

Becky Herrin

From: Becky Herrin
Sent: Friday, June 20, 2008 1:59 PM
Subject: Weekly Rap up June 20, 2008

Sheriff's Office Weekly Rap-Up

Editor's Note: The Sheriff's Office Weekly Rap-Up comes out on Friday afternoon, and includes any announcements, important messages, or not so important messages that employees of the Sheriff's Office would like to communicate to the rest of the agency. If you have something you would like to get out to everyone in the agency, please send it to me and I will be happy to include it in the Weekly Rap Up. Send it to my email at beckyherrin@keysso.net, or in the courier to Deputy Becky Herrin, Community Relations Division, Headquarters building on Stock Island.

Don't forget to also check Public Folders, including the "Announcements" Folder and the folder labeled "Community Relations" for more information and for upcoming events.

Happy Birthday next week!

LAST NAME	FIRST NAME	DOB	JOB TITLE
Mulligan	Brandy	6/23	Detention Deputy
Cotton	Karol	6/24	Teen Court Counselor
Rohrer	Richard	6/24	Transportation Officer
Widell	Joel	6/25	Director/Lt. Colonel
Gabay	John	6/25	Deputy Sheriff
Martin	Wanda	6/26	Detention Finance Assistant I
Grattan	Michael	6/26	IMS Supervisor
La Vache	Emil	6/27	Reserve Deputy
Hill	Kathy	6/28	Detention Deputy

All Employee's and Supervisor's:

Employee's: Please remember that it is very important to approve your timecard before your supervisor does. Timecards not approved by an employee will no longer be processed.

Supervisor's: Please ensure that before you approve the timecard the employee has already approved it. Timecards that are missing a supervisor or employee approval will no longer be processed.

I understand that there may be circumstances beyond your control when an employee is unable to approve their timecard. When this occurs, please contact Payroll prior to the timecards being due.

If you have any questions or concerns, feel free to contact me. I am available to assist you every day except on the Tuesday and Wednesday of the payroll week. On these days you can send me an email and I will try to respond to you as quickly as possible.

Thank you,
Yeny Rodriguez
Monroe County Sheriff's Office
Finance Assistant - Payroll
305-292-7017

Can Recycling on-going

We currently have a recycle bin marked "Dan's Cans" placed in the common break room (1st floor) in which you may place your empty aluminum soda cans to be recycled.

Dan's Cans is a worthy effort by a resident of the Marc House. We encourage everybody to participate in protecting our environment by recycling and contributing towards a good cause. Another such recycling container will be placed at the main jail facility.

Each office should determine how they wish to separate cans from their regular waste. The trusty can then pick the cans up as he makes his rounds each day. Feel free to bring in aluminum cans from home as well....bring them in on Monday mornings, the day of pick up, so we don't have bags of cans sitting around all week.

The Sheriff's Office does plan to expand this effort to include the recycling of paper and plastics once final arrangements have been made with Monroe County Waste Management. Stand by for more information.

Thank you and think recycle!

Trumbo Palms offers Sunday brunch

The Trumbo Palms restaurant, located in the Fly Navy Building on Trumbo Point (AKA the BOQ) is now offering Sunday brunch from 9 a.m. to 12:30 p.m. Cost of the brunch is \$10.50 for adults, \$5.00 for children ages 5 – 12 and under five, it is free of charge.

The brunch offers an omelet station, eggs made to order, bacon, sausage, biscuits, pancakes, French toast, grits, hash browns, coffee, juice along with a selection of lunch items. For more information, call 293-4205/