



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Aldinger and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Cathy Hanson, Human Resources Director

DATE: February 5, 2008

SUBJECT: Introduction of New Employees, Employee Promotion and Presentation of Service Awards

RECOMMENDATION:

Staff recommends the following:

- 1) Introduction of new employees from the Community Development, Police and Public Works Departments;
- 2) Recognize employee promotion, and
- 3) Presentation of commemorative certificates and pins to employees who have completed 15 or more years of service to the City.

FISCAL IMPLICATION:

There are no fiscal implications associated with the recommended actions.

BACKGROUND:

The City has a tradition of welcoming new employees by introducing them at Council meetings. This gives new employees an opportunity to meet the Councilmembers and Department Heads and experience firsthand how Council meetings are conducted in the City. This tradition includes recognizing promoted employees and presenting commemorative certificates and pins to long-term city employees.

DISCUSSION:

- 1) Introduction of New Employees

Ana Stevenson is the new Management Analyst in the Community Development Department, traffic and right of way division. She is also the staff liaison with the Parking and Public Improvements Commission. Ana has over 8 years of local government experience. She previously worked as a business manager with the San Jose Redevelopment Agency promoting economic development. She obtained her Master's in Public Administration from San Jose State University. She is a native of Spain where she obtained her post graduate degree in marketing and two bachelors' degrees in international relations and journalism.

Michael Rocque, the new Assistant Planner in the Community Development Department comes from Tucson, Arizona. He worked for three years as a Planner and Zoning Inspector of Pima County. He has a Master's Degree in Planning from the University of Arizona. As part of Michael's master thesis, he developed and published the Pima County Arizona Architectural Guidelines. His undergraduate work concentrated on geography and regional development.

Delianne Alexander is our new Community Services Officer. Prior to joining the City's Police Department, she worked as a Manager in Ben & Jerry's Ice Cream Store and at Wells Fargo Bank, where she held the positions of Teller, Customer Service Officer and Personal Banker.

Jill Chamberlain was recently hired as Executive Secretary in the Public Works Department. Her previous work experiences include working in the funeral industry for 12 years and later as Department Coordinator for Cardiovascular Services at Glendale Memorial Hospital. She assisted with the day-to-day management, operations and supervision of the 190 plus patient care staff of the hospital's Emergency Department and Critical Care Center.

Christina Lopez was recently hired as Secretary in the Public Works Department. She previously worked as a temporary employee in the same department. She plans to return to school to pursue a degree in Civil Engineering.

2) Recognition of Employee Promotion

Promotion to Sr. Human Resources Analyst

Christine Tomikawa started working for the City as a Human Resources Technician in 2002 and was reclassified to the position of Human Resources Analyst in 2006. Christine has held the position of Acting Sr. Human Resources Analyst on several occasions. After a promotional recruitment, Christine was promoted to the vacant position of Sr. Human Resources Analyst. She has a Bachelor's Degree in communication from the University of Arizona. She previously worked as a Human Resources Assistant at the City of Arcadia.

2) Presentation of Service Awards

The City wishes to recognize tonight the following employees for their dedicated service:

| | | |
|---------------------------------------|----------|--------------------|
| Douglas Hall, Police Services Officer | 25 years | Police Department |
| Sande Johnson, Accounting Technician | 15 years | Finance Department |

The following employee(s) are not able to attend tonight's meeting, but the City wishes to recognize them for their dedicated service:

| | | |
|---------------------------------------|----------|-------------------------|
| Charles Neugebauer, Fire Engineer | 40 years | Fire Department |
| Scott Hafdell, Fire Captain/Paramedic | 25 years | Fire Department |
| Steve Andrade, Electrician | 20 years | Public Works Department |