

**Before the Board of Supervisors in and for the
County of Monterey, State of California**

Resolution No.:

Adopt resolution honoring Supervising Office)
Assistant II Cindy Brown upon her retirement from)
the Monterey County Probation Department after)
39 years of dedicated County service)

WHEREAS, Cindy Brown began her public service career at the Monterey County Probation Department as clerical support in 1982, and was promoted to lead worker in 1996, to Principal Clerk in 1999, to Supervising Office Assistant (SOA) I in 2004, and finally to SOA II in 2008;

WHEREAS, Cindy Brown served as department administrator for highly confidential criminal justice information, fulfilling this role with care and ensuring compliance with state and federal security regulations;

WHEREAS, Cindy Brown has been known for her commitment to the Department, her professional and composed demeanor, and her dedication to providing excellent customer services, setting a gold standard for customer care, and was selected as Support Person of the Year in 2013;

WHEREAS, Cindy Brown acquired extensive institutional knowledge during her impressive career and placed high priority on the effective supervision of staff while supporting their development and growth, and broadening their professional knowledge;

WHEREAS, Cindy Brown judiciously implemented the cross-training of clerical staff under her supervision to ensure that functions were properly managed at all times, and participated in the development of written procedures and protocols, taking an active role in ensuring the accuracy of data entry;

WHEREAS, Cindy Brown was recognized for her leadership and advanced planning to maintain essential clerical support to Probation operations during the COVID-19 pandemic with sound management and careful oversight; and

WHEREAS, Cindy Brown has chosen to retire from the Monterey County Probation Department after 39 years of dedicated service, effective July 31, 2021. As she enters a new stage in her life, those who have been fortunate to have worked with her will remember her dedication to the Probation Department, her colleagues, and to the residents of Monterey County.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Supervisors of the County of Monterey, on behalf of the County and all of its residents thereof, hereby acknowledges, commends, and thanks Supervising Office Assistant II **Cindy Brown** for her contributions to Monterey County and wishes her success and contentment in her retirement.

PASSED AND ADOPTED on this _____, 2021 by the following vote, to-wit:

AYES:

NOES:

ABSENT:

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book___ for the meeting on

Dated: _____

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

By _____
, Deputy