



Transportation
Security
Administration

Date: October 16, 2012
To: File
From: Deborah Gonzales
SPOT Transportation Security Manager
Albuquerque International Support
Subject: TSA PRE-DECISION MEETING
Ref: TSA Management Directive number 1100.75-3, Addressing Unacceptable Performance and Conduct

A pre-decision meeting was conducted on September 24, 2012. Personnel present were:

(b)(6)

STSM Deborah Gonzales
Security Manager Reginald Wallace

Prior to taking any disciplinary action, management is required to follow the steps outlined in paragraph B. of the Handbook for TSA Management Directive number 1100.75-3:

1. Assess the incident or allegations.

Charge 1: Failure to follow Standard Operating Procedures (SOP)

Specification: On July 24, 2012, Expert Behavior Detection (EBDO) (b)(6) was assigned the duties of the Spot-Certified Designee Point of Contact (Spot-POC). One of the responsibilities of the Spot-POC is to complete all BDO paperwork to include completing Playbook submissions forms by entering the information into the PMIS database. EBDO (b)(6) failed to complete the required Playbook submissions for the morning shift on July 24, 2012.

Charge 2: Inappropriate Conduct

Specification: On September 24, 2012, at approximately 7:45 a.m. while assigned to perform (b)(3);49 U.S.C. § 114 Master Behavior Detection Officer (MBDO) (b)(6) and EBDO (b)(6) were observed by Spot Transportation Security Manager (STSM) Deborah Gonzales, sitting down and smoking a cigarette in the Albuquerque International

Sunport parking garage. They were assigned to perform Playbook from 7:00am to 8:00am (b)(3) 49 U.S.C. § 114(r) (b)(3) 49 U.S.C. § 114 (b)(3) 49 U.S.C. § 114

2. Engage in relevant fact-finding to the extent necessary to make an informed decision (obtain relevant evidence, witness statements, etc.).

The evidence to make an informed decision will be included in the proposed action, they include:

- Email from EBDO (b)(6) to STSM Deborah Gonzales dated 7/24/2012
- Written statement from EBDO (b)(6) dated 9/19/2012
- POC Responsibilities, Version 1
- Written Statement from (b)(6) dated September 24, 2012
- ABQ TSA BDO Daily Playbook Activities/PP-19 1st Week Sep 2012 page 1
- ABQ TSA BDO Daily Playbook Activities/PP-19 1st Wcek Sep 2012 page 2
- ABQ-TSA BDO Opening Checklist includes Daily Log Entry
- ABQ BDO Plain Clothes Operation and Playbook Conduct Responsibilities Memorandum dated February 28, 2012
- ABQ BDO Plain Clothes Operation and Playbook Conduct Responsibilities Memorandum Acknowledgement
- TSA Form 1149, Employee Responsibilities and Conduct Acknowledgement

3. Review all relevant evidence to ensure that the action meets the preponderance of the evidence standard of proof.

The evidence meets the standards of proof.

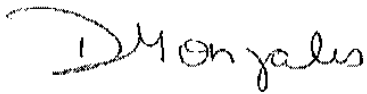
4. Meet and discuss the matter with employee, advise the employee of the allegation and possible consequences, and provide the employee an opportunity to respond orally and/or in writing.

On August 27, 2012, STSM Deborah Gonzales and TSM Reginald Wallace, met with EBDO (b)(6) to discuss his failure to complete the Playbook submissions for the AM shift. He responded that he remembered doing them; however, he did not remember printing them out. On September 24, 2012, STSM Deborah Gonzales and TSM Reginald Wallace, met with EBDO (b)(6) to discuss the smoking incident and gave him the opportunity to reply orally or in writing. EBDO (b)(6) provided a written statement.

Note: The time between the two incidents was due to an internal inquiry being conducted regarding EBDO (b) and EBDO (b)(6) interactions with each other on July 24, 2012.

5. After meeting with the employee, management must determine whether adverse, disciplinary, or corrective action is appropriate.

Security Manager will recommend a fourteen (14) day suspension from Federal service.



Deborah Gonzales
Spot Transportation Security Manager

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