



CITY OF DELRAY BEACH EMPLOYEE OF THE MONTH NOMINATION FORM



(MUST BE SUBMITTED TO THE NOMINEE'S DEPARTMENT HEAD BY *THE LAST FRIDAY OF THE MONTH*)

Name of nominated employee: Marisa Rodriguez

Job Classification: Admin. Assistant/ Asst. CI Director Dept./Division: Community Improvement

Please select one or more of the following guidelines applicable to the nomination:

- Action, service, idea or method that resulted in organizational improvements (saved the City time or money by streamlining a process such as eliminating waste, significantly decreasing expenses or increasing efficiency), and/or;
- Outstanding action that brought public recognition to the City or enhanced the city or department's professional image (returned a citizen's personal property; recognized in the media for "going above and beyond" routine job responsibilities), and/or;
- Displaying overall excellent cooperation toward City goals and objectives (effectively communicating or sharing information/knowledge to other departments/co-workers to achieve a common goal), and/or;
- Going "above and beyond the call of duty" that exceeds nominee's job description (exemplary action outside of work routine that prevented a citizen or co-worker from serious injury or death), and/or;
- Other action warranting city wide recognition.

Please justify the nomination by providing **specific** details (use additional sheets if necessary):

On March 9, 2018, Jamael Stewart observed a homeless young lady with two kids;
a 7 and 5 year old in the parking lot on Seacrest Blvd . The mother was living her car with her
kids and cried out for help, she was referred to

Community Improvement. Marisa Rodriguez and Jamael Stewart reached out to agencies who
assist homeless family; however, those agencies were unable to assist this family in need.

Marisa Rodriguez and Jamael Stewart were challenged to find a place for the desperate
Mother. After several hours of reaching out to resources and being told NO, Marisa Rodriguez
and Jamael Stewart continue the pursuit to find housing.

Marisa Rodriguez contacted a source and begged for help for this mother. The source assisted
and

provided the mother with an apartment, also with food and cooking materials. Marisa Rodriguez
and Jamael Stewart did not accept NO, and were determined to find housing for this mother
which they did.

Additionally, both Jamael and Marisa promised to help locate long term housing for this mother
of two.

Jamael and Marisa went over and beyond to assist a family in desperate need. They showed
compassion, kindness and humanity. Jamael gave this mother money for gas out of his own
pocket and offered to buy them food. Both Jamael and Marisa met with the mother at City Hall
after work hours and had her follow them to a clean and safe furnished Apt. They met with their
contact who provided a rent free Apt for the weekend or longer to assist this family. I personally
witnessed the actions of both Jamael and Marisa in the office calling on resources, friends,



CITY OF DELRAY BEACH EMPLOYEE OF THE MONTH NOMINATION FORM

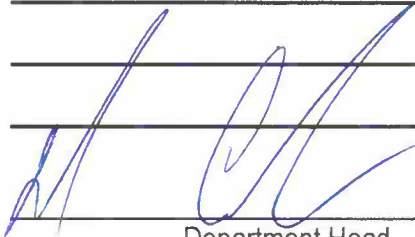


(THIS SECTION TO BE COMPLETED BY DEPARTMENT HEAD)


Instructions: Select yes or no after each question and provide an explanation or comment. The Department Head is responsible to ensure the form is returned to the Human Resources Department by **5:00pm on the first business day of the month.**

| DESCRIPTION | YES | NO |
|--|-----|----|
| Has the employee completed all regular and special duties as required including adherence to the City's Rules and Regulations? | x | |
| Has the employee maintained a positive attitude and overall excellent spirit of cooperation toward City goals and objectives? | x | |
| Has the employee been involved in any safety incident during this nomination year in which she/he was at fault? | | x |
| Are there any disciplinary action pending involving this employee? | x | |

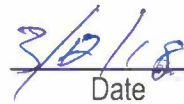
Department Head Comments: (use additional sheets if necessary)



Department Head



Signature



Date

This Area To Be Completed By Human Resources

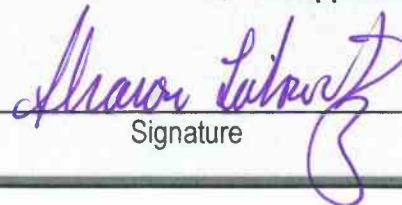
Human Resources will review the employee's file to verify eligibility

Approved

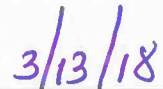
Disapproved



Human Resources Director



Signature




Date



CITY OF DELRAY BEACH EMPLOYEE OF THE MONTH NOMINATION FORM



acquaintances and anyone who could assist getting this mother and her children off the streets.

| | | |
|--|---|------------------------|
| Darcy Tyson Submitted by : (Print Name) |  Signature | March 10, 2018 Date |
| Community Improvement Department / Division | tyson@mydelraybeach.com Email Address | |

Anonymous or self-nominations will not be accepted