



Agenda Submittal

Agenda #:	2	Status:	Presentation
Type:	Resolution-Presentation	Department:	Sheriff's Office
File #:	19-529	Contact:	Angelica Russell, 784-7064
Agenda date:	8/6/2019	Final action:	8/6/2019
Title:	Adopt and present a resolution and plaque of appreciation honoring Correctional Officer Richard Duncan upon his retirement from the Sheriff's Office with over 28 years of dedicated public service to Solano County (Supervisor Thomson)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	1. A - Resolution, 2. Adopted Resolution, 3. Minute Order		

Date	Ver.	Action By	Action	Result
8/6/2019	1	Board of Supervisors		

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Sheriff recommends that the Board of Supervisors adopt and present a resolution and plaque of appreciation honoring Correctional Officer Richard Duncan upon his retirement from the Sheriff's Office with over 28 years of dedicated public service to Solano County.

SUMMARY/DISCUSSION:

Richard Duncan began his career with Solano County's Sheriff's Office as a Correctional Officer (Entry) on February 3, 1991 and was promoted to Correctional Officer on February 2, 1992. During his career, he worked numerous positions within the Custody Division including, but not limited to, Mod and Roving Officer, Booking/Receiving Officer, and Classification Officer.

Officer Duncan was selected as a Jail Training Officer in 2001 where he trained and mentored new hires to prepare them for their role as a correctional officer. He was also a member of the Custody Response Team team from 2004 through 2014 and then helped train new members until he retired.

Officer Duncan was nominated for and awarded the 2016 Correctional Officer of the Year. Officer Duncan was known for his ability to diffuse potentially violent situations; he was viewed as a valuable team member and strong contributor. His training and skills served him well while he was on vacation in 2015 as he was quick to respond to a citizen in distress, performing lifesaving CPR on a 92-year-old man.

Officer Duncan was a highly respected and valued member of the Sheriff's Office and will be greatly missed by his friends and co-workers. The resolution honors Richard Duncan for his over 28 years of service and commends his dedication and public service to Solano County. Officer Duncan's official last date of employment with the Sheriff's Office was April 29, 2019.

FINANCIAL IMPACT:

The cost associated with preparing the agenda item is nominal and absorbed by the department's FY2019/20 Adopted Budget. The costs associated with preparation and purchase of the resolution materials and plaque are included in the Board's FY2019/20 Adopted Budget.

ALTERNATIVES:

The Board may elect not to award the resolution and plaque of appreciation; however, this is not recommended, as this is an opportunity to honor Correctional Officer Richard Duncan for his years of public service to the Sheriff's Office and the citizens of Solano County.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION