

Awards and Recognition

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Policy Statement

Employees at all levels of the Sheriff's Office are encouraged to publicly recognize exemplary member performance, volunteer contributions, career milestones and outstanding citizen support by nominating appropriate persons for awards.

Members may perform exemplary acts that are not specifically defined herein. The sheriff, at his or her discretion, may recognize such acts in ways other than those listed within this policy.

Persons Affected

All Sheriff's Office employees and volunteers.

Member Awards

The following may be awarded to any member of the Sheriff's Office:

Medal of Honor

The Medal of Honor is awarded by the sheriff to members who distinguish themselves by intentionally and knowingly placing themselves in a situation that presents a substantial threat to their own lives so that another's life may be saved.

Distinguished Service Cross

The Distinguished Service Cross is awarded by the sheriff to members who distinguish themselves by demonstrating exceptional bravery despite a known or unknown imminent risk of serious bodily injury or death.

Purple Heart

The Purple Heart is awarded by the sheriff to any member who sustains a serious injury at the hands of another under aggravated and hostile circumstances.

Lifesaving Award

The Lifesaving Award is awarded by the sheriff to members who personally save a life. The lifesaving effort will normally involve one of the learned life supporting processes: mouth-to-mouth resuscitation, cardio-pulmonary resuscitation, the Heimlich maneuver for choking victims, or the control of severe bleeding. A member must have taken significant affirmative action in order to be eligible for this award.

Meritorious Service Award

The Meritorious Service Award is awarded by the sheriff to members who whose actions are well in excess of the performance of their duties and have a significant, positive impact in the lives of members of the public. A member of the Sheriff's Office may be given this award after retiring with 20 years of service in good standing.

Sheriff's Commendation Certificate

The Sheriff's Commendation Certificate is awarded by the sheriff to members for exceptional contribution to the Sheriff's Office or who perform their duties in an unusually effective manner that increases the administrative or operational effectiveness or efficiency of the Sheriff's Office.

The sheriff may extend this commendation to individual members of other law enforcement organizations or multi-jurisdictional task forces.

Sheriff's Unit Citation

The Sheriff's Unit Citation is awarded by the sheriff to an entire unit whose members perform their assigned duties in an unusually effective manner.

The sheriff may recognize units comprised of members from the Sheriff's Office as well as other organizations with this award.

Community Commitment Certificate

The Community Commitment Certificate is awarded by the sheriff to members who work with the community to resolve challenging problems that extend beyond a specific situation, and which extend beyond normal expectations of community- and problem-oriented policing.

Bureau Chief's Commendation Certificate

The Bureau Chief's Commendation Certificate is awarded by bureau chiefs to those members who, through their own efforts, perform their jobs in a high quality and professional manner.

Campaign Pins

Campaign pins are awarded by the sheriff to members who participate in a specific special operation so designated by the sheriff.

Challenge Coins

Challenge Coins are awarded by the sheriff to members for a significant act or contribution to the Sheriff's Office.

Volunteer Service Award

The Volunteer Service Award is awarded by the sheriff to any Sheriff's Office volunteer who provides a significant and sustained level of service to the Sheriff's Office. This award is generally given to volunteers who, through their efforts, permit the Sheriff's Office to improve its level of service to the public or perform in support roles that would otherwise go unfilled.

Member Recognition

Members who reach career milestones, such as promotion or retirement, may be recognized by the sheriff with a plaque or similar item commemorating their accomplishments.

Citizen Awards

The following may be awarded to any citizen:

Citizen Commendation

The Citizen Commendation is awarded by the sheriff to any citizen who renders courageous and/or heroic assistance to a member of the Sheriff's Office.

Distinguished Citizenship Award

The Distinguished Citizenship Award is awarded by the sheriff to any citizen who provides significant assistance to a Sheriff's Office member or supports Sheriff's Office missions in a significant way.

Award Process

Nomination

Any member may recommend another member or citizen for any award covered by this policy at any time.

Members should enter nominations into BlueTeam and must include a *thorough explanation of how the nominee's actions have met the specific criteria of the award*. Additional documentation may be attached to the nomination as necessary.

Selection

The sheriff is the final selection authority for all awards listed in this policy, except for the Bureau Chief's Commendation Certificate.

Presentation

Members should be recognized for meritorious actions as soon as practicable after the actions in question. Accordingly, awards should be presented to members as soon as practical after selection by the sheriff or bureau chief. However, if the award is to be presented at a future meeting or ceremony, the awarding authority may inform the recipient that he or she has been selected to receive an award and of the intention to formally present it in the near future. If an award is to be presented at an event for which attendees must pay, the costs for the recipient and one significant other will normally be borne by the Sheriff's Office.

Documentation

The administrative assistant will ensure that copies of award nomination forms that result in an award are placed in the applicable member's personnel file.