



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Ward and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Marcie Scott, Human Resources Director

DATE: February 7, 2006

SUBJECT: Introduction of New Employees, Employee Promotions and Service Awards

RECOMMENDATION:

Staff recommends the following:

- 1) Introduction of new employees from the Public Works and Police 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 employees who have been with the City for 15 years or more.

DISCUSSION:

1) Introduction of New Employees

Community Services Officer KaShauna Pickens graduated from El Camino College with an Associate of Science in Criminal Justice. She previously worked in customer service for Chevron, Inc. in El Segundo and for the Law Offices of Murphy and Beane in Culver City.

Police Records Tech/Matron Aprile Haynes has worked in various capacities involving communications and sales and also as an assistant teacher in the Manhattan Beach Unified School District.

Jennifer Witzman was also hired as Police Records Tech/Matron. She earned her Bachelor's Degree in Sociology from the University of California at Santa Barbara. She worked in customer service with United Airlines and Mercury Air Center Santa Barbara.

Donald Powelson is our new Maintenance Worker I/II. He previously worked in the Public Works and Parks Departments of the City of Torrance. He has experience in street and parks maintenance and is skilled in operating various equipment and tools. He also has prior work experience as a customer service representative and service manager.

2) Recognition of Employee Promotion

Promotion to Sr. Management Analyst

Lindy Coe-Juel was initially hired as a Management Analyst in the Public Works Department. When the position of Sr. Management Analyst became vacant, a promotional recruitment was conducted and Lindy was promoted to the position. She previously worked for the United States Government Accountability Office, Department of Homeland Security. She holds a bachelor's degree from Eastern Illinois University and a master's degree from the University of Colorado, Boulder.

3) Presentation of Service Awards

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

Frank Chiella, Fire Battalion Chief	25 years	Fire Department
Neil Miller, Public Works Director	15 years	Public Works Department

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

Michael Wills, Fire Engineer/Paramedic	25 years	Fire Department
Ronald McFarland, Principal Building Inspector	15 years	Community Dev. Dept.