Agenda Submittal

Agenda #:	6	**Status:**	Presentation
Type:	Miscellaneous	**Department:**	General Services
File #:	18-350	**Contact:**	Michael J. Lango, 784-7900
Agenda date:	5/22/2018	**Final action:**	5/22/2018
Title:	Receive a presentation from the Department of General Services on the selection of Juliene Alexandre for the "Employee of the Month" Parking Program for June 2018		

Governing body: Board of Supervisors

District: All

Attachments: 1. Minute Order

Date	Ver.	Action By	Action	Result
5/22/2018	1	Board of Supervisors	Received	

Published Notice Required?   Yes _____ No _X_
Public Hearing Required?   Yes _____ No _X_

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board receive a presentation by the Department of General Services on the selection of Juliene Alexandre as the June 2018 "Employee of the Month" for the County Administration Center Parking Program, making her eligible to use the parking space designated for this program.

SUMMARY:

On September 13, 2005, the Board of Supervisors established the County Government Center "Employee of the Month" parking program for County employees. Each month a County department is designated to select one of its employees as "Employee of the Month." The Department of General Services has been designated to select an employee for June 2018.

FINANCIAL IMPACT:

The cost associated with preparing this agenda item is nominal and absorbed by the Department's FY2017/18 Adopted Budget.

DISCUSSION:

Ms. Alexandre began her career with the County on March 30, 1995 where she worked for Health & Social Services and then the Sheriff's Department before transferring via promotion to General Services in April 1998. During her 20-year tenure with General Services, Juliene has demonstrated consistent initiative and has advanced in her career through promotion and reclassification of positions. On July 20, 2003 Juliene was promoted to Staff Analyst and her position was then reclassified to Senior Staff Analyst on March 12, 2006, the position she holds today.

During her career progression, Juliene has amassed considerable institutional knowledge and now oversees the Administration Division of General Services, which provides budget preparation/monitoring, payroll, and

accounting services to the seven Divisions that comprise the Department of General Services. General Services assists County departments in achieving their public service missions by providing essential support services in the areas of capital projects management, fleet services, facilities operations, purchasing, mail services, disposition of County surplus property, and real estate services. The Department also oversees the operation and management of the Nut Tree Airport. Within this context, General Services strives to provide creative, innovative, and sensible business solutions to effectively support County departments and the public we serve and Juliene often serves as the central 'hub' that supports the Department's efforts.

As the Department's only Senior Staff Analyst, Juliene is highly knowledgeable, committed to her job duties, regularly contributes to the continuous improvement of the Department's operations and consequently is well-respected by her peers both inside and outside of the Department. She is a loyal employee working in the best interest of the County who is an invaluable asset to the General Services Department and to the County organization.

As a valuable member of the General Services team, Juliene is commended and recognized for exemplifying the Department's core values of teamwork, flexibility, communication, professionalism and positive attitude. As such, she has been selected as the June 2018 "Employee of the Month."

ALTERNATIVES:

The Board could elect to name someone else as the "Employee of the Month"; however, this alternative is not recommended since Juliene is deserving of the Board of Supervisors; "Employee of the Month" Parking Program.

OTHER AGENCY INVOLVEMENT:

The County Administrator's Office concurs with the Department's recommendation.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION