	yee step a	dvancement;	meets o	r above on a	a majority	of dim	ensions	
			⊠ Satisfacto	ry	☐ Unsatisf	actory			
Rater Comme	nts: ⊤	o justify o	verall rating.						
in the Ci Crimina shift lea maintair possess towards	riminal I Patrol der as n a pos ses all t s advan	Patrol Proposition	ole member of ogram, earning us far in 200 es himself for ide and enco to exceed in this next evalual.	ng a Cri 7. Troop or advan ourage the every ev	minal Patro per is is cement to t nose around /aluation di	I award in s encoura the next lo d him to o mension.	n 2006 aged t evel. do the As T	6 and earni to exert him He is enco same. Tro rooper	ing four nself as a ouraged to ooper works
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Completed By:	<u>x S</u>	157	ost Copynand	∮ 7	D	ate:8	19/0	o7	
	x	T. 7	ost Command	cs.	D	ate: <u>8</u>	19/	107	_
	<u>X</u> A:	ssistant Po	ost Command	er	D	ate:	. 		—
	X A	ssistant Po	ost Command	er	D	ate:			
Reviewed With:		rooper	4 0	1	D	ate:	8/	9/07	
Reviewer:	<u>x /</u>	istrict Staff	Febresentat	ive	D	eate:	8.4.	07	_



Superintendent

Ohio State Highway Patrol 1970 West Broad Street P.O. Box 182074 Columbus, Ohio 43218-2081

www.statepatrol.ohio.gov

Ted Strickland, Governor Henry Guzmán, Director Colonel Richard H. Collins

ONIO STATE HIGHWAY PATROL

Administration

Bureau of Motor Vehicles

Emergency Management Agency

Emergency Medical Services Office of Criminal Justice Services

Ohio Homeland Security

Ohio Investigative Unit Ohio State Highway Patrol

> (614) 466-3003 January 2, 2008

Trooper Ohio State Highway Patrol District 04 Post 78 P.O. Box 220 Southington, OH 44470

Dear Trooper



Congratulations. You have qualified for promotional consideration based on your performance during the Assessment Center. You are among the top troopers in the State of Ohio eligible for promotional opportunities.

Your geographic preferences must be entered into Peoplesoft to be considered for promotion. Please take the time to review your selections for accuracy. Any changes to your geographic preferences can be made at any time; however, your supervisor or the secretary will need to make the updates for you. If you wish to decline from promotional consideration at any time, please remove your geographic preference selections and contact this office as soon as possible.

You should also verify and update your training, awards, and education records in PeopleSoft. This information is reviewed and used by the Promotion Board.

Please note, your promotional eligibility will remain active as long as you complete one Continuing Eligibility Credit (CEC) prior to December 1st of each calendar year. A list of approved CECs is available on the OSP Promotional Website available through the DPS Intranet. You are required to submit the CEC Request for Credit form available as a template through OSP-503.08.

If you have any questions, please feel free to contact Employee Evaluation and Development at (614) 644-5018.

Once again, congratulations on achieving this milestone in your career.

Sincerely.

Commander, Office of Human Resource Management



Administration

- · Bureau of Motor Vehicles
- Emergency Management Agency
- Emergency Medical Services
- · Office of Criminal Justice Services
- · Ohio Homeland Security
- Ohio Investigative Unit
- Ohio State Highway Patrol



Ted Strickland, Governor Henry Guzmán, Director Colonel Richard H. Collins Superintendent

Ohio State Highway Patrol 1970 West Broad Street P.O. Box 182074 Columbus, Ohio 43218-2081 www.statepatrol.ohio.gov

January 7, 2009

Trooper
Ohio State Highway Patrol
District 04 Post 78
P.O. Box 220
Southington, OH 44470

Dear Trooper



Congratulations. You have qualified for promotional consideration based on your Assessment Center score. You are among the top troopers in the State of Ohio eligible for promotional opportunities.

Your geographic preferences must be entered into Peoplesoft to be considered for promotion. Please take the time to review your selections for accuracy. Any changes to your geographic preferences can be made at any time; however, your supervisor or the secretary will need to make the updates for you. If you wish to decline from promotional consideration at any time, please remove your geographic preference selections and contact this office as soon as possible.

You should also verify and update your training, awards, and education records in PeopleSoft. This information is reviewed and used by the Promotion Board.

Please note, your promotional eligibility will remain active as long as you complete **one**Continuing Eligibility Credit (CEC) prior to December 1st of each calendar year. A list of approved CECs is available on the OSP Promotional Website available through the DPS Intranet. You are required to submit the CEC Request for Credit form (OHP1362) available as a template through the Central Repository System (CRS).

If you have any questions, please feel free to contact Employee Evaluation and Development at (614) 644-5018.

Once again, congratulations on achieving this milestone in your career.

Mayor Laveil E. Kolan Q

Major Daniel E. Kolcum

Commander, Office of Training, Selection, and Standards

An internationally accredited agency whose mission is to protect life and property,



OHIO DEPARTMENT OF PUBLIC SAFETY OHIO STATE HIGHWAY PATROL

SEP 11 2009

O.P.E.R.A.T.I.O.N.S. EVALUATION

NAME OF TROOPER	<u>UNIT</u>
Trooper	\frac{1}{2}
DISTRICT	POST
4	78
REVIEW PERIOD	
FROM 4/1/2009 TO 10/1/2009	
REVIEW TYPE	
☑ SPECIAL ☐ ANNUAL ☐ INITIAL PROBATIONARY ☐ MID	PROBATIONARY FINAL PROBATIONARY

Ohio State Highway Patrol

O.P.E.R.A.T.I.O.N.S. Evaluation

Observing

Performance

Evaluating

Results

And

Together

Implementing

Objectives

Needed to

Succeed

DIMENSION – General Patrol/Traffic Enforcement Knows, applies and uses proper traffic, civil and criminal laws and codes to identify violations and takes appropriate action.
RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet
COMMENTS: Trooper applies the proper sections of the Ohio Revised Code in his enforcement contacts. He has a vast working knowledge of the laws and their applications in different situations.
DIMENSION – Equipment Use/Maintenance Properly uses & maintains all Division equipment.
RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet
COMMENTS: Trooper maintains his equipment extremely well and has the necessary supplies to do his job. He immediately notifies a supervisor when equipment is damaged or is in need of repair.
DIMENSION – Interpersonal Skills Interacts effectively with others, such as the public, co-workers, superiors, etc. under a variety of conditions and situations showing understanding and sensitivity.
RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet
COMMENTS: Trooper interacts well with supervisors, co-workers, and professional staff at the post. He has established good working relationships with all facility personnel. He is encouraged to avoid getting caught up in rumors or unproductive conversations among his peers.
DIMENSION – Operational Leadership Takes the initiative to be innovative and persistent in pursuing the goals and objectives of the Division including special programs. Is able to lead others by displaying skills such as team building, partnering, and adaptability.
RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet
COMMENTS: Trooper is on the verge of taking a more significant leadership roll on his shift and at the post. Since his return from military deploymenent in April of this year, he has transitioned back into his trooper role very effectively. He has been a steady contributor since his return. He has actually contributed more to the post's SBA, COM ENF, and AGG ENF programs than most of his peers. During this special evaluation period, Trooper Bonar has demonstrated initiative and persistence in pursuing established Division goals.
DIMENSION - Communication Skills Communicates information using proper language formats (reports, notes, etc.) including the proper use of grammar. Communicates thoughts effectively through spoken language and non-verbal communications.
RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet
COMMENTS: Trooper s reports are complete, thorough, and accurate. However at times, they do require corrections. He is encouraged to double check his work prior to submitting it for supervisory review. He is an effective communicator. He displays professionalism when speaking with the public and his co-workers.
DIMENSION – Leadership Initiative Demonstrates leadership attributes such as credibility, dependability and self-control. Promotes a positive image of the Patrol through appearance, demeanor, and actions. Is well-respected by others, including the general public.
RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet
COMMENTS: Trooper is dependable and has established a high degree of credibility with his peers, supervisors and area courts. He presents himself well and promotes a positive image of the Ohio State Highway Patrol.
DIMENSION – Planning and Organizing/Follow-Up Organizes and plans work activities effectively, including the prioritization of tasks to meet schedules and deadlines. Monitors and follows up on tasks to ensure completion.
RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet
COMMENTS: Trooper is always current in his warrant and case follow-up. His reports are completed by required deadlines. He prioritizes his duties and requested tasks both efficiently and effectively.

HB 4000 OHD 4400 0/00 B. ... 0 140

DIMENSION - Problem Solving/Decision Making Displays problem solving skills by identifying problems and gathering information. Is decisive and cognizant of downstream consequences when rendering decisions.						
RATING LEVEL	☐ Far Exceeds	☐ Exceeds	Meets	Partially Meets	Does Not Meet	
proceed on an inc	COMMENTS: Trooper possesses good decision making skills. He almost never has to ask a supervisor how to proceed on an incident. During demanding situations, he remains calm and disciplined which enables him to properly identify the appropriate course of action to resolve the situation.					

EMPLOYEE PERSONNEL RECORDS REVIEW (PEOPLESOFT)

STATUS (check all that apply) Comments (Optional):	Reviewed with employee and information is current and training records are complete.		Reviewed and additions/changes/ deletions made in PeopleSoft.		Personnel records contain no training record at the time of this performance review.
SIGNATURE OF EMPLOYEE ACKN	OWLEDGING REVIEW OF HIS/HE	RIRA	INING RECORDS AND REC	ORDS AF	RE COMPLETE.
SIGNATURE OF SUPERVISOR ACKNOWLEDGING THE TRAINING RECORDS WERE REVIEWED WITH THE EMPLOYEE.					
X 27 Jil	ragovih				
PERFORMANCE SUMM	ADV				
LIN ONWANCE SOMM	ANI				
Overall rating for employee	step advancement; meets	or a	bove on a majority of	dimen	sions
	⊠ Satisfactory		Unsatisfactory		
RATER COMMENTS: To justify overall rating. Trooper Bonar is a well rounded trooper that has a great deal of potential. His performance during this special review period has been very good. He is encouraged to conduct a self-evaluation of his performance in Operational Leadership and Leadership Initiative, which may very well lead him to a fresh approach to performing his duties. It may also enable him to further develop the leadership skills he possesses. Throughout this evaluation period, he has presented a positive image for the Division. COMPLETED BY					
POST COMMANDER:	macound			DATE	9. 10.09
ASSISTANT POST COMMANDER X SG	Mr			DATE	9.10.09
ASSISTANT POST COMMANDER ASSISTANT POST COMMANDER	denhall			DATE	9-10-09
XOTA	Ge-			DATE	9-10-69
ASSISTANT POSŤ COMMÁNDER				DATE	
REVIEWED WITH					
X X				DATE	9.10.09
DISTRICT STAFF REPRESENTATIVE				T 5	
X Captain &				DATE	9-16-19

OHIO DEPARTMENT OF PUBLIC SAFETY. OHIO STATE HIGHWAY PATROL

O.P.E.R.A.T.I.O.N.S. Evaluation

NAME Trooper				DATE 09/10/2009
Past Goals Evaluation Evaluate the goal(s) if set following the employee's previous Performance Review. Comments are required.				
DIMENSION: N/A				
STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress☐ On Target	☐ Below Target	
DIMENSION: GOAL:				
STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress☐ On Target	☐ Below Target	
DIMENSION: GOAL:				
STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress☐ On Target	☐ Below Target	
DIMENSION: GOAL:				
STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress☐ On Target	☐ Below Target	

DIMENSION: GOAL:				
STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress☐ On Target	☐ Below Target	
Special Note: "Comments" will expand to fit the text. A completed Performance Review is NOT limited to three (3) pages.				

OHIO DEPARTMENT OF PUBLIC SAFETY OHIO STATE HIGHWAY PATROL

O.P.E.R.A.T.I.O.N.S. EVALUATION FUTURE GOALS

This form must be completed when a dimension is rated below "meets".

NAME Trooper	DIVISION OSP	DISTRICT 4	POST 78
Dimension: Operational Leadership			عراد والموارد والموارد والموارد والموارد والموارد والموارد والموارد والموارد والموارد والموارد والموارد والموارد
Description of Goal / Objective: <u>Increase involvement in the Criminal Patrol Program, earn the Ace</u> <u>Award and the Criminal Patrol Award in 2009.</u>			
Start Date: 10/1/2009 End Date: 10/1/2010			
How will progress be evaluated? monitor monthly performance			
Dimension:			
Description of Goal / Objective:			
Start Date: End Date:			
How will progress be evaluated?			
Dimension:			
Description of Goal / Objective:			
Start Date: End Date:			
How will progress be evaluated?			
Dimension:			
Description of Goal / Objective:			
Start Date: End Date:			
How will progress be evaluated?			
Acknowledged:			
MANAGER/SUPERVISOR'S SIGNATURE X Z T A MASCURE 9	EMPLOYEE'S SIG	NATURE	DATE 9-10-09



OHIO DEPARTMENT OF PUBLIC SAFETY OHIO STATE HIGHWAY PATROL

the state of the

O.P.E.R.A.T.I.O.N.S. EVALUATION

NAME OF TROOPER	UNIT		
DISTRICT	POST		
Warren District 4	Warren Post 78		
REVIEW PERIOD			
FROM 9/5/2009 TO 9/5/2010			
REVIEW TYPE			
☐ SPECIAL ☑ ANNUAL ☐ INITIAL PROBATIONARY ☐ MID PROBATIONARY ☐ FINAL PROBATIONARY			

Ohio State Highway Patrol

O.P.E.R.A.T.I.O.N.S. Evaluation

Observing

Performance

Evaluating

Results

And

Together

Implementing

Objectives

Needed to

Succeed

INSTRUCTIONS FOR COMPLETION

On the following pages are eight behavioral dimensions which define the job of a trooper. The final part of the evaluation consists of goal setting sheets to be used for development when an officer is rated as partially meets or does not meet expectations.

Consider the performance of the trooper during the rating period. For each dimension, read the description and assign a rating level. **The ratings levels are:**

- Far Exceeds Expectations Far exceeds performance expectations by consistently demonstrating excellent performance.
- Exceeds Expectations Frequently exceeds performance expectations. High level of performance.
- **Meets all Expectations** Meets all performance expectations established for the job. At times exceeds performance expectations. Acceptable level of performance.
- Partially Meets Expectations For the most part, meets performance expectations; however, some development is necessary. A Future Goal is required to be developed for the dimension.
- **Does not Meet Expectations** Consistently fails to meet performance expectations. A Future Goal is required to be developed for the dimension.

Consider performance only in the dimension being rated and decide which rating best describes the trooper's performance over the rating period. Comments to support each rating are necessary to provide encouragement and feedback concerning the trooper's day-to-day operational proficiency.

Proceed to rate the remaining dimensions in the same manner. Remember each dimension should be rated independently of the others. A typical officer will have both strong areas of performance as well as areas in need of improvement.

If goals were established during the last rating period, evaluate the progress or achievement of the goal(s) on the Past Goals sheet.

The Performance Summary shall then be completed to indicate the trooper's overall performance rating as "Satisfactory" or "Unsatisfactory." The rater should justify the rating under "Rater Comments." This rating should be an overall reflection of the performance dimensions used in the report and will be used for justification for step increases. An officer should be rated as "unsatisfactory" if her/she is rated "partially meets or does not meet expectations" in five or more of the behavioral dimensions.

After you have completed the form, arrange for a review conference with the trooper.

If necessary, develop Future Goals on the sheet provided to develop operational proficiency when an officer is rated as partially meets or does not meet expectations in any dimension.

After completion of the review conference, the post commander will list the names of all officers who contributed to the evaluation as well as the date of the review meeting. The post commander and the trooper should sign the evaluation form and the Future Goals sheet if necessary.

After the evaluation has been reviewed with the trooper, the original should be forwarded to the District Headquarters where the evaluation should be reviewed and signed by a district staff representative. The evaluation is then forwarded to Human Resources. It is retained for two years plus the current year. A copy of the evaluation will be maintained at the post for review by supervisors and the trooper.

DIMENSION – General Patrol/Traffic Enforcement Knows, applies and uses proper traffic, civil and criminal laws and codes to identify violations and takes appropriate action. RATING LEVEL ☐ Far Exceeds ☐ Meets ☐ Partially Meets ☐ Does Not Meet					
COMMENTS:					
Trooper applies the proper sections of the Ohio Revised Code in his enforcement contacts. He has a vast working					
knowledge of traffic as well as criminal statutes and their applications in different situations.					
DIMENSION – Equipment Use/Maintenance Properly uses & maintains all Division equipment.					
RATING LEVEL					
COMMENTS:					
Trooper maintains his equipment and has the necessary supplies to do his job. He immediately notifies a supervisor when division equipment is damaged or is in need of repair.					
DIMENSION – Interpersonal Skills interacts effectively with others, such as the public, co-workers, superiors, etc. under a variety of conditions and situations showing					
understanding and sensitivity.					
RATING LEVEL					
COMMENTS: Trooper proficiently interacts with his supervisors, co-workers, and professional staff at the Post. During this					
Trooper proficiently interacts with his supervisors, co-workers, and professional staff at the Post. During this evaluation period he has shown growth with his interactions with others at the Post and has learned to not become involved in negativity.					
DIMENSION – Operational Leadership					
Takes the initiative to be innovative and persistent in pursuing the goals and objectives of the Division including special programs. Is able to lead others by displaying skills such as team building, partnering, and adaptability.					
RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet					
COMMENTS:					
Trooper during this evaluation period, has become a leader in the Criminal Patrol program. Currently he is leading the Post with 10 criminal patrol points and I blue max apprehension. He has been selected to work with the District Criminal Patrol team in the upcoming weeks. He is also second at the Post in OVI enforcement. He needs to use these same skills and become more involved in the commercial vehicle and safety belt programs and be more well rounded in his operations.					
DIMENSION – Communication Skills					
Communicates information using proper language formats (reports, notes, etc.) including the proper use of grammar. Communicates thoughts effectively through spoken language and non-verbal communications.					
RATING LEVEL ☐ Far Exceeds ☐ Exceeds ☐ Meets ☐ Partially Meets ☐ Does Not Meet					
COMMENTS: Trooper states are complete, thorough, and accurate. He is able to effectively communicate through spoken and written communications. He is proficient and professional when speaking with the public and his co-workers. He is very skillful when completing case reports and has very good writing skills.					
DIMENSION – Leadership Initiative Demonstrates leadership attributes such as credibility, dependability and self-control. Promotes a positive image of the Patrol through appearance, demeanor, and actions. Is well-respected by others, including the general public. RATING LEVEL					
COMMENTS:					
Trooper is dependable and has established a high degree of credibility with his peers, supervisors and area courts. He presents himself well and promotes a positive image of the Ohio State Highway Patrol. He is encouraged to become a leader on his shift and use all of his skills, and continue to pursue his goal of advancing to the next level.					
DIMENSION – Planning and Organizing/Follow-Up Organizes and plans work activities effectively, including the prioritization of tasks to meet schedules and deadlines. Monitors and follows up on tasks to ensure completion.					
RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet					
COMMENTS:					
Trooper is always current in his warrant and case follow-up as well as completing reports by required deadlines. He prioritizes his duties and requested tasks both efficiently and effectively.					

DIMENSION – Problem Solving/Decision Making
Displays problem solving skills by identifying problems and gathering information. Is decisive and cognizant of downstream consequences when rendering decisions.

RATING LEVEL COMMENTS:	Far Exceeds	Exceeds		☐ Partially Meets	Does Not Meet
appropriately, this t	s a strong and vast jo decision making prod I supervisors when n	ess takes outcon	e that enables him to nes and consequence	make sound decisions a es into consideration. He	and solve problems will seek guidance

EMPLOYEE PERSONNEL RECORDS REVIEW (PEOPLESOFT)

STATUS	∇	Reviewed with employee and information is current		Reviewed and additions/changes/		Personnel records contain no training record
(check all that apply)		and training records are complete.	<u>.</u>	deletions made in PeopleSoft.		at the time of this performance review.
Comments (Optional):						
SIGNATURE OF EMPLOYER X	ACKN	OWLEDGING REVIEW OF HIS/HE	R TRAI	NING RECORDS AND REC	ORDS AR	E COMPLETE.
SIGNATURE OF SUPERVISOR X	OR ACK	NOW HIGHIG THE TRAINING RI	ECORD	S WERE REVIEWED WITH	THE EM	PLOYEE.
PERFORMANCE S	UMM	ARY				
Overall rating for emp	loyee	step advancement; meets	or al	bove on a majority of	dimen	sions
				Unsatisfactory		
RATER COMMENT	'S : To	justify overall rating.				
abilities to act as a leader in the Crimin	ader d al Pat	nded trooper that has a gr on his shift and supervisors rol program and stays invo- kills and pursue his perso	s seek olved	chis input during den in other programs as	nanding well. H	g situations. He is le is encouraged
POST COMMANDER X	2	01)			DATE 7-/	14-2010
ASSISTANT POST COMMA					DATE	14 2010
ASSISTANT POST COMMAN	1				DATE 7	114/2010
ASSISTANT POST COMMA	D_	Der			DATE	/14/2010
ASSISTANT POST COMMA	NDER '				DATE	
REVIEWED WITH						
TROOPER					DATE 7	122/2010
REVIEWER						
DISTRICT STAFF REPRESE	NTATI	How			DATE	1-26 2010

OHIO DEPARTMENT OF PUBLIC SAFETY OHIO STATE HIGHWAY PATROL

O.P.E.R.A.T.I.O.N.S. EVALUATION

Past Goals Evaluation

Evaluate the goal(s) if set following the employee's previous Performance Review. Comments are required.

NAME				DATE
DIMENSION:				
GOAL:				
STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress☐ On Target	☐ Below Target	
DIMENSION:				
GOAL:				
STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress ☐ On Target	☐ Below Target	
DIMENSION:				
GOAL:				
STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress☐ On Target	☐ Below Target	
DIMENSION:				
GOAL:				
STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress☐ On Target	☐ Below Target	
Special Note: "C pages.	omments" will expa	nd to fit the text. A	completed Performance I	Review is NOT limited to three (3)

OHIO DEPARTMENT OF PUBLIC SAFETY OHIO STATE HIGHWAY PATROL

O.P.E.R.A.T.I.O.N.S. EVALUATION Future Goals

This form must be completed when a dimension is rated below "meets".

NAME		DIVISION OSP	DISTRICT	POST 78
		<u> </u>	1	
Dimension:				
Operational Leadership				
Description of Goal/Obje				
Increase involvement in	Commercial vehicle and safety l	oelt enforceme	nt.	
Start Date: 7/14/2010	End Date: 7/14/11			
How will progress be evalu				
	activity and provide training.			
Dimension:				
Description of Goal/Obje	ctive:			
Statisfied of Coarobje	VIII VI			
Start Date:	End Date:			
How will progress be evalu	uated?			
Dimension:				
Description of Goal/Obje	etiva:			
Description of Coalionje	GUVG.			
Start Date:	End Date:			
How will progress be evalu	uated?			
Dimension:				
Description of Goal/Ohio	activo:			
Description of Goal/Obje	cuve.			
Start Date:	End Date:			
How will progress be evalu				
Acknowledged:				
, toknowiedged.				

DATE フ-/4-/0

EMPLOYEE'S SIGNATURE

DATE

07/22/2010

HP-103C OHP 1120 3/10 Page 7 of 7



Administration

- **Bureau of Motor Vehicles**
- **Emergency Management Agency**
- **Emergency Medical Services**
- Office of Criminal Justice Services
- Ohio Homeland Security
- Ohio Investigative Unit
- Ohio State Highway Patrol



Superintendent Ohio State Highway Patrol

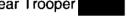
Colonel John Born

1970 West Broad Street P.O. Box 182074 Columbus, Ohio 43218-2081 www.statepatrol.ohio.gov

January 26, 2011

Trooper Ohio State Highway Patrol District 04 Post 78 P.O. Box 220 Southington, OH 44470

Dear Trooper



Congratulations. You have qualified for promotional consideration based on your total Assessment Center score. You are among the top troopers in the State of Ohio eligible for promotional opportunities.

Your geographic preferences must be entered into Peoplesoft to be considered for promotion. Please take the time to review your selections for accuracy. Any changes to your geographic preferences can be made at any time; however, your supervisor or the secretary will need to make the updates for you. If you wish to decline from promotional consideration at any time, please remove your geographic preference selections and contact this office as soon as possible.

You should also verify and update your training, awards, and education records in PeopleSoft. This information is reviewed and used by the Promotion Board.

Please note, your promotional eligibility will remain active as long as you complete one Continuing Eligibility Credit (CEC) prior to December 1st of each calendar year. A list of approved CECs is available on the OSP Promotional Website available through the DPS Intranet. You are required to submit the CEC Request for Credit form (OHP1363) available as a template through the Central Repository System (CRS).

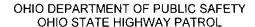
If you have any questions, please feel free to contact Employee Evaluation and Development at (614) 644-5018.

Once again, congratulations on achieving this milestone in your career.

Sincerely,

Major George J. Williams

Commander, Office of Personnel





O.P.E.R.A.T.I.O.N.S. EVALUATION

NAME OF TROOPER	UNIT
DISTRICT	POST
Warren District 4	Warren Post 78
REVIEW PERIOD	
FROM 9/5/2010 TO 9/5/2011	
REVIEW TYPE	
☐ SPECIAL ☑ ANNUAL ☐ INITIAL PROBATIONARY ☐ M	MID PROBATIONARY ☐ FINAL PROBATIONARY

Ohio State Highway Patrol

O.P.E.R.A.T.I.O.N.S.

Evaluation

Observing

Performance

Evaluating

Results

<u>A</u>nd

Together

Implementing

bjectives

Needed to

Succeed

INSTRUCTIONS FOR COMPLETION

On the following pages are eight behavioral dimensions which define the job of a trooper. The final part of the evaluation consists of goal setting sheets to be used for development when an officer is rated as partially meets or does not meet expectations.

Consider the performance of the trooper during the rating period. For each dimension, read the description and assign a rating level. **The ratings levels are:**

- Far Exceeds Expectations Far exceeds performance expectations by consistently demonstrating excellent performance.
- Exceeds Expectations Frequently exceeds performance expectations. High level of performance.
- **Meets all Expectations** Meets all performance expectations established for the job. At times exceeds performance expectations. Acceptable level of performance.
- **Partially Meets Expectations** For the most part, meets performance expectations; however, some development is necessary. A Future Goal is required to be developed for the dimension.
- **Does not Meet Expectations** Consistently fails to meet performance expectations. A Future Goal is required to be developed for the dimension.

Consider performance only in the dimension being rated and decide which rating best describes the trooper's performance over the rating period. Comments to support each rating are necessary to provide encouragement and feedback concerning the trooper's day-to-day operational proficiency.

Proceed to rate the remaining dimensions in the same manner. Remember each dimension should be rated independently of the others. A typical officer will have both strong areas of performance as well as areas in need of improvement.

If goals were established during the last rating period, evaluate the progress or achievement of the goal(s) on the Past Goals sheet.

The Performance Summary shall then be completed to indicate the trooper's overall performance rating as "Satisfactory" or "Unsatisfactory." The rater should justify the rating under "Rater Comments." This rating should be an overall reflection of the performance dimensions used in the report and will be used for justification for step increases. An officer should be rated as "unsatisfactory" if her/she is rated "partially meets or does not meet expectations" in five or more of the behavioral dimensions.

After you have completed the form, arrange for a review conference with the trooper.

If necessary, develop Future Goals on the sheet provided to develop operational proficiency when an officer is rated as partially meets or does not meet expectations **in any dimension**.

After completion of the review conference, the post commander will list the names of all officers who contributed to the evaluation as well as the date of the review meeting. The post commander and the trooper should sign the evaluation form and the Future Goals sheet if necessary.

After the evaluation has been reviewed with the trooper, the original should be forwarded to the District Headquarters where the evaluation should be reviewed and signed by a district staff representative. The evaluation is then forwarded to Human Resources. It is retained for two years plus the current year. A copy of the evaluation will be maintained at the post for review by supervisors and the trooper.

DIMENSION – General Patrol/Traffic Enforcement Knows, applies and uses proper traffic, civil and criminal laws and codes to identify violations and takes appropriate action.					
RATING LEVEL ☐ Far Exceeds ☐ Exceeds ☐ Meets ☐ Partially Meets ☐ Does Not Meet					
COMMENTS:					
Trooper consistently demonstrates the ability to identify and take proper enforcement action on violations that occur in his presence or in the investigation that he handles. Trooper uses a variety of ORC sections and applies them properly in all instances. During this evaluation period, Trooper was temporarily assigned to the Criminal Patrol Team. He did a good job on the assignment, which shows diversity in his knowledge of the ORC.					
DIMENSION - Equipment Use/Maintenance					
Properly uses & maintains all Division equipment. RATING LEVEL					
COMMENTS:					
Trooper takes excellent care of all issued equipment and is skilled in the use of it. His patrol car is always clean and organized. It is obvious that he takes pride in his appearance.					
DIMENSION – Interpersonal Skills Interacts effectively with others, such as the public, co-workers, superiors, etc. under a variety of conditions and situations showing understanding and sensitivity.					
RATING LEVEL					
COMMENTS:					
Trooper interacts well with the public, showing sensitivity and understanding while doing his job effectively. He gets along well with post personnel and does not allow himself to get caught up in rumors, realizing it would be detrimental to post operations. He is compassionate, understanding, and sensitive to the needs of others but is not afraid to voice his opinion. Trooper is respectful and courteous during all contacts.					
DIMENSION - Operational Leadership					
Takes the initiative to be innovative and persistent in pursuing the goals and objectives of the Division including special programs. Is able to lead others by displaying skills such as team building, partnering, and adaptability. RATING LEVEL Far Exceeds Exceeds Partially Meets Does Not Meet					
COMMENTS:					
Trooper has shown strong operational leadership skills over the past year. He strives to assist the post in attaining its goals. He encourages and guides others to focus on that same objective. Trooper has spent a significant amount of time away from his assigned shift over this evaluation period, but has begun to re-assert himself as a leader on the midnight shift. Trooper has implemented a program on the midnight shift that focuses OVI enforcement in the northern portion of the county. Trooper is one of the senior troopers on the midnight shift and is often sought out for advice, leadership, and guidance by the other troopers.					
DIMENSION – Communication Skills Communicates information using proper language formats (reports, notes, etc.) including the proper use of grammar. Communicates thoughts effectively through spoken language and non-verbal communications.					
RATING LEVEL ☐ Far Exceeds ☐ Exceeds ☐ Meets ☐ Partially Meets ☐ Does Not Meet					
COMMENTS:					
Trooper is an effective communicator who is able to converse with anyone on any level. All reports are completed in a professional manner; it is apparent he takes pride in the quality of work he produces. He is able to communicate thoughts and feelings through spoken language. Trooper has excellent listening skills and is always attentive when being given instructions or assigned tasks. His oral communications are very good; he takes time to formulate his thoughts before making comments.					

·					
DIMENSION – Leadership Initiative Demonstrates leadership attributes such as credibility, dependability and self-control. Promotes a positive image of the Patrol through appearance, demeanor, and actions. Is well-respected by others, including the general public. RATING LEVEL ☐ Far Exceeds ☑ Exceeds ☐ Meets ☐ Partially Meets ☐ Does Not Meet					
COMMENTS:					
Trooper is dependable and can be entrusted to successfully and professionally carry out any task. Trooper has a calm demeanor and maintains self-control in all situations. He carries himself in a professional manner and promotes a positive image of the Division through his positive attitude, actions, and demeanor.					
DIMENSION – Planning and Organizing/Follow-Up Organizes and plans work activities effectively, including the prioritization of tasks to meet schedules and deadlines. Monitors and follows up on tasks to ensure completion. RATING LEVEL					
COMMENTS:					
Trooper completes all reports in a timely fashion and has established an effective follow-up system. He stays current with policy and procedure and never needs prompting from management to complete any tasks expected of or assigned to him.					
DIMENSION – Problem Solving/Decision Making Displays problem solving skills by identifying problems and gathering information. Is decisive and cognizant of downstream consequences when rendering decisions. RATING LEVEL Far Exceeds					
COMMENTS:					
Trooper has shown improvement in this area in recent history. He has no problem maintaining self-control and making competent and proper decisions during any situation. His years of experience, combined with his calm demeanor and common sense, make for sound decision-making and control even during the most demanding situations. He is fully aware of the consequences of his decisions; subsequently he makes decisions that do not compromise the integrity of the Division.					

EMPLOYEE PERSONNEL RECORDS REVIEW (PEOPLESOFT)

STATUS (check all that apply)	X	Reviewed with employee and information is current and training records are complete.		Reviewed and additions/changes/ deletions made in PeopleSoft.		Personnel records contain no training record at the time of this performance review.
Comments (Optional):						
X	ACKN	OWLEDGING REVIEW OF HIS/HE				
SIGNATE		LEDGING THE TRAINING RI	ECORD	S WERE REVIEWED WITH	THE EMI	PLOYEE.
PERFORMANCE S	UMM	ARY				
Overall rating for emp	loyee	step advancement; meets	or at	pove on a majority of	dimens	sions
				Unsatisfactory		
RATER COMMENT	S: To	o justify overall rating.				
policy, experience example. His appe himself and the Di example for others	, and earan visio s to fe	o complete. He makes common sense. He wace, demeanor, work et n, alike. He is an asse ollow. Trooper Bonar i g a supervisor and cor	orks thic a t to this end	closely with his p and attitude exude he Warren Post ar couraged to main	peers a the production that the thin the thick the thin the thick	ind leads by ride he has in work ethic is an s focus on his
POST COMMANDER /	กไส์	-			DATE 7/27/2	0011
ASSISTANT POST COMMAN X SLITAL - ASSISTANT POST COMMAN	SKAGG				DATE 7/27/2 DATE	
X SG M.A. ASSISTANT POST COMMAN X SG F. J.	DER OBINI				7/27/2 DATE 7/27/2	
ASSISTANT POST COMMAN X REVIEWED WITH	NDER				DATE	
TROOPER	····				DATE	28-201/
DISTRICT STAFF REPRESE X	NTATI	#			DATE 2	28-11

OHIO DEPARTMENT OF PUBLIC SAFETY OHIO STATE HIGHWAY PATROL

O.P.E.R.A.T.I.O.N.S. EVALUATION

Past Goals Evaluation

Evaluate the goal(s) if set following the employee's previous Performance Review. Comments are required.

NAME				7/27/2011
DIMENSION:		line e e e e e e e e e e e e e e e e e e 		
Operational Leade	rship			
GOAL:				
Increase involvem	ent in commercial and	d safety belt enforcer	nent.	
STATUS:		In Progress		
RATING LEVEL:	Above Target		☐ Below Target	
COMMENTS:				
Trooper ha		ase in commercial en	forcement and a 17% increa	ase in seatbelt enforcement over this
DIMENSION:				
GOAL:				
OT ATUO	- Committee of			
STATUS:	Completed	☐ In Progress	Delever TreeseA	
RATING LEVEL: COMMENTS:	☐ Above Target	☐ On Target	☐ Below Target	
COMMENTS.				
DIMENSION:			1 11 11 11 11 11 11 11	
GOAL:				
STATUS:	Completed	In Progress		
RATING LEVEL:	☐ Above Target	On Target	☐ Below Target	
COMMENTS:				
DIMENSION:				
GOAL:				
GOAL.				
STATUS:	☐ Completed	☐ In Progress		
RATING LEVEL:	☐ Above Target	☐ On Target	☐ Below Target	
COMMENTS:	_	_ •	_	
Special Note: "C pages.	omments" will expar	nd to fit the text. A	completed Performance R	eview is NOT limited to three (3)

OHIO DEPARTMENT OF PUBLIC SAFETY OHIO STATE HIGHWAY PATROL

O.P.E.R.A.T.I.O.N.S. EVALUATION Future Goals

This form must be completed when a dimension is rated below "meets".

NAME		DIVISION	DISTRICT 04	POST 78
Dimension:				
Description of Goal/Objective:				
bescription of coarobjective.				
Start Date: End Da	te:			
How will progress be evaluated?				
Dimension:				
Description of Goal/Objective:				
Start Date: End Da	te:			
How will progress be evaluated?				
Dimension:	·		· · · · · · · · · · · · · · · · · · ·	
Description of Goal/Objective:				
Charle Date: Fact Da	.			
Start Date: End Da How will progress be evaluated?	ie:			
Dimension:				
Description of Goal/Objective:				
Start Date: End Da	to:			
How will progress be evaluated?	ie.			
Acknowledged:				
MANAGER/SUPERVISOR'S SIGNATURE	DATE	EMPLOYEE'S S	SIGNATURE	DATE



NOV 2 ± 2011, PERFORMANCE REVIEW BARGAINING UNIT - PROTECTIVE SERVICES

NAME		DATE OF EVALUATION 11/15/2011
CLASSIFICATION TITLE Sergeant	1	OAKS POSITION # (8 digits)
AGENCY	DIVISION	OFFICE/SECTION/POST
Department of Public Safety	Ohio State Highway Patrol	Ashtabula Post
REVIEW PERIOD From: 8/30/2011	(MM/DD/YYYY year must be four characters) To: 11/30/2011	REVIEW DEADLINE 11/23/2011
REVIEW TYPE		
MID-PROBATIONARY	FINAL PROBATIONARY	ANNUAL SPECIAL
PERFORMANCE SUMM	ARY	
Overall rating for employee step adv	ancement: Meets or Above on a majority of	of dimensions:
SATISFACTORY	UNSATISFACTORY	
in his work; it shows in the quality system; he plans shead when he encouraged to continue developing his shift.	tor; he has quickly learned what is required to the work product. Sergeant is not going to be at the post due to militing his own style of leadership while continued to the work product of leadership while continued to the work product of leadership while continued to the work product of leadership while continued to the work product of leadership while continued to the work product of leadership while continued to the work product of leadership while continued to the work product.	has developed a good follow-up tary obligations. Sergeant is tinuing to assist in the development of
	<u> </u>	11/15/11
	TO LEDIEN YOUR WEN JOI OCTMOST STILE. HOLD SUG KOMPLE.	
REVIEWER'S SIGNATURE MAI		DATE
X Capte Motor		11-25-11
I have read the above: (\(\subseteq \subseteq \) I have not indicate agreement with the rational this form waives my right to appeal.	ngs. I understand that performance review	ached sheet of paper. My signature may sometimes may be appealed and that failure to sign
EMPLOYEE'S SIGNATURE X		///15/ 11
APP(James ON	D 1 DATE 11-79-11

OHIO DEPARTMENT OF PUBLIC SAFETY PERFORMANCE REVIEW BARGAINING UNIT - PROTECTIVE SERVICES

NAME	DATE
	11/15/2011

DIMENSION - Quality

Applies knowledge and performs duties appropriately in situations involving those entrusted to his/her charge. Completes work in an



NOV 2 2011, PERFORMANCE REVIEW BARGAINING UNIT - PROTECTIVE SERVICES

NAME		DATE OF EVALUATION
CLASSIFICATION TITLE	William Control of the Control of th	11/15/2011 OAKS POSITION # (8 digits)
Sergeant		
AGENCY Department of Public Safety	Ohio State Highway Patrol	OFFICE/SECTION/POST Ashtabula Post
REVIEW PERIOD	(MM/DD/YYYY year must be four characters)	REVIEW DEADLINE
From: 8/30/2011	To: 11/30/2011	11/23/2011
REVIEW TYPE		
MID-PROBATIONARY	FINAL PROBATIONARY	ANNUAL SPECIAL
PERFORMANCE SUMM	ARY	
Overall rating for employee step adv	ancement: Meets or Above on a majority	of dimensions:
SATISFACTORY	UNSATISFACTORY	
system; he plans ahead when he	of his work product. Sergeant so not going to be at the post due to mit ng his own style of leadership while con	
RATER'S SIGNATURE	1.	DATE ,
× fx (4. K. Du	从。	11/15/11
REVIEWER'S COMMENTS:		
	TO LEDEN YOUR WEN JO KITMENT SITLE. HOLD SUL KOMPLE.	B RESAMUBILITIES DUS
REVIEWER'S SIGNATURE	-	DATE
X Capte 199ter		11-25-11
this form waives my right to appeal.		tached sheet of paper. My signature may ws may be appealed and that failure to sign
EMPLOYEE'R CICNATURE		DATE ///15/ 1/
APPOINTING AUTHORITY'S SIGNATURE	100.000	DATE

OHIO DEPARTMENT OF PUBLIC SAFETY PERFORMANCE REVIEW BARGAINING UNIT - PROTECTIVE SERVICES

NAME		y
	ANALOG III	DATE 11/15/2011
DIMENSION – Quality Applies knowledge and performs duties appropriately in situations in accurate, neat, well-organized, thorough manner.	wolving those entrusted to his/her char	ge. Completes work in an
RATING LEVEL Far Exceeds Exceeds		
COMMENTS:	☑ Meets ☐ Partially Me	eets Does Not Meet
Sergeant completes assigned tasks in a neat and continue learning his new job tasks.	well organized manner. Sergean	reeds to
DIMENSION - Quantity/Timeliness		
Generates amount of work expected on schedule. Should reflect the RATING LEVEL		
COMMENTS:	☑ Meets ☐ Partially Me	ets 🔲 Does Not Meet
Sergeant completes assigned tasks ahead of sche be relied upon to complete all tasks in a timely manner.	dule and of an acceptable quality	. Sergeant can
DIMENSION - Teamwork/Cooperation		
Performs to group effort. Establishes positive working relationship waritten instructions.	ith others. Cooperates with supervisor	s. Carries out oral and/or
RATING LEVEL Far Exceeds Exceeds	☑ Meets ☐ Partially Me	ets 🔲 Does Not Meet
COMMENTS:		
Sergeant assists other units by volunteering to har Sergeant maintains positive working relationships	idle crashes and any calls that n with post personnel.	eed response.
DIMENSION - Communication Listens to reads and understands information. Below accumts and		
Listens to, reads and understands information. Relays accurate, approximation RATING LEVEL Far Exceeds Exceeds	orophate and clear information in writter ☐ Partially Me	
COMMENTS:		ets 🔲 Does Not Meet
Sergeant written correspondence is at an accepta communication skills, this helps greatly with motivating h	ible level. Sergeant has vis assigned units.	ery good oral
DIMENSION - Demanding Situations		
Demonstrates control of self and others under crisis or emergency sit	uations.	
RATING LEVEL	☑ Meets ☐ Partially Me	ets Does Not Meet
COMMENTS:		
Sergeant Bonar effectively directs the actions of his subobe relied upon to make good decisions under pressure.	rdinates in emergency situations	. Sergeant Bonar can
DIMENSION — Direction and Coordination Describes and explains activities, Directs and instructs individuals to within scope of responsibility.	accomplish tasks. Ensures well-being a	and safety of individuals
PATING LEVEL TO For Francis To -	7	
COMMENTS:	☑ Meets ☐ Partially Mee	ets Does Not Meet
Sergeant knows the Division, District, and Post goa subordinates and follows up to ensure goals are being me under his command.		expectations to afety of personnel
DIMENSION - Policies / Procedures		
Demonstrates knowledge of the rules and regulations and follows the RATING LEVEL Far Exceeds Exceeds	-	. — -
COMMENTS:	Meets Partially Mee	ts 🔲 Does Not Meet
Sergeant is familiar with policy and procedure and directives	onducts himself in accordance	with Division
directives.		wini DiAISION

	mmitment to Goals/Ot and objectives set by th	•	•	special programs.	
RATING LEVEL	Far Exceeds	☐ Exceeds	Meets	☐ Partially Meets	□ Does Not Meet
COMMENTS:					
Sergeant Sergeant of time is spent	is learning how to r			nd State level, he leads time, he ensures the ap	

Special Note: "Comments" will expand to fit the text. A completed Performance Review is NOT limited to two (2) pages.

OHIO DEPARTMENT OF PUBLIC SAFETY PERFORMANCE REVIEW BARGAINING UNIT – PROTECTIVE SERVICES

NAME				DATE 11/15/2011
	Is Evaluatior	=	: Performance Review.	Comments are required.
DIMENSION: GOAL: STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress ☐ On Target	☐ Below Target	
DIMENSION: GOAL: STATUS: RATING LEVEL: COMMENTS:	☐ Completed☐ Above Target	☐ In Progress ☐ On Target	☐ Below Target	
DIMENSION: GOAL: STATUS: RATING LEVEL: COMMENTS:	☐ Completed ☐ Above Target	☐ In Progress ☐ On Target	☐ Below Target	
DIMENSION: GOAL: STATUS: RATING LEVEL: COMMENTS:	☐ Completed☐ Above Target	☐ In Progress ☐ On Target	☐ Below Target	
Special Note: "Co	omments" will expand	to fit the text. A cor	mpleted Performance	Review is NOT limited to three (3) pages.



PERFORMANCE REVIEW FUTURE GOALS

This form must be completed when a dimension is rated below "meets".

NAME	DIVISION Ohio State Highway Patrol	OFFICE/SECTION/POST Ashtabula Post
DIMENSION:		
GOAL:		
START DATE: END DATE: HOW WILL PROGRESS BE EVALUATED?		
DIMENSION:		
GOAL:		
START DATE: END DATE: HOW WILL PROGRESS BE EVALUATED?		
DIMENSION:		***************************************
GOAL:		
START DATE: END DATE: HOW WILL PROGRESS BE EVALUATED?		
DIMENSION:		
GOAL:		
START DATE: END DATE: HOW WILL PROGRESS BE EVALUATED?		
Acknowledged:		
MANAGER/SUPERVISOR'S SIGNATURE		DATE
EMPLOYEE'S SIGNATURE		DATE

OHIO DEPARTMENT OF PUBLIC SAFETY

PERFORMANCE REVIEW BARGAINING UNIT - PROTECTIVE SERVICES (REQUIRED ENTRY - TYPE OR PRINT) 11/15/2011 OAKS POSITION # (8 digits) DIVISION CLASSIFICATION TITLE (required entry) Ohio State Highway Patrol Sergeant POSITION DESCRIPTION REVIEW (Please attach a copy of the position description reviewed with the employee - even if no changes are required. This section is not required for OSHP or OIU Commissioned Officers. Attached position Attached position No position description **STATUS** description reviewed with description reviewed with exists currently - under (check ONLY L. employee and required employee and matches development. one) changes are listed below. iob duties. To match CURRENT JOB DUTIES the following changes to the employee's ATTACHED POSITION DESCRIPTION are required: Signature of employee acknowledging the attached position description accurately reflects job duties assigned or will reflect duties after attached changes (or those listed above) are completed. Signature of supervisor acknowledging the attached position description accurately reflects job duties assigned and was reviewed with the employee. Date, time, and HRM employee completing the update of the employee's POSITION DESCRIPTION: EMPLOYEE PERSONNEL RECORDS REVIEW (HRMS)(PeopleSoft) Personnel records Reviewed and additions / Reviewed with employee and STATUS contain no training changes / deletions made information is current and record at the time of this (check all in HRMS (PeopleSoft). training records are complete. performance review. that apply) Comments (Optional): Signature of employee acknowledging review of his/her training records and are complete. X in records were reviewed with the employee. Signature



FEB 13 2012 PERFORMANCE REVIEW BARGAINING UNIT - PROTECTIVE SERVICES

NAME	and the state of t	DATE OF EVALUATION 1/31/2012		
CLASSIFICATION TITLE Sergeant		OAKS POSITION # (8 digits)		
AGENCY	DIVISION	OPPICE/SECTION/POST		
Department of Public Safety	Ohio State Highway Patrol	Ashtabula Post		
REVIEW PERIOD From: 10M/2011	(MM/DD/YYYY year must be four characters) To: 2/29/2012	REVIEW DEADLINE 2/29/2012		
REVIEW TYPE				
MID-PROBATIONARY	S FINAL PROBATIONARY	ANNUAL SPECIAL		
PERFORMANCE SUMM	ARY			
Overall rating for employee step ad	vancement: Meets or Above on a majori	ty of dimensions:		
SATISFACTORY	UNSATISFACTORY			
Sergeant less evalued asset of the Ashtabula Patrol Post; he has quickly established himself as reliable expervisor and continues to learn his new position. Sergeant takes pride in his work; it shows in the quality of his work product. Sergeant has quickly developed his own style of leadership; he can be counted on to make sound decisions. Sergeant is encouraged to continue leading by example while assisting in the development of his shift.				
RATERS SIGNATURE R. Dut		/-3/-/2		
T APPRICION YOUR MORED WORK AND COMMISMENT TO YOUR NEW POSITION. CONTINUE TO HOLD SURDROINDING ACCOUNTABLE AND CONTINUE TO ATTEMP YOUR MANUACTMENT STAFF.				
REVIEWER'S SIGNATURE	tilinga tilling til först förliga til först tillinga tillinna kiljunga littiga skranna kiljantarinna at konsyation	DATE		
I have read the above. I have not indicate agreement with the rat this form waives my right to appeal.	ings. I understand that performance revi	attached sheet of paper. My signature may lews may be appealed and that fallure to sign		
EMPLOYEE'S SIGNATURE X		DATE 91 /31/2012		
APPOINTING AUTHORITY & SIGNATURE	Thomas D. Con	De DATE 2-13-12		

OHIO DEPARTMENT OF PUBLIC SAFETY PERFORMANCE REVIEW BARGAINING UNIT - PROTECTIVE SERVICES

NAME	DATE 1/31/2012
DIMENSION - Quality Applies knowledge and performs duties appropriately in situations involving those entrusted accurate, nest, well-organized, thorough manner.	to his/her charge. Completes work in an
	Partially Meets Does Not Meet
COMMENTS:	
Sergeant completes assigned tasks in a neat and well organized mannew job tasks and produces an acceptable work product.	er. Sergeant e de l has learned his
DIMENSION - Quantity/Timeliness	nala dutina
Generates amount of work expected on schedule. Should reflect the entire scope of employ RATING LEVEL Far Exceeds Exceeds Meets	Partially Meets Does Not Meet
COMMENTS:	·
Sergeent completes assigned tasks shead of schedule and of an acce be relied upon to complete urgent items in a timely manner.	ptable quality. Sergeent can
DIMENSION - Teamwork/Cooperation Performs to group effort. Establishes positive working relationship with others. Cooperates written instructions.	with supervisors. Carries out oral and/or
RATING LEVEL Far Exceeds Exceeds Meets	Partially Meets Does Not Meet
COMMENTS:	
Sergeant continues to function as a team player. He readily assists of crashes. He maintains positive working relationships with post personnel. Sthe job of a sergeant; he clearly establishes goals for his shift.	her units by volunteering to handle Bergeant continues to learn
DIMENSION - Communication	
Listens to, reads and understands information. Relays accurate, appropriate and clear information Exceeds	Partially Meets Does Not Meet
COMMENTS:	
Sergeant takes time to listen to others point of view. Sergeant quality and seldom needs correction.	written communication is of high
DIMENSION - Demanding Situations	
Demonstrates control of self and others under crisis or emergency situations. RATING LEVEL. For Exceeds Exceeds Meets	☐ Partially Meets ☐ Does Not Meet
RATING LEVEL. Far Exceeds Exceeds Meets COMMENTS:	Partially Meets Does Not Meet
Sergeant effectively directs the actions of his subordinates in emerger be relied upon to make good decisions under pressure.	ncy situations. Sergeant can
DIMENSION - Direction and Coordination	
Describes and explains activities. Directs and instructs individuals to accomplish tasks. Ensuwithin acops of responsibility.	
RATING LEVEL Far Exceeds Exceeds Meets	Partially Meets Does Not Meet
Sergeant knows the Division, District, and Post goals. Sergeant subordinates and follows up to ensure goals are being met. Sergeant encouraged to use his skills to motivate units he supervises. Sergeant under his command. Sergeant is in the Military, he has shown forward when he will be gone for extended periods.	explains his expectations to is currently the fill-in sergeant, he is ensures the safety of personnel i thinking as it applies to follow-up

DIMENSION - Polici Demonstrates knowle		regulations and follows	them without being	reminded.	
	Far Exceeds	☐ Exceeds	Meets	Partially Meets	□ Does Not Meet
COMMENTS:	form (1) or south to the				. Mindala .
Sergeant is directives.	ramiuar with polic	zy and procedure a	10 CONQUEUS MIME	self in accordance with	1 Division
		jectives/Special Prog			
	Fär Exceeds	e Department/Division/ Exceeds	Unit. Participates in a	Partially Meets	☐ Does Not Meet
COMMENTS:		tat Baranasa at the	Dunt Bladdet on	d Otata Inval. In a language	
Sergeant is	very skilled in the	e area of Criminal Pilearn how to manag	strol; he is encou	id State level, he leads raged to pass his kno- ive and road time, he	wiedge onto his
Special Note: "Cor	nments" will expan	d to fit the text. A co	mpleted Performar	nce Review is NOT limit	ed to two (2) pages.

OHIO DEPARTMENT OF PUBLIC SAFETY

PERFORMANCE REVIEW BARGAINING UNIT - PROTECTIVE SERVICES NAME (REQUIRED ENTRY - TYPE OR PRINT) 1/31/2012 OAKS POSITION # (8 digits) DIVISION CLASSIFICATION TITLE (required entry) **Ohio State Highway Patrol** Sergeant POSITION DESCRIPTION REVIEW (Please attach a copy of the position description reviewed with the employee - even if no changes are required. This section is not required for OSHP or OIU Commissioned Officers. Attached position Attached position No position description STATUS description reviewed with description reviewed with exists currently - under (check ONLY employee and required employee and matches development. onei changes are listed below. job duties. To match CURRENT JOB DUTIES the following changes to the employee's ATTACHED POSITION DESCRIPTION are required: Signature of employee acknowledging the attached position description accurately reflects job duties assigned or will reflect duties after attached changes (or those listed above) are completed. X Signature of supervisor acknowledging the attached position description accurately reflects job duties assigned and was reviewed with the employee. X Date, time, and HRM employee completing the update of the employee's POSITION DESCRIPTION: EMPLOYEE PERSONNEL RECORDS REVIEW (HRMS)(PeopleSoft) Personnel records Reviewed and additions / Reviewed with employee and STATUS contain no training changes / deletions made information is current and (check all record at the time of this in HRMS (PeopleSoft). training records are complete. that apply) performance review. Comments (Optional): Signature of employee acknowledging review of his/her training records and are complete. cknowledging the training records were reviewed with the employee.



PERFORMANCE REVIEW FUTURE GOALS

This form must be completed when a dimension is rated below "meets".

NAME	DIVISION Ohio State Highway Patrol	OFFICE/SECTION/POST Ashtabula Post
DIMENSION:		
GOAL:		
START DATE: END DATE: HOW WILL PROGRESS BE EVALUATED?		
DIMENSION:		
GOAL:		
START DATE: END DATE: HOW WILL PROGRESS BE EVALUATED?		
DIMENSION:		
GOAL:		
START DATE: END DATE: HOW WILL PROGRESS BE EVALUATED?		
DIMENSION:		
GOAL:		
START DATE: END DATE: HOW WILL PROGRESS BE EVALUATED?		
Acknowledged:		
MANAGER/SUPERVISOR'S SIGNATURE		DATE
EMPLOYEE'S SIGNATURE X		DATE



OHIO DEPARTMENT OF PUBLIC SAFETY

- Administration
- **Bureau of Motor Vehicles**
- **Emergency Management Agency**
- Emergency Medical Services Division
- Office of Criminal Justice Services
- Ohio Homeland Security
- Ohio Investigative Unit



STATE

Bob Taft, Governor Kenneth L. Morckel, Director Colonel Paul D. McClellan

Superintendent

Ohio State Highway Patrol 1970 West Broad Street P.O. Box 182074 Columbus, Ohio 43218-2081 www.statepatrol.ohio.gov

September 13, 2005



Dear Tpr.

Congratulations on completing your five years of service with the State of Ohio and to the citizens of the state.

Your individual contributions are important to the collective growth and services of the Division. Thanks to your continued support and dedication, our organization can accomplish our mission and achieve our goals.

You are now entitled to wear one star on your uniform as a visible tribute to your five years of service.

Please accept my regards to you and your family and best wishes for your continued success.

Sincerely,

Col. Paul Q. Mª Clellan

Colonel Paul D. McClellan Superintendent

PDM/RJY/jl District Four



OHIO DEPARTMENT OF PUBLIC SAFETY OHIO STATE HIGHWAY PATROL

NOTICE OF MEDICAL MARIJUANA RESTRICTION

Federal Law and State of Ohio policy prohibit employees whose job requires them to carry, transport, or otherwise possess firearm(s) and/or ammunition from using or consuming marijuana, including medical marijuana. As a result, the presence of marijuana in a drug test, even if used in

accordance with Ohio law, will be a positive drug test, which coulincluding removal from your position.	9 /
PRINT NAME	ge my position has been identified
as one that does not permit use or consumption of marijuana, ev accordance with Ohio law.	ren medicai manjuana used in
I have read and understand this Notice of Medical Marijuana Resacknowledgement will be placed in my personnel record.	striction. I understand this
SIGNATURE OF EMPLOYEE X SIGNATURE OF EMPLOYEE	DATE ///19/18 DATE
x Kyb-Vi	11-19-18

Related Authority:

18 USC 922 (g)(3)

12 CFR 478.31 (a)(3)

DAS Directive HR-39

INTER-OFFICE COMMUNICATION

		(HIGHWAY)			
Date	November 14, 2018	- Vigi	File	2-ADM	
		OHIO			
To	Captain E.R. Sheppard		Attention	S/Lieutenant M	.E. Hill
From	Lieutenant B.M. Vail, Warren Post	Commander			
Subject	Written Reprimand - Sergeant AI #2018-0607	Ur	nit , Wa	arren District, W	arren Post,
e efficiency of the even			ne significant <mark>selective d</mark> e si		
was issue wit: Serge	tesday, November 14, 2018, Sergean and a written reprimand for violation of the action of the search and failed to report to duty at 6 of NPDLV has been entered.	f work rule 45	01:2 - 6-0 <mark>2 (</mark> 1		ce of Duty. To
11 - 5	Acknowledgement Date Jason G. Bonar		Issued By Lieutenant	Brian M. Vail	11-14-18 Date
	REMARKS AND	OR RECOM	MENDAT	ONS	
	NEXT L REMARKS AND	EVEL OF RE OR RECOM		IONS	
		-	Sht.	M.E.Jr.)
	NEXT L REMARKS AND	EVEL OF RE OR RECOM		IONS	

As national leaders, the Ohio State Highway Patrol collaborates with community and safety partners to provide professional law enforcement services focused on deterring crime and promoting traffic safety to improve the quality of life for those we serve.

An Equal Opportunity Employer

Signature Date



Ohio Department of Public Safety Deportment Record for Employee



Report Generated On: 11/15/2018 3:36:14 PM

				Employee D	etans							
Employee N	ame			Job Description	Location		R/S	Hire Date				
			Sergeant	D4 Post 78 \	D4 Post 78 Warren		W/M 09/13/2000					
				Case Deta	ails							
Case Number	Remarks											
20180607	Sergeant slept in. Employe	geant failed to report for duty on his assigned shift 11/14/2018 0600-1400. He was contacted by phone and stated he of in. He reported for duty at 0736 hours. 1:36 hours NPDLV was entered into TMS. ployee charged with violation of work rule 4501:2-6-02(B)(1) Performance of duty.//4150										
Offense Code	e(s)	700 - Tardy										
Discipline	Abey Flag?	Issued Date	Discipline Time/Days Used	Vacation Hours Used	Comp Hours Used	Personal Hours Used	A	beyance Days				
Written Reprimand	No	11/14/2018	0.00	0.0	0.0	0.0		(
The second second												
Case Number	Remarks											
	Sergean 2017. He the start	t also failed to of his shift. (Z	seek permission atvarnicky)	from supervision to w	ork the road directly	ne Canfield Post on mul after going in service fro Aircraft Operation. 4081	tiple or	ccasions in residence at				
Number	Sergean 2017. He the start Employe	t also failed to of his shift. (Z e charged with	seek permission atvarnicky)	from supervision to w k rule 4501:2-6-05(D)(ork the road directly	after going in service fro	tiple oo	ccasions in residence at				
Number 20170265	Sergean 2017. He the start Employe	t also failed to of his shift. (Z e charged with	seek permission atvarnicky) n violation of wor	from supervision to w k rule 4501:2-6-05(D)(ork the road directly	after going in service fro	om his	residence at				
Number 20170265 Offense Cod	Sergean 2017. He the start Employe e(s)	also failed to of his shift. (Z e charged with 864 - Unsafe/I	seek permission atvarnicky) n violation of wor llegal Patrol Car O Discipline Time/Days	from supervision to w k rule 4501:2-6-05(D)(perations Vacation Hours	ork the road directly 1) Motor Vehicle and	after going in service from Aircraft Operation. 4081 Personal Hours Used	om his	residence at				
Number 20170265 Offense Cod Discipline	Sergeam 2017. He the start Employe e(S) Abey Flag?	also failed to also failed to sof his shift. (Zee charged with 864 - Unsafe/l Issued Date	seek permission atvarnicky) n violation of wor llegal Patrol Car O Discipline Time/Days Used	from supervision to work rule 4501:2-6-05(D)(operations Vacation Hours Used	ork the road directly 1) Motor Vehicle and a	after going in service from Aircraft Operation. 4081 Personal Hours Used	om his	residence at				
Number 20170265 Offense Cod Discipline Fine Case	Sergean 2017. He the start Employe e(S) Abey Flag? No Remarks	also failed to also failed to of his shift. (Zee charged with 864 - Unsafe/l Issued Date	seek permission atvarnicky) n violation of wor llegal Patrol Car O Discipline Time/Days Used	from supervision to work rule 4501:2-6-05(D)(coperations Vacation Hours Used 0.0	Comp Hours Used	after going in service from Aircraft Operation. 4081 Personal Hours Used	A	beyance Days				
Number 20170265 Offense Cod Discipline Fine Case Number 20160479	Sergean 2017. He the start Employe e(s) Abey Flag? No Remarks Sergean 2017. He the start Employe e(s)	also failed to also failed to of his shift. (Zee charged with 864 - Unsafe/l Issued Date	seek permission atvarnicky) n violation of wor llegal Patrol Car O Discipline Time/Days Used	from supervision to work rule 4501:2-6-05(D)(Comp Hours Used	after going in service from Aircraft Operation. 4081 Personal Hours Used	A	beyance Days				
Number 20170265 Offense Cod Discipline Fine Case Number	Sergean 2017. He the start Employe e(s) Abey Flag? No Remarks Sergean 2017. He the start Employe e(s)	also failed to also failed to of his shift. (Zee charged with 864 - Unsafe/I Issued Date 07/22/2017	seek permission atvarnicky) n violation of wor llegal Patrol Car O Discipline Time/Days Used	from supervision to work rule 4501:2-6-05(D)(Comp Hours Used	Aircraft Operation. 4081 Personal Hours Used 0.0 Canfield Post at 0610 he	om his	beyance Days				



Ohio Department of Public Safety Deportment Record for Employee



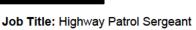
Report Generated On: 11/15/2018 3:36:14 PM

				Case Deta	ils					
Case Number	Remarks									
20160286	patrol ca	perating SP-150 or crash 50-385 ee charged with	i-50. (Taylor)		ehicle was turning right ircraft Operation. 4081	. Preventative				
Offense Code(s)		856 - Preventable Patrol Car Crash								
	Abey	Issued Date	Discipline Time/Days	Vacation Hours Used	Comp Hours Used	Personal Hours Used	Abeyance Days			
Discipline	Flag?		Used	-						

Total Cases: 4

[rpt_DeportmentByUnit] Page 2 of 2

Manager Evaluation - Completed



Document Type: ANNUAL REVIEW

Template: ANNUAL PERFORMANCE REVIEW

Status: Completed

Manager: BRIAN VAIL

Period: 10/01/2020 - 09/30/2021

Document ID: 415607 **Due Date:** 09/15/2021

EMPLOYEE DATA

Empl ID :

Agency: Dept of Public Safety

Division: DPS290478

Job Code : 26713

Supervisor ID :

D4 Post 78 Warren

The document status is Completed.

Section 1 - PURPOSE OF ORGANIZATION & POSITION

ODPS Mission Statement

Description:

ODPS strives to fulfill its mission to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws, and to preserve the safety and well-being of all citizens with the most cost-effective and service-oriented methods available.

Created By: Profile 09/08/2021 2:34PM

ODPS Purpose of Position

Description:

Please refer to the appropriate classification specification for the purpose of position statement.

Created By: Profile 09/08/2021 2:34PM

Section 2 - STATEWIDE COMPETENCIES

CUSTOMER FOCUS

Description:

Customer Focus is required for use in all state of Ohio performance evaluations. The Customer Focus competency centers on the employee interaction with the customer. It can be either an internal or external customer. It must be demonstrated that the employee understands the need(s) of the customer. The demonstration should include the employee level of knowledge, the tone and the timeliness of the employee responses. The employee should know when to seek assistance to ensure the customer has an overall positive experience. Finally, the evaluation should include examples that the employee evaluates his/her practices based on customer feedback.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant makes it a priority to identify internal and external customer needs to ensure a positive outcome for all. He makes sure to communicate

Manager Comments: clearly so that there are no misunderstandings or information that can be

misconstrued. maintains good relationships with all post personnel,

law enforcement agencies, and court personnel in Trumbull County.

Created By: Template 09/08/2021 2:34PM

Last Modified By: BRIAN VAIL 09/16/2021 12:22PM

DIVERSITY AND INCLUSION

Description:

Displaying and developing understanding of individual differences and viewpoints and the impact of each on the workplace and how we serve others.

Diversity is the human variety of experiences, identities, and perspectives that our employees bring to state employment.

Inclusion is the practice of understanding and applying diversity to improve work culture and influence the way we serve Ohioans.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Manager Comments: Sergeant understands the importance of diversity in the workplace and promotes inclusion.

 Created By :
 Template
 09/08/2021 2:34PM

 Last Modified By :
 BRIAN VAIL
 09/16/2021 12:22PM

Section 3 - AGENCY COMPETENCIES

Section 4 - CLASSIFICATION COMPETENCIES

DOCUMENT/RECORD INFORMATION

Description:

Entering, transcribing, recording, storing, or maintaining information in written or electronic/magnetic form.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant communicates well in written and electronic forms. He makes sure all administrative tasks are complete with meaningful follow-up. All assigned tasks are completed in a timely manner and very rarely need

any corrections.

 Created By :
 Profile
 09/08/2021 2:34PM

 Last Modified By :
 BRIAN VAIL
 09/16/2021 12:22PM

COACH/DEVELOP OTHERS

Description:

Identifying the developmental needs of others and coaching, mentoring, or otherwise helping others to improve their knowledge or skills.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant understands the expectations of the Division and holds his shift accountable to these expectations. He communicates clearly to his shift

Manager Comments: and maintains an open door policy for his subordinates to communicate back when needed. He understands his role as a front line supervisor and makes

when needed. He understands his role as a north line supervisor and in

sure that the needs of his shift are met on a daily basis.

Created By: Profile 09/08/2021 2:34PM

Last Modified By: BRIAN VAIL 09/16/2021 12:22PM

EVALUATE INFO FOR COMPLIANCE

Description:

Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant can be relied upon to make sound decisions which is in line with Division policy and procedure. He understands the liability and down

Manager Comments: wind consequence of decisions made outside of policy and procedure.

always has an appropriate solution to an issue and makes sure to relay

relevant information to all.

 Created By :
 Profile
 09/08/2021 2:34PM

 Last Modified By :
 BRIAN VAIL
 09/16/2021 12:22PM

Section 5 - COMPETENCY SUMMARY

COMPETENCY SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments:

Sergeant is a competent supervisor and can be relied upon to handle any situation that comes his way. He makes sure to communicate his expectations to his shift and holds them accountable to such. He completes all tasks and duties in a timely manner with very little corrections needed.

Section 6 - GOALS & PERFORMANCE EXPECTATIONS

Section 7 - GOALS & PERFORMANCE EXPECTATIONS SUMMARY

GOALS & PERFORMANCE EXPECTATIONS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments:

Sergeant has improved his operational efforts during this evaluation cycle. He understands the importance of leading by example. He sets expectations which are in-line with Division goals and holds his subordinates accountable in attaining or reaching these goals.

Section 8 - OVERALL PERFORMANCE RATINGS SUMMARY

OVERALL PERFORMANCE RATINGS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments:

Sergeant can be relied upon in any situation. He understands his role as a front line supervisor within the Division. makes sound decisions when needed which is always backed by policy and procedure. He communicates well and keeps the post management team apprised of any issues or concerns on midnight shift.

Section 9 - ADDITIONAL DOCUMENTATION CONFIRMATION

CAREER DEVELOPMENT PLAN CONFIRMATION

Description:

Has a Career Development Plan been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 09/08/2021 2:34PM

 Last Modified By :
 BRIAN VAIL
 09/14/2021 12:58PM

PERFORMANCE PLAN CONFIRMATION

Description:

Has a Performance Improvement Plan (PIP) been generated for the rated employee?

Manager Rating: No **Manager Comments:**

Created By: Template 09/08/2021 2:34PM

Last Modified By: BRIAN VAIL 09/14/2021 12:58PM

Section 10 - APPROVALS SECTION

	BRIAN VAIL		09/16/2021		
	MICHAEL MARUCCI		09/17/2021		
	MATTHEW BROOKS		09/17/2021		
I have reviel have included in have included in have included performance waives my Choose on [3] I refuse to [X]I acknowledge in have included in have include	SIGNATURE ACKNOWLEDGEMENT (Performance Evaluation & PIP) I have reviewed my performance evaluation. I have included a response in this performance evaluation's Employee Comments Section. [] Yes [X] No My electronic signature merely indicates an acknowledgement that I have reviewed a copy of the completed evaluation; it does not indicate agreement with its contents. I understand that performance evaluations may be appealed and that refusal to acknowledge this evaluation waives my right to appeal. Choose one (1) of the following: []I refuse to acknowledge this document. [X]I acknowledge this document. Section 11 - MANAGER RATER COMMENTS SECTION				
Section	12 - MANAGER REVIEW	VER COMME	NTS SECT	ION	
Section	13 - APPOINTING AUTH	HORITY COM	<u>IMENTS</u>		
Section	14 - EMPLOYEE COMM	ENTS SECT	ION		
Section 15 - SIGNATURES					
Rater/Date					
Reviewer/Date					
Appointing Authority/Date					
Employee/Date					
Attachments No Attachments have been added to this document					
Audit Hist	ory Created By :	BRIAN VAIL		09/08/2021 2:34:12PM	
	Acknowledged By : Completed By : Last Modified By :	System System	(09/24/2021 5:57:04AM 09/24/2021 5:57:04AM 09/24/2021 5:57:04AM	

Manager Evaluation - Completed

Job Title: Highway Patrol Sergeant Manager: BRIAN VAIL

Document Type: ANNUAL REVIEW Period: 10/01/2019 - 09/30/2020

Template: ANNUAL PERFORMANCE REVIEW Document ID: 364113
Status: Completed Due Date: 09/15/2020

EMPLOYEE DATA

Empl ID :

Agency: Dept of Public Safety

Division: DPS290478

Job Code : 26713

Supervisor ID :

ob Code : 26713

D4 Post 78 Warren

The document status is Completed.

Section 1 - PURPOSE OF ORGANIZATION & POSITION

ODPS Mission Statement

Description :ODPS strives to fulfill its mission to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws, and to preserve the safety and well-being of all citizens with the most cost-effective and service-oriented methods available.

Created By: Profile 08/10/2020 1:06PM

ODPS Purpose of Position

Description: Please refer to the appropriate classification specification for the purpose of position statement.

Created By: Profile 08/10/2020 1:06PM

Section 2 - STATEWIDE COMPETENCIES

CUSTOMER FOCUS

Description: Customer Focus is required for use in all state of Ohio performance evaluations. The Customer Focus competency centers on the employee interaction with the customer. It can be either an internal or external customer. It must be demonstrated that the employee understands the need(s) of the customer. The demonstration should include the employee level of knowledge, the tone and the timeliness of the employee responses. The employee should know when to seek assistance to ensure the customer has an overall positive

experience. Finally, the evaluation should include examples that the employee evaluates his/her practices based on customer feedback.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant communicates well with both internal and external customers. He takes time to listen to the customer's needs then offers a

Manager Comments: Customers. He takes time to listen to the customer's needs then offers a productive resolution.

personnel and law enforcement agencies in the county.

Created By: Template 08/10/2020 1:06PM

Last Modified By: BRIAN VAIL 08/17/2020 11:16AM

DIVERSITY AND INCLUSION

Description: Displaying and developing understanding of individual differences and viewpoints and the impact of each on the workplace and how we serve others. Diversity is the human variety of experiences, identities, and perspectives that our employees bring to state employment. Inclusion is the practice of understanding and applying diversity to improve work culture and influence the way we serve Ohioans.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant treats everyone he comes in contact with respect and dignity. He has not shown or demonstrated any biased-based actions during

Manager Comments: this evaluation cycle. understands as a supervisor he must promote

and support diversity and inclusion in State government. He truly

understands the importance and value of embracing diversity and inclusion.

 Created By :
 Template
 08/10/2020 1:06PM

 Last Modified By :
 BRIAN VAIL
 08/17/2020 11:05AM

Section 3 - AGENCY COMPETENCIES

Section 4 - CLASSIFICATION COMPETENCIES

DOCUMENT/RECORD INFORMATION

Description: Entering, transcribing, recording, storing, or maintaining information in written or electronic/magnetic form.

Employee Measurement :

Manager Rating: 2. Meets Expectations

Sergeant communicates well in both written and spoken forms. His administrative duties and reports are done on time with quality content. He communicates to all people on all levels and does so in a clear and concise

manner.

Manager Comments:

Created By: Profile 08/10/2020 1:06PM

Last Modified By: BRIAN VAIL 08/17/2020 11:23AM

COACH/DEVELOP OTHERS

Description: Identifying the developmental needs of others and coaching, mentoring, or otherwise helping others to improve their knowledge or skills.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant effectively communicates in verbal and written form to his

Manager Comments: subordinates. He holds people accountable for tasks and ensures that a

remedy is in place if a problem should arise.

 Created By :
 Profile
 08/10/2020 1:06PM

 Last Modified By :
 BRIAN VAIL
 08/17/2020 11:28AM

EVALUATE INFO FOR COMPLIANCE

Description: Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant can be relied upon to handle any task and meet deadlines.

Manager Comments: He is a resource to his subordinates and uses his knowledge to accomplish

Division goals. He is knowledgeable of the Ohio Revised Code and takes

proper enforcement when needed.

 Created By :
 Profile
 08/10/2020 1:06PM

 Last Modified By :
 BRIAN VAIL
 08/17/2020 11:36AM

Section 5 - COMPETENCY SUMMARY

COMPETENCY SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant is a competent supervisor who can be relied upon. He

effectively communicates his expectations to his subordinates and holds them accountable for such. He completes his administrative duties on time

and has a good follow-up system in place.

Section 6 - GOALS & PERFORMANCE EXPECTATIONS

Section 7 - GOALS & PERFORMANCE EXPECTATIONS SUMMARY

GOALS & PERFORMANCE EXPECTATIONS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant has developed positive working relationships with all

personnel. He is a competent supervisor who can be relied upon and holds his subordinates accountable. Sergeant understands the importance of Post and Divisional goals. He is urged to continue to support such goals by

leading by example.

Section 8 - OVERALL PERFORMANCE RATINGS SUMMARY

OVERALL PERFORMANCE RATINGS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant is a competent supervisor that can be relied upon. He

communicates well to subordinates as well to the post management team. He makes good sound decisions and offers appropriate resolutions when a problem arises.

programs so that he can lead by example.

Section 9 - ADDITIONAL DOCUMENTATION CONFIRMATION

CAREER DEVELOPMENT PLAN CONFIRMATION

Description: Has a Career Development Plan been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 08/10/2020 1:06PM

 Last Modified By :
 BRIAN VAIL
 08/13/2020 12:34PM

PERFORMANCE PLAN CONFIRMATION

Description: Has a Performance Improvement Plan (PIP) been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 08/10/2020 1:06PM

 Last Modified By :
 BRIAN VAIL
 08/13/2020 12:34PM

Section 10 - APPROVALS SECTION

	BRIAN VAIL	08/18/2020			
	NAKIA HENDRIX	08/19/2020			
	MATTHEW BROOKS	08/20/2020			
I have revie I have include Employee C [] Yes [] My electron	SIGNATURE ACKNOWLEDGEMENT (Performance Evaluation & PIP) I have reviewed my performance evaluation. I have included a response in this performance evaluation's Employee Comments Section. [] Yes [] No My electronic signature merely indicates an acknowledgement that I have reviewed a copy of the				
performance waives my r Choose one []I refuse to []I acknowle	completed evaluation; it does not indicate agreement with its contents. I understand that performance evaluations may be appealed and that refusal to acknowledge this evaluation waives my right to appeal. Choose one (1) of the following: []I refuse to acknowledge this document. []I acknowledge this document.				
	1 - MANAGER RATER COMMENTS 2 - MANAGER REVIEWER COMME				
Section 1	Section 13 - APPOINTING AUTHORITY COMMENTS				
Section 1	Section 14 - EMPLOYEE COMMENTS SECTION				
Section 1	Section 15 - SIGNATURES				
Rater/Date					
Reviewer/Date					
Appointing Authority/Date					
Employee/Date					
Attachments No Attachments have been added to this document					

Audit History		
Created By :	BRIAN VAIL	08/10/2020 1:06:47PM
Acknowledged By :	BRIAN VAIL	10/16/2020 4:04:08AM
Completed By :	BRIAN VAIL	10/16/2020 4:04:14AM
Last Modified By :	BRIAN VAIL	10/16/2020 4:04:14AM
•		

Manager Evaluation - Completed

Job Title: Highway Patrol Sergeant Manager: BRIAN VAIL

Document Type: ANNUAL REVIEW Period: 10/01/2018 - 09/30/2019

Template: ANNUAL PERFORMANCE REVIEW Document ID: 313050
Status: Completed Due Date: 09/15/2019

EMPLOYEE DATA

Empl ID :

Agency: Dept of Public Safety

Division: DPS290478

Job Code : 26713

Supervisor ID :

The document status is Completed.

Section 1 - PURPOSE OF ORGANIZATION & POSITION

DPS Mission Statement

Description: The Ohio Department of Public Safety strives to fulfill its mission to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws, and to preserve the safety and well-being of all citizens with the most cost-effective and service-oriented methods available.

D4 Post 78 Warren

Created By: BRIAN HOLT 07/10/2019 8:33AM

Purpose of Position: Sergeant

Description: To supervise lower-level law enforcement officers and/or perform or coordinate and oversee technical or specialized functions related to law enforcement operations.

Created By: BRIAN HOLT 07/10/2019 8:33AM

Section 2 - STATEWIDE COMPETENCIES

CUSTOMER FOCUS

Description: Customer Focus is required for use in all state of Ohio performance evaluations. The Customer Focus competency centers on the employee interaction with the customer. It can be either an internal or external customer. It must be demonstrated that the employee understands the need(s) of the customer. The demonstration should include the employee level of knowledge, the tone and the timeliness of the employee

responses. The employee should know when to seek assistance to ensure the customer has an overall positive experience. Finally, the evaluation should include examples that the employee evaluates his/her practices based on customer feedback.

Manager Rating: 2. Meets Expectations

Sergeant understands the needs of internal and external customers. He interacts and communicates well making sure to identify the needs of the

Manager Comments: customer and that the need is met. He has good working relationships with

post personnel, court personnel as well as other agencies within Trumbull

County.

Created By: Template 07/10/2019 8:33AM

Last Modified By: BRIAN VAIL 08/19/2019 11:18AM

Section 3 - AGENCY COMPETENCIES

Section 4 - CLASSIFICATION COMPETENCIES

DOCUMENT/RECORD INFORMATION

Description: Entering, transcribing, recording, storing, or maintaining information in written or electronic/magnetic form.

Manager Rating: 2. Meets Expectations

Sergeant communicates well in written and verbal forms. His work product is accurate and has high quality content as it relates to the incident. Sergeant needs to continue in developing a strong follow-up system.

Manager Comments:

There has been times that assigned administrative duties have been missed which can cause additional work load or burden on other supervisors at the

post.

 Created By :
 Profile
 07/10/2019
 8:33AM

 Last Modified By :
 BRIAN VAIL
 08/20/2019
 1:37PM

COACH/DEVELOP OTHERS

Description: Identifying the developmental needs of others and coaching, mentoring, or otherwise helping others to improve their knowledge or skills.

Manager Rating: 2. Meets Expectations

Sergeant has a good rapport with post personnel. He has the knowledge and skills to be an effective leader but at times cannot devote the

Manager Comments: time to develop post personnel due to external obligations. Mentoring our personnel is equally as important as leading by example. Sergeant

functional activity has decreased from 2018. He is urged to balance his external obligations so that he can be more productive while on duty.

Created By: Profile 07/10/2019 8:33AM

Last Modified By: **EVALUATE INFO FOR COMPLIANCE**

Description: Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.

Manager Rating: 2. Meets Expectations

BRIAN VAIL

Sergeant makes good calculated decisions. He can be relied upon in various situations to give post personnel an accurate assessment in

08/19/2019 11:48AM

Manager Comments: determining the appropriate outcome. He has a good working knowledge of

the Ohio Revised Code and applies it accordingly.

Created By: Profile 07/10/2019 8:33AM **BRIAN VAIL** Last Modified By: 08/22/2019 11:36AM

Section 5 - COMPETENCY SUMMARY

COMPETENCY SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant is a competent supervisor. He understands his role as a

supervisor for the Division. He makes good sound decisions and is guided by

policy and procedure when he does so.

Section 6 - GOALS & PERFORMANCE EXPECTATIONS

Lead by example in special programs for 2019

Description: Show participation and active involvement in special programs for 2019 to include: Seatbelts, OVI's, Distracted Driving, and Criminal Patrol. Supervisors are to maintain 40% road supervision time.

Manager Rating: 2. Meets Expectations

As of 8/19/19, Sergeant has logged 66 enforcements, 4 OVI arrests,

Manager Comments: and 13 seatbelt arrests. He is encouraged to lead by example and maintain

his 40% road patrol time in 2020.

BRIAN VAIL Created By: 07/10/2019 8:33AM Last Modified By: **BRIAN VAIL** 08/19/2019 12:10PM

"Contributing to a Safer Ohio" - Performance Expectation

Description: The "Contributing to a Safer Ohio" performance expectation centers on the employee fulfilling the agency's mission by performing job duties accurately and timely resulting in the achievement of division, section, or unit goals. The employee must demonstrate the understanding of the agency's mission by preserving, promoting and providing safety and/or services to the citizens of Ohio. The evaluation should include examples of how the employee shows commitment and contribution to the division, section, or unit objectives and/or initiatives.

Manager Rating: 2. Meets Expectations

Sergeant understands the mission of the Division and makes sure his shift is carrying out the mission. He needs to balance his external obligations

Manager Comments: so that he can better manage his time at the post more efficiently. Sergeant

displays the ability to be a great leader, but at times falls short due to

time management reasons.

 Created By :
 Profile
 07/10/2019 8:33AM

 Last Modified By :
 BRIAN VAIL
 08/22/2019 11:36AM

Section 7 - GOALS & PERFORMANCE EXPECTATIONS SUMMARY

GOALS & PERFORMANCE EXPECTATIONS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant has the knowledge and skill in being a competent supervisor

He communicates well and can be counted on to complete tasks when asked. He needs to continue to balance his external obligations so that

administrative duties and deadlines are completed on time.

Section 8 - OVERALL PERFORMANCE RATINGS SUMMARY

OVERALL PERFORMANCE RATINGS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant is currently the fill-in Sergeant at the Warren Post and will

soon be moving to midnights. He is encouraged to set goals and hold his shift accountable to these goals. He can be relied upon to give good honest advice which is backed by policy and procedure. Sergeant is urged to maintain a good follow-up system so that administrative duties and tasks are

completed on time and not missed.

Section 9 - ADDITIONAL DOCUMENTATION CONFIRMATION

CAREER DEVELOPMENT PLAN CONFIRMATION

Description : Has a Career Development Plan been generated for the rated employee?

Manager Rating: No Manager Comments:

Created By: Template 07/10/2019 8:33AM

Last Modified By: BRIAN VAIL 08/19/2019 11:43AM

PERFORMANCE PLAN CONFIRMATION

Description: Has a Performance Improvement Plan (PIP) been generated for the rated employee?

Manager Rating: No **Manager Comments:**

Created By: Template 07/10/2019 8:33AM

Last Modified By: BRIAN VAIL 08/19/2019 11:43AM

Section 10 - APPROVALS SECTION

BRIAN VAIL 08/22/2019

MICHAEL MARUCCI 08/22/2019

MATTHEW BROOKS 08/22/2019

SIGNATURE ACKNOWLEDGEMENT (Performance Evaluation & PIP)

I have reviewed my performance evaluation.

I have included a response in this performance evaluation's

Employee Comments Section.

[] Yes [] No

My electronic signature merely indicates an acknowledgement that I have reviewed a copy of the completed evaluation; it does not indicate agreement with its contents. I understand that performance evaluations may be appealed and that refusal to acknowledge this evaluation waives my right to appeal.

Choose one (1) of the following:

[]I refuse to acknowledge this document.

[]I acknowledge this document.

Section 11 - MANAGER RATER COMMENTS SECTION

Section 12 - MANAGER REVIEWER COMMENTS SECTION

Section 13 - APPOINTING AUTHORITY COMMENTS

Section 14 - EMPLOYEE COMMENTS SECTION

Section 15 - SIGNATURES

Pater/Date	
Reviewer/Date	_
ppointing Authority/Date	_

Employee/Date

Attachments

No Attachments have been added to this document

Audit History		
Created By :	BRIAN VAIL	07/10/2019 8:33:48AM
Acknowledged By :	BRIAN VAIL	11/18/2019 9:33:13AM
Completed By :	BRIAN VAIL	11/18/2019 9:33:23AM
Last Modified By :	BRIAN VAIL	11/18/2019 9:33:23AM
-		

Manager Evaluation - Completed

Job Title: Highway Patrol Sergeant

Document Type: ANNUAL REVIEW

Template: ANNUAL PERFORMANCE REVIEW

Status: Completed

Manager: BRIAN VAIL

Period: 10/01/2017 - 09/30/2018

Document ID: 270947 **Due Date:** 09/15/2018

EMPLOYEE DATA

Empl ID : Agency :

Dept of Public Safety

Division: DPS290478

Job Code : 26713

Supervisor ID :

D4 Post 78 Warren

The document status is Completed.

Section 1 - PURPOSE OF ORGANIZATION & POSITION

DPS Mission Statement

Description: The Ohio Department of Public Safety strives to fulfill its mission to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws, and to preserve the safety and well-being of all citizens with the most cost-effective and service-oriented methods available.

Created By: BRIAN HOLT 08/27/2018 12:58PM

Purpose of Position: Sergeant

Description: To supervise lower-level law enforcement officers and/or perform or coordinate and oversee technical or specialized functions related to law enforcement operations.

Created By: BRIAN HOLT 08/27/2018 12:58PM

Section 2 - STATEWIDE COMPETENCIES

CUSTOMER FOCUS

Description: Customer Focus is required for use in all state of Ohio performance evaluations. The Customer Focus competency centers on the employee interaction with the customer. It can be either an internal or external customer. It must be demonstrated that the employee understands the need(s) of the customer. The demonstration should include the employee level of knowledge, the tone and the timeliness of the employee

responses. The employee should know when to seek assistance to ensure the customer has an overall positive experience. Finally, the evaluation should include examples that the employee evaluates his/her practices based on customer feedback.

Manager Rating: 2. Meets Expectations

Sergeant interacts with internal and external customers in a respectful and professional manner and ensures their needs are met. He makes sure to

Manager Comments: listen so customers feel that he is focused on them. has a good

rapport with his subordinates and local law enforcement agencies within the

county.

Created By: Template 08/27/2018 12:58PM Last Modified By: BRIAN VAIL 09/27/2018 12:42PM

Section 3 - AGENCY COMPETENCIES

Section 4 - CLASSIFICATION COMPETENCIES

DOCUMENT/RECORD INFORMATION

Description: Entering, transcribing, recording, storing, or maintaining information in written or electronic/magnetic form.

Manager Rating: 2. Meets Expectations

communicates well in all forms. His reports have appropriate Sergeant

content as it relates to the incident. Sergeant has at times forgot to **Manager Comments:**

complete administrative reports. He is urged to create a good follow-up

system so tasks are not missed.

Created By: Profile 08/27/2018 12:58PM **BRIAN VAIL** Last Modified By: 09/26/2018 10:28AM

COACH/DEVELOP OTHERS

Description: Identifying the developmental needs of others and coaching, mentoring, or otherwise helping others to improve their knowledge or skills.

Manager Rating: 2. Meets Expectations

has the knowledge and skill to be an effective supervisor. He

has improved on leading by example by having increased functional activity. Manager Comments: He is reminded to set his expectations to his subordinates and follow-up to

make sure they understand and complete his expectation.

 Created By :
 Profile
 08/27/2018 12:58PM

 Last Modified By :
 BRIAN VAIL
 09/27/2018 12:58PM

EVALUATE INFO FOR COMPLIANCE

Description: Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.

Manager Rating: 2. Meets Expectations

Sergeant understands the Ohio Revised Code and how to apply it. He

Manager Comments: makes sure to gather all the facts associated with an incident before making

an informed decision.

 Created By :
 Profile
 08/27/2018 12:58PM

 Last Modified By :
 BRIAN VAIL
 09/25/2018 1:34PM

Section 5 - COMPETENCY SUMMARY

COMPETENCY SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant is currently second in seniority at the Warren Post. He is

knowledgeable and makes informed decisions prior to taking action. He is urged to hold his subordinates accountable and to balance his external

obligations with the needs of the post.

Section 6 - GOALS & PERFORMANCE EXPECTATIONS

Lead by example in special programs in 2019

Description: Show participation and active involvement in special programs for 2019 to include: Seatbelts, OVI's, Distracted Driving, and Criminal Patrol. Supervisors are to maintain 40% road supervision time.

Manager Rating: 2. Meets Expectations

Manager Comments: Sergeant needs increased participation in criminal patrol and OVI

arrests.

Created By: BRIAN VAIL 09/11/2018 2:37PM

Last Modified By: BRIAN VAIL 09/27/2018 12:58PM

"Contributing to a Safer Ohio" - Performance Expectation

Description: The "Contributing to a Safer Ohio" performance expectation centers on the employee fulfilling the agency's mission by performing job duties accurately and timely resulting in the achievement of division, section, or unit goals. The employee must demonstrate the understanding of the agency's mission by preserving, promoting and providing safety and/or services to the citizens of Ohio. The evaluation should include examples of how the employee shows commitment and contribution to the division, section, or unit objectives and/or initiatives.

Manager Rating: 2. Meets Expectations

Manager Comments:

Sergeant contributes to a safer Ohio while on duty. He needs to balance his external obligations so that his personal goals and Division goals

are accomplished. He has shown and increase in activity but needs to be

more focused on Divisional special programs.

Created By: Profile 08/27/2018 12:58PM

Last Modified By: BRIAN VAIL 09/27/2018 12:58PM

Section 7 - GOALS & PERFORMANCE EXPECTATIONS SUMMARY

GOALS & PERFORMANCE EXPECTATIONS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant stays busy throughout his shift. He needs to focus on the

importance of balancing his administrative duties with the need to lead by example in operational activity.

balancing his external obligations as well.

of his administrative tasks are completed and on time.

Section 8 - OVERALL PERFORMANCE RATINGS SUMMARY

OVERALL PERFORMANCE RATINGS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant understands that he needs to hold his subordinates

accountable and to have goals established for his shift. He sometimes gets side tracked and such accountability goes to the way side. He must move from being the friendly supervisor to holding subordinates accountable. During this evaluation period he has logged 225 enforcements, 48 seatbelt arrests, and 1 CPM arrest.

is urged to show more participation in Division special programs to include criminal patrol and ovi arrests. It is second in seniority at the Warren Post. Although he is making an effort in increased activity and road supervision time, he is reminded to use his time efficiently towards Division,

District, and Post goals.

Section 9 - ADDITIONAL DOCUMENTATION CONFIRMATION

CAREER DEVELOPMENT PLAN CONFIRMATION

Description: Has a Career Development Plan been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 08/27/2018 12:58PM

 Last Modified By :
 BRIAN VAIL
 09/21/2018 11:20AM

PERFORMANCE PLAN CONFIRMATION

Description: Has a Performance Improvement Plan (PIP) been generated for the rated employee?

Manager Rating: No Manager Comments:

 Created By :
 Template
 08/27/2018 12:58PM

 Last Modified By :
 BRIAN VAIL
 09/21/2018 11:20AM

Section 10 - APPROVALS SECTION

BRIAN VAIL 09/27/2018

MARVIN HILL 10/01/2018

JULIANNE LEE 10/02/2018

SIGNATURE ACKNOWLEDGEMENT (Performance Evaluation & PIP)

I have reviewed my performance evaluation.

I have included a response in this performance evaluation's

Employee Comments Section.

[] Yes [] No

My electronic signature merely indicates an acknowledgement that I have reviewed a copy of the completed evaluation; it does not indicate agreement with its contents. I understand that performance evaluations may be appealed and that refusal to acknowledge this evaluation waives my right to appeal.

Choose one (1) of the following:

[]I refuse to acknowledge this document.

[]I acknowledge this document.

Section 11 - MANAGER RATER COMMENTS SECTION

Section 12 - MANAGER REVIEWER COMMENTS SECTION

Sergeant please ensure you continue focusing on leading by example. You are encouraged to get actively involved in criminal patrol and OVI enforcement.

"Lead the Challenge to Influence Change" in your subordinates. Stay Safe

U-896

Section 13 - APPOINTING AUTHORITY COMMENTS

Section 14 - EMPLOYEE COMMENTS SECTION

Section 15 - SIGNATURES

Rater/Date

Reviewer/Date

Appointing Authority/Date

Employee/Date

Attachments

No Attachments have been added to this document

 Audit History

 Created By:
 BRIAN VAIL
 08/27/2018 12:58:30PM

 Acknowledged By:
 BRIAN VAIL
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 BRIAN VAIL
 10/24/2018 9:18:49AM

 Last Modified By:
 BRIAN VAIL
 10/24/2018 9:18:49AM

Manager Evaluation - Completed

Job Title: Highway Patrol Sergeant Manager: BRIAN VAIL

Document Type: ANNUAL REVIEW Period: 10/01/2016 - 09/30/2017

Template: ANNUAL PERFORMANCE REVIEW Document ID: 176590 Status: Completed Due Date: 09/15/2017

EMPLOYEE DATA

Empl ID : Dept of Public Safety

Division: DPS290450 D4 Post 50 Canfield

Job Code : 26713 Supervisor ID :

The document status is Completed.

Section 1 - PURPOSE OF ORGANIZATION & POSITION

Purpose of Position

Description: To supervise lower-level law enforcement officers and/or perform or coordinate and oversee technical or specialized functions related to law enforcement operations.

Created By: JERAD SUTTON 02/09/2017 12:52PM

ODPS Mission Statement

Description :ODPS strives to fulfill its mission to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws, and to preserve the safety and well-being of all citizens with the most cost-effective and service-oriented methods available.

Created By: Profile 02/09/2017 12:52PM

Section 2 - STATEWIDE COMPETENCIES

CUSTOMER FOCUS

Description: Customer Focus is required for use in all state of Ohio performance evaluations. The Customer Focus competency centers on the employee interaction with the customer. It can be either an internal or external customer. It must be demonstrated that the employee understands the need(s) of the customer. The demonstration should include the employee level of knowledge, the tone and the timeliness of the employee

responses. The employee should know when to seek assistance to ensure the customer has an overall positive experience. Finally, the evaluation should include examples that the employee evaluates his/her practices based on customer feedback.

Manager Rating: 2. Meets Expectations

Sergeant s interaction with internal and external customers is at the

Manager Comments: expected level. understands the needs of customers. He uses his

years of experience and knowledge to ensure an overall positive customer

experience.

 Created By :
 Template
 02/09/2017 12:52PM

 Last Modified By :
 JERAD SUTTON
 10/05/2017 2:28PM

Section 3 - AGENCY COMPETENCIES

Section 4 - CLASSIFICATION COMPETENCIES

DOCUMENT/RECORD INFORMATION

Description :Entering, transcribing, recording, storing, or maintaining information in written or electronic/magnetic form.

Manager Rating: 3. Exceeds Expectations

Sergeant documents information in a clear manner. His written work

Manager Comments: product is always of high quality. Sergeant is able to produce these

quality reports in a timely manner.

Created By: Profile 02/09/2017 12:52PM

Last Modified By: JERAD SUTTON 10/05/2017 2:28PM

COACH/DEVELOP OTHERS

Description: Identifying the developmental needs of others and coaching, mentoring, or otherwise helping others to improve their knowledge or skills.

Manager Rating: 1. Does Not Meet

Sergeant has the ability to be a great mentor to others; however, he often falls short in this area due to his lack of availability at the post. Sergeant

Manager Comments: is a skilled sergeant who does not live up to his potential when it

is a skilled sergeant who does not live up to his po

comes to holding others accountable.

 Created By :
 Profile
 02/09/2017 12:52PM

 Last Modified By :
 JERAD SUTTON
 10/05/2017 1:45PM

EVALUATE INFO FOR COMPLIANCE

Description: Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.

Manager Rating: 2. Meets Expectations

Sergeant understands the Ohio Revised Code and how to apply it.

Manager Comments: Sergeant takes the time to gather facts so he can make the most

informed decision possible.

Created By: Profile 02/09/2017 12:52PM Last Modified By: JERAD SUTTON 10/05/2017 1:45PM

Section 5 - COMPETENCY SUMMARY

COMPETENCY SUMMARY

Manager Rating: 2. Needs Improvement

Manager Comments: Sergeant is a senior supervisor, he knows the job well; however, he

struggles to hold others accountable on a daily basis.

Section 6 - GOALS & PERFORMANCE EXPECTATIONS

"Contributing to a Safer Ohio" - Performance Expectation

Description: The "Contributing to a Safer Ohio" performance expectation centers on the employee fulfilling the agency's mission by performing job duties accurately and timely resulting in the achievement of division, section, or unit goals. The employee must demonstrate the understanding of the agency's mission by preserving, promoting and providing safety and/or services to the citizens of Ohio. The evaluation should include examples of how the employee shows commitment and contribution to the division, section, or unit objectives and/or initiatives.

Manager Rating: 1. Does Not Meet

Sergeant understands the importance of administrative and operational balance. He continues to fall short in the area of leadership by

example. His current YTD Road Supervision time is 17.4. Sergeant Manager Comments:

was on extended leave during this evaluation period and that contributes to

his low Road Supervision time YTD. Sergeant is consistently below

the expected level of Road Supervision time.

Created By: Profile 02/09/2017 12:52PM Last Modified By: JERAD SUTTON 10/05/2017 2:28PM

Section 7 - GOALS & PERFORMANCE EXPECTATIONS SUMMARY

GOALS & PERFORMANCE EXPECTATIONS SUMMARY

Manager Rating: 2. Needs Improvement

Manager Comments: During Sergeant state s last evaluation a goal was set of balancing his

external obligations. Sergeant must continue to focus on this balance

to be an effective supervisor.

Section 8 - OVERALL PERFORMANCE RATINGS SUMMARY

OVERALL PERFORMANCE RATINGS SUMMARY

Manager Rating: 2. Needs Improvement

Manager Comments: Sergeant understands the importance of setting goals for his units;

however, he lacks the follow thru of monitoring them. Sergeant must move from the friendly supervisor to a supervisor that consistently holds others accountable. Sergeant needs to focus on leadership by

example through his Road Supervision time.

Section 9 - ADDITIONAL DOCUMENTATION CONFIRMATION

CAREER DEVELOPMENT PLAN CONFIRMATION

Description: Has a Career Development Plan been generated for the rated employee?

Manager Rating: No **Manager Comments:**

Created By: Template 02/09/2017 12:52PM

Last Modified By: JERAD SUTTON 10/05/2017 1:45PM

PERFORMANCE PLAN CONFIRMATION

Description: Has a Performance Improvement Plan (PIP) been generated for the rated employee?

Manager Rating: Yes **Manager Comments:**

Created By : Template 02/09/2017 12:52PM

Last Modified By: JERAD SUTTON 10/05/2017 1:45PM

Section 10 - APPROVALS SECTION

JERAD SUTTON 10/11/2017



MATTHEW BROOKS

10/12/2017

SIGNATURE ACKNOWLEDGEMENT (Performance Evaluation & PIP)

I have reviewed my performance evaluation.

I have included a response in this performance evaluation's

Employee Comments Section.

[] Yes [X] No

My electronic signature merely indicates an acknowledgement that I have reviewed a copy of the completed evaluation; it does not indicate agreement with its contents. I understand that performance evaluations may be appealed and that refusal to acknowledge this evaluation waives my right to appeal.

Choose one (1) of the following:

[]I refuse to acknowledge this document.

[X]I acknowledge this document.

Section 11 - MANAGER RATER COMMENTS SECTION

Sergeant needs to focus on increasing his patrol time and the balance of leave usage associated with overall operational performance.

Section 12 - MANAGER REVIEWER COMMENTS SECTION

Sergeant must realize his role is a shift supervisor and not simply a coworker. He must demonstrate that he can hold others accountable and develop a plan to increase the productivity of his shift. He needs to do a self evaluation and make changes that will allow him to lead by example and meet the road supervision goal of 40%.

Section 13 - APPOINTING AUTHORITY COMMENTS

Section 14 - EMPLOYEE COMMENTS SECTION

Section 15 - SIGNATURES

Rater/Date
Reviewer/Date
Appointing Authority/Date
5 ! D . ! .
Employee/Date

Attachments

No Attachments have been added to this document

Audit History		
Created By :	JERAD SUTTON	02/09/2017 12:52:12PM
Acknowledged By :		11/02/2017 8:42:51AM
Completed By :	JERAD SUTTON	11/02/2017 8:53:56AM
Transferred From :	JERAD SUTTON	08/20/2018 11:12:36AM
Transferred To :	BRIAN VAIL	08/20/2018 11:12:36AM
Transferred By :	Kathleen Robson	08/20/2018 11:12:36AM
Last Modified By :	Kathleen Robson	08/20/2018 11:12:36AM
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Manager Evaluation - Completed

Job Title: Highway Patrol Sergeant

Document Type: ANNUAL REVIEW

Tamanista: ANNUAL DEDECOMANICE DEVI

Template: ANNUAL PERFORMANCE REVIEW

Status: Completed

Manager: BRIAN VAIL

Period: 02/27/2015 - 02/27/2016

Document ID: 62169 Due Date: 02/12/2016

EMPLOYEE DATA

Empl ID : Agency :

Dept of Public Safety

Division: DPS290450

Job Code : 26713

Supervisor ID :

D4 Post 50 Canfield

The document status is Completed.

Section 1 - PURPOSE OF ORGANIZATION & POSITION

Mission: Ohio Department of Public Safety

Description: The Ohio Department of Public Safety strives to fulfill its mission to save lives, reduce injuries and economic loss, to administer Ohio's motor laws, and to preserve the safety and well-being of all citizens with the most cost-effective and service-oriented methods availible.

Created By: NAKIA HENDRIX 12/17/2014 2:03PM

Sergeant

Description: To supervise lower-level law enforcement officers and/or perform or coordinate and oversee technical or specialized functions related to law enforcement operations.

Created By: NAKIA HENDRIX 12/17/2014 2:03PM

Section 2 - STATEWIDE COMPETENCIES

CUSTOMER FOCUS

Description: Customer Focus is required for use in all state of Ohio performance evaluations. The Customer Focus competency centers on the employee interaction with the customer. It can be either an internal or external customer. It must be demonstrated that the employee understands the need(s) of the customer. The demonstration should include the employee level of knowledge, the tone and the timeliness of the employee

responses. The employee should know when to seek assistance to ensure the customer has an overall positive experience. Finally, the evaluation should include examples that the employee evaluates his/her practices based on customer feedback.

Manager Rating: 2. Meets Expectations

Sergeant interacts well with internal and external customers and Manager Comments:

ensures their needs are met.

Created By: Template 12/17/2014 2:03PM Last Modified By: JERAD SUTTON 02/25/2016 12:57PM

Section 3 - AGENCY COMPETENCIES

Section 4 - CLASSIFICATION COMPETENCIES

COMMUNICATE SPV/PEERS/SUBS

Description: Provides information to supervisors, coworkers (peers), and subordinates (staff) by telephone, in written form (electronic or hard copy), or in person.

Manager Rating: 2. Meets Expectations

Sergeant communicates well in all forms. He is able to speak to **Manager Comments:**

people on all levels and does so in a clear concise manner.

Created By: NAKIA HENDRIX 12/17/2014 2:03PM Last Modified By: JERAD SUTTON 02/25/2016 12:57PM

MAKE DECISIONS/SOLVE PROBLEMS

Description :Analyzing information and evaluating results to choose the best solution and solve problems.

Manager Rating: 2. Meets Expectations

maintains self-control during crisis or emergency situations. Sergeant

He is able to maintain his composure and make clear choices using sound

Manager Comments: judgment. Sergeant worked the midnight shift during the majority of

this grading period and has made sound commonsense decisions during

several high risk incidents.

Created By: NAKIA HENDRIX 12/17/2014 2:03PM Last Modified By: JERAD SUTTON 02/25/2016 12:57PM

GUIDE/DIRECT/MOTIVATE STAFF

Description: Providing guidance and direction to subordinates (staff), including setting performance standards and monitoring performance.

Manager Rating: 2. Meets Expectations

Sergeant directs and motivates personnel towards accomplishing their individual goals and the Division's goals. He enjoys working with younger troopers on the road and takes a vested interest in their performance and

Manager Comments:

productivity. During this evaluation period as of 1/15/2016 his road

supervision time is 35% which is at the top compared to other Canfield Post

supervisors.

NAKIA HENDRIX Created By: 12/17/2014 2:03PM Last Modified By: JERAD SUTTON 02/25/2016 12:57PM

SCHEDULE WORK/ACTIVITIES

Description: Schedules events, programs, and activities, as well as the work of others.

Manager Rating: 2. Meets Expectations

proved his ability to effectively coordinate and direct events demonstrated through several successful OVI checkpoints and coordinated

Manager Comments: saturation patrols with other agencies. Sergeant was in charge of the warrants, cases / evidence, and videos at the Canfield Post, He effectively

manages these tasks to ensure post operations run efficiently.

NAKIA HENDRIX Created By: 12/17/2014 2:03PM Last Modified By: JERAD SUTTON 02/25/2016 12:57PM

Section 5 - COMPETENCY SUMMARY

COMPETENCY SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant leads by example while at work. During this evaluation

period as of 1/15/2016 his road supervision time is 35%, he logged 27 seatbelt arrest, 10 OVI arrest, and 107 enforcement's. Sergeant actively involved in the military and drills at least two days per month and a few weeks per year. He is also a district range officer. When he is working at the Canfield Post he is performance and mission driven and continues to look

for ways to improve upon his competencies.

Section 6 - GOALS & PERFORMANCE EXPECTATIONS

GOAL: OVI ENFORCEMENT

Description: Increase participation in OVI Enforcement Program during the current evaluation period compared to the last evaluation period. This will be measured by the disposition OVI. During last evaluation period Sergeant

logged 8 OVI's.

Manager Rating: 2. Meets Expectations

Sergeant has met this goal. During last evaluation period he logged 8

Manager Comments: OVI arrests compared to 10 OVI arrests during this evaluation cycle as of

1/15/2016.

 Created By:
 NAKIA HENDRIX
 12/17/2014 2:03PM

 Last Modified By:
 JERAD SUTTON
 02/25/2016 2:52PM

STRENGH COURAGE CHARACTER

Description: Sergeant will demonstrate the three core values (Strength, Courage, & Character) while on and off duty while focusing on the mission of the Highway Patrol. This will be measured during this evaluation period by his work ethic/product and adherence to the three core values.

Manager Rating: 2. Meets Expectations

Sergeant proves his strength by staying calm during difficult situations. He displays courage by taking the extra step to make sure everyone has the

Manager Comments: information they need, even when things are stressful and situations become

demanding. He displays character through consistent empathy for the public and staying focused on performing his duties to the best of his abilities.

Created By: NAKIA HENDRIX 03/23/2015 7:44PM

Last Modified By: JERAD SUTTON 02/25/2016 12:57PM

Section 7 - GOALS & PERFORMANCE EXPECTATIONS SUMMARY

GOALS & PERFORMANCE EXPECTATIONS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Future Goal: Sergeant needs to focus on the balance of Family,

Division, and Military. He is now the day shift sergeant and the senior sergeant at the post. He will be relied upon to perform administrative tasks as any other sergeant. He is encouraged to continue in the direction he is going

with these goals.

Section 8 - OVERALL PERFORMANCE RATINGS SUMMARY

OVERALL PERFORMANCE RATINGS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant is performing at an acceptable level, he is encouraged to

continue his progress in leading by example.

Section 9 - ADDITIONAL DOCUMENTATION CONFIRMATION

CAREER DEVELOPMENT PLAN CONFIRMATION

Description: Has a Career Development Plan been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 12/17/2014
 2:03PM

 Last Modified By :
 JERAD SUTTON
 02/25/2016
 1:23PM

PERFORMANCE PLAN CONFIRMATION

Description: Has a Performance Improvement Plan (PIP) been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 12/17/2014
 2:03PM

 Last Modified By :
 JERAD SUTTON
 02/25/2016
 1:23PM

Section 10 - APPROVALS SECTION

JERAD SUTTON 02/25/2016

JAMES SIVAK 03/06/2016

ANGELA LANG 03/07/2016

SIGNATURE ACKNOWLEDGEMENT (Performance Evaluation & PIP)

I have reviewed my performance evaluation.

I have included a response in this performance evaluation's

Employee Comments Section.

[] Yes [] No

My electronic signature merely indicates an acknowledgement that I have reviewed a copy of the

completed evaluation; it does not indicate agreement with its contents. I understand that performance evaluations may be appealed and that refusal to acknowledge this evaluation waives my right to appeal.

Choose one (1) of the following:

- []I refuse to acknowledge this document.
- []I acknowledge this document.

Section 11 - MANAGER RATER COMMENTS SECTION

Sergeant is a district range officer, actively involved in the military, uses permissive leave to spend time with his family. Sergeant should constantly remind himself to balance all of these activities / interruptions and know that his job as a first line supervisor and his physical presence at the Canfield Post is essential to the growth of the organization and the development of our workforce.

Section 12 - MANAGER REVIEWER COMMENTS SECTION

District staff appreciates your overall efforts. As the senior sergeant at the post, we will look for you to take an active role guiding the post's personnel in the direction set forth by the post commander.

Section 13 - APPOINTING AUTHORITY COMMENTS

Section 14 - EMPLOYEE COMMENTS SECTION

Section 15 - SIGNATURES

Rater/Date	 	
Reviewer/Date	 	
Appointing Authority/Date	 	
Employee/Date		

Attachments

No Attachments have been added to this document

Audit History		
Created By :	NAKIA HENDRIX	12/17/2014 2:03:25PM
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Transferred From :	JERAD SUTTON	08/20/2018 11:12:36AM
Transferred To :	BRIAN VAIL	08/20/2018 11:12:36AM
Transferred By :	Kathleen Robson	08/20/2018 11:12:36AM
Last Modified By :	Kathleen Robson	08/20/2018 11:12:46AM

Manager Evaluation - Completed

Job Title: Highway Patrol Sergeant

Document Type: ANNUAL REVIEW

Template: ANNUAL PERFORMANCE REVIEW

Status: Completed

Manager: BRIAN VAIL

Period: 02/27/2014 - 02/27/2015

D4 Post 50 Canfield

Document ID: 57081 **Due Date:** 02/12/2015

EMPLOYEE DATA

Empl ID : Agency :

Dept of Public Safety

Division: DPS290450

Job Code : 26713 Supervisor ID :

The document status is Completed.

Section 1 - PURPOSE OF ORGANIZATION & POSITION

Mission: Ohio Department of Public Safety

Description: The Ohio Department of Public Safety strives to fulfill its mission to save lives, reduce injuries and economic loss, to administer Ohio's motor laws, and to preserve the safety and well-being of all citizens with the most cost-effective and service-oriented methods availible.

Created By: NAKIA HENDRIX 10/31/2014 6:46PM

Sergeant

Description: To supervise lower-level law enforcement officers and/or perform or coordinate and oversee technical or specialized functions related to law enforcement operations.

Created By: NAKIA HENDRIX 10/31/2014 6:46PM

Section 2 - STATEWIDE COMPETENCIES

CUSTOMER FOCUS

Description: Customer Focus is required for use in all state of Ohio performance evaluations. The Customer Focus competency centers on the employee interaction with the customer. It can be either an internal or external customer. It must be demonstrated that the employee understands the need(s) of the customer. The demonstration should include the employee level of knowledge, the tone and the timeliness of the employee

responses. The employee should know when to seek assistance to ensure the customer has an overall positive experience. Finally, the evaluation should include examples that the employee evaluates his/her practices based on customer feedback.

Manager Rating: 2. Meets Expectations

Sergeant understands the importance of building relationships with internal and external customers. He has embraced this concept since

Manager Comments: transferring to the Canfield Post 10/19/14. Teamwork and cooperation are evident in Sergeant sapproach to working with his fellow supervisors.

He has established and maintains productive working relationships with

internal and external customers.

Created By: Template 10/31/2014 6:46PM

Last Modified By: NAKIA HENDRIX 01/08/2015 10:31AM

Section 3 - AGENCY COMPETENCIES

Section 4 - CLASSIFICATION COMPETENCIES

COMMUNICATE SPV/PEERS/SUBS

Description: Provides information to supervisors, coworkers (peers), and subordinates (staff) by telephone, in written form (electronic or hard copy), or in person.

Manager Rating: 2. Meets Expectations

Sergeant is articulate and effective at relaying information. For the most part he does a good job of providing timely and pertinent information for

Manager Comments: the situations he encounters. Since coming to Canfield, Sgt.

supervised several high stress incidents while working the midnight shift. He

is occasionally reminded about meeting a deadline.

Created By: NAKIA HENDRIX 10/31/2014 6:46PM

Last Modified By: NAKIA HENDRIX 01/08/2015 10:19AM

MAKE DECISIONS/SOLVE PROBLEMS

Description: Analyzing information and evaluating results to choose the best solution and solve problems.

Manager Rating: 2. Meets Expectations

Manager Comments: Sergeant plans, explains, and directs activities during his shift. He is aware of post goals and programs.

Created By: NAKIA HENDRIX 10/31/2014 6:46PM

Last Modified By: NAKIA HENDRIX 01/08/2015 10:19AM

GUIDE/DIRECT/MOTIVATE STAFF

Description: Providing guidance and direction to subordinates (staff), including setting performance standards and monitoring performance.

Manager Rating: 2. Meets Expectations

Sergeant has been the midnight shift supervisor since he transferred

Manager Comments: to Canfield from the Warren Post 10/19/14. Each trooper on his shift is self-motivated and team oriented. Sergeant must continue to guide, direct,

challenge, and encourage his troopers.

Created By: NAKIA HENDRIX 10/31/2014 6:46PM

Last Modified By: NAKIA HENDRIX 01/08/2015 10:19AM

SCHEDULE WORK/ACTIVITIES

Description :Schedules events, programs, and activities, as well as the work of others.

Manager Rating: 2. Meets Expectations

Sergeant completes his assigned duties on time. At times he needs

Manager Comments: reminded to meet certain deadlines however this will continue to improve as

he becomes more comfortable with the style of Canfield management team.

01/08/2015 10:19AM

Created By: NAKIA HENDRIX 10/31/2014 6:46PM

Section 5 - COMPETENCY SUMMARY

Last Modified By: NAKIA HENDRIX

COMPETENCY SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant willingly assists others and builds positive working

relationships. He focuses on accomplishing team goals and is easy to work with. He understands that teamwork is essential in obtaining the goals and

objectives of the Canfield Post and the Division as a whole.

Section 6 - GOALS & PERFORMANCE EXPECTATIONS

Quality

Description: Sergeant needs to focus on his organizational skills in order to be thorough and timely with all tasks assigned to him. While there has been some improvement in this dimension, there is still work to be done. He needs to develop a follow-up system that ensures the timely completion of all assigned duties and tasks.

Manager Rating: 2. Meets Expectations

Sergeant transferred to the Canfield Post 10/19/14 and has had

Manager Comments: minimal issues with quality since his arrival. Sqt. as is adapting well to the

operating process of the Canfield Post.

Created By: NAKIA HENDRIX 10/31/2014 6:46PM

Last Modified By: NAKIA HENDRIX 01/08/2015 10:34AM

Operational Leadership

Description: Sergeant needs to develop a means by which his squad will be more proactive on a daily basis. Unfortunately Sergeant shall shall shall shall be shift has not taken the advice from other post supervisor to accomplish divisional goals on a daily basis. He has been tasked with holding them accountable each day, yet the results have been unsatisfactory.

Manager Rating: 2. Meets Expectations

Sergeant transferred to the Canfield Post 10/19/14 and has had no issues with his operational leadership since his arrival. Sergeant shift

Manager Comments: is team oriented and self motivated and works hard to accomplish Division

and Post Goals.

Created By: NAKIA HENDRIX 10/31/2014 6:50PM
Last Modified By: NAKIA HENDRIX 01/08/2015 10:23AM

Section 7 - GOALS & PERFORMANCE EXPECTATIONS SUMMARY

GOALS & PERFORMANCE EXPECTATIONS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant is engaged and supportive of the goals and mission of the

Division. When he was at the Warren Post, he was tasked with getting his shift to perform at acceptable levels on a daily basis to which he was not successful. It was recommended that he needed to give this his undivided attention to ensure the message was clear to his subordinates. Sergeant has had no issues in this area since he has been at the Canfield Post.

Section 8 - OVERALL PERFORMANCE RATINGS SUMMARY

OVERALL PERFORMANCE RATINGS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant sperformance during this evaluation period has been

satisfactory. Sergeant is effective in carrying out his assigned duties.

Sergeant is a reliable and contributing member of the Canfield

management team.

Section 9 - ADDITIONAL DOCUMENTATION CONFIRMATION

CAREER DEVELOPMENT PLAN CONFIRMATION

Description: Has a Career Development Plan been generated for the rated employee?

Manager Rating: No Manager Comments:

 Created By :
 Template
 10/31/2014 6:46PM

 Last Modified By :
 NAKIA HENDRIX
 01/08/2015 10:54AM

PERFORMANCE PLAN CONFIRMATION

Description: Has a Performance Improvement Plan (PIP) been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 10/31/2014 6:46PM

 Last Modified By :
 NAKIA HENDRIX
 01/08/2015 10:54AM

Section 10 - APPROVALS SECTION

NAKIA HENDRIX 01/08/2015

CHRIS ZURCHER 01/13/2015

JENNIFER MCLENDON 01/13/2015

SIGNATURE ACKNOWLEDGEMENT (Performance Evaluation & PIP)

I have reviewed my performance evaluation.

I have included a response in this performance evaluation's

Employee Comments Section.

[] Yes [X] No

My electronic signature merely indicates an acknowledgement that I have reviewed a copy of the completed evaluation; it does not indicate agreement with its contents. I understand that performance evaluations may be appealed and that refusal to acknowledge this evaluation waives my right to appeal.

Choose one (1) of the following:

[]I refuse to acknowledge this document.

[X]I acknowledge this document.

Section 11 - MANAGER RATER COMMENTS SECTION

Sergeant is knowledgeable and familiar with policy and procedure and uses his knowledge to make good decisions. He is able to look ahead and understand how his decisions may affect the Division. He understands the importance of first-line supervision and knows he must have a positive influence on younger officers. He is beginning to ensure he takes time to develop a subordinate's knowledge and skills. Sergeant deals with issues upon encountering them.

Section 12 - MANAGER REVIEWER COMMENTS SECTION

Your role as a supervisor has changed dramatically with your transfer to Canfield. With the self motivation your team has you need to maintain that through leadership examples you set and display on a daily basis. Canfield has a great team environment, which I know you enjoy being a part of.

Section 13 - APPOINTING AUTHORITY COMMENTS

Section 14 - EMPLOYEE COMMENTS SECTION

Section 15 - SIGNATURES

Rater/Date	
Reviewer/Date	
Appointing Authority/Date	
Employee/Date	

Attachments

No Attachments have been added to this document

Audit History		
Created By :	NAKIA HENDRIX	10/31/2014 6:46:05PM
Acknowledged By :		03/12/2015 5:38:46AM
Completed By :	NAKIA HENDRIX	03/12/2015 6:03:03AM
Transferred From :	JERAD SUTTON	08/20/2018 11:12:36AM
Transferred To :	BRIAN VAIL	08/20/2018 11:12:36AM
Transferred By :	Kathleen Robson	08/20/2018 11:12:36AM
Last Modified By :	Kathleen Robson	08/20/2018 11:12:47AM
•		

Manager Evaluation - Completed

Job Title: Highway Patrol Sergeant Manager: BRIAN VAIL

Document Type: ANNUAL REVIEW Period: 02/28/2013 - 02/27/2014

Template: ANNUAL PERFORMANCE REVIEW Document ID: 2902
Status: Completed Due Date: 02/12/2014

EMPLOYEE DATA

Empl ID : Dept of Public Safety

Agency: Dept of Public Safety

Division: DPS290478 D4 Post 78 Warren

Job Code : 26713 Supervisor ID :

The document status is Completed.

Section 1 - PURPOSE OF ORGANIZATION & POSITION

Mission: Ohio Department of Public Safety

Description: The Ohio Department of Public Safety strives to fulfill its mission to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws, and to preserve the safety and well-being of all citizens with the most cost-effective and service-oriented methods available.

Created By: BRIAN HOLT 02/28/2013 11:56AM

Last Modified By: BRIAN HOLT 02/28/2013 12:06PM

Purpose of Position

Description :To supervise lower level law enforcement officers and/or perform or coordinate and oversee technical or specialized functions related to law enforcement operations

Created By: BRIAN HOLT 02/28/2013 12:03PM

Section 2 - STATEWIDE COMPETENCIES

CUSTOMER FOCUS

Description :Customer Focus is required for use in all state of Ohio performance evaluations. The Customer Focus competency centers on the employee interaction with the customer. It can be either an internal or external

customer. It must be demonstrated that the employee understands the need(s) of the customer. The demonstration should include the employee level of knowledge, the tone and the timeliness of the employee responses. The employee should know when to seek assistance to ensure the customer has an overall positive experience. Finally, the evaluation should include examples that the employee evaluates his/her practices based on customer feedback.

Manager Rating: 2. Meets Expectations

Sergeant is an effective and contributing member of the Warren Post

Manager Comments: management team. Teamwork and cooperation are evident in Sergeant separate by approach to working with his fellow supervisors. He has established

and maintained productive working relationships with other facility personnel.

 Created By :
 Template
 02/28/2013 11:53AM

 Last Modified By :
 BRIAN HOLT
 03/20/2014 11:01AM

Section 3 - AGENCY COMPETENCIES

Section 4 - CLASSIFICATION COMPETENCIES

COMMUNICATE SPV/PEERS/SUBS

Description: Provides information to supervisors, coworkers (peers), and subordinates (staff) by telephone, in written form (electronic or hard copy), or in person.

Manager Rating: 3. Exceeds Expectations

Sergeant is extremely articulate and effective at relaying information.

He does a very good job of providing timely and pertinent information for the

situations he encounters. He offers opposing views, approaches, and

opinions in a respectful and thoughtful manner.

 Created By :
 BRIAN HOLT
 02/28/2013 12:07PM

 Last Modified By :
 BRIAN HOLT
 03/20/2014 11:01AM

MAKE DECISIONS/SOLVE PROBLEMS

Manager Comments:

Description: Analyzing information and evaluating results to choose the best solution and solve problems.

Manager Rating: 2. Meets Expectations

Sergeant plans, explains, and directs activities during his shift. He is aware of post goals and programs. There is concern as to what degree he works towards contributing to post programs and meeting post goals by how

he conveys the message to his shift. Sergeant is encouraged to increase his road time through riding with units on his shift and working

targeted enforcement with units on his shift.

Created By: BRIAN HOLT 02/28/2013 12:07PM

Last Modified By: BRIAN HOLT 03/20/2014 11:01AM

GUIDE/DIRECT/MOTIVATE STAFF

Description: Providing guidance and direction to subordinates (staff), including setting performance standards and monitoring performance.

Manager Rating: 1. Does Not Meet

Sergeant has been the midnight sift supervisor throughout this evaluation period. His shift continues to lack in productivity in spite of the countless conversations with the post commander. Sergeant syas he

Manager Comments: attempts to motivate and inspire his shift to be more proactive on a daily

basis, yet the results are intangible. He needs to take a stern role as a supervisor, putting his friendship aside and holding those under his direction

more accountable on a daily basis.

Created By: BRIAN HOLT 02/28/2013 12:07PM

Last Modified By: BRIAN HOLT 03/20/2014 11:01AM

SCHEDULE WORK/ACTIVITIES

Description: Schedules events, programs, and activities, as well as the work of others.

Manager Rating: 2. Meets Expectations

Sergeant typically completes his assigned duties on time. At times he

needs reminded to meet certain deadlines. With the amount of time he

Manager Comments: spends away from work, it is imperative that he develops a follow-up system that will ensure all deadlines are met in order to not put undue restraints on

the other supervisors.

 Created By :
 BRIAN HOLT
 02/28/2013 12:07PM

 Last Modified By :
 BRIAN HOLT
 03/20/2014 11:01AM

Section 5 - COMPETENCY SUMMARY

COMPETENCY SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant is in a unique position in that the units on the shift he works

tend to have a sub-par performance and have done so for years. He needs to develop a means by which he will hold them accountable so that they will be

more productive throughout their shift each and every day.

Section 6 - GOALS & PERFORMANCE EXPECTATIONS

Quality

Description: Sergeant needs to focus on his organizational skills in order to be thorough and timely with all tasks assigned to him.

Manager Rating: 2. Meets Expectations

While there has been some improvement in this dimension, there is still work

Manager Comments: to be done. He needs to develop a follow-up system that ensures the timely

completion of all assigned duties and tasks.

Created By: BRIAN HOLT 03/19/2014 12:27PM

Last Modified By: BRIAN HOLT 03/20/2014 11:01AM

Operational Leadership

Description :Sergeant needs to develop a means by which his squad will be more proactive on a daily basis.

Manager Rating: 1. Does Not Meet

Unfortunately Sergeant s shift has not taken the advice from other post

Manager Comments: supervisor to accomplish divisional goals on a daily basis. He has been

tasked with holding them accountable each day, yet the results have been

unsatisfactory.

Created By: BRIAN HOLT 03/19/2014 12:28PM

Last Modified By: BRIAN HOLT 03/20/2014 11:01AM

Section 7 - GOALS & PERFORMANCE EXPECTATIONS SUMMARY

GOALS & PERFORMANCE EXPECTATIONS SUMMARY

Manager Rating: 2. Needs Improvement

Manager Comments: Sergeant is engaged and supportive of the goals and mision of the

Division for his personal performance on a daily basis. However, he has beer tasked with getting his shift to perform at acceptable levels on a daily basis to which he has not been successful. He needs to give this his undivided

attention to ensure the meaasge is clear to his subordinates.

Section 8 - OVERALL PERFORMANCE RATINGS SUMMARY

OVERALL PERFORMANCE RATINGS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant ser

satisfactory. Sergeant continues to be fairly effective in carrying out his assigned duties. His management of the towed vehicle file has improved during this evaluation process. During this next review period Sergeant is encouraged to increase the amount of time he spends on the road providing direct supervision to officers working during his shift. Sergeant

remains a reliable and contributing member of the Warren

management team.

Section 9 - ADDITIONAL DOCUMENTATION CONFIRMATION

CAREER DEVELOPMENT PLAN CONFIRMATION

Description: Has a Career Development Plan been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 02/28/2013 11:53AM

 Last Modified By :
 BRIAN HOLT
 03/20/2014 11:01AM

PERFORMANCE PLAN CONFIRMATION

Description: Has a Performance Improvement Plan (PIP) been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 02/28/2013 11:53AM

 Last Modified By :
 BRIAN HOLT
 03/20/2014 11:01AM

Section 10 - APPROVALS SECTION

BRIAN HOLT 03/20/2014

CHRIS ZURCHER 03/24/2014

JENNIFER MCLENDON 03/27/2014

SIGNATURE ACKNOWLEDGEMENT (Performance Evaluation & PIP) I have reviewed my performance evaluation.

I have included a response in this performance evaluation's Employee Comments Section.

[] Yes [X] No

My electronic signature merely indicates an acknowledgement that I have reviewed a copy of the completed evaluation; it does not indicate agreement with its contents. I understand that performance evaluations may be appealed and that refusal to acknowledge this evaluation waives my right to appeal.

Choose one (1) of the following:

[]I refuse to acknowledge this document.

[X]I acknowledge this document.

Section 11 - MANAGER RATER COMMENTS SECTION

Section 12 - MANAGER REVIEWER COMMENTS SECTION

please reflect on your leadership style and ability to set goals with subordinates and hold them accountable. You shift has done very poorly during this evaluation cycle, especially so far in 2014. Each member needs challenged with contributing to the group effort, then frequent feedback meetings need held to gauge performance and provide feedback to them. Finally, your troopers must know you are willing and able to hold them accountable for lack of work. You are directly responsible for their success and failure.

Section 13 - APPOINTING AUTHORITY COMMENTS

Section 14 - EMPLOYEE COMMENTS SECTION

Section 15 - SIGNATURES

Rater/Date		
Reviewer/Date	 	
Appointing Authority/Date		
Employee/Date	 	

Attachments

No Attachments have been added to this document

Audit History		
Created By :	BRIAN HOLT	02/28/2013 11:53:05AM
Acknowledged By :		03/28/2014 2:34:19AM
Completed By :	BRIAN HOLT	03/28/2014 10:53:38AM
Transferred From :	JERAD SUTTON	08/20/2018 11:12:36AM
Transferred To :	BRIAN VAIL	08/20/2018 11:12:36AM
Transferred By :	Kathleen Robson	08/20/2018 11:12:36AM
Last Modified By :	Kathleen Robson	08/20/2018 11:12:52AM
_		

Manager Evaluation - Completed



Job Title: Highway Patrol Sergeant

Manager: BRIAN VAIL

Brid 80/04/9049

Document Type: ANNUAL REVIEW Period: 03/01/2012 - 02/28/2013

Template: ANNUAL PERFORMANCE REVIEW Document ID: 6816
Status: Completed Due Date: 02/13/2013

EMPLOYEE DATA

Empl ID :

Agency: Dept of Public Safety

Division: DPS290478

Job Code : 26713 Supervisor ID :

The document status is Completed.

Section 1 - PURPOSE OF ORGANIZATION & POSITION

Mission: Ohio Department of Public Safety

Description: The Ohio Department of Public Safety strives to fulfill its mission to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws, and to preserve the safety and well-being of all citizens with the most cost-effective and service-oriented methods available.

D4 Post 78 Warren

Created By: BRIAN HOLT 03/27/2013 7:42AM

Purpose of position

Description: To supervise lower-level law enforcement officers and/or perform or coordinate and oversee technical or specialized functions related to law enforcement operations.

Created By: BRIAN HOLT 03/27/2013 7:42AM

Section 2 - STATEWIDE COMPETENCIES

CUSTOMER FOCUS

Description: Customer Focus is required for use in all state of Ohio performance evaluations. The Customer Focus competency centers on the employee interaction with the customer. It can be either an internal or external customer. It must be demonstrated that the employee understands the need(s) of the customer. The demonstration should include the employee level of knowledge, the tone and the timeliness of the employee

responses. The employee should know when to seek assistance to ensure the customer has an overall positive experience. Finally, the evaluation should include examples that the employee evaluates his/her practices based on customer feedback.

Manager Rating: 2. Meets Expectations

While Sergeant has struggled at time during this evaluation period with meeting deadlines, he has shown steady improvement as well. He does

Manager Comments: make the needs of both internal external customers a primary focus of his

operations, which is critical as a supervisor. Sergeant does not

hesitate to seek guidance as needed.

 Created By :
 Template
 03/27/2013 7:42AM

 Last Modified By :
 BRIAN HOLT
 04/15/2013 10:23AM

Section 3 - AGENCY COMPETENCIES

Section 4 - CLASSIFICATION COMPETENCIES

COMMUNICATE SPV/PEERS/SUBS

Description: Provides information to supervisors, coworkers (peers), and subordinates (staff) by telephone, in written form (electronic or hard copy), or in person.

Manager Rating: 2. Meets Expectations

Sergeant communicates well with subordinates, peers and

supervisors, alike. He is an effective communicator, speaking with certainty and authority. He provides guidance when necessary in a clear and concise

Manager Comments: manner. His written and oral skills are commensurate to his time in grade and

his correspondence is always completed in a well-organized, neat, and thorough manner. He keeps the management team apprised of pertinent

information.

Created By: BRIAN HOLT 06/07/2013 10:52AM

Last Modified By: BRIAN HOLT 06/07/2013 10:54AM

MAKE DECISIONS/SOLVE PROBLEMS

Description: Analyzing information and evaluating results to choose the best solution and solve problems.

Manager Rating: 2. Meets Expectations

Sergeant provides the necessary guidance and direction to

Manager Comments: accomplish tasks keeping safety in mind. He takes time to discuss activities

with those involved realizing the role it has in gaining support for the overall

mission.

 Created By :
 BRIAN HOLT
 06/07/2013 10:52AM

 Last Modified By :
 BRIAN HOLT
 06/07/2013 10:54AM

GUIDE/DIRECT/MOTIVATE STAFF

Description: Providing guidance and direction to subordinates (staff), including setting performance standards and monitoring performance.

Manager Rating: 2. Meets Expectations

Sergeant has been working on establishing positive working

Manager Comments: relationships with all post personnel. He continues to focus on developing a

team atmosphere and encouraging others to work together. He realizes that we must work as a team to contribute to the overall success of the Division.

 Created By :
 BRIAN HOLT
 06/07/2013 10:52AM

 Last Modified By :
 BRIAN HOLT
 06/07/2013 10:54AM

SCHEDULE WORK/ACTIVITIES

Description: Schedules events, programs, and activities, as well as the work of others.

Manager Rating: 2. Meets Expectations

Sergeant typically completes his work on schedule. On occasion, he needs to be reminded of deadlines. He has demonstrated the ability to

Manager Comments: manage his time in order to increase his efforts on patrol. He is encouraged

to continue to monitor his efforts in this area. He has been tasked with motivating his shift to their best ability in order to Contribute to a Safer Ohio.

 Created By :
 BRIAN HOLT
 06/07/2013 10:52AM

 Last Modified By :
 BRIAN HOLT
 06/07/2013 10:54AM

Section 5 - COMPETENCY SUMMARY

COMPETENCY SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant sperformance during this evaluation period has been

satisfactory. He is knowledgeable and proven to be a resource with Trumbull County operations. He uses his experience and knowledge to provide guidance and direction to his peers and subordinates in an effort to streamline operations. He is a resource for the Division and his efforts are

appreciated.

Section 6 - GOALS & PERFORMANCE EXPECTATIONS

2012/2013 Goals

Description :No previous goals were established.

Manager Rating: 2. Meets Expectations

Manager Comments: No previous goals were established.

 Created By :
 BRIAN HOLT
 06/07/2013 10:56AM

 Last Modified By :
 BRIAN HOLT
 06/07/2013 10:57AM

Section 7 - GOALS & PERFORMANCE EXPECTATIONS SUMMARY

GOALS & PERFORMANCE EXPECTATIONS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant performs at an acceptable level. He is encouraged to take a

critical look at his shift and determine a course of action that will maximize

productivity..

Section 8 - OVERALL PERFORMANCE RATINGS SUMMARY

OVERALL PERFORMANCE RATINGS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments: Sergeant generates the amount of work expected given the fact that

he has other obligations such as range officer, traffic incident management

coordinator for Trumbull County and military obligations.

Section 9 - ADDITIONAL DOCUMENTATION CONFIRMATION

CAREER DEVELOPMENT PLAN CONFIRMATION

Description: Has a Career Development Plan been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 03/27/2013 7:42AM

 Last Modified By :
 BRIAN HOLT
 04/15/2013 10:29AM

PERFORMANCE PLAN CONFIRMATION

Description: Has a Performance Improvement Plan (PIP) been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 03/27/2013 7:42AM

 Last Modified By :
 BRIAN HOLT
 04/15/2013 10:36AM

Section 10 - APPROVALS SECTION

BRIAN HOLT	06/07/2013
JAMES HOLT	06/10/2013
JANET JACKSON	06/10/2013

SIGNATURE ACKNOWLEDGEMENT (Performance Evaluation & PIP)

I have reviewed my performance evaluation.

I have included a response in this performance evaluation's

Employee Comments Section.

[X] Yes [] No

My electronic signature merely indicates an acknowledgement that I have reviewed a copy of the completed evaluation; it does not indicate agreement with its contents. I understand that performance evaluations may be appealed and that refusal to acknowledge this evaluation waives my right to appeal.

Choose one (1) of the following:

[]I refuse to acknowledge this document.

[X]I acknowledge this document.

Section 11 - MANAGER RATER COMMENTS SECTION

Sergeant sperformance during this evaluation period has been satisfactory. He is very knowledgeable and proven to be a resource with Trumbull County operations. He uses his experience and knowledge to provide guidance and direction to his peers and subordinates in an effort to streamline operations. He is a resource for the Division and his efforts are appreciated.

Section 12 - MANAGER REVIEWER COMMENTS SECTION

Sergeant functions as a team member. He needs to take a proactive approach with his shift and motivate them to improve their work efforts. Sergeant needs to enhance his leadership style, and continue to build on his knowledge base.

Section 13 - APPOINTING AUTHORITY COMMENTS

Section 14 - EMPLOYEE COMMENTS SECTION

Section 15 - SIGNATURES

Rater/Date		
Reviewer/Date		
Appointing Authority/Date		

Employee/Date

Attachments

No Attachments have been added to this document

Audit History		
Created By :	BRIAN HOLT	03/27/2013 7:13:58AM
Acknowledged By :		07/17/2013 6:00:45AM
Completed By :	BRIAN HOLT	07/22/2013 9:31:43AM
Transferred From :	JERAD SUTTON	08/20/2018 11:12:36AM
Transferred To :	BRIAN VAIL	08/20/2018 11:12:36AM
Transferred By :	Kathleen Robson	08/20/2018 11:12:36AM
Last Modified By :	Kathleen Robson	08/20/2018 11:12:53AM
,		

Manager Evaluation - Completed

Job Title: Highway Patrol Sergeant Document Type: ANNUAL REVIEW

Template: ANNUAL PERFORMANCE REVIEW

Status: Completed

Manager: BRIAN VAIL

Period: 10/01/2021 - 09/30/2022

Document ID: 448420 **Due Date:** 09/15/2022

EMPLOYEE DATA

Empl ID :

Agency: Dept of Public Safety

Division: DPS290478

Job Code : 26713

Supervisor ID:

D4 Post 78 Warren

The document status is Completed.

Section 1 - PURPOSE OF ORGANIZATION & POSITION

ODPS Mission Statement

Description:

ODPS strives to fulfill its mission to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws, and to preserve the safety and well-being of all citizens with the most cost-effective and service-oriented methods available.

Created By: Profile 07/13/2022 9:46AM

ODPS Purpose of Position

Description:

Please refer to the appropriate classification specification for the purpose of position statement.

Created By: Profile 07/13/2022 9:46AM

CUSTOMER FOCUS

Description:

Customer Focus is required for use in all state of Ohio performance evaluations. The Customer Focus competency centers on the employee interaction with the customer. It can be either an internal or external customer. It must be demonstrated that the employee understands the need(s) of the customer. The demonstration should include the employee level of knowledge, the tone and the timeliness of the employee responses. The employee should know when to seek assistance to ensure the customer has an overall positive experience. Finally, the evaluation should include examples that the employee evaluates his/her practices based on customer feedback.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant addresses the needs of his customers making sure to listen first before offering a positive solution. communicates well with post

Manager Comments: personnel making sure to convey transparency at all times. He is courteous

and professional when interacting with the public. He uses his experience and knowledge to navigate any problem or issue that presents itself.

Template Created By: 07/13/2022 9:46AM Last Modified By: **BRIAN VAIL** 08/12/2022 1:15PM

DIVERSITY AND INCLUSION

Description:

Displaying and developing understanding of individual differences and viewpoints and the impact of each on the workplace and how we serve others.

Diversity is the human variety of experiences, identities, and perspectives that our employees bring to state employment.

Inclusion is the practice of understanding and applying diversity to improve work culture and influence the way we serve Ohioans.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant understands the importance of diversity and inclusion in the Manager Comments: workplace. He values everyone's perspective and understands that each

individual brings something to the table.

 Created By :
 Template
 07/13/2022 9:46AM

 Last Modified By :
 BRIAN VAIL
 08/15/2022 11:58AM

Section 3 - AGENCY COMPETENCIES

Section 4 - CLASSIFICATION COMPETENCIES

Section 5 - COMPETENCY SUMMARY



Manager Rating: 4. Exceeds Expectations

Manager Comments:

Sergeant is a competent front line supervisor. He can handle any incident or situation that comes his way without hesitation. His decisions are always inline with Division policy and procedure. It is administrative duties are always up to date with very few mistakes if any. He communicates at a high level and always has an open door policy when communicating with his shift.

Section 6 - GOALS & PERFORMANCE EXPECTATIONS

OSP GOAL - Leadership & Followship

Description:

Serves as a positive proponent of the Division's mission; Addresses issues in a professional manner and leads others to approach issues in the same manner; Avoids situations that reflect negatively on the Division; Treats others in a respectful manner; Gains the respect of others through actions and attitude.

Exceeds: Effectively supports the establishment of clear mission statements in which the organizational vision can be easily understood by all levels of the organization; identifies potential conflict situations and addresses them before it escalates; is seen by others as a trustworthy person; readily gains the respect of others, resulting in positive influence without formal authority.

Meets: Demonstrates a persuasive understanding of the organizational mission; identifies conflict situations as they arise and addresses them; exercises formal and informal influence without leadership authority.

Does Not Meet: Does not communicate or share a clear message to support the organizational mission; does not consistently identify conflict situations as they arise or address them in a timely manner; lacks the ability to exercise influence as a formal or informal leader; tends to rely more on positional influence, does not gain the respect of others.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant sets clear and obtainable goals for his units on midnight shift at the Warren Post. He leads by example and assists his shift whenever possible to accomplish the mission of the Division. can navigate any situation that presents itself, making sure to have a positive outcome. He

Manager Comments:

treats the public and post personnel with respect and professionalism.

Created By: BRIAN VAIL 07/13/2022 10:07AM

Last Modified By: BRIAN VAIL 08/15/2022 12:02PM

OSP GOAL - Safety & Decision Making

Description:

Uses sound tactics and practices that emphasize safety when performing routine and non-routine job duties; Maintains good situational awareness at all times; Considers both officer and Division risk during daily duties; Makes timely, informed, and ethical decisions that take into account all available facts; Keeps composure in stressful situations while maintaining professionalism.

Exceeds: Is cognizant of inherent risks and works to minimize risk; makes good decisions based on the totality of the circumstances and is able to articulate why that action was taken; remains calm when dealing with the public under conditions of stress while calming down others through words or actions; shows adaptability and openness to new ideas from a variety of sources when facing obstacles.

Meets: Is aware of risks and tries to minimize the amount of risk exposure; makes sound decisions that are in the best interest of the Division; remains calm when dealing with the public; shows adaptability when facing obstacles.

Does Not Meet: Takes unnecessary risks and put themselves in avoidable situations; is not able to make decisions without guidance from supervision; loses composure when interacting with the public; is unable to adapt when facing obstacles and gets frustrated.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant understands the consequences of his decisions not only affect him but the Division alike. He has the ability to problem solve and

Manager Comments: come to a good resolution. His decisions are always inline with Division

policy and procedure. always keeps his composure during high stress situations making sure to direct and lead his shift through any obstacle.

 Created By :
 BRIAN VAIL
 07/13/2022 10:07AM

 Last Modified By :
 BRIAN VAIL
 08/15/2022 12:07PM

OSP GOAL - Operational Focus & Efficiency

Description:

Actively patrols roadways in order to enforce traffic laws and promote traffic safety; Coordinates the operation of criminal investigations; Provides law enforcement services on state-owned and leased property; Participates in Division identified programs to meet the organization's goals; Properly investigates calls for service, in their area

of responsibility.

Exceeds Expectations: Is self-motivated to promote traffic safety in all actions and sells traffic safety in all encounters with the public; coordinates all aspects of criminal investigations to ensure the case is properly handled; identifies potential security issues and mitigates the issue or notifies supervision immediately; ensures all work product is thorough that requires minimal follow-up.

Meets Expectations: Is self-motivated to promote traffic safety; conducts criminal investigations; maintains security for assigned posts; ensure all work product is complete; participates in Division programs.

Does Not Meet: Needs continuous motivation to promote traffic safety; needs assistance with criminal investigations and constant supervisory assistance; has to be continuously told to monitor security assignments; work product requires continual follow-up; needs constant reminders to participate in Division programs.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant leads by example to his shift by proactively patrolling and enforcing traffic laws within Trumbull County. His goals are always inline with

Manager Comments: Division programs. s reports and administrative duties and tasks are done to the highest level with very few mistakes if any. He often works the

road so his shift can get caught up on follow-up or have the shift off.

 Created By :
 BRIAN VAIL
 07/13/2022 10:07AM

 Last Modified By :
 BRIAN VAIL
 08/15/2022 12:09PM

OSP GOAL - Position & Procedural Knowledge

Description:

Understands and applies knowledge of relevant laws, Division policy and procedure, and techniques to performing position duties; familiar with all available Division capabilities; demonstrates proficiency in use of all Division equipment; ensures effective administrative processes within position responsibilities.

Exceeds Expectations: Independently studies new laws, procedures, and updates, and seeks clarification when necessary; takes care of all Division equipment and promptly reports issues to supervision; knows and uses the resources available throughout the Division; handles all administrative functions with little to no oversight necessary.

Meets Expectations: In a timely manner, reads new internal rules, procedures, and updates when they are provided; takes care of all Division equipment; knows resources available throughout the Division but does not always use them to their full potential; handles administrative functions but needs some supervisory oversight.

Does Not Meet: Needs continuous reminders to read new laws, procedures, or updates in a timely manner; does not consistently check all equipment to ensure proper functioning or report issues to supervision; does not know resources available throughout the Division; needs constant supervisory oversight.

Employee Measurement:

Manager Rating: 2. Meets Expectations

Sergeant functions at a very high level needing very little supervision. He is knowledgeable and proficient with all of his administrative duties and often helps his fellow supervisors in accomplishing theirs. He maintains transparency with his shift and always has an open door policy when it comes to communication.

 Created By :
 BRIAN VAIL
 07/13/2022 10:07AM

 Last Modified By :
 BRIAN VAIL
 08/15/2022 12:14PM

Section 7 - GOALS & PERFORMANCE EXPECTATIONS SUMMARY

GOALS & PERFORMANCE EXPECTATIONS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments:

No goals have been set for this evaluation cycle.

Section 8 - OVERALL PERFORMANCE RATINGS SUMMARY

OVERALL PERFORMANCE RATINGS SUMMARY

Manager Rating: 3. Meets Expectations

Manager Comments:

Sergeant can be counted on in any situation. He functions at a high level making sure all of his responsibilities as a supervisor are done timely and correct. He is professional and courteous when communicating with the public and post personnel alike. leads by example operationally but also makes sure that his shifts needs are met before his. can be relied upon to handle any situation or issue when presented. His hard work is noticed and appreciated.

Section 9 - ADDITIONAL DOCUMENTATION CONFIRMATION

CAREER DEVELOPMENT PLAN CONFIRMATION

Description:

Has a Career Development Plan been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 07/13/2022
 9:46AM

 Last Modified By :
 BRIAN VAIL
 08/12/2022
 9:56AM

PERFORMANCE PLAN CONFIRMATION

Description:

Has a Performance Improvement Plan (PIP) been generated for the rated employee?

Manager Rating: No **Manager Comments:**

 Created By :
 Template
 07/13/2022
 9:46AM

 Last Modified By :
 BRIAN VAIL
 08/12/2022
 9:56AM

Section 10 - APPROVALS SECTION

BRIAN VAIL 08/15/2022

JERAD SUTTON 09/19/2022

MATTHEW BROOKS 09/21/2022

SIGNATURE ACKNOWLEDGEMENT (Performance Evaluation & PIP)

I have reviewed my performance evaluation.

I have included a response in this performance evaluation's

Employee Comments Section.

[] Yes [X] No

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Choose one (1) of the following:

[]I refuse to acknowledge this document.

[X]I acknowledge this document.

Section 11 - MANAGER RATER COMMENTS SECTION

Section 12 - MANAGER REVIEWER COMMENTS SECTION

Section 13 - APPOINTING AUTHORITY COMMENTS

Section 14 - EMPLOYEE COMMENTS SECTION

Section 15 - SIGNATURES

Rater/Date		
Reviewer/Date	 	
Appointing Authority/Date		
Employee/Date	 	

Attachments

No Attachments have been added to this document

 Audit History

 Created By:
 BRIAN VAIL
 07/13/2022 9:46:57AM

 Acknowledged By:
 10/05/2022 10:11:56PM

 Completed By:
 System
 10/05/2022 10:11:56PM

 Last Modified By:
 System
 10/05/2022 10:11:56PM

State Of Ohio - Department of Public Safety

Comprehensive Training Record Report Date: 05/01/2023 11:47 AM

OAKS ID:

Unit No :

Name :

Department: D4 Post 78 Warren

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
ADAP	01/30/2001	02/02/2001	Ohio State Highway Patrol			32.00	Student
First Responder HAZMAT Awareness	02/09/2001	02/09/2001	Ohio Fire Academy			4.00	Student
LEADS TRAINING	05/30/2001	N/A	ASHTABULA POST			2.00	Student
ESMD Training	06/11/2001	06/14/2001					Student
POST GRAD TRAINING / E S M D	06/11/2001	N/A	ACADEMY			40.00	Student
BAC Permit #76038-S-6	06/15/2001	06/15/2003	Ohio Department of Health			4.00	Student
CIVIL DISTURBANCE	09/11/2001	N/A	YNGST PISTOL & RIFLE			7.00	Student
Trooper Completion of Apprenticeship	10/11/2001	10/11/2001	Ohio State Highway Patrol				Student
PERRY NUCLEAR PLANT EMER RESP	11/20/2001	N/A	ASHTABULA POST			1.00	Student
IN SERVICE - TROOPERS	04/21/2003	N/A	ACADEMY			16.00	Student
Advanced TASER M26 Certification	04/23/2003	04/23/2003	Ohio State Highway Patrol			8.00	Student
ESMD Training	04/24/2003	04/24/2003				2.00	Student
PYTHON K-BAND RADAR	05/30/2003	N/A	ASHTABULA POST			1.00	Student
BAC Permit #76038-S-6	06/15/2003	06/15/2004	Ohio Department of Health			4.00	Student
CIVIL DISTURBANCE	09/09/2003	N/A	YNGST PISTOL & RIFLE			6.00	Student
DRUG INTERDICTION TRAINING	11/03/2003	N/A	BROOKLYN OHIO			16.00	Student
ESMD Training	05/05/2004	05/05/2004				2.00	Student

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
BAC Permit #76038-S-6	06/15/2004	06/15/2005	Ohio Department of Health			4.00	Student
CPR AED	06/16/2004	N/A	Ashtabula Post 04 4 Hour			0.00	Student
Leads Operator Training Record	07/13/2004	07/13/2004	Ashtabula Post 04			0.00	Student
Omnixx Force Training Man. &CD	07/13/2004	07/13/2004	Ashtabula Post 04			0.00	Student
Background Investigations	08/18/2004	08/18/2004	DHQ Warren Headquarters 0			4.00	Student
PPE	09/09/2004	09/09/2004	DHQ Warren 4			0.00	Student
WMD HAZMAT Awareness/Fit test	09/09/2004	09/09/2004	Awareness cert & mask fit t			0.00	Student
Civil Disturbance	09/16/2004	09/16/2004	Yngstwn Pistol Rifle Range			4.00	Student
TROOPER IN-SERVICE #30	10/13/2004	10/15/2004	Ohio State Hghwy Patrol Aca			0.00	Student
Advanced TASER M26 Certification	10/15/2004	10/15/2004	Ohio State Highway Patrol			8.00	Student
MCT	11/04/2004	11/04/2004	Centre School Bldg. 8 Hr			0.00	Student
Auto Larceny Training	12/21/2004	N/A	Academy			0.00	Student
ESMD Training	05/19/2005	05/19/2005				2.00	Student
Trooper In-Service #17	06/06/2005	06/07/2005	Ohio State Hghwy Patrol Acad			16.00	Student
WMD HAZMAT Awareness/Fit test	06/07/2005	06/07/2005	Awareness cert & mask fit test			0.00	Student
BAC Permit #76038-S-6	06/15/2005	06/15/2006	Ohio Department of Health			4.00	Student
NIMS IS-00700	08/04/2005	08/04/2005	Ashtabula Post			0.00	Student
2005 Fall CD	09/15/2005	09/15/2005	Warren DHQ			8.00	Student
Digital Camera Training	09/25/2005	09/25/2005	Ashtabula Post			1.00	Student
LEADS Operators	09/27/2005	09/27/2005	LEADS			4.00	Student

Course Title	Start Date	End Date	Course Location Enroll	I Date Co Da	ompletion tte	<u>Training</u> <u>Hours</u>	Instructor OR Student
Field Training Officer	01/03/2006	01/06/2006	OSHP Academy			24.00	Student
Three Year Career Fair	01/10/2006	01/10/2006				8.00	
Tpr to Sgt Written Promo Exam	01/11/2006	01/11/2006				2.00	
CPR/AED	01/31/2006	01/31/2006	Ravenna Post			4.00	Student
Tpr to Sgt Assessment Center	04/04/2006	04/04/2006	Shipley Building			10.00	
2006 Troopers In-Service	04/17/2006	04/18/2006				16.00	
WMD HAZMAT Awareness/Fit Test	04/18/2006	04/18/2006	OSHP Academy			1.00	Student
ESMD Training	05/12/2006	05/12/2006				4.00	Student
BAC Permit #76038-S-6	06/15/2006	06/15/2007	Ohio Department of Health			4.00	Student
ICS 100 Intro to ICS	07/21/2006	07/21/2006	Warren Post			1.00	Student
ICS 200 ICS for S/R	08/13/2006	08/13/2006	Warren Post			1.00	Student
2006 Fall CD / Meth Labs	09/12/2006	09/12/2006	Youngstown Rifle & Pistol Club			6.00	Student
Computerized OH-1	01/31/2007	01/31/2007	Warren DHQ			7.00	Student
Roundtable Discussion Group	02/21/2007	02/21/2007				0.00	
2007 Spring CD	04/26/2007	04/26/2007	Youngstown Rifle & Pistol Club			6.00	Student
ESMD Training	05/31/2007	05/31/2007				4.00	Student
BAC Permit #76038-S-6	06/15/2007	06/15/2008	Ohio Department of Health			4.00	Student
Direct to Threat Training	06/25/2007	06/25/2007	Youngstown			4.00	Student
Qualities of Leadership	08/22/2007	08/22/2007				8.00	
Troopers In-Service	10/16/2007	10/17/2007				16.00	
PPE Fit Test	10/17/2007	10/17/2007	OSHP Academy			1.00	Student

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
Technical Crash Investigation	10/22/2007	11/02/2007				80.00	
Classification Review	02/06/2008	02/06/2008	ODOT Auditorium			2.00	Student
Firearms Investigations Traini	03/18/2008	03/18/2008	KSU Stark Campus			8.00	Student
AED/CPR/FIRST AID	04/15/2008	04/15/2008	Warren DHQ			6.00	Student
Troopers In-Service & PPE Fit	04/01/2009	04/02/2009	OSHP Academy			16.00	
EVO CLASSROOM MAKEUP	04/03/2009	04/07/2009	OSHP Academy			6.00	Student
BAC Permit #76038-S-6	04/09/2009	04/09/2010	Ohio Department of Health			4.00	Student
2009 Spring CD Training	04/28/2009	04/28/2009	Youngstown Rifle & Pistol Club			6.00	Student
ESMD Training	05/12/2009	05/12/2009				4.00	Student
ESMD Training	05/12/2009	05/12/2009	Warren Post			4.00	Student
Emergency Vehicle Operations	06/05/2009	06/05/2009	OPOTA Driving Track, London			6.00	Student
Emergency Vehicle Ops Refresh	06/05/2009	06/05/2009	OH Peace Officer Training Acad			6.00	Student
Beyond the Sidelines	08/13/2009	08/13/2009	•			0.00	
OSP Cultural Competence	09/24/2009	09/24/2009				8.00	
Beyond the Sidelines	10/13/2009	10/13/2009				6.00	
BAC Training	04/19/2010	04/19/2010	Warren Post			1.00	Student
ESMD Training	05/10/2010	05/10/2010	Warren Post			4.00	Student
Troopers In-Service & PPE Fit	05/10/2010	05/11/2010				16.00	
Domestic Violence	05/11/2010	05/11/2010	Warren Post			1.00	Student
DOMESTIC VIOLENCE	05/14/2010	05/14/2010	Warren Post			1.50	Student
LEADS "Messenger" Training	06/11/2010	06/11/2010	Warren Post			1.00	Student

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
CPR/AED	06/17/2010	06/17/2010	Warren DHQ			4.00	Student
Intoxilizer 8000 Training	08/03/2010	08/03/2010	Warren DHQ			7.00	Student
English Grammar	09/07/2010	09/07/2010				0.00	
English Grammar	09/15/2010	09/15/2010				7.00	
2010 Fall CD Training	09/16/2010	09/16/2010				8.00	
Business Writing	09/17/2010	09/17/2010				7.00	
Data Privacy & House Bill 648	09/20/2010	09/20/2010	Online			2.00	Student
Troopers In-Service/PPE/Taser	05/11/2011	05/12/2011				0.00	
BAC Permit # 76038-S-6	05/12/2011	05/12/2012	Ohio Department of Health			4.00	Student
ESMD Training	05/19/2011	05/19/2011	Warren Post			4.00	Student
Troopers In-Service/PPE/Taser	06/13/2011	06/14/2011				16.00	
Monday Morning Motivation	06/20/2011	06/20/2011				4.00	
Criminal Patrol Baseline Awareness	06/29/2011	06/29/2011	REGIS			8.00	Student
Carbine Operators Course Qual.	08/22/2011	08/23/2011				0.00	
Carbine Operators Course Qual.	09/08/2011	09/09/2011				0.00	
2011 Fall CD Training	09/20/2011	09/20/2011				8.00	
LtCol David Gross Presentation	10/06/2011	10/06/2011	ODPS HQ - Shipley Building			6.00	Student
EAP for Supervisors	10/25/2011	10/25/2011	Ohio State Highway Patrol			2.00	Student
Email Records Retention	10/25/2011	10/25/2011	Online			2.00	Student
Ohio Ethics	10/25/2011	10/25/2011	Online			2.00	Student
Tpr- Introduction to the Media	11/30/2011	11/30/2011				6.00	
Detect Deception in Interviews	12/12/2011	12/12/2011	KSU Trumbull Branch			6.50	Student
Time Efficiency Value	01/18/2012	01/18/2012	Ravenna Post			2.00	Student

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
SANS Securing the Human	02/10/2012	02/10/2012	Online			2.00	Student
Sergeant In-Service/PPE/Taser	02/15/2012	02/15/2012				8.00	
Armorer Course	02/22/2012	02/23/2012	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	04/09/2012	04/23/2012	1.00	
Sergeant Supervisory Skills	02/22/2012	02/23/2012				0.00	
Armorer Course	02/24/2012	02/24/2012	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	04/23/2012	04/23/2012	1.00	
Firearms Instructor Course 12-01	02/27/2012	03/09/2012	Ohio State Highway Patrol			80.00	Student
Armorer Course	02/27/2012	03/09/2012	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	04/23/2012	04/23/2012	1.00	
Weapons Training & Requalification 12-01	03/12/2012	03/12/2012	Ohio State Highway Patrol			8.00	Student
Armorer Course	03/12/2012	03/12/2012	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	04/23/2012	04/23/2012	1.00	
Armorer Course	03/15/2012	03/16/2012	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	04/23/2012	04/23/2012	1.00	
Armorer Course	03/15/2012	03/16/2012	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	04/24/2012	04/24/2012	1.00	
District Sergeat Training	03/22/2012	03/22/2012				7.00	
STO Certification	04/01/2012	12/31/2014	Online	11/26/2014	11/27/2014	1.00	
2012 Spring CD/Range Officer	04/24/2012	04/26/2012	Youngstown Rifle & Pistol Club			16.00	Instructor
CPR - Cardiopulmonary Resuscitation (OSHP Employees ONLY)	06/05/2012	06/05/2012	Lisbon Patrol Post, 9423 State Route 45, Lisbon, OH 44432	05/19/2012	07/18/2012	6.00	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
Advanced Roadside Impaired Driving Enforcement (ARIDE)	06/14/2012	06/15/2012	Trumbull County Business College, 3200 Ridge Avenue SE, Warren, OH 44484	04/03/2012	06/15/2012	16.00	
ESMD Training	06/27/2012	06/27/2012	Warren Post			4.00	Student
Sovereign Citizen Extremists: Officer Safety & Awareness	08/16/2012	08/16/2012	Cleveland DHQ, 5225 West 140th Street, Brook Park, OH 44142	06/25/2012	08/21/2012	1.00	
Fiscal - Payment Card Trng	09/01/2012	12/11/2020	Online	01/25/2016	01/25/2016	1.00	
Active Shooter & Triage	09/06/2012	09/06/2012	Alum Creek Facility			8.00	Student
OH-1 Program (OSP ONLY)	09/07/2012	10/08/2012	Warren Patrol Post, 3424 State Route 422, Southington, OH 44470	10/05/2012	10/05/2012	4.00	
Range Officer/Fall CD	09/18/2012	09/20/2012	Youngstown Rifle & Pistol Club			16.00	Instructor
TIMS / QUICK CLEAR	11/07/2012	N/A				0.00	Student
National TIM Responder Train the Trainer Course	11/08/2012	11/08/2012	Ohio State Highway Patrol			10.00	Student
Eperformance	11/19/2012	11/19/2012	Cleveland DHQ, 5225 West 140th Street, Brook Park, OH 44142	11/14/2012	12/04/2012	6.00	
Ethics Education 3	11/26/2012	10/16/2013	Online	12/05/2012	12/29/2012	1.00	
Data Privacy and HB 648	02/10/2013	08/18/2017	Online	05/23/2013	09/28/2013	1.00	
2013 In Service *OSHP Only*	02/26/2013	02/26/2013	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	12/10/2012	02/26/2013	8.00	
Technical Aspects of ePerformance	02/28/2013	02/28/2013	Cleveland DHQ, 5225 West 140th Street, Brook Park, OH 44142	01/14/2013	02/28/2013	6.00	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
Mid-Ohio Advanced Driver's Training	03/10/2013	03/10/2013	Mid-OH Sports Car Course, 7721 Steam Corners Road, Lexington, OH 44904		03/10/2013	4.00	
2013 Spring CD Range Officer	04/22/2013	05/16/2013	Youngstown Rifle & Pistol Club			32.00	Instructor
Warren District 2013 Spring Civil Disturbance	04/22/2013	04/22/2013	Youngstown Pistol and Rifle Club, 8920 Shaffer Road North, Jackson, OH 44451		04/22/2013	8.00	
LEADS TRAINING	04/28/2013	04/28/2013	Warren Post			2.00	Student
BAC Permit # 76038-S-6	05/12/2013	05/12/2014	Ohio Department of Health			4.00	Student
ESMD Training	06/07/2013	06/07/2013	Warren Post			4.00	Student
Commercial Motor Vehicle Safety/Interdiction "OSHP Troopers & Officers Only"	08/08/2013	08/08/2013	Canton Patrol Post, 4710 Shuffel Road, North Canton, OH 44720	07/16/2013	08/08/2013	4.00	
Combined Charitable Campaign 2013 Video	08/27/2013	09/30/2014	Online	08/29/2013	09/28/2013	1.00	
A Video Message From Director John Born	09/24/2013	09/30/2014	Online	09/25/2013	09/28/2013	0.50	
Ohio Trooper Information System	09/27/2013	01/31/2018	Online	09/27/2013	09/28/2013	1.00	
DPS Ethics Education	10/15/2013	01/09/2015	Online	10/17/2013	10/30/2013	1.00	
Direct to Threat	10/21/2013	10/21/2013	Margaret Park Elementary School, 1413 Manchester Road, Akron, OH 44314	10/21/2013	10/21/2013	8.00	
Ohio State Highway Patrol Leadership Program	11/12/2013	11/21/2013	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	11/08/2013	11/21/2013	40.00	
District Sergeant Training	12/12/2013	12/12/2013	Cleveland DHQ, 5225 West 140th Street, Brook Park, OH 44142	11/15/2013	12/12/2013	8.00	
Contributing to a Safer Ohio Fourth Quarter Video	12/16/2013	N/A	Online	12/16/2013	01/24/2014	0.50	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
How We Contributed in 2013	12/23/2013	02/21/2016	Online	12/23/2013	01/24/2014	0.50	
5 Minutes for Life Video	01/09/2014	12/18/2017	Online	01/09/2014	01/24/2014	0.50	
Become a Red Cross Volunteer Information	02/05/2014	08/15/2020	Online	02/06/2014		1.00	
Contributing to a Safer Ohio - Spring 2014	03/27/2014	N/A	Online	03/28/2014	04/16/2014	0.50	
Contributing to a Safer Ohio - Summer 2014	03/27/2014	N/A	Online	07/09/2014	08/06/2014	0.50	
Contributing to a Safer Ohio -September 2014	03/27/2014	N/A	Online	10/06/2014	10/12/2014	0.50	
Safer Ohio Phone App	03/27/2014	04/30/2019	Online	04/08/2014	04/16/2014	0.50	
Civil Disturbance (CD) Spring Training	04/15/2014	04/15/2014	Youngstown Pistol and Rifle Club, 8920 Shaffer Road North, Jackson, OH 44451	03/05/2014	04/15/2014	8.00	
BAC Permit # 76038-S-6	05/12/2014	05/12/2015	Ohio Department of Health			4.00	Student
Auto Larceny Baseline Awareness Training	05/27/2014	05/27/2014	Kent State University at Trumbull, 4314 Mahoning Avenue NW, Warren, OH 44483	05/21/2014	05/27/2014	4.00	
ESMD Training	06/25/2014	06/25/2014	Warren Post			4.00	Student
ODPS Accomplishments 2013 - 2014	08/01/2014	N/A	Online	08/01/2014	08/06/2014	0.50	
Combined Charitable Campaign 2014 Video	09/03/2014	N/A	Online	09/05/2014	10/12/2014	0.50	
Troopers In-Service	09/30/2014	09/30/2014	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	08/07/2014	09/30/2014	16.00	
Advanced Trooper Tactical Training	10/06/2014	10/06/2014	Margaret Park Elementary School, 1413 Manchester Road, Akron, OH 44314	08/05/2014	10/06/2014	4.00	
Advanced Trooper Tactical Training	10/06/2014	10/06/2014	Margaret Park Elementary School, 1413 Manchester Road, Akron, OH 44314	10/06/2014	10/06/2014	4.00	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
Sergeant to Lieutenant Promotional Exam	10/07/2014	10/07/2014	Ohio Department of Public Safety, Shipley Building, 1970 West Broad Street, Columbus, OH 43223	08/26/2014	10/07/2014	2.00	
Below 100	11/25/2014	11/25/2014	OPOTA Richfield, 4055 Highlander Parkway Suite B, Richfield, OH 44286	10/23/2014	11/25/2014	4.00	
Sgt to Lt Assessment Center	12/12/2014	12/12/2014				11.00	
2014 Director's Year-Ending Video	12/18/2014	02/29/2016	Online	01/07/2015	06/26/2015	0.50	
Contributing to a Safer Ohio - December 2014	12/18/2014	N/A	Online	12/18/2014	12/28/2014	0.50	
Contributing to a Safer Ohio - July 2015	12/18/2014	12/18/2017	Online	07/13/2015	07/17/2015	0.50	
Contributing to a Safer Ohio - March 2015	12/18/2014	12/18/2017	Online	04/10/2015	04/19/2015	0.50	
Ohio Ethics Law: Promoting Integrity in Public Service 2015	01/01/2015	01/31/2016	Online	03/25/2015	04/19/2015	1.00	
Sergeants In-Service	03/10/2015	03/10/2015	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	12/15/2014	03/10/2015	16.00	
OTIS Case Management Training	04/22/2015	04/22/2015	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	03/27/2015	04/22/2015	2.00	
Civil Disturbance (CD) Spring Training	04/27/2015	04/27/2015	Youngstown Pistol and Rifle Club, 8920 Shaffer Road North, Jackson, OH 44451	08/17/2015	08/17/2015	8.00	
BAC Permit # 76038-S-6	05/12/2015	05/12/2016	Ohio Department of Health			4.00	Student
Fire Extinguishers at Work	06/08/2015	10/09/2018	Online	06/22/2015	06/26/2015	0.50	
Shake & Bake Clandestine Lab	06/08/2015	04/02/2020	Online	06/08/2015	06/26/2015	0.50	
ESMD Training	06/26/2015	06/26/2015	Canfield Post			4.00	Student
2015 ODPS Mid-Year Accomplishments	07/01/2015	12/18/2017	Online	07/07/2015	07/17/2015	0.50	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
2016 Director's Mid-Year Video	07/01/2015	12/18/2017	Online	07/05/2016	07/08/2016	0.50	
Law Enforcement Firearms Requalification Program	07/10/2015	07/10/2015	ОРОТА			8.00	Student
Combined Charitable Campaign 2015 Video	09/09/2015	02/29/2016	Online	09/11/2015	12/31/2015	0.50	
2015 Director's Year-End Video	09/14/2015	12/18/2017	Online	12/30/2015	12/31/2015	0.50	
Contributing to a Safer Ohio - September 2015	09/14/2015	12/18/2017	Online	10/02/2015	12/31/2015	0.50	
Contributing to a Safer Ohio: Oct - Dec 2015 "While you were sleeping" Edition	09/14/2015	12/18/2017	Online	01/19/2016	01/25/2016	0.50	
2015 Fall CD/Range Officer	09/16/2015	09/16/2015	Youngstown Rifle & Pistol Club			32.00	Instructor
OSP Interdiction Refresher Training	09/29/2015	09/29/2015	Kent State University at Trumbull, 4314 Mahoning Avenue NW, Warren, OH 44483	07/27/2015	09/29/2015	6.00	
Workplace Domestic Violence Training	10/06/2015	10/06/2015	Online			2.00	Student
Sergeants Annual Training	10/13/2015	10/13/2015	Ravenna Patrol Post, 6259 State Route 14, Ravenna, OH 44266	09/02/2015	10/13/2015	0.50	
Voice over Internet Protocol (VoIP)	01/01/2016	01/31/2018	Online	06/13/2016	07/08/2016	1.00	
Civil Disturbance Readiness Training	01/26/2016	01/26/2016	Ohio National Guard Armory, 475 Victoria Road, Youngstown, OH 44515		01/26/2016	1.00	
Sergeants In-Service	03/09/2016	03/10/2016	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	01/08/2016	03/10/2016	16.00	
Contributing to a Safer Ohio: April - June 2016	04/08/2016	12/18/2017	Online	07/05/2016	07/08/2016	0.50	
Contributing to a Safer Ohio: January - March 2016	04/08/2016	12/18/2017	Online	04/14/2016	04/18/2016	0.50	
Ohio Ethics Law: Cultivating Good Governance	04/25/2016	08/16/2017	Online	04/25/2016	05/08/2016	1.00	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
OTIS Case Management Training	04/25/2016	04/25/2016	Warren DHQ, 3424 State Route 422, Southington, OH 44470	04/25/2016	04/25/2016	2.00	
Civil Disturbance (CD) Spring Training	05/02/2016	05/02/2016	Youngstown Pistol and Rifle Club, 8920 Shaffer Road North, Jackson, OH 44451	05/02/2016	05/02/2016	8.00	
NARCAN (Naloxone Hydrochloride)	05/04/2016	02/17/2017	Online	05/05/2016	05/08/2016	0.50	
BAC Permit # 76038-S-6	05/12/2016	05/12/2017	Ohio Department of Health			4.00	Student
ESMD Training	05/23/2016	05/23/2016	Canfield Post			4.00	Student
CPR Video	05/23/2016	12/18/2018	Online	05/25/2016	08/08/2016	0.50	
OSP Policy 203.20 Response to Resistance Quiz	08/25/2016	01/23/2017	Online	08/29/2016	09/01/2016	0.50	
House Bill 110 Update	09/09/2016	11/01/2019	Online	09/09/2016	09/12/2016	0.50	
Civil Disturbance (CD) Fall Training	09/22/2016	09/22/2016	Youngstown Pistol and Rifle Club, 8920 Shaffer Road North, Jackson, OH 44451	09/26/2016	09/26/2016	8.00	
Sergeant to Lieutenant Promotional Exam	09/23/2016	09/23/2016	Assessment Center Testing Area, 3rd Floor 329 Suite, 1970 West Broad Street, Columbus, OH 43223	07/08/2016	09/23/2016	2.00	
Colonel's Quarterly Video	09/28/2016	12/18/2018	Online	09/28/2016	09/29/2016	0.50	
Sergeants Annual Training	10/13/2016	10/13/2016	Warren DHQ, 3424 State Route 422, Southington, OH 44470	09/01/2016	10/13/2016	0.50	
Intentional Contact Video	10/17/2016	11/12/2019	Online	10/18/2016	10/20/2016	0.50	
Sergeant to Lieutenant Assessment Center	11/03/2016	11/03/2016	Ohio Department of Public Safety, Shipley Building, 1970 West Broad Street, Columbus, OH 43223	10/06/2016	11/03/2016	1.00	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
Ohio Deferred Comp Professor Penny Discusses Required Minimum Distributions	11/08/2016	12/18/2018	Online	11/09/2016	12/19/2016	0.50	
Colonel Pride's Holiday Message - 2016	12/19/2016	12/18/2018	Online	12/19/2016	12/19/2016	0.05	
Retirement Readiness - 10 Year Seminar	12/20/2016	12/20/2016	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	10/06/2016	12/20/2016	1.00	
CALEA New Hire Video	01/01/2017	11/01/2019	Online	02/07/2017	02/10/2017	0.50	
CPR Video	01/01/2017	01/31/2018	Online	02/02/2017	02/10/2017	0.50	
2016 Directors Year End Video	01/03/2017	12/18/2017	Online	01/03/2017	01/09/2017	0.50	
NARCAN (Naloxone Hydrochloride)	02/06/2017	01/31/2018	Online	02/06/2017	02/10/2017	0.50	
Ohio Ethics Law: It's Everyone's Business!	02/10/2017	01/31/2018	Online	05/10/2017	05/10/2017	1.00	
OSHP SWORN IN-SERVICE TRAINING	02/27/2017	02/28/2017	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	12/09/2016	02/28/2017	16.00	
Surviving an Active Aggressor/Threat	03/01/2017	09/06/2018	Online	03/06/2017	03/24/2017	1.00	
Civil Disturbance (CD) Spring Training	05/01/2017	05/01/2017	Youngstown Pistol and Rifle Club, 8920 Shaffer Road North, Jackson, OH 44451		05/01/2017	8.00	
BAC Certification	05/12/2017	05/12/2018	Ohio Department of Health				Student
BAC Permit #76038-S-6	05/12/2017	05/12/2018	Ohio Department of Health			4.00	Student
ESMD Training	06/26/2017	06/26/2017	Canfield Post			4.00	Student
OSP Policy 203.20 Response to Resistance Quiz	08/29/2017	12/21/2018	Online	08/31/2017	08/31/2017	0.50	
Hypothermia Training Video	11/01/2017	11/12/2019	Online	11/01/2017	11/17/2017	0.50	
OSHP-EEO Supervisor Training	11/06/2017	11/06/2017	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	09/18/2017	11/06/2017	1.00	
Milestone Promotional Process 2017 Update	11/13/2017	10/19/2020	Online	11/14/2017	11/17/2017	0.50	
Colonel Pride's 2017 Year End Video	12/27/2017	10/30/2018	Online	12/27/2017	12/28/2017	0.05	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
2017 DPS Year-End Video	12/28/2017	12/31/2018	Online	12/28/2017	01/14/2018	1.00	
Contributing to a Safer Ohio - 4th Quarter 2017	12/28/2017	12/31/2018	Online	12/29/2017	01/14/2018	1.00	
2017 CALEA	12/29/2017	03/10/2021	Online	12/29/2017	01/14/2018	0.05	
NARCAN (Naloxone Hydrochloride)	01/01/2018	01/01/2019	Online	01/03/2018	01/14/2018	0.50	
CPR Online Review	01/03/2018	11/12/2019	Online	01/03/2018	11/12/2019	0.50	
OHLEG Security Update (2018)	01/03/2018	07/31/2019	Online	01/16/2018	01/25/2018	0.50	
SOF Tactical Tourniquet Training	01/05/2018	11/12/2019	Online	01/05/2018	01/14/2018	0.50	
Criminal Patrol - Drug Interdiction	01/18/2018	01/19/2018	Kent State University at Trumbull, 4314 Mahoning Avenue NW, Warren, OH 44483	12/19/2017	01/19/2018	16.00	
Field Force Event Training	02/08/2018	02/08/2018	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	01/24/2018	02/08/2018	8.00	
OSHP HPFP UPDATE	03/06/2018	03/20/2020	Online	03/06/2018	03/07/2018	0.50	
Ohio Ethics Law: Upholding Trust in Government	03/20/2018	01/31/2019	Online	08/14/2018	08/21/2018	1.00	
HyFin Chest Seals and IFAK First Aid Kits	04/30/2018	11/12/2019	Online	05/14/2018	06/12/2018	0.50	
BAC Permit	05/12/2018	05/12/2019	Ohio Department of Health				Student
2018 Sworn In-Service Training	05/17/2018	05/17/2018	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	02/01/2018	05/17/2018	7.00	
SMD Annual Training Video - LIDAR	06/11/2018	04/30/2019	Online	06/11/2018	06/12/2018	0.50	
SMD Annual Training Video - RADAR	06/11/2018	04/30/2019	Online	06/11/2018	06/12/2018	0.50	
ESMD Training	06/20/2018	06/20/2018	Warren Post			4.00	Student
Rating the Interview	06/28/2018	01/31/2019	Online	08/01/2018	08/01/2018	1.00	
PCARD for Supervisors FY2018	07/12/2018	07/12/2018	MyOhio ELM				Student

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
Autonomous Vehicle Awareness	07/16/2018	03/14/2020	Online	07/16/2018	07/18/2018	0.50	
2018 Directors Accomplishments Video	08/15/2018	08/29/2019	Online	08/15/2018	08/21/2018	1.00	
Contributing to a Safer Ohio - 2nd Quarter 2018	08/15/2018	01/31/2019	Online	08/21/2018	08/24/2018	1.00	
Cyber Security Awareness Training	08/15/2018	01/01/2019	Online	10/11/2018	10/11/2018	1.00	
Risk Management Training	09/14/2018	09/14/2018	Kent State Trumbull Campus, 4314 Mahoning Avenue NW, Warren, OH 44483	07/06/2018	09/14/2018	4.00	
Civil Disturbance (CD) Fall Training	09/26/2018	09/26/2018	Youngstown Pistol and Rifle Club, 8920 Shaffer Road North, Jackson, OH 44451	08/22/2018	09/26/2018	8.00	
Hypothermia Training Video	10/31/2018	03/16/2020	Online	10/31/2018	11/20/2018	0.50	
Contributing to a Safer Ohio - 3rd Quarter 2018	11/09/2018	12/31/2019	Online	11/19/2018	11/19/2018	1.00	
Sergeants Annual Training	11/16/2018	11/16/2018	Warren DHQ, 3424 State Route 422, Southington, OH 44470	11/05/2018	11/16/2018	0.50	
Statewide Terrorism Analysis & Crime Center Website	11/19/2018	01/31/2020	Online	11/19/2018	11/20/2018	0.50	
Suicide Prevention Resources	11/28/2018	01/31/2020	Online	11/28/2018	12/11/2018	0.50	
2018 Cryptocurrency Training	12/03/2018	03/14/2020	Online	12/03/2018	12/10/2018	0.50	
CPR Online Review	01/02/2019	01/01/2020	Online	01/03/2019	12/19/2019	0.50	
NARCAN (Naloxone Hydrochloride)	01/02/2019	01/01/2020	Online	01/03/2019	01/04/2019	0.50	
Ohio Medical Marijuana Control Program	01/02/2019	03/14/2020	Online	01/03/2019	01/04/2019	0.50	
HyFin Chest Seals and IFAK First Aid Kits	02/01/2019	02/02/2020	Online	02/12/2019	02/14/2019	0.50	
Ohio Ethics Law: Good Government in Action	03/20/2019	01/08/2020	Online	04/09/2019	04/24/2019	1.00	
Phishing Decision Tree Video	04/17/2019	01/31/2020	Online	04/23/2019	04/24/2019	1.00	
Ohio Communication Disability Law Enforcement Training Video Off Duty Carry	05/01/2019 05/10/2019	05/01/2020	Online Online	05/01/2019 05/10/2019	05/15/2019	0.50	
On Duty Carry	03/10/2019	05/10/2020	Offilia	00/10/2019	08/21/2019	0.50	

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SMD Annual Training Video - LIDAR	05/10/2019	04/30/2020	Online	05/10/2019	05/15/2019	0.50	
SMD Annual Training Video - RADAR	05/10/2019	04/30/2020	Online	05/10/2019	05/15/2019	0.50	
BAC Certificate permit #76038-S-6	05/12/2019	05/12/2020	Warren Post				Student
Heat-Related Illnesses	05/23/2019	05/25/2020	Online	05/23/2019	08/21/2019	0.50	
2019 Weapons Transition Course	05/30/2019	05/30/2019	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	02/28/2019	05/30/2019	9.00	
ESMD Training	06/27/2019	06/27/2019	Warren Post			4.00	Student
OSP-203.20, Response to Resistance and OSP-203.20 002, Motor Vehicle and Foot Pursuits	- 07/09/2019	03/14/2020	Online	09/27/2019	09/27/2019	1.00	
Senate Bill 57 - Train the Trainer Course	07/24/2019	07/24/2019	Ohio Department of Administrative Services, 4200 Surface Road, Columbus, Ohio 43228	07/24/2019	07/24/2019	3.00	
Cyber Security Awareness Training: Creating Strong Passwords	09/01/2019	01/31/2020	Online	10/24/2019	10/25/2019	1.00	
Cyber Security Awareness Training: Protecting Privacy	09/01/2019	01/31/2020	Online	10/24/2019	10/25/2019	1.00	
Cyber Security Awareness Training: Social Engineering Red Flags	09/01/2019	01/31/2020	Online	10/24/2019	10/25/2019	1.00	
2019 Colonel's Video Series	09/26/2019	03/14/2020	Online	09/26/2019	09/26/2019	0.50	
Precision Immobilization Training	09/30/2019	09/30/2019	OPOTA Driving Track, State Route 42 SW, London, OH 43140	06/13/2019	09/30/2019	8.00	
2019 Diversity Training	10/01/2019	10/01/2019	Kent State Trumbull Campus, 4314 Mahoning Avenue NW, Warren, OH 44483	06/24/2019	10/01/2019	8.00	
Hypothermia Training Video	10/08/2019	03/14/2020	Online	10/08/2019	10/14/2019	0.50	

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Civil Disturbance (CD) Spring Training	10/11/2019	10/11/2019	Barberton Police Department Range, 5087 South Van Buren Street, Barberton, Ohio 44203	09/11/2019	10/11/2019	8.00	
All Hazards and Incident Command	10/16/2019	10/31/2020	Online	10/16/2019	10/25/2019	0.50	
2019 Sworn In-Service Training	10/17/2019	10/17/2019	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	12/17/2018	10/17/2019	7.00	
2019 Colonel's Second Video	10/18/2019	03/14/2020	Online	10/18/2019	10/25/2019	0.50	
Disability Etiquette & Awareness Training	10/24/2019	10/24/2019	online				Student
OSHP Sergeant Leadership Development Course	10/28/2019	11/07/2019	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	08/06/2019	11/07/2019	80.00	
Responding to Domestic Violence in the Workplace - Role of the Manager	10/29/2019	04/24/2020	Online	11/05/2019	11/13/2019	1.00	
2019 Colonel's Third Video	11/25/2019	03/14/2020	Online	11/25/2019	11/27/2019	0.50	
Sergeants Annual Training	12/10/2019	12/10/2019	Warren DHQ, 3424 State Route 422, Southington, OH 44470	11/26/2019	12/10/2019	0.50	
Mental Health Training Video	12/13/2019	10/01/2020	Online	12/13/2019	12/14/2019	0.50	
CPR Online Review	01/02/2020	12/11/2020	Online	01/02/2020	01/17/2020	0.50	
NARCAN (Naloxone Hydrochloride)	01/02/2020	11/30/2020	Online	01/02/2020	01/18/2020	0.50	
HyFin Chest Seals and IFAK First Aid Kits	02/07/2020	11/30/2020	Online	02/07/2020	02/07/2020	0.50	
Ohio Ethics Law 20/20 Part Four: Sales to Public Agencies and Post-Employment	02/07/2020	01/31/2021	Online	02/25/2020	02/28/2020	0.25	
Ohio Ethics Law 20/20 Part One: Conflicts of Interest	02/07/2020	01/31/2021	Online	02/25/2020	02/28/2020	0.25	
Ohio Ethics Law 20/20 Part Three: Public Contracts and Nepotism	d 02/07/2020	01/31/2021	Online	02/25/2020	02/28/2020	0.25	
Ohio Ethics Law 20/20 Part Two: Gifts	02/07/2020	01/31/2021	Online	02/25/2020	02/28/2020	0.25	

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SOF Tactical Tourniquet Training	02/07/2020	02/01/2021	Online	02/07/2020	02/07/2020	0.05	
Introduction to the 14 Leadership Traits and Identifying Transactional and Transformational Behaviors	02/10/2020	02/10/2020	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	12/31/2019	02/10/2020	7.50	
OSP-Human Trafficking	03/10/2020	03/10/2020	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	01/31/2020	03/10/2020	3.00	
Colonel Fambro COVID-19 Resilience Video	03/17/2020	02/05/2021	Online	03/17/2020	03/18/2020	0.50	
Colonel Fambro COVID-19 - Communication	03/25/2020	02/05/2021	Online	03/25/2020	03/26/2020	0.50	
Colonel Fambro COVID-19 - Community Involvement	04/01/2020	02/05/2021	Online	04/01/2020	04/01/2020	0.50	
Colonel Fambro - COVID-19 National Communicators Week Video	04/09/2020	02/05/2021	Online	04/09/2020	04/09/2020	0.50	
Microsoft Teams - Getting Started	04/09/2020	01/31/2021	Online	11/06/2020	12/15/2020	1.00	
All Hazards and Incident Command	04/15/2020	02/05/2021	Online	04/15/2020	04/16/2020	0.50	
Colonel Fambro COVID-19 - Continuing the Mission Video	04/16/2020	02/05/2021	Online	04/16/2020	04/16/2020	0.50	
Colonel Fambro COVID-19 - Embracing Change	04/23/2020	02/05/2021	Online	04/23/2020	04/23/2020	0.50	
Colonel Fambro COVID-19 - Showing Appreciation	04/29/2020	02/05/2021	Online	04/29/2020	04/29/2020	0.50	
2020 In-Service: Risk Management	05/01/2020	10/21/2021	Online	05/13/2020	05/13/2020	0.82	
2020 In-Service: Sovereign Citizen	05/01/2020	10/21/2021	Online	05/14/2020	05/14/2020	1.00	
2020 In-Service: Supervising Critical Incidents	05/01/2020	10/21/2021	Online	05/14/2020	05/16/2020	0.60	
2020 In-Service: TASER Update	05/01/2020	10/21/2021	Online	05/14/2020	05/14/2020	0.02	
SMD Annual Training Video - LIDAR	05/01/2020	02/08/2021	Online	05/01/2020	05/06/2020	0.50	
SMD Annual Training Video - RADAR	05/01/2020	02/08/2021	Online	05/01/2020	05/06/2020	0.50	
Colonel Fambro COVID-19 - Transitioning and Moving Forward	05/06/2020	02/05/2021	Online	05/06/2020	05/06/2020	0.50	
2020 Ohio State Highway Patrol Memorial Video	05/07/2020	02/05/2021	Online	05/07/2020	05/13/2020	0.50	
BAC Certificate permit #76038-S-6	05/12/2020	05/12/2021	Ohio Dept. of Health	1			Student

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Colonel Fambro COVID-19 - Remembering Fallen Heroes	05/13/2020	02/05/2021	Online	05/13/2020	05/13/2020	0.50	
ESMD Training	05/20/2020	05/20/2020	Warren Post			4.00	Student
Colonel Fambro COVID-19 - Moving Forward	05/20/2020	02/05/2021	Online	05/20/2020	05/20/2020	0.50	
2020 CD Online Training	05/21/2020	10/21/2021	Online	05/21/2020	05/21/2020	0.50	
DPS Responsible RestartOhio In-Office Protocols	05/21/2020	12/31/2020	Online	05/26/2020	05/27/2020	1.00	
Colonel Fambro COVID-19 - Memorial Day Weekend	05/27/2020	02/05/2021	Online	05/27/2020	05/28/2020	0.50	
Colonel Fambro - May Our Most Sincere Intentions Be Reflective In Our Work	06/03/2020	02/05/2021	Online	06/03/2020	06/03/2020	0.50	
Heat-Related Illnesses	06/03/2020	11/30/2020	Online	06/03/2020	06/03/2020	0.50	
Risk Management Training Quiz - 2020	06/11/2020	10/21/2021	Online	06/12/2020	06/17/2020	1.00	
Colonel Fambro - Retirees, Diversity and Moving Forward	06/17/2020	02/05/2021	Online	06/17/2020	06/17/2020	0.50	
Colonel Fambro - Placing Mental and Physical Health at the Forefront	07/08/2020	02/05/2021	Online	07/08/2020	07/09/2020	0.50	
Colonel Fambro: COVID-19 - Diversification and Core Mission Video	07/30/2020	02/05/2021	Online	07/30/2020	07/30/2020	0.50	
Inclusive Listening: Pushing Through Our Biases	08/11/2020	08/11/2020	Ohio Learn			1.00	Student
2020 Sworn In-Service Practical Training	08/17/2020	08/17/2020	Canfield Fairgrounds - 7265 Columbiana Canfield Rd Canfield, OH 44406	05/27/2020	08/17/2020	6.50	
2020 Civil Disturbance (CD) Spring Training	08/25/2020	08/25/2020	West Branch State Park Target Range - 4958 Rock Spring Rd. Ravenna, OH 44266.	07/15/2020	08/25/2020	8.00	
Colonel Fambro - Labor Day Message and Celebrating Retirees	09/03/2020	02/05/2021	Online	09/03/2020	09/03/2020	0.50	
2020 Sport Utility Vehicle Familiarization Course	09/14/2020	09/14/2020	Tactical Training Center, 1960 US 42 SW, London, Ohio	02/26/2020	09/14/2020	3.00	
Hypothermia Training Video	10/08/2020	02/08/2021	Online	10/08/2020	10/09/2020	0.50	

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OSP-203.20, Response to Resistance and OSP-203.20 002, Motor Vehicle and Foot Pursuits	- 10/08/2020	01/18/2021	Online	10/08/2020	10/09/2020	1.00	
Colonel Fambro - We Are In This Together	10/09/2020	02/05/2021	Online	10/09/2020	10/09/2020	0.50	
Sergeants Annual Training	10/20/2020	10/20/2020	Mill Creek Metro Parks Farm, 7574 Columbiana- Canfield Road, Canfield, OH 44406	10/09/2020	10/20/2020	0.50	
2020 Diversity Segment One	10/26/2020	01/15/2022	Online	10/26/2020	10/27/2020	0.67	
Diversity Training Quiz 1 - 2020	10/26/2020	10/21/2021	Online	10/26/2020	10/28/2020	0.08	
SOF Tactical Tourniquet Training	10/27/2020	10/26/2020	Online	02/05/2019	02/08/2019	0.50	
Mental Health Training Video	10/29/2020	10/19/2020	Online	10/29/2020	10/29/2020	0.50	
2020 Diversity Segment Two	12/02/2020	01/15/2022	Online	12/02/2020	12/10/2020	0.50	
Police Legitimacy and the Community Bank Account Quiz - 2020	12/02/2020	10/21/2021	Online	12/02/2020	12/10/2020	1.00	
2020 Diversity Segment Three	12/15/2020	01/15/2022	Online	12/23/2020	12/24/2020	0.50	
Colonel Fambro - Showcasing Our Work	12/23/2020	01/31/2021	Online	12/23/2020	12/24/2020	0.50	
Bloodborne Pathogens Training	12/28/2020	04/28/2021	Online	12/29/2020	12/31/2020	0.50	
CPR Online Review	01/04/2021	01/15/2022	Online	01/04/2021	01/12/2021	0.50	
NARCAN (Naloxone Hydrochloride)	01/04/2021	10/21/2021	Online	01/04/2021	01/12/2021	0.50	
OSP 203-20 - Response to Resistance	02/01/2021	09/30/2022	Online	04/04/2021	04/07/2021	0.50	
OSP 902.04 - Officer Safety and Deadly Errors	02/01/2021	09/30/2022	Online	04/04/2021	04/07/2021	0.50	
Taser CEW Annual Conducted Energy Weapon User Update	02/01/2021	09/30/2022	Online	04/04/2021	04/20/2021	0.50	
Career Exploration & Professional Development - Online	02/04/2021	01/31/2022	Online	03/15/2021	03/17/2021	1.00	
HyFin Chest Seals and IFAK First Aid Kits	02/08/2021	01/15/2022	Online	02/08/2021	02/11/2021	0.50	
SOF Tactical Tourniquet Training	02/08/2021	10/21/2021	Online	02/08/2021	02/11/2021	0.05	
LEADS Inquiry Test	03/12/2021	03/12/2023	LEADS			2.00	Student
2020 Leadership Awards Recognition	03/12/2021	07/12/2021	Online	03/12/2021	03/17/2021	0.50	

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Handgun Care and Maintenance	03/16/2021	04/07/2022	Online	03/16/2021	03/17/2021	0.50	
Rifle Care and Maintenance	03/16/2021	04/07/2022	Online	03/16/2021	03/17/2021	0.50	
Shotgun Care and Maintenance	03/16/2021	04/07/2022	Online	03/16/2021	03/17/2021	0.50	
OSP-203.20, Response to Resistance and OSP-203.20 002, Motor Vehicle and Foot Pursuits	- 03/26/2021	01/15/2022	Online	03/26/2021	03/31/2021	1.00	
HB1 Guidance - Restraints/Confinement of Pregnant Women	04/06/2021	03/31/2023	Online	04/06/2021	04/07/2021	0.50	
COVID-19, Making an Informed Decision	04/11/2021	01/15/2022	Online	04/12/2021	04/16/2021	0.50	
The Ohio Ethics Law: Building a Culture of Integrity	04/29/2021	04/29/2021	Ohio Learn			2.00	Student
Bloodborne Pathogens Training	05/03/2021	01/15/2022	Online	05/03/2021	05/04/2021	0.50	
Heat-Related Illnesses	05/03/2021	01/15/2022	Online	05/03/2021	05/04/2021	0.50	
SMD Annual Training Video - RADAR	05/03/2021	04/07/2022	Online	05/03/2021	05/05/2021	0.50	
BAC Permit # 76038-S-6	05/12/2021	05/12/2022	Ohio Department of Health			2.00	Student
Ohio's New Protection Order - Notice of Existence of Protection Order	05/25/2021	12/31/2022	Online	05/25/2021	05/26/2021	0.50	
Ohio's Protection Order - Post-Conviction No Contact Orders	05/25/2021	03/31/2023	Online	05/25/2021	05/26/2021	0.50	
ESMD Training	06/11/2021	06/11/2021	Warren Post			4.00	Student
Response to Resistance Video Series - Wright v. Euclid	06/30/2021	01/15/2022	Online	06/30/2021	07/01/2021	0.50	
Showcasing our Ability to Adapt to Challenges and High Profile Circumstances	07/22/2021	01/15/2022	Online	07/22/2021	08/05/2021	0.50	
Responding to Domestic Violence in the Workplace - As an Employee	3 08/05/2021	08/05/2021	Ohio Learn			2.00	Student
2021 Civil Disturbance Training	09/13/2021	09/13/2021	Four Mile Run Christian Church, 701 North Four Mile Run Road, Youngstown, Ohio 44515	07/13/2021	09/13/2021	8.00	
Hypothermia Training Video	09/30/2021	01/30/2022	Online	09/30/2021	10/07/2021	0.50	
Mental Health Training	09/30/2021	04/07/2022	Online	09/30/2021	10/07/2021	0.50	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
Hear to Serve - Lieutenant Colonel M. K. Gaskill	10/01/2021	12/31/2022	Online	10/01/2021	10/07/2021	0.50	
We All Have A Date With This Virus	10/08/2021	03/11/2022	Online	10/08/2021	10/11/2021	0.50	
Public Safety Training Campus - Upgrades & Enhancements	10/12/2021	12/31/2021	Online	10/13/2021	11/03/2021	1.00	
2021 Sworn In-Service Training	10/14/2021	10/14/2021	Cleveland DHQ, 5225 West 140th Street, Brook Park, OH 44142	09/22/2021	10/14/2021	8.00	
Hear to Serve - Mick Yinger	11/01/2021	12/31/2022	Online	11/01/2021	11/03/2021	0.50	
OhioHealth Answers Your COVID-19 Questions Part 2	11/08/2021	03/08/2022	Online	11/08/2021	11/10/2021	0.50	
Hear to Serve Podcast #3 - Denise Williams	12/01/2021	12/31/2022	Online	12/01/2021	12/29/2021	0.50	
Handle with Care: Summary	12/08/2021	12/31/2022	Online	12/20/2022	12/24/2022	1.00	
Warren DHQ ICAT: Integrating, Communications, Assessment and Tactics Training	12/13/2021	12/13/2021	Southington Christian Church, 3285 State Route 534, Southington, OH 44470	12/07/2021	12/13/2021	4.00	
SB 33 - Refresher Training	12/29/2021	03/31/2023	Online	12/29/2021	01/01/2022	0.50	
CPR Online Review	01/03/2022	12/31/2022	Online	01/03/2022	01/26/2022	0.50	
NARCAN (Naloxone Hydrochloride)	01/03/2022	11/30/2022	Online	01/03/2022	01/26/2022	0.50	
Axon Body Camera Training	01/05/2022	02/01/2023	Online	02/07/2022	02/10/2022	0.50	
Crisis Intervention Team (CIT) Familiarization Training	01/19/2022	01/20/2022	Fellows Riverside Gardens/ Davis Education & Visitor Center, 123 McKinley Avenue, Youngstown, OH 44509	10/28/2021	01/20/2022	16.00	
Taser CEW Annual Conducted Energy Weapon User Update	01/21/2022	11/30/2022	Online	01/24/2022	01/26/2022	0.50	
Sergeant to Lieutenant Promotional Exam	02/08/2022	02/08/2022	Assessment Center Testing Area, 3rd Floor 329 Suite, 1970 West Broad Street, Columbus, OH 43223	01/19/2022	02/08/2022	2.00	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
AXON, TASER Energy Weapon Annual Operator Update - Feb. 2022	02/09/2022	03/31/2023	Online	02/09/2022	02/10/2022	0.50	
2022 Domestic Violence Legal Updates	02/17/2022	01/31/2023	Online	02/17/2022	04/13/2022	4.00	
MAT - Trauma Video #1	02/24/2022	02/01/2023	Online	02/24/2022	03/17/2022	0.50	
SMD Annual Training Video - LIDAR	03/07/2022	04/07/2022	Online	05/03/2021	05/05/2021	0.50	
Hear to Serve Podcast #4 - Tricia Knoles	03/08/2022	02/01/2023	Online	03/08/2022	03/17/2022	0.50	
Impact 22 Crisis Communications Strategy	03/22/2022	11/30/2022	Online	03/22/2022	03/23/2022	0.50	
Protecting Privacy 2021-22	03/25/2022	03/25/2022	Ohio Learn			0.50	Student
Security Awareness 2021-22	03/26/2022	03/26/2022	Ohio Learn			0.50	Student
Social Engineering Red Flags 2021-22	03/26/2022	03/26/2022	Ohio Learn			0.50	Student
All Hazards and Incident Command	04/05/2022	12/31/2022	Online	04/05/2022	04/13/2022	0.50	
Office 2021: NEW Features	04/05/2022	01/31/2023	Online	04/12/2022	04/13/2022	1.00	
2022 Sworn In-Service Training	04/07/2022	04/08/2022	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	12/08/2021	04/08/2022	16.00	
OSP-203.20, Response to Resistance and OSP-203.20 002, Motor Vehicle and Foot Pursuits)- 04/13/2022	01/31/2023	Online	04/13/2022	04/14/2022	1.00	
CD-Weapons Qualification and Law Enforcement Response to Mass Protests/Demonstrations Training	04/18/2022	04/18/2022	Struthers Range, 15 Union Street, Campbell, OH 44471	04/25/2022	04/18/2022	8.00	
MAT - Trauma Video #2	04/25/2022	12/10/2022	Online	04/25/2022	05/08/2022	0.50	
SMD Annual Training Video - LIDAR	05/05/2022	03/31/2023	Online	05/05/2022	05/08/2022	0.50	
SMD Annual Training Video - RADAR	05/05/2022	03/31/2023	Online	05/05/2022	05/08/2022	0.50	
MAT - Trauma Video #3	05/26/2022	12/10/2022	Online	05/26/2022	06/01/2022	0.50	
Bloodborne Pathogens Training	06/07/2022	12/10/2022	Online	06/07/2022	06/15/2022	0.50	
MAT - Trauma Video #4	06/07/2022	12/31/2022	Online	06/07/2022	06/15/2022	0.50	
Ohio Firearms Carry Training (2022)	06/16/2022	02/01/2023	Online	06/16/2022	06/30/2022	0.50	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
ESMD	06/18/2022	06/18/2022	Warren Post			4.00	Student
Roll Call Training July 2022	06/30/2022	02/01/2023	Online	06/30/2022	07/14/2022	0.10	
Kronos for Employees 2022	07/05/2022	07/05/2022	Ohio Learn			0.50	Student
Search & Seizure Annual Quiz for All Sworn (OSHP and PO)	d 07/14/2022	03/15/2023	Online	08/09/2022	08/12/2022	1.00	
UH First Aid and Tourniquet Training	07/20/2022	07/20/2022	Warren DHQ, 3424 State Route 422, Southington, OH 44470	07/21/2022	07/20/2022	2.00	
The Ohio Ethics Law: Just the Facts 2022	07/29/2022	07/29/2022	Ohio Learn			0.50	Student
What You Do Matters	08/01/2022	08/01/2022	Kent State Trumbull Campus, 4314 Mahoning Avenue NW, Warren, OH 44483	07/26/2022	08/01/2022	3.00	
MAT - FULL Trauma Video #5	08/10/2022	03/15/2023	Online	08/10/2022	08/12/2022	0.50	
Colonel Jones' Message	08/16/2022	12/31/2022	Online	08/16/2022	08/17/2022	0.50	
Sergeant Mentor Training	08/25/2022	08/25/2022	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	07/22/2022	08/25/2022	6.00	
2022 Weapons Transition Course	08/31/2022	08/31/2022	OSHP Academy			8.00	Student
District Range Officer Training	08/31/2022	08/31/2022	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	08/12/2022	08/31/2022	8.00	
Roll Call Training December 2022	10/04/2022	03/15/2023	Online	10/04/2022	12/24/2022	0.10	
Roll Call Training November 2022	10/04/2022	03/15/2023	Online	10/04/2022	11/16/2022	0.10	
Roll Call Training October 2022	10/04/2022	03/15/2023	Online	10/04/2022	11/16/2022	0.10	
2022 Weapons Transition Course - DRO	10/27/2022	10/27/2022	OSHP Academy, 740 East 17th Avenue, Columbus, OH 43211	09/15/2022	10/27/2022	8.00	
Embodying Service with a Purpose on the Patrol's 89th Birthday	11/15/2022	12/31/2022	Online	11/15/2022	11/16/2022	0.50	

Course Title	Start Date	End Date	Course Location	Enroll Date	Completion Date	<u>Training</u> <u>Hours</u>	Instructor OR Student
Roll Call Training - Mental Health January 2023	11/28/2022	04/10/2023	Online	01/06/2023	01/12/2023	0.50	
Cultural Awareness & Respect Education/Stress First Aid/In-Service CPT 2022	12/19/2022	12/19/2022	Kent State Trumbull Campus, 4314 Mahoning Avenue NW, Warren, OH 44483	09/15/2022	12/19/2022	8.00	
Holiday Message from Colonel Jones	12/22/2022	01/31/2023	Online	12/22/2022	12/24/2022	0.50	
All Hazards and Incident Command	01/04/2023	12/31/2023	Online	04/25/2023	04/25/2023	0.50	
NARCAN (Naloxone Hydrochloride)	01/13/2023	06/30/2023	Online	01/13/2023	01/14/2023	0.50	
Taser 7 Transition Presentation	01/13/2023	03/15/2023	Online	01/13/2023	01/14/2023	0.50	
TASER 7 Transition	01/26/2023	01/26/2023	Warren DHQ, 3424 State Route 422, Southington, OH 44470	01/30/2023	01/26/2023	7.00	
Roll Call Training - Mental Health February 2023	02/01/2023	03/31/2023	Online	02/01/2023	02/09/2023	0.50	
Securing Ohio 2022-23 Training	02/28/2023	04/21/2023	Online	02/28/2023	03/16/2023	1.67	
The Ohio Ethics Law 2023: Following the Right Path	03/01/2023	12/31/2023	Online	03/01/2023	03/02/2023	1.00	
Roll Call Training - Mental Health March 2023	03/02/2023	04/30/2023	Online	03/02/2023	03/03/2023	0.50	
Sergeant to Lieutenant Promotional Exam	03/13/2023	03/13/2023	Assessment Center Testing Area, 3rd Floor 329 Suite, 1970 West Broad Street, Columbus, OH 43223	02/03/2023	03/13/2023	2.00	
Ohio's New Distracted Driving Law: What You Need to Know	03/19/2023	09/20/2023	Online	03/20/2023	03/30/2023	0.17	
State of Patrol Address	04/03/2023	09/30/2023	Online	04/04/2023	04/14/2023	1.00	
2023 Civil Disturbance Training	04/04/2023	04/04/2023	Campbell Range, 15 Union Street, Campbell, Ohio 44502	5 02/20/2023	04/04/2023	8.00	
Hear to Serve Podcast #5	04/20/2023	12/31/2023	Online	04/20/2023	04/20/2023	0.50	
Roll Call Training - Mental Health April 2023	04/26/2023	05/31/2023	Online	04/26/2023	04/27/2023	0.50	

Records Returned: 450



DEPORTMENT RECORD



Employee Name	Unit Number	Hire Date
		09/13/2000
Job Description	Division	Department
Sergeant	OSP	D4 Post 78 Warren

No Deportment Record Found



OHIO DEPARTMENT OF PUBLIC SAFETY OHIO STATE HIGHWAY PATROL



WEAPONS TRAINING RECORD

HP-15

RANK FIRST NA	IME			MIDDLE	JAME		LAST NAI	ME		
36T										
UNIT				DISTRICT			POST			
					4			78		
DATE				REQUALIF	ICATION	OFFICER	1	UNIT		
8/31/2022				Lt. B. W. I	Velson			1810		
RED DOT QUALIFICA	TION							''		
DATE OF TEST	UNIT # Of CERTIFYIN	NG OFFICE	R		CERTIFYI	NG OFFICE	r requal	IFICATION #	EXPIRATION	DATE
8/31/2022	1368 Sgt. L. D. Grah	am			REQ0702	1			10/5/2024	
PATROL RIFLE QUAL	IFICATION -16/20 NEE	DED								
	MAKE			MODEL			CAI	LIBER	CON	NDITION
Д	Aero Precision			AR-15			A	R-15	NEW	
DIVISION ISSUED?	X YES	NO		SN#						
ATTEMPTS	HEAD/GROIN {+1/-1}	AF	ERRED REA -1)	OUTS PREFI AF	IDE OF ERRED EA	TAF	DS OFF RGET 1)	ROUNDS NOT FIRED (0)	EXTRA ROUNDS FIRED (-1)	TOTAL HITS QUALIFY (Y/N)
1 st Attempt	14	-4	16	- 1	·//			(+1)	20 Y	
2 nd Attempt	, ,		Attack)							
3 rd Attempt										
4 th Attempt										
								1.		
IRON SIGHT QUALIF										
DATE OF TEST	UNIT # Of CERTIFYIN	NG OFFICE	R		CERTIFYING OFFICER			IFICATION #	EXPIRATION DATE	
8/31/2022	1368 Sgt. L. D. Grah	am			REQ07021			10/5/2024		
DATROL PIELE OLIAL	IFICATION -16/20 NEEL	DED.								
ATROE RIFLE GOAL	MAKE	JLD		MODEL			CAI	JBER	100	NDITION
Δ	ero Precision			AR-15				R-15		NEW
DIVISION ISSUED?		NO		711 15				(-13	<u> </u>	VL VV
ATTEMPTS	HEAD/GROIN {+1/-1}	PREFI AF (+	ERRED REA	PREFE AF	DE OF ERRED EA	TAR	DS OFF GET 1)	ROUNDS NOT FIRED (0)	EXTRA ROUNDS FIRED (-1)	TOTAL HITS QUALIFY (Y/N)
1 st Attempt	+4	+/1	0							705
2 nd Attempt										
-3 rd Attempt										
4 th Attempt										