

Commendations

Everyone enjoys receiving recognition for their efforts. Commendations, either verbal or written, are one of the best ways to let someone know that you appreciate their work.

A commendation for a member of the Sonoma County Sheriff's Office is most often sent to the Sheriff. You may also advise the member's supervisor or manager. Your comments can be made in person, by telephone, or by using the form in this brochure.

A commendation may address any event that you deem noteworthy on the part of a member whom you believe should be recognized. This may range from the display of unusual courtesy or compassion to significant life-saving measures or heroic acts. We are interested in hearing about your observations of any commendable act or behavior.

All commendations are documented and the member(s) will be notified.

A commendation takes only a few minutes to write or communicate. It can go a long way to let the members of the Sonoma County Sheriff's Office know how you feel about them and their service.

Use this form or send your letter to:

Sheriff Steve Freitas
Sonoma County Sheriff's Office
2796 Ventura Avenue
Santa Rosa, CA 95403

From:

SONOMA COUNTY SHERIFF'S OFFICE



COMMENDATION AND COMPLAINT PROCEDURE

Steve Freitas
Sheriff-Coroner

STAMP

Complaints

All Sheriff's Offices in the State of California are required by law to have a process by which a citizen may make a complaint against Sheriff's members. Here are some of the questions we frequently encounter regarding our complaint procedures and processes:

Types of Complaints

There are two types of complaints. The first is an informal complaint, that is normally handled by the member's supervisor for minor transgressions. The second type of complaint is a formal complaint. This is for more serious types of transgressions, and is lodged with the member's supervisor or a manager.

Who Can Make a Complaint?

A complaint may be made by anyone. However, if the complainant is under the age of 18, we ask that the complainant be accompanied by a parent or an adult if made in person or the complaint form signed by a parent or adult if submitted in writing.

Will I Have to Testify if I Make a Complaint?

A complainant does not normally have to testify in any formal hearing. During the investigation you, along with witnesses, may be questioned concerning the incident. It is essential to any investigation to ask all pertinent questions and obtain factual information. Once an investigation is concluded, a disposition will be determined. Members of the Sonoma County Sheriff's Office have the right to appeal any discipline recommended or imposed. In some cases these appeals may be heard by the Sonoma County Civil Service Commission. You may be asked to testify at such a hearing.

