

INTEROFFICE MEMO



DATE: October 26, 2011

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FROM: BEHAVIORAL HEALTH COMMISSION

TO: BEHAVIORAL HEALTH STAFF, CONTRACT AGENCY STAFF, VOLUNTEERS,
CONSUMERS AND THEIR FAMILY MEMBERS

SUBJECT: 2011 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 1, 2011
2:00 p.m. – 4:00 p.m.
BEHAVIORAL HEALTH RESOURCE CENTER
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 Behavioral Health Commission 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: Board of Supervisors
Allan Rawland, Director, Department of Behavioral Health
Executive Management Team, Department of Behavioral Health

2011 BEHAVIORAL HEALTH COMMISSION SPECIAL RECOGNITION AWARD CRITERIA

Cite specific reasons why this person/program is outstanding. Be convincing and concise. Please limit your narrative to one page including 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
- Direct Service Worker (Counselors, Psychiatrists, Peer and Family Advocates, etc)
- Office Support Staff (clerical, facility workers, etc)
- Supervisory Staff
- Administrative Staff (CEO, Deputy Directors, Program Managers, etc)
- Volunteer

Nominations may be made by consumers, family members, 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.