SHERIFF OF GARFIELD COUNTY
LOU VALLARIO

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RECEIVED
FEB 21 2024
By

Garfield County Sheriff's Office
Letter of Reprimand

To: Command Staff/HR
From: Sgt. Nick Nelson, Cpl. Don Jenkins
Topic: Letter or Reprimand for Deputy Matt Hill
Date: 02/07/24

Deputy Matt Hill,

On January 23rd, 2024, Human Resources Director, Stacie West, sent an email regarding updated Policies and Procedures. Stacie stated that there were brand new manuals for everyone and that each manual had a receipt acknowledgement form and a section acknowledgement form. She also stated that the receipt acknowledgement form was to be signed and returned to HR by Feb 6th. That provided all staff with 14 days to accomplish this task.

As of 2/7/24 you still have not turned in your receipt acknowledgment form and have failed to meet the deadline. It appears that you have chosen to ignore a directive from the Sheriff, via HR.

When you receive a directive from anyone at the Sheriff's Office Command Staff level, this should be considered a direct command from the Sheriff. As a sworn deputy of the Garfield County Sheriff's Office, it is your responsibility to follow all directives. Failure to follow these directives are considered insubordination and will not be tolerated.

In this instance you chose to display poor judgement and set a bad example in leadership and decision making.

Deputy Hill, you are a highly valued member of this organization. We anticipate that you will learn from this incident and going forward will model the leadership that is expected in your role of Detention Deputy.

_____ Date: 2-9-24

Deputy Matt Hill

_____ Date: 2/8/24

Cpl. Don Jenkins

_____ Date: 2-6-24

Sgt. Nick Nelson