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MAY 2022 • Vol. 46, Issue No. 5

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On the cover: Medallion Landscape Management won First Place for Willow Glen Place in the Small Commercial Installation category at the 2021 Trophy Awards.

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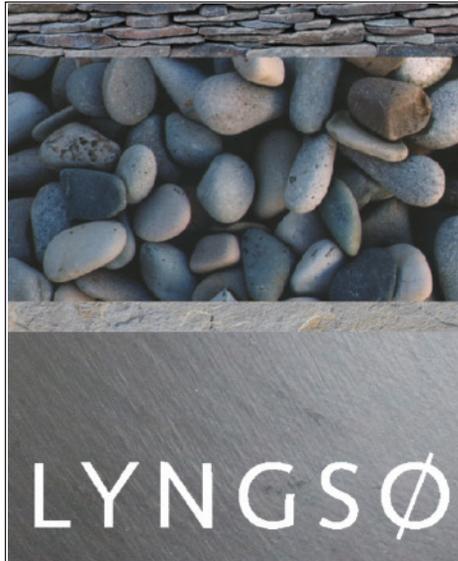
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From the President

New Members and Landscape Achievement Awards

Juan Carlos Esparza, Urban Scapes

I would like to offer a sincere thank you to all who joined us at the membership drive event at Site One in San Jose on Thursday, April 14. It was great seeing some new faces. I look forward to seeing more engagement with CLCA from the new prospective members who showed up. We sure had a great time with tasty hamburgers and hot dogs grilled professionally by me, the chapter president!

I am grateful for the 4 new members have joined our Chapter during the month of April. Please help me in welcoming to the CLCA San Francisco Bay Area Chapter

- Andres Lizcano with Yard Art Landscape Inc.
- Charles Randolph with Landzen Landscape Design & Construction
- Austin Woodworth with Modified Landscape Design
- Berry Francis with DeSando Insurance Services.

Thank you for your commitment to CLCA and welcome!

May 12 Meeting

I hope you can join us for the Zanker Recycling tour on May 12 from 10 a.m. to noon. The bus tour will start at the Zanker office and include:

- Site 1—Zanker Road Resource Management began operations of the Zanker Road

Landfill in 1985. It was to be full in 5 years, but smart management kept the site open.

- Site 2—Know formerly as the Owens Corning Fiberglass Landfill, the Zanker Material Processing Facility's focus is on Construction and Demolition Debris recycling. Zanker Landscape Materials is the San Francisco Bay Area's leader in organics recycling, and every year they divert over 500,000 tons of material from area landfills! Zero Waste Energy Development Company was founded with the goal of taking organics recovery to the next level and capturing the energy value of food discards, generating approximately 1.6KW of clean green renewable power.

To sign up for this tour, contact Marin at marin.villalpando@greenwaste.com or Francine at francine.areas@greenwaste.com. Lunch will be provided along with Zanker swag goodies.

Our Achievement Awards celebration is back on, and I am looking forward to seeing the great work our members from San Francisco Bay Area chapter do. Submit late entries by Friday, May 6, at 5 p.m. at \$150. We will then celebrate outstanding landscapes on Saturday, June 18, at Michael's at Shoreline. Thank you to the committee for your hard work putting this on!

Auxiliary Report



Another month closer to Christmas! Yikes! The days are flying by, and May is upon us.

The Auxiliary will have our second meeting of 2022 on Tuesday, May 24, from 11 a.m. to

2 p.m. at the home of Charlene Ott in Los Altos. A Paperless Post invitation will be coming your way shortly. This luncheon meeting starts promptly at 11 a.m., with lunch to follow. I look forward to seeing everyone on May 24. Thank you, Charlene for opening your home to the Auxiliary.

We will have a lot to discuss at this meeting as we begin to make plans for the events for the rest of the year. We will be working out the details for the Chapter Picnic in September and the Auxiliary potluck. We also need to discuss details for our monthly raffles. And, as noted at the beginning of this article, the Holiday Christmas Party is not far off!

I hope you will join us. We welcome all who are interested in joining the Auxiliary. We are a fun and friendly group of women and men who are working together for CLCA. I hope you will consider joining us in 2022. Please contact me or any Auxiliary board members to get involved.

The Landscape Achievement Awards are back! I can't wait to see all the great work at the Awards program on Saturday, June 18. I look forward to seeing everyone at a chapter or Auxiliary event soon.

Lesley Peters, Garden Designer



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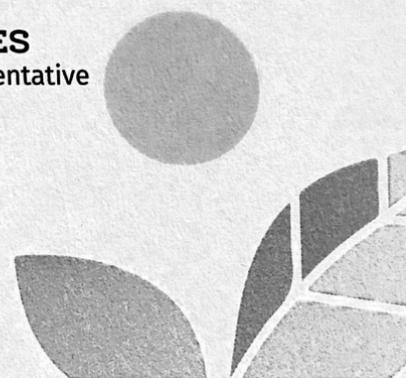
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Connections Made at Membership Drive

On April 14, the San Francisco Bay Area Chapter of CLCA held a membership drive and BBQ at SiteOne in San Jose. Organized by Chapter President Juan Carlos Esparza, board member Andrew Tuckman the event was well attended and provided an opportunity for potential new members to learn about the many benefits of CLCA and network with current members. Current chapter members also found this to be a great opportunity to get together and share stories over a BBQ lunch prepared by Chef Juan Carlos.



Thank you to Andrew Tuckman (at left) and Juan Carlos (above center) for putting together this event. Several prospective members learned more about the chapter and the association.



CLCA San Francisco
Bay Area Chapter presents

The 48th Annual Landscape Achievement Awards

A Night of Lights

Awards Banquet

Saturday, June 18
6:00 - 10:00 p.m.

Michael's at
Shoreline

2960 N Shoreline Blvd.
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CLCA Mission Statement

The California Landscape Contractors Association serves the interests of its members, promotes professionalism, and advances public awareness of the landscape industry.

The CLCA SFBA Chapter newsletter is published monthly. Copy and advertising deadlines are the 10th of the month preceding publication. Please send all copy, black & white photos, line art and ad materials to: Jerrie Beard & Associates, PO Box 7, Pollock Pines CA 95726. Emailed submissions are welcome at jsb@beardassociates.com. For information on advertising and rates, contact Jerrie Beard at (530) 621-1701.

Articles submitted are subject to approval and modification. Chapter or Editor are not liable for misprints or errors, and do not necessarily agree with opinions expressed in byline articles. Articles may be used by other CLCA chapter newsletters, giving proper credit to their source.

Seven-Day Rule - Employee Documentation

Steven Cesare, Ph.D., steve@harvestlandscapeconsulting.com

A business executive from California called me the other day to talk about an urgent need to terminate an employee immediately. Like, "right now." Apparently, the employee had a lengthy history of making mistakes on the job and finally, her supervisor decided it was time to fire her.

With that context in mind, I shifted the focus of inquiry into the standard sequence (e.g., Does the company have EPLI coverage? Did the employee sign the At-will Agreement in the employee handbook? Is there any documentation on the employee's previous performance in the employee's personnel file?). The third question proved interesting.

Lamentably, as we would all guess, the answer to the third question was "No."

In any event, the executive told me that the employee's supervisor "all of a sudden" remembered that the employee had made a mistake about 6 months ago, another one three months ago, yet another last month, and then the final straw that supposedly broke the proverbial camel's back occurred yesterday. Given this litany of poor performance, the supervisor and executive wanted to write up the employee for all four performance issues today, so they could terminate the employee "right now."

Obviously, I explained that the executive could terminate the employee at any time for any legal reason, based upon the employee's at-will status. However, in that same breath, I informed the executive that aggregating historical disciplinary issues never brought to the employee's attention for corrective action, may be problematic if challenged legally.

I extended the tutorial by introducing the Seven-Day Rule of Employee Documentation to the executive. Forthrightly stated, any disciplinary issue not communicated to the employee within seven days of occurrence, lacks procedural justice necessarily implying intent to improve the employee's job performance. Stated otherwise, if the supervisor does not coach an employee on a performance issue within seven days of occurrence, it is axiomatic that the incident is not severe enough to document nor use against the employee at a later date.

If it wasn't discussed within seven days, don't surprise an employee by referring to it in the future. That's not being a good supervisor; that's being unethical.

The executive acknowledged the fairness of the seven-day rule to the company culture, improving the transparency of the performance management process, as well as representing a best practice underscoring "employee development" instead of "employee discipline." While I am reasonably confident, she terminated the employee that same day, the executive now has the awareness of conducting this process through the lens of a coach instead of as a historian searching for events from yesteryear.

Will she include the Seven-Day Rule of Employee Documentation in next year's Supervisory Skills Training Class?

Chapter Launches Blog

The CLCA SFBA Chapter recently launched a blog at <https://sfbacclca.blogspot.com/> to further publicize the CLCA SFBA chapter. Fresh material will be posted on Monday. Chapter members are needed and encouraged to contribute to the blog including:

1. Information about new products and services
2. Before and after images of landscape projects and challenges.
3. Images of the landscape projects to highlight.
4. Business announcements such as new employees, or employee promotions.
5. Announcements of companies receiving special recognition.
6. Anything related to CLCA and SFBA

Please send all images and materials to Bryce Williamson at bmw95009@gmail.com.

Partners for Success

By Marin Vallalpando

Thank You for Your Continued Support

Thank you to all the companies who stepped up in 2021 to support the CLCA San Francisco Bay Area Chapter. Your generous support went a long way in helping us provide top quality events to our chapter throughout the year.

If you would like to help support our chapter in 2022 by becoming a partner, please look over the Partners information on page 6 of this issue or contact me, Marin Vallalpando at 408.586.9292 or email marin@zankerrecycling.com.

All of our chapter events are made possible by the generous support of our many sponsors. Please thank them for their commitment to our chapter both with an "atta boy" when you see them, and also by supporting their businesses.

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