



SENT TO COUNCIL: DEC 20 2010

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City Manager's Office

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Debra Figone

SUBJECT: MARK DANAJ

DATE: 12-20-10

INFORMATION

This memorandum is to inform you that Human Resources Director Mark Danaj has notified me of his intent to leave the City in January to take a position as Assistant City Manager for the City of Fremont. Mark has directed the Human Resources Department since 2003. During his tenure Mark made a number of improvements in the City's hiring processes, developed and launched the nationally-recognized advanced leadership academy and the *Art and Practice of Leadership Program* for succession planning, and was a leader in a number of citywide organizational change initiatives. Throughout his tenure Mark exemplified the highest professionalism standards and commitment to serving the San Jose Community. Mark will be leaving in late January.

On an interim basis, Kay Winer, who has been acting assistant director in the Department, will serve as Acting Director as we're taking steps to put permanent leadership in place. Mark has had a goal for some time of becoming a City Manager. While this news is a loss for San Jose, it is a great opportunity for Mark. Please join me in congratulating him.

Debra Figone
City Manager

cc: Senior Staff

