

**PROCLAMATION
RECOGNIZING JANET R. MILLER
AS THE 2022 EMPLOYEE OF THE YEAR**

WHEREAS; *Janet R. Miller* commenced her employment with the Town of Lake Park on May 13, 2009 as a part-time Administrative Secretary and in the Human Resources Department; and

WHEREAS; on October 1, 2012, *Janet R. Miller* was reclassified to full-time Administrative Secretary where she was able to become knowledgeable in all aspects of human resource management, and where she also provided significant assistance to the Town of Lake Park Recreation Department; and

WHEREAS; since then, *Janet R. Miller* has exercised a considerable degree of initiative and has directly assisted in several high level major undertakings such as the planning and execution of Town Manager searches on three separate occasions; and

WHEREAS; *Janet R. Miller* also served as the Chair of the Employee Complaint Review Committee where she worked directly with the Town Attorney and exercised leadership in guiding committee members during their consideration of employee appeals; and

WHEREAS; in March of 2014, *Janet R. Miller* completed the Florida Employment Law Seminar which covered employment laws and regulations such as Federal and State Equal Employment Laws; Federal and State Wage and Hour Laws; Wrongful Discharge; Sexual Harassment; Conducting Effective Reference Checks; and, How to Discipline and Discharge Employees Legally; and

WHEREAS; as a result of such training *Janet R. Miller* was able to significantly enhance her job knowledge and become highly effective in her role in the Human Resources Department and in October of 2014 Ms. Miller was promoted to the position of Administrative Assistant which was later reclassified to Executive Assistant to the Human Resources Director; and

WHEREAS; *Janet R. Miller* has also gained a significant degree of expertise in risk management and insurance issues and has routinely orchestrated the Town's annual open enrollment sessions and assisted Town employees in understanding and navigating their individual insurance issues, and in doing so has always exercised an eagerness to be of assistance and a sense of sound judgment; and

WHEREAS; the Town of Lake Park, Florida, wishes to publicly recognize *Janet R. Miller* for her service and accomplishments.

NOW, THEREFORE, on behalf of the Commission of the Town of Lake Park, I, Roger Michaud, Mayor of the Town of Lake Park, do hereby publicly recognize and commend *Janet R. Miller* for her dedication to service and recognize her as the 2022 Employee of the Year.

IN WITNESS WHEREOF, I have hereto set my hand and caused the official Seal of the Town of Lake Park, Florida to be affixed this 20th day of September, 2023.

By: _____
Mayor Roger Michaud

ATTEST:

Vivian Mendez, Town Clerk