



Agenda Submittal

Agenda #: 4 **Status:** Presentation
Type: Resolution-Presentation **Department:** Health and Social Services
File #: 19-299 **Contact:** Gerald Huber, 784-8400
Agenda date: 5/7/2019 **Final action:** 5/7/2019
Title: Adopt and present a resolution and plaque of appreciation honoring Tracey Lee, Employment and Eligibility Services Manager, upon her retirement from the Department of Health and Social Services with over 27 years of dedicated public service to Solano County (Supervisor Thomson)
Governing body: Board of Supervisors
District: District 5
Attachments: 1. A - Resolution, 2. Adopted Resolution, 3. Minute Order

Date	Ver.	Action By	Action	Result
5/7/2019	1	Board of Supervisors	Adopted	

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

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services (H&SS) recommends that the Board adopt and present a resolution and plaque of appreciation honoring Tracey Lee, Employment and Eligibility Services Manager, upon her retirement from the Employment & Eligibility Services (E&ES) Division with over 27 years of dedicated public service to Solano County.

SUMMARY/DISCUSSION:

Tracey Lee began working for Solano County Health and Social Services on March 30, 1992 and has spent her 27-year career growing and developing her professional acumen in a variety of capacities. Ms. Lee has served as an Eligibility Worker, Staff Development Trainer, Special Programs Supervisor, Fair Hearings Officer, and Employment & Eligibility Services Manager. Regardless of role, Ms. Lee has been a vital member of the E&ES Division's change management team, helping to shepherd staff through significant business model restructurings, policy overhauls, and new system implementations.

For many years, Ms. Lee was the backbone of the Staff Development team, a role which fed her passion for training and professional development. Ms. Lee has developed and facilitated lessons on a broad range of topics, including CalWORKs, CalFresh, Compliance, Civil Rights, Appeals, Investment in Excellence, Building Better Teams, and The Coach Approach. Ms. Lee's leadership has elevated the quality of the training experience by challenging her training team to develop creative and interactive lessons engaging all adult learning styles. Ms. Lee has represented the County as a presenter at both the National Staff Development and Training Association Conference and the National Eligibility Workers Association Conference.

As an E&ES Manager, Ms. Lee leveraged her supportive supervisory style and coaching skills to lead the CalWORKs/Welfare-to-Work team through a challenging transition to a new service delivery model allowing staff to serve all of a client's needs in one touch.

Ms. Lee was employed with the County for 27 years and she retired from the County on May 1, 2019. Ms. Lee is admired and respected by those who have had the privilege of working with her and she will be truly missed.

FINANCIAL IMPACT:

The cost associated with preparing the agenda item is nominal and absorbed by the Department's FY2018/19 Adopted Budget. The costs associated with preparation and purchase of the resolution materials and plaque are included in the Board's FY2018/19 Adopted Budget.

ALTERNATIVES:

The Board may choose not to adopt the resolution and plaque of appreciation. This is not recommended as it is an opportunity to acknowledge Ms. Lee for her dedication and contributions to the County.

OTHER AGENCY INVOLVEMENT:

There is no other agency involved

CAO RECOMMENDATION:

APPROVE DEPARTMENT RECOMMENDATION