

Ethics Training: Kaiti Lenhart, Supervisor of Elections

Legislation passed in 2013 requires all Constitutional Officers to complete four (4) hours of required training each year on the State's Code of Ethics, the Sunshine Law (public meetings) and Public Records. The intent of this legislation is to ensure Constitutional Officers are aware of the legal requirements so they can be applied to their public service and agencies throughout the state of Florida.

Section 112.3142(2)(a), F.S: All constitutional officers must complete 4 hours of ethics training each calendar year that addresses, at a minimum, s. 8 Art. II of the State Constitution, the Code of Ethics for Public Officers and Employees, and the public records and public meetings laws of this state. This requirement may be satisfied by completion of a continuing legal education class.

COMPLETED ETHICS TRAINING

Year	Date	Course	Time in Hours
2025	12/3/2025	Florida Ethics, Sunshine Law and Public Records - A four hour online course from the Florida Institute of Government at Florida State University	4
2025 Total Hours			4
2024	12/11/2024	Florida Ethics, Sunshine Law and Public Records - A four hour online course from the Florida Institute of Government at Florida State University	4
2024 Total Hours			4
2023	4/5/2023	Records Management for Florida Public Agencies Webinar - public records, records management, public access, retention, disposition, series, storage, and inventory. Division of Library & Information Services, Bureau of Archives & Records Management	3
2023	12/11/2023	Florida Ethics, Sunshine Law and Public Records - A four hour online course from the Florida Institute of Government at Florida State University	4
2023 Total Hours			7
2022	5/24/2022	Ballot Security, Chain of Custody, Election Records. Presented by: Honorable Vicky Oakes, St. Johns County, Honorable Leslie Swan, Indian River County, Honorable Mary Jane Arrington, Osceola County, Honorable Karen Healy, Highlands County	1
2022	5/26/2022	Public Records Requests - FSE Summer Conference. Presented by: Honorable Paul Lux, Okaloosa County, Honorable Mark Andersen, Bay County, Honorable Wesley Wilcox, Marion County, Ron Labasky, FSE General Counsel, Ben Martin, Chief Operating Officer, VR Systems	1.15
2022	12/28/2022	Florida Ethics, Sunshine Law and Public Records - A four hour online course from the Florida Institute of Government at Florida State University	4
2022 Total Hours			6.15
2021	12/17/2021	Florida Ethics, Sunshine Law and Public Records - A four hour online course from the Florida Institute of Government at Florida State University	2.75

2021	12/15/2021	Records Management for Florida Public Agencies Webinar - public records, records management, public access, retention, disposition, series, storage, and inventory. Division of Library & Information Services, Bureau of Archives & Records Management	4
2021 Total Hours			6.75
2020	12/20/2020	Florida Ethics, Sunshine Law and Public Records - A four hour online course from the Florida Institute of Government at Florida State University	4
2020 Total Hours			4
2019	12/27/2019	Florida Ethics, Sunshine Law and Public Records - A four hour online course from the Florida Institute of Government at Florida State University	4
2019 Total Hours			4
2018	11/29/2018	Florida Ethics, Sunshine Law and Public Records - A four hour online course from the Florida Institute of Government at Florida State University	4
2018 Total Hours			4
2017	1/24/2017	Ethics Training for Specified Constitutional Officers and Elected Municipal Officers: William Reischmann, City of Palm Coast, City Attorney	4
2017 Total Hours			4
2016	1/26/2016	Ethics Training for Specified Constitutional Officers and Elected Municipal Officers: William Reischmann, City of Palm Coast, City Attorney	2
2016	2/9/2016	Government In The Sunshine, Public Records Training for Specified Constitutional Officers and Elected Municipal Officers: William Reischmann, City of Palm Coast, City Attorney	2
2016	5/25/2016	Ethics for the SOE – Jewel White & Carole Sanzeri, Assistant County Attorney, Pinellas County & Jeannine Williams, Chief Assistant County Attorney, City of St. Petersburg	2
2016 Total Hours			6
2015	6/8/2015	Ethics and the SOE/Staff - Kerrie Stillman, Florida Commission on Ethics	1
2015	8/19/2015	Basic of Records Management - Part 1: Records Management Online Training Series, Tim Few, Division of Library & Information Services, Bureau of Archives & Records Management	2
2015	8/26/2015	Disaster Preparedness & Vital Records - Part 2: Records Management Online Training Series, Tim Few, Division of Library & Information Services, Bureau of Archives & Records Management	2
2015	9/2/2015	Electronic Records Management - Part 3: Records Management Online Training Series, Tim Few, Division of Library & Information Services, Bureau of Archives & Records Management	2

2015	9/17/2015	FCEP Level II: Records Management - Tim Few, Division of Library & Information Services, Bureau of Archives & Records Management	3.5
2015	12/8/2015	Public Records Act / Ethics Training - Dr. Joe Saviak, Flagler College	1.5
2015	12/8/2015	Government In The Sunshine & Public Records - Patrick McCormack, St. Johns County Attorney	1

2015 Total Hours			13
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