

INTEROFFICE MEMO



DATE: October 28, 2013

PHONE: 382-3134

FROM: BEHAVIORAL HEALTH COMMISSION

TO: BEHAVIORAL HEALTH STAFF, CONTRACT AGENCY STAFF, VOLUNTEERS,
CONSUMERS/FAMILY MEMBERS, COMMUNITY STAKEHOLDERS

SUBJECT: 2013 NOMINATIONS FOR BEHAVIORAL HEALTH COMMISSION HOLIDAY TEA AND AWARDS CEREMONY

The County of San Bernardino Behavioral Health Commission (BHC) invites you to attend the annual Holiday Tea and Awards Ceremony on:

THURSDAY, DECEMBER 5, 2013
2:00 p.m. – 4:00 p.m.
COUNTY OF SAN BERNARDINO HEALTH SERVICES
850 E. FOOTHILL BLVD. – AUDITORIUM
RIALTO, CA 92376

The BHC has a long history of granting awards for outstanding efforts and dedication for the provision of good service to consumers and their families. We include individuals/agencies who promote consumer input and decision making to improve program access and outcomes.

The concept of the award is to show appreciation to members of the behavioral health community (consumers and family members, volunteers, Department of Behavioral Health and contract agency staff/programs). These awards are not intended to be awarded to the same individuals year after year; we like to see the joy of awarding various individuals/agencies at each year's event.

The BHC appreciates creativity as the selected nominations will be read during the Holiday Tea. We ask nominators to include a brief list of examples of exceptional work, as well as routine activities performed. We would also like to have the ability to contact the nominator for further clarification. The nominations should be submitted to appropriate staff for review and signature prior to submission.

Thank you for helping us to honor those who truly deserve special recognition!

SJM/dp

cc: CaSonya Thomas, Director, Department of Behavioral Health
Executive Management Team, Department of Behavioral Health

2013 BEHAVIORAL HEALTH COMMISSION SPECIAL RECOGNITION AWARD CRITERIA

Cite specific reasons why this person/program is outstanding. Be convincing and concise. Please include four routine job duties and how his/her performance is **above and beyond** normal job requirements.

Award categories include, but are not limited to:

- Consumers and/or family members
- Volunteer
- Creative artists/performers
- Direct service provider (Counselors, Psychiatrists, Peer and Family Advocates, etc)
- Office support staff (clerical, facility workers, etc)
- Supervisory staff
- Administrative staff (CEO, Deputy Directors, Program Managers, etc)

Nominations may be made by consumers, family members, community stakeholders, contract agency and DBH staff.

Recipients will be selected on the following criteria:

- Outstanding advocacy efforts on behalf of behavioral health consumers.
Example: Must be outside scope of normal duties.
- Demonstrates a direct or indirect positive impact on the behavioral health of clients.
Example: Participates in an inter-departmental project with successful outcomes.
- Produces results at his/her agency in increased productivity, increased revenues, reduced costs and/or improved process/operations.
Example: Employee suggestion that measurably improves a work process.
- Demonstrates the values of cultural competency in the performance of his/her duties.

Please consider these core values:

1. Sensitivity & Respect

- Treats those we serve and with whom we work with compassion, demonstrating a high regard for the dignity and worth of each person.
- Clients and families are central to our purpose.
- Partnerships that share leadership, decision-making, ownership and accountability.

2. Integrity

- Promotes open and honest dialogue among all individuals.
- Provides effective services in the least intrusive environment.

3. Quality

- Promotes continuous improvement through creativity and teamwork.
- Empowers and supports others in their personal and professional development.

4. Community Advocacy

- Fosters overall well-being of the community, especially those in need, through charitable, community service and responsible action as a corporate citizen.

5. Resourcefulness

- Gains the community's trust through innovative and responsible management of human and fiscal resources.
- Responsible use of resources to ensure financial sustainability.
- Views each other as our most valuable resource and the empowerment this provides.

2012 BEHAVIORAL HEALTH COMMISSION
SPECIAL RECOGNITION AWARD NOMINATION



Nominee: _____

Job Title: _____

Clinic/Program Name: _____

- Consumer Volunteer Community Member
 DBH Employee Contract Agency Staff Family Member

Please give specific examples which illustrate why the nominee is the best candidate:
(form will expand as you type)

Signature: _____ Print Name: _____

Title: _____ Phone Number: _____

Supervisor Signature: _____
(Print for signatures)

NOMINATION FORMS WILL BE ACCEPTED NO LATER THAN: Wednesday, November 12, 2013

Email a scanned copy: Esmeralda Sanchez at sesmeralda@dbh.sbcounty.gov
Interoffice County Mail Code: 0026
Fax: (909) 382-3105
Or mail to: DBH Admin, 268 W. Hospitality Lane, Suite 400, Administration
San Bernardino, CA 92415-0026; Attn: Esmeralda Sanchez

