

TRAVEL SUMMARY REPORT FORM



This report is to be completed by an employee who attended a workshop, conference, or training program. The report should be submitted to the City of Rochester, Office of the Mayor, 100 North Zeeb Road, Rochester, NY 14610. The report should be submitted to the City of Rochester, Office of the Mayor, 100 North Zeeb Road, Rochester, NY 14610. The report should be submitted to the City of Rochester, Office of the Mayor, 100 North Zeeb Road, Rochester, NY 14610.

Employee Name:

La'Ron D. Singletary

Employee Title:

Chief of Police

Department/Bureau:

Rochester Police Department

Title of Workshop/Conference:

Cities United "The Road To 2025" The Journey Continues

Dates of Workshop/Conference:

8/21/2019 - 8/23/2019

Location of Workshop/Conference:

Hampton, Virginia

Was the travel grant funded? If so, please name the grant:

N/A

Major Topics Addressed:

To continue to provide coaching and capacity building tailored to meet the goals of partner cities. To highlight replicable strategies and initiatives for Mayors and City Leads to take back to their municipalities in order to further reduce the disparities and improve outcomes for young Black men and boys. To strengthen the local and national network of organizations and individuals working to create safe, healthy and hopeful communities. To provide opportunities for mayors and other cohorts to have honest dialogues and hold each other accountable.

Benefits to Employee and the City of Rochester by Attending:

Building a network with other city leaders (police chiefs and mayors) to see what innovative ideas they are doing in their cities to bring back for implementation in Rochester.

Interact with various police chiefs on crime fighting strategies, community programs, and initiatives enacted to reduce gun violence.

Continue to build a base from which to enhance current initiatives currently taking place in the City of Rochester.

Employee Signature:
Date:

8/30/2019

**CITY OF ROCHESTER
PERFORMANCE APPRAISAL SUMMARY
ADMINISTRATIVE-PROFESSIONAL-TECHNICAL PERSONNEL (APT)**

<u>LARON STAGLEARY</u>	<u>POLICE CAPTAIN</u>	
Employee	Title	Bracket
<u>POLICE</u>	<u>DCO SCOTT PETERS</u>	<u>5/17/17</u>
Dept./Bureau	Supervisor	Date Prepared
Performance Period From <u>4/1/17</u>		To <u>4/30/17</u>

GENERAL APPRAISAL

The General Appraisal should reflect results related to performance standards. Other performance related factors may also be considered in the rating; e.g., effectiveness in performing "routine" functions. Please comment on performance related to 1) standards and 2) related factors, if used.

SUPERVISOR'S COMMENTS

LARON IS PERFORMING EXCEPTIONALLY. HIS
PRESENCE IN THE STAFF DUTY ROLE IS A WELCOME
ADDITION. HE IS PROGRESSING WELL AND WILL
BE PART OF THE DEPARTMENT'S FUTURE.

(Use reverse side if necessary)

☒ Outstanding
 ☐ Very Good
 ☐ Good
 ☐ Improvement Needed
 ☐ Less Than Satisfactory

EMPLOYEE COMMENTS

(Use reverse side if necessary)

I have had opportunity to discuss my progress and performance.

Capt B-208/1117 5/18/17
 Employee Signature Date

DCO Scott Peters 5/17/17
 Supervisor Signature Date

Department Head Signature Date

Send one completed and signed copy (annually) to Bureau of Employee Relations, retain two copies for departmental files and provide a copy to employee.

**CITY OF ROCHESTER
PERFORMANCE APPRAISAL SUMMARY
ADMINISTRATIVE-PROFESSIONAL-TECHNICAL PERSONNEL (APT)**

<u>LARON SINGLETARY</u>	<u>POLICE CAPTAIN</u>	
Employee	Title	Bracket
<u>POLICE</u>	<u>DCO SCOTT PETERS</u>	<u>5/17/17</u>
Dept./Bureau	Supervisor	Date Prepared
Performance Period From <u>3/1/17</u>	To <u>3/31/17</u>	

GENERAL APPRAISAL

The General Appraisal should reflect results related to performance standards. Other performance related factors may also be considered in the rating; e.g., effectiveness in performing "routine" functions. Please comment on performance related to 1) standards and 2) related factors, if used.

SUPERVISOR'S COMMENTS

LARON IS PERFORMING EXCEPTIONALLY. HIS PRESENCE IN THE STAFF DUTY ROLE IS A WELCOME ADDITION.

(Use reverse side if necessary)

☒ Outstanding
 ☐ Very Good
 ☐ Good
 ☐ Improvement Needed
 ☐ Less Than Satisfactory

EMPLOYEE COMMENTS

(Use reverse side if necessary)

I have had opportunity to discuss my progress and performance.

Capt L. Singletery 5/18/17
 Employee Signature Date

DCO Scott Peters 5/17/17
 Supervisor Signature Date

Department Head Signature Date

Send one completed and signed copy (annually) to Bureau of Employee Relations, retain two copies for departmental files and provide a copy to employee.

Date due Sept 17

Rebecca Cook 6-19-17

Date of Appointment 12-14-16

Dept / Bureau RPD - SDO

(Ratings falling below 10 may result in termination unless sufficient improvement occurs before the final evaluation)

1.	Job Knowledge (demonstrates knowledge and skill requirements for the job)	0	5	10	15	20
2.	Dependability (follows instructions and complies with procedures and regulations)	0	5	10	15	20
3.	Productivity (meets deadlines, completes projects, fulfills job requirements)	0	5	10	15	20
4.	Responsibility (willingness to accept responsibility)	0	5	10	15	20
5.	Initiative (demonstrates self-starting ability, follows through, achieves goals)	0	5	10	15	20
6.	Tact/diplomacy (greet and deals effectively with others - internally, externally)	0	5	10	15	20
7.	Other (use to rate any relevant job characteristics not listed above)	0	5	10	15	20

Attendance - is employee's attendance record acceptable? Yes X No ____ If no, how has this been reflected in the above evaluation ratings. Specify whether the problem is absence and/or tardiness and provide details. _____

In areas in which employee was rated below 10 indicate measures you have recommended to help employee improve his/her performance.

PROBATIONARY PERIOD EVALUATION FORM - page 2
City of Rochester

At the time of this evaluation, do you recommend employee be retained?

Yes X No

Comment

I understand that by signing this form I am not necessarily indicating agreement with the rating, but am acknowledging that my supervisor has reviewed and discussed this probationary evaluation with me

EMPLOYEE LARK D. S. J. DATE 05/06/17

Employee's comments - optional (to be completed by employee)

EVALUATED BY *[Signature]* DATE *5/4/17*

Title DEPUTY CHIEF

DEPARTMENT HEAD *[Signature]* DATE *6/4/17*

PERSONNEL BUREAU DATE 7/1

COPIES:

- 1 - Personnel Bureau (White)
2 - Employee (Yellow)
3 - Department (Pink)

Rochester Police Department Performance Assessment Specialized Assignment Evaluation Form RPD 1361

Captain LaRon Singletary	1147	FROM	12/19/16	TO	3/1/17
EMPLOYEE'S NAME	ID#		PERIOD EVALUATED		
Deputy Chief Scott Peters	771		SDO		1st
RATER'S NAME	ID#		SECTION		PLATOON

ALL SWORN

<u>CATEGORIES</u>	<u>NOT OBSERVED/APPLICABLE</u>	<u>UNACCEPTABLE LEVEL</u>				<u>ACCEPTABLE LEVEL</u>			<u>SUPERIOR BY FTO PROGRAM STANDARDS</u>	<u>REM</u>
<u>APPEARANCE</u>										
1. General Appearance	0	1	2	3	4	5	6	X		
<u>ATTITUDE</u>										
2. Acceptance of Feedback	0	1	2	3	4	5	6	X	<input type="checkbox"/>	
3. Attitude towards Police Work	0	1	2	3	4	5	6	X	<input type="checkbox"/>	
<u>KNOWLEDGE</u>										
4. Of Department Policies/Procedures	0	1	2	3	4	5	X	7	<input type="checkbox"/>	
5. Of Laws Applicable to Police Work	0	1	2	3	4	5	X	7	<input type="checkbox"/>	
6. Interview and Interrogation Skills	0	1	2	3	4	5	X	7	<input type="checkbox"/>	
<u>COMMUNICATION SKILLS</u>										
7. Oral Skills	0	1	2	3	4	5	6	X	<input type="checkbox"/>	
8. Written Skills - General	0	1	2	3	4	5	6	X	<input type="checkbox"/>	
9. Written Skills - Timeliness	0	1	2	3	4	5	6	X	<input type="checkbox"/>	
10. Written Skills - Organization, etc.	0	1	2	3	4	5	6	X	<input type="checkbox"/>	
<u>RELATIONSHIPS</u>										
11. Relationships with Citizens	0	1	2	3	4	5	6	X	<input type="checkbox"/>	
12. Relationships with Ethnic Groups	0	1	2	3	4	5	6	X	<input type="checkbox"/>	
13. Relationships with Department Members and Teamwork	0	1	2	3	4	5	6	X	<input type="checkbox"/>	

<u>CATEGORIES</u>	<u>RATING SCALE</u>							<u>SUPERIOR BY FTO PROGRAM STANDARDS</u>	<u>REM</u>
	<u>NOT OBSERVED/APPLICABLE</u>	<u>UNACCEPTABLE LEVEL</u>			<u>ACCEPTABLE LEVEL</u>				
<u>JOB EFFECTIVENESS</u>									
14. Problem Identification & Solving	0	1	2	3	4	5	6	X	
15. Motivation/Initiative	0	1	2	3	4	5	6	X	

CATEGORIES 16 - 22 ARE FOR SUPERVISORS ONLY

16. Insures Compliance With Documented Procedures	0	1	2	3	4	5	X	7
17. Work Prioritization & Employee Assessment	0	1	2	3	4	5	6	X
18. Resolves Problems/Promotes Morale	0	1	2	3	4	5	6	X
19. Communication Skills	0	1	2	3	4	5	6	X
20. Personnel Development	0	1	2	3	4	5	6	X
21. Discipline	0	1	2	3	4	5	6	X
22. Maintain Skills	0	1	2	3	4	5	6	X

23. Number of times employee late in past 6 months n/a

24. Number of times employee sick in past 6 months n/a

25. How long has employee worked for rater 2.5 months

26. General Comments (rater will comment on specific job requirements of the assignment and comment on employee's success in meeting the tasks so described).

LaRon was promoted to Staff Duty Captain on December 19, 2016. LaRon has worked for me in the past and I have
always been extremely satisfied with the job he does. He is now in a position to oversee the entire 1st Plt. of the
Department. I am confident he will continue his exemplary work and lead by example.

27. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

Cat. No.

28. EMPLOYEE'S COMMENTS:

CAT #1147
EMPLOYEE'S SIGNATURE

DCO [Signature] 771
RATER'S SIGNATURE

Michael L. Cimarelli MJ1320
RATER SUPERVISOR'S SIGNATURE

3/1/17
DATE

3/1/17
DATE

3/2/17
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☐ No Change*
☐ Yes ☐ No Change*

*No form required

City of Rochester

Date due 3/13/17

PROBATIONARY PERIOD EVALUATION FORM

Competitive/Non-Competitive/Exempt

Employee Samuel L. Loran

Date of Appointment 12/19/16

Title Police Captain

Dept / Bureau RPD - 8150

Suggested rating values:

- 0 - 4 Unacceptable performance
5 - 9 Below average
10 - 14 Average performance
15 - 20 Above average performance

(Ratings falling below 10 may result in termination unless sufficient improvement occurs before the final evaluation)

Indicate rating value by placing slash along continuum -

1. Job Knowledge (demonstrates knowledge and skill requirements for the job)
0 5 10 15 20
2. Dependability (follows instructions and complies with procedures and regulations)
0 5 10 15 20
3. Productivity (meets deadlines, completes projects, fulfills job requirements)
0 5 10 15 20
4. Responsibility (willingness to accept responsibility)
0 5 10 15 20
5. Initiative (demonstrates self-starting ability, follows through, achieves goals)
0 5 10 15 20
6. Tact/diplomacy (greets and deals effectively with others - internally, externally)
0 5 10 15 20
7. Other (use to rate any relevant job characteristics not listed above)
0 5 10 15 20

If any of the above are not applicable, please indicate with N/A in the margin.

Attendance - is employee's attendance record acceptable? Yes ☒ No ☐ If no, how has this been reflected in the above evaluation ratings. Specify whether the problem is absence and/or tardiness and provide details.

In areas in which employee was rated below 10 indicate measures you have recommended to help employee improve his/her performance.

N/A.

PROBATIONARY PERIOD EVALUATION FORM - page 2
City of Rochester

At the time of this evaluation, do you recommend employee be retained?

Yes X No

Comment

I understand that by signing this form I am not necessarily indicating agreement with the rating, but am acknowledging that my supervisor has reviewed and discussed this probationary evaluation with me

EMPLOYEE

DATE _____

Employee's comments - optional (to be completed by employee)

EVALUATED BY

DATE

Title

DEPARTMENT HEAD

DATA

PERSONNEL BUREAU**DATA**

COPIES:

- 1 - Personnel Bureau (White)
2 - Employee (Yellow)
3 - Department (Pink)

Rochester Police Department Performance Assessment Patrol Lieutenant Evaluation Form RPD 1359

LaRon Singletary	1147		1/18/16
LIEUTENANT	ID#		DATE OF EVALUATION
D. Smith	725	9	2
RATER'S NAME	ID#	SECTION	PLATOON

PERIOD EVALUATED: FROM 1/15 TO 12/15

PROBATION ☐ ANNUAL ☒

CATEGORIES	NOT OBSERVED/APPLICABLE					UNACCEPTABLE LEVEL		ACCEPTABLE LEVEL		SUPERIOR BY FTO PROGRAM STANDARDS		REM
	0	1	2	3	4	5	●	7				
1. Command Presence	0	1	2	3	4	5	●	7				
2. Communication	0	1	2	3	4	5	●	7				<input type="checkbox"/>
3. Morale/Motivation	0	1	2	3	4	5	●	7				<input type="checkbox"/>
4. Discipline Process	0	1	2	3	4	5	●	7				<input type="checkbox"/>
5. Police-Community Relations	0	1	2	3	4	5	●	7				<input type="checkbox"/>
6. Problem Analysis/Judgement	0	1	2	3	4	5	●	7				<input type="checkbox"/>
7. Personnel Development	0	1	2	3	4	5	●	7				<input type="checkbox"/>
8. Tactical Management	0	1	2	3	4	5	●	7				<input type="checkbox"/>
9. Supervisory Skills	0	1	2	3	4	5	●	7				<input type="checkbox"/>
10. Organizational Management	0	1	2	3	4	5	●	7				<input type="checkbox"/>
11. Managing Investigations	0	1	2	3	4	5	●	7				<input type="checkbox"/>

14. Number of times employee late in past 6 months 0.
15. Number of times employee sick in past 6 months 0.
16. How long has employee worked for rater 1 mos.
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

Cat. No.

9

Supervising the many senior people on 2nd platoon can often be a challenge, but Lt. Singletary has hit the ground running, and is doing an excellent job keeping things on track without conflict or damage to morale.

18. LIEUTENANT'S COMMENTS:

LT. S. 1114
LIEUTENANT'S SIGNATURE

Capt. [Signature]
RATER'S SIGNATURE

Cndr. Davis
RATER SUPERVISOR'S SIGNATURE

1/21/2016
DATE

1/21/16
DATE

1/25/16
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☒ Yes (Required with Annual Performance Evaluation)
☐ Yes ☒ No Change*
☒ Yes ☐ No Change*

*No form required

**Rochester Police Department
Career Development Worksheet RPD 1369**

Employee Lieutenant LaRon D. Singletary

Supervisor Captain David M. Smith

Date _____

On the above date, a discussion was held between the listed above personnel. The purpose of this was to assist the employee in formulating and achieving career goals.
He/she has the following immediate and long range goals:

Immediate - To continue to become acclimated with my new assignment on Central 2nd PLT.

Midterm Goals - Prepare mentally and physically to attend the FBI National Academy's 268th session on 4/3/17 to 6/9/17.

Long Term Goals - Continue to advance within the ranks of the RPD while beginning to explore other potential career options outside of law enforcement in an effort to become marketable in various fields post RPD.

The supervisor offered the following guidance and assistance toward reaching the goals:

CONTINUE ALONG CURRENT PATH

☐ Check if the employee requests follow-up with the Professional Development Section for additional career guidance.

EMPLOYEE'S SIGNATURE

SUPERVISOR'S SIGNATURE

LT. [Signature]

CA [Signature]

1 copy to Employee
1 copy to Employee's Section Personnel File
1 copy to Professional Development Section

Rochester Police Department Performance Assessment Patrol Lieutenant Evaluation Form RPD 1359

LaRon Singletary LIEUTENANT	1147 ID#	03/28/14 DATE OF EVALUATION	
Capt. H. Wilson Johnson RATER'S NAME	0231 ID#	East SECTION	1st PLATOON

PERIOD EVALUATED: FROM 02/08/14 TO 03/07/14

PROBATION ☒ ANNUAL ☐

	CATEGORIES	NOT				ACCEPTABLE LEVEL	SUPERIOR BY FTO			REM
		OBSERVED/APPLICABLE	UNACCEPTABLE LEVEL				PROGRAM	STANDARDS		
1.	Command Presence	0	1	2	3	4	5	6	●	
2.	Communication	0	1	2	3	4	5	●	7	<input type="checkbox"/>
3.	Morale/Motivation	0	1	2	3	4	5	●	7	<input type="checkbox"/>
4.	Discipline Process	0	1	2	3	4	5	●	7	<input type="checkbox"/>
5.	Police-Community Relations	●	1	2	3	4	5	6	7	<input type="checkbox"/>
6.	Problem Analysis/Judgement	0	1	2	3	4	5	●	7	<input type="checkbox"/>
7.	Personnel Development	0	1	2	3	4	5	●	7	<input type="checkbox"/>
8.	Tactical Management	0	1	2	3	4	5	●	7	<input type="checkbox"/>
9.	Supervisory Skills	0	1	2	3	4	5	●	7	<input type="checkbox"/>
10.	Organizational Management	0	1	2	3	4	5	●	7	<input type="checkbox"/>
11.	Managing Investigations	0	1	2	3	4	●	6	7	<input type="checkbox"/>

14. Number of times employee late in past 6 months 0
15. Number of times employee sick in past 6 months 1
16. How long has employee worked for rater 4 months
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).


Cat. No.


1 Lt. Singletary has an outstanding command presence. His personal and uniform appearances are always impeccable.

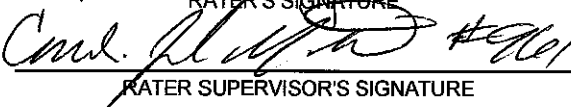
4, 7 As noted in the previous evaluation, Lt. Singletary has quickly identified and continues to address several issues on First Platoon. He is an extremely valuable member of the PDE Supervision team.

10 Lt. Singletary's critical review of reports has improved as evidenced by the reduction in the number of reports that I have had to return to him.

18. LIEUTENANT'S COMMENTS:


 LIEUTENANT'S SIGNATURE


 RATER'S SIGNATURE


 RATER SUPERVISOR'S SIGNATURE

3/28/14
 DATE

03/28/2014
 DATE

03/28/14
 DATE

Attachments:

Career Development Worksheet (RPD 1369)
 Professional History Survey Update (RPD 1370A)
 Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☒ No Change*
☐ Yes ☒ No Change*

*No form required

Rochester Police Department Performance Assessment

Patrol Lieutenant Evaluation Form RPD 1359

LaRon Singletary LIEUTENANT	1147 ID#	03/28/14 DATE OF EVALUATION	
Capt.. H. Wilson Johnson RATER'S NAME	0231 ID#	East SECTION	1st PLATOON

PERIOD EVALUATED: FROM 03/08/14 TO 03/28/14

PROBATION ☒ ANNUAL ☐

	<u>CATEGORIES</u>	<u>NOT</u>				<u>UNACCEPTABLE LEVEL</u>				<u>ACCEPTABLE LEVEL</u>				<u>SUPERIOR BY FTO</u>				<u>REM</u>
		<u>OBSERVED/APPLICABLE</u>												<u>PROGRAM STANDARDS</u>				
1.	Command Presence	0	1	2	3					4	5	6	●					
2.	Communication	0	1	2	3					4	5	6	●					<input type="checkbox"/>
3.	Morale/Motivation	0	1	2	3					4	5	●	7					<input type="checkbox"/>
4.	Discipline Process	0	1	2	3					4	5	●	7					<input type="checkbox"/>
5.	Police-Community Relations	0	1	2	3					4	5	6	●					<input type="checkbox"/>
6.	Problem Analysis/Judgement	0	1	2	3					4	5	●	7					<input type="checkbox"/>
7.	Personnel Development	0	1	2	3					4	5	●	7					<input type="checkbox"/>
8.	Tactical Management	0	1	2	3					4	5	●	7					<input type="checkbox"/>
9.	Supervisory Skills	0	1	2	3					4	5	●	7					<input type="checkbox"/>
10.	Organizational Management	0	1	2	3					4	5	●	7					<input type="checkbox"/>
11.	Managing Investigations	0	1	2	3					4	●	6	7					<input type="checkbox"/>

14. Number of times employee late in past 6 months 0
15. Number of times employee sick in past 6 months 0
16. How long has employee worked for rater 4 months
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

Cat. No.

1 Lt. Singletary has an outstanding command presence. His personal and uniform appearances are
always impeccable.

2 Lt. Singletary does an outstanding job keeping his supervisors advised of various issues that arise
and presents an action plan as appropriate. He is an extremely valuable member of the
PDE Supervision team.

5 Lt. Singletary's analysis of some platoon shortcomings has allowed him to address communication
issues that have occurred at times with community members. He has successfully coached his
platoon in ways to provide better service to the community.

18. LIEUTENANT'S COMMENTS:

Captain's Note: Lt. Singletary is being transferred to a platoon on the West Division that has hours that work better
for his schedule. He will be sorely missed as his leadership on PDE 1st Platoon has been exemplary and inspiring.
As such, this will be my last evaluation of him. PDE wishes him all the best in his new assignment.


LIEUTENANT'S SIGNATURE


RATER'S SIGNATURE


RATER SUPERVISOR'S SIGNATURE

3/28/14
DATE

03/28/2014
DATE

03/28/14
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☒ No Change*
☐ Yes ☒ No Change*

*No form required

Rochester Police Department Performance Assessment Patrol Lieutenant Evaluation Form RPD 1359

LaRon Singletary LIEUTENANT	1147 ID#		03/28/14 DATE OF EVALUATION
Capt. H. Wilson Johnson RATER'S NAME	0231 ID#	East SECTION	1st PLATOON

PERIOD EVALUATED: FROM 03/08/14 TO 03/28/14

PROBATION ☒ ANNUAL ☐

CATEGORIES	NOT OBSERVED/APPLICABLE				UNACCEPTABLE LEVEL				ACCEPTABLE LEVEL				SUPERIOR BY FTO PROGRAM STANDARDS				REM
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
1. Command Presence	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
2. Communication	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	<input type="checkbox"/>
3. Morale/Motivation	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	<input type="checkbox"/>
4. Discipline Process	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	<input type="checkbox"/>
5. Police-Community Relations	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	<input type="checkbox"/>
6. Problem Analysis/Judgement	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	<input type="checkbox"/>
7. Personnel Development	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	<input type="checkbox"/>
8. Tactical Management	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	<input type="checkbox"/>
9. Supervisory Skills	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	<input type="checkbox"/>
10. Organizational Management	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	<input type="checkbox"/>
11. Managing Investigations	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	<input type="checkbox"/>

14. Number of times employee late in past 6 months 0
15. Number of times employee sick in past 6 months 0
16. How long has employee worked for rater 4 months
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

Cat. No.

- 1 Lt. Singletary has an outstanding command presence. His personal and uniform appearances are always impeccable.
- 2 Lt. Singletary does an outstanding job keeping his supervisors advised of various issues that arise and presents an action plan as appropriate. He is an extremely valuable member of the PDE Supervision team.
- 5 Lt. Singletary's analysis of some platoon shortcomings has allowed him to address communication issues that have occurred at times with community members. He has successfully coached his platoon in ways to provide better service to the community.

18. LIEUTENANT'S COMMENTS:

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LIEUTENANT'S SIGNATURE


RATER'S SIGNATURE


RATER SUPERVISOR'S SIGNATURE

3/28/14
DATE

03/28/2014
DATE

03/28/14
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☒ No Change*
☐ Yes ☒ No Change*

*No form required

Date due 4-10-14

Robertson, Ender 5.8.14

Roberts, Eads 5.8-14








Date of Appointment 11-7-13

Dept / Bureau RPO East

0 - 4 Unacceptable performance
5 - 9 Below average
10 - 14 Average performance
15 - 20 Above average performance

(Ratings falling below 10 may result in termination unless sufficient improvement occurs before the final evaluation)

Indicate rating value by placing slash along continuum -

1. **Job Knowledge** (demonstrates knowledge and skill requirements for the job)

2. **Dependability** (follows instructions and complies with procedures and regulations)

3. **Productivity** (meets deadlines, completes projects, fulfills job requirements)

4. **Responsibility** (willingness to accept responsibility)

5. **Initiative** (demonstrates self-starting ability, follows through, achieves goals)

6. **Tact/diplomacy** (greets and deals effectively with others - internally, externally)

7. **Other** (use to rate any relevant job characteristics not listed above)


If any of the above are not applicable, please indicate with N/A in the margin.

Attendance - is employee's attendance record acceptable? Yes X No _____. If no, how has this been reflected in the above evaluation ratings. Specify whether the problem is absence and/or tardiness and provide details. _____

In areas in which employee was rated below 10 indicate measures you have recommended to help employee improve his/her performance.

N/A

6749

PROBATIONARY PERIOD EVALUATION FORM - page 2
City of Rochester

At the time of this evaluation, do you recommend employee be retained?

Yes X No

Comment LT. SINGLETARY IS AN OUTSTANDING PERFORMER
AND A VALUED MEMBER OF OUR TEAM.

I understand that by signing this form I am not necessarily indicating agreement with the rating, but am acknowledging that my supervisor has reviewed and discussed this probationary evaluation with me

EMPLOYEE [Signature] DATE 3/28/14

Employee's comments - optional (to be completed by employee)

EVALUATED BY H. Wilson Johnson DATE 03/28/14

Title CAPTAIN

DEPARTMENT HEAD [Signature] DATE 03/28/14

PERSONNEL BUREAU DATE

COPIES:

- 1 - Personnel Bureau (White)
- 2 - Employee (Yellow)
- 3 - Department (Pink)

Rochester Police Department Performance Assessment Patrol Lieutenant Evaluation Form RPD 1359

LaRon Singletary	1147		02/08/14
LIEUTENANT	ID#		DATE OF EVALUATION
Capt. H. Wilson Johnson	0231	East	1st
RATER'S NAME	ID#	SECTION	PLATOON

PERIOD EVALUATED: FROM 01/07/14 TO 02/07/14

PROBATION ☒ ANNUAL ☐

CATEGORIES		NOT OBSERVED/APPLICABLE	UNACCEPTABLE LEVEL			ACCEPTABLE LEVEL		SUPERIOR BY FTO PROGRAM STANDARDS		REM
1.	Command Presence	0	1	2	3	4	5	6	●	
2.	Communication	0	1	2	3	4	5	●	7	<input type="checkbox"/>
3.	Morale/Motivation	0	1	2	3	4	5	●	7	<input type="checkbox"/>
4.	Discipline Process	0	1	2	3	4	5	●	7	<input type="checkbox"/>
5.	Police-Community Relations	●	1	2	3	4	5	6	7	<input type="checkbox"/>
6.	Problem Analysis/Judgement	0	1	2	3	4	5	●	7	<input type="checkbox"/>
7.	Personnel Development	0	1	2	3	4	5	●	7	<input type="checkbox"/>
8.	Tactical Management	0	1	2	3	4	5	●	7	<input type="checkbox"/>
9.	Supervisory Skills	0	1	2	3	4	5	●	7	<input type="checkbox"/>
10.	Organizational Management	0	1	2	3	4	5	●	7	<input type="checkbox"/>
11.	Managing Investigations	0	1	2	3	4	●	6	7	<input type="checkbox"/>

- Cat. No.

1

4, 7

10

18. LIEUTENANT'S COMMENTS:



LIEUTENANT'S SIGNATURE

LIEUTENANT'S SIGNATURE

RATER'S SIGNATURE

RATER'S SIGNATURE

Charles M. Water
WATER SUPERVISOR'S SIGNATURE

~~RATER SUPERVISOR'S SIGNATURE~~

2-19-14

DATE _____

02-19-2014

DATE _____

2/19/14
DATE

DATE _____

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☒ No Change*
☐ Yes ☒ No Change*

REV. 3/03

12 weeks

6749

City of Rochester

Date due 2-08-14

PROBATIONARY PERIOD EVALUATION FORM

Competitive/Non-Competitive/Exempt

Employee Singleberry, Laron

Date of Appointment 11-7-13

Title Police Lieutenant

Dept / Bureau RPO EAST

Suggested rating values:

- 0 - 4 Unacceptable performance
5 - 9 Below average
10 - 14 Average performance
15 - 20 Above average performance

(Ratings falling below 10 may result in termination unless sufficient improvement occurs before the final evaluation)

Indicate rating value by placing slash along continuum -

1. Job Knowledge (demonstrates knowledge and skill requirements for the job)
0 5 10 15 20
|-----|-----|-----|-----|
2. Dependability (follows instructions and complies with procedures and regulations)
0 5 10 15 20
|-----|-----|-----|-----|
3. Productivity (meets deadlines, completes projects, fulfills job requirements)
0 5 10 15 20
|-----|-----|-----|-----|
4. Responsibility (willingness to accept responsibility)
0 5 10 15 20
|-----|-----|-----|-----|
5. Initiative (demonstrates self-starting ability, follows through, achieves goals)
0 5 10 15 20
|-----|-----|-----|-----|
6. Tact/diplomacy (greets and deals effectively with others - internally, externally)
0 5 10 15 20
|-----|-----|-----|-----|
7. Other (use to rate any relevant job characteristics not listed above)
0 5 10 15 20
|-----|-----|-----|-----|

If any of the above are not applicable, please indicate with N/A in the margin.

Attendance - is employee's attendance record acceptable? Yes ☒ No ☐ If no, how has this been reflected in the above evaluation ratings. Specify whether the problem is absence and/or tardiness and provide details.

N/A

In areas in which employee was rated below 10 indicate measures you have recommended to help employee improve his/her performance.

N/A

PROBATIONARY PERIOD EVALUATION FORM - page 2
City of Rochester

At the time of this evaluation, do you recommend employee be retained?

Yes X No

Comment LT. SINGLETARY HAS BEEN DOING AN EXEMPLARY
JOB TRAINING SUBORDINATES, DEALING WITH ISSUES ON THE
PLATOON AND COMMUNICATING WITH HIS SUPERVISORS

I understand that by signing this form I am not necessarily indicating agreement with the rating, but am acknowledging that my supervisor has reviewed and discussed this probationary evaluation with me

EMPLOYEE

DATE

[Signature] 2/19/14

Employee's comments - optional (to be completed by employee)

EVALUATED BY

[Signature]

DATE

02-19-14

Title

CAPTAIN

DEPARTMENT HEAD

[Signature]

DATE

2/19/14

PERSONNEL BUREAU

[Signature]

DATE

2/20/14

COPIES:

- 1 - Personnel Bureau (White)
- 2 - Employee (Yellow)
- 3 - Department (Pink)

Rochester Police Department Performance Assessment Patrol Lieutenant Evaluation Form RPD 1359

LaRon Singletary	1147		01/08/14
LIEUTENANT	ID#		DATE OF EVALUATION
Capt. H. Wilson Johnson	0231	East	1st
RATER'S NAME	ID#	SECTION	PLATOON

PERIOD EVALUATED: FROM 12/08/13 TO 01/07/14

PROBATION ☒ ANNUAL ☐


CATEGORIES	NOT OBSERVED/APPLICABLE				UNACCEPTABLE LEVEL				ACCEPTABLE LEVEL				SUPERIOR BY FTO PROGRAM STANDARDS				REM
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
1. Command Presence	0	1	2	3	4	5	6	●									
2. Communication	0	1	2	3	4	5	●	7									<input type="checkbox"/>
3. Morale/Motivation	0	1	2	3	4	5	●	7									<input type="checkbox"/>
4. Discipline Process	0	1	2	3	●	5	6	7									<input type="checkbox"/>
5. Police-Community Relations	●	1	2	3	4	5	6	7									<input type="checkbox"/>
6. Problem Analysis/Judgement	0	1	2	3	4	5	●	7									<input type="checkbox"/>
7. Personnel Development	0	1	2	3	4	5	●	7									<input type="checkbox"/>
8. Tactical Management	0	1	2	3	4	5	●	7									<input type="checkbox"/>
9. Supervisory Skills	0	1	2	3	4	5	●	7									<input type="checkbox"/>
10. Organizational Management	0	1	2	3	4	●	6	7									<input type="checkbox"/>
11. Managing Investigations	0	1	2	3	4	●	6	7									<input type="checkbox"/>

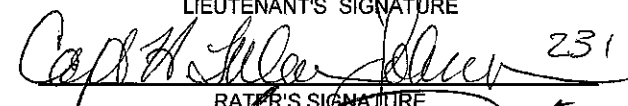
14. Number of times employee late in past 6 months 0 .
15. Number of times employee sick in past 6 months 0 .
16. How long has employee worked for rater 2 months .
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

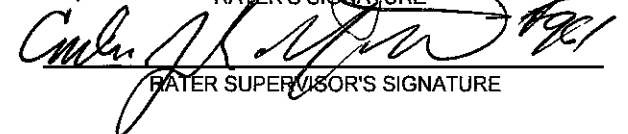
Cat. No.

- 1 Lt. Singletary has an outstanding command presence. His personal and uniform appearances are always impeccable.
- 7 Lt. Singletary has quickly identified and addressed several issues on First Platoon. Since his arrival the platoon is now conducting details and has begun writing more FIFs and has become more proactive overall. As should be the case with at Platoon Commander, this has even had a positive impact on his fellow Platoon Commander and Platoon Sergeants.
- 10 During this evaluation period I have had to return two reports back to Lt. Singletary for corrections. I would like to see him carefully read each report and identify and have these errors corrected before he signs them and forwards them up the Chain of Command. NOTE: This is NOT a frequent issue.

18. LIEUTENANT'S COMMENTS:


 LIEUTENANT'S SIGNATURE

 231
 RATER'S SIGNATURE


 RATER SUPERVISOR'S SIGNATURE

01-08-2014
 DATE

01-08-2014
 DATE

01/08/14
 DATE

Attachments:

Career Development Worksheet (RPD 1369)
 Professional History Survey Update (RPD 1370A)
 Emergency Contact Notification Form (RPD 1414)

- ☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☒ No Change*
☐ Yes ☒ No Change*

*No form required

Spreadsheet

Rochester Police Department Performance Assessment Patrol Lieutenant Evaluation Form RPD 1359

<u>LaRon Singletary</u> LIEUTENANT	<u>1147</u> ID#	<u>12/26/13</u> DATE OF EVALUATION	
<u>Capt.. H. Wilson Johnson</u> RATER'S NAME	<u>0231</u> ID#	<u>East</u> SECTION	<u>1st</u> PLATOON

PERIOD EVALUATED: FROM 11/08/13 TO 12/07/13

PROBATION ☒ ANNUAL ☐

CATEGORIES	NOT OBSERVED/APPLICABLE				UNACCEPTABLE LEVEL			ACCEPTABLE LEVEL			SUPERIOR BY FTO PROGRAM STANDARDS			REM
	0	1	2	3	4	5	6	7	8	9	10	11	12	
1. Command Presence	0	1	2	3	4	5	6	●						
2. Communication	0	1	2	3	4	●	6	7						<input type="checkbox"/>
3. Morale/Motivation	0	1	2	3	4	5	●	7						<input type="checkbox"/>
4. Discipline Process	0	1	2	3	●	5	6	7						<input type="checkbox"/>
5. Police-Community Relations	●	1	2	3	4	5	6	7						<input type="checkbox"/>
6. Problem Analysis/Judgement	0	1	2	3	4	●	6	7						<input type="checkbox"/>
7. Personnel Development	0	1	2	3	●	5	6	7						<input type="checkbox"/>
8. Tactical Management	●	1	2	3	4	5	6	7						<input type="checkbox"/>
9. Supervisory Skills	0	1	2	3	●	5	6	7						<input type="checkbox"/>
10. Organizational Management	0	1	2	3	●	5	6	7						<input type="checkbox"/>
11. Managing Investigations	0	1	2	3	●	5	6	7						<input type="checkbox"/>

14. Number of times employee late in past 6 months 0 .
15. Number of times employee sick in past 6 months 0 .
16. How long has employee worked for rater 1 month .
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

Cat. No.

1 Lt. Singletary has an outstanding command presence. His personal and uniform appearances are always impeccable.

It should be noted that while this evaluation covers the period from 11/8 - 12/7, that Lt. Singletary has only been assigned to PDE 1st Platoon since 11/25, making this evaluation, in effect, being based upon a two week period. Consequently, there was not a lot of time to base this evaluation on, and the scores given were based upon a very limited amount of information.

18. LIEUTENANT'S COMMENTS:

LT. *Boyd*

 LIEUTENANT'S SIGNATURE

Capt. [Signature]

 RATER'S SIGNATURE

[Signature] #461

 RATER SUPERVISOR'S SIGNATURE

12/28/13
DATE

12/28/13
DATE

12/28/13
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☐ No Change*
☐ Yes ☐ No Change*

*No form required

Rochester Police Department Field Training Supervisor Program

Rank: LIEUTENANT

New Lieutenant: LARON SINGLETARY

Training Lieutenant: JEFF KOEHN

Division: EAST **Platoon:** 3rd

F.T.S. Assignment Date: 11/18/13 - 11/24/13

Instructions for Field Training Lieutenant:

- Newly promoted Lieutenant will be assigned with you from ~~December 10th~~ ~~January 6th, 2013~~
- You are responsible for ensuring he is trained and performs, when possible the tasks on the attached F.T.S. Lieutenant Checklist.
- ~~Schedule rotation day to NSC and SDO~~
- Completion of the Lieutenant Evaluation Form 1359
- Return F.T.S. book and evaluation to P.D.S.
Attention: Sgt. McPherson

Lieutenant's Field Training Program Checklist:

Field Training Supervisor;
Enter date and initial for the following:

Trained:

Performed:

Work one day with N.S.C. Lieutenant	<u>—</u>	<u>—</u>
Work one day with S.D.O. Captain	<u>—</u>	<u>—</u>
S.D.O. Report: Nightly violence	<u>11/19/13</u>	<u>11/19/13</u>
Develop an Operational Plan	<u>11/20/13</u>	<u>11/20/13</u>
Review Media General Order	<u>11/19/13</u>	<u>11/19/13</u>
Attend at least one Community Meeting	<u>—</u>	<u>—</u>
Assist completing Annual Sergeant Performance Evaluation	<u>11/19/13</u>	<u>11/19/13</u>
Crime Scene Management Coordination Walk through or mock scenario	<u>11/21/13</u>	<u>11/21/13</u>
Managing platoon staffing levels as it applies to platoon priorities	<u>11/20/13</u>	<u>11/20/13</u>
Utilizing MCAC and other reports	<u>11/20/13</u>	<u>11/20/13</u>
Review IA PRO	<u>11/19/13</u>	<u>11/19/13</u>
Review comp. tracker procedure	<u>11/20/13</u>	<u>11/20/13</u>
Review of Lieutenant duties including: when to delegate and when not to delegate	<u>11/19/13</u>	<u>11/19/13</u>
Review of the discipline process	<u>11/21/13</u>	<u>11/21/13</u>
Notification process: Division Commander and D.C.O.	<u>11/19/13</u>	<u>11/19/13</u>
Strategies for Sergeant development and mentorship	<u>11/21/13</u>	<u>11/21/13</u>
Completion of Lieutenant Evaluation		<u>11/21/13</u>

Rochester Police Department Performance Assessment

Patrol Lieutenant Evaluation Form RPD 1359

LT. LARON SINGLETARY
LIEUTENANT

1147
ID#

11/21/13
DATE OF EVALUATION

LT. JEFF KOEHN
RATER'S NAME

777
ID#

EAST
SECTION

THIRD
PLATOON

PERIOD EVALUATED: FROM 11/19/13 TO 11/22/13

PROBATION ☐

ANNUAL ☐

CATEGORIES	NOT				ACCEPTABLE LEVEL	SUPERIOR BY FTO			REM
	OBSERVED/APPLICABLE	UNACCEPTABLE LEVEL				PROGRAM STANDARDS			
1. Command Presence	0	1	2	3	4	5	6	7	
2. Communication	0	1	2	3	4	5	6	7	<input type="checkbox"/>
3. Morale/Motivation	0	1	2	3	4	5	6	7	<input type="checkbox"/>
4. Discipline Process	0	1	2	3	4	5	6	7	<input type="checkbox"/>
5. Police-Community Relations	0	1	2	3	4	5	6	7	<input type="checkbox"/>
6. Problem Analysis/Judgement	0	1	2	3	4	5	6	7	<input type="checkbox"/>
7. Personnel Development	0	1	2	3	4	5	6	7	<input type="checkbox"/>
8. Tactical Management	0	1	2	3	4	5	6	7	<input type="checkbox"/>
9. Supervisory Skills	0	1	2	3	4	5	6	7	<input type="checkbox"/>
10. Organizational Management	0	1	2	3	4	5	6	7	<input type="checkbox"/>
11. Managing Investigations	0	1	2	3	4	5	6	7	<input type="checkbox"/>

14. Number of times employee late in past 6 months 1
15. Number of times employee sick in past 6 months 1
16. How long has employee worked for rater 1
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

Cat. No.

LT. SINGLETARY HAS HAD PRIOR EXPERIENCE ACTING AS A TEMPORARY LIEUTENANT
FOR ALMOST SIX MONTHS. IN ADDITION, HE'S HELD THE POSITIONS OF CPO, PIO,
CONFIDENTIAL AIDE AND HAS BEEN ASSIGNED TO P.S.S. WHILE AT THE RANK OF
SERGEANT. THIS BROAD EXPOSURE TO THE VARIOUS HIGH-LEVEL ADMINISTRATIVE
WORKINGS OF THE DEPARTMENT, COMBINED WITH HIS PATROL EXPERIENCE HAS
GIVEN HIM A LEVEL OF PERSPECTIVE WHICH IS BEYOND THAT OF THE
AVERAGE NEWLY PROMOTED LIEUTENANT WHOSE CAREER WAS CONFINED TO
OPERATIONS. ALTHOUGH THE EVALUATION PERIOD WAS BRIEF AND MANY OF
THE SCENARIOS DID NOT MATERIALIZE, THE GRADE IS BASED ON IN-DEPTH
CONVERSATIONS COVERING THE RANGE OF TOPICS. LT. SINGLETARY'S

18. LIEUTENANT'S COMMENTS:

CONTINUED PARTICIPATION, TO INCLUDE EXCELLENT QUESTIONS, DEMONSTRATED
HIS KEEN UNDERSTANDING OF THE JOB ALREADY, AS WELL AS AN EAGER
DESIRE TO LEARN AND EXCEL AT THE POSITION.


 LIEUTENANT'S SIGNATURE

LT.  77
 RATER'S SIGNATURE

RATER SUPERVISOR'S SIGNATURE

11/21/13
 DATE

11/21/13
 DATE

DATE

Attachments:

N/A

Career Development Worksheet (RPD 1369)
 Professional History Survey Update (RPD 1370A)
 Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☐ No Change*
☐ Yes ☐ No Change*

*No form required

Rochester Police Department Performance Assessment Patrol Sergeant Evaluation Form RPD 1358

Sgt. LaRon Singletary SERGEANT	1147 ID#	FROM	11/2012	TO	07/2013 PERIOD EVALUATED
Lt. Mark Simmons RATER'S NAME	1478 ID#	West Division	3rd PLATOON	SECTION	PLATOON

CATEGORIES	NOT				SUPERIOR BY FTO				REM
	OBSERVED/APPLICABLE	UNACCEPTABLE LEVEL	ACCEPTABLE LEVEL	PROGRAM STANDARDS	UNACCEPTABLE LEVEL	ACCEPTABLE LEVEL	PROGRAM STANDARDS	REMARKS	
1. Coordination of Information & Investigation	0	1	2	3	4	5	X	7	
2. Insures Compliance With Documented Procedures	0	1	2	3	4	5	●	7	<input type="checkbox"/>
3. Section Level Administration	0	1	2	3	4	5	6	●	<input type="checkbox"/>
4. Community Relations	0	1	2	3	4	5	●	7	<input type="checkbox"/>
5. Tactical Management	0	1	2	3	4	5	●	7	<input type="checkbox"/>
6. Mediation & Source of Information	0	1	2	3	4	5	●	7	<input type="checkbox"/>
7. Roll Call Inspection	0	1	2	3	4	5	X	7	<input type="checkbox"/>
8. Prioritization & Employee Assessment	0	1	2	3	4	5	X	7	<input type="checkbox"/>
9. Supervision of Recruit Officers	0	1	2	3	4	5	6	●	<input type="checkbox"/>
10. Resolve Problems & Promotes Morale	0	1	2	3	4	5	●	7	<input type="checkbox"/>
11. Liaison	0	1	2	3	4	5	●	7	<input type="checkbox"/>
12. Maintains Personal Skills	0	1	2	3	4	5	●	7	<input type="checkbox"/>
13. Reviews Specialized Reports	0	1	2	3	4	5	●	7	<input type="checkbox"/>

14. Number of times employee late in past 6 months 0 .
15. Number of times employee sick in past 6 months 0 .
16. How long has employee worked for rater 8 Months .
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

Cat. No.

3

Sgt. Singletary exemplifies great leadership skills and is an asset to West Division 3rd Platoon.

Sgt. Singletary has shown an above average ability in both patrol supervision and administrative

assignments. Sgt. Singletary recently served as Acting/Lieutenant for 2 ½ months, during which time

he managed and organized much of the platoons administrative paperwork, to include the Timebook

and HRS's

9

Sgt. Singletary served as the FTO Coordinator for West 3rd in 2013, during which time he placed

communication between Supervision, FTO's, and Recruits, as a priority thereby assuring the success

of the program.

18. SERGEANT'S COMMENTS:

595. 84

SERGEANT'S SIGNATURE

Lt. Mark Lind #1478

RATER'S SIGNATURE

Тема: Введение 3.2

RATER SUPERVISOR'S SIGNATURE _____

7/23/13

DATE _____

7/23/13

DATE _____

7/25/13

DATE _____

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☒ Yes (Required with Annual Performance Evaluation)
☐ Yes ☒ No Change*
☐ Yes ☒ No Change*

*No form required

**Rochester Police Department
Career Development Worksheet RPD 1369**

Employee Sergeant LaRon Singletary

Supervisor Lieutenant Mark Simmons

Date 7/23/13

On the above date, a discussion was held between the listed above personnel. The purpose of this was to assist the employee in formulating and achieving career goals.
He/she has the following immediate and long range goals:

- To Attend the FBINA
- Continue to place himself in position to be promoted.
- Pursuit external ~~edu~~ educational development (Possible PhD)

The supervisor offered the following guidance and assistance toward reaching the goals:

- Discuss the FBINA experience with alumni within the department to learn the benefits of the program.
- Submit an FDL to the Chief's Office outlining your intent to attend.
- Continue to perform "out of Title" assignments for Lieutenants, to prepare for promotion.
- Reach out to recent Captain's Exam takers for studying guides.

☐ Check if the employee requests follow-up with the Professional Development Section for additional career guidance.

EMPLOYEE'S SIGNATURE

Sgt. LA #1147

SUPERVISOR'S SIGNATURE

Lt. Mark Simmons #1478

1 copy to Employee

1 copy to Employee's Section Personnel File

1 copy to Professional Development Section

Rochester Police Department Performance Assessment

Patrol Sergeant Evaluation Form RPD 1358

Laron Singletary SERGEANT	1147 ID#	FROM	1/1/10	TO	12/31/10 PERIOD EVALUATED
Lieutenant Scott Peters RATER'S NAME	771 ID#		West SECTION		3rd PLATOON



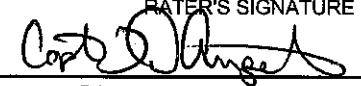
CATEGORIES	NOT OBSERVED/APPLICABLE	UNACCEPTABLE LEVEL			ACCEPTABLE LEVEL			SUPERIOR BY FTO PROGRAM STANDARDS	REM
1. Coordination of Information & Investigation	0	1	2	3	4	5	X	7	
2. Insures Compliance With Documented Procedures	0	1	2	3	4	5	6	●	<input type="checkbox"/>
3. Section Level Administration	0	1	2	3	4	5	●	7	<input type="checkbox"/>
4. Community Relations	0	1	2	3	4	5	6	●	<input type="checkbox"/>
5. Tactical Management	0	1	2	3	4	5	●	7	<input type="checkbox"/>
6. Mediation & Source of Information	0	1	2	3	4	5	●	7	<input type="checkbox"/>
7. Roll Call Inspection	0	1	2	3	4	5	X	7	<input type="checkbox"/>
8. Prioritization & Employee Assessment	0	1	2	3	4	5	6	X	<input type="checkbox"/>
9. Supervision of Recruit Officers	0	1	2	3	4	5	●	7	<input type="checkbox"/>
10. Resolve Problems & Promotes Morale	0	1	2	3	4	5	6	●	<input type="checkbox"/>
11. Liaison	0	1	2	3	4	5	●	7	<input type="checkbox"/>
12. Maintains Personal Skills	0	1	2	3	4	5	6	●	<input type="checkbox"/>
13. Reviews Specialized Reports	0	1	2	3	4	5	6	●	<input type="checkbox"/>

14. Number of times employee late in past 6 months 0 .
15. Number of times employee sick in past 6 months 0 .
16. How long has employee worked for rater 7 Months .
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

Cat. No.

2,4,8,10,12,13 Laron was promoted to Sergeant mid-year. Prior to that he was assigned as an Aid to the Chief of Police. Since his promotion, he has developed into a fine Sergeant. He has really connected to all members of his Team and has fostered an atmosphere of cooperation. Laron works in the Southwest and has many contacts in the community. He is able to easily talk to citizens and establish a connection. Laron has proven he can manage a crime scene and the Officers involved. He leads by example and sets the tone for those assigned to him. As he gets more time in his position, he will be a well-respected Supervisor.

18. SERGEANT'S COMMENTS:


SERGEANT'S SIGNATURE
LT.  #721
RATER'S SIGNATURE

RATER SUPERVISOR'S SIGNATURE

1/15/11
DATE
1/15/11
DATE
3/2/11
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☒ Yes (Required with Annual Performance Evaluation)
☒ Yes ☐ No Change*
☒ Yes ☐ No Change*

*No form required

**Rochester Police Department
Career Development Worksheet RPD 1369**

Employee LARON D. SINGLEARY
Supervisor LT. SCOTT PETERS
Date 1/15/2011

On the above date, a discussion was held between the listed above personnel. The purpose of this was to assist the employee in formulating and achieving career goals.

He/she has the following immediate and long range goals:

IMMEDIATE GOALS - OBTAIN THE RANK OF LIEUTENANT

LONG RANGE GOALS - IMMEDIATELY BEGIN TO THINK ABOUT MY FUTURE PLANS FOR RETIREMENT.



The supervisor offered the following guidance and assistance toward reaching the goals:

- START STUDYING NOW
- START PLANNING NOW

☐ Check if the employee requests follow-up with the Professional Development Section for additional career guidance.

EMPLOYEE'S SIGNATURE

SUPERVISOR'S SIGNATURE


 771

1 copy to Employee

1 copy to Employee's Section Personnel File

1 copy to Professional Development Section



PLEASE COMPLETE AND RETURN THIS FORM AT THE TIME OF THE CAREER DEV. INTERVIEW

ROCHESTER POLICE DEPARTMENT
Professional Development History Survey Update

Date 1/15/11

Please **TYPE** your responses. If that is not possible, print **CLEARLY**.

FULL NAME: LARON DESMOND SINGLETARY IBM#: 1147

DATES OF RANK - Identify any change during the past twelve months.

RANK: SERGEANT MONTH & YEAR OF RANK: 6/2010

DATES OF ASSIGNMENTS TO UNITS - Identify any changes during the past twelve months.

UNIT ASSIGNMENT	MONTH & YEAR OF ASSIGNMENT
<u>PIDW 3RD</u>	<u>7/10</u>

EDUCATION

YEARS OF EDUCATION COMPLETED - Circle one number if changed in last twelve months.

9 - 10 - 11 - 12
High School

13 - 14 - 15 - 16
College

17 - 18 - 19
Graduate Work

NOTE: Identify any change in the last twelve months.

☐ COLLEGE COURSE WORK - NO DEGREE

School	# of Courses	# of Years	Year Completed	Major Field
<input checked="" type="checkbox"/> 2 YR. DEGREE - TYPE AND YEAR RECEIVED: <u>Associates 2000</u>				
SCHOOL: <u>MCC</u>			MAJOR FIELD: <u>CRIMINAL JUSTICE</u>	
<input checked="" type="checkbox"/> 4 YR. DEGREE - TYPE AND YEAR RECEIVED: <u>Bachelors 2006</u>				
SCHOOL: <u>Keuka</u>			MAJOR FIELD: <u>CRIMINAL JUSTICE</u>	
<input type="checkbox"/> GRAD. WORK - NO DEGREE YR COMPLETED: _____				
SCHOOL: _____			MAJOR FIELD: _____	
<input checked="" type="checkbox"/> GRAD. DEGREE - TYPE AND YEAR RECEIVED: <u>MASTERS</u>				
SCHOOL: <u>Brockport</u>			MAJOR FIELD: <u>PUBLIC ADMINISTRATION</u>	

MILITARY SERVICE - if your military service has changed in the last twelve months, complete the information below.

RESERVE DUTY:

BRANCH: _____ FROM: _____ TO: _____
MONTH & YR MONTH & YR

FOREIGN LANGUAGE SKILLS - Indicate any changes in the last twelve months.

	LANGUAGE #1	LANGUAGE #2	LANGUAGE #3
Some conversational ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpretive ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Native tongue or equivalent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job related reading ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job related writing ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INSTRUCTOR CERTIFICATION - Indicate any changes in the last twelve months.

Topic Area	Certified By	Certification Month & Year	Expiration Month & Year
BREATH TEST OPERATOR	NYS	10/2010	10/21/12

RECENT INSTRUCTIONAL ACTIVITY - Indicate any instruction in the last twelve months.

Specific Area	Month & Year Last Taught

AWARDS AND RECOGNITION - What awards or recognition have you received from organizations outside the RPD in the last twelve months. (Indicate the name or nature of the AWARD/RECOGNITION, the ORGANIZATION that gave the award or recognition, and the MONTH & YEAR received.)

Award/Recognition	Group	Month & Year

CERTIFICATIONS, TRAINING, SKILLS, ETC. - If you have been certified as a Field Training Officer, indicate the month and year of certification.

List all training received as a police officer in the last twelve months.

Training	Month & Year
BREATH TEST OPERATOR	10/2010

GROUP MEMBERSHIPS - Indicate community, religious, or fraternal groups which you have joined in the last twelve months.

Name of Group	Hold Office?

Rochester Police Department Performance Assessment Patrol Sergeant Evaluation Form RPD 1358

Laron Singletary 1147 FROM 12/01/10 TO 12/31/10
 SERGEANT ID# PERIOD EVALUATED
Lieutenant Scott Peters 771
 RATER'S NAME ID#
West 3rd
 SECTION PLATOON

CATEGORIES	SUPERIOR BY FTO PROGRAM STANDARDS REM									
	NOT OBSERVED/APPLICABLE	UNACCEPTABLE LEVEL			ACCEPTABLE LEVEL					
1. Coordination of Information & Investigation	0	1	2	3	4	5	X	7		
2. Insures Compliance With Documented Procedures	0	1	2	3	4	5	•	7		<input type="checkbox"/>
3. Section Level Administration	0	1	2	3	4	5	•	7		<input type="checkbox"/>
4. Community Relations	0	1	2	3	4	5	•	7		<input type="checkbox"/>
5. Tactical Management	0	1	2	3	4	5	•	7		<input type="checkbox"/>
6. Mediation & Source of Information	0	1	2	3	4	5	X	7		<input type="checkbox"/>
7. Roll Call Inspection	0	1	2	3	4	5	X	7		<input type="checkbox"/>
8. Prioritization & Employee Assessment	0	1	2	3	4	5	•	7		<input type="checkbox"/>
9. Supervision of Recruit Officers	0	1	2	3	4	5	•	7		<input type="checkbox"/>
10. Resolve Problems & Promotes Morale	0	1	2	3	4	5	•	7		<input type="checkbox"/>
11. Liaison	0	1	2	3	4	5	•	7		<input type="checkbox"/>
12. Maintains Personal Skills	0	1	2	3	4	5	•	7		<input type="checkbox"/>
13. Reviews Specialized Reports	0	1	2	3	4	5	•	7		<input type="checkbox"/>

Rochester Police Department Performance Assessment

Patrol Sergeant Evaluation Form RPD 1358

Laron Singletary SERGEANT	1147 ID#	FROM	12/01/10	TO	12/31/10 PERIOD EVALUATED
Lieutenant Scott Peters RATER'S NAME	771 ID#		West SECTION		3rd PLATOON

<u>CATEGORIES</u>		<u>NOT</u>		<u>UNACCEPTABLE LEVEL</u>			<u>ACCEPTABLE LEVEL</u>		<u>SUPERIOR BY FTO</u>		<u>PROGRAM STANDARDS</u>	<u>REM</u>
		<u>OBSERVED/APPLICABLE</u>										
1.	Coordination of Information & Investigation	0	1	2	3	4	5	X	7			
2.	Insures Compliance With Documented Procedures	0	1	2	3	4	5	●	7			<input type="checkbox"/>
3.	Section Level Administration	0	1	2	3	4	5	●	7			<input type="checkbox"/>
4.	Community Relations	0	1	2	3	4	5	●	7			<input type="checkbox"/>
5.	Tactical Management	0	1	2	3	4	5	●	7			<input type="checkbox"/>
6.	Mediation & Source of Information	0	1	2	3	4	5	●	7			<input type="checkbox"/>
7.	Roll Call Inspection	0	1	2	3	4	5	X	7			<input type="checkbox"/>
8.	Prioritization & Employee Assessment	0	1	2	3	4	5	X	7			<input type="checkbox"/>
9.	Supervision of Recruit Officers	0	1	2	3	4	5	●	7			<input type="checkbox"/>
10.	Resolve Problems & Promotes Morale	0	1	2	3	4	5	●	7			<input type="checkbox"/>
11.	Liaison	0	1	2	3	4	5	●	7			<input type="checkbox"/>
12.	Maintains Personal Skills	0	1	2	3	4	5	●	7			<input type="checkbox"/>
13.	Reviews Specialized Reports	0	1	2	3	4	5	●	7			<input type="checkbox"/>

- Cat. No.

18. SERGEANT'S COMMENTS:

1/26/11
DATE

1/26/11
DATE

1/27/11
DATE

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☐ No Change*
☐ Yes ☐ No Change*

REV. 6/00

Rochester Police Department Performance Assessment Patrol Sergeant Evaluation Form RPD 1358

Laron Singletary	1147	FROM	11/01/10	TO	11/30/10
SERGEANT	ID#		PERIOD EVALUATED		
Lieutenant Scott Peters	771		West		3rd
RATER'S NAME	ID#		SECTION		PLATOON


CATEGORIES	NOT OBSERVED/APPLICABLE	UNACCEPTABLE LEVEL				ACCEPTABLE LEVEL		SUPERIOR BY FTO PROGRAM STANDARDS		REM
1. Coordination of Information & Investigation	0	1	2	3		4	5	X	7	
2. Insures Compliance With Documented Procedures	0	1	2	3		4	5	●	7	<input type="checkbox"/>
3. Section Level Administration	0	1	2	3		4	5	●	7	<input type="checkbox"/>
4. Community Relations	0	1	2	3		4	5	●	7	<input type="checkbox"/>
5. Tactical Management	0	1	2	3		4	5	●	7	<input type="checkbox"/>
6. Mediation & Source of Information	0	1	2	3		4	5	●	7	<input type="checkbox"/>
7. Roll Call Inspection	0	1	2	3		4	5	X	7	<input type="checkbox"/>
8. Prioritization & Employee Assessment	0	1	2	3		4	5	X	7	<input type="checkbox"/>
9. Supervision of Recruit Officers	0	1	2	3		4	5	●	7	<input type="checkbox"/>
10. Resolve Problems & Promotes Morale	0	1	2	3		4	5	●	7	<input type="checkbox"/>
11. Liaison	0	1	2	3		4	5	●	7	<input type="checkbox"/>
12. Maintains Personal Skills	0	1	2	3		4	5	●	7	<input type="checkbox"/>
13. Reviews Specialized Reports	0	1	2	3		4	5	●	7	<input type="checkbox"/>

14. Number of times employee late in past 6 months 0 .
15. Number of times employee sick in past 6 months 0 .
16. How long has employee worked for rater 5 months .
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

Cat. No.

Laron continues to develop into a fine Sergeant. he is always on the street with his "guys" and
needs little to no supervision. He makes tactically sound decisions and has the respect of his
Team. He is a welcome part of 3rd Plt and we can only hope he stays.

18. SERGEANT'S COMMENTS:


SERGEANT'S SIGNATURE

LT. [Signature] #771
RATER'S SIGNATURE

Capt. [Signature]
RATER SUPERVISOR'S SIGNATURE

12/21/10
DATE

12/21/10
DATE

12/22/2010
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☐ No Change*
☐ Yes ☐ No Change*

*No form required

Rochester Police Department Performance Assessment Patrol Sergeant Evaluation Form RPD 1358

Laron Singletary	1147	FROM	9/1/10	TO	9/30/10
SERGEANT	ID#	PERIOD EVALUATED			
Lt. Scott Peters	771	West		3rd	
RATER'S NAME	ID#	SECTION		PLATOON	


CATEGORIES	NOT OBSERVED/APPLICABLE				UNACCEPTABLE LEVEL			ACCEPTABLE LEVEL			SUPERIOR BY FTO PROGRAM STANDARDS		REM
	0	1	2	3	4	5	6	7	8	9	10	11	
1. Coordination of Information & Investigation	0	1	2	3	4	5	X	7					
2. Insures Compliance With Documented Procedures	0	1	2	3	4	5	●	7					<input type="checkbox"/>
3. Section Level Administration	0	1	2	3	4	5	●	7					<input type="checkbox"/>
4. Community Relations	0	1	2	3	4	5	●	7					<input type="checkbox"/>
5. Tactical Management	0	1	2	3	4	5	●	7					<input type="checkbox"/>
6. Mediation & Source of Information	0	1	2	3	4	5	●	7					<input type="checkbox"/>
7. Roll Call Inspection	0	1	2	3	4	5	X	7					<input type="checkbox"/>
8. Prioritization & Employee Assessment	0	1	2	3	4	5	X	7					<input type="checkbox"/>
9. Supervision of Recruit Officers	0	1	2	3	4	●	6	7					<input type="checkbox"/>
10. Resolve Problems & Promotes Morale	0	1	2	3	4	5	●	7					<input type="checkbox"/>
11. Liaison	0	1	2	3	4	5	●	7					<input type="checkbox"/>
12. Maintains Personal Skills	0	1	2	3	4	5	●	7					<input type="checkbox"/>
13. Reviews Specialized Reports	0	1	2	3	4	5	●	7					<input type="checkbox"/>


14. Number of times employee late in past 6 months 0
15. Number of times employee sick in past 6 months 0
16. How long has employee worked for rater 3 months
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).


Cat. No.

Laron continues to develop into a great Sergeant. He needs little supervision and completes all daily tasks without prompting. he has been a fine addition to our platoon.

18. SERGEANT'S COMMENTS:


SERGEANT'S SIGNATURE


RATER'S SIGNATURE


RATER SUPERVISOR'S SIGNATURE

10/28/10
DATE

10/28/10
DATE

11/1/2010
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☐ No Change*
☐ Yes ☐ No Change*

*No form required

Rochester Police Department Performance Assessment Patrol Sergeant Evaluation Form RPD 1358

Laron Singletary SERGEANT	1147 ID#	FROM	10/1/10	TO	10/31/10
Lt. Scott Peters RATER'S NAME	771 ID#		PERIOD EVALUATED		
			West SECTION		3rd PLATOON


CATEGORIES	NOT OBSERVED/APPLICABLE				UNACCEPTABLE LEVEL			ACCEPTABLE LEVEL			SUPERIOR BY FTO PROGRAM STANDARDS		REM
	0	1	2	3	4	5	6	7	8	9	10	11	
1. Coordination of Information & Investigation	0	1	2	3	4	5	X	7					
2. Insures Compliance With Documented Procedures	0	1	2	3	4	5	●	7					<input type="checkbox"/>
3. Section Level Administration	0	1	2	3	4	5	●	7					<input type="checkbox"/>
4. Community Relations	0	1	2	3	4	5	●	7					<input type="checkbox"/>
5. Tactical Management	0	1	2	3	4	5	●	7					<input type="checkbox"/>
6. Mediation & Source of Information	0	1	2	3	4	5	●	7					<input type="checkbox"/>
7. Roll Call Inspection	0	1	2	3	4	5	X	7					<input type="checkbox"/>
8. Prioritization & Employee Assessment	0	1	2	3	4	5	X	7					<input type="checkbox"/>
9. Supervision of Recruit Officers	0	1	2	3	4	●	6	7					<input type="checkbox"/>
10. Resolve Problems & Promotes Morale	0	1	2	3	4	5	●	7					<input type="checkbox"/>
11. Liaison	0	1	2	3	4	5	●	7					<input type="checkbox"/>
12. Maintains Personal Skills	0	1	2	3	4	5	●	7					<input type="checkbox"/>
13. Reviews Specialized Reports	0	1	2	3	4	5	●	7					<input type="checkbox"/>


14. Number of times employee late in past 6 months 0
15. Number of times employee sick in past 6 months 0
16. How long has employee worked for rater 4 months
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).


Cat. No.

Laron is still doing a fine job. I have not had to correct him on any tasks. He manages crime scenes well and needs little supervision while handling these incidents. He continues to be great asset for 3rd Platoon.

18. SERGEANT'S COMMENTS:


SERGEANT'S SIGNATURE

 # 771
RATER'S SIGNATURE


RATER SUPERVISOR'S SIGNATURE

10/28/10
DATE

10/28/10
DATE

10/29/2010
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☐ No Change*
☐ Yes ☐ No Change*

*No form required

City of Rochester
PROBATIONARY PERIOD EVALUATION FORM
Competitive/Non-Competitive/Exempt

Date due 11/11/10

Employee [Signature]

Date of Appointment 11/11/10

Title [Signature]

Dept / Bureau 100/10/10

Suggested rating values:

0 - 4	Unacceptable performance
5 - 9	Below average
10 - 14	Average performance
15 - 20	Above average performance

(Ratings falling below 10 may result in termination unless sufficient improvement occurs before the final evaluation)

Indicate rating value by placing slash along continuum -

1. Job Knowledge (demonstrates knowledge and skill requirements for the job)
0 5 10 15 20
|-----|-----|-----|-----|
2. Dependability (follows instructions and complies with procedures and regulations)
0 5 10 15 20
|-----|-----|-----|-----|
3. Productivity (meets deadlines, completes projects, fulfills job requirements)
0 5 10 15 20
|-----|-----|-----|-----|
4. Responsibility (willingness to accept responsibility)
0 5 10 15 20
|-----|-----|-----|-----|
5. Initiative (demonstrates self-starting ability, follows through, achieves goals)
0 5 10 15 20
|-----|-----|-----|-----|
6. Tact/diplomacy (greets and deals effectively with others - internally, externally)
0 5 10 15 20
|-----|-----|-----|-----|
7. Other (use to rate any relevant job characteristics not listed above)
0 5 10 15 20
|-----|-----|-----|-----|

If any of the above are not applicable, please indicate with N/A in the margin.

Attendance - is employee's attendance record acceptable? Yes ☒ No ☐ If no, how has this been reflected in the above evaluation ratings. Specify whether the problem is absence and/or tardiness and provide details. _____

In areas in which employee was rated below 10 indicate measures you have recommended to help employee improve his/her performance. _____

PROBATIONARY PERIOD EVALUATION FORM - page 2
City of Rochester

At the time of this evaluation, do you recommend employee be retained?

Yes ☒ No ☐

Comment

I understand that by signing this form I am not necessarily indicating agreement with the rating, but am acknowledging that my supervisor has reviewed and discussed this probationary evaluation with me

EMPLOYEE

DATE

Employee's comments - optional (to be completed by employee)

EVALUATED BY 730354-07/09 DATE 10/25/10

Title Assistant

DEPARTMENT HEAD Andrew Schil DATE 10/25/10

PERSONNEL BUREAU _____ DATE _____

COPIES:

- 1 - Personnel Bureau (white)
- 2 - Employee (green)
- 3 - Department (yellow)

DEPARTMENT

ROCHESTER POLICE DEPARTMENT

FIELD TRAINING SERGEANT PROGRAM

PROBATIONARY SERGEANT CHECKLIST

PROBATIONARY SERGEANT LaRue Singleton

IBM 1147 DATE ISSUED JUNE 22, 2010

ROCHESTER POLICE DEPARTMENT

FIELD TRAINING SERGEANT PROGRAM

This checklist booklet has been designed to identify and highlight various subjects that must be introduced, explained and performed during FTS Program.

It is the Probationary Sergeants responsibility to have the checklist in his possession during each tour of duty to surrender it to his Field Training Supervisor, Coordinator or Administrator upon request.

Field Training Sergeants should make every possible effort to complete those portions of the checklist that become their responsibility based on assignment, placing their initials for each topic as appropriate; whether it was 'performed' or 'trained'.

The checklist booklet when completed will become a permanent part of the Probationary Supervisor's training record and must be returned to the Professional Development Section at the conclusion of the program.

Platoon Administration:

Send the rundown to E.C.D.

TrainedPerformed6/226/22**PREPARE AND CONDUCT ROLL CALL**

Information sharing

6/226/23

Assignments made

6/226/23

Conduct roll call video based training

6/226/23

Assign civilian ride-along

6/226/24

- Release of Liability RPD 1279 form

6/226/23**INSPECTIONS:**

Personnel

6/226/23

Vehicles

6/226/23

- Section procedure for fleet maintenance

6/246/24

Assign marked cars / patrol equipment

6/226/23

Determine past users of vehicles or equipment

6/226/24**MDC FUNCTIONS FOR SUPERVISORS**

Monitor officer status

6/226/22

Manage calls waiting

6/226/22

Locate personnel roster and appropriate emergency contact numbers.

6/226/22**REPORTS AND SCHEDULING:**

Weekly report as required by Section Captain

6/226/22

Schedule personnel in electronic time book

6/226/22

Injury / Exposure Report RPD 1250

6/226/24

Exposure Report RPD 1252

6/226/24

Sick Contacts and Return to Work reports

6/226/23

HRS Entries

6/226/23

Request for time off log

6/226/22

Request for Trading Time RPD 1256

6/226/23**SECTION SUPPLIES**

Camera supply and location

6/226/22

Spare vehicle key location

6/226/22

Location of office supplies

6/226/22

Location of report supply

6/226/22**REVIEW OF SUBMITTED REPORTS**

Return reports for correction when applicable

6/226/26

Review of Grand Jury package

6/256/25

Review of a Juvenile Package

6/256/26

	<u>Trained</u>	<u>Performed</u>
Review ensuring completed Preliminary Investigation	6/22	6/22
Review Court complaint form for accuracy	6/22	6/26
Review of proper DWI package	6/22	6/22
Distribution of approved reports	6/22	6/22

REVIEW GENERAL ORDERS

CHAPTER 100- ORGANIZATION

- 101 - Organization of the Department
 - Duties of a sergeant
- 115 - Procedure Manuals / SOP

6/23	6/23
6/23	6/23
6/23	6/23

CHAPTER 200 - PERSONNEL

- 205 - Field Training Officer
 - Evaluation of Probationary Officers
- 207 - Career Development/Performance Assessment
- 210 - Sick Leave
- 211 - Officer Assistance Program
- 215 - Limited Duty
- 220 - Overtime
 - Guidelines for appropriate use of OT.
 - Prepare / disseminate O.T. slips
 - Discuss Locust Club contract article 15
- 225 - Personal Leave
- 230 - Time off requests
- 235 - Military Leave
- 245 - Additional Employment
- 255 - Department Award/Commendation procedure
- 260 - Departmental Roster & Employee status
- 280 - Serious Personal Incidents
- 285 - Communicable Diseases

6/23	6/23
6/23	6/23
6/23	6/23
6/23	6/23
6/23	6/23
6/23	6/23
6/23	6/23
6/23	6/23
6/23	6/23
6/22	6/23
6/22	6/23
6/22	6/23
6/22	6/23
6/22	6/23
6/22	6/23
6/22	6/23

CHAPTER 300 - RULES OF CONDUCT

- 301 - Discipline
 - Counseling Memo purpose & content
 - Performance Support form use & completion
- 305 - Command Discipline
- 310 - Citizen Complaints
 - QSI guidelines & requirements
 - Personnel complaint form completion
- 315 - Conciliation
- 325 - Departmental Hearings
- 330 - Employee Testing
- 333 - Employee Harassment / Discrimination
- 335 - Subject Resistance Report

6/24	6/24
6/24	6/24
6/24	6/24
6/24	6/24
6/24	6/24
6/24	6/24
6/24	6/24
6/24	6/24
6/24	6/24
6/24	6/24
6/24	6/24
6/24	6/24

	Trained	Performed
340 – Use of Deadly Physical Force	<u>6/24</u>	<u>6/25</u>
• First Supervisor's initial responsibilities	<u>6/24</u>	<u>6/25</u>
345 – Police Vehicle MVA	<u>6/25</u>	<u>6/25</u>
• Fleet Vehicle accident referral sheet	<u>6/25</u>	<u>6/25</u>
• DMV MV104L: "Police line of duty accident"	<u>6/25</u>	<u>6/25</u>
360 – News Media	<u>6/24</u>	<u>6/25</u>

CHAPTER 400 – INVESTIGATIONS

410 – Temporary Detention	<u>6/25</u>	<u>6/25</u>
421 – Warrants- adult & juveniles	<u>6/25</u>	<u>6/25</u>
430 – Missing Persons; extenuating.	<u>6/25</u>	<u>6/25</u>
• Amber Alert	<u>6/25</u>	<u>6/25</u>
435 – Juvenile Contacts / Crimes	<u>6/25</u>	<u>6/25</u>
440 – Child Abuse Investigations	<u>6/25</u>	<u>6/25</u>
442 – Domestic Disputes/ Offenses/	<u>6/25</u>	<u>6/25</u>
Family Offenses/ Orders of Protection	<u>6/25</u>	<u>6/25</u>
450 – Property Evidence / Property Custody	<u>6/25</u>	<u>6/25</u>
493 – Bias Incident Reporting	<u>6/25</u>	<u>6/25</u>

CHAPTER 500 – PATROL PROCEDURES

501 – Motor Vehicle Accident	<u>6/25</u>	<u>6/25</u>
• Review for accuracy & completeness	<u>6/25</u>	<u>6/25</u>
506 – Driving While Intoxicated / Impaired by drugs	<u>6/25</u>	<u>6/25</u>
511- Towing	<u>6/25</u>	<u>6/25</u>
• Proper form completion	<u>6/25</u>	<u>6/25</u>
515 – Vehicle check points / Roadblocks	<u>6/25</u>	<u>6/25</u>
520 – Prisoner transporting and processing	<u>6/25</u>	<u>6/25</u>
523 – Appearance Tickets	<u>6/25</u>	<u>6/25</u>
525 – Citizen Transport	<u>6/25</u>	<u>6/25</u>
530 – Emergency Driving	<u>6/25</u>	<u>6/25</u>
• Post pursuit form RPD 1408	<u>6/25</u>	<u>6/25</u>
540 – Action Codes / Radio procedures	<u>6/25</u>	<u>6/25</u>
543 – Wanted Broadcasts / NYSPIN Teletype	<u>6/25</u>	<u>6/25</u>
555 – Canine Unit	<u>6/25</u>	<u>6/25</u>
560 – Psychiatric Crisis Intervention	<u>6/25</u>	<u>6/25</u>
585 – Arrests	<u>6/25</u>	<u>6/25</u>

CHAPTER 600 – EMERGENCY INCIDENTS

601 – Emergency Situations

- Critical Tasks by first supervisor on-scene
- Review “Guidelines for Emergency Incident” Attachment to GO 601

- Notifications to off-duty Command Officers

620 – Airport Emergency (AIRDIP)

630 – Emergency Task Force

640 – SCUBA Squad

650 – Bomb Squad

660 – OSHA Response Procedures

Trained

Performed

7/1
7/1

7/1
7/1

7/1
7/1

7/1
7/1

7/1
7/1

7/1
7/1

7/1
7/1

7/1
7/1

Discuss the following Locust Club contract issues:

Article 7 – Benefits for On-Duty Injury

Article 8 – Sick Leave

Article 10 – Vacations

Article 16 – Leave Due to Death in Family

Article 22 – Seniority

Appendix 1 – Discipline Guidelines and Classifications of Penalties

6/30
6/30

6/30
6/30

6/30
6/30

6/30
6/30

6/30
6/30

6/30
6/30

PLEASE RETURN THIS TO PDS UPON ITS COMPLETION.

Rochester Police Department Performance Assessment

Patrol Sergeant Evaluation Form RPD 1358

Laron Singletary SERGEANT	1147 ID#	FROM	08/01/10	TO	08/31/10 PERIOD EVALUATED
Lieutenant Scott Peters RATER'S NAME	771 ID#		West SECTION		3rd PLATOON


CATEGORIES	NOT OBSERVED/APPLICABLE					UNACCEPTABLE LEVEL			ACCEPTABLE LEVEL			SUPERIOR BY FTO PROGRAM STANDARDS		REM
	0	1	2	3	4	5	6	7	8	9	10	11	12	
1. Coordination of Information & Investigation	0	1	2	3	4	5	X	7						
2. Insures Compliance With Documented Procedures	0	1	2	3	4	5	●	7						<input type="checkbox"/>
3. Section Level Administration	0	1	2	3	4	5	●	7						<input type="checkbox"/>
4. Community Relations	0	1	2	3	4	5	●	7						<input type="checkbox"/>
5. Tactical Management	0	1	2	3	4	●	6	7						<input type="checkbox"/>
6. Mediation & Source of Information	0	1	2	3	4	5	●	7						<input type="checkbox"/>
7. Roll Call Inspection	0	1	2	3	4	5	X	7						<input type="checkbox"/>
8. Prioritization & Employee Assessment	0	1	2	3	4	5	X	7						<input type="checkbox"/>
9. Supervision of Recruit Officers	0	1	2	3	●	5	6	7						<input type="checkbox"/>
10. Resolve Problems & Promotes Morale	0	1	2	3	4	5	●	7						<input type="checkbox"/>
11. Liaison	0	1	2	3	4	5	●	7						<input type="checkbox"/>
12. Maintains Personal Skills	0	1	2	3	4	5	●	7						<input type="checkbox"/>
13. Reviews Specialized Reports	0	1	2	3	4	5	●	7						<input type="checkbox"/>


14. Number of times employee late in past 6 months 0 .
15. Number of times employee sick in past 6 months 0 .
16. How long has employee worked for rater 2 months .
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).


Cat. No.

Laron has been doing just fine. He continues to develop into a good Patrol Supervisor. I have no issues or concerns with his actions or performance. Recruit Officers have been assigned to our platoon for a very short while. Laron does a good job with the assorted paperwork and expectation in relation to the FTO program.

18. SERGEANT'S COMMENTS:


 SERGEANT'S SIGNATURE


 RATER'S SIGNATURE


 RATER SUPERVISOR'S SIGNATURE

9-5-10
DATE
9/5/10
DATE
9/6/2008
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☐ No Change*
☐ Yes ☐ No Change*

*No form required

Rochester Police Department Performance Assessment Patrol Sergeant Evaluation Form RPD 1358

Laron Singletary	1147	FROM	07/01/10	TO	07/31/2010
SERGEANT	ID#		PERIOD EVALUATED		
Lt. Scott Peters	771		West Division		3rd
RATER'S NAME	ID#		SECTION		PLATOON

CATEGORIES	NOT OBSERVED/APPLICABLE					UNACCEPTABLE LEVEL		ACCEPTABLE LEVEL		SUPERIOR BY FTO PROGRAM STANDARDS		REM
	0	1	2	3	4	5	6	7	8	9	10	
1. Coordination of Information & Investigation	0	1	2	3	4	5	X	7				
2. Insures Compliance With Documented Procedures	0	1	2	3	4	5	●	7				<input type="checkbox"/>
3. Section Level Administration	0	1	2	3	4	5	●	7				<input type="checkbox"/>
4. Community Relations	0	1	2	3	4	5	●	7				<input type="checkbox"/>
5. Tactical Management	0	1	2	3	4	●	6	7				<input type="checkbox"/>
6. Mediation & Source of Information	0	1	2	3	4	5	●	7				<input type="checkbox"/>
7. Roll Call Inspection	0	1	2	3	4	5	X	7				<input type="checkbox"/>
8. Prioritization & Employee Assessment	0	1	2	3	4	5	X	7				<input type="checkbox"/>
9. Supervision of Recruit Officers	●	1	2	3	4	5	6	7				<input type="checkbox"/>
10. Resolve Problems & Promotes Morale	0	1	2	3	4	5	●	7				<input type="checkbox"/>
11. Liaison	0	1	2	3	4	5	●	7				<input type="checkbox"/>
12. Maintains Personal Skills	0	1	2	3	4	5	●	7				<input type="checkbox"/>
13. Reviews Specialized Reports	0	1	2	3	4	5	●	7				<input type="checkbox"/>

14. Number of times employee late in past 6 months 0 .
15. Number of times employee sick in past 6 months 0 .
16. How long has employee worked for rater 1 month .
17. Additional documentation of performance and comments (comments are mandatory for ratings of 1, 2, 3 and 7).

Cat. No.

Laron is a new Sergeant who just came back to the street from the Chief's Office. He has done a good job with the transition to Patrol. He is smart, thorough and humble. If he continues on the same path, he will continue to develop into a great Supervisor.

18. SERGEANT'S COMMENTS:

[Signature]
SERGEANT'S SIGNATURE

[Signature]
RATER'S SIGNATURE

[Signature]
RATER SUPERVISOR'S SIGNATURE

8-18-10
DATE
8/18/10
DATE
8/19/2010
DATE

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☐ Yes (Required with Annual Performance Evaluation)
☐ Yes ☐ No Change*
☐ Yes ☐ No Change*

*No form required

City of Rochester
PROBATIONARY PERIOD EVALUATION FORM
Competitive/Non-Competitive/Exempt

Date due 11/11

Employee [Signature]

Date of Appointment 11/11

Title [Signature]

Dept / Bureau 11/11

Suggested rating values:

0 - 4	Unacceptable performance
5 - 9	Below average
10 - 14	Average performance
15 - 20	Above average performance

(Ratings falling below 10 may result in termination unless sufficient improvement occurs before the final evaluation)

Indicate rating value by placing slash along continuum -

- | | | | | | |
|---|---|---|----|----|----|
| 1. Job Knowledge (demonstrates knowledge and skill requirements for the job) | 0 | 5 | 10 | 15 | 20 |
| 2. Dependability (follows instructions and complies with procedures and regulations) | 0 | 5 | 10 | 15 | 20 |
| 3. Productivity (meets deadlines, completes projects, fulfills job requirements) | 0 | 5 | 10 | 15 | 20 |
| 4. Responsibility (willingness to accept responsibility) | 0 | 5 | 10 | 15 | 20 |
| 5. Initiative (demonstrates self-starting ability, follows through, achieves goals) | 0 | 5 | 10 | 15 | 20 |
| 6. Tact/diplomacy (greets and deals effectively with others - internally, externally) | 0 | 5 | 10 | 15 | 20 |
| 7. Other (use to rate any relevant job characteristics not listed above) | 0 | 5 | 10 | 15 | 20 |

If any of the above are not applicable, please indicate with N/A in the margin.

Attendance - is employee's attendance record acceptable? Yes ☒ No ☐ If no, how has this been reflected in the above evaluation ratings. Specify whether the problem is absence and/or tardiness and provide details. N/A

In areas in which employee was rated below 10 indicate measures you have recommended to help employee improve his/her performance. N/A

PROBATIONARY PERIOD EVALUATION FORM - page 2
City of Rochester

At the time of this evaluation, do you recommend employee be retained?

Yes ☒ No ☐

Comment

I understand that by signing this form I am not necessarily indicating agreement with the rating, but am acknowledging that my supervisor has reviewed and discussed this probationary evaluation with me

EMPLOYEE [Signature] DATE 8-18-10

Employee's comments - optional (to be completed by employee)

EVALUATED BY S. PETERS #771 DATE 8/15/2010
Title LIEUTENANT
DEPARTMENT HEAD [Signature] DATE 8-24-10
PERSONNEL BUREAU _____ DATE _____

- COPIES:
- 1 - Personnel Bureau (white)
 - 2 - Employee (green)
 - 3 - Department (yellow)

Rochester Police Department Performance Assessment

Patrol Sergeant Evaluation Form RPD 1358

Sgt. LaRon Singletary SERGEANT	1147 ID#	FROM	6/22/10	TO	7/1/10 PERIOD EVALUATED
Sgt. William Spath RATER'S NAME	613 ID#		East SECTION		2nd PLATOON

<u>CATEGORIES</u>		<u>NOT</u>	<u>OBSERVED/APPLICABLE</u>				<u>UNACCEPTABLE LEVEL</u>		<u>ACCEPTABLE LEVEL</u>		<u>SUPERIOR BY FTO</u>		<u>PROGRAM STANDARDS</u>	<u>REM</u>
1.	Coordination of Information & Investigation	0	1	2	3	4	X	6	7					
2.	Insures Compliance With Documented Procedures	0	1	2	3	4	X	6	7				<input type="checkbox"/>	
3.	Section Level Administration	0	1	2	3	X	5	6	7				<input type="checkbox"/>	
4.	Community Relations	0	1	2	3	4	5	X	7				<input type="checkbox"/>	
5.	Tactical Management	0	1	2	3	4	X	6	7				<input type="checkbox"/>	
6.	Mediation & Source of Information	0	1	2	3	4	X	6	7				<input type="checkbox"/>	
7.	Roll Call Inspection	0	1	2	3	4	X	6	7				<input type="checkbox"/>	
8.	Prioritization & Employee Assessment	0	1	2	3	4	X	6	7				<input type="checkbox"/>	
9.	Supervision of Recruit Officers	X	1	2	3	4	5	6	7				<input type="checkbox"/>	
10.	Resolve Problems & Promotes Morale	0	1	2	3	4	5	X	7				<input type="checkbox"/>	
11.	Liaison	0	1	2	3	4	5	X	7				<input type="checkbox"/>	
12.	Maintains Personal Skills	0	1	2	3	4	5	X	7				<input type="checkbox"/>	
13.	Reviews Specialized Reports	0	1	2	3	4	5	X	7				<input type="checkbox"/>	

- Cat. No.

knowledge of the departments policies and procedures and when asked questions by officers he was able to give them the best course of action. He also displayed excellent writing skills as he had to respond on several occasions to higher command and was given kudos in on instance by a patrol Captain.

18. SERGEANT'S COMMENTS:

SGT. *[Signature]*
SERGEANT'S SIGNATURE

[Signature]
RATER'S SIGNATURE

[Signature]
RATER SUPERVISOR'S SIGNATURE

7/4/10
DATE

7/2/10
DATE

~~7/5/10~~
~~DATE~~

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

- *No form required

Rochester Police Department Performance Assessment Specialized Assignment Evaluation Form RPD 1361



CPO Laron Singletary 1147 FROM 1/07 TO 1/08
 EMPLOYEE'S NAME ID# PERIOD EVALUATED
lt. P. Leach 088 Net/West 2nd
 RATER'S NAME ID# SECTION PLATOON

ALL SWORN

CATEGORIES	NOT OBSERVED/APPLICABLE				UNACCEPTABLE LEVEL		ACCEPTABLE LEVEL		SUPERIOR BY FTO PROGRAM STANDARDS		REM
	0	1	2	3	4	5	6	7			
APPEARANCE											
1. General Appearance	0	1	2	3	4	5	6	7			
ATTITUDE											
2. Acceptance of Feedback	0	1	2	3	4	5	6	7			<input type="checkbox"/>
3. Attitude towards Police Work	0	1	2	3	4	5	6	7			<input type="checkbox"/>
KNOWLEDGE											
4. Of Department Policies/Procedures	0	1	2	3	4	5	6	7			<input type="checkbox"/>
5. Of Laws Applicable to Police Work	0	1	2	3	4	5	6	7			<input type="checkbox"/>
6. Interview and Interrogation Skills	0	1	2	3	4	5	6	7			<input type="checkbox"/>
COMMUNICATION SKILLS											
7. Oral Skills	0	1	2	3	4	5	6	7			<input type="checkbox"/>
8. Written Skills - General	0	1	2	3	4	5	6	7			<input type="checkbox"/>
9. Written Skills - Timeliness	0	1	2	3	4	5	6	7			<input type="checkbox"/>
10. Written Skills - Organization, etc.	0	1	2	3	4	5	6	7			<input type="checkbox"/>
RELATIONSHIPS											
11. Relationships with Citizens	0	1	2	3	4	5	6	7			<input type="checkbox"/>
12. Relationships with Ethnic Groups	0	1	2	3	4	5	6	7			<input type="checkbox"/>
13. Relationships with Department Members and Teamwork	0	1	2	3	4	5	6	7			<input type="checkbox"/>

<u>CATEGORIES</u>	<u>RATING SCALE</u>							<u>SUPERIOR BY FTO PROGRAM STANDARDS</u>	<u>REM</u>
	<u>NOT OBSERVED/APPLICABLE</u>	<u>UNACCEPTABLE LEVEL</u>			<u>ACCEPTABLE LEVEL</u>				
<u>JOB EFFECTIVENESS</u>									
14. Problem Identification & Solving	0	1	2	3	4	5	6	7	
15. Motivation/Initiative	0	1	2	3	4	5	6	7	

CATEGORIES 16 - 22 ARE FOR SUPERVISORS ONLY

16. Insures Compliance With Documented Procedures	0	1	2	3	4	5	6	7	
17. Work Prioritization & Employee Assessment	0	1	2	3	4	5	6	7	
18. Resolves Problems/Promotes Morale	0	1	2	3	4	5	6	7	
19. Communication Skills	0	1	2	3	4	5	6	7	
20. Personnel Development	0	1	2	3	4	5	6	7	
21. Discipline	0	1	2	3	4	5	6	7	
22. Maintain Skills	0	1	2	3	4	5	6	7	

23. Number of times employee late in past 6 months 0.

24. Number of times employee sick in past 6 months 0.

25. How long has employee worked for rater 6 mos.

26. General Comments (rater will comment on specific job requirements of the assignment and comment on employee's success in meeting the tasks so described).

OFF. Singletary was recently assigned to NET this past year. Laron has adjusted well to the new assignment.

Laron is a steady worker who completes his tasks in a thorough timely manner. He speaks well in community forums, and he is well thought of by the community and his co-workers.

Laron has an excellent work ethic, he is highly dependable and is a welcome addition to our team.

Cat. No.

[illegible][illegible]

EMPLOYEE'S SIGNATURE

EMPLOYEE'S SIGNATURE _____

3-27-08

DATE _____

EMPLOYEE SIGNATURE
 20 PL Leach
 RATER SIGNATURE


RATER'S SIGNATURE

4/1/08

DATE _____

T/CMDIZ

RATER'S SIGNATURE

MIDZ  606

RATER SUPERVISOR'S SIGNATURE _____

4-7-08

DATE _____

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☒ Yes (Required with Annual Performance Evaluation)
☐ Yes ☒ No Change*
☐ Yes ☒ No Change*

REV. 06/00

Rochester Police Department
Career Development Worksheet RPD 1369

Employee

LARON D SINGLETARY

Supervisor

LT. P. LEACH

Date

3/27/08

On the above date, a discussion was held between the listed above personnel. The purpose of this was to assist the employee in formulating and achieving career goals.

He/she has the following immediate and long range goals:

IMMEDIATE : FINISH SCHOOL GETTING my MASTERS in
Public Administration : SETTING MY SELF
UP FOR A SECOND CAREER

LONG RANGE : TAKING PROMOTIONAL EXAMS EXCELLING TO
THE HIGHEST RANK I CAN.

The supervisor offered the following guidance and assistance toward reaching the goals:

Laron is already taking the necessary steps to meet his goals. He should continue with his positive goal oriented attitude.

☐ Check if the employee requests follow-up with the Professional Development Section for additional career guidance.

EMPLOYEE'S SIGNATURE

Laron D Singletary

SUPERVISOR'S SIGNATURE

P. Leach

1 copy to Employee

1 copy to Employee's Section Personnel File

1 copy to Professional Development Section

ROCHESTER POLICE DEPARTMENT
POLICE OFFICER PERFORMANCE EVALUATION FORM, RPD 1265

PAGE 1 OF 3

<u>Laron Singletary</u>	<u>1147</u>	<u>12/26/06</u>			
MEMBERS NAME	ID#	DATE	PHASE	DOR# (start w/ 1 at each new phase)	
<u>Sgt. Robert Hill</u>	<u>358</u>	<u>12/26/06</u>	<u>West</u>	<u>3rd</u>	<u>1/1/06</u> TO <u>12/31/06</u>
RATERS NAME	ID#	DATE	SECTION	PLATOON	EVALUATION PERIOD

☐ Daily Observation Report
 ☐ Monthly Probation Evaluation
 ☒ Annual Evaluation

RATING SCALE

<u>CATEGORIES</u>		NOT OBSERVED	NOT ACCEPTABLE BY PROGRAM STANDARDS	ACCEPTABLE LEVEL	SUPERIOR BY FTO PROGRAM STANDARDS	NRT				
<u>5</u>	<u>1. GENERAL APPEARANCE</u>	0	1	2	3	4	5	6	7	[]
	<u>ATTITUDE</u>									
<u>6</u>	<u>2. ACCEPTANCE OF FEEDBACK</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>3. ATTITUDE TOWARD POLICE WORK</u>	0	1	2	3	4	5	6	7	[]
	<u>KNOWLEDGE</u>									
<u>6</u>	<u>4. DEPARTMENT POLICIES/PROCEDURES</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>5. CRIMINAL STATUTES</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>6. CITY/COUNTY ORDINANCES</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>7. VEHICLE AND TRAFFIC LAW</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>8. CRIMINAL PROCEDURE LAW</u>	0	1	2	3	4	5	6	7	[]
	<u>PERFORMANCE</u>									
	<u>RADIO SKILLS</u>									
<u>6</u>	<u>9. LISTENS/ COMPREHENDS</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>10. ARTICULATION OF TRANSMISSIONS</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>11. APPROPRIATE USE OF CODES/PROCEDURES</u>	0	1	2	3	4	5	6	7	[]
	<u>DRIVING SKILLS</u>									
<u>6</u>	<u>12. ORIENTATION</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>13. NORMAL CONDITIONS</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>14. STRESS CONDITIONS</u>	0	1	2	3	4	5	6	7	[]
	<u>OFFICER SAFETY</u>									
<u>6</u>	<u>15. GENERAL</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>16. SUSPECTS/PRISONERS</u>	0	1	2	3	4	5	6	7	[]
	<u>CONTROL OF CONFLICT</u>									
<u>6</u>	<u>17. VOICE COMMAND</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>18. PHYSICAL COMMAND</u>	0	1	2	3	4	5	6	7	[]
	<u>RESEARCH SKILLS</u>									
<u>6</u>	<u>19. INTERVIEW/INTERROGATION</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>20. INVESTIGATION</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>21. PROBLEM SOLVING/DECISION MAKING</u>	0	1	2	3	4	5	6	7	[]
	<u>FIELD PERFORMANCE</u>									
<u>6</u>	<u>22. NORMAL CONDITIONS</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>23. STRESS CONDITIONS</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>24. SELF-INITIATED ACTIVITY</u>	0	1	2	3	4	5	6	7	[]
	<u>REPORT WRITING</u>									
<u>6</u>	<u>25. FORMS-ACCURATE/COMPLETE</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>26. ORGANIZATION/DETAIL</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>27. GRAMMAR/SPELLING/NEATNESS</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>28. APPROPRIATE TIME USED</u>	0	1	2	3	4	5	6	7	[]
	<u>RELATIONSHIPS</u>									
<u>6</u>	<u>29. WITH CITIZENS</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>30. WITH ETHNIC GROUPS OTHER THAN OWN</u>	0	1	2	3	4	5	6	7	[]
<u>6</u>	<u>31. WITH DEPARTMENT MEMBERS</u>	0	1	2	3	4	5	6	7	[]

PROBATIONARY OFFICERS NAME Laron Singletary DATE: 12/26/06 DOR#: _____ PHASE: _____

Most notable area of performance this period was rating category number : 29-31

A specific incident which demonstrates performance in this area is:

Laron is a well rounded police officer who gets along well with the members of his team and platoon. Laron's demeanor in how he interacts with citizens has led to no QSIA's since I have been his supervisor, and no other supervisors have commented on Laron having complaints from citizens made against him.

Area of performance which the supervisor would like to see improvement was rating category number: 22

A specific incident which demonstrates performance in this area is:

Laron is an ideal officer who other officers and sometimes supervisors will come to with not just questions but to see difficult tasks completed. That being said, I would like to see Laron take on a more Pro-active leadership role within the team and platoon.

Have you had follow up discussions on this with the member? (Circle One) YES NO
What action plan was developed to assist the member?

Follow up date: _____

Documentation of performance and comments: (all ratings of 1 and 7 must be commented on)

Cat. No. _____

7

Laron's knowledge of the vehicle and traffic law is exemplary and is defined by the amouth of DWI arrets that he has completed. Laron is also a person that another officer and supervisor can come to when it comes to V &T questions.

23

On 5/11/06 Laron received a positive performance form due to his response to a medical call in which Laron 's patience and professionalism and demeanor (all witnessed by the EMT's) led to the patient being cooperative with the ambulance workers and allowed them to transport him to hospital. Patient was originally combative.

Check all of the reports written by the probationary officer:

☐ Crime Report ☐ Investigative Action ☐ Incident Report ☐ Tow Report ☐ Missing Person Report ☐ Property Custody Report
☐ Technician Report ☐ Prisoner Data Report ☐ Field Interview Report ☐ MVA ☐ Other: _____

The methods by which the probationary member was evaluated:

☐ Ride-Along ☒ Report Review ☒ Conferences ☐ Other F.T.O's ☒ Roll Call ☒ Radio Traffic ☒ Field Visits
☒ Other, explain: Team meetings

Employee Comments:

Probationary Evaluation Use:	_____ Probationary Member's Signature/Date	
Annual Evaluation Use:	<u>[Signature]</u> Members Signature	<u>SGT. [Signature]</u> Rater's Signature
Probationary/Annual Evaluation Use:	<u>[Signature]</u> 688 1/16/07 Rater's Supervisor Signature/Date	<u>[Signature]</u> Commanding Officer/Date



Rochester Police Department Continuation Form RPD 1381

G.O. 205
ATTACHMENT B

Laron Singletary	1147		
PROBATIONARY OFFICER'S NAME	ID#	DOR#	PHASE
Sgt. Robert Hill	358	12/26/06	
FTO'S NAME	ID#	DATE	

**CATEGORY
NUMBER**

NARRATIVE COMMENTS

2/3

Laron is very open to criticism and shows a willingness to learn all facets of the job. Laron has been attending college during his off hours to further himself. Recently, the commander asked Laron to brief the command staff on a pro-active policing policy which he did a paper on for his college studies. Laron showed a genuine desire to come up with ideas to better the Rochester Police Department. Laron is also a person that I can turn to to get tasks completed.

Recruit Evaluation Use:

Probationary Member's Signature

F.T.O.'s Signature

Section F.T. & E. Coordinator

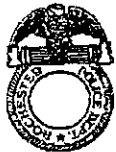
Probationary/Annual Evaluation Use:

Members Signature

Rater's Signature

Rater's Supervisor Signature

Commanding Officer



PLEASE COMPLETE AND RETURN THIS FORM AT THE TIME OF THE CAREER DEV. INTERVIEW

ROCHESTER POLICE DEPARTMENT
Professional Development History Survey Update

Date 12/08/06

Please TYPE your responses. If that is not possible, print CLEARLY.

FULL NAME: LARON D. SINGLETARY IBM#: 1147

DATES OF RANK - Identify any change during the past twelve months.

RANK: 07-31-00 MONTH & YEAR OF RANK: 07-31-00

DATES OF ASSIGNMENTS TO UNITS - Identify any changes during the past twelve months.

UNIT ASSIGNMENT MONTH & YEAR OF ASSIGNMENT
PATROL WEST 07/2004

EDUCATION

YEARS OF EDUCATION COMPLETED - Circle one number if changed in last twelve months.

9 - 10 - 11 - 12
 High School

13 - 14 - 15 - 16
 College

17 - 18 - 19
 Graduate Work

NOTE: Identify any change in the last twelve months.

☐ COLLEGE COURSE WORK - NO DEGREE

School	# of Courses	# of Years	Year Completed	Major Field

☐ 2 YR. DEGREE - TYPE AND YEAR RECEIVED: ASSOCIATE IN SCIENCE DEGREE

SCHOOL: MCC MAJOR FIELD: CRIMINAL JUSTICE

☐ 4 YR. DEGREE - TYPE AND YEAR RECEIVED: BACHELOR'S IN SCIENCE DEGREE

SCHOOL: KEUKA MAJOR FIELD: CRIMINAL JUSTICE

☐ GRAD. WORK - NO DEGREE YR COMPLETED: _____

SCHOOL: _____ MAJOR FIELD: _____

☐ GRAD. DEGREE - TYPE AND YEAR RECEIVED: _____

SCHOOL: _____ MAJOR FIELD: _____

MILITARY SERVICE - if your military service has changed in the last twelve months, complete the information below.

RESERVE DUTY:

BRANCH: _____ FROM: _____ TO: _____

MONTH & YR

MONTH & YR

Updated 6/94

FOREIGN LANGUAGE SKILLS - Indicate any changes in the last twelve months.

	LANGUAGE #1	LANGUAGE #2	LANGUAGE #3
	<u>English</u>		
Some conversational ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpretive ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Native tongue or equivalent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job related reading ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job related writing ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INSTRUCTOR CERTIFICATION - Indicate any changes in the last twelve months.

Topic Area	Certified By	Certification Month & Year	Expiration Month & Year

RECENT INSTRUCTIONAL ACTIVITY - Indicate any instruction in the last twelve months.

Specific Area	Month & Year Last Taught

AWARDS AND RECOGNITION - What awards or recognition have you received from organizations outside the RPD in the last twelve months. (Indicate the name or nature of the AWARD/RECOGNITION, the ORGANIZATION that gave the award or recognition, and the MONTH & YEAR received.)

Award/Recognition	Group	Month & Year

CERTIFICATIONS, TRAINING, SKILLS, ETC. - If you have been certified as a Field Training Officer, indicate the month and year of certification.

FTO MARCH 2004

List all training received as a police officer in the last twelve months.

Training	Month & Year

GROUP MEMBERSHIPS - Indicate community, religious, or fraternal groups which you have joined in the last twelve months.

Name of Group	Hold Office?

**Rochester Police Department
Career Development Worksheet RPD 1369**

Employee

LaRon D. Singletary

Supervisor

SGT. ROBERT HILL

Date

12/27/06

On the above date, a discussion was held between the listed above personnel. The purpose of this was to assist the employee in formulating and achieving career goals.

He/she has the following immediate and long range goals:

IMMEDIATE GOAL: TO BEGIN MY MASTER'S DEGREE IN PUBLIC ADMINISTRATION IN THE SPRING OF 2007 AT SUNY BROCKPORT.

Long Term Goal: TO POSITION MYSELF TO BE A SUPERVISOR AND MENTALLY + PHYSICALLY + FINANCIALLY HEALTHY PRIOR TO MY 20TH YEAR IN THE RPD.

The supervisor offered the following guidance and assistance toward reaching the goals:

- I START PREPARING FOR PROMOTION EXAM NOW - PREP. CLASSES + STUDY GUIDES DESIGNED FOR THE PROMOTION EXAM. BE FAMILIAR WITH G.O. REGARDING THE ROLE OF THE SUPERVISOR

☐ Check if the employee requests follow-up with the Professional Development Section for additional career guidance.

EMPLOYEE'S SIGNATURE

LaRon D. Singletary

SUPERVISOR'S SIGNATURE

SGT. ROBERT HILL

ROCHESTER POLICE DEPARTMENT
POLICE OFFICER PERFORMANCE EVALUATION FORM, RPD 1265

PAGE 1 OF 2

Sigletary, Laron	1147	01/16/06			
MEMBERS NAME	ID#	DATE	PHASE	DOR# (start w/ 1 at each new phase)	
Sgt. Frank Alberti	277	01/16/06	westside	3rd	01/01/05 TO 21/31/05
RATERS NAME	ID#	DATE	SECTION	PLATOON	EVALUATION PERIOD

☐ Daily Observation Report
 ☐ Monthly Probation Evaluation
 ☒ Annual Evaluation

RATING SCALE

NOT OBSERVED NOT ACCEPTABLE BY PROGRAM STANDARDS ACCEPTABLE LEVEL SUPERIOR BY FTO PROGRAM STANDARDS

CATEGORIES

APPEARANCE

[6] 1. GENERAL APPEARANCE 0 1 2 3 4 5 X 7 []

ATTITUDE

[6] 2. ACCEPTANCE OF FEEDBACK 0 1 2 3 4 5 X 7 []

[6] 3. ATTITUDE TOWARD POLICE WORK 0 1 2 3 4 5 X 7 []

KNOWLEDGE

[5] 4. DEPARTMENT POLICIES/PROCEDURES 0 1 2 3 4 X 6 7 []

[5] 5. CRIMINAL STATUTES 0 1 2 3 4 X 6 7 []

[5] 6. CITY/COUNTY ORDINANCES 0 1 2 3 4 X 6 7 []

[6] 7. VEHICLE AND TRAFFIC LAW 0 1 2 3 4 5 X 7 []

[5] 8. CRIMINAL PROCEDURE LAW 0 1 2 3 4 X 6 7 []

PERFORMANCE

RADIO SKILLS

[5] 9. LISTENS/ COMPREHENDS 0 1 2 3 4 X 6 7 []

[5] 10. ARTICULATION OF TRANSMISSIONS 0 1 2 3 4 X 6 7 []

[5] 11. APPROPRIATE USE OF CODES/PROCEDURES 0 1 2 3 4 X 6 7 []

DRIVING SKILLS

[6] 12. ORIENTATION 0 1 2 3 4 5 X 7 []

[6] 13. NORMAL CONDITIONS 0 1 2 3 4 5 X 7 []

[6] 14. STRESS CONDITIONS 0 1 2 3 4 5 X 7 []

OFFICER SAFETY

[6] 15. GENERAL 0 1 2 3 4 5 X 7 []

[6] 16. SUSPECTS/PRISONERS 0 1 2 3 4 5 X 7 []

CONTROL OF CONFLICT

[5] 17. VOICE COMMAND 0 1 2 3 4 X 6 7 []

[5] 18. PHYSICAL COMMAND 0 1 2 3 4 X 6 7 []

RESEARCH SKILLS

[5] 19. INTERVIEW/INTERROGATION 0 1 2 3 4 X 6 7 []

[6] 20. INVESTIGATION 0 1 2 3 4 5 X 7 []

[6] 21. PROBLEM SOLVING/DECISION MAKING 0 1 2 3 4 5 X 7 []

FIELD PERFORMANCE

[5] 22. NORMAL CONDITIONS 0 1 2 3 4 X 6 7 []

[5] 23. STRESS CONDITIONS 0 1 2 3 4 X 6 7 []

[5] 24. SELF-INITIATED ACTIVITY 0 1 2 3 4 X 6 7 []

REPORT WRITING

[6] 25. FORMS-ACCURATE/COMPLETE 0 1 2 3 4 5 X 7 []

[6] 26. ORGANIZATION/DETAIL 0 1 2 3 4 5 X 7 []

[6] 27. GRAMMAR/SPELLING/NEATNESS 0 1 2 3 4 5 X 7 []

[6] 28. APPROPRIATE TIME USED 0 1 2 3 4 5 X 7 []

RELATIONSHIPS

[6] 29. WITH CITIZENS 0 1 2 3 4 5 X 7 []

[6] 30. WITH ETHNIC GROUPS OTHER THAN OWN 0 1 2 3 4 5 X 7 []

[6] 31. WITH DEPARTMENT MEMBERS 0 1 2 3 4 5 X 7 []

PROBATIONARY OFFICERS NAME Sigletary, Laron DATE: 01/16/06 DOR#: _____ PHASE: _____

Most notable area of performance this period was rating category number : 7

A specific incident which demonstrates performance in this area is:

Officer Singletary does a great job taking backups and handling calls for service in his area. Officer Singletary makes it a point to find the time for self-initiated activity in the form of vehicle and traffic enforcement. Officer Singletary has made numerous DWI arrests and other traffic arrests.

Area of performance which the supervisor would like to see improvement was rating category number: 19

A specific incident which demonstrates performance in this area is:

Officer Singletary has proven time and time again that he is able to complete investigations from beginning to end. Often times Officer Singletary does his own follow-ups to fielded jobs. I would like to see Officer Singletary make more attempts at interviewing and interrogating suspects he arrests. Officer Singletary ~~has~~ both the skills and knowledge to conduct his own interviews without the use of an investigator.

Have you had follow up discussions on this with the member? (Circle One) YES NO

What action plan was developed to assist the member?

Follow up date: NA

Documentation of performance and comments: (all ratings of 1 and 7 must be commented on)

Cat. No.

Check all of the reports written by the probationary officer:

☐ Crime Report ☐ Investigative Action ☐ Incident Report ☐ Tow Report ☐ Missing Person Report ☐ Property Custody Report
☐ Technician Report ☐ Prisoner Data Report ☐ Field Interview Report ☐ MVA ☐ Other: _____

The methods by which the probationary member was evaluated:

☐ Ride-Along ☒ Report Review ☒ Conferences ☐ Other F.T.O.'s ☒ Roll Call ☒ Radio Traffic ☒ Field Visits
☐ Other, explain: _____

Probationary Evaluation Use:

[Signature] 1/28/06
Probationary Member's Signature/Date

F.T.O.'s Signature/Date

Section F.T. & E. Coordinator/Date

Annual Evaluation Use:

[Signature] 1/28/06
Members Signature/Date

[Signature]
Rater's Signature/Date

Probationary/Annual Evaluation Use:

[Signature]
Rater's Supervisor Signature/Date

[Signature]
Commanding Officer/Date

CF DEL #592 2-8-06

**Rochester Police Department
Career Development Worksheet RPD 1369**

Employee LaRon D Singletary
Supervisor Sgt. Alberti
Date 01-28-06

On the above date, a discussion was held between the listed above personnel. The purpose of this was to assist the employee in formulating and achieving career goals.

He/she has the following immediate and long range goals:

Immediate - OBTAIN A MASTER'S DEGREE + FINISH THE BACHELOR'S DEGREE PROGRAM

Long-Range - BECOME A SUPERVISOR AND POSSIBLY GET A TEACHING DEGREE

The supervisor offered the following guidance and assistance toward reaching the goals:

IMMEDIATE - CONT. TAKING CLASS'S AND STAYING FOCUSED ON HIS GOALS.

LONG RANGE - STUDY FOR UPWARD TEST G.O.'S, PENA, PROBATION LAW etc.

☐ Check if the employee requests follow-up with the Professional Development Section for additional career guidance.

EMPLOYEE'S SIGNATURE

SUPERVISOR'S SIGNATURE

- 1 copy to Employee
- 1 copy to Employee's Section Personnel File
- 1 copy to Professional Development Section

*LT D&L #582
2-8-06*



PLEASE COMPLETE AND RETURN THIS FORM AT THE TIME OF THE CAREER DEV. INTERVIEW

ROCHESTER POLICE DEPARTMENT
Professional Development History Survey Update

Date 1/28/06

Please **TYPE** your responses. If that is not possible, print **CLEARLY**.

FULL NAME: LaRon Desmond Singletary IBM#: 1197

DATES OF RANK - Identify any change during the past twelve months.

RANK: Police Officer MONTH & YEAR OF RANK: 07/31/00

DATES OF ASSIGNMENTS TO UNITS - Identify any changes during the past twelve months.

UNIT ASSIGNMENT	MONTH & YEAR OF ASSIGNMENT
<u>WEST Patrol</u>	<u>07/04</u>
_____	_____

EDUCATION

YEARS OF EDUCATION **COMPLETED** - Circle one number if changed in last twelve months.

9 - 10 - 11 - 12
High School

13 - 14 - 15 - 16
College

17 - 18 - 19
Graduate Work

NOTE: Identify any change in the last twelve months.

☐ COLLEGE COURSE WORK - NO DEGREE

School	# of Courses	# of Years	Year Completed	Major Field
--------	--------------	------------	----------------	-------------

☐ FreeKA

☐ 2 YR. DEGREE - TYPE AND YEAR RECEIVED: Associates Degree

SCHOOL: MCC MAJOR FIELD: Criminal Justice

☐ 4 YR. DEGREE - TYPE AND YEAR RECEIVED: _____

SCHOOL: _____ MAJOR FIELD: _____

☐ GRAD. WORK - NO DEGREE YR COMPLETED: _____

SCHOOL: _____ MAJOR FIELD: _____

☐ GRAD. DEGREE - TYPE AND YEAR RECEIVED: _____

SCHOOL: _____ MAJOR FIELD: _____

MILITARY SERVICE - if your military service has changed in the last twelve months, complete the information below.

RESERVE DUTY:

BRANCH: _____ FROM: _____ TO: _____
MONTH & YR MONTH & YR

FOREIGN LANGUAGE SKILLS - Indicate any changes in the last twelve months.

	LANGUAGE #1	LANGUAGE #2	LANGUAGE #3
	<u>Spanish</u>		
Some conversational ability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpretive ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Native tongue or equivalent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job related reading ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job related writing ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INSTRUCTOR CERTIFICATION - Indicate any changes in the last twelve months.

Topic Area	Certified By	Certification Month & Year	Expiration Month & Year

RECENT INSTRUCTIONAL ACTIVITY - Indicate any instruction in the last twelve months.

Specific Area	Month & Year Last Taught

AWARDS AND RECOGNITION - What awards or recognition have you received from organizations outside the RPD in the last twelve months. (Indicate the name or nature of the AWARD/RECOGNITION, the ORGANIZATION that gave the award or recognition, and the MONTH & YEAR received.)

Award/Recognition	Group	Month & Year

CERTIFICATIONS, TRAINING, SKILLS, ETC. - If you have been certified as a Field Training Officer, indicate the month and year of certification.

<u>FTO 3/04</u>

List all training received as a police officer in the last twelve months.

Training	Month & Year

GROUP MEMBERSHIPS - Indicate community, religious, or fraternal groups which you have joined in the last twelve months.

Name of Group	Hold Office?

ROCHESTER POLICE DEPARTMENT
POLICE OFFICER PERFORMANCE EVALUATION FORM, RPD 1265

PAGE 1 OF 1

<u>Laron Singletary</u>	<u>1147</u>	<u>02/08/05</u>				
MEMBERS NAME	ID#	DATE	PHASE	DOR# (start w/ 1 at each new phase)		
<u>Sgt. Frank Alberti</u>	<u>277</u>	<u>02/08/05</u>	<u>west side</u>	<u>3rd</u>	<u>01/01/04</u>	<u>TO 12/31/04</u>
RATERS NAME	ID#	DATE	SECTION	PLATOON	EVALUATION PERIOD	

☐ Daily Observation Report
 ☐ Monthly Probation Evaluation
 ☒ Annual Evaluation

RATING SCALE

NOT OBSERVED NOT ACCEPTABLE BY PROGRAM STANDARDS ACCEPTABLE LEVEL SUPERIOR BY FTO PROGRAM STANDARDS

<u>CATEGORIES</u>		NOT OBSERVED	NOT ACCEPTABLE BY PROGRAM STANDARDS	ACCEPTABLE LEVEL	SUPERIOR BY FTO PROGRAM STANDARDS	<u>NRT</u>
<u>APPEARANCE</u>						
[6]	1. GENERAL APPEARANCE	0	1	2	3	4
					5	X
						7
<u>ATTITUDE</u>						
[6]	2. ACCEPTANCE OF FEEDBACK	0	1	2	3	4
					5	X
[6]	3. ATTITUDE TOWARD POLICE WORK	0	1	2	3	4
					5	X
						7
<u>KNOWLEDGE</u>						
[5]	4. DEPARTMENT POLICIES/PROCEDURES	0	1	2	3	4
					5	X
[5]	5. CRIMINAL STATUTES	0	1	2	3	4
					5	X
[5]	6. CITY/COUNTY ORDINANCES	0	1	2	3	4
					5	X
[6]	7. VEHICLE AND TRAFFIC LAW	0	1	2	3	4
					5	X
[5]	8. CRIMINAL PROCEDURE LAW	0	1	2	3	4
					5	X
						6
						7
<u>PERFORMANCE</u>						
<u>RADIO SKILLS</u>						
[6]	9. LISTENS/ COMPREHENDS	0	1	2	3	4
					5	X
[6]	10. ARTICULATION OF TRANSMISSIONS	0	1	2	3	4
					5	X
[6]	11. APPROPRIATE USE OF CODES/PROCEDURES	0	1	2	3	4
					5	X
						7
<u>DRIVING SKILLS</u>						
[6]	12. ORIENTATION	0	1	2	3	4
					5	X
[6]	13. NORMAL CONDITIONS	0	1	2	3	4
					5	X
[6]	14. STRESS CONDITIONS	0	1	2	3	4
					5	X
						7
<u>OFFICER SAFETY</u>						
[6]	15. GENERAL	0	1	2	3	4
					5	X
[6]	16. SUSPECTS/PRISONERS	0	1	2	3	4
					5	X
						7
<u>CONTROL OF CONFLICT</u>						
[6]	17. VOICE COMMAND	0	1	2	3	4
					5	X
[6]	18. PHYSICAL COMMAND	0	1	2	3	4
					5	X
						7
<u>RESEARCH SKILLS</u>						
[6]	19. INTERVIEW/INTERROGATION	0	1	2	3	4
					5	X
[6]	20. INVESTIGATION	0	1	2	3	4
					5	X
[6]	21. PROBLEM SOLVING/DECISION MAKING	0	1	2	3	4
					5	X
						7
<u>FIELD PERFORMANCE</u>						
[6]	22. NORMAL CONDITIONS	0	1	2	3	4
					5	X
[6]	23. STRESS CONDITIONS	0	1	2	3	4
					5	X
[4]	24. SELF-INITIATED ACTIVITY	0	1	2	3	4
					5	X
						6
						7
<u>REPORT WRITING</u>						
[6]	25. FORMS-ACCURATE/COMPLETE	0	1	2	3	4
					5	X
[6]	26. ORGANIZATION/DETAIL	0	1	2	3	4
					5	X
[6]	27. GRAMMAR/SPELLING/NEATNESS	0	1	2	3	4
					5	X
[5]	28. APPROPRIATE TIME USED	0	1	2	3	4
					5	X
						6
						7
<u>RELATIONSHIPS</u>						
[6]	29. WITH CITIZENS	0	1	2	3	4
					5	X
[6]	30. WITH ETHNIC GROUPS OTHER THAN OWN	0	1	2	3	4
					5	X
[6]	31. WITH DEPARTMENT MEMBERS	0	1	2	3	4
					5	X
						7

**Rochester Police Department
Career Development Worksheet RPD 1369**

Employee LARON SINGLETARY
Supervisor SGT. FRANK ALBERNI
Date 2-8-05

On the above date, a discussion was held between the listed above personnel. The purpose of this was to assist the employee in formulating and achieving career goals.

He/she has the following immediate and long range goals:

*IMMEDIATE GOALS: TO FINISH MY BACHELOR'S DEGREE AT KEOKA COLLEGE
WITHIN 18 MOS.*

*LONG RANGE GOALS: TO OBTAIN MY MASTER'S DEGREE AND USE THE
DEGREE TO OBTAIN A COMMAND RANK IN THE
RPD OR OTHER FEDERAL JOB.*

The supervisor offered the following guidance and assistance toward reaching the goals:

IMMEDIATE GOAL - PRACTICE GOOD TIME MANAGEMENT AND STUDY.

*LONG RANGE - STUDY FOR UPWARD PROMOTIONAL EXAMS. - STUDY G.O.'S
TRAIN. BULL., PENAL CODE, CPL, UNION CONTRACT. ETC.*

☐ Check if the employee requests follow-up with the Professional Development Section for additional career guidance.

EMPLOYEE'S SIGNATURE

SUPERVISOR'S SIGNATURE

1 copy to Employee
1 copy to Employee's Section Personnel File
1 copy to Professional Development Section



PLEASE COMPLETE AND RETURN THIS FORM AT THE TIME OF THE CAREER DEV. INTERVIEW

ROCHESTER POLICE DEPARTMENT
Professional Development History Survey Update

Date 02/08/05

Please **TYPE** your responses. If that is not possible, print **CLEARLY**.

FULL NAME: LARON SINGLETARY IBM#: 1147

DATES OF RANK - Identify any change during the past twelve months.

RANK: POLICE OFFICER MONTH & YEAR OF RANK: 4 YEARS + 7 mos

DATES OF ASSIGNMENTS TO UNITS - Identify any changes during the past twelve months.

UNIT ASSIGNMENT	MONTH & YEAR OF ASSIGNMENT
<u>WEST THIRD</u>	<u>7 mos.</u>
_____	_____

EDUCATION

YEARS OF EDUCATION COMPLETED - Circle one number if changed in last twelve months.

9 - 10 - 11 - 12
High School

13 - 14 - 15 - 16
College

17 - 18 - 19
Graduate Work

NOTE: Identify any change in the last twelve months.

☐ COLLEGE COURSE WORK - NO DEGREE

School	# of Courses	# of Years	Year Completed	Major Field
_____	<u>2</u>			<u>CRIMINAL JUSTICE</u>

☒ 2 YR. DEGREE - TYPE AND YEAR RECEIVED: CRIM. Associate in Science
 SCHOOL: MCC MAJOR FIELD: CRIMINAL JUSTICE

☐ 4 YR. DEGREE - TYPE AND YEAR RECEIVED: _____
 SCHOOL: _____ MAJOR FIELD: _____

☐ GRAD. WORK - NO DEGREE YR COMPLETED: _____
 SCHOOL: _____ MAJOR FIELD: _____

☐ GRAD. DEGREE - TYPE AND YEAR RECEIVED: _____
 SCHOOL: _____ MAJOR FIELD: _____

MILITARY SERVICE - if your military service has changed in the last twelve months, complete the information below.

RESERVE DUTY:

BRANCH: _____ FROM: _____ TO: _____
MONTH & YR MONTH & YR

FOREIGN LANGUAGE SKILLS - Indicate any changes in the last twelve months.

	LANGUAGE #1	LANGUAGE #2	LANGUAGE #3
	<u>SPANISH</u>		
Some conversational ability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpretive ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Native tongue or equivalent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job related reading ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job related writing ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

N/A

INSTRUCTOR CERTIFICATION - Indicate any changes in the last twelve months.

Topic Area	Certified By	Certification Month & Year	Expiration Month & Year
------------	--------------	----------------------------	-------------------------

N/A

RECENT INSTRUCTIONAL ACTIVITY - Indicate any instruction in the last twelve months.

Specific Area	Month & Year Last Taught
---------------	--------------------------

N/A

AWARDS AND RECOGNITION - What awards or recognition have you received from organizations outside the RPD in the last twelve months. (Indicate the name or nature of the AWARD/RECOGNITION, the ORGANIZATION that gave the award or recognition, and the MONTH & YEAR received.)

Award/Recognition	Group	Month & Year
-------------------	-------	--------------

CERTIFICATIONS, TRAINING, SKILLS, ETC. - If you have been certified as a Field Training Officer, indicate the month and year of certification.

03/04 Field Training Officer

List all training received as a police officer in the last twelve months.

Training	Month & Year
<u>EDPRT School</u>	<u>3/04</u>

N/A

GROUP MEMBERSHIPS - Indicate community, religious, or fraternal groups which you have joined in the last twelve months.

Name of Group	Hold Office?
---------------	--------------

Rochester Police Department Performance Assessment

Patrol Officer Evaluation Form RPD 1357

Laron Singletary

OFFICER'S NAME

1147

ID#

12/19/01

DATE

Sergeant Ray Dearcop

SUPERVISOR'S NAME

172

ID#

Clinton Section

SECTION

First

PLATOON

CATEGORIES

NOT
OBSERVED/APPLICABLE

UNACCEPTABLE LEVEL

ACCEPTABLE LEVEL

SUPERIOR BY FTO.
PROGRAM STANDARDS

APPEARANCE

1. General Appearance

0

1

2

3

4

5

6

7

ATTITUDE

2. Acceptance of Feedback

0

1

2

3

4

5

6

7

3. Attitude towards Police Work

0

1

2

3

4

5

6

7

KNOWLEDGE

4. Morale/Motivation

0

1

2

3

4

5

6

7

5. Department Policies/Procedures

0

1

2

3

4

5

6

7

6. City/County Ordinances

0

1

2

3

4

5

6

7

7. Vehicle and Traffic Law

0

1

2

3

4

5

6

7

8. Criminal Procedure Law

0

1

2

3

4

5

6

7

PERFORMANCE

9. Radio Skills

0

1

2

3

4

5

6

7

A. Codes and Procedures

0

1

2

3

4

5

6

7

B. Listening and Comprehension

0

1

2

3

4

5

6

7

C. Transmissions

0

1

2

3

4

5

6

7

10. Orientation and Response Time

0

1

2

3

4

5

6

7

11. Driving Skills

A. Normal Conditions

0

1

2

3

4

5

6

7

B. Stress Conditions

0

1

2

3

4

5

6

7

12. Officer Safety

A. Normal Conditions

0

1

2

3

4

5

6

7

B. Suspects and Suspicious Circumstances

0

1

2

3

4

5

6

7

13. Control of Conflict

A. Voice Command

0

1

2

3

4

5

6

7

B. Physical Command

0

1

2

3

4

5

6

7

14. Investigative Skills

A. Interview and Interrogation

0

1

2

3

4

5

6

7

B. Preliminary Investigation

0

1

2

3

4

5

6

7

15. Problem Solving/Decision Making

0

1

2

3

4

5

6

7

16. Field Performances

A. Normal Conditions

0

1

2

3

4

5

6

7

B. Stress Conditions

0

1

2

3

4

5

6

7

C. Self-Initiated Activity

0

1

2

3

4

5

6

7

17. Use and Care of Equipment

0

1

2

3

4

5

6

7

REPORT AND COURT DOCUMENT WRITING

18. Accuracy/Completeness/Time

0

1

2

3

4

5

6

7

19. Organization/Detail

0

1

2

3

4

5

6

7

20. Grammar/Spelling/Neatness

0

1

2

3

4

5

6

7

	<u>CATEGORIES</u>	<u>NOT OBSERVED/ APPLICABLE</u>								
		<u>UNACCEPTABLE</u>			<u>ACCEPTABLE</u>			<u>SUPERIOR</u>		
	<u>RELATIONSHIPS</u>									
	With Citizens/Community	0	1	2	3		4	5	6	7
22.	With Department Members/Teamwork	0	1	2	3		4	5	6	7

The most acceptable area observed was rating category number 2

Explanation: Laron is a new officer that is eager to learn new things. He is often the first to volunteer for assignments at roll call, regardless of the nature. Laron understands that this job is a continual learning process and does not hesitate to ask questions when he is unsure of something. Laron willingly accepts both positive and negative feedback from his supervisors and is well above average at this early stage of his career.

The least acceptable area observed was rating category number 14A/16C

Explanation: Laron needs to develop more self-initiated activity. Working first platoon gives him an excellent opportunity to make V&T and other street stops. Laron needs to make more wanted board attempts, which will in turn, strengthen his interview and interrogation skills. Laron is just getting comfortable with Clinton Sec. and handling the calls for service. He will become a more well rounded officer with more experience and pro-activity.

COMMAND COMMENTS AND EXPECTATIONS

Laron is a new officer with an excellent attitude. He is a good worker and I believe he has what it takes to become a very good police officer. I would like to see Laron improve his proactive skills and with more experience, he will excel as an officer.

OFFICER'S COMMENTS

Sgt. B. Deary #172

Rater's Signature

Lt. D.E.L. #582

Rater Supervisor's Signature

[Signature]

Officer's Signature

Attachments:

Career Development Worksheet (RPD 1369)
Professional History Survey Update (RPD 1370A)
Emergency Contact Notification Form (RPD 1414)

☒ Yes (Required with Annual Performance Evaluation)
☒ Yes ☐ No Change*
☒ Yes ☐ No Change*

*No form required

**Rochester Police Department
Career Development Worksheet RPD 1369**

Employee LARON D. SINGLETARY
Supervisor Sgt. A. Deacon #171
Date 01-12-02

On the above date, a discussion was held between the listed above personnel. The purpose of this was to assist the employee in formulating and achieving career goals.

He/she has the following immediate and long range goals:

IMMEDIATE GOALS: TO CONTINUE THE LEARNING PROCESS OF MY
CAREER WHILE LEARNING AS MUCH AS I CAN TO
BETTER ASSIST/EQUIP MY MIND WITH REACHING MY
LONG TERM GOALS.

LONG RANGE GOALS: TO OBTAIN MY MASTER'S DEGREE IN PUBLIC ADMINISTRATION
BY THE AGE OF 27. MY CAREER GOAL IS TO OBTAIN
A COMMAND POSITION WITHIN THE RPD AS WELL AS TO BETTER
PREPARE MYSELF FOR A CAREER AFTER LAW ENFORCEMENT.

The supervisor offered the following guidance and assistance toward reaching the goals:

Officer Laron Singletary is a relatively new officer with an excellent
attitude. I told him to keep working hard and to always do
what is right. I advised him that by applying for additional
schools, he will better himself as an officer. The training received
from the schools will assist him in learning the job and
sharpen the skills he uses on his day to day duties. I told
Officer Singletary that a master's degree would be a great asset in
advancement in the RPD. I advised him to get started in researching
with PDS as to financial assistance from the RPD. I explained
that the sooner he goes back to school, the easier it will be.

☐ Check if the employee requests follow-up with the Professional Development Section for additional career guidance.

EMPLOYEE'S SIGNATURE

SUPERVISOR'S SIGNATURE

1 copy to Employee

1 copy to Employee's Section Personnel File

1 copy to Professional Development Section



ROCHESTER POLICE DEPARTMENT **Professional Development History Survey Update**

Date

1 / 12 / 02

Please TYPE your responses. If that is not possible, print CLEARLY.

FULL NAME: LA RON DESMOND SINGLETARY IBM#: 1147

DATES OF RANK - Identify any change during the past twelve months.

RANK: POLICE OFFICER MONTH & YEAR OF RANK: JULY 31, 2000

DATES OF ASSIGNMENTS TO UNITS - Identify any changes during the past twelve months.

UNIT ASSIGNMENT	MONTH & YEAR OF ASSIGNMENT
<u>CLINTON SECTION FIRST</u>	<u>07-02-01</u>
_____	_____

EDUCATION

YEARS OF EDUCATION COMPLETED - Circle one number if changed in last twelve months.

9 - 10 - 11 - 12
High School13 - 14 - 15 - 16
College17 - 18 - 19
Graduate Work

NOTE: Identify any change in the last twelve months.

☐ COLLEGE COURSE WORK - NO DEGREE

School	# of Courses	# of Years	Year Completed	Major Field
<u>Monroe Comm. College</u>		<u>2</u>	<u>2000</u>	<u>Crim. Justice</u>

☐ 2 YR. DEGREE - TYPE AND YEAR RECEIVED: ASSOCIATES 2000SCHOOL: Monroe Comm. College MAJOR FIELD: Criminal Justice☐ 4 YR. DEGREE - TYPE AND YEAR RECEIVED: _____

SCHOOL: _____ MAJOR FIELD: _____

☐ GRAD. WORK - NO DEGREE YR COMPLETED: _____

SCHOOL: _____ MAJOR FIELD: _____

☐ GRAD. DEGREE - TYPE AND YEAR RECEIVED: _____

SCHOOL: _____ MAJOR FIELD: _____

MILITARY SERVICE - If your military service has changed in the last twelve months, complete the information below.

RESERVE DUTY:

BRANCH: N/A FROM: N/A TO: N/A
MONTH & YR MONTH & YR MONTH & YR

Updated 6/94

rochester police department professional development history survey update 1370A

Rochester Police Department Performance Assessment

Patrol Officer Evaluation Form RPD 1357

Laron Singletary

OFFICER'S NAME

Sgt. John M. Mustico

SUPERVISOR'S NAME

1147

ID#

820

ID#

2/2/04

DATE

Clinton Section

SECTION

First

PLATOON

CATEGORIES

NOT
OBSERVED/APPLICABLE UNACCEPTABLE LEVEL ACCEPTABLE LEVEL SUPERIOR BY FTO.
PROGRAM STANDARDS

APPEARANCE

1. General Appearance

↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓

0 1 2 3 4 5 6 7

ATTITUDE

2. Acceptance of Feedback

0 1 2 3 4 5 6 7

3. Attitude towards Police Work

0 1 2 3 4 5 6 7

KNOWLEDGE

4. Morale/Motivation

0 1 2 3 4 5 6 7

5. Department Policies/Procedures

0 1 2 3 4 5 6 7

6. City/County Ordinances

0 1 2 3 4 5 6 7

7. Vehicle and Traffic Law

0 1 2 3 4 5 6 7

8. Criminal Procedure Law

0 1 2 3 4 5 6 7

PERFORMANCE

9. Radio Skills

0 1 2 3 4 5 6 7

A. Codes and Procedures

0 1 2 3 4 5 6 7

B. Listening and Comprehension

0 1 2 3 4 5 6 7

C. Transmissions

0 1 2 3 4 5 6 7

10. Orientation and Response Time

0 1 2 3 4 5 6 7

11. Driving Skills

0 1 2 3 4 5 6 7

A. Normal Conditions

0 1 2 3 4 5 6 7

B. Stress Conditions

0 1 2 3 4 5 6 7

12. Officer Safety

0 1 2 3 4 5 6 7

A. Normal Conditions

0 1 2 3 4 5 6 7

B. Suspects and Suspicious Circumstances

0 1 2 3 4 5 6 7

13. Control of Conflict

0 1 2 3 4 5 6 7

A. Voice Command

0 1 2 3 4 5 6 7

B. Physical Command

0 1 2 3 4 5 6 7

14. Investigative Skills

0 1 2 3 4 5 6 7

A. Interview and Interrogation

0 1 2 3 4 5 6 7

B. Preliminary Investigation

0 1 2 3 4 5 6 7

15. Problem Solving/Decision Making

0 1 2 3 4 5 6 7

16. Field Performances

0 1 2 3 4 5 6 7

A. Normal Conditions

0 1 2 3 4 5 6 7

B. Stress Conditions

0 1 2 3 4 5 6 7

C. Self-Initiated Activity

0 1 2 3 4 5 6 7

17. Use and Care of Equipment

0 1 2 3 4 5 6 7

REPORT AND COURT DOCUMENT WRITING

18. Accuracy/Completeness/Time

0 1 2 3 4 5 6 7

19. Organization/Detail

0 1 2 3 4 5 6 7

20. Grammar/Spelling/Neatness

0 1 2 3 4 5 6 7

CATEGORIES	NOT OBSERVED/ APPLICABLE					UNACCEPTABLE		ACCEPTABLE		SUPERIOR	
	0	1	2	3	4	5	6	7	8	9	10
RELATIONSHIPS											
21. With Citizens/Community	0	1	2	3	4	5	6	7	8	9	10
22. With Department Members/Teamwork	0	1	2	3	4	5	6	7	8	9	10

The most acceptable area observed was rating category number 19

Explanation: Laron is a fine example of a well rounded, well liked, hard working patrol officer. Laron has demonstrated his ability to write a complete, accurate and well written report. I have relied upon him to complete the crime report during several complex investigations. Each time he performed very well.

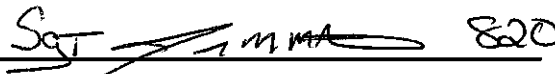
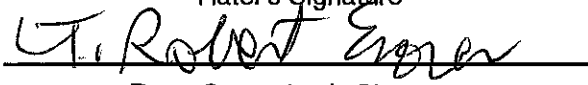
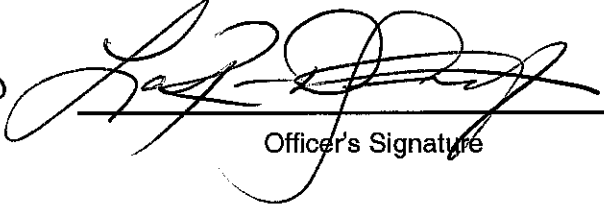
The least acceptable area observed was rating category number 8

Explanation: Laron performs thorough investigations and is confident in his abilities. I encourage him to continue his desire to perform above average and work on becoming more familiar with the Criminal Procedure Law and MCI.

COMMAND COMMENTS AND EXPECTATIONS

Even though Laron has been a police officer for less than four years, he has earned an exceptional reputation as being a highly competent patrol officer. I would encourage Laron to apply for specialized schools, specialized units and for FTO.

OFFICER'S COMMENTS


 Rater's Signature

 Rater Supervisor's Signature

 Officer's Signature

Attachments:

Career Development Worksheet (RPD 1369)
 Professional History Survey Update (RPD 1370A)
 Emergency Contact Notification Form (RPD 1414)

☒ Yes (Required with Annual Performance Evaluation)
☐ Yes ☒ No Change*
☒ Yes ☐ No Change*

*No form required

CAREER DEVELOPMENT WORKSHEET

Employee: LARON D. SINGLETARY
Supervisor: Sgt. MUSTICO
Date: 02/03/04

On the above date a discussion was held between the above personnel. The purpose of this was to assist the employee in formulating and achieving career goals. He/she has the following immediate and long range goals:

Immediate Goals: To Put in for as many schools/training as well as specialized units possible to better equip myself as a rounded police officer.

Long Range Goals: To use the tools, knowledge, training, and my personal values to better assist me in reaching the goal of becoming climbing the ranks of the RPD and beyond the RPD.
The supervisor offered the following guidance and assistance toward reaching the goals:

- Continue to apply for specialized schools, training & units.
- Develop a study plan and timetable to review RPD GO's, Policies, Penal Law & CPL Law updates along with MCI. This will give Laron a headstart on preparing to become an FTO and Supervisor.

() Check if the employee requests follow-up with the Professional Development Section or the Bureau of Employee Relations for additional career guidance.

Employee's Signature: _____

Supervisor's Signature: _____

- 1 Copy to Employee
- 1 Copy to Employee's Section personnel file
- 1 Copy to Professional Development Section

Rochester Police Department Performance Assessment

Patrol Officer Evaluation Form RPD 1357

Laron Singletary
OFFICER'S NAME

Greg Kelly
SUPERVISOR'S NAME

1147
ID#

542
ID#

1/5/03
DATE

Clinton Section
SECTION

1st Platoon
PLATOON

CATEGORIES	NOT OBSERVED/APPLICABLE	UNACCEPTABLE LEVEL			ACCEPTABLE LEVEL	SUPERIOR BY FTO PROGRAM STANDARDS		
	↓	↙	↓	↘	↓			↓
<u>APPEARANCE</u>								
1. General Appearance	0	1	2	3	4	5	(6)	7
<u>ATTITUDE</u>								
2. Acceptance of Feedback	0	1	2	3	4	5	(6)	7
3. Attitude towards Police Work	0	1	2	3	4	5	(6)	7
<u>KNOWLEDGE</u>								
4. Morale/Motivation	0	1	2	3	4	5	(6)	7
5. Department Policies/Procedures	0	1	2	3	4	(5)	6	7
6. City/County Ordinances	0	1	2	3	4	(5)	6	7
7. Vehicle and Traffic Law	0	1	2	3	4	5	(6)	7
8. Criminal Procedure Law	0	1	2	3	4	(5)	6	7
<u>PERFORMANCE</u>								
9. Radio Skills								
A. Codes and Procedures	0	1	2	3	4	5	(6)	7
B. Listening and Comprehension	0	1	2	3	4	5	(6)	7
C. Transmissions	0	1	2	3	4	5	(6)	7
10. Orientation and Response Time	0	1	2	3	4	5	(6)	7
11. Driving Skills								
A. Normal Conditions	0	1	2	3	4	(5)	6	7
B. Stress Conditions	0	1	2	3	4	(5)	6	7
12. Officer Safety								
A. Normal Conditions	0	1	2	3	4	5	(6)	7
B. Suspects and Suspicious Circumstances	0	1	2	3	4	5	(6)	7
13. Control of Conflict								
A. Voice Command	0	1	2	3	4	5	(6)	7
B. Physical Command	0	1	2	3	4	5	(6)	7
14. Investigative Skills								
A. Interview and Interrogation	0	1	2	3	(4)	5	6	7
B. Preliminary Investigation	0	1	2	3	4	5	(6)	7
15. Problem Solving/Decision Making	0	1	2	3	4	(5)	6	7
16. Field Performances								
A. Normal Conditions	0	1	2	3	4	(5)	6	7
B. Stress Conditions	0	1	2	3	4	5	(6)	7
C. Self-Initiated Activity	0	1	2	3	4	5	(6)	7
17. Use and Care of Equipment	0	1	2	3	4	5	(6)	7
<u>REPORT AND COURT DOCUMENT WRITING</u>								
18. Accuracy/Completeness/Time	0	1	2	3	4	5	(6)	7
19. Organization/Detail	0	1	2	3	4	5	(6)	7
20. Grammar/Snelling/Neatness	0	1	2	3	4	5	(6)	7

<u>CATEGORIES</u>	NOT OBSERVED/ <u>APPLICABLE</u>					<u>UNACCEPTABLE</u>		<u>ACCEPTABLE</u>		<u>SUPERIOR</u>
<u>RELATIONSHIPS</u>										
21. With Citizens/Community	0	1	2	3		4	5	6	7	
22. With Department Members/Teamwork	0	1	2	3		4	5	6	7	

The most acceptable area observed was rating category number 3, 4, 5

Explanation: Laron has greatly developed his skills as a patrol officer since last year. His attitude and motivation are a continually a strong asset of his. this is evident in the way he handles himself and the type of work he does on a daily basis. He is always at the top of the platoon as far as enforcement and his reports are always detailed and accurate. Laron is always willing to accept feedback in order to better himself as an officer.

The least acceptable area observed was rating category number 14A

Explanation: In this category although acceptable I would like to see Laron take the lead in more Interviewing and Interrogation especially when it come to felonies. This would greatly benefit him and further enhance his skills as a Patrol Officer as well as any advancement he has in the future.

COMMAND COMMENTS AND EXPECTATIONS

Laron has developed into a very good Police Officer. His attitude and the quality of work he produces are constant and shows greatly in both contacts with citizens and other officers. I strongly encourage Laron to develop his skills which I believe will take him far in the RPD.

OFFICER'S COMMENTS

Lt Kelly #542
 Rater's Signature
LO Albrecht
 Rater Supervisor's Signature

[Signature]
 Officer's Signature

Attachments:

Career Development Worksheet (RPD 1369)
 Professional History Survey Update (RPD 1370A)
 Emergency Contact Notification Form (RPD 1414)

☒ Yes (Required with Annual Performance Evaluation)
☐ Yes ☒ No Change*
☐ Yes ☒ No Change*

*No form required

**Rochester Police Department
Career Development Worksheet RPD 1369**

Employee LARON D. SINGLETARY
Supervisor SGT. G. KELLY
Date 1/28/03

On the above date, a discussion was held between the listed above personnel. The purpose of this was to assist the employee in formulating and achieving career goals.

He/she has the following immediate and long range goals:

Immediate Goals: TO OBTAIN AS MUCH KNOWLEDGE ABOUT POLICE
WORK TO FURTHER ADVANCE MY PRESENT CAREER IN LAW
ENFORCEMENT.

Long Range: TO OBTAIN A COMMAND POSITION WITHIN THE
RPD ORGANIZATION, THEN POSSIBLY SOME OTHER CAREER
WITH THE FEDERAL GOVERNMENT.

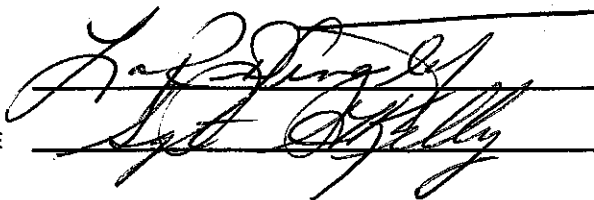
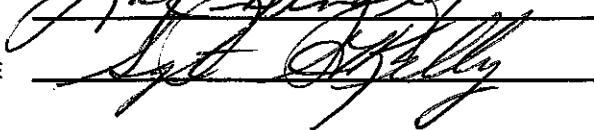
The supervisor offered the following guidance and assistance toward reaching the goals:

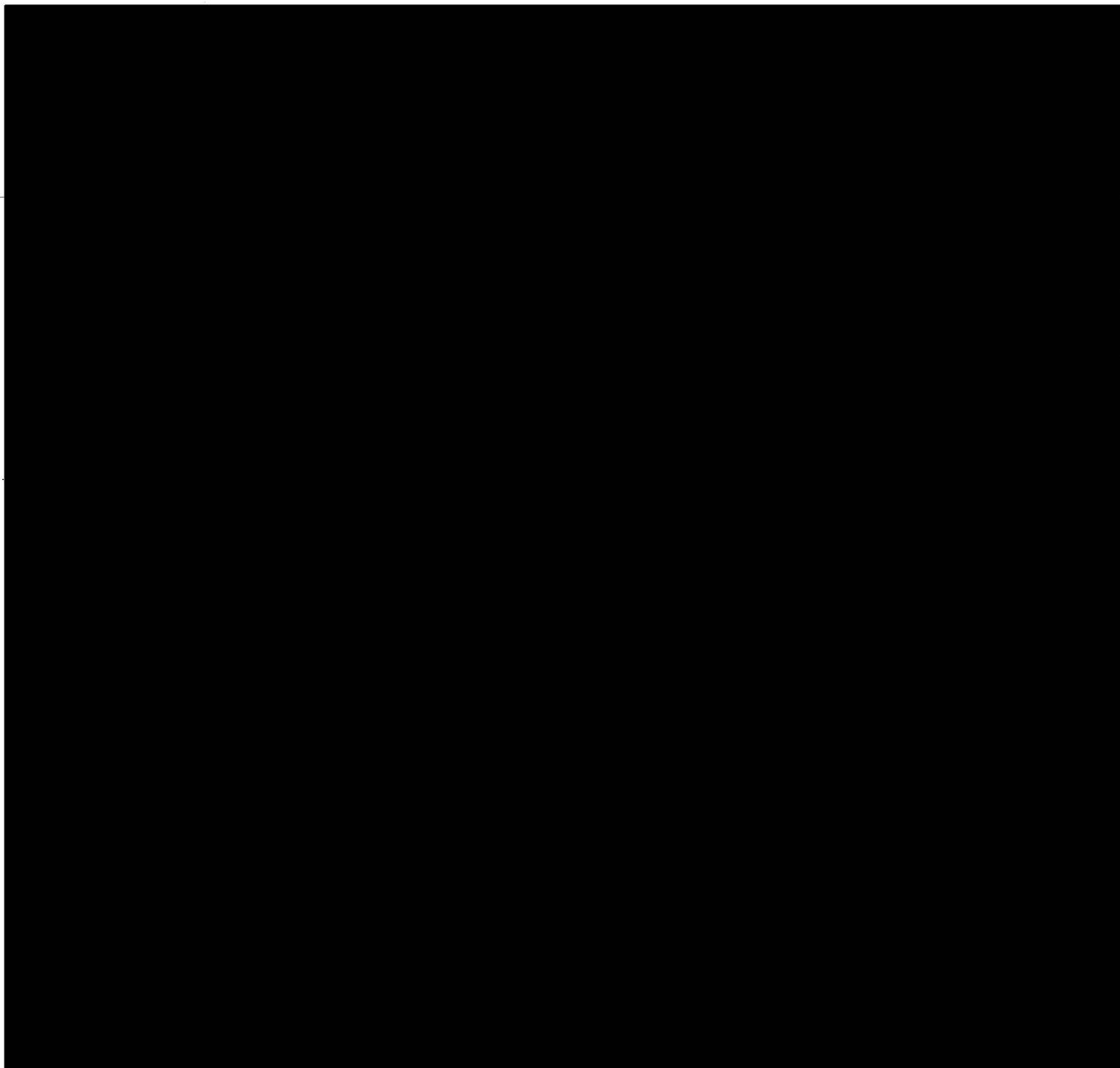
• LARON WAS ADVISED TO CONTINUE WORKING ON GAINING AS MUCH
KNOWLEDGE AS HE CAN IE; STUDYING G.O's, TRAINING BULLETINS AND OTHER
MATERIALS RELATED TO POLICE WORK. I ALSO ENCOURAGED LARON TO START
STUDYING FOR THE NEXT PROMOTIONAL EXAM AS HE WILL ELIGIBLE TO TAKE
IT. I SUGGESTED TO TELL LARON THE MATERIALS HE SHOULD START LOOKING
AT THAT WILL ASSIST HIM FOR THE EXAM.

☐ Check if the employee requests follow-up with the Professional Development Section for additional career guidance.

EMPLOYEE'S SIGNATURE

SUPERVISOR'S SIGNATURE





Rochester Police Department

Sergeant's Training Observation Summary RPD 1265

PAGE 1 OF 2LARON SINGLETARY
PROBATIONARY OFFICER'S NAME1147
ID#10/1/01
DATEBI-WEEKLY PERIOD OF: Aug/SEPT

RATING SCALE

REASON FOR NO EVALUATION

NOT ACCEPTABLE BY PROGRAM
STANDARDSACCEPTABLE
LEVELSUPERIOR BY FTO
PROGRAM STANDARDS

CATEGORIES

										REM.	NTR.
[6]	<u>APPEARANCE</u>										
	1. GENERAL APPEARANCE	0	1	2	3	4	5	6	7	[]	[]
	<u>ATTITUDE</u>										
[5]	2. ACCEPTANCE OF FEEDBACK	0	1	2	3	4	5	6	7	[]	[]
[4]	3. ATTITUDE TOWARD POLICE WORK	0	1	2	3	4	5	6	7	[]	[]
	<u>KNOWLEDGE</u>										
	4. <u>DEPARTMENT POLICIES/PROCEDURES</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	4	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	5	6	7	[]	[]
	5. <u>CRIMINAL STATUTES</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	4	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	5	6	7	[]	[]
	6. <u>CITY/COUNTY ORDINANCES</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	4	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	5	6	7	[]	[]
	7. <u>VEHICLE AND TRAFFIC LAW</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	4	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	5	6	7	[]	[]
	8. <u>CRIMINAL PROCEDURE LAW</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	4	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	5	6	7	[]	[]
	<u>PERFORMANCE</u>										
	<u>RADIO SKILLS</u>										
[5]	9. LISTENS/COMPREHENDS	0	1	2	3	4	5	6	7	[]	[]
[6]	10. ARTICULATION OF TRANSMISSIONS	0	1	2	3	4	5	6	7	[]	[]
[5]	11. APPROPRIATE USE OF CODES/PROCEDURE	0	1	2	3	4	5	6	7	[]	[]
	<u>DRIVING SKILLS</u>										
[5]	12. ORIENTATION	0	1	2	3	4	5	6	7	[]	[]
[6]	13. NORMAL CONDITIONS	0	1	2	3	4	5	6	7	[]	[]
[5]	14. STRESS CONDITIONS	0	1	2	3	4	5	6	7	[]	[]
	<u>OFFICER SAFETY</u>										
[5]	15. GENERAL	0	1	2	3	4	5	6	7	[]	[]
[5]	16. SUSPECTS/PRISONERS	0	1	2	3	4	5	6	7	[]	[]
	<u>CONTROL OF CONFLICT</u>										
[4]	17. VOICE COMMAND	0	1	2	3	4	5	6	7	[]	[]
[4]	18. PHYSICAL COMMAND	0	1	2	3	4	5	6	7	[]	[]
	<u>RESEARCH SKILLS</u>										
[4]	19. INTERVIEW/INTERROGATION	0	1	2	3	4	5	6	7	[]	[]
[4]	20. INVESTIGATION	0	1	2	3	4	5	6	7	[]	[]
[4]	21. PROBLEM SOLVING/DECISION MAKING	0	1	2	3	4	5	6	7	[]	[]
	<u>FIELD PERFORMANCE</u>										
[5]	22. NORMAL CONDITIONS	0	1	2	3	4	5	6	7	[]	[]
[4]	23. STRESS CONDITIONS	0	1	2	3	4	5	6	7	[]	[]
[4]	24. SELF-INITIATED ACTIVITY	0	1	2	3	4	5	6	7	[]	[]
	<u>REPORT WRITING</u>										
[4]	25. FORMS - ACCURATE/COMPLETE	0	1	2	3	4	5	6	7	[]	[]
[4]	26. ORGANIZATION/DETAIL	0	1	2	3	4	5	6	7	[]	[]
[4]	27. GRAMMAR/SPELLING/NEATNESS	0	1	2	3	4	5	6	7	[]	[]
[4]	28. APPROPRIATE TIME USED	0	1	2	3	4	5	6	7	[]	[]
	<u>RELATIONSHIPS</u>										
[6]	29. WITH CITIZENS IN GENERAL	0	1	2	3	4	5	6	7	[]	[]
[6]	30. WITH ETHNIC GROUPS OTHER THAN OWN	0	1	2	3	4	5	6	7	[]	[]
[6]	31. WITH DEPARTMENT MEMBERS	0	1	2	3	4	5	6	7	[]	[]

Most acceptable area of performance this period was rating category number: 30 & 31

A specific incident which demonstrates performance in this area is: Officer Singletary has developed a good relationship with the community and fellow officers of his platoon. Officer Singletary communicates well with citizens and takes extra time to explain when it appears they don't understand. Officer Singletary is quick to back up other officers even if he has to break from a report.

Least acceptable area of performance this period was rating category number: 25

A specific incident which demonstrates performance in this area is: Officer Singletary sometimes turns in reports that are incomplete. He is a good worker and sometimes rushes through a report so he can take another job or backup. As a result, he forgets to review his own report before turning it in for review. Officer Singletary has a good attitude and I believe this will improve through experience. He does write good reports when completed thoroughly.

Have you counseled this officer on his/her deficiencies? (Circle one) YES NO

Have these deficiencies required remedial training? (Circle one) YES NO

If yes, describe the training: _____

The methods by which the probationary officer was evaluated:

Ride-Along	_____	Report Review	<u>X</u>	Conferences	_____
Roll Call	<u>X</u>	Radio Traffic	<u>X</u>	Other, explain:	_____
Other F.T.O's	_____	Field Visits	<u>X</u>		

P. O. Lopez
Probationary Officer's Signature
Capt M. A.
Section Commanding Officer

R. Dearcor #172
Platoon Sergeant
St. Duit
Section F.T. & E. Coordinator



Rochester Police Department

Sergeant's Training Observation Summary RPD 1265

PAGE 1 OF 2Lakon Singletary

PROBATIONARY OFFICER'S NAME

1147

ID#

11/4/01

DATE

MONTH Aug BI-WEEKLY PERIOD OF: Aug/Sept

RATING SCALE

NOT ACCEPTABLE BY PROGRAM STANDARDS

ACCEPTABLE LEVEL

SUPERIOR BY FTO PROGRAM STANDARDS

CATEGORIES

										REM.	NTR.
[6]	<u>APPEARANCE</u>										
[6]	1. GENERAL APPEARANCE	0	1	2	3	4	5	6	7	[]	[]
[4]	<u>ATTITUDE</u>										
[4]	2. ACCEPTANCE OF FEEDBACK	0	1	2	3	4	5	6	7	[]	[]
[4]	3. ATTITUDE TOWARD POLICE WORK	0	1	2	3	4	5	6	7	[]	[]
	<u>KNOWLEDGE</u>										
[4]	4. <u>DEPARTMENT POLICIES/PROCEDURES</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	4	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	5	6	7	[]	[]
[4]	5. <u>CRIMINAL STATUTES</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	4	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	5	6	7	[]	[]
[4]	6. <u>CITY/COUNTY ORDINANCES</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	4	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	5	6	7	[]	[]
[4]	7. <u>VEHICLE AND TRAFFIC LAW</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	4	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	5	6	7	[]	[]
[4]	8. <u>CRIMINAL PROCEDURE LAW</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	4	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	5	6	7	[]	[]
	<u>PERFORMANCE</u>										
[5]	<u>RADIO SKILLS</u>										
[6]	9. LISTENS/COMPREHENDS	0	1	2	3	4	5	6	7	[]	[]
[6]	10. ARTICULATION OF TRANSMISSIONS	0	1	2	3	4	5	6	7	[]	[]
[6]	11. APPROPRIATE USE OF CODES/PROCEDURE	0	1	2	3	4	5	6	7	[]	[]
[5]	<u>DRIVING SKILLS</u>										
[5]	12. ORIENTATION	0	1	2	3	4	5	6	7	[]	[]
[5]	13. NORMAL CONDITIONS	0	1	2	3	4	5	6	7	[]	[]
[4]	14. STRESS CONDITIONS	0	1	2	3	4	5	6	7	[]	[]
[4]	<u>OFFICER SAFETY</u>										
[4]	15. GENERAL	0	1	2	3	4	5	6	7	[]	[]
[4]	16. SUSPECTS/PRISONERS	0	1	2	3	4	5	6	7	[]	[]
[4]	<u>CONTROL OF CONFLICT</u>										
[4]	17. VOICE COMMAND	0	1	2	3	4	5	6	7	[]	[]
[4]	18. PHYSICAL COMMAND	0	1	2	3	4	5	6	7	[]	[]
[4]	<u>RESEARCH SKILLS</u>										
[4]	19. INTERVIEW/INTERROGATION	0	1	2	3	4	5	6	7	[]	[]
[4]	20. INVESTIGATION	0	1	2	3	4	5	6	7	[]	[]
[4]	21. PROBLEM SOLVING/DECISION MAKING	0	1	2	3	4	5	6	7	[]	[]
[5]	<u>FIELD PERFORMANCE</u>										
[4]	22. NORMAL CONDITIONS	0	1	2	3	4	5	6	7	[]	[]
[4]	23. STRESS CONDITIONS	0	1	2	3	4	5	6	7	[]	[]
[4]	24. SELF-INITIATED ACTIVITY	0	1	2	3	4	5	6	7	[]	[]
[4]	<u>REPORT WRITING</u>										
[4]	25. FORMS - ACCURATE/COMPLETE	0	1	2	3	4	5	6	7	[]	[]
[4]	26. ORGANIZATION/DETAIL	0	1	2	3	4	5	6	7	[]	[]
[4]	27. GRAMMAR/SPELLING/NEATNESS	0	1	2	3	4	5	6	7	[]	[]
[4]	28. APPROPRIATE TIME USED	0	1	2	3	4	5	6	7	[]	[]
[6]	<u>RELATIONSHIPS</u>										
[6]	29. WITH CITIZENS IN GENERAL	0	1	2	3	4	5	6	7	[]	[]
[6]	30. WITH ETHNIC GROUPS OTHER THAN OWN	0	1	2	3	4	5	6	7	[]	[]
[6]	31. WITH DEPARTMENT MEMBERS	0	1	2	3	4	5	6	7	[]	[]

Most acceptable area of performance this period was rating category number: 10 & 11

A specific incident which demonstrates performance in this area is: Laron is a quick learner and has become very efficient with radio procedures. He is very calm, clear and precise on the radio. He is ahead of many other officers at this early stage in his career. He understands the importance of proper radio procedures for officer safety.

Least acceptable area of performance this period was rating category number: 19

A specific incident which demonstrates performance in this area is: Laron will be a good investigator but just lacks experience. He has had the opportunity to conduct interviews and interrogations and does a good job. He needs just a little assistance and with more patrol experience will become an excellent patrolman.

Have you counseled this officer on his/her deficiencies? (Circle one) YES ~~NO~~

Have these deficiencies required remedial training? (Circle one) YES NO

If yes, describe the training: _____

The methods by which the probationary officer was evaluated:

Ride-Along	<u>✓</u>	Report Review	<u>✓</u>	Conferences	_____
Roll Call	<u>✓</u>	Radio Traffic	<u>✓</u>	Other, explain:	_____
Other F.T.O's	_____	Field Visits	<u>✓</u>		

Laron
Probationary Officer's Signature
Capt M A 309
Section Commanding Officer

A. Jearcott #172
Platoon Sergeant
Sgt Paul
Section F.T. & E. Coordinator



Rochester Police Department
Sergeant's Training Observation Summary RPD 1265

LARON SINGLETARY
PROBATIONARY OFFICER'S NAME

1147
ID#

11/18/01
DATE

PAGE 1 OF 2
MONTHLY BI-WEEKLY PERIOD OF: OCT/NOV

RATING SCALE **REASON FOR NO EVALUATION**

NOT ACCEPTABLE BY PROGRAM
STANDARDS

ACCEPTABLE
LEVEL

SUPERIOR BY FTO
PROGRAM STANDARDS

CATEGORIES

REM. NTR.

		0	1	2	3	4	5	6	7		
[6]	APPEARANCE							6			
	1. GENERAL APPEARANCE									[]	[]
	ATTITUDE										
[5]	2. ACCEPTANCE OF FEEDBACK						5			[]	[]
[5]	3. ATTITUDE TOWARD POLICE WORK						5			[]	[]
	KNOWLEDGE										
	4. <u>DEPARTMENT POLICIES/PROCEDURES</u>									[]	[]
[4]	A. DURING VERBAL/Written TEST					4				[]	[]
[4]	B. DURING FIELD PERFORMANCE					4				[]	[]
	5. <u>CRIMINAL STATUTES</u>									[]	[]
[4]	A. DURING VERBAL/Written TEST					4				[]	[]
[4]	B. DURING FIELD PERFORMANCE					4				[]	[]
	6. <u>CITY/COUNTY ORDINANCES</u>									[]	[]
[0]	A. DURING VERBAL/Written TEST	0								[]	[]
[0]	B. DURING FIELD PERFORMANCE	0								[]	[]
	7. <u>VEHICLE AND TRAFFIC LAW</u>									[]	[]
[5]	A. DURING VERBAL/Written TEST						5			[]	[]
[5]	B. DURING FIELD PERFORMANCE						5			[]	[]
	8. <u>CRIMINAL PROCEDURE LAW</u>									[]	[]
[0]	A. DURING VERBAL/Written TEST	0								[]	[]
[0]	B. DURING FIELD PERFORMANCE	0								[]	[]
	PERFORMANCE										
	<u>RADIO SKILLS</u>										
[5]	9. LISTENS/COMPREHENDS						5			[]	[]
[6]	10. ARTICULATION OF TRANSMISSIONS						5	6		[]	[]
[5]	11. APPROPRIATE USE OF CODES/PROCEDURE						5			[]	[]
	<u>DRIVING SKILLS</u>										
[5]	12. ORIENTATION						5			[]	[]
[6]	13. NORMAL CONDITIONS						5	6		[]	[]
[5]	14. STRESS CONDITIONS						5			[]	[]
	<u>OFFICER SAFETY</u>										
[5]	15. GENERAL						5			[]	[]
[5]	16. SUSPECTS/PRISONERS						5			[]	[]
	<u>CONTROL OF CONFLICT</u>										
[4]	17. VOICE COMMAND					4				[]	[]
[0]	18. PHYSICAL COMMAND	0								[]	[]
	<u>RESEARCH SKILLS</u>										
[4]	19. INTERVIEW/INTERROGATION					4				[]	[]
[4]	20. INVESTIGATION					4				[]	[]
[5]	21. PROBLEM SOLVING/DECISION MAKING						5			[]	[]
	<u>FIELD PERFORMANCE</u>										
[5]	22. NORMAL CONDITIONS						5			[]	[]
[4]	23. STRESS CONDITIONS					4				[]	[]
[5]	24. SELF-INITIATED ACTIVITY						5	6		[]	[]
	<u>REPORT WRITING</u>										
[4]	25. FORMS - ACCURATE/COMPLETE					4				[]	[]
[4]	26. ORGANIZATION/DETAIL					4				[]	[]
[4]	27. GRAMMAR/SPELLING/NEATNESS					4				[]	[]
[4]	28. APPROPRIATE TIME USED					4				[]	[]
	<u>RELATIONSHIPS</u>										
[5]	29. WITH CITIZENS IN GENERAL						5			[]	[]
[5]	30. WITH ETHNIC GROUPS OTHER THAN OWN						5			[]	[]
[5]	31. WITH DEPARTMENT MEMBERS						5			[]	[]

Most acceptable area of performance this period was rating category number: (24)

A specific incident which demonstrates performance in this area is: LARON'S SELF-INITIATED ACTIVITY IS WELL ABOVE ACCEPTABLE. LARON IS CONSISTENTLY LEADING THE PLATOON WITH HIS ENFORCEMENT NUMBERS. LARON IS ALWAYS BUSY ON THE RARE NIGHTS WE ARE QUIET AND EVEN WHEN WE ARE BUSY, LARON STILL CONDUCTS STOPS AND ENFORCEMENT ACTIVITY.

Least acceptable area of performance this period was rating category number: (27)

A specific incident which demonstrates performance in this area is: ALTHOUGH THIS AREA IS ACCEPTABLE. SOMETIMES LARON'S REPORTS COULD BE NEATER. LARON DOES TAKE A HIGH VOLUME OF REPORTS NIGHTLY AND IN DOING SO SOME CAN BE NOT SO NEAT. I DO NOT SEE THIS AS A CONTINUAL PROBLEM.

Have you counseled this officer on his/her deficiencies? (Circle one) YES ☐ NO ☒

Have these deficiencies required remedial training? (Circle one) YES ☐ NO ☒

If yes, describe the training: _____

The methods by which the probationary officer was evaluated:

Ride-Along	_____	Report Review	<u>X</u>	Conferences	_____
Roll Call	<u>X</u>	Radio Traffic	<u>X</u>	Other, explain:	_____
Other F.T.O's	<u>X</u>	Field Visits	<u>X</u>		

[Signature]
Probationary Officer's Signature
Capt R. A. 309
Section Commanding Officer

[Signature] #542
Platoon Sergeant
Sgt Dunt
Section F.T. & E. Coordinator



Rochester Police Department

Sergeant's Training Observation Summary RPD 1265

PAGE _____ OF _____

Laron Singletary
PROBATIONARY OFFICER'S NAME1147
ID#1/10/02
DATE

BI-WEEKLY PERIOD OF: 01/02/02

RATING SCALE REASON FOR NO EVALUATION

NOT ACCEPTABLE BY PROGRAM
STANDARDSACCEPTABLE
LEVELSUPERIOR BY FTO
PROGRAM STANDARDS

CATEGORIES

										REM.	NTR.
[6]	<u>APPEARANCE</u>										
	1. GENERAL APPEARANCE	0	1	2	3	4	5	(6)	7	[]	[]
	<u>ATTITUDE</u>										
[6]	2. ACCEPTANCE OF FEEDBACK	0	1	2	3	4	5	(6)	7	[]	[]
[5]	3. ATTITUDE TOWARD POLICE WORK	0	1	2	3	4	(5)	6	7	[]	[]
	<u>KNOWLEDGE</u>										
[5]	4. <u>DEPARTMENT POLICIES/PROCEDURES</u>										
	A. DURING VERBAL/Written TEST	0	1	2	3	4	(5)	6	7	[]	[]
[5]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	(5)	6	7	[]	[]
	5. <u>CRIMINAL STATUTES</u>										
[5]	A. DURING VERBAL/Written TEST	0	1	2	3	4	(5)	6	7	[]	[]
[5]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	(5)	6	7	[]	[]
	6. <u>CITY/COUNTY ORDINANCES</u>										
[5]	A. DURING VERBAL/Written TEST	0	1	2	3	4	(5)	6	7	[]	[]
[5]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	(5)	6	7	[]	[]
	7. <u>VEHICLE AND TRAFFIC LAW</u>										
[5]	A. DURING VERBAL/Written TEST	0	1	2	3	4	(5)	6	7	[]	[]
[5]	B. DURING FIELD PERFORMANCE	0	1	2	3	4	(5)	6	7	[]	[]
	8. <u>CRIMINAL PROCEDURE LAW</u>										
[4]	A. DURING VERBAL/Written TEST	0	1	2	3	(4)	5	6	7	[]	[]
[4]	B. DURING FIELD PERFORMANCE	0	1	2	3	(4)	5	6	7	[]	[]
	<u>PERFORMANCE</u>										
	<u>RADIO SKILLS</u>										
[6]	9. LISTENS/COMPREHENDS	0	1	2	3	4	5	(6)	7	[]	[]
[6]	10. ARTICULATION OF TRANSMISSIONS	0	1	2	3	4	5	(6)	7	[]	[]
[6]	11. APPROPRIATE USE OF CODES/PROCEDURE	0	1	2	3	4	5	(6)	7	[]	[]
	<u>DRIVING SKILLS</u>										
[6]	12. ORIENTATION	0	1	2	3	4	5	(6)	7	[]	[]
[5]	13. NORMAL CONDITIONS	0	1	2	3	4	(5)	6	7	[]	[]
[5]	14. STRESS CONDITIONS	0	1	2	3	4	(5)	6	7	[]	[]
	<u>OFFICER SAFETY</u>										
[5]	15. GENERAL	0	1	2	3	4	(5)	6	7	[]	[]
[5]	16. SUSPECTS/PRISONERS	0	1	2	3	4	(5)	6	7	[]	[]
	<u>CONTROL OF CONFLICT</u>										
[5]	17. VOICE COMMAND	0	1	2	3	4	(5)	6	7	[]	[]
[5]	18. PHYSICAL COMMAND	0	1	2	3	4	(5)	6	7	[]	[]
	<u>RESEARCH SKILLS</u>										
[4]	19. INTERVIEW/INTERROGATION	0	1	2	3	(4)	5	6	7	[]	[]
[4]	20. INVESTIGATION	0	1	2	3	(4)	5	6	7	[]	[]
[4]	21. PROBLEM SOLVING/DECISION MAKING	0	1	2	3	(4)	5	6	7	[]	[]
	<u>FIELD PERFORMANCE</u>										
[6]	22. NORMAL CONDITIONS	0	1	2	3	4	5	(6)	7	[]	[]
[5]	23. STRESS CONDITIONS	0	1	2	3	4	(5)	6	7	[]	[]
[4]	24. SELF-INITIATED ACTIVITY	0	1	2	3	(4)	5	6	7	[]	[]
	<u>REPORT WRITING</u>										
[5]	25. FORMS - ACCURATE/COMPLETE	0	1	2	3	4	(5)	6	7	[]	[]
[5]	26. ORGANIZATION/DETAIL	0	1	2	3	4	(5)	6	7	[]	[]
[5]	27. GRAMMAR/SPELLING/NEATNESS	0	1	2	3	4	(5)	6	7	[]	[]
[5]	28. APPROPRIATE TIME USED	0	1	2	3	4	(5)	6	7	[]	[]
	<u>RELATIONSHIPS</u>										
[5]	29. WITH CITIZENS IN GENERAL	0	1	2	3	4	(5)	6	7	[]	[]
[6]	30. WITH ETHNIC GROUPS OTHER THAN OWN	0	1	2	3	4	5	(6)	7	[]	[]
[6]	31. WITH DEPARTMENT MEMBERS	0	1	2	3	4	5	(6)	7	[]	[]

Most acceptable area of performance this period was rating category number: 2

A specific incident which demonstrates performance in this area is: Laron is a new officer that is eager to learn new things. He is often the first to volunteer for assignments at roll call, regardless of the nature. Laron understands that this job is a continual learning process and does not hesitate to ask questions when he is unsure of something. Laron willingly accepts both positive and negative feedback from his supervisors and is well above average at this early stage of his career.

Least acceptable area of performance this period was rating category number: 14A/16C

A specific incident which demonstrates performance in this area is: Laron needs to develop more self-initiated activity. Working first platoon gives him an excellent opportunity to make V&T and other street stops. Laron needs to make more wanted board attempts which will in turn strengthen his interview and interrogation skills. Laron is just getting comfortable with Clinton Sec. and handling calls for service. He will become a more well rounded officer with more experience and pro-activity.

Have you counseled this officer on his/her deficiencies? (Circle one) YES NO

Have these deficiencies required remedial training? (Circle one) YES NO

If yes, describe the training: N/A

The methods by which the probationary officer was evaluated:

Ride-Along	<u> </u>	Report Review	<u>X</u>	Conferences	<u> </u>
Roll Call	<u>X</u>	Radio Traffic	<u>X</u>	Other, explain:	<u> </u>
Other F.T.O's	<u> </u>	Field Visits	<u>X</u>		


Probationary Officer's Signature

Section Commanding Officer

 #172
Platoon Sergeant


Section F.T. & E. Coordinator

PRISim Law Enforcement Training Summary

Instructor(s): choates/bannerman

Date: 04 February 2003
Situation: Kitchen Lady
Scenario: Kitchen Lady

Officer Information:

Name: LARON . SINGLETARY
Department: RPD

ID#: rpd 1147
Rank: POLICE OFFICER

Situation Performance:

A. Weapon Handling:	Satisfactory
B. Weapon Deployment:	Satisfactory
C. Progression of Force:	
1. Use of Voice Commands: (Actual)	Yes
2. Proper Use of Flashlight: (Actual)	N/A
3. Proper Use of Cover: (Actual)	Yes
4. Physical Control: (Verbalized)	Yes
5. Impact Weapons: (Verbalized)	Yes
6. Use of Firearm:	
a. Mechanics (Actual)	Yes
b. Malfunction Drill (Actual)	N/A
c. Indexing (Actual)	Yes
7. Danger Signs: (Observed)	Yes
D. Justification by	
1. Means	No
2. Opportunity	No
3. Intent	No
4. Last Resort	No
E. Shooting Positions:	GOOD
F. Use of Cover/Concealment:	GOOD
G. Judgment Shoot/No Shoot:	GOOD
H. Shooting Skills/Marksanship:	N/A
I. Number of Shots:	0

Shot Data:

Additional Comments:

good verbal

PRISim Law Enforcement Training Summary

Instructor(s): choates/bannerman

Date: 04 February 2003
Situation: Pan Handler
Scenario: Man Shoots

Officer Information:

Name:	LARON . SINGLETARY	ID#:	rpd 1147
Department:	RPD	Rank:	POLICE OFFICER

Situation Performance:

A. Weapon Handling:	Satisfactory
B. Weapon Deployment:	Satisfactory
C. Progression of Force:	
1. Use of Voice Commands: (Actual)	Yes
2. Proper Use of Flashlight: (Actual)	N/A
3. Proper Use of Cover: (Actual)	Yes
4. Physical Control: (Verbalized)	Yes
5. Impact Weapons: (Verbalized)	N/A
6. Use of Firearm:	
a. Mechanics (Actual)	Yes
b. Malfunction Drill (Actual)	Yes
c. Indexing (Actual)	Yes
7. Danger Signs: (Observed)	Yes
D. Justification by	
1. Means	Yes
2. Opportunity	Yes
3. Intent	Yes
4. Last Resort	Yes
E. Shooting Positions:	GOOD
F. Use of Cover/Concealment:	GOOD
G. Judgment Shoot/No Shoot:	GOOD
H. Shooting Skills/Marksmanship:	N/A
I. Number of Shots:	0

Shot Data:

Additional Comments:

good verbal commands

PRISim Law Enforcement Training Summary

Instructor(s): choates/bannerman

Date: 04 February 2003
Situation: Garage Burglar
Scenario: Two Men Shoot

Officer Information:

Name: LARON . SINGLETARY
Department: RPD

ID#: rpd 1147
Rank: POLICE OFFICER

Situation Performance:

A. Weapon Handling:	Satisfactory
B. Weapon Deployment:	Satisfactory
C. Progression of Force:	
1. Use of Voice Commands: (Actual)	No
2. Proper Use of Flashlight: (Actual)	N/A
3. Proper Use of Cover: (Actual)	Yes
4. Physical Control: (Verbalized)	No
5. Impact Weapons: (Verbalized)	No
6. Use of Firearm:	
a. Mechanics (Actual)	Yes
b. Malfunction Drill (Actual)	N/A
c. Indexing (Actual)	Yes
7. Danger Signs: (Observed)	Yes
D. Justification by	
1. Means	Yes
2. Opportunity	Yes
3. Intent	Yes
4. Last Resort	Yes
E. Shooting Positions:	GOOD
F. Use of Cover/Concealment:	GOOD
G. Judgment Shoot/No Shoot:	GOOD
H. Shooting Skills/Marksmanship:	AVERAGE
I. Number of Shots:	4

Shot Data:

00:35:00 (0.46) miss
00:35:05 (0.60) torso
00:35:13 (0.88) miss
00:35:26 (1.33) miss

Additional Comments:



Rochester Police Department
Alternate Week Evaluation Report RPD 1378

G.O. 205
ATTACHMENT C

Laron Singletary
PROBATIONARY OFFICER'S NAME

1147
ID#

2/9/01
DATE

1
PHASE NUMBER

Is the Probationary Officer progressing satisfactorily? ☒ Yes ☐ No

The Probationary Officer is now:

☐ Behind Schedule ☒ On Schedule ☐ Ahead of Schedule

The Probationary Officer Checklist has been completed to: Week# 2 Phase 1

Summarize the Probationary Officer's performance for the past two weeks. Be specific about strengths and weaknesses. Include examples, give remedial training efforts and make recommendations.

Laron is performing well. His past experience as a PSA is beneficial now as he is familiar with report writing and most RPD forms. He has been handling the daily log and most reports since day one, with minimal problems. (Crime, Extenuating MP, PDR, OSS 221A, MVA).

Laron seems comfortable with handling the radio, both on the primary and secondary channels. Transmissions have been clear, accurate & concise although a bit low on volume. He is attentive and knows when he is being called and usually knows what other section cars are doing.

Laron does well with most investigative questions, gathering most of the pertinent information but would benefit from more experience.

Laron's officer safety has been excellent so far.

Laron is very familiar with the tools/resources available to him and uses them well. He spends time on his own each day reviewing G.O.'s, etc in an effort to learn. He asks many questions about procedures/rules/policies, etc and is eager to take on any task.

Laron was already somewhat familiar with Goodman section and spends time on his own to learn streets/boundaries etc.

Brett Jh
Field Training Officer

Sgt. M. J. [Signature]
Supervisor

Sgt. G. M. [Signature]
F.T.O. Coordinator

[Signature]
Probationary Officer

F.T.O. Administrator



Rochester Police Department End of Stage Evaluation Summary RPD 1379

G.O. 205
ATTACHMENT E

Laron Singleton

PROBATIONARY OFFICER'S NAME

1147

ID#

1
STAGE NUMBER

Brett Scheuer

FTO'S NAME

674

ID#

1/29/11
DATE STAGE
BEGAN

2/25/11
DATE STAGE
ENDS

SIGNIFICANT STRENGTHS: Laron from the first day has performed well in all areas. He has strong report writing skills and a good knowledge of what report to use in most situations.

Radio skills are very good. Laron rarely misses a call for himself and keeps track of other transmissions also. He utilizes secondary & administrative channels well.

SIGNIFICANT WEAKNESSES: During the time I have been with Laron, there have not been any significant weaknesses. More experience will be beneficial to Laron as he works to improve his interview and investigation skills.

REMEDIAL EFFORTS:

N/A

RECOMMENDATIONS:

THIS POLICE OFFICER IS RECOMMENDED FOR:

☒ ADVANCEMENT ☐ REMEDIAL EXTENSION

ACTION TAKEN:

Brett Scheuer
Field Training Officer

Field Training Sergeant

Program Administrator

Request of Training

Application for Request of Training will be documented on an Intra-Departmental Correspondence and attached to the Training Request Form. Applicants will provide the following information:

Applicant's Name LARON D. SINGLETARY
 Section/Unit CLINTON SECTION
 Training Dates 5/18 5/19 5/20
 Training Location ONONDAGA COUNTY ACADEMY
 Course Sponsor NYS OFFICE OF MENTAL HEALTH
 Course Content POLICE MENTAL HEALTH Train-the-trainer
 Instructors/Facilitators _____
 Cost of Training - 0 - Travel Expense - 0 -

Was this training program approved in Budget? ☐ Yes ☐ No

Applications for Request of Training will be forwarded through the appropriate organizational chain of command, as follows:

NOTE: Specialized functions will go through that Unit's chain of command to the PDS Commander.

PLATOON COMMANDER, IF APPLICABLE

Recommendation:	<input type="checkbox"/> Approval	<input type="checkbox"/> Disapproval
Comments: _____		

_____	_____	_____
date	rank/signature	

SECTION COMMANDER

Recommendation:	<input type="checkbox"/> Approval	<input type="checkbox"/> Disapproval
Budget Line Expenditure: _____		
Comments: _____		

_____	_____	_____
date	rank/signature	

DIVISION COMMANDER or SPECIALIZED FUNCTIONS COMMANDER (ETF, SCUBA, HDDS, Hostage)

Recommendation:	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Disapproval
Comments: <u>VALUABLE TRAINING FOR EDPPT MEMBER</u>		

_____	_____	_____
date	rank/signature	

rpD 14.

ning request form

chester police department

Rochester Police Department Training Request Form RPD 1436

Training request will be documented on an Intra-Departmental Correspondence and attached to the Training Request Form. Applicants will provide the following information:

Applicant's Name: LARON DESMOND SINGLETARY IBM 1147
Section/Unit: WESTSIDE / 3RD PLATOON
Training Dates: JUNE 6-9 2005 1345-2200
Training Location: BRADDOCK'S BAY PARK, GREECE NY
Course Sponsor: NATIONAL HIGHWAY TRANSPORTATION SAFETY ADMINISTRATION
Course Content: STANDARDIZED FIELD SOBRIETY TESTING - DWI DETECTION
Instructors/Facilitators: N/A
Cost of Training: N/A Travel Expense: N/A
Was this training program approved in Budget? ☐ Yes ☐ No

Training request will be forwarded through the appropriate organizational chain of command as follows:

Note: Specialized functions will go through that Unit's chain of command to the Professional Development Section Commander.

PLATOON COMMANDER, IF APPLICABLE

Recommendation	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Disapproval
Comments: _____		

<u>4/10/05</u> date	<u>A. Dent</u> rank/signature <u>GT</u>	

SECTION COMMANDER

Recommendation	<input type="checkbox"/> Approval	<input type="checkbox"/> Disapproval
Budget Line Expenditure: _____		
Comments: _____		

_____ date	_____ rank/signature	

DIVISION COMMANDER or SPECIALIZED FUNCTIONS COMMANDER (ETF, SCUBA, Bomb Squad, Hostage)

Recommendation	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Disapproval
Comments: _____		

<u>4/28/05</u> date	<u>CDR. R. Car. Li.</u> rank/signature	



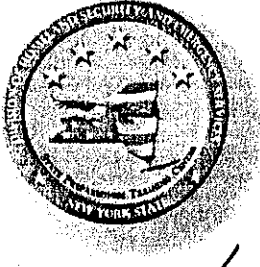
TECC FOR LE PRE-TEST



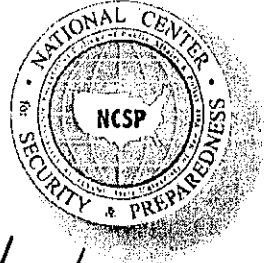
NAME: LaRon D Singletary

DATE: 1/22/14

- 1.) Which of the following is NOT a phase of care for TECC?
 - ☒ a. Indirect Threat Care
 - b. Direct Threat Care
 - ☒ c. Imminent Danger Care
 - d. Evacuation Care
- 2.) When treating a gunshot wound to the bicep area that results in severe arterial bleeding, the most effective method to control bleeding is to use a:
 - a. Nasopharyngeal Apparatus
 - ☒ b. Tourniquet
 - c. Hemostatic Gauze
 - d. Chest Seal
- 3.) When using a hemostatic agent, in order to ensure that a blood clot forms, you must apply direct pressure to the wound for AT LEAST:
 - ☒ a. 10 minutes
 - b. 6 minutes
 - c. 0 minutes
 - ☒ d. 3 minutes
- 4.) When treating an open chest wound resulting from a penetrating trauma, the most effective method of treatment is to apply a:
 - ☒ a. Chest Seal
 - b. Hemostatic Gauze
 - c. Nasopharyngeal Apparatus
 - d. Tourniquet
- 5.) How can you manage a casualty's airway during a direct threat situation?
 - a. Place them face-down
 - b. Place them sitting up
 - ☒ c. Place them in the recovery position
 - ☒ d. Place them lying down on their back



TECC FOR LE POST-TEST



NAME: _____

LARON D SINGLETARY

DATE: _____

1/22/14

1.) When treating an open chest wound resulting from a penetrating trauma, the most effective method of treatment is to apply a:

- ☒ a. Chest Seal
- b. Hemostatic Gauze
- c. Nasopharyngeal Apparatus
- d. Tourniquet

2.) How can you manage a casualty's airway during a direct threat situation?

- a. Place them face-down
- b. Place them sitting up
- ☒ c. Place them in the recovery position
- d. Place them lying down on their back

3.) When treating a gunshot wound to the bicep area that results in severe arterial bleeding, the most effective method to control bleeding is to use a:

- a. Nasopharyngeal Apparatus
- ☒ b. Tourniquet
- c. Hemostatic Gauze
- d. Chest Seal

4.) Which of the following is NOT a phase of care for TECC?

- a. Indirect Threat Care
- b. Direct Threat Care
- ☒ c. Imminent Danger Care
- d. Evacuation Care

5.) When using a hemostatic agent, in order to ensure that a blood clot forms, you must apply direct pressure to the wound for AT LEAST:

- a. 10 minutes
- b. 6 minutes
- c. 0 minutes
- ☒ d. 3 minutes

EVALUATION SHEET**SCENARIO 10-78**

STUDENT NAME:

LaRon D Singletary

ID#:

1147

DATE:

3/30/15

AGENCY:

RPD

ECO:

EQUIPMENT CHECK

FIREARM:



CHEMICAL:



IMPACT:



TASER:



HANDCUFFS:



RADIO:



FLASHLIGHT:



BODY ARMOR:



HEAD ARMOR:



NECK ARMOR:



HAND ARMOR:



GROIN ARMOR:



SKIN:



SPECIALIZED EQUIPMENT: _____

FINAL PREPARATION

FINAL BRIEFING



QUESTIONS/CONCERNS



STAFF CHECK



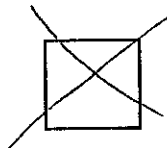
"T" CHECK

**DISPATCH DIRECTIONS OR SITUATION EXPLANATION**

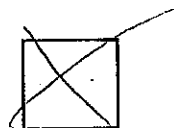
Officer is assigned car RP24B. Dispatcher will dispatch officer to respond to a call at 1190 Scottsville Rd Suite 200 ROOM #213A for a 10-78 from dispatcher.

PERFORMANCE ACTIVITIES**COMPLETE****INCOMPLETE**

Uses strong and appropriate verbal commands.

GREAT JOB OVERALL

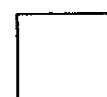
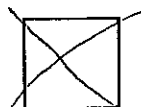
Maintains reactionary gap.



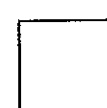
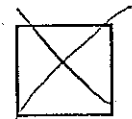
Draws firearm and addresses threat; with appropriate weapon handling tactics.



Uses appropriate radio commands and procedures.



De-escalates as appropriate.



Student Signature:

LaRon D Singletary

XCO Signature:

(Signature)1331

EVALUATION SHEET**SCENARIO** Walk-Up Burglary In-Progress

STUDENT NAME: Leron Singletary IBM#: 81147 DATE: 3/30/15
 AGENCY: RPD ECO: Eric Alexander 811664

EQUIPMENT CHECK

FIREARM: ☒ CHEMICAL: ☒ IMPACT: ☒ TASER: ☐ HANDCUFFS: ☐ RADIO: ☒ FLASHLIGHT: ☒
 BODY ARMOR: ☒ HEAD ARMOR: ☒ NECK ARMOR: ☒ HAND ARMOR: ☒ GROIN ARMOR: ☒ SKIN: ☐

SPECIALIZED EQUIPMENT: _____

FINAL PREPARATION

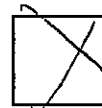
FINAL BRIEFING ☒ QUESTIONS/CONCERNS ☒ STAFF CHECK ☒ "T" CHECK ☒

DISPATCH DIRECTIONS OR SITUATION EXPLANATION

Officers will be assigned to a two-badge unit, RP34B, performing foot patrol. While on patrol, they will receive a walk-up of a suspicious person inside a local business at 1190 Scottsville Road, Suite 200 Room #213A.

PERFORMANCE ACTIVITIES**COMPLETE** **INCOMPLETE**

Demonstrate proper radio procedures.



Establishes contact and cover when encountering suspicious person using strong verbal commands. Uses triangulation.

Good Situational Awareness / Hubbed Partner on Suspect

Recognize weapon, verbalizes "GUN".



Draws weapon, addresses threat using "proper" weapons tactics.



Prone out suspect, performs 3-point landing, simulates handcuffing and conducts thorough search.

Good Search Found 2nd GunStudent Signature: [Signature]XCO Signature: Eric Alexander 811664

EVALUATION SHEET

SCENARIO DOMESTIC-DEFEND 3RD PERSON

STUDENT NAME: Laron Singletary IBM#: 61147 DATE: 3-30-15AGENCY: RPD ECO: _____

EQUIPMENT CHECK

 FIREARM: ☒ CHEMICAL: ☒ IMPACT: ☒ TASER: ☒ HANDCUFFS: ☒ RADIO: ☒ FLASHLIGHT: ☒
 BODY ARMOR: ☒ HEAD ARMOR: ☒ NECK ARMOR: ☒ HAND ARMOR: ☒ GROIN ARMOR: ☒ SKIN: ☒

SPECIALIZED EQUIPMENT: _____

FINAL PREPARATION

 FINAL BRIEFING ☒ QUESTIONS/CONCERNS ☒ STAFF CHECK ☒ "T" CHECK ☒

DISPATCH DIRECTIONS OR SITUATION EXPLANATION

Inside: Officer is dispatched to 1190 Scottsville Road, Suite 200, Room 213 for a domestic involving a male and female - UNKNOWN ON WEAPONS.

Outside: Officer is dispatched to parking lot for a domestic involving a male and female - UNKNOWN ON WEAPONS.

Officer is assigned Car#RP44.

PERFORMANCE ACTIVITIES

COMPLETE

INCOMPLETE

Uses proper radio procedures.

☒☐

Remembered key info.

Recognizes knife as threat and properly verbalizes.

☒☐

After shooting, coached to recognize reac gap/cover
Good realization corrected issues

Addresses threat with appropriate level of force.

☒☐

Good hits

☐☐☐☐

Student Signature: _____

XCO Signature: _____

J. Miller

Monroe Community College
Public Safety Training Center

hereby presents this

Certificate of Completion

to

LaRon Singletary

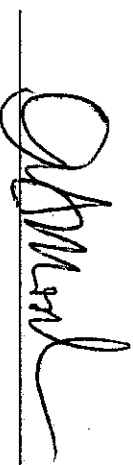
who has successfully completed 8.00 hours of instruction in

RPD In-service

March 13, 2001

A handwritten signature in black ink, appearing to read "Michael J. Starn", written over a horizontal line.

Director
Public Safety Training Center

A handwritten signature in black ink, appearing to read "D. M. ...", written over a horizontal line.

Associate Director
Law Enforcement Programs

State of New York
Division of Criminal Justice Services
Municipal Police Training Council

Hereby Acknowledges and Declares that

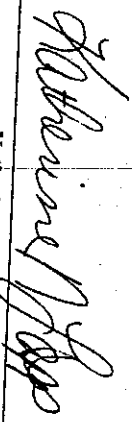
Laron D. Singletary


has successfully completed the

Basic Course for Police Officers

which satisfies the minimum
criteria established by the
Municipal Police Training Council
conducted at

Monroe Community College
Rochester, New York
August 2, 2000 - June 1, 2001


Katherine N. Lapp
Director of New York State Criminal Justice
and Commissioner of Criminal Justice Services


Ronald G. Spile
Chairman
Municipal Police Training Council


Jerry E. Burrell
Deputy Commissioner
Office of Public Safety

State of New York Division of Criminal Justice Services

Hereby Acknowledges and Declares that

LaRon D. Singletary

has attended an

Interview and Interrogation Course

given under the auspices of
the

Monroe Community College Public Safety Training Center
Rochester, New York
November 11 - 15, 2002

Chauncey G. Parker

Chauncey G. Parker
Director of New York State Criminal Justice
and Commissioner of Criminal Justice Services

James R. Delapp

James R. Delapp
Deputy Commissioner
Office of Public Safety

Monroe Community College
Public Safety Training Center

hereby presents this

Certificate of Completion

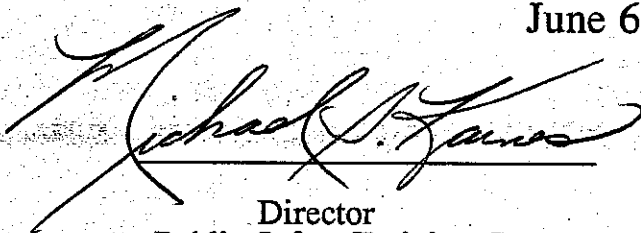
to

LaRon Singletary

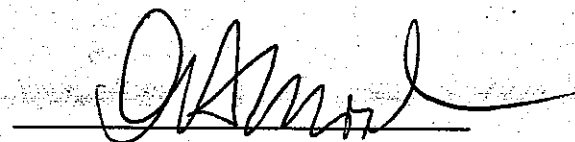
who has successfully completed 35.00 hours of instruction in

Tactical Warrants/Bldg Search

June 6, 2003

A handwritten signature in dark ink, appearing to read "Michael D. James", written over a horizontal line.

Director
Public Safety Training Center

A handwritten signature in dark ink, appearing to read "J. A. Marshall", written over a horizontal line.

Associate Director
Law Enforcement Programs

Monroe Community College
Public Safety Training Center

hereby presents this

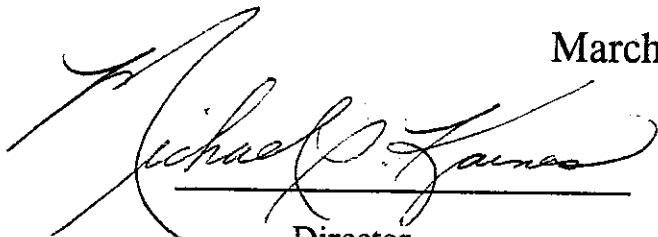
Certificate of Completion
to

LaRon Singletary

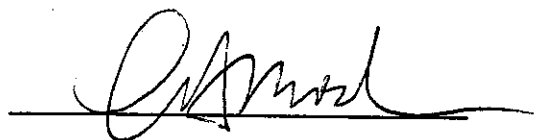
who has successfully completed 35.00 hours of instruction in

Field Training and Evaluation

March 19, 2004

A handwritten signature in cursive script, reading "Michael P. James", written over a horizontal line.

Director
Public Safety Training Center

A handwritten signature in cursive script, likely reading "O. Arnold", written over a horizontal line.

Associate Director
Law Enforcement Programs

State of New York
Division of Criminal Justice Services
Municipal Police Training Council

Hereby Acknowledges and Declares that

LaRon D. Singletary

has successfully completed the

Police Field Training Officer Course

which satisfies the minimum
criteria established by the
Municipal Police Training Council
conducted at the

Monroe County Community College
Rochester, New York

March 15 - 19, 2004

Chauncey G. Parker
Chauncey G. Parker
Director of New York State Criminal Justice
and Commissioner of Criminal Justice Services

Ronald G. Spike
Ronald G. Spike
Chairman
Municipal Police Training Council

James R. Delapp
James R. Delapp
Deputy Commissioner
Office of Public Safety

Monroe Community College
Public Safety Training Center

hereby presents this

Certificate of Completion

to

LaRon Singletary

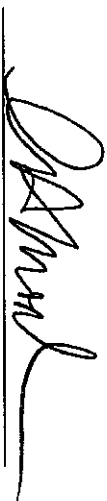
who has successfully completed 32.00 hours of instruction in

DWI Detection & SFST

June 9, 2005



Michael S. Karnes
Dean of Public Safety Programs



David A. Monk
Program Coordinator

State of New York
Division of Criminal Justice Services
Municipal Police Training Council

Hereby Acknowledges and Declares that

Laron D. Singletary

has successfully completed the

DWI Detection and Standardized Field Sobriety Testing Course

which satisfies the minimum
criteria established by the
Municipal Police Training Council
conducted at the

Monroe County Community College Public Safety Training Center
Rochester, New York
June 6 - 9, 2005

Chauncey G. Parker
Chauncey G. Parker
Director of New York State Criminal Justice
and Commissioner of Criminal Justice Services

Ronald G. Spike
Ronald G. Spike
Chairman
Municipal Police Training Council

James R. Delapp
James R. Delapp
Deputy Commissioner
Office of Public Safety

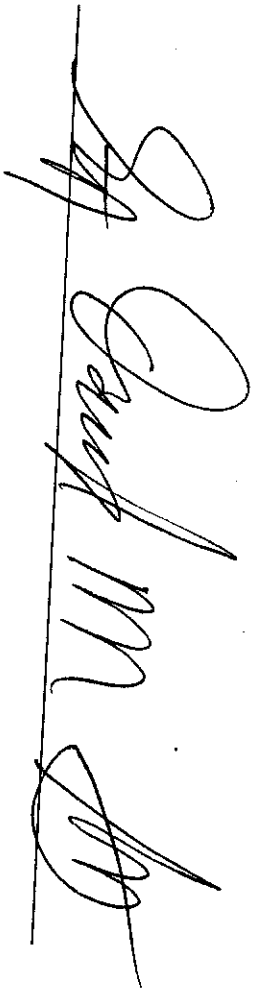
Rochester Police department
Certificate of Completion

Police Bicyclist
is hereby granted to

Laron Singleary

to certify that he/she has completed to satisfaction

Basic Police Bicycle School
Granted: June 20, 2006



Student Record: SINGLETARY, LARUN *-**-6749**

Successful Completion(s)

IS-00100

Introduction to the Incident Command System.

All available courses can be found on the Independent Study website at <http://training.fema.gov/EMIWeb/IS/>.

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

LARUN D. SINGLETARY

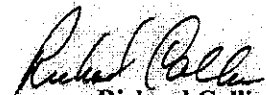
has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of this course:

IS-00100

**Introduction to the Incident Command System,
(ICS 100)**

Issued this 20th Day of March, 2006

0.3 CEU


Richard Callis
Acting Superintendent
Emergency Management Institute

FEMA Form 16-31, October 05

DETACH THIS STUB

LARUN ***-**-6749

Incident Command System,
Management System

92035

All available courses can be found on the Independent Study website at <http://training.fema.gov/EMIWeb/IS/>.

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

LARUN D. SINGLETARY

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of this course:

IS-00700

**National Incident Management System
(NIMS) an Introduction**

Issued this 03rd Day of May, 2006

0.3 CEU

Richard Callis
Richard Callis
Acting Superintendent
Emergency Management Institute
FEMA Form 15-21

DETACH THIS STUD

1147

State of New York
Division of Criminal Justice Services
Municipal Police Training Council

Hereby Acknowledges and Declares that

LaRon D. Singletary

has successfully completed the

Radar/Lidar Operator Course

which satisfies the minimum
criteria established by the
Municipal Police Training Council

Monroe Community College Public Safety Training Center
Rochester, New York
September 17 – 20, 2007

Denise E. O'Donnell
Denise E. O'Donnell
Commissioner
Division of Criminal Justice Services

Thomas Belfiore
Thomas Belfiore
Chairman
Municipal Police Training Council

State of New York
Division of Criminal Justice Services
Municipal Police Training Council

Hereby Acknowledges and Declares that

LaRon D. Singletary

has successfully completed the

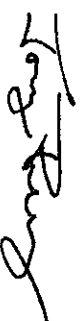
Course in Police Supervision

which satisfies the minimum
criteria established by the
Municipal Police Training Council
conducted at the

Public Safety Training Center, Monroe Community College
Rochester, New York
April 18 – May 6, 2011



Thomas Belfiore
Chairman
Municipal Police Training Council



Tony Perez
Deputy Commissioner
Division of Criminal Justice Services

Monroe Community College

Public Safety Training Center

Hereby certifies that

LaRon D. Singletary

Has satisfactorily completed a course of study in

Police Supervision

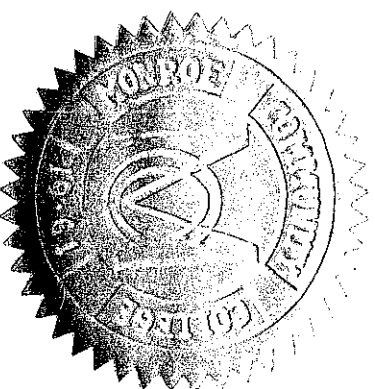
In witness whereof the seal of the College and the signatures of the President of the College and the Dean of Public Safety Programs are hereunto affixed May 6, 2011.

Anne M. Kress

Anne M. Kress
President

Michael S. Karnes

Michael S. Karnes
Dean of Public Safety Programs



Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

LARON D SINGLETARY

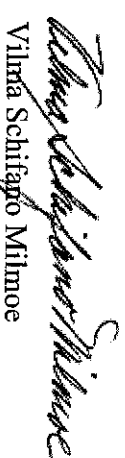
has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00200.b

**ICS for Single Resources and
Initial Action Incident, ICS-200**

Issued this 4th Day of May, 2011




Vilma Schifano Milmo
Superintendent (Acting)
Emergency Management Institute