



# BROWARD COLLEGE COURSE OUTLINE

**LAST REVIEW: 2008-2009      NEXT REVIEW: 2013-2014      STATUS: A**

**COURSE TITLE: Parking Enforcement Specialist**

**COMMON COURSE NUMBER: CJK0451**

**CREDIT HOURS: .5**

**CONTACT HOUR BREAKDOWN**

*(per 16 week term)*

**CLOCK HOURS: 16**

*(Voc. Course ONLY)*

**Lecture: 16**

**Lab:**

**Clinic:**

**Other:**

**PREREQUISITE(S):**

**COREQUISITE(S):**

**PRE/COREQUISITE(S):**

**COURSE DESCRIPTION** *(750 characters, maximum):*

This course is designed to provide students the minimum skills necessary to perform the duties of a Parking Enforcement Specialist (PES) and is approved by the Criminal Justice Standards and Training Commission as prescribed by Florida State Statute 316.640.

## **UNIT TITLES**

- 1. The Role of the Parking Enforcement Specialist**
- 2. Radio Procedures**
- 3. Vehicle Operations**
- 4. Trial Procedures, Courtroom Demeanor, and Testimony**

**EVALUATION:**

Please provide a brief description (250 characters maximum) that details how students will be evaluated on the course outcomes.

1. In-class exercises
2. Individual presentations
3. Group presentations
4. Written Examinations

*\*\*\* Complete the following only if course is seeking general education status \*\*\**

**GENERAL EDUCATION Competencies and Skills \*:**

Please highlight in green font all Competencies/Skills from the list below that apply to this course. In the box to the right of the Competency/Skill, enter all specific learning outcome numbers (i.e. 1.1, 2.7, 5.12) that apply.

<b>1. Read with critical comprehension</b>	
<b>2. Speak and listen effectively</b>	
<b>3. Write clearly and coherently</b>	
<b>4. Think creatively, logically, critically, and reflectively</b> (analyze, synthesize, apply, and evaluate)	
<b>5. Demonstrate and apply literacy in its various forms:</b> (highlight in green <u>ALL</u> that apply) (1. technological, 2. informational, 3. mathematical, 4. scientific, 5. cultural, 6. historical, 7. aesthetic and/or 8. environmental )	
<b>6. Apply problem solving techniques to real-world experiences</b>	
<b>7. Apply methods of scientific inquiry</b>	
<b>8. Demonstrate an understanding of the physical and biological environment and how it is impacted by human beings</b>	
<b>9. Demonstrate an understanding of and appreciation for human diversities and commonalities</b>	
<b>10. Collaborate with others to achieve common goals.</b>	
<b>11. Research, synthesize and produce original work</b>	
<b>12. Practice ethical behavior</b>	
<b>13. Demonstrate self-direction and self motivation</b>	
<b>14. Assume responsibility for and understand the impact of personal behaviors on self and society</b>	
<b>15. Contribute to the welfare of the community</b>	

\* General Education Competencies and Skills endorsed by '05-'06 General Education Task Force

**UNITS**

**Unit 1      The Role of the Parking Enforcement Specialist**

**General Outcome:**

**1.0 The student shall:** state the authority of the PES as outlined in Chapter 316.640, F.S.

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 1.1** Explain the role of the PES.
- 1.2** State what parking enforcement statutes are in Chapter 316, F.S.
- 1.3** State that parking violations/infractions are offenses punishable under the laws of this state by a fine, forfeiture, or other civil penalty.
- 1.4** State the definitions relevant to the PES contained in Chapter 316.003, F.S.
- 1.5** State the meaning of "arrest" as defined in Black's Law Dictionary.
- 1.6** State what an "admission" includes in accordance with Chapter 90.803(18), F.S.
- 1.7** Explain that municipalities and counties may enact ordinances, which act as local regulations for parking.
- 1.8** Explain that municipalities and counties may enact ordinances that apply only within the geographical limits of the county or city enacting them.
- 1.9** State that the Uniform Traffic Citation may not be issued for violation of municipal or county ordinances, per Chapter 316.1945, F.S.
- 1.10** Define "obstruction of justice".
- 1.11** Explain penalties for resisting a PES with and without violence to his/her person as listed in Chapters 784.07, 843.01 and 843.02, F.S.
- 1.12** State those resisting a PES with or without violence to his/her person and obstruction by disguise are considered obstructing justice pursuant to Chapter 843, F.S.

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- 1.13** Explain that it is a misdemeanor to alter any vehicle registration certificate, license plate, and mobile home sticker or validation sticker per Chapter 320.061, F.S.
- 1.14** Define "courtesy".
- 1.15** State that courtesy may be demonstrated by tone of voice, word selection and usage, mannerisms, attitude, respect for others, positioning of body and driving habits.
- 1.16** Explain that courtesy affects the image of an agency and is an important public relations tool.
- 1.17** Explain that courtesy creates support for the PES.
- 1.18** Identify officious and oppressive manner, disrespectful attitude, officious tone of voice, and use of negative body language as non-language factors which contribute to negative response from the public.
- 1.19** Identify guidelines that help improve human relation's skills.

**Unit 2      Radio Procedures**

**General Outcome:**

**2.0 The student shall:** demonstrate appropriate use of the radio for maximum efficiency

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 2.1** Identify the FCIC as the Florida Crime Information Center at the FDLE, and the NCIC as the National Crime Information Center at the Federal Bureau of Investigation.
- 2.2** State the FCIC will provide information on wanted/missing persons, stolen property, vehicle/vessel identification data, criminal history and registered sexual predators per Chapters 775.21 and 943.0435, F.S.
- 2.3** State that a PES can use the FCIC to obtain driver license and vehicle/vessel identification data available through links with the Florida Department of Highway Safety and Motor Vehicles and the Florida Department of Environmental Protection.
- 2.4** State that when using a radio for communication the PES will operate and monitor radio frequencies for calls for service and receiving messages.
- 2.5** Explain when a PES communicates via the radio in the presence of a citizen, he or she should display care and concern for the public by using appropriate procedures so as to lessen distress and concern.
- 2.6** Identify general radio procedures.
- 2.7** Explain appropriate microphone techniques.
- 2.8** Identify the FCIC as the Florida Crime Information Center at the FDLE, and the NCIC as the National Crime Information Center at the Federal Bureau of Investigation.
- 2.9** State the FCIC will provide information on wanted/missing persons, stolen property, vehicle/vessel identification data, criminal history and registered sexual predators per Chapters 775.21 and 943.0435, F.S.
- 2.10** State that a PES can use the FCIC to obtain driver license and vehicle/vessel identification data available through links with the Florida Department of Highway Safety and Motor Vehicles and the Florida Department of Environmental Protection.
- 2.11** State that when using a radio for communication the PES will operate and monitor radio frequencies for calls for service and receiving messages.

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- 2.12 Explain when a PES communicates via the radio in the presence of a citizen, he or she should display care and concern for the public by using appropriate procedures so as to lessen distress and concern.
- 2.13 Identify general radio procedures.
- 2.14 Explain appropriate microphone techniques.
- 2.15 Identify the FCIC as the Florida Crime Information Center at the FDLE, and the NCIC as the National Crime Information Center at the Federal Bureau of Investigation.
- 2.16 State the FCIC will provide information on wanted/missing persons, stolen property, vehicle/vessel identification data, criminal history and registered sexual predators per Chapters 775.21 and 943.0435, F.S.
- 2.17 State that a PES can use the FCIC to obtain driver license and vehicle/vessel identification data available through links with the Florida Department of Highway Safety and Motor Vehicles and the Florida Department of Environmental Protection.
- 2.18 State that when using a radio for communication the PES will operate and monitor radio frequencies for calls for service and receiving messages.
- 2.19 Explain when a PES communicates via the radio in the presence of a citizen, he or she should display care and concern for the public by using appropriate procedures so as to lessen distress and concern.
- 2.20 Identify general radio procedures.
- 2.21 Explain appropriate microphone techniques.
- 2.22 Identify the FCIC as the Florida Crime Information Center at the FDLE, and the NCIC as the National Crime Information Center at the Federal Bureau of Investigation.
- 2.23 State the FCIC will provide information on wanted/missing persons, stolen property, vehicle/vessel identification data, criminal history and registered sexual predators per Chapters 775.21 and 943.0435, F.S.
- 2.24 State that a PES can use the FCIC to obtain driver license and vehicle/vessel identification data available through links with the Florida Department of Highway Safety and Motor Vehicles and the Florida Department of Environmental Protection.
- 2.25 State that when using a radio for communication the PES will operate and monitor radio frequencies for calls for service and receiving messages.

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- 2.26 Explain when a PES communicates via the radio in the presence of a citizen, he or she should display care and concern for the public by using appropriate procedures so as to lessen distress and concern.
- 2.27 Identify general radio procedures.
- 2.28 Explain appropriate microphone techniques.
- 2.29 Identify the FCIC as the Florida Crime Information Center at the FDLE, and the NCIC as the National Crime Information Center at the Federal Bureau of Investigation.
- 2.30 State the FCIC will provide information on wanted/missing persons, stolen property, vehicle/vessel identification data, criminal history and registered sexual predators per Chapters 775.21 and 943.0435, F.S.
- 2.31 State that a PES can use the FCIC to obtain driver license and vehicle/vessel identification data available through links with the Florida Department of Highway Safety and Motor Vehicles and the Florida Department of Environmental Protection.
- 2.32 State that when using a radio for communication the PES will operate and monitor radio frequencies for calls for service and receiving messages.
- 2.33 Explain when a PES communicates via the radio in the presence of a citizen, he or she should display care and concern for the public by using appropriate procedures so as to lessen distress and concern.
- 2.34 Identify general radio procedures.
- 2.35 Explain appropriate microphone techniques.

**Unit 3**

**General Outcome:**

**3.0 The student shall:** demonstrate proficiency in PES vehicle operations and related functions.

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 3.1** State that vision supplies approximately 90-95% of incoming data to a driver.
- 3.2** List acuity, depth perception, field of vision, color vision, and night vision as the components of vision that may impact vehicle operation and control.
- 3.3** State that a driver's sense of hearing allows him/her to locate the source of a sound (i.e. siren, screeching brakes, etc.).
- 3.4** State a driver's sense of equilibrium is important in detecting and identifying vehicle dynamics.
- 3.5** State that a driver's sense of smell can be used to detect gasoline leakage, propane gas, fire, electrical shortage and brake fluid leaks.
- 3.6** List diabetes, narcolepsy, heart conditions, and epilepsy as conditions that may impair a driver's functioning, particularly in stressful conditions.
- 3.7** List stress, emotions, fatigue, drug use and shift work as transient factors that may affect a driver's ability to act and react.
- 3.8** State a driver's psychological attitude is a significant factor in driving.
- 3.9** State that the "left-right-left" says when driving through or taking off from an intersection, look to the left, then the right and then glance back to the left.
- 3.10** Explain that when the PES sees an emergency vehicle approaching with siren and flashing lights, the PES must, according to Chapter 316.126, F.S.: yield the right-of-way to the emergency vehicle; pull as close to the curb as possible, clear of any intersection; and stop and remain in position until the emergency vehicle has passed.
- 3.11** List the body, windshield and windows, lights, tires and rims as the exterior areas of the assigned agency/special duty vehicle to be checked during routine maintenance and inspection.

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- 3.12** List gauges, mirrors, horn, lights, brakes, air conditioning and loose items as the interior areas of the vehicle to be checked during routine maintenance inspection.
- 3.13** List fluids, belts, hoses, and wires as the engine compartment of the vehicle to be checked during routine maintenance and inspection.
- 3.14** List spare tire, jack, first aid kit, flares, fire extinguisher, and radio as the items in the vehicle to be checked during routine maintenance and inspection.
- 3.15** Define territorial jurisdiction.
- 3.16** Read a map to locate addresses within jurisdictional boundaries.

**Unit 4**

**General Outcome:**

**4.0 The student shall:** demonstrate appropriate behaviors when called upon to give testimony in court.

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 4.1** Define "subpoena".
- 4.2** Define "subpoena duces tecum".
- 4.3** State that subpoenas may be issued by administrative, civil, and regulatory agencies.
- 4.4** Explain that failure to comply with a subpoena is addressed by the court through either civil contempt or criminal proceedings.
- 4.5** Know the Florida court system structure and comprehend how the courts relate to law enforcement.
- 4.6** Comprehend the rules of the court and the basic court trial procedures.
- 4.7** Comprehend the responsibilities of a PES with regard to court proceedings, the proper appearance of a PES and the appropriate behavior and techniques that a PES should employ in a moot court setting.