

interview to a crime report or arrest, generates some record of data. Even with the increase in paperless technologies, most agencies still need assistance with data entry, filing and records management. Law enforcement agencies across the State of California rely everyday on the hard work and dedication of their law enforcement records and support personnel to accomplish daily tasks supporting the agency's mission and operations. The Solano County records teams process tens of thousands of reports, citations, court orders, restraining orders, civil actions, court documents, subpoenas, discovery requests, transcript redactions, and warrants each year.

Records and support personnel are skilled professionals whose training and expertise contributes daily to their department's ability to serve the public, employees, the courts, allied agencies and the District Attorney's Office. For over 45 years, CLEARs has trained records professionals in the technical and legal aspects of law enforcement records. CLEARs is a professional organization with members from more than 500 law enforcement and other criminal justice agencies within California including Police, Sheriff, District Attorney, Probation, State universities and colleges, and other agencies. Over the years, California governors such as Governors Deukmejian, Wilson, and Davis introduced this day as a way to acknowledge the important contributions made by records and support personnel to our legal system and public safety.

Currently, Solano County records teams include a Forensic and Records Services Manager, a Clerical Operations Manager, Office Supervisors, Clerical Operations Supervisors, Legal Procedures Clerks, Investigative Assistants, Process Servers, Legal Secretaries and Office Assistants. These employees are worthy of recognition for their valuable and essential contributions.

In appreciation, the Sheriff's Office and local law enforcement agencies in Solano County will be celebrating their amazing records and support personnel during the 20th annual Solano County Law Enforcement Records and Support Staff Luncheon on November 7, 2019. Please join us in acknowledging and thanking law enforcement records and support personnel for their dedication, commitment, and professionalism.

ALTERNATIVES:

The Board could choose not to adopt the resolution; however, this alternative is not recommended as this week is an opportunity to recognize the hard work and dedication of the records and support personnel.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION