TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N LAMAR BLVD • BOX 4087 • AUSTIN, TEXAS 78773-0001 512/424-2000

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July 31, 2015

Via Email

Terri Langford
The Texas Tribune
tlangford@texastribune.org

RE: Public Information Request for employment records for Brian Encinia (PIR # 15-3495)

Ms. Langford:

The Department received your above-referenced request on July 17, 2015. Please find enclosed the information the Department located in response to your request. These records are provided to you at no cost.

Please note that section 411.00755 of the Government Code limits the information that can be released from the personnel record of a commissioned officer of the Department of Public Safety. A "personnel record" is defined in section 411.0075(a)(1) as:

any letter, memorandum, or document maintained by the department that relates to a commissioned officer of the department, including background investigations, employment applications, employment contracts, service and training records, requests for off-duty employment, birth records, reference letters, letters of recommendation, performance evaluations and counseling records, results of physical tests, polygraph questionnaires and results, proficiency tests, the results of health examinations and other medical records, workers' compensation files, the results of psychological examinations, leave requests, requests for transfers of shift or duty assignments, commendations, promotional processes, demotions, complaints and complaint investigations, employment-related grievances, and school transcripts.

Section 411.00755(b) states that the personnel records of a commissioned officer of the department may not be disclosed or otherwise made available to the public, except the department shall release:

- (1) any letter, memorandum, or document relating to:
 - (A) a commendation, congratulation, or honor bestowed on the officer for an action, duty, or activity that relates to the officer's official duties; and
 - (B) misconduct by the officer, if the letter, memorandum, or document resulted in disciplinary action;
- (2) the state application for employment submitted by the officer, but not including any attachments to the application;
- (3) any reference letter submitted by the officer;
- (4) any letter of recommendation for the officer;
- (5) any employment contract with the officer;
- (6) any periodic evaluation of the officer by a supervisor;
- (7) any document recording a promotion or demotion of the officer;
- (8) any request for leave by the officer;
- (9) any request by the officer for transfers of shift or duty assignments;
- (10) any documents presented to the commission in connection with a public hearing under Section 411.007(f);
- (11) the officer's:
 - (A) name;
 - (B) age;
 - (C) dates of employment;
 - (D) positions held; and
 - (E) gross salary; and
- (12) information about the location of the officer's department duty assignments.

Unless the provisions in section (c) apply, only the information listed in subsections (b)(l)-(12) may be released. In addition, the Department has received a previous determination from the Attorney General's office allowing us to withhold the excepted information without requesting a ruling. Open Records Letter Ruling 2010-12863; *see* Gov't Code § 552.301(a); *see also* Open Records Decision No. 673 at 7 (2001). As none of the release provisions in section (c) are applicable in this instance, only the information specified in subsections (b)(1)-(12) is available to you at this time, and those records are enclosed.

Section 411.00755(b)(1)(B) requires the disclosure of "any letter, memorandum, or document relating to...misconduct by the officer, if the letter, memorandum, or document resulted in disciplinary action." In addition, "disciplinary action" is defined as "discharge, suspension, or demotion." Section 411.0072(a)(1). Some of the responsive records include investigations that did not result in disciplinary action being taken against a commissioned officer; therefore, the Department must withhold those records.

The information you requested contains the home address, home telephone number, emergency contact information, social security number, and/or family member information of a public employee or official. As allowed by section 552.024 of the Texas Government Code, this public employee or official has chosen to make this personal information confidential. Our office is prohibited by law from releasing this personal information to you, and therefore we have removed this information from the enclosed information we are providing to you.

Normally, we must request a ruling from the Texas Attorney General before we can withhold any of the information you requested. However, section 552.024 allows us to withhold this specific information without requesting a ruling from the attorney general.

You have the right to appeal our decision to withhold this information from you. Instructions for appeal are at the end of this letter. If you do not want to appeal, you do not need to do anything else. Please note that we are only withholding the specific categories of information that are confidential under section 552.024. We will process the rest of your request for information in accordance with the terms of the Public Information Act.

The information you requested contains information that relates to:

- a motor vehicle operator's or driver's license or permit issued by an agency of this state or another state or country; or
- a motor vehicle title or registration issued by an agency of this state or another state or country; or
- a personal identification document issued by an agency of this state or another state or country or a local agency authorized to issue an identification document.

This information is confidential under section 552.130 of the Texas Government Code. Our office is prohibited by law from releasing this information to you, and therefore we have removed this information from the enclosed information we are providing to you.

Normally, we must request a ruling from the Texas Attorney General before we can withhold any of the information you requested. However, section 552.130 allows us to withhold this specific information without requesting a ruling from the attorney general.

You have the right to appeal our decision to withhold this information from you. Instructions for appeal are at the end of this letter. If you do not want to appeal, you do not need to do anything else. Please note that we are only withholding the specific categories of information that are confidential under section 552.130. We will process the rest of your request for information in accordance with the terms of the Public Information Act.

The provided records also include one or more email addresses protected from public disclosure under section 552.137 of the Government Code. The attorney general's office has issued a previous determination authorizing all governmental bodies to withhold this information without the necessity of requesting a ruling from their office. Accordingly, we have redacted this information from the records we are providing to you. *See* Open Records Decision No. 684 (2009); *see also* Gov't Code§ 552.301(a); Open Records Decision No. 673 at 7 (2001).

If you have any questions regarding this request, please contact the Media and Communications Office at media@dps.texas.gov. Thank you.

Cordially,

Melly Cost
Molly Cost

Assistant General Counsel

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How to Appeal the Withholding of Information Without an AG Ruling Requested

If you wish to appeal the withholding of information discussed on the previous page, you must send the following to the attorney general:

- (1) a signed, written statement indicating your wish to appeal the withholding of information;
- (2) the name of the governmental body that withheld information from you;
- (3) the date you made your original request for information; and
- (4) a copy of your original request for information, or if you are unable to provide a copy, a description of your original request for information.

You may also submit written comments stating why you think the information should be released to you, but you are not required to do so.

Send your appeal by mail to the attorney general at:

Open Records Division PO Box 12548 Austin, Texas 78711-2548

Within forty-five business days after receiving all of the above-listed items necessary to file your appeal, the attorney general will issue a written ruling on the matter. You will receive a copy of this ruling in the mail.

From: Terri Langford <tlangford@texastribune.org>

Sent: Friday, July 17, 2015 3:56 PM

To: OGC Webmaster Subject: Brian Encinia

This is a request for a copy of all files, documents related to the employment of Brian Encinia, age 30, a trooper hired on 1.12/14



Terri Langford
The Texas Tribune - Reporter
823 Congress Ave., Suite 1400 Austin, TX 78701
www.texastribune.org

 $\textbf{M} \ (713).876.0854 \ \textbf{O} \ (512) \ 716.8636$

twitter: @tlangford

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HR-25			
"P	ge	1	of 2

		DESCRIPCES AC	75 - 1	277 HR-25	Rev ige 1 of 2
Indicate what is being corrected	HUMAN	RESOURCES AC	IION Call	001 10	90 1 01 2
EFFECTIVE DATE OF ACTION:	Jun 20 2015	8:00AM	Current Date:	04/30/2015	
Reason for Recommended Action: Compl	Date leted 1 vr probationary	Time	- University	a .	(Car Da
Date and Type of Last Action: 09/01/2014	LSI	J. January Increase	Comm 6-204		
SECTION 1 - PROPOSED STATUS AND LOCA			00111110-201	1	20.79
Name: ENCINIA, BRIAN T.	11-413	1			3412
Organization (LO): LAW ENFORCEM	ENT	SSN:	ID#:1427	71ACID:	
	CONTRACTOR OF THE PARTY OF THE				110
Division (L1) TEXAS HIGHWAY PA		-			HP 11
Program (L2): HIGHWAY PATROL F	ELD				HP 12
Region (L3) HOUSTON REGION					R2 u
Unit/District (L4). 2C CONROE (HP)		1			и
2C SUB DISTRICT 2					15
LS 2C04		1 2 10 10			
L7. N/A					L6
· · · · · · · · · · · · · · · · · · ·	The Paris of the Control				17
City: BROOKSHIRE	County: Waller	✓ County Cou	237 -CI /	Index Code: 52231	/
Class#: 9928 √ Class Tide:	Trooper	293 v			
Group: (C3) / Step:	1 V SalaryS	\$4,328,58	Position Control#	4000000	1 /
Working Title#: THP/R-5			J Puseum Consola:	1P20366	• •
	Working Title: Highway	Patrol Trooper			
FLSA Status: Non-Exempt V	Employment Status: F	Full-Time	If part-time, who	al percent	
Hazardous Duty: YES Clothing A	Bowance: 41,66	✓ Career Pro	gression: Yes	Supervisor No.	~
Employee's Supervisor: SGT. DARREN VA	CEK				
HR-25 completed by (name) JACKLYN P			-200 10mm	Total Control of	
THE DOINGLES BY GARRIES SACKLIN P.	NUGERS		Phone number:	281/517-1202	
SECTION 2 - NEW HIRES, SEPARATIONS AND	LEAVE ACTIONS				
I) New Hire Actions:	al If action re	suits from selection process i	ndicate lob regulation numbe		
b) Checkbox If "Yes": Previous DPS empi	cyee Retiree Re	sturning to state employme	nt Veteran	ERS+LECOS	
7) Separation Actions:					
Leave Actions:					
	atart date:		expiration date:	1.9	
For all New Hires, Separations, Leave Without Psy an			following:		
a) Total number of hours to be compensated for:	Wbr	k Week Days	Work Week Hours:	am	pm
ECTION 3 - SALARY ACTIONS					
Salary Actions: Promotion - Career Progress		a) Metro Pay Inch	ded (DL only)	Пио Пил	
b) For all salary changes, indicate previous monitrly salar		3,583.91 🗸	[] 165		
c) If action results from selection process indicate job req	unsalon number				
d) If Min's Increase, indicate date of last Ment Increase					
e) If Equity Adjustment, Indicate date of Equity Adjustment in For Commissioned Officers, Indicate date of equitibles		03/23/2015			
f) For Commissioned Officers, indicate date of qualifying I ECTION 4 - NON SALARY ACTIONS	ALI OF APT:	JA 20120 10			
Transfer Actions:					
a) If Detached Duty, Indicate proposed index:	- 18				
Name/Title Actions					
a) If name Change, previous name(provide documentation					
IndeuPCN Actions:	a) ¥	PCN Change, Indicate previo	NE PCN:		
Other:		,		RECE	AE.
	Continued on a	next case			
	Light Street Co.	tarted to be		11111 & C	BOCC.

TEXAS DEPARTMENT OF PUBLIC SAFETY HUMAN RESOURCES ACTION

HR-25 (Rev "Page 2 of 2

P. H. A.	SSN:
Effective date and reason for recomended action:	
ECTION 5 - DPS ISSUED ITEMS/COMPUTER ACCE	Jun 20 2015 Completed 1 yr probationary period, Salary increase and Advancess
COMPLETE ONLY WHEN THE EMPLOYEE IS BEEN	G PROMOTED AND/OR TRANSFERRED TO ANOTHER AREA
Computer access changed or revoked:	
a) USPS: Yes No X N/A	To update employee information, fill out HR-89
b) MSA: Yes No X N/A	To update employee information, fill out HR-89
c) Other(s): Yes No X N/A	
2) DPS Issued Rame surrendered or transferred:	-
a) ComData Card: Yes	No X N/A To undate index \$10 aut 507 ar
b) Procurement Card: Yes	- Spanie most, in out AC1-67
c) Travel Credit Card:	ChibankApplications@dps.texas.gov
d) Alreard: Tyes	The state of the s
al Call Bloom	The Folia of Contact for your area
fi Caroltal Assests of Inventors bounds	No X N/A To update, contact the Point of Contact for your area
g) items specific to your area:	No X N/A To update, contact the Property Custodian for your area
	No X N/A
Badge access to area changedirevoked: Yes	No X N/A
CTION 6 - APPROVAL SIGNATURES	
Executive Duty office	h
Lo 61. L.	5/1
eger, Deputy Administrator or Area Director Date	(2)15113
	Parent to the comment of the comment
	Date Description
	Deputy Assistant Director Ron Joy
	Date Description
	Ron Joy
er name offManager, Deputy Administrator or Area Director	Ron Joy Printed name of Deputy Assistant Director
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er name offilianager, Deputy Administrator or Area Director	Printed name of Deputy Assistant Director Assistant Director
er name ofManager, Deputy Administrator or Area Director mail Commander Date	Printed name of Deputy Assistant Director Assistant Director Date
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er name ofManager, Deputy Administrator or Area Director mail Commander Date TON 7 - HUMAN RESOURCES/PAYROLL USE ONLY A Cartification & Date:	Printed name of Deputy Assistant Director Assistant Director Date Director Director Date ETA entered(# applicable): USPS entered: OOO 16-15 USPS Vericest 77.6-1, 172-1
of name ofManager, Deputy Administrator or Area Director real Commander Date TON 7 - HUMAN RESOURCES/PAYROLL USE ONLY of Certification & Date: OV access changed/revoked (if applicable):	Printed name of Deputy Assistant Director Assistant Director Date Director
ter name of Manager, Deputy Administrator or Area Director Male Commander Date By Director Data TION 7 - HUMAN RESOURCES/PAYROLL USE ONLY Of Cartification & Date: BOV access changed/revoked (if applicable):	Printed name of Deputy Assistant Director Assistant Director Date Director
ter name ofManagar, Deputy Administrator or Area Director Date To Director Date TION 7 - HUMAN RESOURCES/PAYROLL USE ONLY Off Cartification & Date: OV access changed/revoked (if applicable): & Time HR-25 was sent to Payroll HR-25 was sent to Compliance Specialist(if applicable):	Printed name of Deputy Assistant Director Assistant Director Date Director Date Director Date ETA entered(# applicable): USPS entered: 000 16-15 USPS Verified: 76-6-17-1 MSA entered 06-16-15 MSA Verified: 76-6-17-1
er name ofManager, Deputy Administrator or Area Director Male Commander Date Ty Director Data TION 7 - HUMAN RESOURCES/PAYROLL USE ONLY Of Cortification & Date: OV access changed/revoked (if applicable):	Printed name of Deputy Assistant Director Assistant Director Date Director

LEC LATIVE SALARY IN REASE EFFECTIVE DATE SEPTEMBER 01, 2014

NAME: ENCINIA, BRIAN T	SS#
CURRENT INFORMATION	
L1 HP L2 HP L3 R2 Position 1P203664 GROUP C02 STEP 01 FLSA NON	EEO R HZ Y INDEX : 52231
WORKING TITLE PROBATIONARY TROOPER	
WORKING TITLE # THP-17	
CLASSIFICATION TITLE PROBATIONARY TO	ROOPER /
CLASSIFICATION TITLE # 9922	
NEW INFORMATION	ESOURCES ONLY EEO R HZ Y INDEX: 52231 / J
WORKING TITLE PROBATIONARY TROOPER	7
WORKING TITLE # THP-17	
CLASSIFICATION TITLE PROBATIONARY TR	ROOPER //
CLASSIFICATION TITLE # 9922	
TYPE OF ACTION	
EQUITY ADJUSTMENTS	PROMOTION/CAREER PROGRESSION
X LEGISLATIVE SALARY INCREASE	REALLOCATIONS
MERIT INCREASE	RECLASSIFICATIONS
NUMBER CHANGE	SALARY SCHEDULE CHANGE
OTHER INCREASE 10/10/14 10/15/14 SOS MY MS MP VERIFIED BY (IF NEEDED)	TITLE CHANGE
VERIFIED BY (IF NEEDED)	RELECTION OFFICER (IF MERREN)

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Corrected Copy		ENT OF PUBLIC S		*** Page 1 of 2
Indicate what is being corrected				
EFFECTIVE DATE OF ACTION:	Jun 20 2014 V	8:00AM Time	Current Date:	05/29/2014
Reason for Recommended Action: Promot	tion - Carser Progression			DOMILIANY
Date and Type of Last Action: 91/12/2014	New Hire - A-2	014 Recruit School		9,2590 -
SECTION 1 - PROPOSED STATUS AND LOCA	TION			
Name: ENCINIA, BRIAN T.		SSN	ID#: 14271	ACID:
Organization (L0): LAW ENFORCEME	ENT			LE 10
Division (L1): TEXAS HIGHWAY PA				HP 4
412.000.000.000.000				- 10
HOUSTON DECICAL	CLU		285	
Region (L3): HOUSTON REGION			200	P R2 13
Unit/District (L4): 2C CONROE (HP)	and the same			H2C. 4
LE: 2C SUB DISTRICT 2				265: 15
18: 2C04				2 CO4 15
-1				120
UT: NIA			0	1
City BROOKSHIRE	County: Waller	County Code:	237 Ind	es Code 52231
Class#; 9922) Class Tide:	Probationary Trooper	~		
Group C2 Step:	1 Salarys	\$3,421,00	Fosition Controlif:	1P203664 ~
Working Titlet: THP-17			_	112000
	Working Title: Probationa	ry trooper		
FLSA Stetus: Non-Exempt	Employment Status: Full	I-Time	If part-time, what p	nercent
Hazardous Duty: YES Clothing A	Sowance: 41.66	Career Progress	sion; Yes	Supervisor: No
Employee's Supervisor: BGT, DARREN VA	CEK			
	MANY TO THE REAL PROPERTY.			
HR-25 completed by (name): JACKLYN P	ROGERS		Phone number:	281/517-1202
SECTION 2 - NEW HIRES, SEPARATIONS AND	LEAVE ACTIONS		71.5.	
1) New Hire Actions:	a) If action result	s from selection process indicat	te job requisition numbe	
b) Checkbox If "Yes": Previous DPS empi	cyee Retiree Retur	ning to state employment	☐ Veteran (ERS-LECOS V
Z) Separation Actions:		W. W. C.	_ (
3) Leove Actions:				1
a) For Leave Whithout Pay FMLA, Indicate: FMLJ	start date:	- FMLA expl	ration date:	
4) For all New Hires, Separations, Leave Without Pay as	nd Return from Leave Without F	ay, pinese complete the folio	owing:	
a) Total number of hours to be compensated for:	Whek V	Neek Days:	Work Week Hours,	ampm
SECTION 3 - SALARY ACTIONS				
5) Salary Actions: Promotion - Curser Progres	alon	a) Metro Pay included (DION DING D	No NA
b) For all salary changes, indicate previous monthly salar		3,131.33	Dies L	Juo Duv
c) If action results from selection process indicate job req	suisition number	- v . a	1/01	2.5
d) If Merk Increase, indicate date of last Merit Increase			101	
e) If Equity Adjustment, Indicate date of Equity Adjustme	nt .			. 1
f) For Commissioned Officers, indicate date of qualifying	PRT or APT: 05/	12/2014		
SECTION 4 - NON BALARY ACTIONS				
6) Transfer Actions: Transfer				
a) If Detached Duty, Indicate proposed index:				
7) Name/Title Actions a) If name Change, previous name/provide documentation	_			
		M Chance Indicate conde	TOURSE ATTOURNE	
E) Index/PCN Actions:	- AFF	ON Change, Indicate previous P	CN: 4T040046	
S) Other:				DECE
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HUMAN RESOURCES

TEXAS DEPARTMENT OF PUBLIC SAFETY HUMAN RESOURCES ACTION

Page 2 of 2

Name: ENCINIA, BRIAN T.		SSN: Balleton
Effective date and reason for recorr	nended action: Jun 20 20	
SECTION 5 - DPS ISSUED ITEMS/CO COMPLETE ONLY WHEN THE EMPL	MPUTER ACCESS OYEE IS BEEING PROMOTED AND	OR TRANSFERRED TO ANOTHER AREA
a) USPS: Yes No b) MBA: Yes No	=	ree Information, fill out HR-89 ree Information, fill out HR-89
DPS Issued Rems autrendered or transla SomData Cand:	E	To update index, fill out ACT-67
b) Procurement Card:	Yes No XN/A	To update address, e-mail: CitiBankApplicationa@dps.texas.gov
c) Travel Gradit Card:	Yes No X N/A	To update address, e-mail: CitiBankApplications@dps.texas.gov
d) Aircard:	Yes No X N/A	To update, contact the Point of Contact for your area
a) Cell Phone:	Yes No X N/A	To update, contact the Point of Contact for your area
f) Capital Assets of lovercory item(s): g) Items specific to your area:	Yes No X N/A	To update, contact the Property Custodian for your area
Badge access to area changed/revoked:	Yes No XNA	Usf Bans
oneign access to area criningnormyoxee:		
SECTION 6 - APPROVAL SIGNATURE:	06/04/14	Du W. Madden occis
arranger, Deplety Administrator or Area Direct	DE DES 14 DESTOY	John W. Madden John W. Madden John W. Madden
anilgat, Dagley Administrator or Area Direct	DE DES 14 DESTOY	John W. Madden John W. Madden Tame of Deputy Assistant Director
ander, Depley Administrator or Area Directinier name offilanager, Deputy Administrator glonal Commander	tor Deploy	John W. Madden same of Deputy Assistant Director
anager, Deputy Administrator or Area Directinier name officeration of Area Directinier name officeration of Area Direction of Area Director	Date Director	John W. Madden name of Deputy Assistant Director I Director
ianapar, Departy Administrator or Area Director inter name officer of Area Director eputy Director ECTION 7 - HUMAN RESOURCES/PAN	Date Director	John W. Madden name of Deputy Assistant Director I Director
inniger, Departy Administrator or Area Direction of Area Direction	Date Director Date Director Date Director	John W. Madden name of Deputy Assistant Director I Director Director
SECTION 6 - APPROVAL SIGNATURE: Landger, Departy Administrator or Area Direct rinter name officanger, Deputy Administrator rinter name officanger, Deputy Administrator or Area Direct rinter name officanger, Dep	Date Director Date Director Date Director	John W. Madden name of Deputy Assistant Director Director ETA entered(# applicable):
anager, Departy Administrator or Area Direct inter name officanger, Deputy Administrator spiral Commander spiral Director ECTION 7 - HUMAN RESOURCES/PA) syroll Cartification & Dute:	Date Director Date Director Date Director CROLL USE ONLY	John W. Madden name of Deputy Assistant Director Director ETA entered(# applicable):
inter name offianager, Deputy Administrator or Area Direct Inter name offianager, Deputy Administrator or Area Direct Inter name offianager, Deputy Administrator of Area Direct Inter name offianager, Deputy Administrator or Area Direct Inter name of I	Date Director Date Director Date Director Printed in Date Director (ROLL USE ONLY)	John W. Madden name of Deputy Assistant Director Director ETA entered(# applicable):

TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N LAMAR BLVD • BOX 4087 • AUSTIN, TEXAS 78773-0001 512/424-2000

www.dps.texas.gov



STEVEN C. McCRAW DIRECTOR DAVID G. BAKER ROBERT J. BODISCH, SPL. CHERTY, MINEBRIDE DEPUTY DIRECTORS 6/20/2014

COMMISSION
A. CYNTHIA LEON, CHAIR
MANNY FLORES
FAITH JOHNSON
STEVEN P. MACH
BANNY WATSON

Trooper Brian T. Encinia 14271 Texas Highway Patrol Division Texas Department of Public Safety PO Box 4336 Austin, Texas 78765-4336

Commission Date: 6/20/2014

Dear Trooper Encinia:

Congratulations on the successful completion of the Trooper Trainee Recruit School. You have been assigned to Region 2C04 in Brookshire. This is your chain of command for the region you have been assigned. The Regional Commander is Philip Steen, the Major is Dwight D. Mathis, the Captain is Terry D. Truett, the Lieutenant is Daniel G. Terronez and your immediate supervisor is Sergeant Darren Vacek.

Your formal training in the Law Enforcement Academy will end 6/20/2014 and you will report to Sergeant Darren Vacek in Brookshire on 07/14/14. You must check with your Sergeant prior to your start date to determine the time of day that you should report.

Let me wish you every success in your new field of endeavor.

Sincerely,

Steven C. McCraw

Steven CM Caw

Director

SCM: jh

Attachments

cc: Regional Commander Philip Steen Major Dwight D. Mathis Captain Terry D. Truett Lieutenant Daniel G. Terronez Sergeant Darren Vacek Human Resources

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Concesses copy	TMENT OF PUBL		T2 HR-25 (Rev 05)	/2012) e 1 of 2
Indicate what is being corrected HUMAN	RESOURCES ACT	TION		
EFFECTIVE DATE OF ACTION January 12,	2014 / 1:00 pm	n Curren	t Date: 1/12/2014	
Date	Time			
Reason for recommended action: New Hire - A-14	Recruit School 🗸		0/0/100	
Date and type of last action:			0/0/100	1
SECTION 1 - PROPOSED STATUS AND LOCATION		-		
Name: Encinia, Brian T.	SSN:	ID#:	ACID:	
Organization (L0): Services	SS			LO
Division (L1): Education, Training and Research	ET			11
Program (L2): ETR Major	MA			L2
Region (L3): HQ	HQ		110	L3
Unit/District (L4): Recruit Training	RT		100	L4
L5: Recruit School	FDSR			L5
L6: Platoon 1	ETP2			L6
L7: N/A	94			_L7
City: Austin Di County: Travis		227 / Index Co	ode: 12041 V	_
Class #: 9920 24 Class Title: Trooper Trainee				_
	/	osition Control #: _4	1T040046	_
	e: Trooper Trainee	-		-
	Status: Full-Time		what percent: %	
Hazardous Duty Pay: No V Clothing Allowance:	N/A Career Progress	sion/Ladder: Yes	Supervisor: No V	
Employee's Supervisor: Lt. Charles Palcer				
HR-25 completed by: Joanne Hamann	Phone #: 512	2-913-4369		
SECTION 2 - NEW HIRES, SEPARATIONS AND LE	AVE ACTIONS	7.4.4.		
1) New Hire Actions: New Hire				1
a) If action results from selection process indicate	job requisition number:	DPS	ca-	
b) Check box if "Yes":			9.15	
Previous DPS employee Retiree returning	g to state employment	Veteran []	ERS-LECOS (commission o	nly)
2) Separation Actions:				
3) Leave Actions:				
 a) For Leave Without Pay FMLA, indicate: FML 		FMLA expir		
4) For all New Hires, Separations, Leave Without Pa		Without Pay, plea	ise complete the following	ıg:
 a) Total number of hours to be compensated for: 				
Work week days: Monday – Friday	Work week hours:	8:00 am to	5:00_ pm	
SECTION 3 – SALARY ACTIONS				
5) Salary Actions:	a) Metro P	Pay included (DL on	ly): Yes No	N/A
b) For all salary changes, indicate previous month	y salary:		- AV 18-FY/F	4 4
 c) If action results from selection process indicate 	job requisition number:	DPS	a white the said of the	S. 11"
d) If Merit Increase, indicate date of last Merit Inc			145 19 200	5
 e) If Equity Adjustment, indicate date of last Equit 				
f) For Commissioned Officers, indicate date of qu	alifying PRT or APT:		HIEVAN NGSOUR	-
SECTION 4 - NON SALARY ACTIONS		12 1	A NOTE OF THE PARTY OF THE PART	
6) Transfer Actions:		3=		
a) If Detached Duty, indicate proposed index:				
7) Name/Title Actions:				

SE	SECTION 4 – NON SALARY ACTIONS		200
6)	5) Transfer Actions:		
	a) If Detached Duty, indicate proposed index:		
7)	7) Name/Title Actions:		
	a) If Name Change, indicate previous name (provide documentation):		
8)	Index/PCN Actions: a) If PCN Change, indicate	previous PCN:	
9)	Other:		0
	Continued on next page	MMB	W
		1711113	
			1

TEMAS DEPARTMENT OF PUBLIC AFETY HUMAN RESOURCES ACTION

Name: Encinia, Brian T.		SSN:	
Effective date and reason for recom	mended action: 1/12/14	New Hire – A-14 Recruit School	
SECTION 5 – DPS ISSUED ITEMS/ COMPLETE ONLY WHEN THE EM		OTED AND/OR TRANSFERRED TO	ANOTHER AREA
a) USPS: Yes No [b) MSA: Yes No [c) Other(s): Yes No	oked: N/A To update employ	ee information, fill out <u>HR-89</u> ee information, fill out <u>HR-88</u>	
2) DPS issued items surrendered or a) ComData Card: b) Procurement Card: c) Travel Credit Card: d) Aircard: e) Cell phone: f) Capital Assets of Inventory items, Items specific for your area: 3) Badge access to area changed/rea	Yes	N/A To update index, fill out ACT-6 N/A To update address, e-mail: Citi N/A To update address, e-mail: Citi N/A To update, contact the Point of N/A To update, contact the Point of N/A To update, contact the Proper N/A List Items	BankApplications@dps.texas.go BankApplications@dps.texas.go of Contact for your area of Contact for your area
SECTION 6 – APPROVAL SIGNATI			
Major Jason Hester	Ol-13-19 Director Date	Deputy Assistant Director	Date
Printed name of Manager, Deputy Admi	inistrator or Area Director	Printed name of Deputy Assistant Direct	1-13-14
Regional Commander	Date	Assistant Director	Date
Deputy Director	Date	Director	Date
SECTION 7 – HUMAN RESOURCES	S/PAYROLL USE ONLY		
Payroll certification and date:		Date entered in ETA (if app	olicable): 1 21 /7
NEOGOV access changed/revoked (if	applicable): U		verified: 08 1/24/1
Date and time HR-25 sent to Payroll:	1	_ / /	1.0
Date HR-25 sent to Benefits (if applic		ISA entered A 1/28/14 MSA	perified: Bu 1/20/11
Os O D	, 1/15/19 N	mon mon	16 4510 1 50 1A
I I IV. I JON KOL	1/18/14		

TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N LAMAR BLVD • BOX 4087 • AUSTIN, TEXAS 78773-0001 512/424-2000

www.dps.texas.gov

December 11, 2013



COMMISSION
A CYNTHIA LEON, CHAIR
CARIN MARCY BARTH
RANDY WATSON

Brian T. Encinia

DIRECTOR

DAVID G. BAKER

CHERYL MacBRIDE

DEPUTY DIRECTORS

COPY

Dear Mr. Encinia:

You have been selected to attend the A-2014 Trooper Trainee Academy which begins at 7:00AM, on Sunday, January 12, 2014.

Contact the Recruiting Department by phone immediately to confirm or decline your acceptance to attend the A-2014 Trooper Trainee Academy. The phone number to call is toll free at 1-866-898-7667 or at (512) 424-7500.

If you accept, you must report to the Law Enforcement Academy Building location at 5805 North Lamar Boulevard, Austin, Texas at 7:00AM on Sunday, January 12, 2014. Please come prepared and dressed in appropriate clothing to be re-tested on the Physical Readiness Test requirements. If you do not meet these requirements, you will be disqualified from attending the school. Once the testing is completed, you will be given instructions on how to check-in. You will then be released for lunch; this meal will not be provided for you. Please refer to the enclosed pamphlet for additional information regarding the training academy.

Congratulations on your selection to the Trooper Trainee Academy. We look forward to your acceptance and arrival, and trust that this will be the beginning of a long and productive law enforcement career with the Texas Department of Public Safety.

Sincerely,

Steven C. McCraw

Steven C Mc Craw

Director

SCM/tkp

Joyce Baker

							,
	View Exam Plan Vie Special Credit Ratio	w All Applic	ants View As	Profile	ep Education Scor	ring Work Experie	nce Rating
	Application 1 of 1					Show Cand	Idate Disposition Print View
			DPS02	324 - Troop	per Trainee	AND DESCRIPTION OF THE PERSON OF THE	PROCESSOR 2-92-100-100-170
	Contact Information	on Perso	on ID: 17497	598		110	
	Name:	Brian T I	Encinta	Addres	5:		
- 1	Home Phone:			Alterna	te Phone:		
- 1	Email:	Same.		Notifica	stion Preference:	Ernail	
	Former Last Name:	Encinia		Month	and Day of Birth:		
- [Personal Informat	tion					386 0 100
	Driver's License:		-	Yes,			
	Can you, after employ to work in the United	yment, subm States?	at proof of your	legal right Yes	100		
	What is your highest i		ation?	Back	selor's Degree		
	Preferences	war to be added	NAME AND POST OFFICE AS				
	Preferred Salary:			\$60,000.00	per year		
	Are you willing to relo	cate?		Yes			
	Turner of northing up	teams Illus	re-	Regular	berg, Sealy, Houston	n	
	Types of positions you Types of work you will	2001-001-1-0		Full Time			
	Types of shifts you wi			Day , Even	ing , Night , On Call ((as needed)	
	Objective I want to serve Texas						
	Education						
	College Texas A&M University 9/2005 - 8/2008 College Station, Texas		College I Units Co	graduate: Yes Major/Minor: Ag mpleted: 9 Sen Received: Bache		and Development	
	Work Experience			and the collect and the co			
	Supervisor			orked per week			
1	8/2008 - 8/2013			Salary: \$4,666. ployees Supervi			
	Blue Bell Creameries 1101 South Blue Bell F Brenham, Texas 7783			Supervisor: Do contact this em	ug Middleton - Mana ployer? Yes	ger	
	(979) 451-2519						
	Duties Supervise and lead em	ployees in o	rder to carry ou	t the daily task	of the company.		
	Reason for Leaving Relocation, To Serve T						
10.00	Certificates and Li						
1	Skills					-	
- 13	Office Skills						
	Typing: 100 Data Entry: 0						

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tespond to emergencies such as vehicle extrications, structure fires, collapses, grass fires, and aid county departmen incidents in Washington County. Command of 14 paid staff and 37 volunteer firemen during fire/rescue operations. Inshington County A&M Club, President 2011-2013 Serve alumni of Texas A&M University in Washington County to host various events and fundraisers in order raise scholarships for students in Washington County. ferences: Will be available upon request.	Recuperated monies lost from wrongfully claimed incentives and war ornmunity Involvement:	
ashington County A&M Club, President 2011-2013 Serve alumni of Texas A&M University in Washington County to host various events and fundralsers in order raise scholarships for students in Washington County. ferences: Will be available upon request.	Respond to emergencies such as vehicle extrications, structure fires, incidents in Washington County.	collapses, grass fires, and aid county department
Serve alumni of Texas A&M University in Washington County to host various events and fundraisers in order raise scholarships for students in Washington County. ferences: Will be available upon request.	NAMES AND ADDRESS OF THE PARTY	e operations.
		various events and fundraisers in order
tachments	ferences: Will be available upon request.	
	tachments	
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Texas Department of Public Safety Performance Evaluation Trooper

Mission: Protect and Serve Texas

Goals:

- Combat Crime & Terrorism
- Enhance Public Safety
- Enhance State-wide Emergency Management
- Enhance Licensing & Regulatory Services

PART	1:	Employ	/ee	Information	ì
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PART 1. Employee information	
a. Employee's Name (Last, First, Initial):	Encinia, Brian
b. Last Four of Employee's SSN:	
c. I.D. No.: 14271	
d. Position: Trooper	ELL TID
Level: 1	477.77
e. Division: THP	The second secon
f. Region/District/Co: 2/C	
g. Section/Bureau: N/A	
h. Type of Evaluation: ☐ Annual ■ Pro	bationary Close-out Special
i. Period Covered: From 11/1/14	To _12/31/14
HR-reviewed by:	w
HR-reviewed by:	Date

☐ Accepted ☐ Rejected and returned to customer

9926E Trooper (Rev. 10-14)

7754 3/34/1- 1 of 8

JOB DUTY 1: LEADERSHIP

Performance Rating:

□ Exemplary

☐ Skilled/Effective

■ Competent

□ Marginal

□ Ineffective

Comments:

Leadership

- Trooper Encinia exhibits courage and appears to operate effectively under stress.
- Trooper Encinia continues to gain the respect of his co-workers through his attitude and actions.

Problem Solving/Judgment

Trooper Encinia continues to use good problem solving skills and judgment while working patrol.

Initiative

- Trooper Encinia appears to have the ability to see what needs to be done and offers suggestions for improvement.
- Trooper Encinia continues to perform at an acceptable level for the tasks given to him.

Liaison

 Trooper Encinia is courteous and has developed a good working relationship with his co-workers and members of other agencies.

Flexibility/Adaptability

Trooper Encinia has demonstrated flexibility/adaptability by adjusting to the styles and teachings of a new FTO during this
reporting period.

Accountability

- Trooper Encinia thoroughly completes all assigned tasks in a timely manner.
- Trooper Encinia assumes responsibility for any failures and accepts direction for improvement.

Ethics and Integrity

Trooper Encinia conducts his business in a professional manner.

Innovative Thinking

Trooper Encinia appears to see opportunities for creative problem solving.

Teamwork

- Trooper Encinia appears to treat others in a respectful manner.
- Trooper Encinia is a team player and is willing to do what is necessary to accomplish the goals of the Department.

JOB DUTY 2: COMMUNICATION

Performance Rating:

☐ Exemplary ☐ Skilled/Effective

■ Competent

☐ Marginal

☐ Ineffective

Comments:

Communication

- Trooper Encinia actively listens and asks questions to ensure that he understands.
- Trooper Encinia possesses effective verbal skills.
- · Trooper Encinia's reports are written clearly and understandably with minimal error.

Interpersonal skills

- · Trooper Encinia is sincere in dealing with others.
- Trooper Encinia continues to gain the respect of his peers.
- · Trooper Encinia accepts criticism professionally and constantly strives to improve himself.

Stress Tolerance

- · Trooper Encinia responds effectively and rationally to stress.
- Trooper Encinia appears to be able to handle high workloads effectively and meets deadlines.

JOB DUTY 3: JOB KNOWLEDGE AND EXECUTION

Peri	formance	Rating:

□ Exemplary

☐ Skilled/Effective

■ Competent

☐ Marginal

☐ Ineffective

Comments:

Job Knowledge and Execution

Trooper Encinia continues to increase his knowledge of DPS policy and procedure, position responsibilities, and state law.

Planning and Organizing

Trooper Encinia appears to be able to manage multiple tasks and to prioritize them according to their importance.

Analytical Reasoning/Attention to Detail

· Trooper Encinia continues to perform assigned tasks with care and thoroughness.

Confidentiality and Protected Information

· Trooper Encinia handles sensitive and confidential information and situations responsibly.

Development and Continuing Education

- · Trooper Encinia appears to utilize feedback to improve his performance.
- Trooper Encinia demonstrates an ability to learn and to not repeat mistakes.
- Trooper Encinia successfully completed the practical examination and demonstration with the Radar during this reporting period.

Diversity and Inclusion

- Trooper Encinia appears to maintain objectivity when making decisions.
- Trooper Encinia seeks and considers different points of view.

Fiscal Accountability

Trooper Encinia adheres to internal control procedures regarding spending.

Productivity

Trooper Encinia completes assigned duties in an efficient and timely manner.

Safety

· Trooper Encinia practices good officer and fleet safety.

Technology

Trooper Encinia has a good working knowledge of his assigned DPS technological equipment.

				pro 1 _ 1	P3 -1
Name	(I met	First	Initially	Encinia,	Brian

PART 2: Job Duties (Comments required for each evaluated Job Duty)

JOB DUTY 4: TACTICAL READINESS

Performance Rating:

□ Exemplary

☐ Skilled/Effective

■ Competent

☐ Marginal

☐ Ineffective

Comments:

Tactical Readiness

- Trooper Encinia appears mentally and physical prepared to respond with the appropriate level of intensity and in a timely manner for all situations.
- Trooper Encinia maintains a high degree of physical conditioning and has a professional appearance.

ART 3: Signatures & Comments	PLOYEE
I certify that this performance evaluation has been discussed w	
indicate agreement.	
Employee's Signature: B - JEne	Date: 01-08-2015
Printed Name: Bran T. Exints	
Employee comments (optional)	☐ Please check box if attaching additional pages
CUDE	ERVISOR
I certify that this performance-evaluation represents my best ju	
	1/-
Supervisor Signature:	Date: 1/8/15
Printed Name: Darren Vacele	
Supervisor comments	☐ Please check box if attaching additional pages
(This space is reserved for responding to any employee comme	
PEV	IEWER
I have read and approved this performance evaluation.	
Luct of	1/13/2016
Reviewer:	Date:
Printed Name: Matt Ceffon, Lo	<u>·</u>
Reviewer comments (optional)	☐ Please check box if attaching additional pages
	Gr.
In Line Review #1:	Date: 01-15 · 15
Printed Name:	
111	Date: 01/22/15
In Line Review #2: hashed . Noull	Date: 01/23/15
Printed Name: Major Dwight D. Mathis	. /

☐ Recommended for permanent employment (if applicable)



Mission: Protect and Serve Texas

Goals:

- Combat Crime & Terrorism
- Enhance Public Safety
- Enhance State-wide Emergency Management
- Enhance Licensing & Regulatory Services

PART 1: Employee Information	
a. Employee's Name (Last, First, Initial): Encinia,	, Brian
b. Last Four of Employee's SSN:	
c. I.D. No.: 14271	
d. Position: Trooper	1111 11 5
Level: 1	
e. Division: THP	
f. Region/District/Co: 2/C	
g. Section/Bureau: N/A	
h. Type of Evaluation: Annual Probationar	ry □ Close-out □ Special
i. Period Covered: From 9/1/14	To 10/31/14

HR-reviewed by: Normal Control Date

□ Accepted □ Rejected and returned to customer

9928E Trooper (Rev. 10-14)

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	_		-	F-145-B	Encinia.	Brian
Name	a.	net.	Firet	Initial):	Encimia.	bnan



PART 2: Job Duties (Comments required for each evaluated Job Duty)

JOB DUTY 1: LEADERSHIP

Performance Rating:

☐ Exemplary ☐ Skiller

☐ Skilled/Effective ■ Competent

☐ Marginal

☐ Ineffective

Comments:

Leadership

- Trooper Encinia exhibits courage and appears to operate effectively under stress.
- Trooper Encinia continues to gain the respect of his co-workers through his attitude and actions.

Problem Solving/Judgment

Trooper Encinia continues to use good problem solving skills and judgment while working patrol.

Initiative

- Trooper Encinia appears to have the ability to see what needs to be done and offers suggestions for improvement.
- Trooper Encinia is performing at an acceptable level for the tasks given to him.

Liaison

 Trooper Encinia is courteous and appears to have a good working relationship with his co-workers and members of other agencies.

Flexibility/Adaptability

Trooper Encinia has demonstrated flexibility/adaptability by adjusting to the styles and teachings of a new FTO during this
reporting period.

Accountability

- Trooper Encinia thoroughly completes all assigned tasks in a timely manner.
- Trooper Encinia assumes responsibility for any failures and accepts direction for improvement.

Ethics and Integrity

 Trooper Encinia was given a written counseling for unprofessional conduct during this reporting period for an incident occurring while at a school in Austin. In the future, Trooper Encinia should conduct himself at all times in a manner that will reflect well upon himself, the Department, and the State of Texas. This supervisor will ensure that this is done by meeting periodically with Trooper Encinia.

Innovative Thinking

Trooper Encinia appears to see opportunities for creative problem solving.

Teamwork

- Trooper Encinia appears to treat others in a respectful manner.
- Trooper Encinia exhibits commitment to the team and achieving team goals.

			Carlelle.	Dring
Name (Last.	First.	Initial):	Encinia,	brian

PART 2: Job Duties (Comments required for each evaluated Job Duty)

JOB DUTY 2: COMMUNICATION

Performance Rating:

☐ Exemplary ☐ Skilled/Effective

■ Competent

☐ Marginal

☐ Ineffective

Comments:

Communication

- Trooper Encinia actively listens and asks questions to ensure that he understands.
- Trooper Encinia possesses effective verbal skills.
- Trooper Encinia's reports are written clearly and understandably.

Interpersonal skills

- *Trooper Encinia is sincere in dealing with others.
- Trooper Encinia continues to gain the respect of his peers.
- Trooper Encinia accepts criticism professionally and strives to improve himself.

Stress Tolerance

- Trooper Encinia performed effectively and rationally while involved in a pursuit resulting in a firearms discharge during this reporting period.
- Trooper Encinia appears to be able to handle high workloads effectively and meet deadlines.

Name (Last, First, Initial): Encinia, Bria	Namo	() net	First	toitiaf):	Encinia,	Bria
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PART 2: Job Duties (Comments required for each evaluated Job Duty)

JOB DUTY 3: JOB KNOWLEDGE AND EXECUTION

Performance Rating:

☐ Exemplary

☐ Skilled/Effective

■ Competent

☐ Marginal

☐ Ineffective

Comments:

Job Knowledge and Execution

* Trooper Encinia continues to increase his knowledge of DPS policy and procedure, position responsibilities, and state law.

Planning and Organizing

Trooper Encinia appears to be able to manage multiple tasks and to prioritize them according to their importance.

Analytical Reasoning/Attention to Detail

Trooper Encinia continues to perform assigned tasks with care and thoroughness.

Confidentiality and Protected Information

Trooper Encinia handles sensitive and confidential information and situations responsibly.

Development and Continuing Education

- Trooper Encinia successfully completed the breath test operator's class during this reporting period.
- Trooper Encinia appears to utilize feedback to improve his performance.
- Trooper Encinia demonstrates an ability to learn and to not repeat mistakes.

Diversity and Inclusion

- Trooper Encinia appears to maintain objectivity when making decisions.
- Trooper Encinia seeks and considers different points of view.

Fiscal Accountability

Trooper Encinia adheres to internal control procedures regarding spending.

Productivity

Trooper Encinia completes assigned duties in an efficient and timely manner.

Safety

Trooper Encinia practices good officer and fleet safety.

Technology

Trooper Encinia has a good working knowledge of his assigned DPS technological equipment.

The Court of the C	COLUMN TO THE TAX TO THE PROPERTY OF THE PARTY OF THE PAR
Name (Last, First, Initial): Encinia, Brian	Last Four of Employee's SSN:
State of the state	

JOB DUTY 4: TACTICAL READINESS

Performance Rating:

☐ Exemplary ☐ Skilled/Effective

■ Competent

☐ Marginal

☐ Ineffective

Comments:

Tactical Readiness

- Trooper Encinia appears mentally and physical prepared to respond with the appropriate level of intensity and in a timely manner for all situations.
- Trooper Encinia successfully completed his physical readiness test during this reporting period and earned a fitness star.
- Trooper Encinia successfully qualified with all issued weapons during this reporting period.

Name (Last, First, Initial): Encinia, Brian	١	ast Four o	of Employee's SS	IN:	
RT 3: Signatures & Comments					andhe
certify that this performance evaluation has been discussed with me. Indicate agreement.				ot necess	anly
mployee's Signature: Bi JEi	Date:/	1/12/2	2014	_	
rinted Name: Brian T. Encinca mployee comments (optional)			k box if attachir		nal pages
This continues to be a great experielpful at our office.	rence o	and i	everyone	73	very
SUPERVISOR					
ertify that this performance evaluation represents my best judgment	of the employe	ee's perfo	rmance.		
upervisor Signature;	Date:	11/12	114		
rinted Name: Darren Vacele supervisor comments This space is reserved for responding to any employee comments. It is			k box if attachi	ng additio	onal pages
REVIEWER					
REVIEWER	11	Inla	N4		
have read and approved this performance evaluation.	Date:	17/21	514		
have read and approved this performance evaluation. Reviewer: Printed Name: MATIA'S OCHOA , TII	Date:	17/21	514		
have read and approved this performance evaluation. Reviewer: MATIAS OCHOA, TII	Date:	17/21	014 k box if attachi	ing additio	onal pages
have read and approved this performance evaluation. Reviewer: MATIAS OCHOA, TII	Date:	17/21	514	 Ing additic	onal pages
have read and approved this performance evaluation. Reviewer: Printed Name: MATIA'S OCHOA , TII	Date:	17/21	514	ing additic	onal pages
Reviewer: Printed Name: MATIA'S OCHOR , TIL Reviewer comments (optional) In Line Review #1: Terry Truett, Captain	Date:	17 Zu	014 sk box if attachi	ing additic	onal pages
have read and approved this performance evaluation. Reviewer:	Date:	17 Zu	014 sk box if attachi	ing additic	onal pages

☐ Recommended for permanent employment (if applicable)



Texas Department of Public Safety Performance Evaluation Trooper

Mission: Protect and Serve Texas

Goals:

- Combat Crime & Terrorism
- Enhance Public Safety
- Enhance State-wide Emergency Management
- Enhance Licensing & Regulatory Services

PART 1: Employee Information	PART	1: Emplo	ovee In	formation
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■ Probationary	☐ Close-out	☐ Special
		T
Initial): Encinia, B	rian	
		, L

j. Date filed by HR:

10:814 NGO Margary 1

Name (Last, First, Initial):	Encinia,	Brian
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PART 2: Job Duties (Comments required for each evaluated Job Duty)

a. Job Duty 1	: Leadership/Liaison			
Performance	Rating:			
☐ Exemplary	☐ Skilled/Effective	■ Competent	☐ Marginal	□ Ineffective
Comments:	THE RESIDENCE OF SECURIORS		THE REPORT OF SECURITION SHOWS AND ADDRESS OF SECURITION SAFERS	Committee of the commit
Trooper Encini	a has developed goo	d working relatio	nships with his	co-workers as well as personnel from other agencies.
				The second secon
				200
		Annual Control		
o. Job Duty 2:		A STATE OF THE STA		40
Performance I				
Exemplary	☐ Skilled/Effective	■ Competent	☐ Marginal	☐ Ineffective
comments:	14 1 200 2041 100 12		*******	
s he progresse	es in the FTO program	m. Trooper Encir	nia also practice	es good officer and fleet safety.
s he progresse	es in the FTO program	m. Trooper Encir	nia also practice	es good officer and fleet safety.
Job Duty 3: 1	nvestigation	m. Trooper Encir	nia also practice	ues to Increase his knowledge of traffic and criminal la is good officer and fleet safety.
Job Duty 3: I	nvestigation	m. Trooper Encir	nia also practice	es good officer and fleet safety.
Job Duty 3: I	nvestigation	m. Trooper Encir	□ Marginal	s good officer and fleet safety.
Job Duty 3: I erformance R Exemplary omments:	nvestigation tating:	■ Competent	□ Marginal	□ Ineffective
Job Duty 3: I erformance R Exemplary comments: cooper Encinia ate statutes, an	Investigation lating: □ Skilled/Effective continues to increase and department policy	Competent his knowledge of as he progressed also continues to	□ Marginal of search and sess in the FTO progain knowledge	s good officer and fleet safety.
Job Duty 3: I erformance R Exemplary omments: cooper Encinia ate statutes, an	Investigation tating: □ Skilled/Effective continues to increase ad department policy rs. Trooper Encinia a	Competent his knowledge of as he progressed also continues to	□ Marginal of search and sess in the FTO progain knowledge	□ Ineffective
Job Duty 3: I erformance R Exemplary omments: cooper Encinia ate statutes, an	Investigation tating: □ Skilled/Effective continues to increase ad department policy rs. Trooper Encinia a	Competent his knowledge of as he progressed also continues to	□ Marginal of search and sess in the FTO progain knowledge	□ Ineffective
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Job Duty 3: I erformance R Exemplary comments: cooper Encinia ate statutes, an	Investigation tating: □ Skilled/Effective continues to increase ad department policy rs. Trooper Encinia a	Competent his knowledge of as he progressed also continues to	□ Marginal of search and sess in the FTO progain knowledge	□ Ineffective
Job Duty 3: I erformance R Exemplary omments: rooper Encinia ate statutes, an	Investigation tating: □ Skilled/Effective continues to increase ad department policy rs. Trooper Encinia a	Competent his knowledge of as he progressed also continues to	□ Marginal of search and sess in the FTO progain knowledge	□ Ineffective

Name (Last, First, Initial): E	ncinia. E	Brian
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PART 2: Job Duties (Comments required for each evaluated Job Duty)

	T # 15 #					
120023	: Tactical Readiness		20			
Performance			ET A A constant	Distriction		
☐ Exemplary	☐ Skilled/Effective	■ Competent	☐ Marginal	☐ Ineffective	M * 1(V - E4-114 A W W)	90 M. J. 1000 WHILESON
Comments:						
Trooper Encini	a appears mentally a	ind physically rea	dy to do the job			
		+				
	*/					
			1200			
e. Job Duty 5	: Intelligence					
Performance	Rating:					
☐ Exemplary	☐ Skilled/Effective	■ Competent	☐ Marginal	☐ Ineffective		III
Comments:	. Sec. 17 84. 8-1 - 47 7 7	F K - 14++			4 40 1 41 1	1 17/01/21/01/08/21 17/01/21
Trooper Encini	a continues to develo	p a good working	knowledge of I	nis assigned area	as well as any po	tential threats within
it.						
						(5)
f Joh Duty S:	Communication					
Performance						
☐ Exemplary	☐ Skilled/Effective	■ Competent	☐ Marginal	☐ Ineffective		
A ROBERT CO. I	El Gillera Elisadio					x x
Comments:						
	a is properly and con- e clearly both verbally					
to communican	deally both verbally	rand in whiting.	iis reports are t	mely, accurate, c	HIGH HAVE HIMMING	aror.

Name	I net	First.	Initiali-	Encinia,	Brian
19661100	Later L	runt,	RESERVED TO	best Posts sick,	L. I. III.

PART 2: Job Duties (Comments required for each evaluated Job Duty)

g. Job Duty 7 Performance	: Specialized Funct	ion:					
□ Exemplary	□ Skilled/Effective	☐ Competent	☐ Marginal	□ Ineffective			
Comments:		CONTRACTOR AND MAIN OF THE		** ****************************	~ ~ #1#1# **	 	1 1 1 (0 - 1)
h. Joh Dutu D	Secripinal Secri						
Performance	: Specialized Functi Rating:	on:					
☐ Exemplary	☐ Skilled/Effective	☐ Competent	☐ Marginal	☐ Ineffective			
Comments:	F 1 1 1 1 4 14 F F 1 1	11 - MERT	40.511			* ***	

and the control of th	Contain.	Delan
Name (Last, First, Initial):	encinia.	bnan

PART 2: Job Duties (Comments required for each evaluated Job Duty)

☐ Exemplary	☐ Skilled/Effective	■ Competent	□ Marginal	☐ Ineffective		
Comments:	# · ************ 183 ESTERIO	***********	R	participations on the con-	4.4.	
Trooper Encinia maintains a posi	is doing very well on the tive attitude and is cate	e FTO program. I hing on quickly to	le appears to be re the basic job dutie	eceptive to constructive or s of a trooper.	criticism and is a	team player. He
						**

Parameters for Overall Performance Rating

- 1. An Ineffective rating for any job skill requires an overall Ineffective rating.
- 2. An Marginal rating for any job skill requires an overall Marginal rating (unless #1).
- 3. The same rating in greater than 50% of total job skills requires that rating as the overall rating (unless #1 or #2).
- 4. When there is no majority in any one rating category, the rating that represents the average should be selected (unless #1 or #2) (Ex: three Exemplary/two Skilled/four Competent, equals an overall Skilled rating). If the average is exactly halfway between two categories, the lower category should be selected (unless #1 or #2) (Ex. five Skilled/five Competent, equals an overall Competent rating).

Name (Last, First, Initial): Encinia, E	Brian
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PART 3: Signatures & Comments

	LOYEE
I certify that this performance evaluation has been discussed wi indicate agreement.	ith me. I understand that my signature does not necessarily
Employee's Signature: BEI-TEIT	Date: 09-05-2014
Printed Name: Brian T. Encinia	
imployee comments (optional)	☐ Please check box if attaching additional page:
SUPER pertify that this performance evaluation represents my best judge	WISOR
upervisor Signature:	Date: 9/5/14
rinted Name: Vace R	
ave read and approved this performance plan.	WER Date: 9-8-14
nted Name: Daniel Terronez, Lieutenant	
viewer comments (optional)	Please check box if attaching additional pages
Jine Review:	Date: 09-16-14

> GUH 405,

ON HOBUS

LEVEL 05 LINK FROM HM7XX

----- EMPLOYEE STATUS INFORMATION -----

___ AGENCY---> 00405 EMPLOYEE SSN-> NAME> ENCINIA, BRIAN T

ORG-> 52231000000

EXP RETURN DT-> 00/00/0000 RET DT> 00/00/0000 LWOP MONTHS--> 0

LAST CHECK DATE----> 07/14/2015 POSITIONS---> 1

LAST CHECK DATE> 07/14/2015	POSITIONS> 1
LAST CHANGE DATE> 07/13/2015	NOT PAID FOR JUL
EMPLOYMENT DATE> 01/12/2014	6 MOS CONT SERV AS OF-> 07/11/2014
START PAY DATE> 00/00/0000	
AGENCY EFF SERV DT> 01/12/2014	YRS> 1 MOS> 6 DAYS> 4
STATE EFF SERV DT> 01/12/2014	YRS> 1 MOS> 6 DAYS> 4
HAZ DTY EFF SERV DT-> 06/20/2014	YRS> 1 MOS> 0 DAYS> 28
CUR HAZ DTY BEG DT> 06/20/2014	CUR HAZ LWOP MOS> 0

07/17/15 16:36:49 1 M3LL PARJ

Age; 30 Salary; \$ 4,328.58 > GUH 405,

ON HP9U2

LEVEL 05 LINK FROM HM7XX

-----SICK LEAVE POOL ACTIVITY-----

AGENCY-> 00000 EMPLOYEE SSN-> NAME->

SICK-> 0:00 SL CONTR-> 0:00 SLP AWARD-> 0:00 EXT SICK-> 0:00

	ACTY	ST	HOURS	ENTRY DATE	OPID	CHG	
			0:00	00/00/0000			
-		_	0:00	00/00/0000			
	-	, 	0:00	00/00/0000			
		-	0:00	00/00/0000			
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		-	2000				

07/17/15 16:43:25 1 M3LL PARJ ____

> GUH 405,

ON HOSUL

LEVEL 05 LINK FROM HM7XX

--- EMPLOYEE FMLA/PARENTAL LEAVE AUTHORIZATION ----

AGENCY--> 00405 EMPLOYEE SSN--->
NAME-----> ENCINIA, BRIAN T

EVENT NUMBER-> 00

LEAVE CATEGORY-> __ RSN CODE--> __

LEAVE TAKEN FOR EVENT----> 00:00 TOTAL AVAIL BAL-----> 00:00

EVENT DT--> 00/00/0000 LV START DT-> 00/00/0000 LV EXPIR DT-> 00/00/0000 SPOUSE SSN> 000000000000 SPOUSE EVENT> 00 SPOUSE HOURS TKN-> 00:00

A287W-NO RECORD/S FOUND

07/17/15 16:43:39 1 M3LL PARJ ____

> GD 00405, ,2015,VC

ON HM8U2 LEVEL 05 LINK FROM HM7XX

------LEAVE BALANCE INQUIRY-----

AGENCY---> 00405 EMPLOYEE SSN-> FISCAL YR-> 2015

LAST ACCR DT-> 07/01/2015 NAME-> ENCINIA, BRIAN T

AVATLARLE	BEGIN	TAKEN	EARNED	PAID	LOST	REQST
	4.538.00 to 11.675.00 (1.5.5)	YTD	YTD	YTD	YTD	HOURS
2412411102		MTD	MTD	MTD	MTD	
25:00	18:15	8:00	25:00	N/A	10:15	
0.71700.7130		0:00	0:00	N/A	0:00	0:00
120:00	48:00	29:00	112:00	N/A	11:00	
77		0:00	0:00	N/A	0:00	0:00
214:23	246:23	5:20	511:15	527:15	0:00	
		0:00	0:00	0:00	0:00	0:00
152:00	64:00	0:00	88:00	0:00	0:00	
		0:00	8:00	0:00	0:00	0:00
152:00	64:00	0:00	88:00	0:00	0:00	
-1410-1110-111		0:00	8:00	0:00	0:00	0:00
	214:23 152:00	BALANCE YR BAL 25:00 18:15 120:00 48:00 214:23 246:23 152:00 64:00	BALANCE YR BAL YTD MTD 25:00 18:15 8:00 0:00 120:00 48:00 29:00 0:00 214:23 246:23 5:20 0:00 152:00 64:00 0:00 152:00 64:00 0:00	BALANCE YR BAL YTD MTD YTD MTD 25:00 18:15 8:00 25:00 0:00 0:00 0:00 120:00 48:00 29:00 112:00 0:00 0:00 0:00 214:23 246:23 5:20 511:15 0:00 0:00 0:00 152:00 64:00 0:00 88:00 152:00 64:00 0:00 88:00	BALANCE YR BAL YTD YTD YTD 25:00 18:15 8:00 25:00 N/A 120:00 48:00 29:00 112:00 N/A 120:00 48:00 29:00 112:00 N/A 214:23 246:23 5:20 511:15 527:15 0:00 0:00 0:00 152:00 64:00 0:00 88:00 0:00 152:00 64:00 0:00 88:00 0:00	BALANCE YR BAL YTD YTD YTD YTD 25:00 18:15 8:00 25:00 N/A 10:15 0:00 0:00 N/A 0:00 120:00 48:00 29:00 112:00 N/A 11:00 0:00 0:00 N/A 0:00 214:23 246:23 5:20 511:15 527:15 0:00 0:00 0:00 0:00 152:00 64:00 0:00 88:00 0:00 0:00 152:00 64:00 0:00 88:00 0:00 0:00 152:00 64:00 0:00 88:00 0:00 0:00 0:00

A211W-GU INVALID FOR THIS SCREEN DBID

07/17/15 16:43:55 1 M3LL PARJ ____

> GD 00405, ,2014,VC

ON HM8U2 LEVEL 05 LINK FROM HM7XX

-----LEAVE BALANCE INQUIRY-----

AGENCY---> 00405 EMPLOYEE SSN-> LAST ACCR DT-> 08/01/2014 NAME-> ENCINIA, BRIAN T

FISCAL YR-> 2014

LEAVE	AVAILABLE	BEGIN	TAKEN	EARNED	PAID	LOST	REQST
TYPE	BALANCE	YR BAL	YTD	YTD	YTD	YTD	HOURS
			MTD	MTD	MTD	MTD	
COMP TIME	18:15	0:00	0:00	18:15	N/A	0:00	
CT	20.12	70.00	0:00	0:00	N/A	0:00	0:00
HLDAY COMP	48:00	0:00	0:00	48:00	N/A	0:00	
HC HC	40.00	57.5.5	0:00	0:00	N/A	0:00	0:00
OVERTIME	246:23	0:00	78:00	381:00	138:45	0:00	
OT	210180		0:00	0:00	0:00	0:00	0:00
SICK LEAVE	64:00	0:00	0:00	64:00	0:00	0:00	
SL	01.00		0:00	0:00	0:00	0:00	0:00
VACATION	64:00	0:00	0:00	64:00	0:00	0:00	
VACATION	04.00	0.00	0:00	0:00	0:00	0:00	0:00

07/17/15 16:44:00 1 M3LL PARJ ____

16:44:07 Friday, July 17, 2015

> C 00405, ,2014,VC

ON HM8U2 LEVEL 05 LINK FROM HM7XX

-----LEAVE BALANCE INQUIRY-----

AGENCY---> EMPLOYEE SSN-> FISCAL YR->

LAST ACCR DT->

NAME->

LEAVE AVAILABLE BEGIN TAKEN EARNED PAID LOST REQST TYPE BALANCE YR BAL YTD YTD YTD YTD HOURS MTD MTD MTD

A205W-END OF LIST

07/17/15 16:44:03 1 M3LL PARJ ____

> GUH 405,

ON HMCU1

LEVEL 05 LINK FROM HM7XX

-----EMPLOYEE LEAVE ACCRUALS-----

AGENCY--> 00405 EMPLOYEE SSN--> NAME-> ENCINIA, BRIAN T

FISCAL YEAR--> 2015

LAST ACCR DT-----> 07/01/2015 NEXT ACCRUAL FTE-----> 01.000
TERMINATION DATE--> 00/00/0000 SCHEDULE PATTERN CODE--> 10
ST EFF SVC DATE---> 01/12/2014 SCHEDULE TIME SHIFT---> 08:00-17:00
OT WARNING HOURS-----> 0:00

		FI	SCAL YEAR	ACCRU	JALS-		
	FLAG	VAC	SICK		FLAG	VAC	SICK
SEP	A	8:00	8:00	MAR	A	8:00	8:00
OCT	A	8:00	8:00	APR	A	8:00	8:00
NOV	A	8:00	8:00	MAY	A	8:00	8:00
DEC	A	8:00	8:00	JUN	A	8:00	8:00
JAN	A	8:00	8:00	JUL	A	8:00	8:00
FEB	A	8:00	8:00	AUG	523	0:00	0:00

07/17/15 16:44:52 1 M3LL PARJ ____

AGENCY		>	00405		SSN	>						
NAME		>	ENCINIA, B	RIAN	I T			LAST	ACCR	DT>	07/01/	2015
EMPL DA	ATE	>	01/12/2014		VAC	ELIG>	07/12/2014	TERM	DT	>	00/00/	0000
VACAT:	ION	>	152:00	(TA) TC	1.5)->	214:23	COMPE	ENSATO	RY	> 25	:00
SICK-		>	152:00	(TA) TC	1.0)->	142:55	HOLID	AY COL	MP	> 120	:00
SK PO	DL.	AW-	0:00	7	ADMIN I	>	0:00	OPT H	OLIDA	Y TKN-	> 0	:00
EXT S	ICK	>	0:00	N	MILITA	RY LV->	0:00					
			STA	RT			B	END				
AC'	ΓY	ST	DATE		TIME	LVHRS	DATE		TIME	REASN	OPID	C
CT	L	P	06/30/2015		00:01	10:15	06/30/201	.5	000000000000000000000000000000000000000		RPT597	
HC	L	P	06/30/2015		00:01	3:00	06/30/201	.5			RPT597	
OT	E	P	06/26/2015	FR	00:00	2:00	06/26/201	5 FR			RPT515	
OT	P	P	06/26/2015	FR	00:00	2:00	06/26/201	5 FR		100	RPT515	
OT	E	P	06/25/2015	TH	00:00	4:00	06/25/201	5 TH			RPT515	
OT	P	P	06/25/2015	TH	00:00	4:00	06/25/201	5 TH			RPT515	
OT	E	P	06/24/2015	WE	00:00	10:00	06/24/201	5 WE			RPT515	
OT OT OT OT OT OT	P	P	06/24/2015	WE	00:00	10:00	06/24/201	5 WE			RPT515	
OT	E	P	06/22/2015	MO	00:00	4:00	06/22/201	5 MO		. Hornord Co	RPT515	
OT	P	P	06/22/2015	MO	00:00	4:00	06/22/201	5 MO	12		RPT515	

AGEN	ICY-		>	00405		SSN	>					on the state of the	
NAME	ζ	+++	>	ENCINIA, B	RIAN	T				ST ACCR			
				01/12/2014				07/12/2014					
VAC	AT	ON	>	152:00	C	T (AT	1.5)->	214:23		PENSATO			
SIC	K		>	152:00	0	TA) T	1.0)->		HOL	IDAY CO	MP		
SK	PO	υL	AW-	0:00	A	DMIN I	[V>	0:00	OPT	HOLIDA	Y TKN-	> 0	:00
EXT	S	CK		0:00	M	ILITA	RY LV->	0:00					
				STA					END-				
	AC'	CY.	ST	DATE			LVHRS	DATE		TIME	REASN	OPID	C
	CT	L	P	06/30/2015				06/30/203	1.5	111111111111111111111111111111111111111	2000	RPT597	
_	HC	L	P	06/30/2015		00:01	3:00	06/30/203	15			RPT597	
- 7	OT	E	P	06/26/2015	FR	00:00	2:00	06/26/203	15 F	R		RPT515	
	OT	P	P	06/26/2015	FR	00:00	2:00	06/26/203	15 F	R		RPT515	
	OT	E	P	06/25/2015	TH	00:00	4:00	06/25/203	15 T	H		RPT515	
	OT	P	P	06/25/2015	TH	00:00	4:00	06/25/203	15 T	H		RPT515	
77	OT	E	P	06/24/2015	WE	00:00	10:00	06/24/203	15 W	E		RPT515	
- 8	OT	P	P	06/24/2015	WE	00:00	10:00	06/24/203	15 W	E		RPT515	
	OT	E	P	06/22/2015				06/22/203	15 M	0		RPT515	
	OT	P	P	06/22/2015			4:00	06/22/203				RPT515	

07/17/15 16:45:23 1 M3LL PARJ ____

> GU		0040	5,		,06	5/10/2	015,OT,P	,00:00					ON HM	
												LINK	FROM H	IM7X
						EMPLO	YEE LEAVE	E REQUES	T					
AGEN	TY-		> 00	0405		SSN	[>						- 22 CONTRACTOR	passa a
NAME-			> El	NCINIA, B	RIAN	T			1	LAST	ACCR	DT>	07/01/	201
EMPL	DA	TE	> 03	1/12/2014		VAC	ELIG>	07/12/2	014 '	PERM	DT	>	00/00/	000
377) CT	TTV	ON		152.00		ra) rc	1.5)->	214:23	C	OMPE	NSATOR	5X	> 25	:00
SICE	ζ		->	152:00	(TA) TC	1.0)->	142:55	H	DLID	AY CON	(P	> 120	:00
SK I	200	L AW	->	0:00	7	ADMIN	LV>	0:00	01	PT H	OLIDAY	TKN-	> 0	:00
				0:00	1	AILITA	RY LV->	0:00						
		77.72		STA)				
7	ACT	Y S	T D			TIME		DATE			TIME	REASN	OPID	C
100		E P	0.6	5/14/2015	SU	00:00	4:00	06/14/	2015	SU			RPT515	
		P P		5/14/2015				06/14/	2015	SU			RPT515	
		E P		5/13/2015		00:00			2015	SA			RPT515	
		P P		5/13/2015		00:00	4:00	06/13/	2015	SA			RPT515	
(TC	E P	0.6	5/12/2015	FR	00:00	4:00						RPT515	
		P P		5/12/2015				06/12/	2015	FR			RPT515	
	TC	E P		5/11/2015				06/11/	2015	TH			RPT515	
	TC			5/11/2015				06/11/	2015	TH			RPT515	
	TC			5/10/2015									RPT515	
	TC			5/10/2015				06/10/	2015	WE			RPT515	i.

07/17/15 16:45:41 1 M3LL PARJ

LEVEL	05	LINK	FROM	HM7XX

AGENCY	>	00405		SSN	>		* 7 CM	7.000	D/T>	07/01/	201
NAME	>	ENCINIA, BI	MAIS	1 T			LASI	ACCR	D1>	00/00/	000
EMPL DAT	E>	01/12/2014		VAC E	LIG>	07/12/201	4 TERM	DT	>	00/00/	000
		> 152:00	(T (AT 1	.5)->	214:23	COMPE	NSATOR	::	> 25	
			C	T (AT 1	.0)->	142:55				> 120	
SK POOT	AW-	> 0:00		ADMIN LV	>	0:00	OPT H	OLIDAY	TKN-	> 0	:0
		> 0:00		MILITARY	LV->	0:00					
BAI DIC		STA					END				
ACTY	ST			TIME	LVHRS	DATE		TIME	REASN		C
OT P		05/30/2015	SA	00:00	2:00	05/30/20	15 SA		_	RPT515	
	-	05/29/2015			5:00	05/29/20	15 FR			RPT515	
— OT B	P	05/29/2015			5:00	05/29/20	15 FR			RPT515	
— OT F	P	05/28/2015			3:00	05/28/20	15 TH			RPT515	
OT E	p	05/28/2015			3:00	05/28/20				RPT515	
OT E	P	05/27/2015			3:00	05/27/20				RPT515	
		05/27/2015			3:00	05/27/20				RPT515	
OT P		05/26/2015			4:00	05/26/20				RPT515	
OT E					4:00					RPT515	
OT P		05/26/2015			8:00		15 MO			RPT515	
HC E	P	05/25/2015	MO	00:00	0:00	03/23/20	13 110		-	***	

> GU 00405 ,05/13/2015,OT,P,00:00

									REQUEST						
AGEN	ICY-		>	00405		SSN-		>		1	a om	ACCE	DT>	07/01/	201
NAME			>	ENCINIA, B	RIAN	T		-	00/10/100	4 4 5	TWOT	DI	D1 /	00/00/	000
EMPL	, DI	TE	>	01/12/2014		VAC	ELI	G>	07/12/20	14	LESECPI	DITT	nv	25	.00
VAC	'AT	ON	;	152:00	C	T (AT	1.5)->	214:23	CC	JMPE	NSATO	KI	12/	. 00
SIC	K			152:00	C	TA) T	1.0) ->	142:55	H	DITTI	AY CUI	MP	2 120	. 00
SK	POC)L	AW-	0:00	P	DMIN 1	VL	>	0:00	OI	T H	OLIDA	X J.KM-	> 0	1:00
EXI	S	CK	;	> 0:00	M	ILITA	SA P	V->	0:00						
				STA	RT					-ENI	>				2
	ACT	Y	ST	DATE		TIME	L	VHRS	DATE			TIME	REASN	OPID	C
	OT		P	05/25/2015	MO	08:00		5:00	05/25/2					RPT515	
			P	05/25/2015				5:00						RPT515	
	HC	т	P					8:00		015	WE	HE E		RPT515	
_	HC	T	p					5:00	05/18/2	015	MO			RPT515	
_	OT	E	P					2:00	05/15/2	015	FR			RPT515	
	OT	P	P	05/15/2015				2:00	05/15/2	015	FR			RPT515	
	OT	E	P	05/14/2015				2:00	05/14/2	015	TH	-1	75 - 4	RPT515	5
_	OT	D	P	05/14/2015	TH	00:00		2:00	05/14/2	015	TH		3,475	RPT515	5
	OT	E	P		WE	00:00	1	0:00	05/13/2					ROB933	3
	0.1	P		05/13/2015				0:00		015	MIS			RPT515	5

07/17/15 16:45:50 1 M3LL PARJ ____

CITY	00/	OF		0.4	126/21	015, OT, E,	00:00					ON H	M9U1
> GU	0.04	105,		100	72072	323,02,00			LE	VEL 05	LINK	FROM	HM7XX
					EMPLO:	YEE LEAVE	E REQUEST-						
AGENCY-		>				>						/	/001E
			ENCINIA, BE	MAIS	T			I	AST	ACCR	$\mathrm{DT}>$	07/01	/2015
			01/12/2014			ELIG>	07/12/201	14 7	TERM	DT	>	00/00	/0000
			152:00	0		1.5)->	214:23	CC	MPE	NSATO	RY	> 2	5:00
			152:00	c	TA) T	1.0)->	142:55	HC	LID	AY CO!	MP	> 12	0:00
SICK-	NT 7	ATIT -	> 0:00		DMTN 1	(V>	0:00	OF	T H	OLIDA	Y TKN-	>	0:00
EXT S						RY LV->							
EXT S.	LCK.	;	STAI					-BNI)				
1.22		eum			TIME	LVHRS	DATE				REASN	OPID	C
AC		ST	DATE				05/04/20		MO			ROB93	3
OT	E	P	05/04/2015							_		RPT51	
OT	P	P	05/04/2015				05/04/20		MO				
HC	L	P	04/30/2015		00:01	8:00	04/30/20				_	RPT59	
OT		P	04/29/2015				04/29/20	015	WE			RPT51	
OT		P	04/29/2015				04/29/20	015	WE			RPT51	
OT		P	04/28/2015				04/28/20	015	TU			RPT51	
OT		P	04/28/2015				04/28/20	015	TU			RPT51	.5
		100	04/27/2015									RPT51	.5
OT		P									-	RPT51	.5
OT		P	04/27/2015				04/26/20		The state of the s			RPT51	
OT		P	04/26/2015			2:00	04/20/20	0.4.0	20				500

07/17/15 16:45:52 1 M3LL PARJ ____

> GU		004	105	,	, 04	1/15/20)15,OT,P	,00:00				ON HM	(9U1
)	LEVEL 0	5 LINK	FROM H	M7XX
						-EMPLOY	EE LEAVI	E REQUEST-					
AGEN	CY-		->	00405		SSN-	>						
NAME			>	ENCINIA, B	RIA	1 T			LAS	T ACCR	DT>	07/01/	2015
EMPL	DA	TE-	->	01/12/2014			ELIG>	07/12/201					
				> 152:00				214:23		PENSATO			:00
SIC	K			> 152:00				142:55	HOL	DAY COL	MP	> 120	:00
SK I	POO	L A	W-:	> 0:00	7	ADMIN I	V	0:00	OPT	HOLIDA	Y TKN-	> 0	:00
EXT	SI	CK-	:	> 0:00	1	MILITAR	RY LV->	0:00					
				STA	RT				END				
2	ACT	Y	ST	DATE		TIME	LVHRS	DATE		TIME	REASN	OPID	C
(TC	E	P	04/19/2015	SU	00:00	7:00	04/19/20	15 ST	J		ROB933	
. (TC	Р	P	04/19/2015			7:00	04/19/20				RPT515	
(TC	E	P	04/18/2015		00:00	3:00	04/18/20	15 SZ	1		RPT515	
	TC	Р	P	04/18/2015	SA	00:00	3:00	04/18/20	15 SZ	1		RPT515	
(TC	E	P	04/17/2015			2:00	04/17/20	15 FF			RPT515	
	TC	Р	P	04/17/2015	FR	00:00	2:00	04/17/20	15 FF	2		RPT515	
(TC	E	P	04/16/2015	TH	00:00	5:00	04/16/20	15 TF	1		RPT515	
	TC	Р	P	04/16/2015	TH	00:00	5:00	04/16/20		1		RPT515	
	TC	Œ	P	04/15/2015	WE	00:00	3:00	04/15/20				RPT515	
	TC	P	P	04/15/2015	WE	00:00	3:00	04/15/20			-	RPT515	
11078T-			CES	ARE FOR F				W 51					

07/17/15 16:45:55 1 M3LL PARJ ____

ON HM9III ,04/06/2015,OT,P,00:00 > GU 00405, LEVEL 05 LINK FROM HM7XX -----EMPLOYEE LEAVE REOUEST-----AGENCY----> 00405 SSN----> LAST ACCR DT--> 07/01/2015 NAME----> ENCINIA, BRIAN T EMPL DATE--> 01/12/2014 VAC ELIG--> 07/12/2014 TERM DT----> 00/00/0000 VACATION---> 152:00 OT (AT 1.5)-> 214:23 COMPENSATORY---> 25:00 SICK----> 152:00 OT (AT 1.0)-> 142:55 HOLIDAY COMP----> SK POOL AW-> 0:00 ADMIN LV----> 0:00 OPT HOLIDAY TKN-> EXT SICK---> 0:00 MILITARY LV-> 0:00 120:00 0:00 -----START---------END----ACTY ST DATE TIME LVHRS DATE TIME REASN OPID C
OT E P 04/14/2015 TU 00:00 3:00 04/14/2015 TU RPT515
OT P P 04/14/2015 TU 00:00 3:00 04/14/2015 TU RPT515 OT P P 04/14/2015 TU 00:00 OT E P 04/13/2015 MO 00:00 2:00 04/13/2015 MO RPT515
OT P P 04/13/2015 MO 00:00 2:00 04/13/2015 MO RPT515 2:00 04/13/2015 MO ______ RPT515 OT E P 04/08/2015 WE 00:00 2:00 04/08/2015 WE _____ RPT515 OT P P 04/08/2015 WE 00:00 2:00 04/08/2015 WE RPT515 OT E P 04/07/2015 TU 00:00 3:00 04/07/2015 TU RPT515
OT P P 04/07/2015 TU 00:00 3:00 04/07/2015 TU RPT515 OT E P 04/06/2015 MO 00:00 3:00 04/06/2015 MO RPT515
OT P P 04/06/2015 MO 00:00 3:00 04/06/2015 MO RPT515

07/17/15 16:45:57 1 M3LL PARJ

							E REQUEST						
AGENCY		>	00405		SSN-	>							
			ENCINIA, BI									07/01/	
EMPL D.	ATE	>	01/12/2014		VAC	ELIG>	07/12/20	14 7	CERM	DT	>	00/00/	000
VACAT	ION	>	152:00	C	TA) TO	1.5)->	214:23	CC	MPE	NSATO	XY	> 25	5:00
SICK-		>	152:00	C	TA) TC	1.0)->	142:55	HO	DLID	AY COL	(P	> 120):00
			0:00						T H	OLIDAY	TKN-	> (0:00
			0:00										
			STA					-ENI)				
AC	TY	ST	DATE		TIME	LVHRS	DATE			TIME	REASN	OPID	C
OT	E	P	04/05/2015	SU	00:00	4:00	04/05/2	015	SU			RPT515	5
OT	P	P	04/05/2015	SU	00:00	4:00	04/05/2	015	SU	- 0		RPT515	5
OT	E	P	04/04/2015	SA	00:00	2:00	04/04/2	015	SA			RPT515	5
OT	P	P	04/04/2015	SA	00:00	2:00	04/04/2	015	SA			RPT515	5
CT		P	04/03/2015	FR	00:00	4:00	04/03/20	015	FR			RPT515	5
OT	E	P	03/31/2015			4:00	03/31/2	015	TU			RPT515	5
OT		P	03/31/2015			4:00	03/31/20	015	TU	Way		RPT515	5
OT		P	03/30/2015	MO	00:00	4:00	03/30/20	015	MO			ROB933	3
OT			03/30/2015			4:00						RPT515	ŝ
OT	E		03/29/2015			4:00	03/29/20	015	SU		1000	ROB933	1

07/17/15 16:46:00 1 M3LL PARJ ____

		0.0			0.2	/14/20	115 0	T TZ	00:00						ON H	IM9U1
> G(J	0.0	405	*	, 03	174/20	113,0	.,,	.00.00		LE	VEL	05	LINK		
						EMPLO'	YEE LI	EAVE	REQUEST-							
AGI	ENCY		>	00405		SSN		>								/0015
BIDB	ALC:			ENCINIA BI	MATS	ells.				1	AST	ACC	R.	DT>	07/01	./2015
TPMT	OT D	STIP 5		01/12/2014		VAC	ELIG-	>	07/12/201	4 7	ERM	DT-		>	00/00	//0000
377	COM	TON	1	152:00	0	T (AT	1.5)	->	214:23	CC	MPE	NSAT	JК	X	> 2	00:00
63.3	T CTT			152.00	0	T (AT	1.0)	->	142:55	HC	ルコナレル	AI C	UPL	FULL	4.6	.0.00
SI	C PO	OT.	AW-	> 0:00	A	DMIN I	LV	->	0:00	OI	T H	OLID	AY	TKN-:	>	0:00
E	VT G	TCK		> 0:00	М	ILITA	RY LV	->	0:00							
122	LA SO	101		STA						ENI)		+			
	AC'	rv	ST	DATE				HRS	DATE			TIM	E :	REASN	OPID	C
	OT		P	03/23/2015				:00	03/23/20	15	MO				RPT51	.5
_	TO -			03/18/2015	WE	00:00	7								RPT51	.5
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