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CITY OF KEY WEST  
CITIZEN REVIEW BOARD  
PO BOX 1946  
KEY WEST, FL 33041  
(305) 809 -3887

APPLICATION

Name: Douglas "Sinclair" Forbes

**CRITERIA FOR MEMBERSHIP ON THE CITIZEN REVIEW BOARD (CRB):** The law sets out the criteria for membership on the CRB:

- (a) All members of the CRB shall be residents of the City of Key West and have good reputations for integrity and community service;
- (b) No appointee to the CRB or any member of his or her immediate family, shall be currently employed by the City of Key West;
- (c) No appointee may be currently a party in litigation against the City of Key West and the filing of a complaint against the City of Key West alleging liability of the City through actions of any law enforcement officer shall immediately disqualify any appointee from serving on the CRB; and
- (d) Any appointee who has been a legal representative of any party in litigation against the City of Key West is prohibited from serving on the CRB for two years from the conclusion of such litigation.

If you answer yes to any of the following questions, you are not eligible to make application to serve on the Citizen Review Board.

- 1. Are you, your spouse or any immediate family member (children, parents and/or siblings) currently employed by the City of Key West?  Yes  No
- 2. Have you, your spouse, or any immediate family member ever been a sworn employee of the City of Key West?  Yes  No
- 3. Are you currently a part or a party's legal representative in any litigation against the City of Key West?  Yes  No
- 4. Do you have a record of a felony conviction?  Yes  No

**ALL APPLICANTS WILL BE SCREENED VIA A CRIMINAL BACKGROUND CHECK AND THOSE RESULTS, ALOING WITH THIS DOCUMENT AND ALL SUPPORTING MATERIALS SUBMITTED SHALL BE CONSIDERED A PUBLIC RECORD VIEWABLE BY THE PUBLIC.**

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**About the Citizen Review Board** Sixty percent of the voters who went to the polls on November 5, 2002, approved an amendment to the Key West City Charter to create a Citizen Review Board (CRB). This is an independent, seven-member, volunteer (unpaid) board with authority to review and/or investigate complaints involving Key West police officers and forward findings and/or recommendations to City management, the chief of police, State Attorney, other state and federal law enforcement agencies and/or grand juries. Any applicant for a position on the CRB must complete this application and submit it within the prescribed deadline noted.

The CRB has a policy of delivering its documents and materials via online/internet communications. **All applicants must have adequate computer skills to send/receive e-mail, with PDF attachments and be able to access the Internet and download documents and files.** New CRB members are expected to be available to attend the Annual NACOLE (National Association for Civilian Oversight of Law Enforcement) convention/training sessions to occur in Austin Texas from September 20, 2010-September 24, 2010. The expenses for this training event shall be covered by the CRB approved budget.

**DEADLINE FOR SUBMISSION OF ALL APPLICATIONS & MATERIALS  
IS MAY 7, 2010 5:00 P.M.**

CITY OF KEY WEST  
CITIZEN REVIEW BOARD (CRB)  
APPLICATION

Currently, there is a board position available. This position shall be nominated by a local civic and social organizations and selected by the Key West City Commission with a term ending on June 30, 2014. Interested candidates should seek sponsorship from a local civic/social organization and fill out the attached application with a cover letter of sponsorship signed by the civic/social organization's representative. All documents sent to the CRB become public records.

**Applications must be received no later than 5:00 PM., May 7, 2010.** Mail to: PO Box 1946, Key West, FL 33041-1946 or hand-deliver to City of Key West Citizen Review Board, #3 East Quay Road (Inside Truman Annex), Key West, FL 33040.

**Questions:** Stephen Muffler, Esquire, Executive Director (305) 809-3887 or [crb@keywestcity.com](mailto:crb@keywestcity.com) The CRB Charter and Polices & Procedures are available on the City of Key West web site by going to the city website @ [www.keywestcity.com](http://www.keywestcity.com) and then accessing the CRB homepage via the department drop down menu.

***Applicants must be a resident of Key West.***

Name Of Civic Organization Sponsoring Your Application (please provide sponsorship letter):

Bethel A.M.E. Church

Your Name: Douglas S. Forbes

Home Address: 907 Thomas Street

Mailing Address (if different) \_\_\_\_\_

Date of Birth 08-10-79 Sex:  Male  Female

E-Mail Address: forbes@bellsouth.net

The CRB meets generally once a month on the last Monday of each month at 6:00 p.m. All applicants must be available for these public meetings and also have the ability to retrieve their documentation in pdf format from the CRB website.

1. What aspect of your life and/or work experience has prepared you for membership on the CRB? (You may attach up to a one-page response.)

I believe my experience in the community of Key West and past experience in the Criminal Justice Field allows me the opportunity to serve the community through this board.

2. Why do you wish to serve on the CRB? (You may attach up to a one-page response.)

I want to give back to this community and bring my wealth of knowledge to the table to be a steady voice of equality.

3. List your last three employers:

Employer	Position	Dates
Bethel A.M.E Church	Senior Minister	Nov-2009-Present
St. Joseph A.M.E Church	Senior Minister	Nov 2006-Nov 2008
Bethel A.M.E- Deland FL	Senior Minister	Sept 2005-Nov 2006

4. List any organizations with which you are affiliated and position(s)/office(s) held. (You may attach a separate sheet or resume, if necessary.)

Organization	Position	Dates
ILMA	Secretary	12-09-12-09
Manatee County DEC	Chair-Ad committee	03-09-Present

REFERENCES. Please provide the names and contact information of two local citizens who know you well.

1. Name: Rayshun Lyons

Address: 1100 Kennedy Dr. Suite 210

Daytime phone#: 305-809-1231

2. Name: Dr. Darryl W. Robinson

Address: 201 Ave G

Daytime phone#: 305-809-0382

Please attach a brief resume that outlines your background. It is recommended that you include:

- Education
- Employment background
- Military service
- Law enforcement experience
- Community service, memberships, affiliations
- Awards and honors
- Professional affiliations
- Special skills, such as languages, computers, mediation
- Any other information that would be helpful to those responsible for selecting members to the CRB

Include a letter of sponsorship from a sponsoring civic organization

In applying to become a member of the CRB, applicants must agree to participate in at least 30 hours of structured training, as recommended by the National Association for Civilian Oversight of Law Enforcement (NACOLE), before participating in Board activities, plus extensive continuing education throughout your term of office. **Note that NACOLE training shall occur September 20, 2010 through September 24, 2010 in Seattle Washington. The expenses related to such training are provided for in the CRB budget.**

**CERTIFICATION.** I hereby certify that all the statements made in this application, including attachments, are true and correct. By signing this application, I authorize verification of my background record.

If appointed to the CRB, I agree to participate in at least 30 hours of structured training, plus extensive continuing education throughout my term of office.

I also understand that this application becomes a public record and criminal background check results (if any) are available to the public.

Signature 

**Douglas Sinclair Forbes, II**  
**907 Thomas St.**  
**Key West, FL 33040**  
**(305)296-1301**

[Sinclair\\_forbes@hotmail.com](mailto:Sinclair_forbes@hotmail.com)  
[forbess@bellsouth.net](mailto:forbess@bellsouth.net)

## RESUME

### Professional Objective

To serve this Community and build collaborative working relationship with the citizens to bridge the gap and be a catalyst for change for the common good of all citizens and above all foster a sense of peace, fairness for everyone to help achieve the City's effectiveness goal.

### Education

B.A. Criminal Justice 2000- University of West Florida- Pensacola, Florida  
M.Div Master of Divinity Dec. 2004- Turner Theological Seminary- Atlanta, GA

### Employment History

2008-Present Senior Pastor Bethel AME Key West FL

Established Innovative Ministries  
Community Partner  
Increased Discipleship 20%

2006-2008 Senior Pastor St. Joseph AME Church Chipley ,FL

Increased Church Assets 40%  
Church Discipleship Increased 30%  
Partnered with 14<sup>th</sup> Judicial Court  
Developed Citizens Academy

2005 USA Mobility- Pensacola, FL

Customer Service Rep/Collections Rep  
Handled inbound/Outbound calls. Call volumes up to 3,500 a day.  
Operated and produced high volume conditions.  
Recovered 30% of owed monies back to the company

2001- 2004 Assistant to the Senior Pastor- Allen Temple AME Church Atlanta, GA

Van Driver for members without transportation  
Worship Bulletins

**Helping to Plan and Implement New Ministries**  
**Senior Ministry**  
**Worship Service (Leadership Team Participant)**

**2001-2002 Security Agent/Guard- Burns International Atlanta, GA**  
**Managed four (4) sites (day & night shifts)**  
**Successfully completed Supervisory Management Training, Act 1, 2, &3**  
**Helped cut labor costs by 20%**

**2000-2001 Lab Technician/Equipment Operator- Schlumberger Maurice, LA**  
**Tested chemicals for offshore drilling (Exxon)**  
**Performed maintenance on offshore equipment**  
**Performed operations on offshore drilling sites**

**1997-2000 Community Youth Leader- First Judicial Court of FL Pensacola, FL**  
**Worked in the Chief Justice office**  
**Sorted mail and filed for assistants to Judges**  
**Worked in Probation and Parole**

**Interests: Reading, Traveling, Social Services, Volunteerism, Golf**

**References furnished upon request.**



Bethel African Methodist Episcopal Church  
223 Truman Ave  
Key West, FL 33040  
(305) 294-9951

May 3, 2010

Stephen C. Muffler, Executive Director  
City of Key West Citizen Review Board  
#3 East Quay Road  
Key West, FL 33040

RE: Nomination for Citizen Review Board

Dear Mr. Muffler,

I'm writing to recommend Rev. D Sinclair Forbes of Bethel A.M.E. Church for the position on the Key West Citizen Review Board being vacated.

Rev. Forbes is a graduate of the University of West Florida with a degree in Criminal Justice. He also received his Masters of Divinity from Turner Theological Seminary in Atlanta, Ga. He has accepted the challenge to pastor Bethel A.M.E Church, in the heart of Bahama Village, with a passion to counsel and train young men and women for leadership positions within our community. He has worked for the Department of Juvenile Justice and the Department of Children and Families. His work experiences with various criminal justice agencies, makes him the perfect candidate to fill this position.

He has been very active and visible in our neighborhood, providing a strong male role model for the youth. He has promised to keep our neighborhood a "drug free zone" His commitment to justice and fairness for all concerned are other qualities Pastor Forbes bring with him. I ask that you seriously consider Pastor Forbes for this position as I feel that he would be an excellent addition to your Board.

If you have any questions that you would like for me to answer, please feel free to call me at (305) 809-1231

Sincerely,

Mrs. Rayshon R. Lyons

