

STATE OF CALIFORNIA



MEMO

To : BOARD MEMBERS

Date: July 15, 2014

From : BILL BRENNAN

Subject: EMPLOYEE RECOGNITION AWARD PROGRAM

The Board Development Committee is recommending to the Board at its July 15, 2014, meeting that Eugene Ohta receive the Sol Soteris Employee Recognition Award for a job well done.

Eugene is being recognized for all around support of Board operations. He is currently assigned to the Board's legal division where he is responsible for processing all documents related to protests. In addition to this role, he is also the Board's tech-guy which makes him responsible for maintaining and trouble-shooting the Board's printer, copiers, PC's and phones. He also updates the Board's website and takes care of all of the audio/visual needs for the Board's meetings.

He is great with answering the phones and is able to screen calls to the mediation program and route or redirect them accordingly. He is the "go to" person for running errands, standing in line at the Post Office, purchasing supplies for the office kitchen kitty, and is also the Chair for the United Way campaign.

Eugene is always willing to help his coworkers with any problems that may arise in the areas of his expertise, and even on issues that he might have to research. In summary his outstanding performance and genuine disposition has contributed greatly to the Board's operations.

The Board's approval of Eugene Ohta for the Employee Recognition Award includes a check for \$250.00, a certificate of appreciation from Jean Shiimoto, Deputy Director of DMV, a certificate of recognition and appreciation from the New Motor Vehicle Board, and other acknowledgement. I believe the Employee Recognition Award is highly warranted, and recommend that the Board ratify the Committee's selection.