



REVOLT — REVOLT.Training — Supplemental Filing No. 4 — Revised Post-Synthesis

PUBLIC RECORDS REQUEST

Who Has a Key to the Sheriff's Gym? A Public Records Request About Facility Access, Non-Employee Services, and Whether the Public May Participate on Equal Terms

To: Custodian of Records, Broward Sheriff's Office

Authority: Article I, §24(a), Florida Constitution; Florida Statutes §§ 119.011, 119.07(1)(a),(c),(d),(e),(f),(h)

Format Requested: Electronic — all formats, including email, text message, messaging application content used for official business, database fields, exported reports, calendars, logs, memoranda, directives, forms, and attachments

Date Range: January 1, 2023 to the present, unless otherwise specified

Related Filings: Supplemental to and independent of prior requests concerning BSO Training Center wellness amenity change orders, Sheriff branding expenditures, and personal training staff compensation

Pursuant to Article I, §24(a) of the Florida Constitution and Chapter 119, Florida Statutes, including §§ 119.011 and 119.07, I request inspection and copies of the following public records in electronic format. This request includes records in any form, including email, text message, messaging application content used for official business, database fields, exported reports, calendars, logs, memoranda, directives, forms, and attachments.

If you contend any responsive record or portion is exempt, please produce all reasonably segregable non-exempt portions and state the specific statutory basis for each redaction or withholding. If requested, please provide the exemption explanation in writing and with particularity pursuant to § 119.07(1)(f). Please preserve all responsive records pursuant to § 119.07(1)(h) pending completion of this request and any enforcement action.

Part A — Facility Use Rules, Access Authority, and Credential Issuance

1. Any written policy, SOP, directive, administrative order, handbook provision, posted rule, user agreement, waiver form, guest-pass form, or other writing governing access to or use of the BSO Research, Development, and Training Center — including its fitness, wellness, recovery, locker-room, sauna, and cold-plunge areas — by any person who is not a current BSO employee.

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2. Any written policy, SOP, directive, administrative order, form, workflow, or system guidance governing the issuance of keys, key fobs, access cards, electronic credentials, or other access credentials for the facility to any person who is not a current BSO employee.
3. Records sufficient to show, by category, the number of currently active access credentials issued to non-BSO persons — including but not limited to contractors, vendors, guests, invitees, family members, volunteers, interns, retirees, or other non-employees — and the document type or approval type under which each category is issued.
4. Records sufficient to show the process for approving and issuing non-employee access credentials, including the approving office, approver title, date of approval, and any form, authorization, sponsorship, or written basis generated in the ordinary course at issuance. [Note: this request does not seek PIN codes or security system schematics; it seeks administrative approval records only.]
5. Visitor sign-in logs, guest registration records, visitor-badge logs, or de-identified access-control reports sufficient to show non-employee facility use by date and category. If BSO contends individual access-control records are exempt under § 119.071(3), please produce any non-exempt aggregate, de-identified, summary, audit, or exception reports maintained in the ordinary course that reflect non-employee access by date and category without revealing security system operational details.
6. Any audit report, credential review, exception report, revocation record, or related finding concerning non-employee access credentials for the facility from January 1, 2023 to the present.
7. Visitor sign-in logs, guest registration records, or visitor-management system metadata reports sufficient to show, by date and category, non-employee entries into the facility. This request does not seek video surveillance footage.
8. Any public-facing webpage, brochure, orientation packet, flyer, internal announcement, email blast, or posted signage describing who may use the facility, who may receive services there, and on what terms.

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If BSO contends no written policy, directive, SOP, administrative order, posted rule, user agreement, waiver, or other writing governing non-employee access to the facility exists, please so state in writing and identify the office(s) responsible for maintaining such records.

Part B — Services Provided by Facility Staff to Non-Employees

1. Any written policy, SOP, directive, administrative order, contract term, handbook provision, or other writing governing the provision of fitness training, wellness services, rehabilitation services, massage therapy, physical therapy, nutritional counseling, or recovery services by Training Center personnel or contractors to any person who is not a current BSO employee.
2. Appointment calendars, scheduling logs, session rosters, billing records, reimbursement records, or other records sufficient to show services provided to non-employees, including date, service type, provider title, recipient category, and whether the service was paid, reimbursed, comped, or treated as a public expense. [Note: this request does not seek individually identifiable treatment or health records; de-identified operational and scheduling records are sufficient.]
3. Records sufficient to show the approving official, approving office, date of approval, and the written policy, contract, invoice, reimbursement record, or other document reflecting the basis for approval and payment treatment for services provided to non-employees.
4. Any contract, statement of work, invoice, purchase order, or independent-contractor agreement under which any outside individual or vendor provided fitness training, wellness services, rehabilitation, massage, nutritional counseling, or recovery services at the facility.
5. Any liability waiver, assumption-of-risk form, health screening form, PAR-Q form, emergency-contact form, guest acknowledgment, or rules acknowledgment required of non-employees receiving services or using the facility. If none exist, please so state in writing.
6. Records sufficient to show whether BSO's insurer, risk manager, broker, or third-party administrator was informed that non-employees used the facility or received services there, including relevant underwriting submissions, applications, endorsements, coverage correspondence, or risk assessments.

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7. Any incident report, injury report, guest injury report, emergency response log, or claim notice involving a non-employee at the facility.
8. Communications from January 1, 2023 to present among the Office of the Sheriff, Training Center command, legal counsel, human resources, facilities management, risk management, and any supervisor of facility wellness staff that discuss provision of facility services to non-employees.

Records showing public funds were absorbed as the cost of services provided to non-employees — with no reimbursement, invoice, or authorization on file — constitute the highest-risk category in this request. If no billing or reimbursement records exist for services provided to non-BSO recipients, that absence is a finding.

Part C — Records Showing Whether and On What Terms Non-Employees May Seek Access

Note: This Part requests existing records. BSO is not asked to explain its policies or render legal conclusions. If the records described below do not exist, please so state in writing using the no-records confirmation language at the conclusion of this request.

1. Any application form, inquiry form, request form, referral form, sponsorship form, approval form, denial form, waitlist, or instructions used by or provided to any non-employee seeking to access the facility or receive services there.
2. Any written criteria, eligibility standards, fee schedule, membership terms, sponsorship requirements, or approval workflow applicable to non-employee requests for facility access or services.
3. Records sufficient to show each request, inquiry, referral, sponsorship, approval, denial, or waitlist entry by a non-employee seeking access to the facility or its services, including the date, recipient category, disposition, and approving or denying office.
4. Any records reflecting requests by members of the general public for access to the facility or its services, including applications, inquiries, approvals, denials, or correspondence.

Part D — Ethics and Disclosure Records

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1. Any Chapter 112 disclosure, gift report, ethics opinion request, advisory opinion request, internal ethics referral, or communications with the Florida Commission on Ethics or BSO legal counsel concerning personal or preferential use of the Training Center or its staff by the Sheriff, the Sheriff's relatives, guests, or non-employees.
2. Records sufficient to show the records-retention schedule or disposition authority governing access logs, scheduling records, sign-in sheets, service records, and electronic access-control reports for the facility.

No-Records Confirmation

For any item as to which BSO contends no responsive record exists, please state in writing and with particularity whether:

- a) no such record was ever created;
- b) such a record was created but is no longer maintained;
- c) BSO conducted a good-faith search and located no responsive record in the custody of the offices searched; or
- d) BSO contends the requested item is not a public record.

For each such response, please identify the offices or custodians searched and, if applicable, the retention or disposition basis for any destroyed or non-retained record.

If BSO contends there is no written policy, directive, SOP, administrative order, posted rule, memorandum, handbook provision, user agreement, waiver, or other writing governing non-employee access to the facility or use of its services, please so state in writing and identify the office(s) responsible for maintaining such records.

Fee and Special Service Charge

I request an itemized written estimate before BSO incurs any special service charge exceeding the statutory copy cost threshold. I am willing to discuss reasonable narrowing of any category upon receipt of the estimate. Please do not incur extraordinary research or review costs without prior written notice to me.

Thank you for your attention to this request. Please direct all correspondence to the address below.



Sincerely,

Chaz Stevens

Deerfield Beach, Florida
disrupt@revolt.training

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