

**Administrative**  
1769 E. Moody Blvd  
Bunnell, FL 32110



Phone: (386) 313-4001

To: Faith Alkhatib, County Engineer  
From: Jorge Salinas, Chief of Staff *JS*  
CC: Personnel File  
Date: June 18, 2021  
Subject: Written Reprimand

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This memo serves as a formal written reprimand to be added to your personnel file. On Thursday, June 17, 2021 you forwarded an email to County Commissioners with an attached PMG Pavement Management Report - Preliminary Comments, evaluating and summarizing the General Services, Road and Bridge Division's Pavement Management Report Presentation found on the June 14, 2021 Board of County Commissioners Meeting Agenda.

The summarized report was never shared with County Administration or the Director of General Services prior to being disseminated to the County Commission.

As a Director, you are expected to promote cohesiveness as a team. Collaboration with colleagues is paramount in a position such as yours. Communicating with County Administration and the Department that produced the presentation would have given the opportunity for your feedback to be heard and allowed the Department Head to respond thereby promoting a team oriented environment while building positive relationships and accomplishing a shared goal.

Your actions demonstrated poor judgment, lack of teamwork and a disregard for County Administration. With this letter of reprimand, I am reminding you of the critical importance that your exercise of dependable good judgement as a Director requires.

As the County moves forward with organizational changes, it is imperative that you align with County goals and objectives. Promoting collaboration, effective communication, cohesiveness as a team, and building and sustaining positive relationships are expected as a Director.

Any further infractions will result in disciplinary action, up to and including termination.

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**Andy Dance**  
District 1

**Greg Hansen**  
District 2

**David Sullivan**  
District 3

**Joe Mullins**  
District 4

**Donald O'Brien Jr.**  
District 5