



Meeting Date
January 27, 2015

AGENDA	
Section	Personal Appearance
Item No.	I.B.

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 the last half of 2014..

Summary Explanation & Background
 The Office of Human Resources presents a series of 20 classes organized into three phases (representing 60 workshops annually) to employees seeking to improve their knowledge of interpersonal and communication skills, the Continuous Improvement process, and 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 July of 2014 when the last certificates were awarded, 22 additional employees have completed all three phases and passed the voluntary examinations, earning their Certificate of Professional Development, twelve (13) with Honors. The following employees have successfully qualified for and achieved their Certificates of Professional Development by successfully passing all three phases of the Professional Development Program with "**HONORS**"

Louis Braafladt	Utility Services	Natasha Petrie	Emergency Management
Claire Cawthon	Parks & Recreation/Central Area	Robert Salazar	Parks & Recreation/South Area
Maria Chaffee	Library Services/DeGroot Library	Dawn Sale	Central Services/Asset Management
Chris Cole	Utility Services	Guy Spring	Utility Services
Chris Johnson	Parks & Recreation/South Area	Tomasz Tronina	Parks & Recreation/North Area
Ashley Link	Library Services/Melbourne Library	Lauren Vaudo-Cynova	Library Services/Cape Canaveral Lib.
Thomas Mulligan	Solid Waste Management		

The following employees have successfully qualified for and achieved their Certificates of Professional Development by successfully passing all three phases of the Professional Development Program.

Thomas Bartosek	Tourism Development	Kristen Pratt	Library Services/West Melbourne Lib.
David Celli	Parks & Recreation/North Area	Amber Schulze	Library Services/DeGroot Library
Karen Hanse	Parks & Recreation/Central Area	Stan Sircello	Utility Services
Michael Hoffmann	Parks & Recreation/South Area	Brittany Wilson	Library Services/Titusville Library
Jamal Moss	Library Services/Central Reference		

Exhibits Attached:

Contract /Agreement (If attached): Reviewed by County Attorney Yes No

County Manager's Office
 Stockton Whitten, County Manager

Department
 Frank B. Abbate, Director, Office of Human Resources



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January 28, 2015

MEMORANDUM

TO: Frank Abbate, Human Resources

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

The Board of County Commissioners, in regular session on January 27, 2015, recognized and presented Professional Development Certificates to Louis Braafladt, Utility Services; Claire Cawthon, Parks and Recreation; Maria Chaffee, Library Services; Chris Cole, Utility Services; Chris Johnson, Parks and Recreation; Ashley Link, Library Services; Thomas Mulligan, Solid Waste Management; Natasha Petrie, Emergency Management; Robert Salazar, Parks and Recreation; Dawn Sale, Central Services; Guy Spring, Utility Services; Tomasz Tronina, Parks and Recreation; and Lauren Vaudo-Cynova, Library Services, earning Certificate of Professional Development with Honors; and Thomas Bartosek, Tourism Development; David Celli, Parks and Recreation; Karen Hanse, Parks and Recreation; Michael Hoffmann, Parks and Recreation; Jamal Moss, Library Services; Kristen Pratt, Library Services; Amber Schulze, Library Services; Stan Sircello, Utility Services; and Brittany Wilson, Library 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 Etheridge, Deputy Clerk

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