



Agenda Submittal

Agenda #: 15 **Status:** Consent Calendar
Type: Resolution **Department:** Information Technology - Registrar of Voters
File #: 19-959 **Contact:** John Gardner, 784-3366
Agenda date: 12/10/2019 **Final action:** 12/10/2019
Title: Adopt a resolution and plaque of appreciation honoring Catherine Cooper, Election Coordinator, upon her retirement from the Solano County Registrar of Voters with over 30 years of dedicated public service to Solano County
Governing body: Board of Supervisors
District: All
Attachments: 1. A - Resolution, 2. Adopted Resolution, 3. Minute Order

Date	Ver.	Action By	Action	Result
12/10/2019	1	Board of Supervisors		

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

DEPARTMENTAL RECOMMENDATION:

The Registrar of Voters recommends the Board of Supervisors adopt a resolution and plaque of appreciation honoring Catherine Cooper, upon her retirement from the Solano County Registrar of Voters with over 30 years of dedicated public service to Solano County.

SUMMARY/DISCUSSION:

Catherine Cooper began her career with the County of Solano with the Assessor's Department on March 27, 1989. She was later promoted to Election Coordinator with Registrar of Voters on October 12, 2003 where she became responsible for vote by mail processing, and the department budget. She grew and learned all aspects of vote by mail and fiscal billing of districts for election related costs.

Catherine Cooper became a recognized leader in the state for automation improvements in vote by mail ballot processing. Ms. Cooper also showed exceptional customer services to her co-workers and vendors. She showed her leadership skills as she trained and supported staff, solved complex situations, responded to vendor inquiries, and always would step in to help when called upon.

Ms. Cooper has been a highly respected and valued member of the Registrar of Voters. Her last day of service is December 27, 2019, and she will be greatly missed by her friends and coworkers.

FINANCIAL IMPACT:

The costs 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 could choose not to adopt this resolution. This is not recommended as this is an opportunity to recognize Catherine Cooper's dedication and contributions to Solano County.

OTHER AGENCY INVOLVEMENT:

There is no other agency involvement.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION