



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: October 17, 2019

Staff Contact: Melanie Bruketta, HR Director

Agenda Title: Proclamation and presentation of the Employee-of-the-Quarter award to Brian Doyal, Civil Engineering Designer. (Melanie Bruketta, mbruketta@carson.org)

Staff Summary: The Employee-of-the-Quarter program recognizes outstanding employees whose efforts have helped the City achieve the strategic goals adopted by the Board of Supervisors and who have demonstrated an effort to fulfill the City's mission, vision and values.

Agenda Action: Other / Presentation

Time Requested: 10 minutes

Proposed Motion

N/A

Board's Strategic Goal

Organizational Culture

Previous Action

On August 1, 2019 the Board of Supervisors presented the Employee-of-the-Quarter award to Nicholas Wentworth, Parks Maintenance Worker.

Background/Issues & Analysis

This program recognizes employees whose efforts have helped the City achieve the strategic goals adopted by the Board of Supervisors and who have displayed proficiency at assigned duties, promoted a pleasant working environment, who are dependable, innovative and/or who provide excellent customer service. An employee can nominate a co-worker who he/she believes is a deserving recipient. The nominations are reviewed by a committee comprised of employee representatives selected by the City Manager. The committee met on October 2, 2019 and selected Brian Doyal, Civil Engineering Designer, to receive the award this quarter.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: 101-0600-413-14-22

Is it currently budgeted? Yes

Explanation of Fiscal Impact: A \$200 award is given to the employee selected as Employee-of-the-Quarter and a \$50 award is given to the employee(s) who nominates the selected employee. There is \$750 available in the FY20 budget.

Alternatives

N/A

Attachments:

[Proclamation Employee-of-the Quarter October 2019.docx](#)

[B. Doyal Nomination.pdf](#)

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



PROCLAMATION

A PROCLAMATION OF THE BOARD OF SUPERVISORS RECOGNIZING BRIAN DOYAL, CIVIL ENGINEERING DESIGNER, AS THE EMPLOYEE-OF-THE-QUARTER

WHEREAS, Carson City's quality of life attracts talented and loyal employees; and

WHEREAS, every day, Carson City employees put to use their broad array of skills and expertise with efficiency and integrity for the benefit of everyone in our City; and

WHEREAS, Carson City values its employees and acknowledges that recognizing employees for their hard work and dedication is critical to the future health and growth of our City; and

WHEREAS, we owe a substantial debt of gratitude to the Carson City employees and applaud those who go above and beyond in their loyalty and ability; and

WHEREAS, Brian Doyal, Civil Engineering Designer, completed three construction plan sets within a six month period which typically require hiring three separate consulting firms and six to nine months to complete thereby saving the City money, as well as allowing City staff to meet the funding obligation deadlines and timelines to complete the work thus contributing to the fulfillment of the City's mission, values and vision; and

WHEREAS, it is an honor to be selected for this award by your co-workers and it speaks highly of your work performance and how it is perceived by others.

NOW THEREFORE I, Robert L. Crowell, Mayor of Carson City, celebrate the special trust and confidence in the loyalty, integrity and ability of Brian Doyal and do hereby proclaim Brian Doyal to be **EMPLOYEE-OF-THE-QUARTER** for Carson City and encourage everyone to join me in this special recognition.

Mayor Robert L. Crowell

Carson City, Nevada



RECEIVED
SEP 18 2019
Carson City
Human Resources

EMPLOYEE-OF-THE-QUARTER NOMINATION FORM

Do you have a co-worker that has displayed: proficiency at assigned duties, promoted a pleasant working environment, dependability, innovation in assigned duties, and/or excellence in customer service? If so, please take the time to nominate the employee for the "Employee-of-the-Quarter" award.

Criteria

Nominations may be made for outstanding performance and/or contributions to the team for activities such as, but not limited to, internal/external customer service, costs savings, productivity/work processes.

Nominating a Co-Worker

To nominate a co-worker, complete this form and submit to Human Resources. Submission can be made in person or by e-mail to: cchr@carson.org.

**Please review the deadlines in the Employee-of-the-Quarter policy.*

Nominee's Name

Brian Doyal

Nominee's significant contribution: (Please provide specific detailed example(s), please attach additional pages, if needed.)

Public Works received federal funding for 3 projects that had to be designed and submitted for approval to proceed to construction by the end of August 2019. Due to the lack of time required to hire a consultant to complete the work and the current workload not allowing the other designers to assist with the design of the three projects; Brian was asked to put together the plans for the three projects. These types of projects typically take 6-9 months each to design when a consultant is hired. Brian played a key roll in drawing up the plans for all three projects in 6 months. Brian provided tremendous value to the City by completing the plans so that the funding obligation deadline was met and by completing the amount of work in the same time frame that we would have otherwise paid three consultants, their designers, and managers, to complete.

Your Name

Date

Darren Anderson

Your Signature *Darren Anderson* 9/18/19

Department Director/Elected Official Name Date

Department Director/
Elected Official
Signature *[Signature]* 9/18/19