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Newsletter
November 2016
In This Issue

WELCOME

NEWS AND UPDATES

Saturday Hours
November Saturday Success

COMMUNITY OUTREACH

Gift of History Event

**AWARDS AND
 RECOGNITIONS**

**A MESSAGE FROM
 CLERK-RECORDER
 HUGH NGUYEN**

SHARED MOMENTS

**NOVEMBER IN
 O.C. HISTORY**

OUT AND ABOUT

Thank you for your interest in the Orange County Clerk-Recorder Department's newsletter. We will be bringing you periodic updates on the latest news, information and events affecting the department. I am honored and privileged to serve as your county clerk-recorder. Please contact my office at (714) 834-2500 or visit www.ocrecorder.com for more information about the department or the services provided to the public.

Sincerely,
 Hugh Nguyen
 County Clerk-Recorder



**SATURDAY HOURS
 PLANNED FOR
 DECEMBER 17**

The Clerk-Recorder Department will once again open its doors to the public on December 17, 2016 for its once-a-month Saturday hours. The department's branch offices in Fullerton, Laguna Hills and the Old County Courthouse in Santa Ana will be open from 10 am to 3 pm. Customers will be able to obtain marriage licenses, have marriage ceremonies performed, submit passport applications, purchase passport photos and obtain vital and official records.

The Orange County Archives will also be open from 10 am to 3 pm. The Archives are located in the basement of the Old County Courthouse in Santa Ana. For more information please visit www.ocrecorder.com

WWW.OCRECORDER.COM
WWW.OCARCHIVES.COM

NOVEMBER SATURDAY OPENING ANOTHER GREAT SUCCESS!



Clerk-Recorder Hugh Nguyen with one of the many couples that got married during one of our Saturday openings.

November's Saturday opening turned out to be the day to get married at the Orange County Clerk-Recorder Department. Department staff issued 171 marriage licenses and performed 151 marriage ceremonies on November 19, 2016. This made for the busiest Saturday opening of 2016.

These numbers surpassed October's Saturday opening numbers. On average, the department issues 150 marriage licenses and performs about 100 marriage ceremonies during its special Saturday hours. November's Saturday opening had several walk-in customers which accounted for the slight surge in demand for both marriage licenses and ceremonies.

Department staff also accepted 25 passport applications during its November Saturday opening. The department is looking forward to 2017 special Saturday openings and has already posted the next six months of Saturday openings on its website. To take advantage of the department's services on Saturdays or to learn more about the services offered by the department, please visit us at:

www.ocrecorder.com

COMMUNITY OUTREACH



Clerk-Recorder Hugh Nguyen at the Gift of History event in Anaheim Stadium

CLERK-RECORDER PARTICIPATES IN GIFT OF HISTORY EVENT

This past November 17th, Clerk-Recorder Hugh Nguyen attended this year's Gift of History event which was held at Anaheim Stadium. He was there to represent the Orange County Archives, one of the functions and services offered by his department, and to help promote the importance of history to the students in attendance.

Over 10,000 third graders from throughout Orange County attended this year's event. The children received a history lesson which set a world record for the most school children at a history lesson ever.

Clerk-Recorder Hugh Nguyen was honored to attend the and would like to thank everyone involved for making it a fun and interesting for all the children.

To see more photos of the event visit our Facebook page at www.facebook.com/ocrecorder

A MESSAGE FROM CLERK-RECORDER HUGH NGUYEN



Clerk-Recorder Hugh Nguyen

Hello, my name is Hugh Nguyen. I am honored to serve as your Orange County Clerk-Recorder. As you may know, we offer many services that benefit Orange County residents and families at all four of our convenient locations, including: issuing birth, death and marriage certificates, passport services, registering notaries public and real property recordings.

We were the first county in the nation to record 7 million real property records electronically. We have been offering special Saturday hours for the past three years, for which we received a 2014 Merit Award from the California Association of Counties as well as a 2015 Achievement Award from the National Association of Counties.

I attribute this success to my hard-working staff and I am proud to have the best county employees. I enjoy watching them provide great customer service. They help keep the department's operations running smoothly. Every month I will be introducing some of my staff here and on our Facebook page, so that you may get to know my superstar employees. We are all here to serve you and we are proud to serve our County.



HERE TO SERVE - MARTHA

Today I would like to introduce you to Martha, she is our Senior Deputy Clerk. She has worked for the County for 19 years and has great customer service skills.

Martha began her career as a document examiner in my recording unit, which she worked in for 10 years. She was later transferred into clerk services

where she handled official records, vital records and fictitious business name statements. She later became a supervisor for her unit and after several years of service, was promoted to Senior Deputy Clerk.

Martha is responsible for training new employees, resolving customer issues and concerns, coordinating employee schedules and coverage, evaluating staff performance and serves as a liaison between Clerk Operations and senior level management. She works hard every day to ensure that Clerk Operations is running smoothly and efficiently.

I am grateful to have Martha on my team.

Martha is here to serve.

HERE TO SERVE - DANIEL

I would also like to introduce you to Daniel. Daniel is a supervisor at my South County branch office, in Laguna Hills. His career with the County began in 2001 as a temporary help employee at our microfilm and vital records unit. He was

later transferred to Clerk Operations as an extra-help employee where he handled: vital records, fictitious business name statements, notary registration, official records and more.

He was then transferred to our Marriage Services Unit inside the Old County Courthouse and became the unit's lead clerk. He eventually worked his way to becoming a supervisor in 2008.

Daniel currently supervises our South County branch office in Laguna Hills. His daily responsibilities include: training new employees, coordinating staff coverage, handling customer grievances and inquiries and more.

I am grateful to have Daniel on my team.

Daniel is here to serve.



EMPLOYEE OF THE MONTH



Every month, Clerk-Recorder Hugh Nguyen recognizes an employee who goes above and beyond their normal duties and who offers excellent service to our customers.

This month, Clerk-Recorder Nguyen is pleased to announce Carmen Darett as the employee of the month for November 2016.

In the past year, Carmen's professionalism and positive attitude has grown despite her long tenure with the department. Her continued growth is also reflected in her excellent attendance and ability to take charge of her duties. She has built a professional relationship with attorney service runners and makes it a point to ensure their work is completed by the end of the working day. She doesn't hesitate to volunteer for extra work when the help is needed. Most recently, the department needed someone to help cover the document examining position at the North County

branch office as needed. Without hesitation, Carmen has volunteered to cover the position on several occasions.

Carmen provides excellent customer service by ensuring that customers are well informed of recording requirements and policies when they are visiting our offices for service. She takes good initiative by asking her co-workers if she can assist without having to be told. Her stepping up to the plate is appreciated by all.

Please join the department in congratulating Carmen on her achievement! We appreciate her hard work!



SERVICE AWARDS

Congratulations to Luis Martinez on reaching a service milestone in his career.

This past November, Luis reached his 10th year of service with the County of Orange.

We would like to thank Luis for his service to the County of Orange.

SHARED MOMENTS

This section is dedicated for our staff members to share special moments during November.



CONGRATULATIONS!!

To Diana, from our Data Entry Unit, on the arrival of her grandson Declan.

He was born on the 22nd of November just in time for Thanksgiving.

He was born a healthy 7.1 pounds and 19 1/2 inches long.

Baby and mom are doing well. Best wishes to both!!



On November 03, 1987, Mission Viejo voted to incorporate as a city. The vote passed 7,572 to 5,661.

- November 01, 1776** Mission San Juan Capistrano was founded by Father Serra.
- November 12, 1987** The restored Old Orange County Courthouse reopened as a museum, historical archives, and county offices including marriages.
- November 16, 1859** Local pioneer Joseph E. Pleasants first visited what is now Irvine Park.
- November 22, 1905** Santa Ana celebrated the arrival of the Pacific Electric Railway's "Red Car" trolley line with a parade, fireworks, and a huge banquet.
- November 28, 1957** The Mouseketeers appeared in live shows at Disneyland through December 1, 1957.

*This section brought to you courtesy of the Orange County Archives, a function under the Office of Clerk-Recorder Hugh Nguyen.
Historical facts provided by Assistant Archivist Chris Jepsen.*

www.ocarchives.com

OUT AND ABOUT

This section will feature photos taken by department employees while they were out and about to help close our newsletter on a good visual note.



David Cabrera, from our Admin Support Unit, took this shot from Bella's patio area on the roof of Building 11 at the Civic Center Plaza.

Visit our webpage at: www.ocrecorder.com

Follow us on social media

@ocrecorder

For more about the Orange County Archives visit:

www.ocarchives.com

