



City of Coral Gables
CITY COMMISSION MEETING
January 13, 2015

ITEM TITLE:

Congratulations to Krizia Giambanco, Police Department, recipient of the Employee of the Month Award for the month of January 2015.

BRIEF HISTORY:

The nomination was submitted by Michael Miller, Assistant Chief of Police, Police Department, which provided the following:

“Krizia started with the Police Department in May 2013. When she joined, she took over responsibilities from an employee who left the organization without the opportunity to transition any knowledge or documentation. She was able to very quickly get up to speed with the systems and processes for which she was responsible. As the Administrative Analyst, one of her most significant responsibilities is assisting with the annual budget process. Joining in May, she entered on duty in the middle of the budget process and was able to seamlessly assume responsibility for this critical task. Each year that she has been involved in our internal budget process, she has found ways to make it more efficient and effective. She is truly one of the most productive and proactive employees I’ve ever had the privilege of working with.

During her time with the Police Department, Krizia has tackled challenges that had existed for years. For example, she teamed up with Finance to complete a reconciliation of our forfeited asset funds. She did this with minimal documentation from her predecessor and an antiquated system of record previously used in the Police Department. Their work on this project ensured both departments agreed on the numbers and put in place new procedures and tracking mechanisms that significantly improved the entire process. Krizia has also completed comprehensive analyses on projected police staffing, vehicle leasing, overtime as well as numerous other topics and spearheaded the department-wide inventory project last year. She consistently produces very high quality work products and many of her deliverables have been provided directly to the Chief of Police or the Finance Director. She pays close attention to detail and takes pride in her work product. She is so thorough with her work, that I rarely find any issues with anything she produces. She is a great example to those she works closely with and sets the bar for performance within the department.

Finally, Krizia is a team player who works well with all police divisions and city departments. I have received numerous comments from city department managers that she works very well with her peers in other city agencies. Where relationships were historically strained, she has improved them. Where we had no existing relationships, she has built them. Her focus is on getting the job done and getting it done well without regard to receiving credit. She does many things behind the scenes that never get formally recognized. She has become a trusted advisor to me and a joy to supervise. She is very motivated and always maintains a positive attitude that is contagious throughout the department. It’s for these reasons (and many more) that Krizia deserves the recognition of Coral Gables Employee of the Month.”

ATTACHMENT(S):

1. Employee of the Month Notification Letter