



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
County Manager's Office



DATE: March 16, 2016
BOARD MEETING DATE: March 29, 2016
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors
FROM: John L. Maltbie, County Manager
SUBJECT: Employee of the Month for March 2016

RECOMMENDATION:

Honor Daniel J. Valim as Employee of the Month for March 2016 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 March 2016 is Dan Valim, a Deputy County Counsel in the Office of the County Counsel.

DISCUSSION:

Dan has been working for the County since July 2010 and, shortly thereafter, assumed direct responsibility as counsel to the Human Resources Department and the District Attorney's Office, as well as the Superior Court and various school districts.

Dan's work ethic and integrity, his cooperative and client-focused nature, and his judgment, make him treasured by his clients and colleagues alike. Whether the issues involve employee relations matters or the development of departmental policies and procedures, Dan has proved invaluable. He excels at not only understanding the parameters of the legal issues faced by County departments, but also working with his clients to find creative but appropriate ways to accomplish their objectives. By way of example, Dan proactively worked with the Human Resources staff in proposing the transition to the County's utilization of a Master Salary Resolution as opposed to a Master Salary Ordinance which has streamlined the process of updating job classifications and salaries. He also worked diligently in the establishment of the County's Term Employee status, and in the retirement changes brought about by PEPRA.

Dan is a terrific resource for researching key positions. He is thoughtful in his advice and spends time to provide examples to explain his recommendations. Dan is continuously used as a sounding board for new ideas, particularly those which could result in legal ramifications. He has the ability to filter complicated, and sometimes convoluted, information down to what's relevant and important. He takes complex legal information and easily explains it, adapting his communication style to his audience. In addition, Dan's listening skills are incredibly honed, he often picks up on a nuance that is missed by others because of his strong attention to detail.

One HR partner notes, "I enjoy brainstorming with Dan as he fosters collaboration and open communication with his approachable style. His calm, rational presence and strong skills of persuasion assist the County in making decisions regarding appropriate action in routine and complex HR issues."

The District Attorney's Office has observed that Dan is always available and responsive with immediate legal assistance combined with a common sense analysis that serves the office and the community well in dealing with challenging issues.

Dan is a vital partner and always collaborates with departments to plan strategies in advance. Dan's knowledge of criminal justice and employment related issues allows the County to move forward in a strategic manner with a complete understanding of potential issues.

Our County is fortunate to have Dan Valim as one of its outstanding employees.