



Agenda Submittal

Agenda #: 5 **Status:** Presentation
Type: Miscellaneous **Department:** General Services
File #: 19-727 **Contact:** Megan Greve, 784-7900
Agenda date: 9/24/2019 **Final action:** 9/24/2019
Title: Receive a presentation from the Department of General Services on the selection of Brandon Henderson for the "Employee of the Month" Parking Program for October 2019

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

Date	Ver.	Action By	Action	Result
9/24/2019	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:

It is recommended that the Board receive a presentation by the Department of General Services on the selection of Brandon Henderson as the October 2019 "Employee of the Month" for the County Administration Center Parking Program, making him eligible to use the parking space designated for this program.

SUMMARY:

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 Department of General Services has been designated to select an employee for October 2019.

FINANCIAL IMPACT:

The cost associated with preparing this agenda item is nominal and absorbed by the Department's FY2019/20 Adopted Budget.

DISCUSSION:

Mr. Henderson began his career with the County on December 8, 2003 as an Extra Help Custodian for the Department of General Services and nine months later was hired as a full-time Custodian. In September 2008 he was promoted to Lead Custodian and in June 2013 to his current position of Custodial Supervisor within the Facilities Operations Division, Custodial Services Bureau.

Mr. Henderson is an integral part of the Facilities Operations Division. During his 15+ year tenure with General Services, he has amassed significant institutional knowledge while assisting the Facilities Operations Manager in day to day operations. He is completing a capstone project with International Executive House Keeping Association (IEHA). When complete, Mr. Henderson will be one of 34 people worldwide certified as an

Environmental Sustainability Professional. Mr. Henderson is incorporating lessons learned into our daily operations improving operational efficiencies, cleaning techniques, and sustainable product selection. He provides excellent customer service and he spearheads special projects such as floor care, carpet care, and deep cleaning that improve workspace, public areas, and extend the lifecycle of our facilities. He is also instrumental in preparing and monitoring the Custodial Bureau budget and holds himself and his team accountable in performing duties in accordance with the custodial operations manual resulting in excellent customer service. His attention to detail, proactive approach, and professional development efforts have served as a model for others to follow.

As a valuable member of the General Services team, Mr. Henderson is commended and recognized for exemplifying the Department's core values of teamwork, flexibility, communication, professionalism and positive attitude. As such, he has been selected as the October 2019 "Employee of the Month."

ALTERNATIVES:

The Board could elect to name someone else as the "Employee of the Month"; however, this alternative is not recommended since Mr. Henderson is deserving of the Board of Supervisors "Employee of the Month" Parking Program.

OTHER AGENCY INVOLVEMENT:

None.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION