

Randall E. Bridgeman

From: Randall E. Bridgeman
Sent: Tuesday, July 6, 2021 2:22 PM
To: Justin Grabelle; Brent Malever; Ire Bethea Sr.; Jay Musleh; Matthew J. Wardell
Subject: City Council Request - Shane Alexander Termination Documentation
Attachments: SAlexander Termination Letter 6 24 21.pdf

Good afternoon City Council Members,

The following information is being provided to address a recent request for information regarding the items documented in the Chief Shane Alexander termination letter (attached). Scope of the request were related to the following bullet points from the termination letter:

- Eroded trust in the organization by creating a counter productive and uncomfortable work environment for City Staff;
- An excessive amount of idling time and no record of City phone usage to support that you were working.

Process used included the following:

- Reviewed the City of Ocala Charter with regards to the Powers of the City Manager,
- Reviewed the City of Ocala Employee Handbook relating to sections covering Employee Conduct, Types of Disciplinary Action and Personal Use of City Property,
- Personnel File of Chief Shane Alexander,
- Interviewed the City employees cited in the personnel file (identified via memo, notes to file and documented emails) and mentioned in the published news articles, as to the accuracy of the items in Chief Shane Alexander's personnel file,
- Reviewed Idling records for the period 5/1/19 to 6/25/21 for Vehicle 05-217, which was assigned to Chief Shane Alexander,
- Reviewed the Verizon phone records for the phone assigned to Chief Shane Alexander for the period June 2020 through the end of June 2021, requested copies of the cell phone bills for the 12 months preceding June 2020 from Verizon,

Observations:

- The City of Ocala's Charter includes the City Manager's power to terminate employees,
- The Employee Handbook includes an Exception that "Pre-disciplinary meetings nor Grievance Procedures shall apply to any member of Senior Management staff, or any Assistant or Deputy Director". The Exception was applicable to the Fire Chief.
- It is my understanding that City owned cell phones are provided to Department Heads to facilitate communications with City Staff, Senior Leadership and to assist in complying with Florida's Sunshine Law" for any information requests, use of a private cell phone to conduct City business would then be subject to an information request under Florida's Sunshine Law.
- Idling records for vehicle 05-217 for the period 5/1/19 through 6/25/21 indicated that a total of 1390 Idle Violations were recorded (idle violation is recorded after 10 minutes of inactivity – vehicle is running and not moving), the idle violations totaled 715 hours, 51 minutes and 29 seconds – this equates to approximately 89 days of idling for the aforementioned time frame. The range of the idle time ranged from 10 minutes to 4 hours and 42 minutes. A breakdown of idling time by year:

Year	2019	2020	2021	Total
Idle Violations	457	707	226	1390

Idle Time(hours: minutes: seconds)	222:36:08	382:57:08	110:18:13	715:51:29
Source: Lytx				

- Verizon phone Records for the Cell Phone assigned to Chief Shane Alexander indicate very little activity for the period June 2020 to June 2021. There were several months in which there was no activity reported. We will review the additional phone records once provided by Verizon and provide a follow-up email once my review is completed.

I did not have an opportunity to review the grants administered by the Fire Department nor did I review the items in the first bullet point of the Termination Letter regarding the undermining of City Council and City Manager to the detriment of the organization. In addition, the Idling Reports for the period reviewed were summarized for purposes of the information request. No audit work was performed on these records.

Let me know if you have any questions/comments or if additional information is required.

Regards,

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The city of Ocala provides fiscally responsible services consistent with the community's current and future expectations.