

November 27, 2018 - Regular Meeting
Agenda Item #5

Presented in Open Session 11/27/18
Manatee County
Board of County Commissioner

Subject

Employee of the Month - Ivan Groom

Briefings

None

Contact and/or Presenter Information

Contact: Tamie Langman, Human Resources, Ext. 3861

Presenter: Geri Lopez, Redevelopment & Economic Opportunity Director

Action Requested

Presentation of the November Employee of the Month awarded to Ivan Groom, Redevelopment Coordinator, REO.

Enabling/Regulating Authority

Manatee County Code § 2-2-3 - Awards and Incentives to Employees

Resolution R-09-020 - Performance Compensation Programs

Background Discussion

This award is presented monthly.

A designated parking space will be available to the "Employee of the Month."

This employee will receive a \$100.00 cash award in addition to one paid day off.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

None

Cost and Funds Source Account Number and Name

\$125.00 0010003700-549001-Awards, Ad Valorem Tax

Amount and Frequency of Recurring Costs

None

Attachment: [Groom EOM.pdf](#)

Attachment: [Groom EOM20181024120846.pdf](#)





MANATEE COUNTY GOVERNMENT
"EMPLOYEE RECOGNITION PROGRAM"
NOMINATION FORM

(PLEASE PRINT)

DATE: 06/26/2018

[X] EMPLOYEE OF THE MONTH NOMINATION

NAME: Ivan Groom
DEPARTMENT: Redevelopment & Economic Opportunity DIVISION: Economic Development
JOB TITLE: Redevelopment Coordinator DATE OF HIRE: 04/02/2007
NOMINATED BY: Karen Stewart PHONE#: 6832

Expiration (If applicable):
Reviewed by Human Resources Date:

[] TEAM NOMINATION

NAME: DEPARTMENT:
NAME: DEPARTMENT:
NAME: DEPARTMENT:
NAME: DEPARTMENT:
NOMINATED BY: PHONE#:

Reviewed by Human Resources Date:

[] SAFETY NOMINATION

NAME:
DEPARTMENT: DIVISION:
JOB TITLE: DATE OF HIRE:
NOMINATED BY: PHONE#:

Reviewed by Human Resources Date:

[] HEROISM NOMINATION

NAME:
DEPARTMENT: DIVISION:
JOB TITLE: DATE OF HIRE:
NOMINATED BY: PHONE#:

Reviewed by Human Resources Date:

Nominated Employee(s): Ivan Groom
Type of Nomination: Employee of the Month

EMPLOYEE OF THE MONTH NOMINATION

1. BRIEFLY DESCRIBE THE JOB DUTIES OF THE NOMINEE:

Assist with the design and implementation of redevelopment plans for designated areas. Conducts data collection and provides analysis as needed. Prepares, or assists with preparation of, annual budgets and reports focusing on the Southwest District. Reviews and monitors former designated CRA projects, activities and accounts. Serves as staff liaison to community groups and neighborhoods. Seeks grants and other funding sources. Assists in planning and implementation of redevelopment infrastructure improvements, and related activities to encourage redevelopment and reinvestment.

2. DESCRIBE IN DETAIL (INCLUDE EXAMPLES) OF EXEMPLARY CUSTOMER SERVICE GIVEN BY THIS NOMINEE.

Mr. Groom provides leadership for Southwest District projects and maintains situational awareness of and responds to issues within former redevelopment areas including Community Policing Program, signage, soccer field, graffiti abatement, code enforcement, residential / commercial concerns, and road gang performance. Mr. Groom routinely interfaces with citizens and community partners to answer questions, provide information and gain input relative to economic development and redevelopment. He is the grant manager for the EPA Brownfield (BF) Coalition Grant for assessment in the amount of \$250,000 and has been instrumental in establishing the BF Advisory Group, organizing conference calls, community meetings, and providing quarterly reports to support the grant. He works collaboratively with the cities and MPO to select properties for assessment and has been successful in spending all of the dollars in the three-year grant that ends this year.

Mr. Groom is a respected team member working with diverse groups in the community to advance economic development and redevelopment. He works seamlessly with County departments, MSO, MPO, state and federal organizations, Cities within Manatee County, community service organizations, and other entities in a collaborative and professional manner that has garnered positive outcomes for communities in the Southwest District.

3. GIVE EXAMPLES OF EXCEPTIONAL ACHIEVEMENTS. HOW DID THE EMPLOYEE'S ACCOMPLISHMENTS EXCEED THE NORMAL STANDARDS/EXPECTATIONS FOR THE JOB? HOW DID THE EMPLOYEE'S ACCOMPLISHMENTS RESULT IN A SPECIAL ACHIEVEMENT OF SIGNIFICANT IMPORTANCE TO THE COUNTY?

Mr. Groom is a big-thinker, and excels in the areas of innovation and creative ideas. Mr. Groom worked in collaboration with the IT Department to develop a dashboard using ESRI and Microsoft Power BI for the Southwest District (SWD) that will be utilized to demonstrate progress in the district across various departments for the next 30 years. The reports are web-based, attractive and easy to understand by users. In addition, created a web-tour of targeted industries that have received economic development incentives for job creation from the Board of County Commissioners and created an interactive map of these companies. Mr. Groom has also been active in the development of the ESF-18 plan and strategies to assist businesses with recovery after disaster.

4. ACCOUNTABILITY, CIVILITY, AND ETHICS: GIVE SPECIFIC EXAMPLES OF HOW THE EMPLOYEE DEMONSTRATES EXCEPTIONAL LEADERSHIP SKILLS; SERVES AS A ROLE MODEL FOR OTHERS, DISPLAYING DESIRABLE QUALITIES/TRAITS SUCH AS VISION, INTEGRITY, HONESTY, DEDICATION, HIGH LEVEL OF WORK ETHICS, FAIRNESS, ASSERTIVENESS, AND HARD WORKING.

Mr. Groom is a standard-bearer for ethical behavior, and demonstrates respect in his interactions with a diverse group of constituents, including co-workers, citizens, and community collaborators. Mr. Groom possesses the ability to take the customer's point of view, which promotes goodwill for the County and often helps to bring solutions to challenging issues.

ADDITIONAL EXAMPLES/JUSTIFICATION: SPECIFIC ACCOMPLISHMENTS, COMPLETED PROJECTS, ETC. (EXAMPLE: PROFESSIONAL DEVELOPMENT, VOLUNTEERISM, ETC.)

In addition, Mr. Groom has continuously taken part in giving back to the community by participating in community cleanups, volunteering with Habitat for Humanity, and devoting time to read to elementary kids. During the holiday season Mr. Groom donated blankets to a local memory care unit that serves senior citizens battling Alzheimer's and dementia, purchased a bike for a local teen in need who was faced with homelessness, participated in adopting a family for the holidays, and donated pajamas to MSO for children in foster care.

SAFETY NOMINATION

Achievements considered may include, but are not limited to, the following suggestions. Check the category(ies) that best describe the safety accomplishments of the nominee.

- Safety meeting contribution
- Response in an emergency
- Coaching co-workers on safe work practices

- Demonstration safety consciousness & initiative
- Consistent maintenance of safe work environment
- Identifying, reporting and helping to correct a hazard

Nominated Employee(s): _____
Type of Nomination: _____

1. Explain how employee(s) achieved, maintained or improved safe work environment. (BE AS SPECIFIC AS POSSIBLE. Use an additional sheet as necessary.)

TEAM NOMINATION

Check the selected criteria that best describes the team's performance.

- | | | | | | |
|--------------------------|--------------------|--------------------------|----------------|--------------------------|-------------|
| <input type="checkbox"/> | Project | <input type="checkbox"/> | Committee Work | <input type="checkbox"/> | Emergency |
| <input type="checkbox"/> | Special Assignment | <input type="checkbox"/> | Cost Savings | <input type="checkbox"/> | Promotional |
| <input type="checkbox"/> | Community Work | <input type="checkbox"/> | Other | | |

1. Summarize the work efforts that justify this nomination.

2. How did the team of employees contribute to improving the quality of services to the County and its citizens? Explain how this effort was beyond the normal realm of duties and responsibilities of these individuals.

HEROISM NOMINATION Describe heroic act below or attach additional pages.

Nominated Employee(s): _____
Type of Nomination: _____

ADDITIONAL COMMENTS:

NOTE: ADDITIONAL DOCUMENTATION AND/OR COMMENDATIONS MAY BE ATTACHED (UP TO 10 PAGES).

EMPLOYEE'S SUPERVISOR	
Approved/Disapproved <i>Karen Stewart</i>	Date: <i>07/12/18</i>
Supervisor's Comments: <i>Fully deserved! Ivan is truly dedicated to the County and the community and exhibits the ACE philosophy in all his work.</i>	
DEPARTMENT DIRECTOR	
Approved/Disapproved <i>Sevi Joff</i>	Date: <i>7/11/18</i>
Department Director's Comments: <i>Well-deserved nomination. Ivan produces excellent work and is a role model for his co-workers.</i>	
Reviewed by Risk Management (Safety Award):	Date:

DEPARTMENT DIRECTOR - NOTE:

Please notify Tamie Langman, Human Resources Department of any change in status regarding the nominated employee.

**PLEASE SUBMIT YOUR NOMINATION TO THE HUMAN RESOURCES DEPT.
ATTN: Tamie Langman, ERC Coordinator.**

Deidra GreeneLarkins

From: Karen Stewart
Sent: Wednesday, July 11, 2018 8:40 AM
To: Deidra GreeneLarkins
Subject: FW: EOM - Groom

For Project Igloo.

From: John Osborne
Sent: Tuesday, July 10, 2018 10:09 AM
To: Karen Stewart <karen.stewart@mymanatee.org>
Subject: EOM - Groom

Karen:

I have known Ivan Groom since he started with the County. What I appreciate about Ivan the most is his passion for Manatee County. Ivan has a "bend over backwards" work ethic and is a continuous learner.

I regularly throw Ivan under the bus and volunteer him for work assignments, even though he does not work for me! This is because he has a can-do attitude and figures things out. He is reliable, hard-working and gets it done. He has always been willing to go into the field to serve the citizens and excels at public outreach. He always represents the County professionally. If there a new tool that will provide better information or a greater service to the community (i.e., geographic information systems, power bi, etc.), Ivan will work on it and figure it out. If there is a new trend developing, if Ivan hasn't already spotted it, he will research it.

For his professionalism, passion for the community and can-do attitude, I strongly support Ivan Groom for employee of the month.

John Osborne, AICP
Infrastructure & Strategic Planning Official – Interim Deputy County Administrator
Manatee County Government
County Administrator's Office
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Bradenton, FL 34205
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