



# 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: Ferline Mesidort

Job Classification: Neighborhood  
Services  
Administrator

Dept./Division: Community Improvement

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

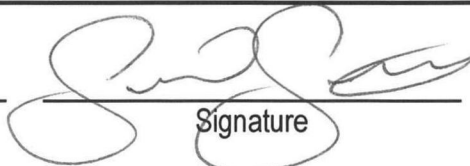
- ☐ Action, service, idea or method that resulted in organizational improvements (saved the City time or money by streamlining a process such as eliminating waste, significantly decreasing expenses or increasing efficiency), and/or;
- ☐ Outstanding action that brought public recognition to the City or 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):

Ferline Mesidort recently completed a housing rehabilitation for Mr. Haynes, a 91 year old male whose home hadn't had any repairs in over 15+ years. Initially when the project was bid out the costs came in at over \$81,000 however Ferline and her staff suggested partnering with outside subcontractor to reduce the cost. With luck, Habitat for Humanity agreed to do majority of the work with the bidding contractor at a reduction of \$30,000.

Today, Mr. Haynes is able to cook in his kitchen which had been unusable for quite a while, the bathrooms and doors are ADA accessible among a lot of other items and he is thankful for the improvements. This project has been completed in conjunction throughout years of Code non-compliance. Ferline and her staff worked above and beyond to making sure Mr. Haynes received all the help he could. Teamwork at its finest! Please see attached Pictures...

Jamael Stewart  
Submitted by : (Print Name)

  
Signature

2/7/2017  
Date

Community Improvement  
Department / Division

stewartj@mydelraybeach.com  
Email Address

Anonymous or self-nominations will not be accepted



# 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)

---

---

---

---

---

---

---

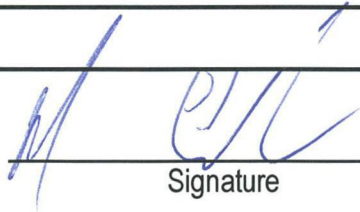
---

---

---

MICHAEL COLEMAN

Department Head



Signature

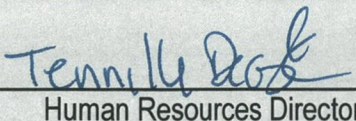
2/7/16  
Date

## This Area To Be Completed By Human Resources

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

☒ Approved

☐ Disapproved

  
Human Resources Director

  
Signature

2/14/17  
Date