

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

MEETING DATE: April 18, 2007

DIVISION: Public Works

BULK ITEM: Yes No

DEPARTMENT: PW Management

STAFF CONTACT PERSON/PHONE# Dent Pierce/292-4560

AGENDA ITEM WORDING: Presentation of the 2006 Employee of the Year Award to Beth Leto, Assistant Director, Public Works Division.

ITEM BACKGROUND: Mrs. Leto was chosen as Employee of the Month for February, 2006, and Employee of the Year for 2006.

PREVIOUS RELEVANT BOCC ACTION: none.

CONTRACT/AGREEMENT CHANGES: n/a

STAFF RECOMMENDATION: Approval.

TOTAL COST: \$ _____

BUDGETED: Yes: No:

COST TO COUNTY: \$ _____

SOURCE OF FUNDS: _____

REVENUE GENERATED: Yes No

APPROVED BY: County Atty: _____ OMB/Purchasing: _____ Risk Management: _____

DOCUMENTATION: INCLUDED: NOT REQUIRED:

DISPOSITION: _____

AGENDA ITEM#: _____

2006 Monroe County
Employee of the Year
Beth Leto

Beth began her employment with the County in 1983 as a Clerk Typist for the County Attorney's office. Twelve years later, after working her way up to Legal Secretary, she transferred to Public Works as Executive Assistant to the Division Director. In 1999, she was reclassified to Sr. Administrator after assuming the duties of the former Public Works Accountant, and in 2006, she became the Assistant Director of Public Works.

Beth keeps the Division running smoothly by handling the entire Division's budgets, setting up projects, preparing agenda items and preparing hurricane reimbursement worksheets. She helps anyone needing assistance, whether it's something small or something large, within the Division or not.

She is a past member of the Employee Relations Committee, the Personnel Policies and Procedures Board, and she has served as an alternate on the Sick Leave Pool Committee for several years now; in 2003 she became a Certified Public Manager.

In addition to raising two teenagers with her husband, she is attending St. Leo University to obtain a Bachelor's Degree in Business Administration, majoring in Management.

Beth is truly an asset to Public Works and Monroe County and we are extremely proud to recognize her as the 2006 Monroe County Employee of the Year.