

**PPPS**

Pretrial, Probation,
and Parole Supervision Week
JULY 17-23, 2022 #PPPSWEEK



TODAY'S HIGHLIGHT **ADMINISTRATION:** *Office of Human Resources*



**Deputy Chief
Dante Cercone**

I would like to take a moment to acknowledge our amazing Alameda County Probation Department Office of Human Resources team. Not everyone knows just how indispensable our OHR team is to the day-to-day functioning of the Department or how much they contribute to our mission and goals.

OHR is responsible for recruiting, payroll, personnel matters, health and safety, and staffing, to name just a few tasks. Our current OHR team has battled several COVID-19 outbreaks and surges, never relenting in their responsibility to notify staff of exposure incidents and assist in keeping our employees safe. Despite processing wave after wave of COVID-19 exposure packets, this team has managed to still conduct the vital work related to recruitment and personnel support. Further highlighting OHR's unwavering commitment to the Department is the fact they completed all of this work while severely short staffed. Never once have I heard the OHR team complain or hesitate to take on another mission critical task. Thank you OHR team, for supporting this Department and all of our employees so that we can continue to do the important work of making our communities the safest in the nation.



The Team

Tonia Perteet-Gavin

Chief Department Human Resources Administrator

Janet Bonilla
Secretary II

Jemetra Mapp
Specialist Clerk II

Tanya Cagnolatti
HR Officer (Juvenile Facilities)

Bernadette Wei Chen (TAP)
Specialist Clerk II

Ashley Holmes
Safety Officer

Shatiqua Hampton
Specialist Clerk II

Monica Naranjo Arellano
COVID 19 Support Technician

Ragmani Naidu
Payroll Supervising Clerk I

Margarita Rabago
HR Technician (TAP)

Cheryl Gaviola
Payroll Records Clerk

Scott Boggeri (TAP)
HR Technician

Karen Chang
Payroll Records Clerk



Office of Human Resources

The Office of Human Resources (OHR) provides oversight to the Department's selection, hiring, onboarding, and promotional practices to ensure compliance with County Civil Service Rules and our equal employment opportunity program.

OHR also conducts contact tracing for COVID-19 and other related matters, assist with sensitive and confidential employee relations matters, participates in contract negotiations, and monitors compliance with the American with Disabilities Act, and our Affirmative Action and Worker's Compensation Programs. The Payroll Unit ensures all timekeeping and payroll deadlines for our workforce of 600+ employees are met.



Tonja Perteet-Gavin

I've been in the Office of Human Resources for over 18 years out of my 24 year career with the County. I love being able to work with an incredible team. In OHR, we work hard but we also have fun doing it. Most days, it doesn't feel like work because we make the best out of any situation. There is a lot of laughter, jokes and pranks that happening behind the doors of OHR. We are one big crazy family lol!



Ashley Holmes

I started working in OHR in November 2020. What I enjoy the most about my role is providing knowledge and recommendations that aid in cultivating a positive safety culture. I enjoy being outdoor, spending time with friends, and traveling.



Jemetra Mapp

I have worked in OHR for 8 months. What I enjoy the most about my role is easing the nerves of potential new hires. They call with their questions, and they like to vent to me because they really want the job. I enjoy calming them down because I understand where they are coming from. A fun fact about me is that I have a great sense of humor! I laugh at everything!

Bernadette Chen

I started working in OHR in October 2021. What I enjoy the most about my role is being able to help our employees with their requests, address their concerns, and seeing them achieve their career success. A fun fact about myself is that I am a gamer. After work I play and stream online games in my spare time. I am also a cat lover and have two beautiful ragdoll cats. My favorite food is Omakase. In order to book the authentic Omakase restaurant in Japan, I started learning Japanese as some of the restaurants only accept reservations over the phone and they only speak Japanese.



Margarita Rabago

I have worked in OHR for one year. What I enjoy about my role is that there is always something new to learn and I am surrounded by amazing people. A fun fact about myself is that I enjoy spending time with my two sons.



Shatiqua Hampton

I have worked in OHR for 1.5 months (transferred from Camp Sweeney). I am new to the team, but I am excited to learn my role duties and provide support where it is needed. I enjoy being a part of an awesome team that makes a positive impact. A fun fact about myself is that I can count to 10 in four languages.