



ORANGE CITY POLICE DEPARTMENT

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Chief of Police
Jerome S. Miller

TO: Heather Olszewski
Records Coordinator

FROM: Jerome Miller
Chief of Police

DATE: June 22, 2026

SUBJECT: Disciplinary Action – Internal Affairs Investigation IA #26-005

Following my review of Internal Affairs Investigation IA #26-005, the findings and recommendation of the Disciplinary Review Board, applicable City and Department policies, and all information presented during the disciplinary review hearing, I have determined that disciplinary action is warranted.

The investigation established that records associated with the Emmaus Lutheran Pre-School incident were improperly released in response to a public records request. Specifically, the investigation determined that records were disseminated without the required redactions and that available resources were not utilized to ensure compliance with Florida Public Records Law and Department procedures governing the review, redaction, and dissemination of public records.

During the investigation and disciplinary process, you accepted responsibility for the deficiencies identified and cooperated fully with the investigation. You were afforded the opportunity to participate in a disciplinary review hearing and present any information you believed relevant to the matter. The Disciplinary Review Board completed its review and provided a recommendation regarding the appropriate corrective action.

Based upon the evidence presented, I sustain the following policy violations:

- OCPD SOP 26.1.7 – Neglect of Duty
- City Policy 1.15(VII) – Neglecting Job Duties
- City Policy 1.15(IX) – Unsatisfactory Performance of Duties

These violations arose from the same course of conduct and are being treated as a single disciplinary event for purposes of corrective action.

In determining the appropriate discipline, I considered the sustained violations, the recommendation of the Disciplinary Review Board, prior counseling provided on October 21, 2025, regarding public records redaction and dissemination procedures, your statements during the disciplinary review hearing, your acceptance of responsibility, your cooperation throughout the investigation, workload considerations, and the need to ensure future compliance with Department expectations and public records requirements.

I further considered information presented during the disciplinary process indicating that similar performance deficiencies continued following prior counseling and corrective efforts. While those matters were not independently sustained violations in this investigation, they were relevant in evaluating the effectiveness of prior corrective action and the need for progressive discipline.

The purpose of discipline is corrective rather than punitive. I recognize the mitigating factors present in this matter, including your acceptance of responsibility, cooperation during the investigation, the absence of intentional misconduct, and the operational demands associated with managing public records requests. However, I find that progressive discipline is warranted to promote accountability, reinforce Department expectations, and ensure future compliance with applicable laws, policies, and procedures.

Accordingly, the following disciplinary action is imposed:

- Written Reprimand
- Suspension Without Pay for Two (2) Working Days

Suspension Dates:

7/20/2024 ; 7/21/2024

- Mandatory completion of additional training related to Florida Public Records Law, records redaction requirements, and records dissemination procedures, including training provided by an approved outside agency. Documentation of successful completion shall be provided through the chain of command.

Future violations involving similar conduct, neglect of duty, unsatisfactory performance, failure to comply with public records requirements, or failure to adhere to Department policies and procedures may result in additional disciplinary action, up to and including termination of employment.

Respectfully,

 6/30/26
Jerome Miller Sherif El-Shami
Chief of Police Lieutenant

Acknowledgment of Receipt

My signature below acknowledges receipt of this disciplinary action memorandum. My signature does not necessarily indicate agreement with the contents of this document.

 J. Szewski

Employee Signature

6/30/26

Date Received