

Klusacek, Michael

From: (b)(6)
Sent: Monday, January 13, 2014 11:47 AM
To: Klusacek, Michael
Subject: FW: Meeting

Mike,

BDO (b)(6) was advised at the start of our meeting that he would not be required to answer any questions and all I wanted him to do was review a video management had of his activities on 12/9 2013. I showed him a video of 12/9/2013 at the security checkpoint in which he spent a total of one hour talking with LTSO (b)(6). After viewing the video I advised BDO (b)(6) that management only looked at video for this one day so far and that we would be looking at more video in the days to come. I explained to BDO (b)(6) that just reviewing his paper work of his daily activities and comparing to his official submissions for many days don't match and I believe that when video review is completed of days in question it will show numerous filling of false reports. I also advised BDO (b)(6) that management would be seeking discipline and he should review TSA's Table of Penalties and see what type is warranted for filling false reports. I told BDO (b)(6) we would be talking to him in the very near future and I know he was aware but I reminded him that when we are seeking discipline he is allowed a representative of his choice when we start asking questions in the investigation. If he chooses a representative he is required to complete a representative designation form advising management who is going to be the representative and he should do that right away because we would be talking to him in the very near future. The meeting ended without any conversation between me and BDO (b)(6).

Thanks

Jack Engelhardt
Transportation Screening Manager
U.S. Department of Homeland Security
Stewart International Airport
33 Airport Drive, Ste. 101
New Windsor, New York 12553

From: (b)(6)
Sent: Monday, January 13, 2014 10:52 AM
To: Klusacek, Michael
Cc: Engelhardt, Jack
Subject: Meeting

Today Jack and I met with BDO (b)(6). We explained to him that we were looking at the documents he had turned in showing his work schedule and the actual CCTV during these times. Our first check was Dec 9, 2014 and it showed that between 0730 and 0830 the 2 did not match. We explained that this meeting was just to show him our findings and to explain that we would be investigating further into other days and we would be asking for the maximum under the Table of Penalties. I gave him a copy of the BDO Daily Summary and the notes he had typed out from his notebook highlighting the time we copied from the CCTV.

(b)(6)

Memorandum

Date : January 14, 2014.

To : Michael Klusachek Acting DFSD

From : (b)(6) Master DDO

Subject : Request to Retire from TSA

Dear Mike,

Per this notice I am requesting to retire effective COB 01/25/2014 from my position in TSA.

Respectfully,

(b)(6)

Klusacek, Michael

Subject: FW: BDO (b)(6) Retirement Conversation

From: Engelhardt, Jack
Sent: Tuesday, January 14, 2014 1:13 PM
To: Klusacek, Michael
Subject: BDO (b)(6) Retirement Conversation

Mike,

Today, 1/14/2013 at approx. 8am BDO (b)(6) approached me and asked if he could have a conversation with me in private. Once we got into a private area in the airport he told me he wished to retire as soon as possible once he figures all of his accrual out. He made reference to our video review and conversation concerning his false reporting of his BDO activities from yesterday (1/13/2014). He told me he knew I have a job to do and he knows it is nothing personal and that I have to do my job. He also told me he knew it was only a matter of time because the BDO's here at SWF have been allowed to get away with a lot of things for a long time. I told him he was right and it isn't personal and that my position as a TSM could not allowed the false reporting to continue without doing something about it. He shook my hand and thanked me to show no hard feelings.

Thanks

Klusacek, Michael

Subject:

FW:

From: (b)(6)

Sent: Saturday, February 08, 2014 05:54 PM

To: Engelhardt, Jack; Duarte, Anthony; (b)(6)

Subject:

TSM Engelhardt, TSM Duarte, and STSM (b)(6)

Recently I viewed video footage of myself conducting SPOT Operations. According to CCTV my activity did not match entries that were made on various documents. I was informed there were more discrepancies that needed reviewing. I would like to take this opportunity to apologize for any mistakes I may have made. I also apologize as none of my mistakes were intentional. I was not careful with my written documentation and am heart fully sorry.

I value my position at TSA/SWF and realize that it is in jeopardy. I realize that I may face disciplinary action and want to request that it is not removal from service. Perhaps a self-demotion would be a just action. I have fifteen years of government service and it is my wish to complete fifteen more.

I greatly appreciate your time and attention regarding this matter and am hopeful that you will accept my apologies and consider my request.

Respectfully,

(b)(6)

Klusacek, Michael

From: (b)(6)
Sent: Thursday, February 27, 2014 3:01 PM
To: Klusacek, Michael
Subject: RE: (b)(6)

10-4

From: Klusacek, Michael
Sent: Thursday, February 27, 2014 3:00 PM
To: Engelhardt, Jack; Duarte, Anthony; (b)(6)
Subject: FW: (b)(6)

FYI and action.

(b)(6) may not work as a BDO after March 8, 2014.

Mike Klusacek

From: Dederick, Nadine
Sent: Thursday, February 27, 2014 2:59 PM
To: Klusacek, Michael
Cc: Gamaldi, Shawn; Boggess, Daniel; Johnson, Robert A
Subject: (b)(6)

Mike,

SWF (b)(6) demotion from BDO to TSO has an effective date of 3/9/2014.

Nadine Dederick

Nadine Dederick

Human Resources Specialist - ALB/SWF/PBG/SLK | DHS TSA | Albany International Airport | 737 Albany Shaker Road | Albany, NY 12211 | 518-452-(b)(6) Office | 518-464-(b)(6) Fax | (b)(6)

The HR Access Help Desk 1 (877)-872-7990 is your Point of Contact for assistance with Job Application Issues, checking the status of Service Requests, eOPF Access and Password Reset. They can also respond to Payroll, Benefits and other HR inquiries.

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- BDOs in Action
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- Contacts
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- General Discussion
- Surveys
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SPOT (Local) > Shared Documents > 2 > SWF Documents > BDO DAILY SUMMARY REPORTS > BDO Daily Summary 2014

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Type	Name	Modified
	SWF Daily Summary Template 2014	3/18/2014 8:11 AM
	SWF Daily Summary PPS-2014 Mar 9 - Mar 22	3/15/2014 11:53 AM
	SWF Daily Summary PPS-2014 Feb 23 - Mar 8	3/12/2014 11:32 AM
	SWF Daily Summary PPS-2014 Feb 9 - Feb 22	2/23/2014 7:46 PM
	SWF Daily Summary PPS-2014 Jan 26 - Feb 8	2/18/2014 6:49 PM
	SWF Daily Summary PPS-2014 Jan 12-Jan 25	2/13/2014 11:47 AM

View: All Documents

(b)(6)



Klusacek, Michael

From: Klusacek, Michael
Sent: Friday, February 28, 2014 11:47 AM
To: Klusacek, Michael
Subject: RE: Vacation

Memo to file:

I called STSM (b)(6) at approximately 10:20 AM after I received the below email. She asked me if we could talk and I answered in the affirmative. She said "Hold on a minute I want to close the door." I heard her close the door as she had me on speaker and she returned to the conversation. She stated words to the effect "I thought we were going to talk about this whole BDO thing and we haven't been able to sit down so that's why I called. I answered that the matter has not yet run its course and we would be talking once the last BDO - (b)(6) issues had been addressed.

(b)(6) stated: "Are you going to be issuing me a proposal for termination?" I answered that at this point in time I had no intention of preparing a termination proposal however her role as the Manager did have to be reviewed and addressed (b)(6) said words to the effect "well you know I have been doing a lot of Manager's duties and I have been tied up with other things." I answered that I knew she had and when we met in January I acknowledged that and I also said she needed to focus on her BDO duties. (b)(6) state that Tony (Duarte) had told her to give the tasks to him and he would take them over as a Manager. (b)(6) said she will be doing that so she can spend more time at the terminal.

I went back to the audit and the act that she did not identify anything wrong even though I had instructed her what to do. I spoke about the side-by-side comparisons I had done and that certain things just jumped off the page at me. I used the example of (b)(6) listing "OLC" for each day and a simple check showed he hadn't even signed on. I also spoke of the 12/9/2013 records (b)(6) prepared showing he performed BDO screening duties when in fact he was at the CP speaking with Mendez and didn't perform any BDO tasks for over an hour. I add that the CCTV Video review was a plus and added to our evidence but there was sufficient information present in the notebooks, tracking sheets and PMIS playbook sheets to show the discrepancies. I add that she did not identify any of these issues and as the Manager she was responsible. I asked her if she had reviewed the Excel spreadsheets I had sent to TSM (b)(6) so she could see the side-by-side comparisons I had done for each BDO. She stated she had not and she only had the information from our meeting. I told (b)(6) I would send an email to TSM (b)(6) and have him share the spreadsheets with her so she could review them.

X (b)(6) stated she thought she did identify some things but admitted she had not done a side-by-side comparison of the notebooks, tracking sheets and PMIS playbook sheets. She also stated that this was the first time she had ever been tasked with doing an audit and was not sure what she was supposed to have done. I emphasized that I understood that and part of my job was to provide that guidance to her. I stated that once all of the BDO issues were completed then I would be reviewing everything that was developed with the FSD to determine what actions I would be taking regarding her performance. I again stated that at this point in time I did not plan on terminating her. Doreen stated that made her feel much better that she wasn't losing her job.

I asked (b)(6) if there was anything else she wanted to talk about and she answered No and wished me a good vacation.

Call ended at approximately 10:40 a.m.

From: (b)(6)
Sent: Friday, February 28, 2014 10:15 AM
To: Klusacek, Michael
Subject: RE: Vacation

Is this a good time to call?

From: Klusacek, Michael
Sent: Friday, February 28, 2014 10:14 AM
To: (b)(6)
Subject: RE: Vacation

I am here.

From: (b)(6)
Sent: Friday, February 28, 2014 10:14 AM
To: Klusacek, Michael
Subject: Vacation

Are you still at work or have you left for vacation?

(b)(6)
*SPOT Transportation Security Manager
Stewart International Airport (SWF)
Office 845-220-(b)(6)
W Cell (b)(6)
P Cell (b)(6)
Fax 845-567-0482
doreen.pasieka@dhs.gov*

Name:	(b)(6)	Pay Period:	05 : Mar 9, 2014 to Mar 22, 2014
Time Card Type:	Reporter	Leave Year:	2014
Time In Pay: 80:00	Other Time: 0:00	Dollar Transactions: \$0.00	Days In Pay: 10

Transaction	PKS	Account	9	10	11	12	13	14	15	16	17	18	19	20	21	22	Total	
			S	M	T	W	T	F	S	S	M	T	W	T	F	S		
Work Time																		
Regular Base Pay:		4V0TSMXGRD25593MGRSWF000000 SWF-FY14 Security Manager	8	8	8	8	5	30	37:30	8	8	8	8	8	8	8	40	77:30
Work Time Total			8	8	8	8	5	30	37:30	8	8	8	8	8	8	8	40	77:30
Leave and Other Time																		
Annual Leave		4V0TSMXGRD25593MGRSWF000000 SWF-FY14 Security Manager						2:30	2:30								2:30	
Leave and Other Time Total								2:30	2:30								2:30	
Daily Total			8	8	8	8	8		40	8	8	8	8	8	8		40	80

T&A Profile		Leave Data	
Pay Plan	SV Other (TSA/FAMS)	Fwd	Accr
Tour of Duty	Full Time	Avail	Used
Duty Hours	80	Bal	
Work Week	Mon - Fri	Annual	179:30
Alternative Schedule	Regular 8-hour Days	Sick	153:45
Agency	TSA	Leave Year Projection	
State	NY	Maximum Available Annual	319:00
Town	0050	Maximum Available Sick	241:45
Unit	01	Use or Lose Leave	79:00
Timekeeper	01		
Retain Data	ICs and Accounts		
Account Data Code	Manual Entry		
Service Computation Date	Oct 24 1999		
Annual Leave Category	6 hr/pp		
Personal Leave Ceiling	240:00		

Your signature certifies that all reported time was worked and approved according to law and regulation.

Validated By : AMY FLETCHER
Validation Date : Mar 24 2014 11:58 AM

Certified By : RALPH CAFARELLI
Certification Date : Mar 24 2014 11:59 AM

The complete T&A status history is displayed below; it may contain events that happened since the certification shown above took place.

Status History				
Timestamp	Status	Name	Message	
Mar 24 2014 02:17 PM	Built	SYSTEM	Built in Build ID 101495.	
Mar 24 2014 11:59 AM	Supervisor Certified	CAFARELLI, RALPH (CAFARELLI3264)		
Mar 24 2014 11:58 AM	Timekeeper Validated	FLETCHER, AMY (FLETCHER3677)		
Mar 10 2014 06:02 AM	New Record Created	SYSTEM	Created during Build ID 99479 for pay period 05.	

(b)(3) 49 U.S.C. § 114(r)



Transportation
Security
Administration

SWF BDO DAILY PMIS DATA

Date: Sunday, February 23, 2014

STSO

(b)(6)

On Duty Managers:

(b)(6)

BDO:

(b)(6)

TSS/TSSO:

N/A

TSS-E/BAO:

N/A

(b)(3) 49 U.S.C. § 114(r)

TSA SWF BDO Daily Summary Report				Shift:	AM	Day/Date:	Sunday, February 23, 2014
1st SHIFT Checkpoint STSO:		Acosta		2nd SHIFT Checkpoint STSO:		(b)(6)	
Attendance				Overtime			
Total BDO's	2	Sick Leave	Reason for Overtime				
BDO's on Duty	1	Sick Calls	Inadequate Staffing				
RDO		Court leave	Sick Calls				
Training		LWOP	Training				
Annual Leave		AWOL	Other				
Briefing Notes: First Flight 7am							
(b)(6) (1130-2000)							
BDO DEPLOYMENTS/ASSIGNMENTS/PLAYBOOK ACTIVITY							
Deployment Area	BDO	BDO	BDO	BDO	BDO	BDO	Start End PLAYBOOK ACTIVITY CODES Hours

(b)(3) 49 U.S.C. § 114(n), (b)(6)

MEAL/OLC/BRIEFING/ADMIN												Total Playbook Hours		3.30			
BDO	15 min BREAK		30 min MEAL		15 min BREAK		OLC		BRIEFING		ADMIN.				Shift		
	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	
(b)(6)	10:45	11:00	9:00	9:30	12:15	12:30									4:00	12:30	
	15:00	15:15													12:30	17:30	
	15:00	15:15	15:30	16:00	18:00	18:15			11:30	11:45	16:00	16:15	18:30	19:00	11:30	20:00	
												19:30	20:00				

(b)(3) 49 U.S.C. § 114(n)

TSA SWF BDO Daily Summary Report				Shift:	AM	Day/Date:	Monday, February 24, 2024
1st SHIFT Checkpoint STSO:		(b)(6)		2nd SHIFT Checkpoint STSO:		(b)(6)	
Attendance				Overtime			
Total BDO's	2	Sick Leave		Reason for Overtime			
BDO's on Duty	1	Sick Calls		Inadequate Staffing			
BDO		Court leave		Sick Calls			
Training		LWOP		Training			
Annual Leave		AWOL		Other			
Briefing Notes:		no 11:39 USAIR					
(b)(6)		(1190-2000)					
BDO DEPLOYMENTS / ASSIGNMENTS / PLAYBOOK ACTIVITY							
Deployment Area	BDO	BDO	BDO	BDO	BDO	BDO	Start End PLAYBOOK ACTIVITY CODE Hours

(b)(3) 49 U.S.C. § 114(n); (b)(6)

MEAL/OLO/BRIEFING/ADMIN												TOTAL PLAYBOOK HOURS				TOTAL	
BDO (b)(6)	15 min BREAK		30 min MEAL		15 min BREAK		OLC		BRIEFING		ADMIN.				Shift		
	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	
	10:15	10:30	8:00	8:30	12:15	12:30									4:00	17:30	
	16:00	16:15															
	13:45	14:00	16:45	18:15	17:00	17:15			15:30	15:45	11:45	12:00	12:40	12:45	11:30	20:00	
	19:10	20:00									16:15	17:00					



Transportation
Security
Administration

SWF BDO DAILY PMIS DATA

Date: Monday, February 21, 2011

STSO

(b)(6)

On Duty Managers:

(b)(6)

BDO:

(b)(6)

TSO / TSO:

N/A

TSS-E / BAO:

N/A

(b)(3);49 U.S.C. § 114(n)

(b)(3) 49 U.S.C. § 114(r)

(b)(3):49 U.S.C. § 114(r); (b)(6)

TSA 15-00014 - 009067

(b)(3)49 U.S.C. § 114(i)

(b)(3):49 U.S.C. § 114(r)(b)(6)

TSA 15-00014 - 009069

(b)(3)49 U.S.C. § 114(r)

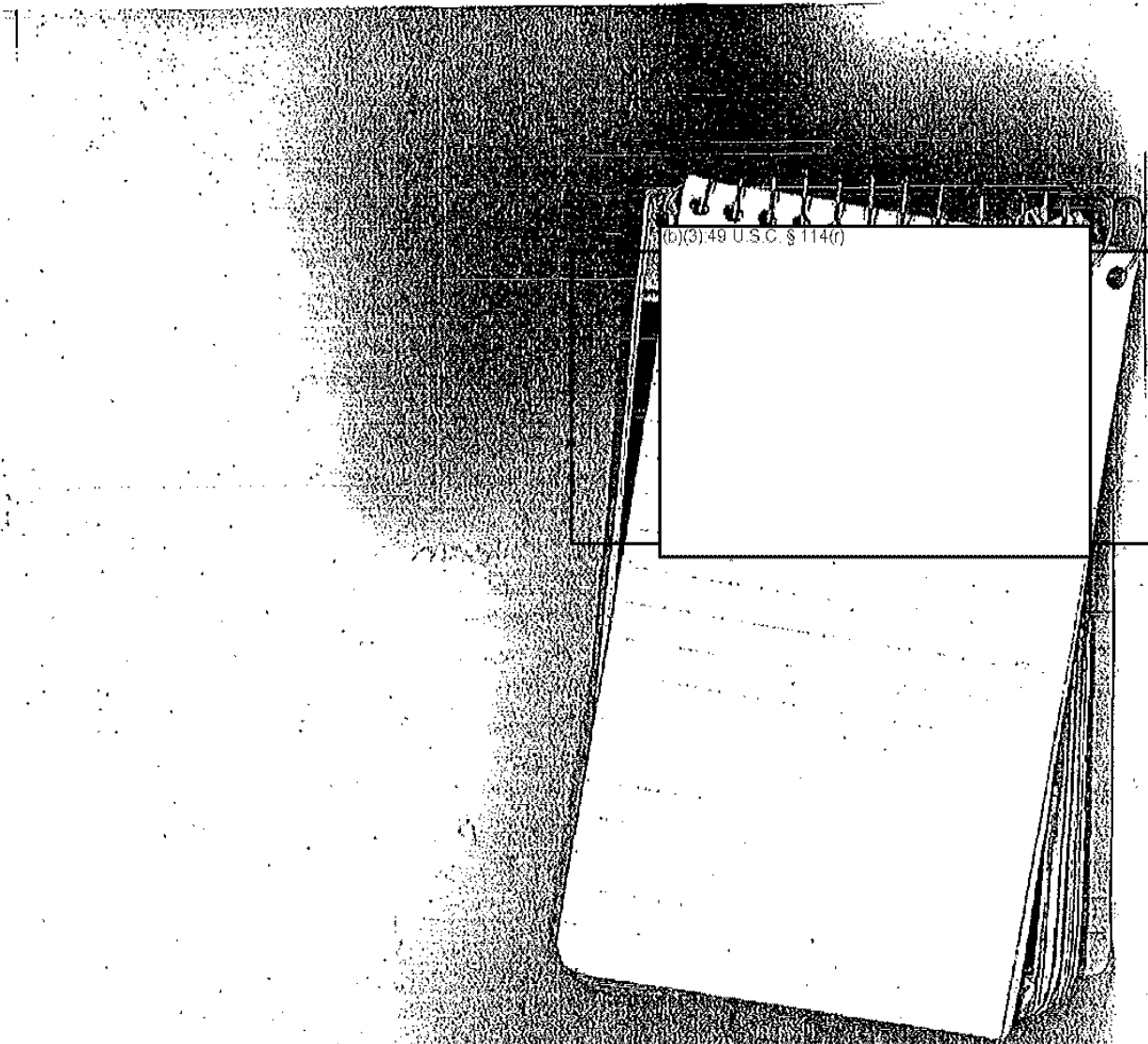
(b)(3).49 U.S.C. § 114(r)

(b)(3) 49 U.S.C. § 114(n)

(b)(3):49 U.S.C. § 114(r),(e)(6)

TSA 15-00014 - 009075

(b)(3) 49 U.S.C. § 114(r)



(b)(3):49 U.S.C. § 114(f), (b)(6)

TSA 15-00014 - 009079

(b)(3) 49 U.S.C. § 1114(n)

(b)(3) 49 U.S.C. § 114(r), (b)(6)

TSA 15-00014 - 009081



Transportation
Security
Administration

SWF BDO DAILY PMIS DATA

Date: Tuesday, March 04, 2014

STSO

(b)(6)

TSS / TSO:

N/A

On Duty Managers:

(b)(6)

BDO:

(b)(6)

TSS-E / BAO:

N/A

(b)(3) 49 U.S.C. § 1114(r)

Jennifer Kelly self-demoted from BDO to TSO effective COB 3/8/2014. She was provide with NHT 2/25 - 3/6/2014. She was on RDO 3/7 & 3/8/2014. The STSO noted she was not preparing any BDO paperwork from 2/28 - 3/4/2014. The information below represents what was recorded.

Note Book Entries - 2/23/2014	BDO Daily Tracking Sheet	PMIS Sheet	Conflicts Noted
(b)(3) 49 U.S.C. § 114(r)			

NoteBook Entries - 2/24	BDO Daily Tracking Sheet	PMIS Sheet	Conflicts Noted
(b)(3) 49 U.S.C. § 114(r)			

(b)(3) 49 U.S.C. § 114(r)

NoteBook Entries - 2/25/14

BDO Daily Tracking Sheet

PMIS Sheet

Conflicts Noted

(b)(3) 49 U.S.C. § 114(r)

NoteBook Entries - 2/26/14

BDO Daily Tracking Sheet

PMIS Sheet

Conflicts Noted

2 of 5

(b)(3) 49 U.S.C. § 114(f)

NoteBook Entries - 2/27/14 BDO Daily Tracking Sheet PMIS Sheet Conflicts Noted

(b)(3) 49 U.S.C. § 114(f)

NoteBook Entries - 2/28/14 BDO Daily Tracking Sheet PMIS Sheet Conflicts Noted

(b)(3) 49 U.S.C. § 114(f)

ABC

1945 - 2000 - Admin

19:45 - 20:00 - Admin

NoteBook Entries - 3/1/14	BDO Daily Tracking Sheet	PMIS Sheet	Conflicts Noted
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(b)(3):49 U.S.C. § 114(r)

NoteBook Entries - 3/2/14	BDO Daily Tracking Sheet	PMIS Sheet	Conflicts Noted
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(b)(3):49 U.S.C. § 114(r)

NoteBook Entries - 3/3/14	BDO Daily Tracking Sheet	PMIS Sheet	Conflicts Noted
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(b)(3):49 U.S.C. § 114(r)

NoteBook Entries - 3/4/14	BDO Daily Tracking Sheet	PMIS Sheet	Conflicts Noted
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(b)(3):49 U.S.C. § 114(r)

(b)(3)49 U.S.C. § 114(f)

NoteBook Entries - 3/5/14 BDO Daily Tracking Sheet PMIS Sheet Conflicts Noted

(b)(3)49 U.S.C. § 114(f)

(b)(6)