



## Letter of Award Chief's Citation—2023



To: Faith Brooks  
From: Craig N. Meidl, Chief of Police  
Date: June 21, 2023  
Re: Chief's Citation Award

Deputy Director Gary Redden nominated the Police Records' Training Team to receive the Chief's Citation Award. This award is intended to recognize members of a team or unit for participating in an incident, event, or series of events, or project which has a substantial, positive impact on the community or police department. It must be superior in nature and further the department's mission and overall effectiveness. When the Special Awards Committee reviewed this nomination, it was clear that the Records' Training Team is most deserving of this award. Gary wrote:

"The fiscal year 2022/23 has seen a lot of Police Records Specialists depart due to their well-deserved retirement, transfer into other City of Spokane positions, or move on to try a new career outside of the Spokane Police Department. These vacancies, along with Records' continued struggle to hire and fill unfilled-budgeted positions, has been very trying on all Records employees. This unprecedented rotation of new employees needing to be trained has spanned over a year and a half of continual training.

When Police Records adds a new Police Records Specialist it takes, on average, 1,204 hours to train them during the one year probationary period. In fiscal year 21/22, we had **two** trainees in the Records department which totaled about 3,088 hours of training due to regular workgroup training and some trainees learning new workgroup tasks during the end of their probationary period. In the fiscal year of 22/23, our Police Records Specialist trainers have been tasked with training **12** new Police Records Specialists, all while trying to complete their own assigned workgroup tasks. This translates to 15,328 hours of training that our current training team has dedicated to ensuring our new trainees are prepped and ready to serve SPD in the Records department. Our Records Training Team has stepped up to this challenge all while maintaining a high level of productivity and sacrificing many personal hours working overtime in Records—hours that could have been spent with family and friends.

The Records Specialist trainers provide this service because they believe in the Spokane Police Records' mission of serving the Spokane community. They continue to train even though training fatigue is setting in, to ensure trainees feel welcomed in Records, are supported during the lengthy training process, and take pride in the fact that Police Records continues to produce high-quality work in service to the City of Spokane and the Spokane Police Department."

Faith, I am honored to present you with the Chief's Citation Award. Your team will be recognized at the next annual awards ceremony in 2024 and a copy of this letter will be included in your personnel file.

A handwritten signature in black ink, appearing to read "C. N. Meidl".

Craig N. Meidl  
Chief of Police