

## DGS August 2017 Employee of the Month!



Congratulations to Garrett Knight, DGS's August Employee of the Month. He has worked for the City of Baltimore since 1984. He has spent nearly a quarter of his career with the Department of General Services in its Fiscal and Strategic Initiatives office, Administration Division.

During the last nine years of his 31 year tenure as a DGS employee, Garrett has served as a Purchasing Assistant handling the various invoices that come from agencies as well as processing internal work orders.

Garrett notes that he "... didn't start as a Purchasing Assistant. I did strictly office support. I've always been a person who tries to tackle what I do, and put my best foot forward, inside and outside of the job. I'm a minister of the Gospel, having fun in prayer and song."

Garrett also enjoys performing and has several musical accomplishments including noteworthy performances at the White House, the Joseph Meyerhoff Symphony Hall, and the Civic Opera House in Chicago.

## Chinese Delegation Visits DGS



On Monday, August 14<sup>th</sup>, a 21 person delegation from China visited the Department's Fleet Management Division, meeting with representatives from DGS divisions and sections. The delegation is currently touring various local, state, and national governmental jurisdictions, as well as business organizations to learn about fundamental American operational practices regarding facilities maintenance, fleet management, staffing, and technology.

## Follow DGS on these social media platforms



## A note from Director Sharkey about training

I want DGS to be the most talented and skilled staff working for the City of Baltimore. To accomplish this, each employee may attend one Department of Human Resources (DHR) training class per year to gain additional related skills and knowledge. If DHR doesn't have the type of training you need, talk to your supervisor and our HR office to find a course that is the right fit with your job responsibilities. Our commitment is to the citizens of Baltimore and to you, our valued workforce.

## **DO YOU KNOW SOMEONE WHO SHOULD BE THE NEXT EMPLOYEE OF THE MONTH? NOMINATE THEM TODAY!**

There are 2 ways you can nominate your co-worker, staff, or team member:

1. Handy ballots located throughout General Services
2. E-mail [DGS\\_HR@baltimorecity.gov](mailto:DGS_HR@baltimorecity.gov)

Employee nominated must exemplify the mission of the Department of General Services. All nominated employees must exhibit performance in at least one of the following characteristics: Customer Service, Behavior, Performance, External Recognition, Work Related Accomplishments, and Improved Efficiency/Cost Savings in the Work Place.

Questions regarding the Employee of the Month process please call Catherine Burns or Nick Fontanez at the Human Resources Office (410) 396-3627.

## Fleet buys 1500th vehicle with Master Lease

The City of Baltimore and the Department of General Services are celebrating the 1,500th vehicle purchased through the City's new vehicle purchasing model. Referred to as the "Master Lease" vehicle replacement process, the new approach modernizes the City's fleet of vehicles and ultimately reduces costs associated with vehicle ownership. Mayor Pugh prioritized the program through the continuation of the financing model which modernizes and reduces the cost of the City's fleet, managed by the Department of General Services.

To-date the City has replaced 1,500 vehicles, which accounts for approximately 1/3 of the vehicle fleet. Under this lease financing approach, the purchase of every vehicle in the fleet is financed over several years. One major result, through investment in fleet renewal, has been a reduction of the de facto backlog by \$25.5 million, and an avoidance of over \$18 million on related maintenance and repair expenses.

## MECU Windows



The DGS Major Projects Division recently finished the replacement of windows in the MECU building located on the corner of Holliday and Baltimore streets.

## Check Out WorkBaltimore!



WorkBaltimore is a City-Wide employment & job readiness convention designed to connect current Baltimore City residents with job opportunities. The City wide Empowerment to Employment Convention features an array of job-readiness workshops, seminars and webinars designed to prepare and connect current Baltimore City residents with employment opportunities.

The goal of WorkBaltimore is purported to help unemployed and underemployed Baltimore residents secure and retain viable employment within Baltimore city.

WorkBaltimore pre-convention activities are scheduled from Friday, August 25, 2017 through Monday, September 25, 2017 at locations across the City. The one day Convention is scheduled for Wednesday, September 27, 2017 at the Baltimore City Convention Center.

To sign up for Workshops, Seminars, and Webinars, please go to:

[www.workbaltimore.baltimorecity.gov](http://www.workbaltimore.baltimorecity.gov)



The Baltimore City Campaign to support the United Way of Central Maryland is coming soon!

The United Way is committed to helping families facing poverty obtain access to housing, employment, health, affordable food and healthcare, and a quality education. For more than 90 years UWCM has worked with leading health and human service providers across our region to identify the most effective strategies to improve the most lives.

## Auf Wiedersehen Conor Snow!



Conor Snow, Historic Preservation Associate within the Administration Division received a Fulbright scholarship to teach English in the town of Reinbek, Germany situated near urban Hamburg!

Conor graduated from Goucher College in 2015 with a degree in History and a minor in German. He will serve as a Fulbright English Teaching Assistant in the northern-most Bundesland of Schleswig-Holstein. The grant period lasts from September 2017 until the end of June 2018. His primary focus as a teacher is assisting his host school instructing pre-university level students in English and American studies, particularly those of refugee, immigrant, and minority cultural backgrounds.

## Introducing DGS's Information Management Systems Team!



The Information Systems Management Team (ISMT) works "to sustain reliable and efficient data for the Department of General Services' municipal agencies; ISMT also manages and maintains assets, through information technologies and operational analysis." ISMT is comprised of a six person team and led by its capable manager, Kagesta Campbell.

The team focuses on several aspects of the day-to day tasks for DGS's building operations, including On-Demand Work, Preventive Maintenance, Space Inventory, Mobile Applications, and Emergency Preparedness.

The ISMT is working tirelessly building a Pictometry™ system which will greatly help the City by creating virtual walkthroughs for all Internal Service Fund Buildings. They are also assisting with the development of a DGS Intranet site through the use of SharePoint. The site will house internal data such as forms and department information at a central location for Fleet Management, Facilities Maintenance, Major Projects, Human Resources, and other administrative segments.

## Happening at the War Memorial!



The National Civil War Medicine Museum loaned the War Memorial a new exhibit about the tolls of war. The exhibit examines the physical and mental legacy of combat. Check it out between now and September 30<sup>th</sup>.

## DGS New Hires and Retirees

Employee	Title
<b>New Hires</b>	
Tonya Smith	Secretary II
Shaquita Gause	CPS I
<b>Promotions</b>	
Sergio Roach	Building Maintenance General Supervisor

## GET CREATIVE IN THE DGS LOGO COMPETITION!!!

All staff are invited to email their best DGS logo design(s) to [DGS.Director@baltimorecity.gov](mailto:DGS.Director@baltimorecity.gov) by September 8, 2017. Feel free to submit individual and/or team designs.

## Best Wishes Alex Lourido

Alex began working for DGS as an intern under Ryan Trout, the Public Information Officer, in February. Initially taking on Social Media and digital roles, the need for graphic design and visual content became evident soon after his talent was discovered. You may have seen his work in newsletters, emails, Orioles raffles, The Peale Museum, job postings or even the Alexander Hamilton exhibit at the War Memorial. Alex recently graduated from Towson University in May with a degree in Mass Communication focused on PR and Advertising. He plans to move home to the Philadelphia area to search for new opportunities. "I feel so blessed to have been given this opportunity. It was a true pleasure working with everyone here; we have a great team and an amazing agency. I will take with me the experiences I gained here in this position and apply it to future prospects."



## REMINDER:

If you have changed your address, obtained a new phone number, or recently added a new member to the family, please see your Human Resources Office about documents to update your new status.