



Agenda Item #: \_\_\_\_\_

# Staff Report

## City of Manhattan Beach

**TO:** Honorable Richard Montgomery and Members of the City Council

**THROUGH:** Geoff Dolan, City Manager

**FROM:** Cathy Hanson, Human Resources Director

**DATE:** October 21, 2008

**SUBJECT:** Introduction of New Employees and Presentation of Service Awards

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### **RECOMMENDATION:**

Staff recommends the following:

- 1) Introduction of new employees from the Police Department; and
- 2) 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:**

#### **Police Department:**

##### **New Employees**

Community Services Officer Judith Affleck has a Bachelor of Arts degree from Cal State Fullerton majoring in Criminal Justice and Political Science. She later attended Pepperdine School of Law graduating Juris Doctorate and is currently a member of the California Bar Association. Prior to joining the Manhattan Beach Police Department, she worked as a Contract Administrator and Executive Assistant at the Feature Film Department of Rhythm and Hues Studios. She also worked at the BOSS Film Studios in charge of business affairs.

Community Services Officer Staci Cash has a Bachelor of Science degree in Criminal Justice from Cal State Long Beach and has completed a Forensic Science Program at Rio Hondo College where she served as Assistant to the Director. She is currently applying at Long Beach State University to

pursue a Master's Degree in Public Administration. She previously worked at the Los Angeles County Sheriff's Department as a Law Enforcement Technician (LET) and as a Public Safety Dispatcher for the Santa Ana Police Department.

Community Services Officer Jeffrey Grant joined the Air Force at the age of 19. He worked on the B-52 aircraft and was later promoted to the rank of Staff Sergeant. After four years with the Air Force, CSO Grant worked at the U.S. Postal Service until his retirement in 2006. After two years, he decided to join the workforce again and was recently hired by our Police Department. CSO Grant has an AA degree from El Camino College.

**Service Awards**

Jaime Ruiz, Police Officer, 30 years of dedicated service.

Jason Sandoval, Community Services Officer, is not able to attend tonight's presentation but the City wish to recognize him for his 15 years of dedicated service

**Public Works Department**

**Service Awards**

Michael Guerrero, Principal Civil Engineer, is not able to attend tonight's presentation but the City wish to recognize him for his 20 years of dedicated service