



*Andrew J. Sluckis, Chief of Police*

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*Serving The Community Through Knowledge & Vigilance*

February 22, 2018

I am pleased to nominate Ms. Stacy Fitzgerald for the 2018 Thomas S. Green Public Service Award.

Ms. Fitzgerald is the Records Clerk for the Auburn Police Department. Her responsibilities largely involve compiling and filing all pertinent records generated or received by the Auburn Police Department. These include but are not limited to incident, arrest, and accident reports. These reports alone account for hundreds, if not thousands, of documents that pass through her office on a yearly basis. In addition, she is also responsible for handling all public record requests submitted to the police department. Her role requires that she work with entities such as The Office of the Worcester County District Attorney, the Department of Children and Families, the Auburn Public Schools, Auburn Youth and Family Services, Auburn Public Housing, the Registry of Motor Vehicles, other town departments and contractors-just to name a few.

Ms. Fitzgerald has demonstrated a strong work ethic since joining our agency in August 2009. In light of her workload, she is able to manage her office in an efficient and effective manner. Evidence of this is witnessed in the day-to-day operations of the office. She completes all tasks in a timely manner and I cannot recall a single instance when a deadline for a project or task was not met. When inefficiencies are identified, she brings the issue forward with a willingness to get involved and find a solution. She deals with sensitive information with the utmost discretion. Also, her role requires that she interact with members of the public as they often report in person to the police department looking for information. Ms. Fitzgerald presents a professional and courteous demeanor during these interactions. This reflects positively both on her as an individual and the agency alike. She looks for relevant training opportunities as a way to stay on top of issues related to her position and ensure the agency is following established best practices and remaining in compliance with applicable laws.

She has proven to be a team player time and time again. Most recently, she offered to assume additional responsibilities when another employee was out on extended sick leave. Knowing that she had significant personal responsibilities on her plate, I asked if she could take on this additional work. She offered without hesitation and never asked for anything in return. Another example of her willingness to get involved is the work she has done for the Auburn Police Association. She has become an integral part of the Auburn Police Association's Secret Santa and 5K road race programs. Ms. Fitzgerald works collaboratively with the Auburn Public Schools and Auburn Youth and Family Services to identify disadvantaged families. Once identified, she volunteers many hours to shop for gifts for these families to help ensure they have a joyful day. For the road race, she helps out by compiling runner/participant registrations, sponsorships, and helping to set up the various vendor tables/tents on race day. In addition to her work for the association, she also volunteered her time to shop for all necessary supplies for the Auburn Police Department's Citizen Police Academy.

Ms. Fitzgerald always has a kind word and friendly greeting. She is approachable and has a genuine enthusiasm for her work. She's prompt, professional, competent and worthy of your consideration for this award.

Respectfully submitted,

Andrew J. Sluckis  
*Andrew J. Sluckis*

Chief  
Auburn Police Department

*In Memory*  
*Patrolman, Stephen A. Lukas*  
Killed in the Line of Duty  
01 January 1986