


November 29, 1995

Cheryl Thomas
Anderson Local Office
P.O. Box 407
Anderson, SC 29622

Dear Cheryl:

Attached is my nomination of Lorraine Faulds for the 1995 Individual Award of Merit.

If you need additional information, please let me know. Also, should Lorraine be selected as the winner, I would be happy to work on preparing the nomination package to go to International.


Joe Ward
LMI Division

NOMINATION OF
LORRAINE FAULDS
FOR 1995 INDIVIDUAL AWARD OF MERIT

I have been an employee of the S.C. Employment Security Commission and an IAPES member since 1980. I have served IAPES in various capacities at the chapter and international levels. I have never seen service, to the agency, community and IAPES, that better exemplified the standards of the Award of Merit than that of Lorraine Faulds in 1995.

In December 1994, SCESC received word that its proposal for establishing an LMI Institute had been selected by the U.S. Department of Labor to receive a \$600,000 grant. To carry out the Institute's work, selected people in the LMI Division were reassigned to the newly-formed Training and Marketing Unit. Lorraine was one of those selected based on her record of achievement.

Lorraine's reassignment did not involve a promotion from her position as a Data Management and Research Analyst II. Nor did it result in increased compensation for Lorraine. However, her workload and responsibility increased significantly, far beyond the typical DMRA II. Not only did Lorraine carry out her increased duties well, she accomplished them with a professional attitude that created goodwill for the Institute and agency.

Primary duties for Lorraine during 1995 were to develop plans for and coordinate on site LMI analyst training, the LMI Summit, and train-the-trainer. Analyst training consisted of three week-long classes held during June, July and August. Lorraine was involved in all aspects of planning for and making arrangements for these classes. In doing this, she worked with staff from East Carolina University, Northeastern University, Columbia College, and LMI offices across the country. Lorraine worked on-site for all sessions of all classes, making sure all arrangements were carried out as planned. In addition, she worked after-hours to provide a variety of hospitality to students attending the classes. Overall, the classes had 67 students from around the country. Evaluations of these classes were universally positive, and many singled out Lorraine's assistance and hospitality. These classes would not have been a success without Lorraine's involvement. (See Attachment 1)

The LMI Summit was a major event for the nationwide LMI community, and, again, Lorraine was a primary reason for a successful event. Lorraine was involved in all details of the Summit, which was held in Ft. Lauderdale, Florida. She again worked with people from around the country. She was responsible for all registration tasks, both preceding and during the event. In addition, she assisted with all tasks on site, including room set-up, meals, breaks, and equipment. The Summit had attendance of 163 people from across the country and was evaluated as worthwhile and appreciated. (See Attachment 2)

Lorraine Faulds (page 2)

Lorraine oversaw all aspects of a train-the-trainer class held at East Carolina University. In addition to handling all the tasks noted above for analyst training and the Summit, Lorraine was the sole on-site representative for the Institute at East Carolina. As such, she took care of all registration and logistical matters. (See Attachment 3)

Besides major responsibilities for analyst training, the Summit, and train-the-trainer, Lorraine was involved in all other Institute activities during 1995. These included three meetings of the Institute consortium (which consists of eight states and four other organizations, including IAPES), "Planning an LMI Users' Conference" training, and Geographic Information Systems training. In addition, Lorraine was heavily involved in the LMI Division's first-ever users' conference in August. (See Attachment 4)

Nothing like the LMI Institute had ever been attempted by SCESC. Its first year was judged a success by all involved. The Institute was hailed as a positive contribution to the advancement of the LMI field. The success of the Institute would not have occurred without Lorraine and her achievements far beyond the normal requirements of someone in her position.

In addition to her accomplishments for the LMI Institute, Lorraine served on the Nontraditional Employment for Women (NEW) committee of the S.C. Commission on Women. She provided a great deal of substantive input to the committee. In addition, she developed a brochure for the committee. (See Attachments 5 and 6)

Lorraine's record of service in 1995 did not stop with her work performance. She continued to be a valuable chapter leader. During the first half of 1995, she completed a term as the chapter education chair. She finished the year with the first part of her term as the chapter public relations chair. In September she joined other Midlands subchapter members in Habitat for Humanity's building blitz in Columbia. (See Attachment 7)

Last, but certainly not least, Lorraine became the agency's fourth Professional Development Program (PDP) Master in November. She was also an enthusiastic booster of PDP throughout the year.

Because of this outstanding record of service to the agency, community and IAPES in 1995, it is my pleasure to nominate Lorraine Faulds for the Award of Merit. She has met the standards for this award in every way.