

# Memorandum

To : Honorable John Chiang, Chair  
Honorable Claude Parrish, Vice Chairman  
Ms. Betty T. Yee, Acting Board Member  
Honorable Bill Leonard  
Honorable Steve Westly

Date : May 6, 2005

From : Ramon J. Hirsig  
Executive Director



Subject : **FISCAL YEAR 2004-2005 SUPERIOR ACCOMPLISHMENT AWARDS  
MAY 24, 2005 ADMINISTRATIVE CONSENT AGENDA ITEM**

I am pleased to recommend for your approval the nominees for the Board of Equalization's (BOE's) Superior Accomplishment Awards. This award is one of two awards in the Superior Accomplishment Award Program, which is identified in the State Administrative Manual (SAM) and governed by the Department of Personnel Administration (DPA) Merit Award Program regulations. The Superior Accomplishment Award is designed to allow agencies to recognize an act by employees, or groups of employees, which results in an outstanding and superior achievement and which makes an exceptional contribution to the efficiency or economy of state government or an exceptional improvement in its operations.

Under the DPA regulations for Superior Accomplishment Awards, there is no limit to the number of nominations allowed as there is for the Sustained Superior Accomplishment Awards (one award for every 100 employees annually). At this time, BOE managers have submitted two nominations for a total of 15 employees – two group silver awards, the first with 13 members and the second with two members. The silver award is recommended for those accomplishments that fully meet all of the award requirements.

A Nominations Review Committee, comprised of the Department Heads and myself, has reviewed each nomination; however, the Board is the final approval authority. I recommend your approval of the two nominations. The attachment provides you with the employees' names and classifications as of the date they qualified for the award. The documents that support the nominations are available for your review, upon request, from Barbara Dingley, (916) 323-0990 (Calnet 8-473-0990), the BOE Merit Award Administrator.

The award recipients will be recognized at the July 1, 2005 Sacramento Board Meeting. Each recipient will be presented a silver and black engraved plaque and \$250 (less withholding). A reception honoring the employees will be held on July 1, 2005 in Room 122, at 8:45 a.m. We look forward to having you attend the reception to meet these outstanding employees.

RJH:kec

Attachment

cc: Executive Team