

Memorandum

To : Honorable Jerome E. Horton, Chairman
Honorable Michelle Steel, Vice Chair
Honorable Betty T. Yee
Senator George Runner
Honorable John Chiang

Date : December 1, 2011

From : Kristine Cazadd
Executive Director



Subject : **Board Meeting, December 14-15, 2011**
Agenda Item P1
Employee Recognition Program

I am pleased to recommend for your approval the Board of Equalization's nominees for the 2011 Employee Recognition Program.

This year's Employee Recognition Program has 46 Individual Award nominees and four Group Award nominees. A Nomination Review Committee comprised of the Department Heads has reviewed the 123 nominations and recommends approval of all the nominations.

The names of all nominees are attached for your review.

CH:nh
Attachments
cc: Ms. Diane Olson

Board Approved:

Diane G. Olson, Chief
Board Proceedings Division

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Liz Houser
Deputy Director, Administration Department

Subject : **BOE Employee Recognition Program Update**

At the close of the nomination period, 123 employees were nominated by Board of Equalization's (BOE) Executive Management for a 2010 Employee Recognition Award. Each employee and each group of employees have been nominated based upon their outstanding job performance and superior accomplishments.

A significant part of this program is an Awards Ceremony at which Board Members personally congratulate the award winners and thank them for their great work and accomplishments. In order to facilitate this event in a manner that personally honors employees in both Northern and Southern California, we have developed the following awards presentation schedule and format:

December 14-15, 2011 – Sacramento Board Meeting

The Board Members approve the Nominees named.

January 11-12, 2012 – Sacramento Board Meeting

Northern California Nominees are personally honored and congratulated.

A short summary of the award will be read while the awards (a framed resolution signed by the Board Members) are presented. Employees who are present will step forward to receive their individual award. Members of group awards will stand while one member of their group receives the award. All award winners, including those who cannot be present, will be recognized by having their name and award announced as well as a pre-obtained photo panned via video stream.

January 31, 2012 – Culver City Board Meeting

Southern California Nominees are personally honored and congratulated.

Board Members will present awards in an awards program following the same format outlined above.

Additional Recognition

While all employees will be formally recognized at the Sacramento and Culver City Board Meetings, each Board Member may also wish to individually meet with and congratulate the award recipients in their respective District Office.

An upcoming issue of the *Boardcaster* will feature an article summarizing the accomplishments of all of the award recipients along with their photograph.

Background

The current Employee Recognition Program was launched in 2009 due to budget constraints, when BOE discontinued its participation in Department of Personnel Administration's monetary-based merit award programs, the Superior Accomplishment and Sustained Superior Accomplishment Awards. In order to continue to honor our exceptional staff, BOE created this non-monetary Employee Recognition Program, which is intended to publically recognize and honor employees with outstanding job performance.

In some prior years, the BOE brought District employees to Sacramento for an awards ceremony during a Board Meeting. In other years, BOE has split recognition ceremonies between headquarters and field offices. This year, the Program is designed for both a Northern and a Southern California Board Meeting.

Conclusion

We thank you for your support of this program and seek your guidance in developing additional improvements. Every step we take toward enhancing the Employee Recognition Program is a positive one, and reaffirms our commitment to investing in a skilled, motivated and diverse workforce. We look forward to hearing your thoughts or any suggestions you may have on this important event.

If you have any questions, please contact us directly. Liz Houser can be reached at 916-445-4272, and Kristine Cazadd can be reached at 916-327-4975.

KC:nh

Attachments

- cc: Ms. Regina Evans-Jarrett
- Mr. Louis Barnett
- Mr. Alan LoFaso
- Mr. Sean Wallentine
- Ms. Marcy Jo Mandel
- Ms. Christine Demes
- Ms. Cristina Herrera
- Ms. Lenea Parrott
- Ms. Kim Thomas
- Ms. Natalie Herrera