



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN RESOURCES

**File #:** 19-113

Board Meeting Date: 2/12/2019

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**Special Notice / Hearing:** None  
**Vote Required:** 4/5th

**To:** Honorable Board of Supervisors  
**From:** Peggy Jensen, Deputy County Manager  
Rocio Kiryczun, Human Resources Director  
**Subject:** San Mateo County FY 2018 STARS Awards

**RECOMMENDATION:**

Adopt resolutions:

- A) Approving STARS Awards recipients; and
- B) Authorizing an Appropriation Transfer Request in the amount of \$60,000 by transferring \$20,000 from Non-Departmental Services to STARS Award recipients in the General Fund and recognizing \$40,000 in unanticipated revenue to the San Mateo Medical Center to facilitate the transfer of STARS Award proceeds from Non-Departmental Services to the Medical Center (4/5ths vote required).

**BACKGROUND:**

The San Mateo County STARS Awards was established in 2006 to recognize programs for their outstanding contributions to the organization and our community. The program initially began with the Program Performance and Customer Service award categories. In 2008 the Green and Employee Suggestion award categories were added to recognize sustainability efforts and employees that offer innovative ideas that improve County services. In 2016, the Diversity award was added to recognize programs that promote inclusion and diversity.

**DISCUSSION:**

This year's STARS Awards program was open during the fall of 2018. Twenty-six (26) program entries were submitted by seven departments. All entries were evaluated by review teams based on established criteria. The programs with the highest score in each category are recommended to receive awards (the Employee Suggestion award category will be offered in 2020 via an Employee Innovation Summit).

The winning programs are listed below and a full description is attached.

<b>Category</b>	<b>Program Award Recipients</b>
<b>Program Performance</b>	<b>Care Transitions</b> County Health, San Mateo Medical Center (\$20,000) <b>Depression Screening in Primary Care</b> County Health, San Mateo Medical Center (\$20,000)
<b>Customer Service</b>	<b>Property Tax Mobile Mailbox</b> Treasurer-Tax Collector (\$10,000)
<b>Green</b>	<b>SMC Commuter Shuttle Bus</b> Office of Sustainability (\$2,500) <b>Firearms Range</b> Sheriff's Office (\$2,500)
<b>Diversity</b>	<b>In-Home Support Services, Sexual Orientation and Gender Identity</b> County Health, Aging and Adult Services (\$5,000)

County Counsel has reviewed and approved this resolution as to form.

The San Mateo STARS Awards Program contributes to Shared Vision 2025 of a Collaborative Community by recognizing County programs and employees that improve County effectiveness and efficiencies.

**FISCAL IMPACT:**

Appropriations (in the amount of \$100,000) are included in the current year Adopted Budget. This year's STARS Awards total is \$60,000 (\$40,000 Program Performance, \$10,000 Customer Service, \$5,000 Green, and \$5,000 Diversity). The Appropriation Transfer Request (ATR) adjusts the budgets of the award-winning programs/departments, including Health, Treasurer-Tax Collector, Office of Sustainability, and Sheriff's Office.