



Agenda Submittal

Agenda #: 3 **Status:** Presentation
Type: Miscellaneous **Department:** Health and Social Services
File #: 19-232 **Contact:** Gerald Huber, 784-8400
Agenda date: 4/23/2019 **Final action:** 4/23/2019
Title: Approve and present a plaque of appreciation honoring Aser Dizon, Medical Records Technician, upon his retirement from the Department of Health and Social Services, Behavioral Health Division, with over 12 years of dedicated public service to Solano County (Supervisor Thomson)
Governing body: Board of Supervisors
District: District 5
Attachments: 1. Minute Order

Date	Ver.	Action By	Action	Result
4/23/2019	1	Board of Supervisors	Approved	

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 approve and present a plaque of appreciation honoring Aser Dizon, Medical Records Technician, upon his retirement from the Behavioral Health Division, with over 12 years of dedicated public service to Solano County.

SUMMARY/DISCUSSION:

Aser "Ace" Dizon joined Solano County H&SS on March 26, 2007 after retiring from a career in the Navy and Marine Corps. During his tenure with H&SS as a Medical Records Technician, Mr. Dizon has demonstrated a commitment to assisting clients in gaining access in a timely manner to their personal mental health medical record when requested, an important aspect of accountability to the County's client population.

Mr. Dizon learned rules associated with time frame deadlines and the appropriate release of a record set and to whom. His knowledge of Health Insurance Portability and Accountability Act (HIPAA) requirements assured that the division released only that information which was appropriate under the law. In his role, he interfaced with Social Security Administration, contract agencies, County Counsel, private law firms, County Courts, and other agencies requesting information.

Mr. Dizon has always been pleasant, hard-working, and willing to assist clients, co-workers and outside agencies, including taking on extra projects when needed. He brings a dependable and positive approach to his work, along with a great sense of humor. H&SS appreciates Mr. Dizon's service, both his military service and his twelve years of dedication to Solano County.

FINANCIAL IMPACT:

The cost associated with preparing the agenda item is nominal and absorbed by the Department's FY2018/2019 Adopted Budget. The costs associated with preparation and purchase of the plaque are included

in the Board's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board may choose not to approve and present a plaque of appreciation. This is not recommended as it is an opportunity to recognize Mr. Dizon's contributions to Solano County.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION