

Administrative Professionals Development & Recognition Program

Q3 2024

Admin Pro Recognized	Classification	Department	Recognition	Recognized By
Alaina Emde	Administrative Specialist II	Metro Transit Department (MTD)	Always helping others, does great work with a great attitude. Capital Division has a shortage of administrative staff and Alaina is always helping cover the division while still dealing with her own busy and very technical workload supporting both real estate and environmental planning. And she does it with the best attitude of knowledge-sharing and team spirit.	Team member
Alicia Warren	Administrator III	Department of Assessments (DOA)	Alicia is such an amazing resource. She is encouraging and really believes in you. After one conversation about the future of my professional career, my whole career path changed for the better!	Manager
Amanda Knell	Administrator I	Metro Transit Department (MTD)	Amanda is the Administrator for Metro Transit Mobility's Market Innovation group. She is a continuous improvement enthusiast and a delight to work with. Amanda's energy is a perfect complement to her section's staff culture and unique needs for response and fulfillment. When I see her in action it is a thing of beauty. Amanda, you are deeply appreciated.	Manager
Carlos Bratcher	Lead Marshal (CFJC)	King County Sheriff's Office (KCSO)	I wish to recognize this administrative professional for their outstanding contributions to our team. He consistently delivers high quality results efficiently and effectively. His warm greetings and lovely treatment of everyone create a welcoming atmosphere in the building. His approachable nature makes him a person everyone enjoys talking with. He is very knowledgeable and quick to solve problems, earning respect from everyone. Thank you. I rather him not know it came from me.	Peer
Cindy Hachtel	Administrator I	Metro Transit Department (MTD)	Cindy is the Admin for Metro's Lost & Found Customer Information Office Staff. She is a highly proficient leader for her area work group and the Customer Communications Section Admin Team. Her attention to detail and empathy is	Peer

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			a perfect balance for the work group's needs. Thank you for your presence and what you bring to our area Cindy!	
Danielle Hursh	Executive Secretary/Assistant I	Department of Natural Resources & Parks (DNRP)	Danielle is an incredible thought partner and support hero. She lives our values in the course of carrying out her work and is a great example of what True North looks like in action. I am so grateful for her dedication and professionalism.	Supervisor
Elizabeth Fong	Executive Secretary/Assistant I (TLT)	King County Sheriff's Office (KCSO)	Liz is a TLT filling in for someone on medical leave. She has hit the ground running and is a wonderful asset to the team. Liz has a great attitude and asks good questions. She is a delight to work with, as is our entire team.	Peer
Ithica Nolan-Williams	Administrative Specialist II	Department of Natural Resources & Parks (DNRP)	Ithica Nolan-Williams is a standout administrative professional who excels in problem-solving and process navigation. They play a key role in the Hazardous Waste Communications team, supporting advertising buys, promotional items procurement, and outreach equipment purchases for outreach to 2 million residents and businesses in King County. Their exceptional skills and dedication ensure smooth operations and effective service delivery. As a true "office ninja" and silent champion, Ithica is an ideal candidate for this award.	Peer
Jennifer Fitzgerald	Transit Admin Support Spec III	Metro Transit Department (MTD)	Jennifer is very professional and always willing to help above her regular duties. She is eager to expand her knowledge and is a pleasure to work with.	Peer
Kristine Hanson	Administrative Specialist III	Department of Public Health (DPH)	Kris is willing to assist anyone on her team or other teams to get the job done. Our division has been short staffed, and Kris often volunteers to help other teams with ordering and bill paying. She's amazing!	Supervisor
Laila McClinton	Administrator II	Department of Natural Resources & Parks (DNRP)	Laila provides an amazing level of support to our division. She is thoughtful and committed to our work and goes above and beyond to coordinate resources and remove barriers. We are so fortunate for her skills and heart.	Director

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Lauren Olson	Legislative Secretary II	King County Council (KCC)	Lauren is an exceptional person.	Supervisor
Marni Donnelly	Executive Secretary/Assistant I	Metro Transit Department (MTD)	Marni is a strategic long range thinker. She is observant and advocates for continuous improvements in many division processes. The truth is, Admins are the interface between many county operating systems and the end users we serve. We are only as good as the current information we are equipped with to complete our tasks. Marni seeks out current information, and disseminates it to us on time and accurately. She makes our jobs easier. Thank you Marni!	Team member
My Huynh	Administrative Specialist II	Department of Public Health (DPH)	My is the team EPIC expert. She is very helpful and patient in training/teaching others what she knows. She is very detail oriented and provides excellent support to the team.	Supervisor
Roger Bruckshen	Administrator I	Metro Transit Department (MTD)	Roger is a dedicated and hard worker in Mobility's Contracted Services Section. I see him working with efficiency and grace under pressure to support his team. He is inclusive, inspiring, and asks the important questions during our Mobility Admin meetings. His sense of humor and candor keeps things and people engaged in what he says. Appreciate you Roger and happy to be one of your peers.	Peer
Sam Wick	Administrator I	Metro Transit Department (MTD)	Sam was recently hired in a career service position after approximately 2 years as a Term Limited Temp. The Metro Mobility Customer Communications and Services Section is very fortunate to have them as a permanent team member. They are patient, inclusive, strategic and their energy is calming in our ever changing section environment. So glad to have you with us Sam!	Peer
Sara Stefano	Administrator II	Metro Transit Department (MTD)	Sara has a vast knowledge of the Marine Division and can answer many questions regarding a multitude of areas. She is kind, fun and a wonderful person to work beside. I can always count on Sara to support me and our team.	Peer

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Valerie Garza	Administrator II	Department of Human Resources (DHR)	I used to work closely with Valerie and now she's working in a different King County area. I had a question relating to her new body of work, and she was able to educate me on options I was unaware of. This new information had a positive impact for me and I was glad for the recommendation. Thank you for the help Valerie!	Colleague from adjacent KC area