



**City of Coral Gables
COMMISSION MEETING
FEBRUARY 24, 2009**

ITEM TITLE:

Congratulations to Alina Suarez-Garcia, Police Department, recipient of the City of Coral Gables Employee of the Month Award, for the month of March 2009.

BRIEF HISTORY:

The nomination was given by Sharon Swikehardt, Police Department, who had this to say about Alina:

I am proud to nominate Alina Suarez-Garcia for Employee of the Month. Alina has been employed with the City of Coral Gables Police Department since January 1984. She has worked her way up through the ranks to the Communications Training Supervisor position. She handles this position with the upmost professionalism and dedication. Alina is the supervisor in charge of our communications training operators (CTO's). She is also the teletype coordinator leaving her in charge of every aspect of the teletype operation. Teletype is a position where all of the subjects are run, stolen property is entered and recovered, and bolos (be-on-the-look-out) are sent out/received. She works hard at keeping teletype errors to a minimum. Amidst her other duties, Alina is highly involved with the hiring process. She works well with Human Resources and Professional Standards to get the applicants through the hiring process in a timely manner. She shares her knowledge about the hiring process with others to get them involved as well. Alina is the "go to" person anytime someone needs help solving/ resolving an issue or problem. She is continuously instrumental in the successful outcomes on special projects and tasks. Alina is extremely knowledgeable of the computer aided dispatch software. She does not hesitate to help other divisions/departments to accomplish their goals for changes within the CAD system. This includes assisting the computer committee, the police & fire departments and the IT Department. I cannot express what a great memory Alina has. This aids her in becoming the "go to" person. She remembers things that most do not take time to care about or remember. She is able to look beyond any circumstance and reach for answers to questions that others may not even think about until after the fact. It is amazing the way she analyzes situations. The tasks and assignments she handles are endless because she is so dependable. She is also proficient at working in the communications operator positions which is very hard to keep up as a supervisor due to other responsibilities. Alina assists her co-workers professionally but also on a personal level. She is always the one you can tell your issues or problems to and be assured that she will help you with a clear heart and clean mind. Alina is known as the "friend of the friendless". She is very objective, supportive and can assess problems well giving great resolution. She is a modest person and would never put herself before someone else concerning recognition but I will! I sincerely feel that Alina Suarez-Garcia is deserving of the Employee of the Month Award. Thank you for your consideration for this award.

ATTACHMENT(S):

Employee of the Month Notification Letter