Solano County

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Agenda Submittal

Agenda #:	1	**Status:**	Presentation
Type:	Resolution-Presentation	**Department:**	Auditor-Controller
File #:	25-967	**Contact:**	Janine Harris, 784-6566
Agenda date:	12/2/2025	**Final action:**	12/2/2025
Title:	Adopt and present a resolution and plaque of appreciation honoring Deborah A. Doolittle, Payroll Officer (C), upon her retirement from the Auditor-Controller's Office with over 23 years of dedicated public service to Solano County (Chair Mashburn)		
Governing body:	Board of Supervisors		
District:	All		
Attachments:	1. A - Retirement Resolution, 2. Minute Order, 3. Adopted Resolution		

Date	Ver.	Action By	Action	Result
12/2/2025	1	Board of Supervisors	Adopted	

Published Notice Required? Yes ____ No _X__
Public Hearing Required? Yes ____ No __X_

DEPARTMENTAL RECOMMENDATION:

The Auditor-Controller's Office recommends that the Board of Supervisors adopt and present a resolution and plaque of appreciation honoring Deborah "Debby" A. Doolittle, Payroll Officer (C), upon her retirement from the Auditor-Controller's Office with over 23 years of dedicated public service to Solano County.

SUMMARY AND DISCUSSION:

Deborah A. Doolittle began her public service career in June 2002 as an Accounting Clerk I (C) in the Auditor-Controller's Office. She was promoted to Accounting Clerk II (C) in December 2002 and in 2004 promoted to Accounting Technician (C). In October 2013, she was promoted to Payroll Officer (C).

Ms. Doolittle has been recognized by her supervisors for her outstanding dedication and commitment, her outstanding customer service skills, her loyalty and dependability, and her willingness to take on new projects to improve the efficiency of the countywide payroll processes.

Ms. Doolittle has been the main point of contact and lead representative for the Auditor-Controller's Office for Payroll-related systems including the PeopleSoft Human Resources/Payroll System, PeopleSoft and Labor Module, and the Intellitime Timecard Reporting System.

Ms. Doolittle will be deeply missed by the County, the Auditor-Controller's Office and most notably, the staff of the Payroll Unit. We wish Ms. Doolittle well in her retirement and future endeavors.

FINANCIAL IMPACT:

The cost associated with preparing the agenda item is nominal and absorbed in the department's FY2025/26 Working Budget. The costs of preparing the resolution and purchase of the plaque of appreciation is included

in the Board' FY2025/26 Working Budget.

ALTERNATIVES:

The Board could choose not to adopt this resolution and approve this plaque of appreciation; however, this is not recommended because this is an opportunity to recognize Deborah A. Doolittle for her exceptional dedication and outstanding contributions to the County.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION