



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** January 16, 2020

Staff Contact: Melanie Bruketta, HR Director

Agenda Title: Proclamation and presentation of the Employee-of-the-Quarter award to Diane Baker, Department Business Manager. (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 October 17, 2019, the Board of Supervisors presented the Employee-of-the-Quarter award to Brian Doyal, Civil Engineering Designer.

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 January 6, 2019 and selected Diane Baker, Department Business Manager, to receive the award this quarter.

Applicable Statute, Code, Policy, Rule or Regulation

Employee-of-the-Quarter Policy

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: 1010600-501422

Is it currently budgeted? Yes

Explanation of Fiscal Impact: A \$200.00 award is given to the employee selected as Employee-of-the-Quarter and a \$50.00 award is given to the employee(s) who nominates the selected employee.

Alternatives

N/A

Attachments:

[Proclamation Employee-of-the Quarter January 2020 Rev. 1.6.20.docx](#)

Board Action Taken:

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)



PROCLAMATION

A PROCLAMATION OF THE BOARD OF SUPERVISORS RECOGNIZING DIANE BAKER, DEPARTMENT BUSINESS MANAGER, 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, Diane Baker, Department Business Manager, seamlessly performed her job duties as well as those of the vacant Library Director position and the vacant Adam's Hub Business Development Manager position during most of the 2019 calendar year during a time when the Library was updating its strategic plan which required attendance at numerous meetings 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 Diane Baker and do hereby proclaim Diane Baker 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