



## Agenda Submittal

**Agenda #:** 2  
**Type:** Presentation  
**File #:** 17-837  
**Agenda date:** 11/14/2017  
**Status:** Presentation  
**Department:** District Attorney  
**Contact:** Krishna Abrams, 784-6836  
**Final action:** 11/14/2017  
**Title:** Receive a presentation by the District Attorney's Office on the selection of Jill Sabugo as "Employee of the Month" for December 2017

**Governing body:** Board of Supervisors  
**District:** All  
**Attachments:** 1. Minute Order

| Date       | Ver. | Action By            | Action   | Result |
|------------|------|----------------------|----------|--------|
| 11/14/2017 | 1    | Board of Supervisors | Received |        |

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

### **DEPARTMENTAL RECOMMENDATION:**

It is recommended that the Board receive a presentation by the District Attorney's Office on the selection of Jill Sabugo as the December 2017 "Employee of the Month," making her eligible to use the parking space designated for this program.

### **SUMMARY/DISCUSSION:**

On September 13, 2005, the Board of Supervisors established the County Government Center "Employee of the Month" parking program for County employees. The District Attorney's Office has been designated to select an employee for December 2017 and has selected Jill Sabugo.

Jill Sabugo joined the Solano County District Attorney's Office on December 19, 2016. Jill is currently an Office Assistant II, assigned to reception. Jill is committed to her duties and exemplifies excellent customer service to the public on a daily basis. Jill is always pleasant, helpful and resourceful. Her calm and friendly demeanor and her ability to handle high volume phone calls and reception duties are some of her greatest assets to the department. Because of her abilities, her work ethic and her positive attitude, Jill is a great representative of the District Attorney's Office and Solano County and therefore is deserving of the "Employee of the Month" recognition.

### **FINANCIAL IMPACT:**

There is no fiscal impact associated with this designation.

### **ALTERNATIVES:**

The Board could elect to name someone else as the Employee of the Month or dissolve the award program; however, these alternatives are not consistent with the Board's "Employee of the Month Parking" program.

**OTHER AGENCY INVOLVEMENT:**

None.

**CAO RECOMMENDATION:**

APPROVE DEPARTMENTAL RECOMMENDATION