

CHICAGOLAND  
**ADMIN**AWARDS®

P R E S E N T S

*Live!*

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GOLD

A REGIONAL CELEBRATION OF  
ADMINISTRATIVE EXCELLENCE

SATURDAY, JUNE 5 | 7 PM  
VIA LIVE STREAMING

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# A LETTER FROM THE ADMIN AWARDS FOUNDER



It truly takes the effort, commitment and heart of many to make a program like the Admin Awards possible during typical times, but during times like “these”, we are deeply aware that our program would not be possible without our incredibly loyal staff, Advisory Boards, Sponsors and Partners – and equally important, the business community that trusts us to provide meaningful recognition to one of their most beloved employee groups.

To my surprise and delight, as the world turned inward in 2020, the executive community went the opposite direction. Business leaders began reaching out to us inquiring about our programs, eager to show their appreciation and celebrate. They also validated what my intuition was telling me: The recognition of the Administrative Professionals at the core of our program is far more important than the physical, in-person events.

Very early on, we were reminded that companies were depending on their Admins to keep everything together, to make the impossible seem effortless and to do it all with skill, enthusiasm and heart. In the can-do spirit of the Chicagoland Admins we honor, we put our hearts and minds into creating a special experience that we hope makes you feel connected, inspired and joyful.

And since we announced our plans for Admin Awards Live! 2020-2021, I have been overjoyed at the outpouring of enthusiasm and love for these amazing professionals. So many busy people took the time to express gratitude through their words and actions. Our collective efforts really do change lives for the better. For that, I am incredibly thankful.

2020 and 2021, with all the challenges, has shown us that the Administrative Community is stronger than ever and companies are united in their determination to ensure their Admins are properly appreciated and cared for. This unstoppable spirit continually inspires us as we embark on this new journey with you.

We hope you have as much fun at Chicagoland Admin Awards LIVE! as we’ve had creating it for you.

With Appreciation,

Sunny Nunan,  
Founder, CEO & Proud Daughter of an Executive Secretary  
Admin Awards

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Motorla Solutions

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**Desiree Kramer**  
Executive Assistant  
Huntington National Bank

**Cynthia Trice-Standley**  
Ann & Robert H. Lurie Children's Hospital

## 2021 JUDGES

**Colleen Barrett**  
President Emeritus  
Southwest Airlines

**Sherry Parsons**  
Retired Executive Assistant  
Cisco

**Karen Lindsey**  
Executive Coordinator  
Riverview Hospital

**Tracy McCarthy**  
CHRO  
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**Bernice Lorenz**  
Executive Assistant  
Apple

**Pam Gerber**  
Chief Marketing Officer  
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**Vishu Shankaran**  
Director - Global Talent Acquisition, Americas, UK & EU  
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**Janet Roberson**  
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Juniper Networks

**Nancy Nordberg**  
Retired Executive Assistant  
Maxim Integrated

# BRAVO!

**Congratulations to all the Chicago Admin Awards Finalists!**

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## Colleen Barrett: Servant Leader and Superstar

When The Admin Awards was launched in 2012, we sat down with Colleen Barrett to ask her for her thoughts and experiences on the administrative profession. Her answers from that September interview, edited for brevity; are below:

### What did you like most about being a secretary?

I like to serve so you have to start there. I loved to solve problems. And I loved

to give exemplary or positive customer service delivery on behalf of whomever I was working for. Life is all about relationships... you have an opportunity in the administrative group to form more relationships than probably any other position — even much higher up on that so-called ladder because you are very often that first point of contact with the outside world or the customer... life is just one big grassroots campaign as far as I'm concerned.

### What did you like the least?

I didn't like anything that was routine. I loved to master projects, but, for example, filing was only interesting to me because I loved to be able to find anything that anyone was looking for... I've never liked rote work. (But) there's some that goes in every job no matter what position you're in.

### What was the most challenging aspect of serving Herb Kelleher?

Being a nanny for 45 years for a man who has always thought he

was 17 regardless of any year that was added to his personal calendar! He was a great servant leader. He loved life and you almost couldn't be around him and not catch that love of life and love of people.

### And the best aspect?

It was truly feeling his egalitarian spirit and appreciating the fact that he valued my judgment and thinking as a team member.

### Did you ever think you would rise from Secretary to President and COO of Southwest Airlines?

Quite honestly it wasn't something I wanted, and I never wanted to be COO—and I made that very clear to the Board—that isn't my strength.

My strength is customer service and people and everything that touches people, and, honestly, being President and COO wasn't my favorite position at Southwest...my favorite position was Executive Vice President-Customers. Customer to us means employees, passengers, and shareholders, so I could really touch everything. I could touch every department. And as President... I had to do a lot more external things... I did them... I can't say I hated them... (but) I like to get down and dirty and really roll up my sleeves.

*"Be authentic.  
Be real.  
Remember  
who you are."*

### What advice do you have for Admins?

Love. Everybody. Just love. It's a word that corporate America doesn't use very much... always remember where you came from — so that you know how far you've come...I don't think most of us start out thinking we're going to be the President of the United States or the CEO of a company... and I think... be humble and appreciate what you get. To me psychic satisfaction is 10 times more important than pay or title. Be authentic. Be real. Remember who you are.



Congratulations to our Administrative  
Excellence in Public Service Award finalist

**JORDAN SCHNEIDER!**

Thank you for your dedication, commitment, and hard work.

**ILLINOIS  
POLICY  
INSTITUTE**



**KATE JADWISIAK**

**2021 FINALIST**

**THE COLLEEN BARRETT AWARD FOR ADMINISTRATIVE EXCELLENCE**

**THE ACHIEVER AWARD**

*we're so proud of you!*

**MJ Holding**



# Colleen Lieberstein

EXECUTIVE ASSISTANT, DEALER INSPIRE

{ THE COLLEEN BARRETT AWARD FOR ADMINISTRATIVE EXCELLENCE }



Colleen Lieberstein is an Executive Assistant at Dealer Inspire who always strives for exceptional. For Colleen, that means going above and beyond the requirements of her role, especially in her coordination of Dealer Inspire’s annual REFUEL event, in which she organizes the speakers and plans with teams outside of the organization to ensure a top-notch program. She organizes the company’s philanthropic team, contributing new initiatives and ways to be charitable even from home. During the pandemic, when Dealer Inspire began providing clients with free video services, Colleen stepped in to assist teams that were overwhelmed by the demand, and she personally talked to clients firsthand to ensure they felt supported. As head of the events committee, Colleen spearheads endeavors such as an eight-week summer learning series and the Tenet Awards ceremony, which recognizes the exceptional work of employees. She does all of this and more while also taking the time to send individual emails letting employees know how much they are appreciated. Colleen tackles every responsibility — from handling executive calendars, travel arrangements, expenses and facility management for multiple offices — with positivity, grace, and an unwavering commitment to collaboration.

FINALISTS



Tammy Frasz  
PEAK6



Kate Jadwisiak  
MJ Holding Company



Carole Lindgren  
Young Innovations



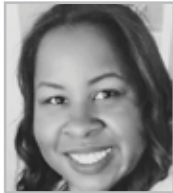
Lea Livingston  
Meritor



Valerie Long  
Specialty Print Communications



Kalli Olewinski  
American Marketing Association



Traci Rivera  
The Night Ministry



Maria Zaragoza  
Hartgrove Behavioral Health Systems and Garfield Park Behavioral Health System



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**Party Popper  
Picture Time!**

**WINNER**

RENATA CETERA  
PROSPECT AIRPORT SERVICES





**WINNER**

## { THE ABOVE THE CALL AWARD }

**STEPHANIE HUSHCHA****SR. ADMINISTRATIVE ASSISTANT, ANN & ROBERT H. LURIE CHILDREN'S HOSPITAL OF CHICAGO**

Stephanie Hushcha is Senior Administrative Assistant at Ann & Robert H. Lurie Children's Hospital. Since she joined the organization three years ago, Stephanie has received high praise from senior leaders for her ability to identify problem areas and find ways to streamline workflows for optimal efficiency both within the team she directly supports, as well as the rest of the Administrative Team. Stephanie has expertly tackled complex tasks, including coordinating residency rotations and creating a clinical access database that has improved care for patients at Lurie. She was, and continues to be, a crucial part of the division's COVID-19 response, providing consistent support during a time when everything was in flux. Stephanie is a team player who is a dedicated, resourceful, and integral contributor to the division — and whose warm and wonderful presence benefits patients, families, and the entire organization. Her ability to take on whatever she sets her mind to, as well as her organized, positive, and friendly personality, are exceptional assets.

## — FINALISTS —

**Blanca Bradley**  
Motorola Solutions**Keniel Odoms**  
First Insurance Funding**Amanda Trinidad Jones**  
Ann & Robert H. Lurie Children's Hospital of Chicago**WINNER**

## { THE LEADERSHIP AWARD }

**ERIN FLOSS****EXECUTIVE ASSISTANT, W.W. GRAINGER**

Erin Floss is Executive Assistant for W.W. Grainger, Inc., where she is the aligned Administrative Business Partner (ABP) to the Vice President and President of merchandising and supplier management. In this role, Erin has not only been an excellent thought partner and coach, but also has been instrumental in the development of Associate Business Partners within the organization. She played a key role in building a PACE certification program for ABPs at Grainger — through her persistence, she negotiated a rate low enough to allow 72 ABPs to pursue their certification, and led the program following its official April 2020 launch. Additionally, she serves as an essential team member on the Pandemic Leadership Council, helping to make critical decisions for the company's policies and procedures during this critical time. Recently, Erin assumed the role of Vice President of ABP Group and is already making an impact through her exceptional leadership and passion for the development of ABPs throughout Grainger.

## — FINALISTS —

**Su Lin Battersby**  
Southwest Airlines**Diane Fisher**  
Wargaming.net**Amy Pearson**  
Invenergy Services**Susan Updike**  
Huntington National Bank**Emilie Weisberg**  
Ann & Robert H. Lurie Children's Hospital of Chicago**WINNER**

## { THE LOYALTY AWARD }

**STEPHANIE SAVAGE****CHIEF OF STAFF, MADDOCK DOUGLAS**

Stephanie Savage is Chief of Staff at Maddock Douglas, Inc. Stephanie is exceptional at what she does — she writes with the care and empathy of the best creative director, uses Excel and accounting software as well as the most-skilled CFO, and her attention to detail is legendary across the company. She places a high value on optimism, wonder, and authenticity, stepping in to ensure that holiday events are magical for employees and finding stages, connections, causes, and people that convince clients Maddock Douglas can help them change the world. She has been by her CEO's side for every company he has started, every association and board he has chaired, and every family event he has planned for the past 20 years. In that time, she has solved many problems before they could even happen — and has employed unwavering composure when challenges do occur. Stephanie handles every responsibility with grace and professionalism, building trust with the hundreds of teammates who look up to her.

## — FINALISTS —

**Laurie Duffy**  
Meritor**Debbie Hart**  
Uline**Nivia Jimenez**  
Ann & Robert H. Lurie Children's Hospital of Chicago**Lynda Malone Hall**  
Motorola SolutionsLeadership  
Award**Congratulations to our Finalists!****Erin  
Floss****Lorie  
Cotto**Strategic Partnership  
Award

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**WINNER****{ ADMINISTRATIVE EXCELLENCE  
IN PUBLIC SERVICE AWARD }****JORDAN SCHNEIDER****EXECUTIVE ASSISTANT, ILLINOIS POLICY INSTITUTE**

Jordan Schneider is Executive Assistant at the Illinois Policy Institute, where she has established herself as an immensely passionate and talented team member who is dedicated to helping the disadvantaged achieve the American Dream. Jordan's expert-level coordination skills have directly impacted the institute's revenue generation. By devising comprehensive strategies in tandem with the Leadership team, Jordan freed up the CEO and Board Chairman to focus on spreading the mission and vision of the organization — which has led annual revenue which has led to annual revenue increasing threefold. Every task Jordan adroitly tackles — from following up on an email to landing a cold call to booking and scheduling travel — allows the Illinois Policy Institute to operate more efficiently, raise more money, spend more time evangelizing the mission of the organization, and lift more Americans out of poverty. Through her collaborative and collegial interpersonal skills, Jordan has positioned herself as a clear leader within the organization and has garnered tremendous respect from all with whom she works.

— FINALISTS —



**Colleen Childress**  
Ann & Robert H.  
Lurie Children's  
Hospital of Chicago



**Cheryl Rowe**  
Mercy Housing  
Lakefront

**WINNER****{ THE ACHIEVER AWARD }****KATE JADWISIAK****EXECUTIVE ADMINISTRATOR, MJ HOLDING COMPANY**

Kate Jadwisiak is Executive Administrator for MJ Holding Company, LLC. In her nearly 30 years as an Admin, Kate has acquired almost too many skills to note — she's technologically proficient, detail-oriented, excels at overseeing projects from concept to completion, and has built outstanding interpersonal relationships, including a strong support network of EAs, colleagues, and vendors. During the COVID-19 pandemic, those skills were put to the test — and unsurprisingly, Kate passed that test with flying colors. She became an instant expert to provide the company with support in areas of communication, travel protocol, testing procedures, protective measures, and vaccination. She's often asked to step in and drive difficult tasks to the finish line, as Kate always leads with excellence and executes every challenge with the utmost grace. No matter how much heavy lifting is required, Kate makes it all look effortless — and makes the entire organization look good.

— FINALISTS —



**Emily Beneturski**  
Ann & Robert H.  
Lurie Children's  
Hospital of Chicago



**Renee Kowalczyk**  
Pritzker Group



**Annette Ramos**  
Bel Brands USA



**Kelly Smith**  
Ann & Robert H.  
Lurie Children's  
Hospital of Chicago



**Irene Stehle Bach**  
Motorola Solutions



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SUPER STAR

**2021 Admin Award Finalist for the Achiever Award**



The pillar of strength that makes everything happen!!

You are appreciated more than you know!



2021 CHICAGO ADMIN AWARDS:

# Congratulations!

**LURIE CHILDREN'S FINALISTS**

 Ann & Robert H. Lurie  
Children's Hospital of Chicago®

**Tricia Galocy**, *Legal Services*  
Strategic Partnership Award

**Chelsea-Ann Sealy**, *Office of the President & CEO*  
Strategic Partnership Award

**Emily Beneturski**, *Orthopaedics*  
Achiever Award

**Kelly Smith**, *Child Abuse Pediatrics*  
Achiever Award

**Nivia Jimenez**, *Nursing Administration*  
Loyalty Award

**Colleen Childress**, *Pulmonary Medicine*  
Administrative Excellence in Public Service Award

**Emilie Weisberg**, *Cardiology*  
Leadership Award

**Amanda Trinidad Jones**, *Hematology/Oncology*  
Above the Call Award

**Stephanie Hushcha**, *Cardiology*  
Above the Call Award

**Sarah Myles**, *Emergency Medicine*  
Spirit Award



**WINNER**

{ THE STRATEGIC PARTNERSHIP AWARD }



## CHELSEA ANN SEALY

**MANAGER EXECUTIVE ASSISTANT, ANN & ROBERT H. LURIE CHILDREN'S HOSPITAL OF CHICAGO**

Chelsea-Ann Sealy is Executive Assistant for the Office of the President and CEO and Assistant to the Senior Vice President and CFO at Ann & Robert H. Lurie Children's Hospital of Chicago. Chelsea-Ann stepped into her current role just three months before the COVID-19 pandemic hit — and her relentless dedication has been invaluable in the months since. Not only did she draw upon her 26 years of experience as an Admin to completely change the culture within the C-suite — fostering a far friendlier and more collaborative environment — she stepped forward during a hiring freeze to also manage the business affairs of the hospital's CFO, providing remarkably comprehensive, consistent, and entirely uninterrupted support in both roles. Additionally, Chelsea-Ann also coordinated the process of identifying a much-needed new surgeon-in-chief, coordinating more than 25 individual schedules to ensure an efficient interview process for the final candidates. Her unwaveringly selfless, kind, and patient approach cements Chelsea-Ann's reputation as an extraordinary Business Partner.

— FINALISTS —



**Lorie Cotto**  
W.W. Grainger



**Tricia Galocy**  
Ann & Robert H. Lurie Children's Hospital of Chicago

**WINNER**

{ THE SPIRIT AWARD }



## LAUREN MORRISSEY

**EXECUTIVE ASSISTANT TO THE COO, WEST MONROE**

Lauren Morrissey is Executive Assistant to the COO at West Monroe. But “EA” doesn't quite encompass the enormity of her role — she's a cheerleader, mentor, connector, facilitator, negotiator, supporter, coach and counselor to her colleagues. She has been so effective in her role at West Monroe that the company expanded the EA team from three to 15, a decision largely made because Lauren demonstrated the value an EA brings to the executive suite. She routinely wears “a million hats,” juggling the schedules of overbooked senior executives, using her voracious notetaking skills to ensure no detail falls through the cracks, and displaying remarkable initiative and ability in taking charge of complex responsibilities. Most incredibly, she does it all with her trademark positive attitude, approaching every task with warmth and humor. From leading and developing the company's EA community to arranging seamless virtual collaborations in the midst of an unprecedented pandemic, Lauren truly exemplifies West Monroe's “can do” culture.

— FINALISTS —



**Janessa Bender**  
PanAmerican Seed



**Renata Cetera**  
Prospect Airport Services



**Sarah Myles**  
Ann & Robert H. Lurie Children's Hospital of Chicago



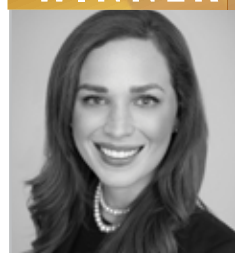
**Laurie Siehs**  
Lockton Companies



**Angela Sylvain**  
PEAK6

**WINNER**

{ THE ROOKIE OF THE YEAR AWARD }



## BLAIRE SULLIVAN

**EXECUTIVE ADMINISTRATOR, ARCALEA**

Blaire Sullivan is an Executive Administrative Assistant at Arcalea, and as the company's first-ever administrative hire, she has set the bar undeniably high. During her short tenure, she's racked up a long list of accomplishments — for example, Blaire has graciously and expertly tackled a number of human resources responsibilities, and it was her direct efforts that led to the development of a strong employee-focused benefits plan that now provides healthcare coverage for all employees beginning on day one. She is known as Arcalea's “internal force multiplier,” maintaining and improving the infrastructure upon which staff depend to provide superior service to partners. Blaire has improved daily operations and long-term strategic planning, contributing to the reduction of operating expenses by roughly \$70,000 through negotiation, minimization of duplicative spending, and elimination of wasteful activities. Blaire also is a dedicated volunteer — since 2018, she has served on nine Chicago-area volunteer committees, and to date, has raised more than \$32 million for charitable causes.

— FINALISTS —



**Rachael Banas**  
G2



**Amber Gaglione**  
Dealer Inspire



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# Renata Cetera

ADMINAWARDS FINALIST

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