

McNamara Employee of the Year Selection Committee
Meeting Minutes – January 15, 2014

A meeting of the McNamara Employee of the Year Committee was scheduled for January 15, 2014 at 3:30pm in the Harvard Room on the 9th floor of City Hall
400 South Orange Avenue – Orlando, Florida.

MEMBERS PRESENT:

Elena Kennedy Kunneke (Recording Secretary)
Ana Palenzuela, Chair, Human Resources
Alana Brenner, EXO/City Clerks Office (**Absent** – sent in scores ahead of meeting)
Diana. McAllister - Housing
~~Vicki Robles – Orlando Fire Department~~
Deputy Chief Roderick Williams – OFD (**Absent** – sent in scores ahead of meeting)
(*Substituted for Vickie Robles as V. Robles was a nominee.*)
Shelly Burlon - Finance
Sandra Crumb - Public Works
~~Brenda Scott, FPR – was a nominee~~
Taryn Rutkovitz, FPR substituted for Brenda Scott
Sherita Polke, EDV
William Cail - OPD
Kathy Devault – EXO – Mayor's Office (**Absent** – sent in scores ahead and after the meeting)
Barbara Elness (GUEST) assisted in tabulating scores as an audit.

CALL TO ORDER

Meeting was called to order at 3:31pm

Prior to the meeting, the members rated each nominee using the established rating system prescribed in Policy & Procedure 808.41 and considering the information provided in the nomination packets including recommendation letters, supporting documents, and job descriptions. Using a round-robin format, the committee shared their individual ratings of the **18 nominees** with the other members of the committee and they were recorded by Elena Kennedy Kunneke.

Kathy Devault's was missing two nominee packets and was provided them after the meeting. The committee voted to hold off on the final count until Ms. Devault's votes were tallied to include all of Ms. Devault's votes. Ms. Kennedy was given permission to announce the winners after the final tallies were in from Ms. Devault.

Adjournment The meeting was adjourned at 3:50 pm.

The votes were tallied by Elena Kennedy-Kunneke and double checked by Barbara Elness. The following employees were designated McNamara Employees of the Year for 2013:

Vicki Robles, Orlando Fire Department

Bill Stevens, Aide to Commissioner Sheehan, EXO

Brenda Scott, FPR/Recreation - Rosemont

Detective Paul Bruining, Orlando Police Department

Ana Palenzuela, Chairman

Elena Kennedy Kunneke
Recording Secretary