



EMPLOYMENT &
HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

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To: All Staff – Code 2A

Date: April 1, 2021

From: Kathy Gallagher, EHS Director 

Subject: Interim Staff Development Division Manager



I am pleased to announce the appointment of Tracey Lee as the Interim Staff Development Division Manager following the retirement of Mickey Williams on March 31, 2021. Ms. Lee has extensive experience in the training and coaching field. She was the Staff Development/Workforce Development Manager for the Solano County Health & Human Services Department for several years, and has been an instructor and executive coach with the UC Davis Continuing & Professional Education program. In her early career Ms.

Lee was an Eligibility Worker, a Staff Development Trainer and a Supervisor. Ms. Lee holds a Master's Degree in Public Administration and a Bachelor's Degree in Business Administration.

We are fortunate to have someone of Ms. Lee's skill and background to continue the excellent work of our Staff Development division while the recruitment to fill the position permanently proceeds. Please join me in welcoming Tracey Lee to our agency.