

# *Resolution No. 2018 -*

## **RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS HONORING MAGGIE I. LUNA, OFFICE COORDINATOR, UPON HER RETIREMENT FROM THE SOLANO COUNTY PROBATION DEPARTMENT WITH OVER 27 YEARS OF DEDICATED SERVICE TO SOLANO COUNTY**

**WHEREAS**, Maggie I. Luna, began her employment with the Solano County Probation Department as a Transcriber Typist on March 13, 1991; and

**WHEREAS**, Ms. Luna was promoted to Legal Procedures Clerk on June 19, 1994, to Administrative Assistant on May 21, 1995, reclassified to an Office Assistant III on April 4, 1999 and then reclassified to an Office Coordinator on December 17, 2006 where she remained until her retirement; and

**WHEREAS**, Ms. Luna served as the Department's Training Officer from 1995 through 2006 and was an active member of the Bay Area Training Officers (BATO) Association for over 10 years. She attended bi-monthly meetings where she provided updates to the committee regarding status of Solano County's training program and presented special training needs. She submitted the Annual Training Plan and quarterly reports to the State to justify eligibility for training funds, scheduled training for the Probation Officers, Supervisors and Managers, and completed all the training certification documents to comply with State requirements; and

**WHEREAS**, Ms. Luna was a valued member of the Juvenile Justice Delinquency Prevention Commission (JJDP) from 2005 through 2006. She provided administrative support to the committee, prepared reports, distributed monthly meeting minutes, and coordinated their annual awards ceremony; and

**WHEREAS**, Ms. Luna, served as the Department's Training Coordinator since 2006 and was responsible for scheduling mandatory training and maintaining records of attendance. In addition, she assists the Department's Training Officer in the oversight of the Standards and Training for Corrections (STC) program for approximately 175 staff, as mandated by the Board of State and Community Corrections (BSCC). She prepares the annual financial statement to report the STC program expenditures for the year, monitors the STC program budget and expenditures, maintains all training records, and reviews and processes all travel claims. Her exemplary work and dedication to the Department's training program resulted in the Department consistently passing the State mandated training hours' requirement for Probation Officers, Supervisors and Managers, and the (STC) annual audits; and

**WHEREAS**, Ms. Luna served as the Department Coordinator for the United Way Campaign, Relay for Life, Youth Agriculture Day Fundraising Challenge, and the Solano and Contra Costa Food Bank since 2006; and

**WHEREAS**, Ms. Luna has always displayed a high level of professionalism in all her interactions. Ms. Luna has performed her duties throughout her years of service in a caring, compassionate, and responsible manner. As an Office Coordinator, Ms. Luna has displayed a commitment to the goal of the Solano County Probation Department which is to Reduce Recidivism through Positive Behavior Change.

**NOW, THEREFORE BE IT RESOLVED**, that the Solano County Board of Supervisors hereby recognizes Maggie I. Luna for her over 27 years of dedicated service to the citizens of Solano County, and wishes her success in her future endeavors and a long, happy, and well-deserved retirement.

Dated this 11<sup>th</sup> day of December, 2018

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JOHN M. VASQUEZ, Chair  
Solano County Board of Supervisors

ATTEST:  
BIRGITTA E. CORSELLO, Clerk  
Solano County Board of Supervisors

By: \_\_\_\_\_  
Jeanette Neiger, Chief Deputy Clerk