

BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
9:00 AM, May 21, 2025
James S. Page Governmental Complex, 96135 Nassau Place
Yulee, FL 32097

B.

<p style="text-align: center;">Nassau County Board of Commissioners</p> <p style="text-align: center;">FORM – EMPLOYEE OF THE QUARTER AWARD NOMINATION</p>	
<p>Effective:</p> <p style="text-align: center;">01/01/2022</p>	<p>Revised:</p>

Award Eligibility:

Show your appreciation and acknowledge an outstanding employee by nominating him/her for the Employee(s) of the Quarter Award! To be eligible for this award, employees must be a permanent full or part time employee who has served as a Nassau County employee for at least six (6) consecutive months. Eligible employees must also have a satisfactory performance evaluation and no disciplinary action within the last twelve (12) months.

Name of person nominated: _____

Department: _____

Name of person nominating: _____

Department: _____ Telephone Number: _____

Date: _____ Nominator's Signature: 

Justification:

The justification should include specific examples of performance or service that are exceptional. It should also explain how the performance or service was consistent with Nassau County's Customer Care Standards or how the employee performed his/her job above and beyond expectations.

*Attach a separate sheet of paper if needed.

Completed forms are due by the first Friday of the following calendar quarter (i.e. First Friday in April, July, October, and January.) Send completed forms to Human Resources at ametz@nassaucountyfl.com. **Note:** Someone from the Employee of the Quarter selection committee may need to call you and discuss your nomination.

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Name of person nominated: _____

Department: _____

Name of person nominating: _____

Department: _____ Telephone Number: _____

Date: _____ Nominator's Signature: Michelle Proctor

Justification:

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Name of person nominated: Colby Barcous

Department: Procurement

Name of person nominating: Lanaee Gilmore

Department: Procurement Telephone Number: 904-530-6043

Date: 3/12/2025 Nominator's Signature: Lanaee Gilmore

Justification:

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See Attached.

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I nominate Colby for her exceptional work in implementing insurance tracking using PlanetBids, which has significantly enhanced Nassau County's contract compliance and operational efficiency.

Before Colby joined the team, keeping up with insurance certificates for every contract was a daunting challenge. Leveraging her insurance background, she expertly set up the County's insurance exposure categories within PlanetBids, digitized all paper Certificates of Insurance (COIs), and established automated notifications for expired or expiring COIs.

Colby also trained vendors on how to upload their COIs directly into PlanetBids, ensuring seamless compliance with insurance requirements. Additionally, she created a training guide and provided comprehensive training to County departments, empowering them to access vendor COIs as needed.

The impact of Colby's efforts has been remarkable. The County now has a centralized, efficient, and transparent system for tracking insurance compliance, significantly reducing the risk of oversight. Automated notifications have streamlined renewals and minimized administrative burdens, while vendors and departments alike have benefited from increased clarity and ease of access.

Colby's initiative and expertise have transformed a previously cumbersome process, setting a new standard for efficiency and contract compliance. Her contributions are a testament to her dedication to setting a standard of procurement excellence and to improving County operations.

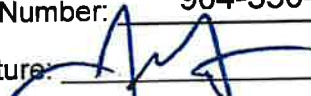
This is just one of many successful projects Colby has executed during her time at Nassau County. Colby embodies a "can-do" attitude and never says, "that's not my job." She consistently steps in to assist wherever and whenever needed, always keeping the bigger picture in mind.

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Name of person nominated: Amy Bell
 Department: County Manager

Name of person nominating: Jay Robertson
 Department: Parks and Recreation Telephone Number: 904-530-6120
 Date: 4/2/2025 Nominator's Signature: 

Justification:

The justification should include specific examples of performance or service that are exceptional. It should also explain how the performance or service was consistent with Nassau County's Customer Care Standards or how the employee performed his/her job above and beyond expectations.

Amy is a swiss army knife for Nassau County. During the last quarter that
has been on full display. She has spearheaded the introduction and implementation
of the new agenda software, brought the American Beach Sewer/Water project
to the finish line, handled the logistical set-up of the Winter Strategic Planning Sessions,
coordinated rental agreements with various organizations dealing with the annual
Amelia Island Concours D'elegance amongst other high priority items and
her daily day-to-day functions. She is a wonderful example of both professionalism
and resourcefulness.

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Name of person nominated: Marjorie (Margie) A. Camacho

Department: Code Enforcement

Name of person nominating: Robert T. Companion

Department: County Manager's Office Telephone Number: 904-530-6014

Date: 04/02/2025 Nominator's Signature: 

Justification:

The justification should include specific examples of performance or service that are exceptional. It should also explain how the performance or service was consistent with Nassau County's Customer Care Standards or how the employee performed his/her job above and beyond expectations.

Code Enforcement has had challenges recently with administrative support
and illness within the department that has sidelined more than half of the
departments staff. Margie has stepped up to not only complete her assigned
duties, but also act as interim administrative staff and department manager.
The Code Enforcement Department has very strict requirements for noticing,
public hearing management, and providing the most accurate data for the
County Attorney's Office and the Special Magistrate. Margie has been instrumental
in keeping the department functioning through this challenging time.

Knowing our business, Remembering Who We Work for, Seeing the Big Picture.

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Name of person nominated: Engineer Joshua Fitchett

Department: Fire Rescue

Name of person nominating: Lieutenant Thomas Altman

Department: Fire Rescue Telephone Number: 904.583.2521

Date: 04.03.2025 Nominator's Signature: 

Justification:

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On March 16th, 2025, Engine 71 responded to an elderly person who suffered an injury from a fallen glass statue. After the Patient was treated, Engineer Fitchett went out of his way to clean up all the broken glass off the elderly couple's floor. Engineer Fitchett was able to secure the vast amount of glass and shards off the floor for the Patient and his wife. Engineer Fitchett then placed all the glass into their home trash can. Engineer Fitchett was then able to obtain towels from the patient's wife, and then proceeded to clean up the blood that was on the floor. Engineer Fitchett then continued to perform an above and beyond service by taking the elderly couple's trash out for them. Engineer Fitchett performed an admirable service to citizens of our county.

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Name of person nominated: Lt. Jamie Graff and Eng. Mike Powell

Department: NCFR

Name of person nominating: Chief Salter

Department: NCFR Telephone Number: 9046268824

Date: 03/12/2025 Nominator's Signature: Ben Salter 825

Justification:

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While returning from a call Lt. Graff and Eng Powell came upon a woman
frantically trying to help her child who was choking, They stopped immediately
and the woman handed the child to Eng. Powell who successfully cleared
the child's airway saving his life. This was not a call that they were dispatched to and
the child is alive today due to their situational awareness and desire to do a great job.
The woman was very active on Social Media praising the two members and
portrayed the county and NCFR in a very positive way. Thank you

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Name of person nominated: Robyn Mobley

Department: HR

Name of person nominating: Michelle Proctor

Department: HR Telephone Number: 9045306080

Date: 04/01/25 Nominator's Signature: Michelle Proctor

Justification:

The justification should include specific examples of performance or service that are exceptional. It should also explain how the performance or service was consistent with Nassau County's Customer Care Standards or how the employee performed his/her job above and beyond expectations.

Robyn continuously goes above and beyond the Customer Care Standards.
Even in trying situations, Robyn maintains her compassion and composure.
She is always willing to make the extra effort in every task for not only the
employees of Nassau County but all individuals whom she comes in contact with.
She is an example of a woman, employee and friend that I strive to be like.
One example of Robyn going above and beyond was when she was on boarding a difficult
new hire, she answered the multitude of questions quickly, truthfully and kindly. By
addressing the new hires professional and personal needs in this way, the process was
made positive for the new employee from the beginning.

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Name of person nominated: Frederick "Nat" Russell

Department: Road / Signs

Name of person nominating: Walter Price

Department: Road / Signs Telephone Number: 904-753-1442

Date: 3.13.25 Nominator's Signature: Walter E. Price

Justification:

The justification should include specific examples of performance or service that are exceptional. It should also explain how the performance or service was consistent with Nassau County's Customer Care Standards or how the employee performed his/her job above and beyond expectations.

He has stepped up to lead the other staff members and I see
him go above and beyond on a regular basis.

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