# Sonoma C[illegible]nty Sheriff's Office
## Performance Evaluation Report
**DEPUTY SHERIFF**

☒ Ar[illegible]l Report ☐ Biennial
☐ M[illegible] Increase ☐ Supplemental
☐ Promotion ☐ Off Probation
☐ Change of Supervisor ☐ Follow-up

Employee's Name: Michael Dietrick Rank/Title: Deputy Period Covered: August 1, 2020 to June 30, 2021

Assignment: Patrol Specialty Assignment: 1. Evoc Instructor 2. Tac Team 3.

| SELECT ONE | RATE EACH CATEGORY (x) | SELECT ONE | RATE EACH CATEGORY (x) |
|---|---|---|---|
| + Outstanding | Outstanding | + Outstanding | Outstanding |
| / Standard | Exceeds Standards / Standard | / Standard | Exceeds Standards / Standard |
| - Unsatisfactory | Needs Improvement / Unsatisfactory | - Unsatisfactory | Needs Improvement / Unsatisfactory |

**1. WORK HABITS** ☐ ☐ ☒ ☐ ☐
- [/] Self-Initiated Activity
- [/] Investigative Skills
- [/] Completion of Assigned Tasks
- [+] Attendance/Observation Work Hours
- [+] Observance of Policy and Procedure
- [+] Safety Practices
- [+] Care and Use of Equipment
- [/] Application to Duties and Responsibilities
- [/] Community Oriented Policing Activities

**2. COMMUNICATION SKILLS** ☐ ☐ ☐ ☒ ☐
- [/] Written
- [+] Verbal

**3. PERSONAL RELATIONS** ☐ ☐ ☐ ☒ ☐
- [+] Acceptance of Job Performance Feedback
- [/] Job Behavior
- [+] Meeting and Handling the Public
- [+] Personal Appearance
- [+] Relationships With Other Employees
- [/] Attitude

**4. ADAPTABILITY** ☐ ☐ ☐ ☒ ☐
- [+] Performance in New/Unusual/Stress Situations
- [/] Adaptability to Change
- [+] Control of Conflict
- [+] Performance with Minimum Supervision
- [+] Problem Solving
- [/] Use of Technology

**5. SUPERVISORY ABILITY** ☐ ☐ ☐ ☐ ☐
- [ ] Planning and Assignments
- [ ] Training and Instructions
- [ ] Disciplinary Control
- [ ] Evaluating Performance
- [ ] Leadership
- [ ] Making Decisions
- [ ] Fairness and Impartiality
- [ ] Approachability
- [ ] Creates a Positive Work Environment

**OVERALL RATING** ☐ ☐ ☐ ☒ ☐

Date(s) of verbal appraisal meeting(s):

Critical Policies Discussed: ☒ Yes ☐ No
- Discrimination and Harassment / Use of Force / Pursuit

**EVALUATOR** - This report is based on my observation and/or knowledge. It represents my best judgment of the employee's performance.

Signature: B.V. Print Name: B. VanCamp Rank: SGT Date: 6-28-21

**REVIEWER**

Signature: [signature] Print Name: JAYSON FOWLER Rank: LIEUTENANT Date: 6/25/2021

Comments: KEEP UP THE GOOD WORK.

**DEPT. HEAD/DESIGNEE** - I concur and approve this report. Signature: [signature] #1408 Date: 7/22/21

**MERIT INCREASE:** ☐ Advance ☐ Retain **OFF PROBATION:** ☐ Approve ☐ Disapprove

**EMPLOYEE RIGHTS**
- An employee shall have the right to inspect and review any official record relating to his/her performance as an employee, which is kept or maintained by the County. The opportunity shall be provided for the employee to respond in writing to any information to which the employee disagrees. The employee shall be responsible for providing the written responses within 30 days of signing the evaluation; which are to be included as part of the employee's permanent record.
- The content of an employee's personnel records shall be made available to the employee for inspection and review at any reasonable time during the regular business hours of the County.
- Upon request, an employee shall be provided one copy of any document placed in the employee's file.
- No employee shall have any comment adverse to their interest entered in their personnel file, or any other record used for personnel purposes by the County, without the employee having first read and signed the document containing the adverse comment, except that such entry may be made if after reading the document the employee refuses to sign it. Should an employee refuse to sign, that fact shall be noted on the document.
- Performance evaluations are confidential. Should an employee wish to have a person outside the normal chain-of-command review their performance evaluation in the employee's absence, the employee will provide a signed letter giving consent to have those records reviewed.
- All personnel files are and remain the property of the County.
- The County Grievance Procedure established by the Board of Supervisors or applicable MOU shall be used to grieve a performance evaluation.

**EMPLOYEE** - I have reviewed and received a copy of this report. Signature: [signature] Date: 6-28-21

Revised: 02/24/10

Sonoma County Sheriff's Office
*SUPPLEMENTAL PERFORMANCE EVALUATION PAGE*

Name: Michael Dietrick
Reason For Supplemental: Annual
Period Covered From: August 1, 2020To: June 30, 2021

**INTRODUCTION**:

During this evaluation period, the entire Sonoma County Sheriff's Office was impacted by the LNU Complex Fire between August 18, 2020 through August 31, 2020 and the Glass Fire between September 28, 2020 through October 4, 2020. During the fires, Deputies were assigned to 12 hours shifts and were responsible for evacuations and patrolling fire evacuation zones. Also during this evaluation period the Sonoma County Sheriff's Office had to establish protocols for operating during Covid 19.

Deputy Dietrick has had many different supervisors during this rating period: Sergeant McKinnon for November and December 2020; Sgt McNeil for January and February 2021; Sgt Vellis from March through April/May 2021; Sgt Toney for 2 weeks in May. I was assigned to the main office dayshift team on June 1, 2021. I consulted with the aforementioned Sgt's prior to completing this evaluation to get their input.

Deputy Dietrick has been in law enforcement for approximately 7 plus years, 4 of which are with the Sheriff's Office. He has two collateral assignments: EVOC Instructor and Tac Team. Sgt McNeal wrote a supplemental evaluation for Deputy Dietrick for this rating period.

**WORK HABITS**:

**Self-Initiated Activity** – Deputy Dietrick makes productive use of unassigned time. (Standard)

**Investigative Skills** – Deputy Dietrick keeps abreast of Sheriff's Office policy and case law as it relates to search, seizure, interviews and collecting evidence. He satisfactorily conducts interviews and gathers facts to properly prepare criminal and incident reports. He has beat integrity, handles his calls to completion and solves problems as they present themselves. (Standard)

**Completion of Assigned Tasks** – Deputy Dietrick follows orders and regularly completes assigned tasks. (Standard)

**Attendance/Observation Work Hours** – Deputy Dietrick makes time off requests well in advance to allow for any schedule changes. He reports to his assigned duty station well prepared to start duties on time and stays until properly relieved. He maintains good attendance and follows current policy regarding use of sick, vacation or comp time off. (Exceeds Standards)

**Observance of Policy and Procedure** – Deputy Dietrick thoroughly knows and observes Sheriff's Office Policies and procedures. (Exceeds Standards)

Evaluator Signature: B. VanCamp Print Name B. VanCamp

Initials:

2nd Supervisor _____ Employee MSD

Name: Michael Dietrick
Reason For Supplemental: Annual
Period Covered From: August 1, 2020To: June 30, 2021

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**Safety Practices** – Deputy Dietrick consistently applies the best principles of officer safety and environmental safety. He always maintains position of advantage and is alert to changing conditions that may create new hazards. (Exceeds Standards)

**Care and Use of Equipment** – Deputy Dietrick He maintains and controls assigned equipment within established guidelines. Consistently uses the equipment for its intended purpose at a level of proficiency well above Sheriff's Office guidelines. (Exceeds Standards)

**Application to Duties and Responsibilities** – Deputy Dietrick accepts and attends to assigned duties. He maintains duty assignments and work patterns consistent with Supervisor's instruction. (Standard)

**Community Oriented Policing Activities** – Deputy Dietrick understands and applies the concepts of COP. He actively works with the community to solve problems. (Standard)

**COMMUNICATION SKILLS:**

**Written** – Deputy Dietrick completes reports with reasonable accuracy. He organizes situations into a logical sequence of thought to include all elements of the situation. Grammar, spelling and neatness are satisfactory in that errors are minor, and/or do not impair understanding. He completes reports in a reasonable amount of time. (Standard)

**Verbal** – Deputy Dietrick has the ability to organize thoughts and articulate in a clear, logical manner that accurately portrays the desired message and is understood by a wide range of people. He is able to elicit information necessary to complete required reports or obtain required information. He consistently volunteers to teach EVOC and teaches in a manner that is understood by his fellow deputies of all skill levels, new hire deputies and civilian staff. (Exceeds Standards)

**PERSONAL RELATIONS:**

**Acceptance of Job Performance Feedback** – Deputy Dietrick's job performance is such that under normal circumstances doesn't require feedback. He accepts responsibility for actions taken. (Exceeds Standards)

**Job Behavior** – Deputy Dietrick has a good working relationship with others and adheres to the chain of command. (Standard)

**Meeting and Handling the Public** – Deputy Dietrick is professional when dealing with the public and establishes rapport. He is at ease in person to person situations and maintains appropriate control. (Exceeds Standards).

**Personal Appearance** – Deputy Dietrick has a neat, clean uniform and equipment, well-groomed and he appears composed and professional. (Exceeds Standards)

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Evaluator Signature: B.V.C Print Name B. Van Camp

Initials:

2nd Supervisor JF Employee MSD

Name: Michael Dietrick
Reason For Supplemental: Annual
Period Covered From: August 1, 2020To: June 30, 2021

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**Relationships With Other Employees** – Deputy Dietrick is at ease with Sheriff's Office members while displaying proper consideration for their positions. He understands Supervisor's responsibilities and respects their positions. He is a team player and helps others. (Exceeds Standards)

**Attitude** – Deputy Dietrick displays a positive demeanor and attitude. He is friendly and outgoing and a team player. (Standard)

**ADAPTABILITY**:

**Performance in New/Unusual/Stress Situations** – Deputy Dietrick perceives the problem and selects a course of action. He can establish control and bring order to the situation. (Exceeds Standards).

**Adaptability to Change** – Deputy Dietrick adapts to change without significant problems. He is able to modify performance to comply with newly established guidelines. (Standard)

**Control of Conflict** – Deputy Dietrick projects command presence through proper voice control and command presence. He can generally resolve conflict without the need to use force. If force is necessary he uses proper techniques and only the amount of force necessary in accordance with department policy and the law. (Exceeds Standards)

**Performance with Minimal Supervision** – Deputy Dietrick solves problems by making effective decisions without assistance from a Supervisor. (Exceeds Standards)

**Problem Solving** - Deputy Dietrick is able to reason through all situations and reach appropriate conclusions. He relates past solutions to present situations. (Exceeds Standards)

**Use of Technology** – Deputy Dietrick understands and properly uses appropriate computer programs within the Sheriff's Office. He can use technology resources to solve problems and recognizes officer safety issues when using technology in the field. (Standard)

**OVERALL RATING**: Deputy Dietrick is ready for added responsibilities and should consider being a Field Training Officer (FTO). His overall rating is Exceeds Standards.

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Evaluator Signature: B.V.C. Print Name B. VanCamp

Initials:

2nd Supervisor ___ Employee MDD

**Sonoma County Sheriff's Office**

*SUPPLEMENTAL PERFORMANCE EVALUATION PAGE*

Name: Dietrick, Michael
Reason For Supplemental: Annual, Collateral Assignment
Period Covered From: 2020 To 2021

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**INTRODUCTION**:
This supplemental evaluation is for Deputy Dietrick regarding his performance in a collateral assignment as an instructor on the EVOC Unit.

**SUMMARY:**
As an EVOC instructor, Deputy Dietrick is required to be well versed in all aspects of our EVOC training courses, current case law, agency policy and trends in driving techniques, vehicles and equipment. EVOC Instructors are required to read and review pursuit reports and be a resource for other deputies. EVOC Instructors are tasked with providing hands on instruction for their fellow deputies, new hire deputies, civilian staff and fellow instructor development. This requires great communication skills, adaptability, confidence, and knowledge of what is being taught. EVOC Instructors are held to higher standard when it comes to driving and are required to maintain an advanced level of driving ability.

The training facility requires constant maintenance that the instructors are required to identify and maintain. Being an active member of a collateral position, especially being on the EVOC Unit, takes self-motivation and dedication to your fellow instructors to volunteer to teach on days offs, in the rain and in the heat.

**OVERALL RATING:**
Deputy Dietrick is the definition of an active member of the EVOC Unit. Michael has been a part of the unit for the past three years and shows up at each training prepared and ready to teach. Michael is engaging and teaches from a position of experience. He is well respected by other members of the EVOC Unit in addition to the students that he teaches. I have observed Michael instruct on numerous occasions and he is knowledgeable and well versed in policy and driving techniques. Michael is an asset to the team and is a pleasure to instruct with and to supervise. Thank you for your enthusiasm and professionalism.

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Evaluator Signature: _____ Print Name T. McNEIL #1173

Initials:

2nd Supervisor _____ Employee MSD

## Sonoma County Sheriff's Office
*SUPPLEMENTAL PERFORMANCE EVALUATION PAGE*

Name: Dietrick, Michael
Reason For Supplemental: E.V.O.C. Instructor
Period Covered From: 07/01/2019 To: 06/30/2020

**INTRODCUTION:**

This supplemental evaluation is for Deputy Dietrick regarding his performance in a collateral assignment as an instructor on the E.V.O.C. Unit.

**SUMMARY:**

As an EVOC instructor, Deputy Dietrick is required to be well versed in all aspects of our EVOC training course, current case law, agency policy and trends in driving techniques, vehicle and equipment maintenance. EVOC Instructors are required to read and review pursuit reports and be a source for other deputies. EVOC Instructors are tasked with providing hands on instruction for their fellow deputies, new hire deputies, civilian staff and fellow instructor development. This requires great communication skills, adaptability, confidence, and knowledge of what is being taught. EVOC instructors are held to a higher standard when it comes to driving and are required to maintain an advanced level of driving ability.

The training facility requires constant maintenance that the instructors are required to identify and maintain. Being an active member of a collateral position, especially being on the EVOC Unit, takes self-motivation and dedication to your fellow instructors to volunteer to teach on days off, in the rain and heat.

**OVERALL RATING:**

Deputy Dietrick had not provided himself the opportunity to be the definition of an active member of the EVOC Unit. He has lacked in his ability to instruct over the last year. I have not had the opportunity to observe Deputy Dietrick instruct on numerous occasion. I do know he is knowledgeable and well versed in policy and driving technique when he does apply himself to this collateral assignment. Deputy Dietrick rates as "Needs Improvement" for this collateral assignment.

Evaluator Signature: G. Piccinini #1950 Print Name G. Piccinini

Initials: MSD

2nd Supervisor MB Employee _____