

# OPEN SPACE ADVISORY COMMITTEE

## STAFF REPORT

**MEETING DATE:** August 19, 2013

**AGENDA ITEM NUMBER:** 3A

**STAFF:** Juan F. Guzman, Open Space Manager

**REQUEST:** **For Possible Action:** To make recommendations to the Board of Supervisors on activities to recognize volunteers and their work.

### **GENERAL DISCUSSION:**

Staff wishes to bring this item to the Committee in order to brainstorm potential ideas about how to recognize our volunteers. One of the principles of any good volunteer program is to be able to recognize and acknowledge the contribution of the volunteers to the organization. When staff thinks of volunteers, the attention is directed towards the great number of people that include the ambassadors, the volunteer ranger, and groups that from time to time facilitate our work by conducting a one-day activity, or in some cases a multiple-day activity. It is, therefore, necessary to think of a program that encompasses quite a variety of individuals and potentially a significant number of people.

Some of the ideas discussed among staff that we would like to bring forward include: 1) Letters of recognition from the Chairman, 2) Appearances at the Open Space Advisory Committee on a predetermined date in order for the Committee to acknowledge the work of the volunteers and conducting a show-and-tell type of activity, 3) Doing a show-and-tell with the Board of Supervisors or receiving a letter of commendation signed by the Mayor and acknowledged by the Board of Supervisors, 4) Conducting an outside event such as a barbeque in one of our open spaces or similar facilities, and 4) Receive recognition as part of the Annual Report that is submitted from the Committee to the Board of Supervisors about the annual activities of the Committee.

These types of activities are believed to provide a good value since it is important to recognize that our funding comes from the public and it is therefore necessary to show the careful consideration of the activity and its associated cost.

**RECOMMENDED ACTION:** I move to make the following recommendations to the Board of Supervisors on activities to recognize volunteers and their work.