



# APPLICATION FOR APPOINTMENT COUNTY BOARDS, COMMITTEES, TASK FORCES

◆ PLEASE PRINT ◆

## EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL

### Type of Member:

- Fire Rescue Department
- Martin County Medical Director
- Representative from Emergency Room Physicians on staff at a Martin County hospital
- Representative from the Indian River Community College EMT/Paramedic program
- Representative from the Martin County Sheriff's Office
- Representative from the City of Stuart
- Representative from the Town of Jupiter Island
- Representative from the Town of Sewall's Point
- A lay-person to be appointed by the County Administrator
- ALTERNATE for any of the above**

**RECEIVED**

By Donna Gordon at 11:07 am, Jan 18, 2019

Check One:  Mrs.  Mr.  Ms.  Miss  Dr.

**Incumbent**

Name: \_\_\_\_\_

Business

~~Residence~~ Address: \_\_\_\_\_

Street/City/Zip Code

Mailing Address: \_\_\_\_\_

(if different)

Street/City/Zip Code

Commission District in which you reside: \_\_\_\_\_ Staff will complete.

Are you available year round to attend meetings?  yes  no If **no**, what months **are** you available?

Telephone numbers: daytime: \_\_\_\_\_ alternate: \_\_\_\_\_ alternate: \_\_\_\_\_

Area Codes are considered 772 unless noted otherwise.

EMAIL: \_\_\_\_\_

**Have you ever** pled guilty or "no contest" to a crime, been convicted of a crime, had adjudication withheld, prosecution deferred, been placed on probation, received a suspended sentence or forfeited bail in connection with any offense (except minor traffic violations)? Please show all convictions, including driving while intoxicated (DUI) convictions.  yes  no If yes, please provide the following information:

TYPE OF OFFENSE	DATE	PLACE (City, State)	SENTENCE OR FINE

A conviction record does not necessarily disqualify you for consideration. Factors such as age at time of offense, nature of violation, and rehabilitation will be considered.

→ CONTINUED →

The Martin County Board of County Commissioners retains the right to remove, at will, any appointee to a Board or Committee with or without cause.

**EDUCATION/EXPERIENCE:** A resume is recommended to be attached containing this and any other information that would be helpful to the Board in evaluating your application. Resume or letter of qualifications attached?  yes  no

Education: \_\_\_\_\_

Employment Experience: \_\_\_\_\_

**Other experience** you feel would be helpful to the Board in making this appointment: \_\_\_\_\_

Community Experience and Affiliations: \_\_\_\_\_

Other County Boards/Committees/Task Forces on which you have served: \_\_\_\_\_

Do you or any member of your immediate family work for Martin County or hold a position that might conflict with your duties for this Board/Committee/Task Force? If yes, please explain: \_\_\_\_\_

**REFERENCES:** Please list two references:

- Applicants *may* be required by State Law and County Ordinance to file a Financial Disclosure Statement as part of the appointment process. *This is not currently required.*
- Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true. (Pursuant to Section 92.525 Florida Statutes, falsifying this application is a Third Degree Felony punishable by up to five years imprisonment and up to a \$5,000 fine.)
- Florida law prohibits an advisory board member from doing business with its agency (The County). Section 112.313(3) and (7), Fla. Stat.

→ Signature:  \_\_\_\_\_ Date: \_\_\_\_\_

Applications must be filed with Martin County Administration, 2401 SE Monterey Road, Stuart, Florida 34996 **by Friday, January 18**, 2019. All information submitted becomes public record. If you have any questions, please call (772) 221-1352 or send email to [dgordon@martin.fl.us](mailto:dgordon@martin.fl.us).

**Tina M Ciechanowski**

**1 S. Sewall's Point Road, Sewall's Point, FL 34996**

**772-781-3378 (Office)**

**TCiechanowski@Sewallspoint.org**

---

**Summary**

- Law enforcement executive in a small municipality in Florida.
- Extensive experience in both the operational and administrative functions of the organization.
- Law enforcement officer with over 30 years' experience; 29 years with the Sewall's Point Police Department.
- Chief of Police since March 2014.
- Successful grant writer with over \$100,000 in alternative funding brought into the Department.
- Agency general instructor and firearms instructor.
- Community volunteer with extensive disaster experience.
- Extended, diverse exposure both conducting and supervising investigations in all areas of municipal law enforcement.
- Led the Department through Hurricanes Frances, Jeanne, Wilma, Matthew and Irma. Our Town was "ground zero" for the first three listed storms.
- **Professional Experience**
  - Sewall's Point Police Department, 1989 – present.
  - Stuart Police Department, 1987 – 1989.
  - American Red Cross Volunteer 1990 - Present

---

**Work Experience**

**Chief of Police**

2014-Present

- Manage all operational facets of the department.
- Review all reports, and prepare monthly and annual reports to Town government.
- Formulate departmental policies, regulations and program priorities to be followed by members of the Police Department.
- Represent the Town and Police Department and confer with citizen groups and department officials to provide technical assistance, directly or through subordinate staff as well as prepare and administer the department's strategic plan, and annual budget.
- Provide Information Technology support to the Town and Police Department.
- Serve as acting Town Manager in his/her absence.
- Direct the activities of the Town Public Works employee.
- All of the duties of the Police Lieutenant as this position was eliminated upon my promotion.

**Lieutenant/Assistant Chief of Police**

2001-2014

- Acted as Chief of Police in his/her absence or during vacancies in the position.
- Managed all operational facets of the department.
- Reviewed all reports, and prepare monthly and annual reports to Town government.
- Wrote grants bringing in \$100,000 in needed equipment at no charge to the organization.
- Re-wrote the Policies and Procedures Manual.
- Implemented new recognition programs for officers.
- Investigated and prepare background investigations for all new hires.
- Conducted all complex criminal investigations and traffic homicide investigations.
- Performed all of the functions of a road patrol officer including traffic control, investigations, and arrests, as needed.
- Agency general, firearms, CPR, and First Aid instructor.
- Implemented a complaints and internal investigations procedure and conducted internal investigations.
- Acted as the Department's purchasing agent.
- Served as acting Town Manager in his/her absence.
- Organized all town social and community events.

**Sergeant**

2000-2001

- There was no lieutenant in the organization at this time. I performed all of the essential functions of the lieutenant.

**Police Officer**

1989-2000

- Patrolled the Town for the general purposes of crime prevention and law enforcement, giving particular attention to and frequently rechecking locations where the crime hazard is great, responded to citizen complaints, and issued traffic citations.
- Effectuated arrests, forcibly if necessary, using handcuffs and other restraints, subdued resisting suspects using maneuvers and weapons and resorted to the use of hands and feet, and other approved weapons in self-defense.
- Secured crime scenes, arbitrated disputes, conducted preliminary and follow-up investigations.
- Prepared detailed investigative and other reports, including sketches, using appropriate grammar, symbols and mathematical computations.

- Exercised independent judgment in determining when there is reasonable suspicion to detain, when probable cause exists to search and arrest, and when force may be used and to what degree
- Conducted investigations involving areas such as child abuse, burglaries, robberies, attempted murders, batteries, and other violent crimes and white collar crimes.

---

<b>Education</b>	<b>FBI National Academy – Graduate of the 247th Session</b>	2011
	University of Virginia – 17 hours Criminal Justice Education Certificate of Achievement	Quantico, VA
	<b>Master of Public Administration – <i>Graduated with Honors</i></b>	2008
	Nova Southeastern University	Ft. Lauderdale, FL
	<b>Bachelor of Professional Administration – <i>Graduated with Honors</i></b>	2005
	Barry University	Miami Shores, FL

---

<b>Volunteer Experience</b>	Fallen UDT/SEAL Memorial Volunteer	National UDT/SEAL Museum Ft. Pierce, FL	2012-Present
	Security Supervisor – Disaster Relief Operation: Hurricane Katrina	American Red Cross (served in Atlanta, GA)	2005
	Board of Directors	Martin County Chapter American Red Cross	2003 - 2009
	HR Committee Chair	Martin County Chapter American Red Cross	2006 - 2009
	Chapter Service Delivery Chair	Martin County Chapter American Red Cross	2003 - 2006
	Disaster Services Committee	Martin County Chapter American Red Cross	2003 - 2006
	Security Supervisor – Disaster Relief- World Trade Center at Ground Zero	American Red Cross	2001
	CPR for the Professional Rescuer Instructor, Lay CPR/First Aid Instructor, and Blood Borne Pathogens Instructor	Martin County Chapter American Red Cross	Varying periods 1990-2014
	HIV/AIDS Curriculum Committee	Martin County School Board	1993

Health & Safety Services & Disaster Volunteer (Life Safety and Asset Protection Supervisor)	Martin County Chapter American Red Cross	1990-Present
---	--	--------------

---

**Commendations and Awards**

Above and Beyond Award	Town of Sewall’s Point	2013
Leadership by Example Award – FBI Leadership Award Region III	Federal Bureau of Investigation – Local Region III	2006
Officer of the Year	Sewall’s Point Police Department	2001
Officer of the Year	Sewall’s Point Police Department	2001
Distinguished Law Enforcement Officer of the Year, Star 30 Award	Palm Beach Post	2000
Americanism Award	Stuart – Jensen Beach Elks Lodge	2000
Martin County Sheriff’s Office Commendation – Superior Performance as an Instructor	Martin County Sheriff’s Office	1997
Officer of the Year	Sewall’s Point Police Department	1995
Officer of the Year	Sewall’s Point Police Department	1993
Officer of the Year	Sons of the American Revolution	1993
Officer of the Year	Sewall’s Point Police Department	1992
National Certificate of Merit for Lifesaving (the highest award given by the American Red Cross)	American Red Cross	1992
Community Service Award	Sewall’s Point Police Department	1992

---

**Academic Memberships**

Phi Alpha Alpha Honor Society	Nova Southeastern University	2008
Alpha Chi Honor Society	Barry University	2005

---