



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
County Manager



Date: July 17, 2014
Board Meeting Date: August 5, 2014
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: John L. Maltbie, County Manager

Subject: Employee of the Month for August 2014

RECOMMENDATION:

Honor Alicia Garcia as Employee of the Month for August 2014 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 August 2014 is Alicia Garcia, Executive Assistant, in the County Manager's Office.

DISCUSSION:

Alicia started working for the County in 2010 and joined the County Manager's Office in 2012. In this short time, Alicia has worked hard to master all the systems in the office that allowed for the smooth transition of workflow and innovation. She has become extremely knowledgeable about all operations in the County Manager's Office and is quick to share that knowledge and is extremely patient in her training of others.

Alicia constantly strives to assist our internal and external customers with the highest degree of service. She is a dedicated County employee who exudes a welcoming style of collaboration and a willingness to always seek more information in an effort to perform at the highest professional level. Alicia goes above and beyond in serving the public.

Most recently, in early June, Alicia was standing on the corner of Marshall Street, when she noticed a woman sitting on a bench who seemed to be in distress. The woman's

condition deteriorated as several people walked past without stopping to check on her welfare. Alicia ran across the street to render aid to the woman just as she collapsed. Alicia noticed the woman was still breathing but appeared to be having a seizure. Alicia offered assistance and then ran inside a nearby building and summoned employees to call 911. Alicia then ran back to the aid of this woman and waited for emergency personnel to arrive.

As emergency personnel arrived on scene, Alicia fully briefed them on her observations so they could properly treat the woman. They thanked her for calling and, more importantly, for staying at the scene to inform them of what she saw so they could render the proper treatment. There is no doubt that Alicia's quick and unselfish actions toward another human being resulted in the immediate response of first responders that rendered aid to someone in distress.

It is without reservation or hesitation that we acknowledge Alicia for her humanity toward another human being and for her overall day-to-day excellence and outstanding customer service.

Our County is fortunate to have Alicia Garcia as one of its outstanding employees.