



Agenda Submittal

Agenda #: 7 **Status:** Approved
Type: Resolution **Department:** Health and Social Services
File #: 17-821 **Contact:** Gerald Huber, 784-6400
Agenda date: 11/14/2017 **Final action:** 11/14/2017
Title: Adopt a resolution and plaque of appreciation honoring Nancy Burbey, Accounting Technician, upon her retirement from the Health & Social Services Department, Special Investigations Bureau with over 23 years of dedicated public service to Solano County
Governing body: Board of Supervisors
District: All
Attachments: 1. A - Resolution, 2. Adopted Resolution, 3. Minute Order

Date	Ver.	Action By	Action	Result
11/14/2017	1	Board of Supervisors	Adopted	

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services (H&SS) recommends that the Board of Supervisors adopt a resolution and plaque of appreciation honoring Nancy Burbey, Accounting Technician, upon her retirement from the Special Investigations Bureau, with over 23 years of dedicated public service to Solano County.

SUMMARY/ DISCUSSION:

Nancy Burbey began her career with Solano County on January 25, 1994 in the Department of Health and Social Services, Special Investigations Bureau (SIB) as a Fiscal Clerk. In 1999, Ms. Burbey was reclassified to an Accounting Technician and has been responsible for the collection of public assistance overpayments and loans.

Ms. Burbey has also been responsible for training new accounting staff and with her vast knowledge of the rules and regulations relating to collections, she has been instrumental in the establishment and implementation of new policies and procedures necessary to meet the ever changing regulations and updated computer systems.

Ms. Burbey has served as the liaison among Special Investigations Bureau, District Attorney's Office, and Probation Department for all matters relating to the collection of overpayments involving criminal prosecution and has often been called to testify in criminal proceedings. Ms. Burbey has also been a primary resource for clients, from the point of court filing through probation completion. Her soft voice and calm demeanor has been very effective in relating with clients that are experiencing difficult situations.

Ms. Burbey retires on November 3, 2017 after more than 23 years of outstanding and dedicated service to Solano County.

FINANCIAL IMPACT:

The cost of providing the plaque of appreciation is included in the County's FY2017/18 Approved Budget. There is no additional financial impact to the County General Fund.

ALTERNATIVES:

The Board could choose to not adopt the resolution and plaque of appreciation. This is not recommended because this is an opportunity to recognize Ms. Nancy Burbey for her dedication and service to Solano County.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION