



**SCOTT WALKER**  
**GOVERNOR**  
**STATE OF WISCONSIN**

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January 2017

**Nominations Sought for 34<sup>th</sup> Annual  
Virginia Hart Special Recognition Award**

I am writing to ask for your personal assistance in supporting this important recognition award.

Virginia Hart was the first woman to serve on a Governor's cabinet in Wisconsin. During her public service career, she served as Secretary of the Department of Regulation and Licensing, Chairperson of the Department of Industry, Labor and Human Relations Commission, and Chairperson of the Labor and Industry Review Commission.

When Virginia Hart retired, her friends and colleagues established an award fund in her honor to recognize "exemplary performance and contributions to the citizens of the state" by women in state government. The award recognizes the service of women whose contributions to clients, co-workers or the public are substantial.

In 2007, Ms. Hart passed away but she lives on through this award to encourage and recognize the achievements of all women in state government.

**The Virginia Hart Award Committee is soliciting nominations for this year's award. I encourage you to circulate the enclosed nomination form as soon as possible and to solicit nominations for this award at your agency.**

The nomination form provides more information about the award criteria and nomination process. The award will be conferred at a ceremony in May 2017, at the Capitol in Madison.

I am pleased that we have this opportunity to salute women in government who are making a difference. Thank you for giving this your personal attention.

Sincerely,

Scott Walker  
Governor

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**NOMINATION FOR THE 34th ANNUAL  
VIRGINIA HART SPECIAL RECOGNITION AWARD  
2017**

**PRINT** Nominee's Name \_\_\_\_\_  
Current Position \_\_\_\_\_ Permanent ☐ Project ☐  
Supervisor's Name \_\_\_\_\_  
Agency \_\_\_\_\_ Division \_\_\_\_\_ Phone \_\_\_\_\_  
Work Address \_\_\_\_\_ Room \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
E-mail address \_\_\_\_\_

DESCRIBE HOW YOUR NOMINEE HAS DEMONSTRATED EXCEPTIONAL PERFORMANCE AND HAS MADE A SIGNIFICANT CONTRIBUTION TO THE PEOPLE OF THE STATE. YOU'RE ENCOURAGED TO CITE SPECIAL EXAMPLES, PLEASE MAKE SURE TO ADDRESS HOW THE NOMINEE MEETS THE QUALITIES AS OUTLINED IN THE COVER MEMO, PROVIDING SPECIAL DETAIL. AVOID OVER USE OF AGENCY ACRONYMS. YOU MAY ATTACH ADDITIONAL INFORMATION. Please print or type using this form as the official format or attach a description to this form.

**AVOID OVER USE OF AGENCY ACRONYMS**

Nominator's Name \_\_\_\_\_  
Current Position \_\_\_\_\_  
Agency \_\_\_\_\_ Work Address \_\_\_\_\_ Room \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_ Work Phone \_\_\_\_\_  
E-mail address \_\_\_\_\_

**SEND 5 COPIES TO:** Hart Recognition Committee, attn: Dee Surillo,  
Division of Personnel Management, P.O. Box 7855, Madison, WI 53707-7855

**DEADLINE: March 31, 2017**

**CALL FOR NOMINATIONS**  
**THIRTY FOURTH ANNUAL VIRGINIA HART SPECIAL RECOGNITION AWARD**

***Nominations due: March 31, 2017***

Nominations are now being solicited for the 34th Annual Virginia Hart Special Recognition Award. The award was established on behalf of Virginia Hart, Wisconsin's first woman cabinet member, upon her retirement in 1983. Her friends and colleagues established a fund so that each year a woman in Wisconsin state service could be recognized for exemplary performance and contribution to the people of Wisconsin.

During her distinguished career with state government, Ms. Hart served as Secretary of the Department of Regulation and Licensing, Chairperson of the Commission for the Department of Industry, Labor, and Human Relations, and Chairperson of the Labor and Industry Review Commission.

The award's emphasis is recognizing "unsung heroines" in state service, to provide encouragement and recognition to all women in state government. Qualities might include:

- Held in high esteem by peers
- Acceptance of responsibility beyond the limits of nominee's job description
- Sustained, extraordinary achievement of assigned tasks
- Performance recognition from clients
- Community service
- Overcoming hardships to performance
- Self improvement

This list of qualities is not exhaustive. It identifies, however, the qualities Ms. Hart exemplified when the Special Recognition Award was established.

**The Awards Committee needs your help to obtain nominations for potential award recipients. Please use the Nomination Form to nominate a woman you think should be recognized.** Nomination Forms may be reproduced.

Nominations can be made by anyone. Nominees can be in classified (represented or non-represented) or unclassified service and from any part of the state. Limited Term Employees are **not** eligible for the award. Employees of the university and Legislature are **not** eligible. A single recipient will be recognized in an award ceremony in May.

Please help make the recognition award a success by nominating a woman (or women) who makes a real difference in state service.

For more information, please contact Dee Surillo at the Department of Administration, Division of Personnel Management [Dominga.Surillo@Wisconsin.gov](mailto:Dominga.Surillo@Wisconsin.gov) or 608.266.9820.