



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Manager



**Date:** August 1, 2013

**Board Meeting Date:** September 10, 2013

**Special Notice / Hearing:** None

**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** John L. Maltbie, County Manager

**Subject:** Employee of the Month for September 2013

**RECOMMENDATION:**

Honor Annie Tai as Employee of the Month for September 2013 and authorize the President of the Board to sign the commendation

**BACKGROUND:**

The Employee of the Month program was established in December 1984 to recognize and honor County employees who consistently demonstrate an outstanding level of performance.

Our Employee of the Month for September 2013 is Annie Tai, Community Program Analyst II in the Health System.

**DISCUSSION:**

Annie Tai began her career with the Health System in 2006 and currently works for the Public Health, Policy and Planning Unit. The Health System has implemented a number of policies and procedures to improve language access services for clients and the department relies on the language skills of their own staff as well as their connections to linguistically and culturally isolated populations. Annie is one of the few Health System employees who can read and write Chinese and therefore able to assist others who need help in editing and improving written documents.

Annie has served on the Chinese Health Initiative for the past several years. This is a role above and beyond her regular assigned job duties. She has assisted programs across the Health System in ensuring translation of material is accurate and culturally appropriate to the Chinese community. She does this with true engagement, always positive, always solution focused and committed to how the Health System can deliver a better service to the Chinese community.

Annie also provided translation for the STD program materials in a very sensitive environment and her cultural competence and language skills resulted in increased access to medical and preventive services for many members of the community.

Not only is Annie's work in this area of a high caliber, but she takes great pride in improving our services and goes above and beyond to assist programs across the Health System.

Our County is fortunate to have Annie Tai as one of its outstanding employees.