

Memorandum



Date: June 4, 2014

To: Henry F. Sori, Director
Community Information and Outreach

From: Genaro "Chip" Iglesias
Deputy Mayor

A handwritten signature in black ink, appearing to read "Genaro Iglesias", written over the printed name of the sender.

Subject: Disciplinary Action for Videos Produced by Community Information and Outreach Department

I have reviewed the facts surrounding the production of videos for internal employee purposes by Community Information and Outreach Department that started in 2010, before your appointment as Director, but continued under your tenure as Director for the years of 2011, 2012 and 2013. These videos were created for internal use and for the sole purpose of a team-building initiative. Participation by employees was voluntary and the video was comprised of different "skits." Use of County time and resources were utilized in producing these videos.

It is my conclusion that, although there was no ill intent in the production of the videos, there was a lapse in judgment approving of certain content and more so investing county time and committing county resources for such use. There was negative publicity brought upon the department and the county as a whole. The unintended consequences of such decisions tarnish the reputation of a committed group of professionals within your department and the county overall. The credibility of the department has been questioned as a result of these videos.

You have a great record of public service. This issue shall not define you and your team on the basis of this lapse, but maintaining a high level of reputation can be compromised by one act thus requiring much effort to regain.

Upon learning of these videos, I directed you, effective immediately, to cease from producing such videos. In addition, after reviewing the facts, you will serve a disciplinary suspension (unpaid) of 5 working days. Please contact my office to coordinate this suspension as to minimize operational impacts to the department.

I appreciate your willingness to accept responsibility and continue to move the department forward.