

Meeting Date
November 1, 2016



AGENDA	
Section	Awards & Presentations
Item No.	I.A.

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT: Employee Development Program

DEPT/OFFICE: Office of Human Resources

Requested Action:

It is requested that the Brevard County Board of County Commissioners, recognize and present Professional Development Certificates to those employees who voluntarily attended the Employee Development Program and successfully completed and passed all three phases of the program during 2016.

Summary Explanation & Background:

The Office of Human Resources presents a series of 20 classes, organized into three phases, representing 60 workshops a year. The Employee Development Program assists employees with their interpersonal and communication skills, prepares them for the Continuous Improvement team-building process, and guides them through our organizational philosophies and objectives. Workshop topics include:

<p>PHASE I</p> <ul style="list-style-type: none"> Time Management Skills Communicating for Results Conflict Resolution Skills Basic Writing Skills Advanced Writing Skills Civil Beginnings 	<p>PHASE II</p> <ul style="list-style-type: none"> Measuring Customer Satisfaction Motivational Skills for Supervisors The Leadership Challenge Continuous Improvement Awareness Team Building Dealing with Difficult People 	<p>PHASE III</p> <ul style="list-style-type: none"> Supervising in Today's Work Environment Grievance Handling Caring for Our Own, Managing Risk Effectively Our Hiring Process in an Equal Employment Environment Budget Training Managing Diversity Making Performance Evaluations Work The Role of Ethics in Public Government
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Since January of 2016 when the last certificates were awarded, 35 additional employees have completed all three phases of the Employee Development Program and passed the voluntary examinations, earning their Certificate of Professional Development. Of those 35, there were 18 who passed with Honors, meaning all three exams averaged over 90%. We'd like to recognize the following employees who passed with "HONORS."

Patricia Adams	Solid Waste Management	Brian Greve	Eau Gallie Library
Chris Allison	Parks & Recreation/North Area	Logan Hemenway	Space Coast Gov't TV/Communications
Sarah Bell	Titusville Library	Bonny Hibbard	Suntree/Viera Library
Robert Biller	Central Services/Fleet Maintenance	Conroy Jacobs	Planning and Development
Meri Beth Brewer	Dr. Martin Luther King Library	Ed Mack	Solid Waste Management
Adam Chalmers	Titusville Library	Allison Matteson	Office of Human Resources
David Dezman	Utility Services	Jenna Sacino	West Melbourne Library
Jared Francis	Utility Services	Jessica Taylor	Public Works/Road & Bridge
Carol Gerundo	Parks & Recreation/South Area	Laurie Tombouides	DeGroodt Library

In addition, the following employees have achieved their Certificate of Professional Development by successfully passing all three phases of the Employee Development Program.

Kinga Ataman	Planning and Development	Shawn Kittles	Parks & Recreation/North Area
Gina Auer	Information Technology	Krystal McCain	Solid Waste Management
Pernelia Boucher	Utility Services	Sheila Mulholland	Port St. John Library
Loren Clark	Utility Services	Lisa Phillips	Parks & Recreation/South Area
Steven Cruz	Parks & Recreation/South Area	Michelle Ryan	Facilities
Carla Dorman	Cape Canaveral Library	Leslie Snyder	Utility Services
Joseph Filakosky, Jr.	Natural Resources/Mosquito Control	Mary Taylor	Planning and Development
Jessica Gardner	Parks & Recreation/North	Jennifer Thomas	Utility Services
Debra Hughes	Parks & Recreation/South Area		

Clerk to the Board Instructions:

Exhibits Attached:

Contract /Agreement (If attached):		Reviewed by County Attorney	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	PR	<input type="checkbox"/>
County Manager		Assistant County Manager				Department Director / Extension		
Stockton Whitten		Assistant County Manager		Jerry Visco, Office of Human Resources Director				



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November 2, 2016

MEMORANDUM

TO: Jerry Visco, Human Resources Director

RE: Item I.A., Employee Development Program Recognition and Presentation of Professional Development Certificates

The Board of County Commissioners, in regular session on November 1, 2016, recognized and presented Professional Development Certificates to Patricia Adams, Solid Waste Management; Chris Allison, Parks & Recreation/North Area; Sarah Bell, Titusville Library; Robert Biller, Central Services/Fleet Maintenance; Meri Beth Brewer, Dr. Martin Luther King Library; Adam Chalmers, Titusville Library; David Dezman, Utility Services; Jared Francis, Utility Services; Carol Gerundo, Parks & Recreation/South Area; Brian Greve, Eau Gallie Library; Logan Hemenway, Space Coast Gov't TV/Communications; Bonny Hibbard, Suntree/Viera Library; Conroy Jacobs, Planning and Development; Ed Mack, Solid Waste Management; Allison Matteson, Office of Human Resources; Jenna Sacino, West Melbourne Library; Jenna Sacino, West Melbourne Library; Jessica Taylor, Public Works/ Road & Bridge; and Laurie Tomboulides, DeGroot Library, passed with honors; and Kinga Ataman, Planning and Development; Gina Auer, Information Technology; Permelia Boucher, Utility Services; Loren Clark, Utility Services; Steven Cruz, Parks & Recreation/South Area; Carla Dorman, Cape Canaveral Library; Joseph Filakosky, Jr., Natural Resources/Mosquito Control; Jessica Gardner, Parks & Recreation/North; Debra Hughes, Parks & Recreation/South Area; Shawn Kittles, Parks & Recreation/North Area; Krystal McCain, Solid Waste Management; Sheila Mulholland, Port St. John Library; Lisa Phillips, Parks & Recreation/South Area; Michelle Ryan, Facilities; Leslie Snyder, Utility Services; Mary Taylor, Planning and Development; and Jennifer Thomas, Utility Services, for successfully passing all three phases of the Professional Development Program.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

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