

MEMORANDUM
OFFICE OF THE
BOARD OF SUPERVISORS
COUNTY OF PLACER

TO: Honorable Board of Supervisors

FROM: Edward N. Bonner, Sheriff-Coroner-Marshal

DATE: February 22, 2011

SUBJECT: **RESOLUTION** - Approve a Resolution commending Ellen Caraska for 27 years of dedicated public service as an employee of the Placer County Sheriff's Department.

ACTION REQUESTED

Approve a Resolution commending Ellen Caraska for 27 years of dedicated public service as an employee of the Placer County Sheriff's Department.

BACKGROUND/COMMUNITY BENEFITS

Ellen began her employment with the County 27 years ago as an extra help employee in the Record's Unit of the Sheriff's Office. She soon became a permanent employee and was assigned to the Civil Unit where she excelled.

Through hard work, diligence and an ever increasing knowledge of all aspects of Civil Law and civil procedures and fiscal accountability, Ellen led the Civil Unit as office manager. Ellen is a consummate professional who deals politely and tactfully with the public and is well liked by her co-workers. Ellen has been a dedicated and loyal public servant and has proven to be a valuable member of the Sheriff's Office.

FISCAL IMPACT

None

In the matter of a Resolution **Resolution No. 2011-**
commending Ellen Caraska for 27
years of dedicated public service as an
employee of the Placer County Sheriff's Office.

WHEREAS, Ellen Caraska is retiring from the County of Placer Sheriff's Office after serving that agency and the citizens of this County for 27 years; and

WHEREAS, Ellen's dedication to the Office of the Sheriff and the citizens of the community was exemplary. She spent most of her career in the Civil Unit where her extensive knowledge of Civil Law made her an integral part of the day-to-day functioning of the Unit. She continued to learn and expand her knowledge and expertise throughout her career; and

WHEREAS, Ellen's understanding of all phases of Civil law and procedures and her outstanding technical and analytical skill served her well as office manager as she kept the Unit running smoothly and trained others in the complexity of civil and fiscal accountability. She excelled in the areas of Writs of Attachment, Claim and Delivery and Real and Personal Property Levies, all areas of high risk liability to the Sheriff's Office. Ellen has performed with unflinching professionalism and conscientious attention to duty throughout her career.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Placer, on behalf of the citizens of Placer County, acknowledge with great appreciation, Ellen Caraska's exceptional service and wish her well in her retirement and future pursuits.

Robert M. Weygandt, Supervisor, District 2
Chairman 2011

Jack Duran
Supervisor, District 1

Jim Holmes
Supervisor, District 3

Kirk Uhler
Supervisor, District 4

Jennifer Montgomery
Supervisor, District 5