July 2012

To: All DSS Staff, OCDSS Contracted Providers, Department of Mental Health, System Of Care, Department of Probation, Youth Bureau, Health Department, Legal Department, Honor EHG, Orange County School Districts, Substance Abuse Treatment Providers, Family Court, OCFS

From: Anne Caldwell
Deputy Commissioner

Subject: Children’s Services Recognition Awards

The Orange County Department of Social Services is seeking nominations to recognize Children’s Services staff in a variety of categories for their hard work, dedication, and leadership serving children, youth and families in our community. As community partners who interface with these staff, we would like to give you the opportunity to share your positive experiences with us as part of our recognition event. If your nomination is selected for award, you will receive an invitation to the Children’s Services Recognition Awards Event to be held at Anthony’s Pier 9 on Friday October 12, 2012.

Awards will be given for achievement in the following categories:
- Overcoming Complex Challenges to Achieve Goals
- Above and Beyond the Call of Duty
- Excellence in Teamwork
- Recognition by Those We Serve
- Service to Families and Community
- Successful Collaboration to Achieve Goals
- Innovation
- Behind the Scenes
- Excellence in Documentation
- Excellence in Leadership
- Collaboration between Children’s Services and Economic Independence

Expanded definitions and qualifications for each award are attached for your consideration in making a nomination.

Please copy and distribute the enclosed nomination forms and instructions to your colleagues and encourage their participation.

Nomination forms can be downloaded on the Orange County Department of Social Services website at http://www.orangecountygov.com/content/124/1374/4463.aspx

All forms must be saved and then E-mailed to: 33c286@dfa.state.ny.us OR - mailed to the Orange County Department of Social Services at 23 Hatfield Lane Goshen, NY 10924 Attention: Kim Meade-Hood no later than Friday 08/31/12.

Thank you in advance for your input in honoring those dedicated to this very unique and challenging work.
Attaching you will find nomination forms specific to each of the individual award categories designed to honor Children’s Services staff (those employed in various capacities within the Child Welfare System). Please be sure to complete, in detail, the most appropriate nomination form for the staff member you are interested in nominating within the desired category.

If your nomination is selected for award, you will receive an invitation to the Children’s Services Recognition Awards Event to be held at Anthony’s Pier 9 on Friday October 12, 2012.

- Nomination forms must be typed. Forms are posted and available at: http://www.orangecountygov.com/content/124/1374/4463.aspx
- Provide as much information as you feel necessary to express why you feel the staff member you are nominating deserves recognition in that area.
- Feel free to send in any attachments you feel would help further demonstrate your response.
- Be sure to complete the entire nomination form.
- The Awards committee reserves the right to place nominees in the category that most closely matches their application and nominators will be notified of any changes.
- Self-nominations and/or family nominations will not be accepted.
- Be mindful of confidentiality when completing nomination forms. Please be broad in your descriptions in order to maintain the confidentiality of the youth or family served. Your nomination may be read aloud at the Recognition Awards Luncheon and should not contain any identifying information.
- **DEADLINE DATE FOR SUBMISSION OF NOMINATIONS IS FRIDAY 08/31/12.**