

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2016/160

recognizing Administrative Professionals' Day, also known as Secretaries' Day.

WHEREAS, Administrative Professionals' Day — also known as Secretaries' Day — was created in 1952 to recognize the significance of the professions of supportive services, and acknowledge the importance and value of the support positions to America's companies, businesses and institutions both large and small, including public schools and government; and

WHEREAS, County government Clerical positions have required an increased level of dedication, knowledge and overall commitment to the support of all services utilized by County clients, especially notable during increasingly harder times, in our County, founded in 1850; and

WHEREAS, all Secretarial, Clerical and similar support staff are critical to the continued delivery of services and are often unrecognized by the public, but that our County Board of Supervisors supports and appreciates their efforts, on the front lines and behind the counters every day; and

WHEREAS, the County operates several hundred different locations throughout Contra Costa, with approximately 3,000 direct front line support employees, who deliver countless services to over 1 million residents of Contra Costa County; and

WHEREAS, Secretaries Day is being observed Nationwide this year on April 27th, 2016 and government Clerical staff have largely become the Secretaries, as well as the trained and knowledgeable first responders to every nature of service we perform.

Now, Therefore, Be It Resolved that the Contra Costa County Board of Supervisors encourages all of its Administrative staff to thank their Secretaries, Clerks and front line employees and celebrate the exemplary work of county government and the continued delivery of critical services to our communities.

CANDACE ANDERSEN

Chair,
District II Supervisor

JOHN GIOIA
District I Supervisor

MARY N. PIEPHO
District III Supervisor

KAREN MITCHOFF
District IV Supervisor

FEDERAL D. GLOVER
District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 26, 2016

David J. Twa,

By: _____, Deputy