



Agenda Submittal

Agenda #: 7 **Status:** Consent Calendar
Type: Miscellaneous **Department:** Auditor-Controller
File #: 19-562 **Contact:** Phyllis Taynton, 784-6288
Agenda date: 7/23/2019 **Final action:** 7/23/2019
Title: Accept the Auditor-Controller's Office selection of Emmie Patenia for "Employee of the Month" for August 2019

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

Date	Ver.	Action By	Action	Result
7/23/2019	1	Board of Supervisors		
Published Notice Required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
Public Hearing Required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				

DEPARTMENTAL RECOMMENDATION:

The Auditor-Controller's Office (ACO) recommends the Board of Supervisors accept the selection of Emmie Patenia as the August 2019 "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. Each month a County department is designated to select one of its employees as "Employee of the Month". The ACO has been designated to select an employee for August 2019.

The Auditor-Controller's staff submitted nominations for the "Employee of the Month" parking award. The names of the nominees were tallied and the nominees were presented to the managers for final selection. The Department has selected Emmie Patenia, as the deserving employee.

Emmie Patenia joined the ACO on August 3, 2015 as an Accounting Clerk II assigned to the Payroll Division. Emmie has many different responsibilities including administering the direct deposit program, processing COBRA payments, garnishments, employee tax withholdings and deductions, terminations, flexible spending account, provider payments, etc.

Emmie was selected for providing exceptional customer service to her coworkers and County departments. Her coworkers commented that "Emmie is the oil that keeps this office running. She is all the things you want out of a coworker. Emmie is proficient in her work. Due to her organizational skills, work seems to fly into her completed pile. Essentially, giving something to Emmie is a guarantee that that task is done. She really puts the team first in every sense. All in all, Emmie should be the Employee of the Month for 2019 because she is the best representative for ACO. She is consistent in her work, able to plan/allocate her tasks accordingly, and is a wonderful colleague."

FINANCIAL IMPACT:

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2019/20 Adopted Budget.

ALTERNATIVES:

The Board of Supervisors could elect to name someone else as the "Employee of the Month"; however, this alternative is not recommended as Emmie Patenia is deserving of the Board's "Employee of the Month" parking program.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION