



**Date of occurrence:** September 5, 2019 to November 21, 2019

**Employee Name:** Executive Assistant to the Chief Dina Goldstein

**Award/Commendation type and recommendations:** Letter of Commendation/Civilian of the Month

**Narrative:**

Over the past four months, Executive Assistant Dina Goldstein organized, managed, directed and coordinated the Police Department's 18th Annual Citizens Police Academy. As in the past, the CPA participants enjoyed thought-provoking and thrilling topics presented by exceptional instructors. The classes included Fundamentals of Law, Homicide Investigation, Crime Scene Investigation, Use of Force, Active Shooter Response Training and Fraud. They also experienced the Police Driving Range, Firearms Simulator and deployed a Taser. Additionally, participants had interactive presentations by MDFD Fire Rescue and Air Rescue, SWAT, Incident Command Center, K-9 Unit and the Marine Patrol Unit.

Behind the scenes of this program there is an enormous amount of work. The logistics include managing and scheduling classes, instructors, transportation, refreshments, venues, equipment, certificates, thank you correspondence, classroom set up and the graduation ceremony. This year new instructors were added and new classes were implemented. The workload to continue this program to be successful and informative each year is considerable and extremely challenging. Dina did all of this expertly and in addition to her regular duties as the Executive Assistant to the Chief. Dina's overall dedication to this department and in particular her efforts in leading another successful SPD Citizens Police Academy is commendable. Congratulations to Executive Assistant to the Chief Dina Goldstein as the recipient of Civilian of the Month...well deserved!