

Culver CITY

INTEROFFICE MEMORANDUM

DATE: March 28, 2022
TO: JOHN NACHBAR, CITY MANAGER
FROM: MANUEL CID, POLICE CHIEF
SUBJECT: OUSTANDNING JOB PERFORMANCE

Approved
JNC

Senior Management Analyst Jeanine Plute is a Culver City native who began her career in public service with the City of Santa Monica. She then moved on to Monterey County, Cathedral City, and Desert Hot Springs. She found her way back to Culver City in 2014 when she was hired as the Police Department's budget analyst. Jeanine quickly made a positive impact by professionalizing the department's budget and workplan processes. She was promoted to Senior Management Analyst in 2017. Jeanine manages all things budget related for the Police Department, seeking out and applying for grants, working with staff to procure necessary equipment, paying purchase orders, and much more. At the onset of the COVID-19 pandemic in 2020, Jeanine was selected to work within the City's EOC Logistics Section, where she worked with a team to procure PPE and other necessary supplies for the City. Jeanine also worked with vendors to set up COVID-19 testing for all city employees. Jeanine's team spirit, knowhow, and work ethic make her an integral part of the EOC, and she was made the Logistics Section Coordinator, a position she holds to this day. Jeanine is an invaluable part of our management team who plays an enormous role in the success of the Police Department. Her efforts over the last two plus years on behalf of the City and Police Department have been nothing short of phenomenal.

Per Culver City Civil Service Rules 15.3(e)d and 15.3(e)f, I am requesting that Senior Management Analyst Jeanine Plute receive 3 working days off and a \$1000.00 cash reward.


Manuel Cid
Chief of Police

2022 APR 11 AM 10:15
HUMAN RESOURCES DEPT.
CITY OF CULVER CITY

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