

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # B-9

Urgent

Routine

AGENDA DATE January 9, 2007

CEO Concurs with Recommendation YES  NO   
(Information Attached)

4/5 Vote Required YES  NO

SUBJECT:

Approval of the 2007 Annual Progress Report for the Stanislaus County Employee Mentor Program

STAFF RECOMMENDATIONS:

Approve the 2007 Annual Progress Report for the Stanislaus County Employee Mentor Program.

FISCAL IMPACT:

Since program start, the employees of Stanislaus County have invested 11,145 personal (non-work) hours to youth and community mentoring activities. Annual program administration (marketing, outreach, and recognition) does not exceed \$800 annually and is programmed as part of the economic development unit budget.

BOARD ACTION AS FOLLOWS:

No. 2007-20

On motion of Supervisor Mayfield, Seconded by Supervisor Grover

and approved by the following vote,

Ayes: Supervisors: Mayfield, Grover, Monteith, DeMartini, and Chairman O'Brien

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) X Approved as recommended

2) \_\_\_\_\_ Denied

3) \_\_\_\_\_ Approved as amended

4) \_\_\_\_\_ Other:

MOTION:

ATTEST: Christine Ferraro  
CHRISTINE FERRARO TALLMAN, Clerk

File No.

## Approval of the 2007 Annual Progress Report for the Stanislaus County Employee Mentor Program

### **DISCUSSION:**

#### **Background: A Partnership Proposal**

The Employee Mentor Program was developed with input from many key participants including the Sheriff's Department, Juvenile Probation, Community Services Agency, and community based organizations representing the Volunteer Center of United Way and the Stanislaus Mentor Network.

The program was initially approved as a pilot on September 29, 1998 becoming program on January 1, 1999. Having just completed year eight, the program continues to attract County employees who wish to give back and become involved in the lives of young people in Stanislaus County.

#### **Program Status: Getting to Year Nine**

Through 1999, the first full year of implementation, 61 county employees requested mentor information and 30 employees were placed in a mentor assignment. Each year returning and new employees have continued to sustain this program. In calendar year 2005, 51 employees participated in the program, resulting in over 695 hours, contributing to the 10,453 total mentor hours. In 2006 the program logged an additional 576 mentor hours bringing program totals to date to 11,045. Some of the programs supported include:

- Modesto City Schools-Project AIM
- Girl Scouts Muir Trail Council
- Parent Resource Center
- Stanislaus Literacy Center

Stanislaus mentors represent a very diverse organizational base with nine county departments active in 2006. Most participation continues to come from the Department of Child Support Services (218 total mentor hours in 2006).

The Stanislaus County program has been recognized regionally and nationally providing workshops and presentations to interested organizations, including the National Points of Light Conference (1999 and 2003), other Counties, and various leadership groups.

In January, the Employee Mentor Recognition Dinner recognizes those employees, volunteers, educators and protégés who participate in the program. The Mentor Employee of the year is recognized and student protégé talent is showcased.

## **DISCUSSION CONTINUED:**

### **Marketing: Sharing the Program with the Organization**

Delivering the program message to employee groups continues to be critical to sustainability. The approach maintains communication on several levels and through several different mediums, such as:

- County-wide poster campaign serves as a daily reminder of the volunteer message and is designed annually (by student protégés).
- Information and updates through payroll insert
- Site-Coordinator task force. The site coordinator model is a concept first developed by the Hewlett-Packard employee mentor program. The task force meets once every quarter to discuss logistical issues, disseminate information and materials, and to brainstorm new program and marketing possibilities. The primary purpose of the site-coordinator is to serve as liaison between employee and program.
- A web-based presence at [www.employementors.com](http://www.employementors.com).
- Mentor presentations to Stanislaus County employees at various department meetings by Mentor Network members, protégés, Site Coordinators, and Volunteer Center staff.

### **The AIM Program: A Team Based Approach**

The Academic Intervention Mentors (AIM) Project is a team-based approach to mentoring. Employee teams (of up to 3 individuals) in essence - adopt a young reader for the school year. The team then rotates the reading/meeting times and acts as back up to one another should meetings and job related issues arise unexpectedly.

When the AIM component started in 2000, thirty-one employees from nine departments responded. In calendar year 2006, 41 employees continued this team based mentoring approach - participating at three school sites - Everett, Fairview, and John Muir respectively. Since inception, the program has fostered over 300 County employee mentor-protégé experiences.

The AIM process is very easy for employees to follow. Teachers and reading specialists identify students (typically 3<sup>rd</sup> or 4<sup>th</sup> graders) in need of assistance. The mentor interaction (primarily reading) includes the following components:

## Approval of the 2007 Annual Progress Report for the Stanislaus County Employee Mentor Program

### **DISCUSSION CONTINUED:**

- All individuals meet with their students at least twice weekly.
  - The teams have developed a master schedule for each student.
- All reading takes place at a Reading Center on campus.
- Each student has a folder in the Reading Center with a volunteer journal, student journal and flash cards.
- Each student has a basket with a variety of assigned books.
- Each student has an individualized lesson plan
- Each participant school site monitors the results for each student.
- Volunteer Center of the United Way monitors the attendance and hours for each employee.
- The employees of Stanislaus County share their experience; review the role(s) of staff and comment on the progress of each student.

The Employee Mentor program is now entering its ninth year (beginning January 2007). The community outreach and positive role model experiences that have become a cornerstone to this approach speak volumes about the integrity and commitment of our employees. This program is truly a regional best practice.

### **POLICY ISSUES:**

The Board of Supervisors should consider this progress report and determine whether these efforts are consistent with our stated board objectives of Safe, Healthy Community, and developing strong Community Partnerships.

### **STAFFING IMPACTS:**

The Chief Executive Office provides marginal administrative staff time to this project. County employees and retirees perform the mentoring activities on personal, non-county time.