

December 14, 2021

To: Ramsey County Board of Commissioners
Cc: Ryan O'Connor, County Manager
Gail J. Blackstone, Director, Human Resources
Ann Feaman, Director, Talent Division, Human Resources

From: Abel Piñeiro, Diversity, Inclusion & Organizational Development Specialist
HR Liaison to RC Achievement Award Committee

Subject: Achievement Award for Andrea Jamison, Ramsey County Attorney's Office

Nomination Summary

Andrea Jamison is a paralegal in the Ramsey County Attorney's Office. She was nominated for a Ramsey County Employee Achievement Award in the category of Excellent Job Performance by John Kelly, first assistant to the county attorney, and Civil Division Director Sam Clark.

Jamison's performance, leadership, teamwork and can-do attitude have impressed her co-workers from day one of her two years on the paralegal team.

Rather than waiting to be told what to do, Jamison uses her creativity and problem-solving skills to bring new ideas to the table.

She is leading a team transition to a new case management system, exploring the new software and how it could work for her team.

Her colleagues also praised her problem-solving skills, saying she has "a talent for figuring things out quickly without a lot of help." One examples of her problem-solving skills in action was when she solved a communications problem between departments at a high-level meeting. Jamison's colleagues say her positive, can-do attitude helps elevate the entire paralegal team.

She has also taken on a training role. Her leadership supports new members of the paralegal team, she wants everyone to be successful, and she shares information and the spotlight.

Jamison's work is consistently well-beyond expectations, and her timeliness is described as "otherworldly." She turns projects around quickly and is a leader even in fields to which she is not assigned. She also took on an extern position over the summer. It can be hard to find work for Jamison to do, Kelly said, because she works above and beyond expectations.

On top of everything she does for Ramsey County, Jamison is also a full-time law student. Her work quality already exceeds that of a typical new attorney, Kelly said.

In summary, the Achievement Award Selection Committee recommends that Andrea Jamison be awarded a Ramsey County Employee Achievement Award in the category of "Excellent Job Performance."

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