

**TRANSPORTATION PLAN MEMORANDUM OF UNDERSTANDING  
2025-2028**

*Seminole County Law Enforcement  
South Seminole Hospital  
University Behavioral Center  
and  
Aspire Health Partners*

The purpose of this Memorandum of Understanding is to ensure the continued best interest of persons in need of public mental healthcare in Seminole County is served and ensure that individuals held on an involuntary Baker Act or Hal Marchman Act will obtain immediate access to acute care services.

Seminole County Law Enforcement (Altamonte Springs Police Department, Casselberry Police Department, Lake Mary Police Department, Longwood Police Department, Oviedo Police Department, Sanford Airport Police Department, Sanford Police Department, Seminole County Sheriff's Office, and the Winter Springs Police Department), along with the designated receiving facilities (Aspire Health Partners, South Seminole Hospital, and University Behavioral Center) agree that providing immediate access to acute care services will reduce the need for inter-hospital transfers for psychiatric and addiction services.

Seminole County has an active Crisis Intervention Team, with a Coordinator at the Seminole County Sheriff's Office. When possible, involuntary examinations initiated by law enforcement officers will be completed and transported by CIT trained Deputies and Officers.

Therefore it is agreed that:

1. The law enforcement officer shall deliver each individual under involuntary examination status (Baker Act) to the most appropriate or nearest receiving facility. The most appropriate facility may be based on previous examinations and/or location of the individual's doctor or location that is in the best interest of the individual based on services provided. The designated receiving facilities for Seminole County are:

Aspire Health Partners – 919 E. 2<sup>nd</sup> Street, Sanford  
South Seminole Hospital – 555 W. S.R. 434, Longwood  
University Behavioral Center – 2500 Discovery Drive, Orlando

2. Upon arrival at the receiving facility, the deputy or officer shall complete the required paperwork and then may leave the individual at the receiving facility with the appropriate receiving facility personnel. The law enforcement officer does not have to wait at a receiving facility for the person to be medically screened, treated, or to have their insurance verified.
3. The receiving facility must accept all law enforcement initiated involuntary examinations.
4. If there are no available beds, or it is determined that the person is in need of services from a different facility, not including medical, the appropriate staff at the receiving facility will arrange for appropriate transfer. If medical clearance is necessary at the time that law enforcement initiates the involuntary and brings the person for examination, then it will be the responsibility of the law enforcement officer to arrange transfer to the nearest appropriate medical facility.
5. If there is an accompanying medical issue and the individual is also in need of an involuntary examination, law enforcement shall follow their agency policy and EMS shall transport to the closest medical hospital.
6. The receiving facility will ensure that the individual receives the Mandatory Initial Involuntary Examination prior to release. If found to meet the criteria for admission, he/she will be admitted or transferred to another receiving facility. Otherwise, a qualified professional, as defined in F.S. 394.455(38), will release the individual with referrals to community services as appropriate.
7. Should the individual be in need of an involuntary examination under the Hal Marchman Act, the deputy or officer shall transport him/her to Aspire Health Partners (note: the use of this facility is dependent upon bed availability).
8. Regarding individuals with criminal or non-criminal charges in addition to the initiation of a Baker Act:
  - a. A law enforcement officer who has custody of an individual based on a non-criminal violation or arrested for a misdemeanor shall transport the individual to the receiving facility for examination, except in those instances that the deputy or officer feels that direct transport to the jail is appropriate based on the nature of the charges or criminal history of the individual. The deputy or officer will inform the receiving facility personnel of the pending charges and instruct them not to release the person except back to the law enforcement agency that brought the individual to the facility. A Pending Criminal Charges form will be provided to the

facility for each individual with appropriate release contact information. This form should also be completed in cases where the deputy or officer has completed the absentee booking process at the John E. Polk Correctional Facility. This will ensure the arresting agency is made aware the subject can be transported to the correctional facility for booking post involuntary assessment.

- b. A law enforcement officer who has arrested an individual for a felony shall book the individual into the John E. Polk Correctional Facility in the same manner as any other felony arrest. The law enforcement officer will notify a booking officer that a referral to the mental health team is necessary.

**\*\*\*THIS PORTION INTENTIONALLY LEFT BLANK\*\*\***





We, the undersigned, enter into this Memorandum of Understanding as interagency partners. This Memorandum of Understanding hereby supersedes any previously signed memorandum of understanding in this matter.

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Chief Terry Nicolas                      Date  
Altamonte Springs Police Department

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Chief Kevin Pratt                      Date  
Lake Mary Police Department

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Chief Dale Coleman                      Date  
Oviedo Police Department

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Chief Cecil Smith                      Date  
Sanford Police Department

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Chief Matt Tracht                      Date  
Winter Springs Police Department

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Mr. Barry Davidson                      Date  
Aspire Healthcare

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Mr. Ken Henderson                      Date  
University Behavioral Center

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Chief Larry D. Krantz                      Date  
Casselberry Police Department



4/14/25  
Chief David Dowda                      Date  
Longwood Police Department

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Chief Marc Gilotti                      Date  
Sanford Airport Police Department

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Sheriff Dennis Lemma                      Date  
Seminole County Sheriff's Office

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Mr. Kevin Sweet                      Date  
Winter Springs City Manager

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By:                      Date  
South Seminole Hospital

Mr. Ken Henderson  
University Behavioral Center







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University Behavioral Center



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Winter Springs City Manager

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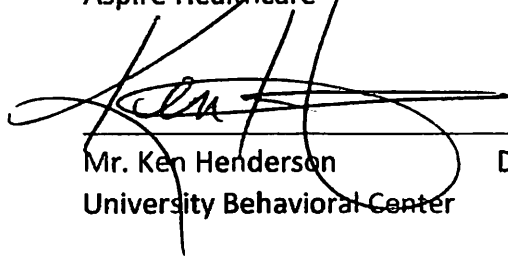
Mr. Babette Hankey                      Date  
Aspire Healthcare

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Shawn Molsberger                      Date  
South Seminole Hospital

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Mr. Ken Henderson                      Date  
University Behavioral Center



4/14/25

**Mr. Ken Henderson**                      **Date**  
**University Behavioral Center**

BOARD OF COUNTY COMMISSIONER  
ATTEST:

SEMINOLE COUNTY, FLORIDA

\_\_\_\_\_  
GRANT MALOY  
Clerk to the Board of  
County Commissioners of  
Seminole County, Florida.

For the use and reliance  
of Seminole County only.

Approved as to form and  
legal sufficiency.

\_\_\_\_\_  
County Attorney

By: \_\_\_\_\_  
JAY ZEMBOWER, Chairman

Date: \_\_\_\_\_

As authorized for execution by the Board of  
County Commissioners at its \_\_\_\_\_  
20\_\_\_\_, regular meeting.