

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY

DEPT: CHIEF EXECUTIVE OFFICE

BOARD AGENDA # X. A.

Urgent \_\_\_\_\_ Routine X

AGENDA DATE January 9, 2001

CEO Concurs with Recommendation YES X NO \_\_\_\_\_  
(Information Attached)

4/5 Vote Required YES \_\_\_\_\_ NO X

SUBJECT: STATUS REPORT ON THE CHIEF EXECUTIVE OFFICE'S PROJECTS

STAFF RECOMMENDATIONS: ACCEPT THE STATUS REPORT

FISCAL IMPACT:

There is no fiscal impact associated with the reporting of this information.

BOARD ACTION

No. 2001-31

On motion of Supervisor \_\_\_\_\_, Seconded by Supervisor \_\_\_\_\_, and approved by the following vote,

Ayes: Supervisors: \_\_\_\_\_

Noes: Supervisors: \_\_\_\_\_

Excused or Absent: Supervisors: \_\_\_\_\_

Abstaining: Supervisor: \_\_\_\_\_

- 1) \_\_\_\_\_ Approved as recommended
- 2) \_\_\_\_\_ Denied
- 3) \_\_\_\_\_ Approved as amended

Motion: ACCEPTED REPORT ONLY. NO VOTE TAKEN

ATTEST: REAGAN M. WILSON, Clerk By: Christie Ferraro File No. \_\_\_\_\_

## STATUS REPORT ON THE CHIEF EXECUTIVE OFFICE'S PROJECTS

Page 2

**DISCUSSION:** In order to keep you, other county departments and the public better informed regarding the major projects being conducted within the Chief Executive Office, we have developed a report that will provide bimonthly information on the activity of major projects. This project report continues to be in development and has been refined to provide, what we hope will be, a quick reference to the status of projects being conducted by the Chief Executive Office.

The Project Report for December 2000 features the addition of the projects of the Clerk of the Board of Supervisors, as well as a list of completed projects.

The Project Report is broken down by Board priorities:

- Ensure a safe, healthy community
- Facilitate economic development
- Deliver excellent community services
- Promote efficient government operations
- Achieve multi-jurisdictional cooperation
- Model community leadership
- Each priority reflects all individual projects within that area. A Table of Contents is also included for your ease of use.

We expect to continue to simplify and modify the report to make it more readable. We are a continuous improvement organization, and welcome your feedback and comments regarding the report's content. It is our goal to ensure that this tool is both informative and useful to the Board.

### **POLICY**

**ISSUE:** This Project Report meets the Board's priority of promoting efficient government operations.

### **STAFFING**

**IMPACT:** There is no staffing impact associated with this recommendation.



# CHIEF EXECUTIVE OFFICE

## PROJECT LIST

DECEMBER 2000

January 9, 2001



**CHIEF EXECUTIVE OFFICE  
PROJECT LIST  
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12/1/00**

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**Board Priority**

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**Board Priority**

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CHIEF EXECUTIVE OFFICE PROJECT LIST - COMPLETED PROJECTS

Addendum



# CHIEF EXECUTIVE OFFICE

## PROJECT LIST

DECEMBER 2000

January 9, 2001

# Project Status Report

## For the Month of 12/1/00



### Board Priority #1 - Ensure a Safe, Healthy Community

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**Division:** Administration

**Division Manager:** Reagan Wilson

**Mission Statement:** To effectively lead policy development and effective administration of County government on behalf of the Board of Supervisors

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**Project Title:** Doctors Medical Center/HSA Contract Issues

**Project Description:** Discussions Regarding Contractual Issues

**Project Initiation:** 1/1/00      **Anticipated Completion:** 9/1/00

**Team Leader:** Reagan Wilson

**Project Update:** On October 10, The Board approved an Amended and Restatement of Affiliation Agreement between Tenet Health System--Doctors Medical Center and Stanislaus County Health Systems Agency for the Residency Program. Discussions are continuing to resolve remaining issues.

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**Project Title:** Tobacco Funds

**Project Description:** Tobacco Funds

**Project Initiation:** 1/1/99      **Anticipated Completion:** 9/1/00

**Team Leader:** Reagan Wilson

**Project Update:** The Board of Supervisors approved the Downtown Plan on December 19, 2000. Beginning in the new year we will embark on a feasibility study of the Courthouse Re-Use and Expansion Plan. We also continue to participate and monitor the work being forwarded to the Legislature in 2001 regarding county-court-state facilities matters.

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**Division:** Capital Projects

**Division Manager:** Patricia Hill Thomas

**Mission Statement:** Oversees and coordinates all major capital improvements which include new construction, major remodels and land acquisition.

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**Project Title:** Animal Services Modular Kennel Project

**Project Description:** Addition of 50 Modular Kennels / HVAC Upgrade

**Project Initiation:** 12/1/98      **Anticipated Completion:** 3/16/01

**Team Leader:** Andy Casazza

**Project Update:** The last phase of the indoor air quality project is in its last phase and should be completed after the 1st of the year. The indoor air quality of the kennels has been improved significantly. The project remains within budget.

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**Project Title:** Ceres Recovery Center

**Project Description:** Collaborative Recovery Center

**Project Initiation:** 1/1/99      **Anticipated Completion:** 7/1/01

**Team Leader:** Andy Casazza

**Project Update:** Proposals for the block wall have been received and are within budget. The fence will extend around the existing doctor's office and along the east property line. Hazardous materials surveys have been completed on both buildings and the findings have been incorporated in the plans and specifications. The remaining plans and specifications are complete and were presented to the Board for their approval on 12-19-00. The project remains on time and on budget.

---

**Project Title:** Empire Tot Lot

**Project Description:** Construction of a playground for the Empire community's pre-school-aged children, including abatement, demolition, site work and installation of playground equipment

**Project Initiation:** 5/23/00      **Anticipated Completion:** 12/31/00

**Team Leader:** Pat Sweeny

**Project Update:** The Grand Opening of the Empire Tot Lot was held on Saturday, December 16, 2000. Approximately 50 members of the community joined Supervisor Pat Paul, Deputy Director of Parks and Recreation Steve Brodie and members of the Parks Commission in celebrating the opening of Empire's first park.

---

**Project Title:** Juvenile Hall Special Needs Housing

**Project Description:** Juvenile Hall Special Needs Housing

**Project Initiation:** 6/16/00      **Anticipated Completion:** 10/2/02

**Team Leader:** John Nichols

**Project Update:** The project design is on schedule. The project architect completed the design development phase this month. The project team expects to submit the final plans and specifications to the Board of Supervisors for approval in January 2001.

---

**Project Title:** Juvenile Retrofit Fire Spklr/Secur Elect

**Project Description:** Juvenile Hall retrofit fire sprinkler, addition of cameras, monitors, and other security components to the original Juvenile Hall

**Project Initiation:** 4/1/00      **Anticipated Completion:** 5/6/01

**Team Leader:** John Nichols

**Project Update:** Both projects began on 11/7/00. The fire protection upgrade is expected to be complete by 5/6/01. The electronic surveillance upgrade is expected to be complete by 4/6/01.

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**Division:** Economic Development

**Division Manager:** Richard Jantz

**Mission Statement:** To help facilitate a community business environment which provides economic advantage to existing and new businesses and that provides for a quality of place which promotes high skill job opportunities.

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**Project Title:** Proposition 10 Commission (Children & Families First)

**Project Description:** Implementation and establishment of Commission

**Project Initiation:** 6/1/99      **Anticipated Completion:** 6/1/00

**Team Leader:** Bob Allaire

**Project Update:** The Commission meets monthly. It recruited for a full-time Executive Director (Manager III) through December 28, 2000. The Strategic Planning Committee is negotiating an agreement with the Child Care Planning Council to provide a variety of services, i.e., data collection, collaboration of resources, coordination of providers, etc., for children ages 0 - 5.

---

**Project Title:** Stanislaus Childrens Council

**Project Description:** Planning and coordination of services to/for children, youth and families

**Project Initiation:** 6/1/90      **Anticipated Completion:** 12/31/00

**Team Leader:** Bob Allaire

**Project Update:** The Council meets monthly. The School-Linked Services Committee continues to assist the numerous Healthy Starts to sustain and maintain at 13 school sites. The Committee will assist four additional Modesto City School sites in applying for operational grants by March 2001.

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**Division:** Emergency Services / Fire

**Division Manager:** Reagan Wilson

**Mission Statement:** Provide the leadership to bring all emergency preparedness partners together. Ensure a safe and healthy community through training, response, recovery and mitigation measures that minimize the risks of natural or man-made disasters.

---

**Project Title:** Operations Plan for Emergency Operations Center

**Project Description:** Development of an Operations Plan for the New Emergency Operations Center

**Project Initiation:** 4/1/00      **Anticipated Completion:** 12/31/00

**Team Leader:** Russ Richards

**Project Update:** Phase 2 purchases have been approved by the Board of Supervisors. This included furniture, connectivity, and sufficient radio equipment to provide a very limited capability in the EOC. We are developing the third and final phase to close out the equipment project for the EOC portion of this project. We continue to move forward with our partner, Modesto, in this project. This facility has been used, on a limited basis, in the past 90 days to handle emergencies.

---

**Project Title:** Plan for new EOC Facility

**Project Description:** Completion of a plan and move in to new EOC Facility at 3705 Oakdale Road

**Project Initiation:** 11/13/98      **Anticipated Completion:** 12/30/00

**Team Leader:** Russ Richards

**Project Update:** The E-911 cutover occurred the first week in November. We have transitioned from E-911 transitions meetings to more specific, Emergency Operations Center transitions meetings. We are currently developing a cooperative agreement between Modesto and the County for funding and operation of the EOC portion of the 3705 Oakdale Road facility.

---

**Project Title:** Stanislaus County Emergency Action Plan

**Project Description:** Development of the new Emergency Action Plan for the County to conform with SEMS

**Project Initiation:** 1/1/99      **Anticipated Completion:** 6/30/01

**Team Leader:** Russ Richards

**Project Update:** All four parts of the draft Emergency Action Plan have been completed, with the exception of maps, and are in final draft preparation at this time. Prior to December 21, 2000, final draft versions were delivered to key County departments and State Office of Emergency Services for evaluation and comment. We are working with County and State GIS departments to reproduce the needed maps.

---

**Division:** Operations & Services

**Division Manager:** Patricia Hill Thomas

**Mission Statement:** Provides departmental support in the area of human resources, budget agenda item processing, and other department-specific operational needs. Additionally, staff supports a variety of commissions, advisory groups, committees and community groups.

---

**Project Title:** Family Support Transition

**Project Description:** Coordination with all stakeholders to ensure a smooth transition of the Family Support function to a separate, new County Department

**Project Initiation:** 10/30/00      **Anticipated Completion:** 12/31/02

**Team Leader:** Eileen Melson

**Project Update:** The first meeting of the initial Transition Committee was held on October 30, 2000. The Chief Executive Officer welcomed the team and discussed his vision of the change. The Director of Child Support Services provided an overview of the enabling legislation and transition requirements. State support, potential stakeholders, various issues, key tasks, deadlines and composition of the team were also discussed. A follow-up meeting was set for January 18, 2001.

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## Board Priority #2 - Facilitate Economic Development

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**Division:** Economic Development

**Division Manager:** Richard Jantz

**Mission Statement:** To help facilitate a community business environment which provides economic advantage to existing and new businesses and that provides for a quality of place which promotes high skill job opportunities.

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**Project Title:** Ag Pavilion

**Project Description:** Steering Committee fund raising to build a 23,000 sq. ft. facility - California Agricultural Technology and Learning Center

**Project Initiation:** 1/1/98      **Anticipated Completion:** 6/1/01

**Team Leader:** Richard Jantz

**Project Update:** The Agricultural Foundation has submitted a draft agreement between the County and the Agricultural Foundation regarding use and care of the proposed facility to a private attorney for review. Staff, including county counsel, has provided preliminary language for the agreement.

---

**Project Title:** Business Park Development

**Project Description:** Increase of inventory of areas suitable for park development

**Project Initiation:** 1/1/96      **Anticipated Completion:** 12/31/01

**Team Leader:** Richard Jantz

**Project Update:** Staff from the City of Patterson and the County are meeting weekly with a developer's representatives to discuss business park development west of the City of Patterson. A master infrastructure study is under way, with a completion date of April 1, 2001. A three-party agreement between the Developer, City of Patterson and the County is being drafted. Public Works is developing transportation improvement estimates. The Crows Landing Air Facility Steering Committee met and received background on the Facility from staff. Supervisor Caruso outlined the reason for the Steering Committee and the anticipated outcomes. The Committee will tour the Facility as part of the next meeting in January. Staff was briefed on the general aviation permit process by the retained aviation consultant. Congressman Condit's staff was briefed on the title transfer progress.

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**Project Title:** County-wide Revenue Sharing Agreement  
**Project Description:** County-wide sales tax agreement with all nine cities  
**Project Initiation:** 1/1/99      **Anticipated Completion:** 12/1/00  
**Team Leader:** Richard Jantz  
**Project Update:** The concept of an economic development bank is being pursued. As proposed, the Cities and the County will contribute to the Bank to fund projects that have regional job creation impact. Grant funds and other forms of one time revenue will be sought to facilitate leverage for State and Federal revenue. The next meeting of all the city managers and the county CEO was held in December.

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**Project Title:** Regional Roundtable on Travel and Tourism  
**Project Description:** Regional Roundtable on Travel and Tourism  
**Project Initiation:** 6/1/99      **Anticipated Completion:** 12/31/01  
**Team Leader:** Keith Boggs  
**Project Update:** The Winter Business Forum was held on 11/28/2000. In this forum, the business community involved in travel and tourism activities were invited to meet with the roundtable membership to discuss 2000-2001 strategic objectives, and to network with others affiliated with the travel and tourism industry cluster. Representatives from hotel, motel, CVB's, Chambers, City jurisdictions, agri-tourism activities, farms, and various others were in attendance. The two hour event helped to maintain an active and open dialogue with the community while providing invaluable feedback to the regional roundtable planning processes. The roundtable continues to work with Management Information Services to develop a point of service survey instrument that will gather useful visitor information via Palm technology. This survey will be used during the spring, summer, and fall months (festival season) to assist on-going improvement of regional activities and events.

---

**Project Title:** Renaissance 2000 Implementation  
**Project Description:** Development of funding and priorities for Tobacco Settlement funds, Prop 10 and Welfare Reform Fiscal Incentives  
**Project Initiation:** 8/1/99      **Anticipated Completion:** 4/1/01  
**Team Leader:** Reagan Wilson

**Project Update:** The Steering Committee is meeting regularly. Mr. Allaire is providing the staff support and Renaissance Consulting Group is providing additional technical assistance. The Welfare-To-Work Fiscal Incentive Plan has been submitted to the California Department of Social Services for their review. The Children & Families First Commission is working with the Committee in the development of a "master contract" for child care. An update should be forthcoming in January 2001.

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**Project Title:** Telecommunication Infrastructure

**Project Description:** Infrastructure needs assessment with all nine cities

**Project Initiation:** 3/1/00      **Anticipated Completion:** 9/1/00

**Team Leader:** Richard Jantz

**Project Update:** A draft report of the countywide communication infrastructure assessment has been prepared. The report was shared with the Workforce Investment Board on December 18, 2000. Six initiatives are recommended. Staff will submit the report to the Board of Supervisors in January.

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## **Board Priority #3 - Deliver Excellent Community Service**

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**Division:** Capital Projects

**Division Manager:** Patricia Hill Thomas

**Mission Statement:** Oversees and coordinates all major capital improvements which include new construction, major remodels and land acquisition.

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**Project Title:** Health Services Agency Facilities Master Plan

**Project Description:** Development of a strategy for the deployment and development of Health Services Agency and related services facilities County-wide

**Project Initiation:** 8/14/00      **Anticipated Completion:** 1/26/01

**Team Leader:** Tim Fedorchak

**Project Update:** All interviews of Health Services Agency (HSA) functions were completed in October 2000. Floor and site plans of the existing facilities have been collected, as well as terms of each of the HSA facility leases. Calculation of the existing space occupancy by location, building, floor and division is pending. A initial search for County demographic data has been conducted, and it was determined that the latest detailed data (1990 U.S. Census) is aged. New data from the 2000 Census will not be available for several months. Another potential means of establishing the forecasted demand for HSA services being investigated. Upon completion of this analysis, HSA can develop an operational strategy, from which facilities needs can be established (estimated January 2001)

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**Division:** CARE Unit

**Division Manager:** Cathy Bankson

**Mission Statement:** To instill in every employee the personal commitment to meet and exceed the needs of our customers, to create a learning environment whereby each individual can achieve their highest level of performance.

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**Project Title:** Balanced Scorecard - County-wide

**Project Description:** A "dashboard" of measures with which to measure and monitor the overall effectiveness of the organization's operations: customer satisfaction, employee satisfaction, service quality, financial performance, innovation and department specifics

**Project Initiation:** 2/1/99      **Anticipated Completion:** 12/1/00

**Team Leader:** Cathy Bankson

**Project Update:** Balanced scorecard report to the Board of Supervisors is postponed to January, 2001 due to other priorities to be reported during the month of December 2000.

---

**Project Title:** Institute Marketing Plan

**Project Description:** The template used by the Institute to market courses to the public

**Project Initiation:** 12/1/00      **Anticipated Completion:** 1/31/01

**Team Leader:** Christy Kneller

**Project Update:** Presented the initial four phases of the marketing plan for Institute courses to the Institute Marketing Committee. The Committee also reviewed the brochure and the draft website design and gave their approval of both.

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**Project Title:** Success Story Database

**Project Description:** Database designed to record TQM success stories

**Project Initiation:** 4/1/00      **Anticipated Completion:** 9/1/00

**Team Leader:** Christy Kneller

**Project Update:** Continue to collect success stories and are working on the format to display them. We will contact MIS to discuss database application to utilize.

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**Division:** Public Information Officer

**Division Manager:** Reagan Wilson

**Mission Statement:** To inform and educate the citizens of Stanislaus County about County services and programs using media and other communication mediums to get our message out. .

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**Project Title:** Annual Report

**Project Description:** Annual 12-page report published on progress of County government

**Project Initiation:** 3/1/00      **Anticipated Completion:** 7/15/00

**Team Leader:** Virginia Madueno

**Project Update:** The annual report will be a 13 page report on the County, reporting on programs and services offered to the citizens. It will be printed in two formats one for general distribution and one for distribution through the Modesto Bee.

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## **Board Priority      #4 - Promote Efficient Government Operations**

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**Division:** Administration

**Division Manager:** Reagan Wilson

**Mission Statement:** To effectively lead policy development and effective administration of County government on behalf of the Board of Supervisors

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**Project Title:** Alcohol & Drug Related Coordinating Council

**Project Description:** Alcohol & drug services coordination, leadership, and policy direction

**Project Initiation:** 6/1/97      **Anticipated Completion:** 12/31/00

**Team Leader:** Reagan Wilson

**Project Update:** The council continues to meet and provide advice and direction regarding the Ceres alcohol and drug facility. A new challenge is to help define locally how we implement Proposition 36.

---

**Project Title:** Chief Executive Office Reorganization

**Project Description:** Reorganization of staff to combine Operations and Human Resources functions, to create a new fiscal unit, and to strengthen other units within the Chief Executive Office

**Project Initiation:** 10/17/00      **Anticipated Completion:** 1/31/01

**Team Leader:** Reagan Wilson

**Project Update:** Internal promotional opportunity has been successfully completed with the appointment of the two new Deputy Executive Officers--Monica Nino-Reid for Finance and Pat Sweeny for Operations/Human Resources. The recruitments for the remaining positions is moving along. Assistant/Associate Management Consultant recruitment has progressed to the point of making final selection. Senior Management Consultant applicants have been interviewed by an oral panel. Written portion of process has been evaluated. Final list has been compiled and final interviews are scheduled. Selection of remaining management positions will be complete with backgrounds to begin by mid January.

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**Project Title:** County News - Employees Newsletter

**Project Description:** Keeping employees informed about the County and the Board of Supervisors

**Project Initiation:** 6/1/00      **Anticipated Completion:** 12/31/00

**Team Leader:** Virginia Madueno

**Project Update:** CableOne Reports - Produce monthly 10 second vignettes on County programs and services.

---

**Project Title:** County Transportation Planning

**Project Description:** Transportation funding, spending discretion and projects

**Project Initiation:** 1/1/99      **Anticipated Completion:** 10/1/00

**Team Leader:** Richard Jantz

**Project Update:** The transportation information document is being circulated throughout the various jurisdictions in the County. The document is designed to inform decision makers and the general public as to the amount of funding the County receives for transportation, the level of discretionary use and the source of distribution. StanCog has received the business communities "movement of goods" funding priorities.

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**Project Title:** Landfill

**Project Description:** Manage the closure of the landfill

**Project Initiation:** 1/1/98      **Anticipated Completion:** 6/1/01

**Team Leader:** Reagan Wilson

**Project Update:** The Environmental Impact Report is being prepared.

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**Project Title:** State of County Video

**Project Description:** Production of an 8-10 minute video about the County

**Project Initiation:** 3/1/00      **Anticipated Completion:** 12/31/00

**Team Leader:** Becky Hackler

**Project Update:** The project is now on indefinite hold.

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**Division:** Capital Projects

**Division Manager:** Patricia Hill Thomas

**Mission Statement:** Oversees and coordinates all major capital improvements which include new construction, major remodels and land acquisition.

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**Project Title:** City Hall Block

**Project Description:** City Hall Block

**Project Initiation:** 1/1/97      **Anticipated Completion:** 12/31/00

**Team Leader:** Patricia Hill Thomas

**Project Update:** The Downtown Facilities Plan was re-drafted to include provisions to conduct a feasibility study for implementation of the Courthouse Reuse and Expansion Plan, originally adopted by the Board of Supervisors in July of 1997. The feasibility study will analyze the potential to resolve several operational issues associated with accessibility, security, site planning and phasing of new development adjacent to the existing Superior Courts facilities in downtown Modesto. A separate project to develop a 12th Street Parking Structure will be concurrently proposed to the Board at its December 19th meeting. Preparation for construction of the 12th Street Parking facility will provide an opportunity to "package" demolition of existing buildings on that site with the demolition of the King's Bench building on the former City Hall block. Temporary relocation of the Grand Jury (from SCOE space on 13th Street) and of the Sheriff's Alternative Work Program (from 926 12th Street) will be required to meet the project schedule needs for vacancy of existing facilities prior to construction/remodeling of the 801 11th Street (former City Hall building).

---

**Project Title:** Courthouse Reuse and Expansion Plan

**Project Description:** Development of a new court's tower, improved security tunnel and renovations within the existing courthouse

**Project Initiation:** 7/1/97      **Anticipated Completion:** 12/1/02

**Team Leader:** Patricia Hill Thomas

**Project Update:** The Downtown Facilities Plan ("City Hall Block" plan) was amended to include a feasibility study to address several operational issues pertaining to the operations of the Superior Courts in the Downtown Courthouse facility. These issues include: 1) How and where on the Courthouse block site should an expansion facility be developed? 2) Can a portion of the existing Hall of Records and the Connector building (to the North Wing of the Courthouse) be demolished for construction of the expansion space without adversely affecting operation of the remaining parts of the Courthouse complex? 3) Can ADA accessibility issues, Courthouse security issues, and holding and movement of persons in-custody concerns be resolved in the Courthouse expansion project? 4) Can additional office space needs of the District Attorney be combined in a new development on the Courthouse block efficiently? 5) Does potential exist for development of criminal courts at the Public Safety Center site, and what will be the affect on operations of the Superior Courts and Court-related functions (Public Defender, District Attorney, etc.)

---

**Project Title:** Public/Private Development - Westlands Development

**Project Description:** Proposal of a public/private development along 12th Street, between H and I Streets in Modesto, including a private commercial project, a public parking garage and a County facility

**Project Initiation:** 3/1/00      **Anticipated Completion:** 1/2/02

**Team Leader:** Patricia Hill Thomas

**Project Update:** The Board of Supervisors approved the Agreement with Westlands Development Corporation for the construction by the County of a new 650 space parking garage on 12th Street in downtown Modesto. Work will begin in January 2001 to retain design and hazardous materials abatement consultants for the new garage, as well as the demolition of the two structures on the properties to be used for the construction of the new parking garage. Staff will complete the formal license agreement with Westlands Development and return it to the Board of Supervisors for final approval.

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**Project Title:** Salida Collaborative

**Project Description:** Coordinate all activities for Salida, including possible collaborative including the Library, Sheriff, Schools and Post Office

**Project Initiation:** 4/1/00      **Anticipated Completion:** 5/1/01

**Team Leader:** Pat Sweeny

**Project Update:** The space needs for the partners have been initially identified and shared. We continue to review space opportunities in the community of Salida for location of the possible partnerships. Staff has been meeting with local real estate representatives to identify potential site options and will be meeting with the partners to further discuss options.

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**Project Title:** Waterford Library

**Project Description:** Collaborative with the Library, Sheriff and City of Waterford to move into expanded site

**Project Initiation:** 2/29/00      **Anticipated Completion:** 12/1/00

**Team Leader:** Pat Sweeny

**Project Update:** Owners of the IGA site were not able to reduce costs significantly, but offered to split the project and lease to only the Library at this time. Staff has been meeting with City Manager, Chuck Dechesne, and are considering alternative options including co-locating with the City Hall in a new project. Potential sites are being reviewed and next steps being identified.

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**Project Title:** West Modesto

**Project Description:** Development of West Modesto Collaborative project with HSA, CSA, Probation, Library, Mental Health, etc.

**Project Initiation:** 12/1/98      **Anticipated Completion:** 12/31/00

**Team Leader:** Pat Sweeny

**Project Update:** The Board of Supervisors authorized the Chief Executive Officer to enter into the lease agreement for this project on November 21, 2000. The project schedule projects a completion date of Spring, 2002. Staff is meeting with the partners on December 21 to finalize shared space costs, establish a project team and prepare for the beginning of construction.

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**Division:** CARE Unit

**Division Manager:** Cathy Bankson

**Mission Statement:** To instill in every employee the personal commitment to meet and exceed the needs of our customers, to create a learning environment whereby each individual can achieve their highest level of performance.

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**Project Title:** 4MAT Redesign

**Project Description:** Three-day introductory 4MAT session redesign

**Project Initiation:** 12/17/99      **Anticipated Completion:** 9/30/00

**Team Leader:** Claudia Krausnick

**Project Update:** 4MAT participant materials have been redesigned by About Learning. The method for offering the 4MAT course has been redesigned. Instead of a course consisting of six days, 4MAT is now offered as two separate courses. The first course, which is an introductory course, is titled "The Fundamentals of 4MAT". This course provides participants with understanding of the 4MAT model. The second course titled "4MAT: Working the Wheel" is available for participants who teach courses or plan retreats and presentations. This course provides in-depth instruction in training designs.

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**Project Title:** Academic Institution Partnerships

**Project Description:** To establish partnerships with California State University, Stanislaus (CSUS), Modesto Junior College (MJC), and other academic institutions to increase access to continuing education or academic credits and to increase learning opportunities.

**Project Initiation:** 1/1/00      **Anticipated Completion:** 6/30/01

**Team Leader:** Claudia Krausnick

**Project Update:** CARE Unit staff and California State University, Stanislaus staff have developed a proposal for awarding three units of academic credit for completion of Leadership 2000 to interested employees. A meeting was held with Dr. Aly, Professor and Chair of the Management, Operations and Marketing Department of the College of Business and an instructor who will serve as an independent study instructor. A plan for awarding credit has been developed and approved by both CARE Unit staff and CSUS staff. The anticipated implementation date is February 2001.

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**Project Title:** Baldrige Implementation

**Project Description:** Provide coordination and assistance to departments in applying the Malcolm Baldrige National Quality Award criteria to departmental operations and service.

**Project Initiation:** 1/1/00      **Anticipated Completion:** 1/1/02

**Team Leader:** Claudia Krausnick

**Project Update:** Courses in Baldrige criteria and Strategic Planning continue to be offered to staff. A one-day "Intro to Baldrige" class is in development. Five county departments are in various stages of completing their California Award for Performance Excellence (CAPE) applications. Denise Shields, a Baldrige Examiner with five years of experience, has been assisting several of the applicants in the completion of their applications.

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**Project Title:** Benchmarking Training and Development

**Project Description:** Establish a plan to benchmark the training and development efforts of leading organizations.

**Project Initiation:** 10/1/00      **Anticipated Completion:** 10/1/01

**Team Leader:** Claudia Krausnick

**Project Update:** CARE Unit staff hosted a presentation on Leading Benchmarks in Training and Development. The focus of this presentation was on job competencies in human resource development. Several attendees volunteered to participate on a committee to explore whether this approach would benefit Stanislaus County.

---

**Project Title:** CEO Strategic Planning

**Project Description:** Creation of a strategic plan for the operations of the Chief Executive Office to align with the department's balanced scorecard as well as project updates

**Project Initiation:** 3/1/00      **Anticipated Completion:** 8/1/00

**Team Leader:** Cathy Bankson

**Project Update:** Pending the CEO Department Reorganization Process. The Reorganization process is on schedule and anticipated to be completed January 2001.

---

**Project Title:** Customer Survey - All Departments (Follow-Up)  
**Project Description:** To develop and implement continuous improvement plans of action based on customer survey feedback.  
**Project Initiation:** 5/1/00      **Anticipated Completion:** 12/1/00  
**Team Leader:** Cathy Bankson  
**Project Update:** Various CEO units are following through on survey feedback. Some units are experiencing the CEO Department Reorganization process based on survey feedback and will be expected to begin follow-through after January 2001.

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**Project Title:** Customer Survey - B.O.S. (Follow Up)  
**Project Description:** To develop and implement continuous improvement plans of action based on customer survey feedback  
**Project Initiation:** 5/1/00      **Anticipated Completion:** 12/1/00  
**Team Leader:** Cathy Bankson  
**Project Update:** Various CEO units are following through on survey feedback. Some units are experiencing the CEO Department Reorganization process based on survey feedback and will be expected to begin follow-through after January 2001.

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**Project Title:** Customer Survey - C.E.O. Dept (Follow-Up)  
**Project Description:** Development and implementation of continuous improvement plans of action based on customer survey feedback  
**Project Initiation:** 5/1/00      **Anticipated Completion:** 12/1/00  
**Team Leader:** Cathy Bankson  
**Project Update:** Several units who have established follow-up groups with their direct customers continue to improve services based on the initial survey feedback.

---

**Project Title:** Institute Administration  
**Project Description:** Provide coordination and guidance to the Institute Committee in the areas of strategic planning, curriculum development, performance measurements including a measurement and reporting system for Institute course evaluations.  
**Project Initiation:** 1/1/00      **Anticipated Completion:** 1/1/02  
**Team Leader:** Claudia Krausnick

**Project Update:** The Institute Committee and the Team Leaders for Instructor Teams, Meeting Facilitators and CARE Ambassadors are working on developing strategic plans. Strategic objectives have been identified and action plans are being developed for meeting the strategic objectives.

---

**Project Title:** Pay for Performance Evaluation System

**Project Description:** Revision of the current Pay for Performance System for Department Heads, Management and Confidential staff based on customer survey feedback

**Project Initiation:** 10/1/99      **Anticipated Completion:** 8/1/00

**Team Leader:** Cathy Bankson

**Project Update:** Training courses continue and additional courses have been added to meet the demand of the influx of participants wishing to attend the course. Also, several departments have requested specific consultation time to further clarify the use of the new process specific to their work area. Some of the more recent departments include Agricultural Commissioner, Probation Department, District Attorney, Board of Supervisors Field Representatives. Feedback from the combination of the class and the consultations has been very positive.

---

**Project Title:** Process Management Training

**Project Description:** Implementation of process management throughout the organization through the design of 4MATted curriculum, certification of internal experts and the training of all staff throughout the organization.

**Project Initiation:** 2/1/99      **Anticipated Completion:** 12/1/04

**Team Leader:** Cathy Bankson

**Project Update:** Consultations sessions subsequent to CSUS' Dr. Aly's statistical process control training include setting up a reporting system for each of the Stanislaus Behavioral Health Center departments for administration to monitor the progress of the training, implementation and most importantly actual outcomes.

---

**Project Title:** Stanislaus County-wide Employee Survey

**Project Description:** Creation of a quantitative and qualitative survey regarding employee satisfaction and organizational health for the purpose of improving overall planning and decision making throughout the County and calculation of the metric for the County's scorecard

**Project Initiation:** 2/1/00      **Anticipated Completion:** 10/1/00

**Team Leader:** Cathy Bankson

**Project Update:** The results of the first County-wide employee survey will be distributed to the Department Heads in December 2000. Following the report, an implementation plan will be developed based on the results of the survey.

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**Project Title:** Team Stanislaus Orientation

**Project Description:** Development of a Team Stanislaus Orientation to help all employees understand the culture of Stanislaus County and to help long-term employees understand the changes in the way we do business

**Project Initiation:** 7/1/98      **Anticipated Completion:** 12/30/00

**Team Leader:** Claudia Krausnick

**Project Update:** No status change.

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**Division:** Clerk of the Board

**Division Manager:** Christine Ferraro-Tallman

**Mission Statement:** The Clerk of the Board maintains accurate legislative records for Stanislaus County and provides access for our customers to those records in an efficient, courteous manner.

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**Project Title:** Agenda Process Focus Group

**Project Description:** Create a focus group from users of the agenda system. Survey this group for process improvements. Meet with the group for discussion of survey results. Implement improvements in current agenda system. Utilize group in exploration of agenda automation.

**Project Initiation:** 9/1/00      **Anticipated Completion:** 6/1/01

**Team Leader:** Christine Ferraro-Tallman

**Project Update:** The focus group has been created and a survey has gone out to the members. The survey has been returned and reviewed by the Clerk staff. The first focus group meeting will be held on January 18, 2001.

---

**Project Title:** Board Meeting Minutes Conversion to PDF Format

**Project Description:** To convert all of the Board of Supervisors meeting minutes from 1993 forward to pdf. format and place them on the internet for easy access for researching purposes.

**Project Initiation:** 10/1/00      **Anticipated Completion:** 6/1/01

**Team Leader:** Christine Ferraro-Tallman

**Project Update:** The Minutes have begun to be converted over to pdf. format.

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**Project Title:** Boards/Commissions and Districts Roster Automation

**Project Description:** To create an automated system for record keeping of the Boards and Commission and Special District rosters and facts sheets.

**Project Initiation:** 9/1/00      **Anticipated Completion:** 6/30/01

**Team Leader:** Christine Ferraro-Tallman

**Project Update:** Software has been identified and secured from San Joaquin County Clerk of the Board office. The software has been installed and information has been entered for testing purposes.

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**Project Title:** Clerk of the Board Strategic Plan  
**Project Description:** Create a Strategic Plan for the Clerk of the Board Division  
**Project Initiation:** 6/28/00      **Anticipated Completion:** 6/1/01  
**Team Leader:** Christine Ferraro-Tallman  
**Project Update:** The entire Clerk staff attended a class on Strategic Planning. Staff identified projects for the Strategic Plan and created a new Mission Statement. A formal document has not been completed.

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**Division:** Operations & Services  
**Division Manager:** Patricia Hill Thomas  
**Mission Statement:** Provides departmental support in the area of human resources, budget agenda item processing, and other department-specific operational needs. Additionally, staff supports a variety of commissions, advisory groups, committees and community groups.

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**Project Title:** County Budget  
**Project Description:** Ongoing fiscal analysis such as Mid Year, Third Quarter and Year End, as well as the budget preparation effort for fiscal year 2000-01  
**Project Initiation:** 1/1/00      **Anticipated Completion:** 12/4/00  
**Team Leader:** Monica Nino-Reid  
**Project Update:** On September 12, 2000 the Board of Supervisors adopted the Final Budget for Stanislaus County for fiscal year 2000-2001. The budget document was produced and sent to the State Controller's Office before the legal requirement of December 1, 2000. Additional copies were also produced and are ready for distribution to Departments and the public.

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**Project Title:** Human Resources - Re-engineering  
**Project Description:** Re-engineering of entire human resources/personnel system including policies, procedures, classifications, recruitment and practices  
**Project Initiation:** 3/1/00      **Anticipated Completion:** 7/1/01  
**Team Leader:** Gina Leguria  
**Project Update:** The status of this project remains unchanged. This project will move forward pending the Chief Executive Office reorganization effort.

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**Project Title:** Human Resources Automation  
**Project Description:** Research selection and implementation of applicant tracking system to interface with PeopleSoft  
**Project Initiation:** 4/1/00      **Anticipated Completion:** 12/31/00  
**Team Leader:** Gina Leguria  
**Project Update:** The vendor submitted a proposal in November. We are reviewing the information and conducting a cost benefit analysis. We anticipate this analysis will be complete by February 2001.

---

**Project Title:** Improve the Project List  
**Project Description:** Improve the inner workings of the Project List by adding a Table of Contents, a Team Leader combo box, an Update/Missing Project report, and install a separate Front and Backend (so multiple users can work simultaneously)  
**Project Initiation:** 9/1/00      **Anticipated Completion:** 11/1/00  
**Team Leader:** Pat Sweeny  
**Project Update:** Staff has been working on improving this report, including adding a table of contents. This report includes projects in the Clerk to the Board of Supervisors Division for the first time. Additionally, a new section of completed projects has been added during this report period.

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**Project Title:** Long-term Leave Positions  
**Project Description:** A task force consisting of Department Injury Management Coordinators, Risk Management, and Chief Executive Office are meeting to explore ways to fill behind positions of employees who are on leave for an indefinite period of time  
**Project Initiation:** 10/1/00      **Anticipated Completion:** 1/31/01  
**Team Leader:** Brenda Kiely  
**Project Update:** Team met with Victoria Halliday in County Counsel to discuss options. Risk Management staff is drafting language to implement current regulations which will be reviewed by CEO staff.

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**Project Title:** Pay for Performance  
**Project Description:** Pay for Performance  
**Project Initiation:** 4/1/96      **Anticipated Completion:** 6/30/01  
**Team Leader:** Eileen Melson



**Project Update:** The labor-management team continues to work toward improving tying the proposed performance evaluation system to a new "Incentive Pay Program" for represented employees at step 5. Meetings were held during November and December 20, 2000. The planned implementation date is July 1, 2001.

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**Project Title:** Project List

**Project Description:** Creation of an Access database that stores and keeps information about projects in the Chief Executive Office and Clerk of the Board and reports on a regular basis on the projects to the Board of Supervisors

**Project Initiation:** 3/1/00      **Anticipated Completion:** 12/31/00

**Team Leader:** Pat Sweeny

**Project Update:** Staff has been working on improving this report, including adding a table of contents. This report includes projects in the Clerk to the Board of Supervisors Division for the first time. Additionally, a new section of completed projects has been added during this report period.

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**Project Title:** Technology Strategy Plan

**Project Description:** A County-wide effort to develop a strategic plan for technology to allow us to invest wisely, avoid duplication, and measure our resources more effectively in the future

**Project Initiation:** 1/1/00      **Anticipated Completion:** 8/31/00

**Team Leader:** Stan Risen

**Project Update:** A committee, called the E-CJIS committee, has been formed and is meeting regularly to pursue an integrated criminal justice system. This is a collaborative effort among the Courts, District Attorney, Emergency Dispatch, Probation, Public Defender and the Sheriff. The Information Technology reclassification study and recommendations were completed and adopted by the Board on November 21st. Bills for the first month under the new MIS billing model were distributed this past month. Other recommendations contained in the report are being compiled and reviewed to establish implementation priorities.

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**Project Title:** Trial Court Negotiations With Court

**Project Description:** AB 233-Related Transition Issues

**Project Initiation:** 10/1/97      **Anticipated Completion:** 12/31/02

**Team Leader:** Reagan Wilson

**Project Update:** The Superior Court Executive Officer, County Counsel and representatives of the Chief Executive Office have met to review a draft agreement related to use of the Traffic portion only of the Civil Assessment Fees. The Court recognizes the Criminal Civil Assessment fees shall continue to go to the County as revenue used to cover the cost of the Trial Court funding maintenance of effort obligation. The Court has revised the draft agreement and resubmitted it to County Counsel for consideration.

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## **Board Priority      #5 - Achieve Multi-Jurisdictional Cooperation**

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**Division:** Administration

**Division Manager:** Reagan Wilson

**Mission Statement:** To effectively lead policy development and effective administration of County government on behalf of the Board of Supervisors

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**Project Title:** Waste-To-Energy Plant

**Project Description:** Waste To Energy

**Project Initiation:** 1/1/99      **Anticipated Completion:** 10/31/01

**Team Leader:** Reagan Wilson

**Project Update:** Continuing negotiations with Pacific Gas & Electric, Ogden Martin and others regarding power contract and recycling credits. Also, meetings have been held with state Public Utilities Commission.

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**Division:** Capital Projects

**Division Manager:** Patricia Hill Thomas

**Mission Statement:** Oversees and coordinates all major capital improvements which include new construction, major remodels and land acquisition.

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**Project Title:** Ag Center Water Feature

**Project Description:** Water feature construction at Ag Center with MID & TID

**Project Initiation:** 8/1/99      **Anticipated Completion:** 12/31/00

**Team Leader:** Richard Jantz

**Project Update:** Meeting with Modesto Irrigation District and Turlock Irrigation District to discuss funding is pending. A revised concept design has been developed along with a reduced cost estimate. This information will be shared with the respective irrigation districts in January 2001.

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**Project Title:** CSUS/SCEDCO 10th Street

**Project Description:** Co-locating to Tenth Street Place

**Project Initiation:** 11/1/99      **Anticipated Completion:** 12/31/00

**Team Leader:** Patricia Hill Thomas

**Project Update:** The project has been re-designed. A Joint Powers Commission meeting will be called in January 2001 to consider approval of the new revised design and a call for bids.

---

**Project Title:** Tenth Street Place

**Project Description:** Resolution of Issues concerning Tenth Street Place Project

**Project Initiation:** 1/1/96      **Anticipated Completion:** 12/31/01

**Team Leader:** Patricia Hill Thomas

**Project Update:** Additional signage has been installed throughout the building. Improvements in the Chambers and some access and security issues are being considered as well as all the other closeout actions necessary to fully complete the project. Two meetings of the new Management Committee have been held and our staff is currently reviewing the revised Reciprocal Easement Agreement for private development of the first floor.

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**Division:** Economic Development

**Division Manager:** Richard Jantz

**Mission Statement:** To help facilitate a community business environment which provides economic advantage to existing and new businesses and that provides for a quality of place which promotes high skill job opportunities.

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**Project Title:** Technology Access: Digital Divide

**Project Description:** Technology Access: Digital Divide

**Project Initiation:** 11/1/99      **Anticipated Completion:** 12/31/01

**Team Leader:** Keith Boggs

**Project Update:** The Digital Resource Guide - ICAN: (Information - Community - Access - Networking) has been compiled. Layout and proofing are being finalized. The target publication date is February 2001. The Stanislaus County Office of Education (SCOE) and various partners will assist in the target distribution. Because this is a digital divide resource - 38,000 K-3rd graders are being targeted, as well as public library visitors, the elderly, and various under represented segments in our community. As of this writing, we are speaking with Compaq regarding their involvement in this exciting project - assisting with a home system raffle/giveaway effort to kick off the distribution process. Partners in this effort include: the Great Valley Center, the County Library system, Department of Employment and Training, Community Services Agency, Stanislaus County Office of Education, and Modesto Junior College.

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## **Board Priority #6 - Model Community Leadership**

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**Division:** Administration

**Division Manager:** Reagan Wilson

**Mission Statement:** To effectively lead policy development and effective administration of County government on behalf of the Board of Supervisors

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**Project Title:** Gallo Performing Arts Center

**Project Description:** Gallo Performing Arts Center

**Project Initiation:** 6/1/98      **Anticipated Completion:** 12/31/01

**Team Leader:** Reagan Wilson

**Project Update:** The Ad Hoc Committee continues to meet and discuss project development. A meeting was held on December 18, 2000.

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**Project Title:** Visioning Process

**Project Description:** Vision of the Future of the Region

**Project Initiation:** 12/1/98      **Anticipated Completion:** 12/31/00

**Team Leader:** Richard Jantz

**Project Update:** A subcommittee of the Visioning Group is in the process of sharing the Visioning statements and related action items with the stakeholders in the community. On December 18, County staff, along with the Modesto City Manager, reported to the Workforce Investment Board (WIB) Strategic Subcommittee the action items under the Economy section of the Visioning Statements. The WIB will coordinate with the stakeholders in the community. A full report will be presented to the full Workforce Investment Board in January 2001.

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**Project Title:** Water Coalition

**Project Description:** Water Coalition

**Project Initiation:** 1/1/99      **Anticipated Completion:** 12/31/00

**Team Leader:** Richard Jantz

**Project Update:** There has been no meeting or action during this reporting period.

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**Division:** CARE Unit

**Division Manager:** Cathy Bankson

**Mission Statement:** To instill in every employee the personal commitment to meet and exceed the needs of our customers, to create a learning environment whereby each individual can achieve their highest level of performance.

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**Project Title:** Mayenne-Stanislaus County Leadership Project

**Project Description:** Development of a 2-week program for Mayenne County Leaders to benchmark Stanislaus County's leadership model

**Project Initiation:** 3/1/00      **Anticipated Completion:** 7/1/00

**Team Leader:** Cathy Bankson

**Project Update:** Brochure drafted; Chief Executive Officer will send an invitation letter with the final brochure to the Mayenne Leadership Team.

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**Division:** Economic Development

**Division Manager:** Richard Jantz

**Mission Statement:** To help facilitate a community business environment which provides economic advantage to existing and new businesses and that provides for a quality of place which promotes high skill job opportunities.

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**Project Title:** Agricultural Conservation

**Project Description:** Farm Land Trust Committee participation, and emerging consumer-driven technology

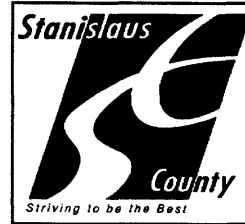
**Project Initiation:** 4/1/00      **Anticipated Completion:** 8/1/00

**Team Leader:** Richard Jantz

**Project Update:** The Stanislaus Farmland Trust is meeting regularly. The member of the Board are collecting information on Agricultural conservation easements. The Trust will be working with American Farmland Trust to determine the first areas for conservation easements. Stanislaus, Merced and Yolo counties will share a \$5 million grant for protecting farmland from development.

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**ADDENDUM**



**CHIEF EXECUTIVE OFFICE PROJECT LIST  
COMPLETED PROJECTS**

**Dec-00**

<b>Title of Project</b>	<b>Manager</b>	<b>Team Leader</b>	<b>Actual Completion Date:</b>
Administration Building/SCOE	Patricia Hill Thomas	Andy Casazza	5/30/00
Sally Port	Patricia Hill Thomas	Gary Crawshaw	5/30/00
Center III Building One Remodel	Patricia Hill Thomas	Andy Casazza	5/30/00
StanCog Facilitation	Cathy Bankson	Christy Kneller	5/31/00
CSA Information Processing Unit Retreat	Cathy Bankson	Christy Kneller	5/31/00
CSA Supervisors Facilitation	Cathy Bankson	Christy Kneller	5/31/00
Open House for County Center III, building 9	Cathy Bankson	Christy Kneller	5/31/00
DET House of Quality	Cathy Bankson	Christy Kneller	5/31/00
County Schools Leadership 2000 Partnership	Cathy Bankson	Claudia Krausnick	5/31/00
Institute Committee Retreat	Cathy Bankson	Claudia Krausnick	5/31/00

Title of Project	Manager	Team Leader	Actual Completion Date:
County Leadership Team Retreat	Cathy Bankson	Cathy Bankson	5/31/00
4MAT Assessment Workshop	Cathy Bankson	Claudia Krausnick	5/31/00
4MAT instructor recertification	Cathy Bankson	Claudia Krausnick	5/31/00
Instructor Appreciation Reception	Cathy Bankson	Christy Kneller	5/31/00
Transportation	Richard Jantz	Richard Jantz	6/1/00
Ag Video Conference Center	Richard Jantz	Richard Jantz	6/1/00
Water Use and Conservation	Richard Jantz	Richard Jantz	6/1/00
Asset-Based Mapping (CSU Stanislaus)	Richard Jantz	Bob Allaire	6/1/00
Instructor Development On-site Seminar	Cathy Bankson	Claudia Krausnick	6/30/00
Instructor Newsletter	Cathy Bankson	Christy Kneller	7/1/00
Resident Negotiations	Reagan Wilson	Pat Sweeny	7/1/00
Groundwater Advisory Facilitation	Cathy Bankson	Cathy Bankson	7/1/00
Renegotiation of Indigent Defense Contracts	Patricia Hill Thomas	Arlene Stevens	7/14/00
Leadership Retreat	Cathy Bankson	Christy Kneller	7/30/00
Updating Board of Supervisor Web Page	Reagan Wilson	Libby Lane	7/31/00



Title of Project	Manager	Team Leader	Actual Completion Date:
United Way of Stanislaus County	Richard Jantz	Bob Allaire	7/31/00
Training Web Page	Cathy Bankson	Christy Kneller	7/31/00
Teenwork	Richard Jantz	Bob Allaire	7/31/00
Taking Care of Yourself Orientation	Cathy Bankson	Claudia Krausnick	7/31/00
Statistics Training	Cathy Bankson	Claudia Krausnick	7/31/00
Keeping Public Informed About Board of Supervisors	Reagan Wilson	Libby Lane	7/31/00
Baldrige Training	Cathy Bankson	Claudia Krausnick	7/31/00
CCQS Applications	Cathy Bankson	Cathy Bankson	7/31/00
Jail Medical Contract Renewal	Patricia Hill Thomas	Pat Sweeny	7/31/00
Juvenile Hall Expansion	Patricia Hill Thomas	Gary Crawshaw	8/22/00
District Attorney Office Reorganization	Patricia Hill Thomas	Eileen Melson	9/12/00
Institute Evaluation Measurement	Cathy Bankson	Claudia Krausnick	9/30/00
Effective Meeting Curriculum Design	Cathy Bankson	Christy Kneller	9/30/00

Title of Project	Manager	Team Leader	Actual Completion Date:
Training Needs Assessment	Cathy Bankson	Claudia Krausnick	9/30/00
Team Leader Consultation / Coordination	Cathy Bankson	Claudia Krausnick	9/30/00
Balanced Scorecard Consultation	Cathy Bankson	Claudia Krausnick	9/30/00
Strategic Planning Training	Cathy Bankson	Claudia Krausnick	9/30/00
On-site Facilitator Seminar	Cathy Bankson	Claudia Krausnick	9/30/00
Marketing Institute Classes	Cathy Bankson	Claudia Krausnick	9/30/00
Institute Strategic Planning	Cathy Bankson	Claudia Krausnick	9/30/00
CSUS Academic Credit	Cathy Bankson	Claudia Krausnick	9/30/00
Cal Poly USDA Limited Resource Farmer Conference	Reagan Wilson	Michele Laverty	9/30/00
CEO Balanced Scorecard Team	Cathy Bankson	Claudia Krausnick	9/30/00
Emergency Dispatch Center Move	Patricia Hill Thomas	John Nichols	11/3/00
Emergency Dispatch Center (EDC) Project	Patricia Hill Thomas	John Nichols	11/8/00
Facilitation for Library	Cathy Bankson	Claudia Krausnick	12/7/00
Organizational/Corporate Citizenship	Richard Jantz	Bob Allaire	7/31/00