



ALAMO  
COLLEGES

*Office of the Chief of Police*  
201 W. Sheridan Bldg. C  
San Antonio, TX 78204 -1429  
(210) 485 - 0088 Office  
(210) 485 - 0090 Fax

**MEMORANDUM**

TO: S. O. Steve Chelewski  
Department of Public Safety

FROM: D. F. Adams, Chief of Police  
Alamo Colleges Police Department

DATE: April 27<sup>th</sup>, 2009

SUBJECT: **LETTER OF APPRECIATION**

Below is an emailed letter of appreciation from Alamo Colleges District Facilities employee Minal Shah. In her email Ms. Shah commends you for the professional assistance you extended to her during her recent visit to Northwest Vista College.

I too want to thank you for a job well done in service to a member of our community. In doing so, you have brought favorable recognition upon yourself and the Alamo Colleges Police Department.

Keep up the good work.

Cc: Dr. Bruce Leslie, Chancellor – Alamo Colleges  
Mr. James N. McLaughlin – Vice Chancellor Finance & Administration Alamo Colleges  
Dr. Jacqueline Claunch – President Northwest Vista College  
John Strybos – Associate Vice Chancellor Facilities Operations/Construction  
Management

## Employee File

Excellent Employee - Message (HTML)

Message Developer Adobe PDF

Reply Reply Forward Delete Move to Create Other Block Safe Lists Categorize Follow Mark as Related Send to  
to All to All Folder Rule Actions Sender Lists Up Unread Select OneNote  
Respond Actions Junk E-mail Options Find

You replied on 4/27/2009 11:27 AM.

From: SHAH, MINAL Sent: Mon 4/27/2009 11:26 AM  
To: ADAMS, DON  
Cc: CHELEWSKI, STEVEN  
Subject: Excellent Employee

**Mr. Adams,**

Last week I was at Northwest Vista College for a meeting. I was not familiar with the campus at all. As soon as I entered the campus, at the first parking lot, I saw one police officer. I asked him how I go to the Redbud Library and told him about my unfamiliarity of the campus. He asked me if he could drive with me to show the closest parking place to the library. Once, I parked my car with his help at a parking lot # 6, he carried my stuff and walked with me to the end of my destination.

He is a wonderful example of your department. He is extremely well mannered, courteous and very helpful person.

I was very lucky to meet him and able to know him.

Thank you from bottom of my heart, officer Chelewski!

**Minal Shah**  
District Facilities  
7990 Pat Booker Road  
Live Oak, TX 78233