


**AGENDA**  
**EMPLOYEE RECOGNITION COMMITTEE MEETING**  
**LEUCADIA WASTEWATER DISTRICT**  
November 6, 2014 – 1:30PM  
1960 La Costa Avenue, Carlsbad, CA 92009

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1. **Call to Order**
2. **Roll Call**
3. **Public Comment**
4. **New Business**
  - A. Review of 2014 Employee of the Year Award Nomination Forms.  
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5. **Information Items**

None.
6. **Director's Comments**
7. **General Manager's Comments**
8. **Adjournment**

**MEMORANDUM**

**DATE:** October 31, 2014  
**TO:** Employee Recognition Committee  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** Review of Employee of the Year Nomination Forms

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**RECOMMENDATION:**

1. Discuss and take action, as appropriate.

**DISCUSSION:**

Leucadia Wastewater District's Incentive Program (Incentive Program) includes provisions for an Employee of the Year award to be granted once a year. Under the program, candidates are nominated by LWD employees and the successful candidate is eligible to receive a monetary award of \$1,000.

The Incentive Program stipulates that the nominations be evaluated by a committee consisting of LWD Management, Supervisors, the 2013 Employee of the Year and the Employee Recognition Committee. The final award must be approved by the Board of Directors (Board). The Employee of the Year will be named at the December Holiday Party.

Nominations were recently submitted and are enclosed for your review and consideration. Staff requests that the Employee Recognition Committee review the nominations and select the employee most deserving of this recognition. Staff plans to recommend approval of the Employee of the Year Award at the November 12<sup>th</sup> Board meeting, *without* naming the recipient.

Enclosure

PJB