

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

DEPT: CHIEF EXECUTIVE OFFICE

BOARD AGENDA # VIIIA

Urgent _____ Routine X

AGENDA DATE July 31, 2001

CEO Concurs with Recommendation YES ph 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 AS FOLLOWS:

No.

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

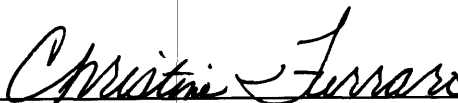
3) _____ Approved as amended

MOTION:

INFORMATION ITEM ONLY.
NO VOTE TAKEN.

ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

By: Deputy



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 includes the status of projects being conducted by the Risk Management Division of the Chief Executive Office, as well as the Board of Supervisors. Commencing with the August, 2001, report, projects involving the Purchasing Division of the Chief Executive Office will be included. As before, this Project List features 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

JUNE 2001

July 10, 2001



**CHIEF EXECUTIVE OFFICE
PROJECT LIST
TABLE OF CONTENTS
June 2001**

Board Priority

#1 - Ensure a Safe, Healthy Community

Project	Page
<u>Administration</u>	
1-877- 2 ASSIST Marketing Campaign	1
Energy Crisis	1
Public Information Officer Disaster Response Team	2
Tobacco Funds	2
<u>Capital Projects</u>	
Ceres Recovery Center	2
Juvenile Hall Special Needs Housing	3
Juvenile Retrofit Fire Spklr/Secur Elect	3
<u>Economic Development</u>	
Proposition 10 Commission (Children & Families First)	4
Stanislaus Childrens Council	4
Transportation	4
<u>Emergency Services / Fire Ward</u>	
Plan for new Emergency Operations Center facility	5
Stanislaus County Emergency Action Plan	5
<u>Operations & Services</u>	
Family Support Transition	6
<u>RMD - Safety</u>	
Automatic External Defibrillator	6

Board Priority

#2 - Facilitate Economic Development

Project	Page
<u>Economic Development</u>	
Ag Pavilion	7
Business Park Development	7

<i>County-wide Revenue Sharing Agreement</i>	8
<i>Regional Roundtable on Travel and Tourism</i>	8
<i>Renaissance 2000 Implementation</i>	9
<i>Silicon Valley Objective</i>	9
<i>Telecommunication Infrastructure</i>	9

Board Priority

#3 - Deliver Excellent Community Service

Project	Page
<u>Administration</u>	
<i>Board Highlights</i>	10
<u>Capital Projects</u>	
<i>Agricultural Center Landscaping</i>	10
<i>Area Agency on Aging/Veteran Services Relocation</i>	11
<i>Grayson Community Center</i>	11
<i>Health Services Agency Facilities Master Plan</i>	11
<u>CARE Unit</u>	
<i>Balanced Scorecard - County-wide</i>	12
<i>Institute Marketing Plan</i>	12
<i>Success Story Database</i>	13
<u>Economic Development</u>	
<i>United Way of Stanislaus County</i>	13
<u>Operations & Services</u>	
<i>Jail Medical Contract Renewal</i>	14
<i>Recruitment of Equal Rights Commissioners</i>	14
<u>Public Information Officer</u>	
<i>Know More Government</i>	15

Board Priority

#4 - Promote Efficient Government Operations

Project	Page
<u>Administration</u>	
<i>Alcohol & Drug Related Coordinating Council</i>	15
<i>Coordination of Energy Strategy</i>	16
<i>County News</i>	16
<i>Updating Board of Supervisor Web Page</i>	16
<u>Capital Projects</u>	
<i>12th Street Parking Garage</i>	17
<i>CIP Plan Development</i>	17
<i>City Hall Block</i>	18
<i>Courthouse Reuse and Expansion Plan</i>	18
<i>Library Capital Improvement/Organizational Plan</i>	18
<i>Main Courthouse Expansion and District Attorney Planning</i>	19
<i>Public/Private Development - Westlands Development</i>	19

<i>Salida Collaborative</i>	19
<i>Waterford Library</i>	20
<i>West Modesto</i>	20
<u><i>CARE Unit</i></u>	
<i>Academic Institution Partnerships</i>	21
<i>Baldrige Training - Staff Level</i>	22
<i>California Award for Performance Excellence (State Baldrige equivalent)</i>	22
<i>CEO Strategic Planning</i>	22
<i>Customer Survey - All Departments (Follow-Up)</i>	22
<i>Customer Survey - B.O.S. (Follow Up)</i>	23
<i>Customer Survey - C.E.O. Dept (Follow-Up)</i>	23
<i>Parks TQM team facilitation</i>	23
<i>Pay for Performance Evaluation System</i>	23
<i>Process Management Training</i>	24
<i>Stanislaus County-wide Employee Survey</i>	24
<i>Strategic Planning Implementation/Evaluation</i>	24
<i>Team Stanislaus Orientation</i>	25
<u><i>Clerk of the Board</i></u>	
<i>Agenda Process Focus Group</i>	25
<i>Board Meeting Minutes Conversion to PDF Format</i>	25
<i>Boards/Commissions and Districts Roster Automation</i>	26
<i>Clerk of the Board Strategic Plan</i>	26
<u><i>Economic Development</i></u>	
<i>Geographical Information System (GIS) User-Group Task Force</i>	27
<u><i>Operations & Services</i></u>	
<i>County Budget</i>	27
<i>County/California Nurses Association Labor Negotiations</i>	28
<i>County/DSA Labor Negotiations</i>	28
<i>County/SCEA AFSCME Contract Negotiations</i>	28
<i>County/SEIU 535 Labor Negotiations</i>	28
<i>County/Sergeants Labor Negotiations</i>	29
<i>Health Services Agency Action Plan</i>	29
<i>Improve the Project List</i>	29
<i>Pay for Performance</i>	30
<i>Technology Strategy Plan</i>	30
<i>Trial Court Negotiations With Court</i>	30
<u><i>RMD - Administration</i></u>	
<i>Challenge Grant Award Application</i>	31
<i>Health Care Organization</i>	31
<i>Risk Management - Balanced Scorecard</i>	31
<i>Strategic Plan</i>	32
<i>Streamline Driver Authorization Program</i>	32

<u>RMD - Disability Management</u>	
Brochure for Pregnancy	32
Job Task Analysis Completion for Remaining Jobs.	33
Medical Records Retention	33
Post Offer Preplacement Testing	33
Pre-Employment Medical Screening	34
Return to Work Brochure	34
<u>RMD - Employee Benefits</u>	
Pacific Business Group on Health Cal Linx	34
Voluntary Benefits Program	35
WEB Enrollment	35
<u>RMD - Liability Claims/Ins</u>	
Liability Claims Procedure Manual	35

Board Priority

#5 - Achieve Multi-Jurisdictional Cooperation

Project	Page
<u>Capital Projects</u>	
Ag Center Water Feature	36
CSUS/SCEDCO 10th Street	36
Tenth Street Place	36
<u>Economic Development</u>	
Technology Access: Digital Divide	37
Teenwork	38

Board Priority

#6 - Model Community Leadership

Project	Page
<u>Administration</u>	
Gallo Performing Arts Center	38
Visioning Process	39
Water Coalition	39
<u>Economic Development</u>	
Agricultural Conservation	40
Organizational/Corporate Citizenship	40

Project Status Report

For the Month of June 2001



Board Priority #1 - Ensure a Safe, Healthy Community

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

Project Title: 1-877- 2 ASSIST Marketing Campaign

Project Description: An aggressive marketing campaign that will launch a 24-hour, 7 day-a-week hotline focusing on code enforcement issues, illegal dumping and substandard housing issues for use by all County residents

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

Team Leader: Virginia Madueno

Project Update: The marketing campaign continues on the 2ASSIST line with radio, print, transit, and television advertising. Magnets and bumper stickers are in development and will be given out at all County public counters as well as community events including the County fair.

Project Title: Energy Crisis

Project Description: Public Information Coordination with Turlock Irrigation District, Modesto Irrigation District and Pacific Gas & Electric Company, for the duration of the 2001 Energy Crisis in California.

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

Team Leader: Virginia Madueno

Project Update: Partnership efforts continue for joint information on the energy crisis with the local utility providers as well as the nine cities in the County.

Project Title: Public Information Officer Disaster Response Team
Project Description: In response to the increased need for public information, a team of seasoned public information officers from various entities have been selected to be a part of the Emergency Operations Center Disaster Response Team.
Project Initiation: 1/1/01 **Anticipated Completion:** 12/31/01
Team Leader: Virginia Madueno
Project Update: Continue to facilitate training for County PIO's. A training exercise and drill are being developed for the PIO Disaster Response Team.

Project Title: Tobacco Funds
Project Description: Tobacco Funds
Project Initiation: 1/1/99 **Anticipated Completion:** 12/31/01
Team Leader: Reagan Wilson
Project Update: The recommendation to implement the Renaissance 2000 Project and the use of tobacco tax funds was approved by the Board on June 12, 2001. The Board approved \$1 million for community centers in Salida, Waterford and Grayson, and \$1 million for infrastructure projects. The Board will reconsider the allocation of the remaining \$1 million at a later date.

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.

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: The project is proceeding as scheduled. The teen center is complete and classes will begin on July 9, 2001. The open house for the main facilities will be August 15, 2001, and transition to the new facility will be August 16, 2001 through August 19, 2001.

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: Don Phemister

Project Update: On April 4, 2001, the team opened bids and identified Flintco of Rancho Cordova as the low bidder with a bid of \$2,447,900. On April 24th, the Board awarded the project and work began on May 1, 2001. The construction completion date for the 40 new Juvenile Hall beds in this unit has been forecast to be May 24, 2002. The contractor is currently working on installing new underground utilities as part of the new site improvements needed to support the new Special Needs Housing Unit.

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: Don Phemister

Project Update: Both projects began construction on November 7, 2000. The electronic surveillance upgrade project was substantially complete on April 5, 2001. The electronic surveillance upgrade contractor is currently working to correct punch list items that include some remaining programming issues. The fire protection contract is complete. The security electronics contractor has asked our assistance to complete integration of the systems.

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.

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

Project Description: Implementation and establishment of Commission

Project Initiation: 6/1/99 **Anticipated Completion:** 12/31/01

Team Leader: Bob Allaire

Project Update: The Commission has a full-time Executive Director, Noe Paramo, and is located at the Health Services Agency (558-6218). It will be implementing its mini-grants, small grants and pilot projects processes this summer. It will be negotiating "master contracts" for child care for children ages 0 - 5 this summer, also. The leadership role provided by the CEO is now completed.

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:** 12/31/01

Team Leader: Bob Allaire

Project Update: The Council provided its annual report to the Board of Supervisors this month. Mr. Allaire, as chair of the School-Linked Services Committee, completed the work of the Committee for this school year.

Project Title: Transportation

Project Description: Create and present information to the community and special groups detailing transportation funding, spending discretion and projects which promote economic development.

Project Initiation: 6/1/99 **Anticipated Completion:** 12/31/01

Team Leader: Richard Jantz

Project Update: Staff has made presentations to the Workforce Investment Board, the Citizen Transportation Committee, the StanCOG Policy Board and the Board of Supervisors regarding the projected shortfall in funding for the existing Regional Transportation Plan and for the new list of projects included in the Regional Transportation Plan Update. Staff attended the Governor's economic development seminar in Bakersfield and gave testimony on the transportation needs in Stanislaus County.

Division: Emergency Services / Fire

Division Manager: Russ Richards

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: Plan for new Emergency Operations Center facility

Project Description: Completion of a plan and move in to new Emergency Operations Center facility at 3705 Oakdale Road

Project Initiation: 11/13/98 **Anticipated Completion:** 6/30/01

Team Leader: Russ Richards

Project Update: Although certain hardware must still be purchased, for all purposes the move by the County and City of Modesto is complete. All emergency operations, whether on a limited activation basis, or a full activation, will be conducted at the new facility. The alternate facility at the City of Ceres is available as a backup location.

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: The Emergency Action Plan, re-named the Stanislaus County Emergency Operations Plan (EOP) has been completed in its first draft stage. The draft has been distributed to the Chief Executive Officer as well as 10 key county departments for review and recommendations. Additionally, a copy of the draft has been provided to State OES for evaluation.

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: A meeting was held in May with the affected employee organizations. The purpose was to review issues and concerns. Specifically discussed were issues related to the status of the Criminal Investigators, the title of the attorneys that work with the new Child Support Services Department and bumping rights of employees. Progress continues toward a February 2002 completion of the Implementation Plan. While the official transition date remains as January 1, 2003, the team's efforts are focused on being ready to transition as early as July, 2002.

Division: RMD - Safety

Division Manager: David L Dolonar

Mission Statement: Manage risks, reduce frequency, severity and associated cost of claims for County employees through education and communication.

Project Title: Automatic External Defibrillator

Project Description: Placement of 100 AED units in County Departments with between 500 and 800 trained responders.

Project Initiation: 6/1/99 **Anticipated Completion:** 10/1/01

Team Leader: David Becker

Project Update: As of June 8, 2001 there have been 61 Automatic External Defibrillators placed in various County facilities and 678 employees trained on its use.

Board Priority #2 - Facilitate Economic Development

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.

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 Ag Foundation Executive Board is drafting an agreement between the Foundation and the County. The Foundation will seek concurrence from the Board of Supervisors on the use and operation of the proposed Ag Pavilion. It is reasoned that an agreement is critical to a successful fund raising effort.

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 continues to meet weekly with the City of Patterson staff and a Keystone representative regarding a development agreement for a business park development near Sperry and I-5. The necessary infrastructure needs assessments have been completed. Deal points regarding the agreement are being developed. A master design standard and use plan is in circulation and will soon be brought to the City Council and the Board for adoption. An assessment tax rate for the business park is being discussed and analyzed. The draft EIR is near completion. Staff also meets weekly with the City of Modesto staff as part of a planning effort to developing a business park in North Modesto and North Salida. A report will be taken to the City of Modesto and County Committee on July 24th. The Crows Landing Steering Committee was given a presentation on the development of the Mather Air Facility by its Project Director. Members of the Steering Committee are scheduled for a site visit to the Port of Oakland.

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:** 6/30/01
Team Leader: Richard Jantz
Project Update: CEO and staff met with City Managers to discuss the structure of the Economic Development Bank. The City Managers selected to serve in an advisory role and recommended the Workforce Investment Board be the "Board of Directors". The funds for the "bank" are budgeted and the Workforce Investment Board will act on the City Manager's recommendation on July 16th. The Board of Supervisors will have the opportunity to concur on all project recommendations. The North McHenry Agreement has resulted in the County transferring to the City of Modesto an excess of \$750,000 in revenue generated in the project area. This revenue sharing is the result of revenue growth in the unincorporated areas adjacent to the City of Modesto.

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 regional roundtable continues to measure via survey analysis area special events, fairs and festivals. This information will be used as baseline data for future marketing evaluation and strategic planning.

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: Many of the recommendations are in the process of being implemented. The Children & Families First Commission is responsible for the Proposition 10 funding. The Community Services Agency has been bringing numerous proposals throughout the spring to the Board for approval for funding using Welfare Reform Incentive Funds. Mr. Wilson this month presented plans to spend some of the Tobacco Tax Settlement funds.

Project Title: Silicon Valley Objective

Project Description: Marketing campaign strategy that includes radio, print, and television advertising on Bay Area media stations as well as the San Jose Mercury News.

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

Team Leader: Virginia Madueno

Project Update: A team will be hosting a series of focus groups with business leaders in the Silicon Valley to see if Stanislaus County's message is an effective one.

Project Title: Telecommunication Infrastructure

Project Description: Infrastructure needs assessment with all nine cities

Project Initiation: 3/1/00 **Anticipated Completion:** 9/1/01

Team Leader: Richard Jantz

Project Update: The six initiatives identified in the "Connecting Stanislaus" assessment of advanced technology infrastructure and use are moving into the implementation stage. The Board funded the Geographical Information System (GIS) recommendations. Staff will request funding from the Workforce Investment Board for "special interest business training" and the development of a community portal. The Department of Employment and Training will make available excess computers for community technology center. The County will receive approximately \$30,000 from the State Department of Technology for funding, in part, of the six initiatives.

Board Priority #3 - Deliver Excellent Community Service

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

Project Title: Board Highlights

Project Description: Weekly news releases distributed to all County newspapers highlighting Board of Supervisors' action items to better inform citizens and employees

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

Team Leader: Virginia Madueno

Project Update: New releases continue to go out on a weekly basis to all nine city newspapers. These news releases also get posted on the County website.

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.

Project Title: Agricultural Center Landscaping

Project Description: Issue a request for proposals (RFP), select successful proposer, design new landscaping, install new landscaping.

Project Initiation: 4/1/01 **Anticipated Completion:** 9/30/01

Team Leader: Eileen Melson

Project Update: A Request For Proposals (RFP) is being developed for landscaping design and landscaping installation services at the Agricultural Center. It is anticipated the RFP will be issued by July 31st. Work under the RFP is anticipated to be performed in late summer or early fall.

Project Title: Area Agency on Aging/Veteran Services Relocation

Project Description: Find suitable lease space, develop lease agreement, effect tenant improvements and relocate Aging and Veteran Services to an appropriate downtown Modesto location.

Project Initiation: 2/1/01 **Anticipated Completion:** 8/1/01

Team Leader: Tim Fedorchak

Project Update: A space at 121 Downey Street, Suite 102, was selected as the preferred choice after tours and planning conducted by the Aging and Veteran Services staff and CEO-Capital Projects. A draft lease agreement was prepared by Purchasing with the realtor, Randy Brekke, and a Board of Supervisors item was placed on the June 12 agenda consent calendar. The projected move-in date is anticipated on or about August 1, 2001. Tenant improvements to the space are anticipated to be completed on or about July 15, 2001.

Project Title: Grayson Community Center

Project Description: Determine needs for, then acquire, design and develop community facilities for Grayson, including parks and recreation facilities, meeting space, program space and other needs.

Project Initiation: 5/22/01 **Anticipated Completion:** 3/1/02

Team Leader: Tim Fedorchak

Project Update: Conducted a community meeting regarding the Grayson Community Resource Center, resulting in numerous suggestions for services and facilities. A draft program for the facilities and site was developed with the assistance of the Department of Environmental Resources. A preliminary budget of approximately \$1,000,000 was discussed – enabling the purchase of approximately 3.0 acres of site and 3,000 sq. ft. of building.

Possible location of modulars as an interim Center was discussed, with a goal of having these units in place by the beginning of the school year. Terry Rein, Raul Mendez and Tim Fedorchak will pursue site options and programming with the Grayson Community Advisory Group.

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:** 6/30/01

Team Leader: Tim Fedorchak

Project Update: The Population-Based Healthcare Service Demand Projection Contract was reviewed by County Counsel and sent to HDR, Inc., for signature with an anticipated delivery to the Chief Executive Officer for signature 6/21/01. Initial data collection is nearly complete by HSA for transmittal to HDR, Inc., for analysis.

Central facilities existing space inventory by function is mostly completed; verification of late changes will be conducted with HSA staff. A condition of facilities assessment will be completed. The projection of needs is pending the outcome of HDR, Inc.'s analysis.

Division: CARE Unit

Division Manager: Reagan Wilson

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.

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:** 12/1/01

Team Leader: Jeff Lambaren

Project Update: A letter has been drafted to be sent to all departments reinvigorating the County-wide Balanced Scorecard. The County's Balanced Scorecard was on hold until April of 2001. On April 10, 2001 the Board of Supervisors approved the County-wide Balanced Scorecard. The team that developed the scorecard has lost some members; the letter will solicit members for the reformed Balanced Scorecard Team. After new members are in place the team will meet and draft metrics for the first scorecard report to the Board of Supervisors.

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:** 6/30/01

Team Leader: Christy Kneller

Project Update: Met with the City Managers of Turlock and Oakdale, and the Chambers of Commerce of Hughson and Oakdale and shared the course description and costs.

Project Title: Success Story Database

Project Description: Database designed to record TQM success stories

Project Initiation: 4/1/00 **Anticipated Completion:** 3/31/01

Team Leader: Jeff Lambaren

Project Update: No activity for this project. In order to start this project an Access database will be created. After training, the team leader will begin the process of gathering information.

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.

Project Title: United Way of Stanislaus County

Project Description: Serve as liaison to plan and coordinate public services with community, non-profit services.

Project Initiation: 3/1/99 **Anticipated Completion:** 12/31/00

Team Leader: Bob Allaire

Project Update: The United Way Board has a facilitated retreat. The Board wishes to continue its strategic planning in concert with the planning and funding provided through various County funding cycles, such as the Community Services Agency, Stanislaus Children's Council, Behavioral Health & Recovery Services, etc. The five Impact Councils are continuing their strategic planning for the next three-year funding cycle. Mr. Allaire chairs the Strengthening Families Impact Council.

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: Jail Medical Contract Renewal

Project Description: Renegotiate Jail Medical Contract

Project Initiation: 3/1/00 **Anticipated Completion:** 6/30/00

Team Leader: Pat Sweeny

Project Update: A letter has been sent to extend the terms of the current agreement until the new agreement is finalized. Staff is compiling editing comments on the new agreement, with the hope to finalize within the next two months. A separate issue has arisen regarding the agreement between Doctors Medical Center and Stanislaus County, which is also being resolved. County Counsel staff and CEO staff have been working with the California Forensic Medical Group to establish a new process for issuing payments to Doctors Medical Center for Jail Medical costs. A four percent increase to the contract cost has been included in the Proposed Budget.

Project Title: Recruitment of Equal Rights Commissioners

Project Description: Working with the Clerk of the Board, we are currently in the process of recruiting for two vacancies on the Equal Rights Commission.

Project Initiation: 5/1/01 **Anticipated Completion:** 7/1/01

Team Leader: Pat Sweeny

Project Update: There are currently two vacancies on the Commission for which the Board of Supervisors is recruiting. We have been working with the Commission Chair, Minerva Martinez on the outreach process for these vacancies. She will be writing an article for the Modesto Bee to encourage applicants. Staff will also be working with existing commissioners to encourage attendance at meetings.

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.

Project Title: Know More Government

Project Description: A marketing campaign to encourage citizens to get to know more about Stanislaus County services and programs. The campaign includes a series of radio, print, and television spots that currently run on cable.

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

Team Leader: Virginia Madueno

Project Update: Fifteen second spots continue to run on Cable News and a series of print ads in the Modesto Bee and El Sol newspapers will follow with features on County public health, economic development, public safety, partnerships, etc.

Board Priority #4 - Promote Efficient Government Operations

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

Project Title: Alcohol & Drug Related Coordinating Council

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

Project Initiation: 6/1/97 **Anticipated Completion:** 12/31/01

Team Leader: Reagan Wilson

Project Update: The Council has actively participated in the development of the Proposition 36 Implementation plan that was adopted by the Board this month. The Council will closely monitor and make recommendations as needed to the Board throughout fiscal year 2001/2002. The Council is also involved with programming for the Stanislaus Recovery Center in Ceres.

Project Title: Coordination of Energy Strategy
Project Description: To draft a countywide energy strategy to be used during the energy crisis.
Project Initiation: 5/1/01 **Anticipated Completion:** 12/1/01
Team Leader: Pat Sweeny
Project Update: Staff is currently in the process of developing an energy strategy to be presented to the Board of Supervisors. This strategy will propose ways to reduce the use of energy at County facilities. A draft was presented to Department Heads at their monthly meeting in June and feedback was solicited. Those additional comments will be incorporated and a proposed strategy will be presented to the Board for their input and approval during the month of July.

Project Title: County News
Project Description: Published quarterly, a 4 page tabloid size newsletter highlights ongoing County services and action items taken by the Board.
Project Initiation: 1/1/01 **Anticipated Completion:** 8/1/01
Team Leader: Virginia Madueno
Project Update: The series will continue with a new issue to be distributed in the July CARE newsletter.

Project Title: Updating Board of Supervisor Web Page
Project Description: Create a more informational and useful web page for the Stanislaus County Board of Supervisors
Project Initiation: 3/1/00 **Anticipated Completion:** 8/31/00
Team Leader: Virginia Madueno
Project Update: Working to create a more inviting look to the Board web page and list important information on Board members and their Districts. It will contain full color photographs as well as a short bio for each board member.

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.

Project Title: 12th Street Parking Garage

Project Description: Program, plan, design, bid and construct a 675-space multi-level parking facility on County-owned property on 12th Street between I and H Streets. The County will own and operate the parking garage after its completion.

Project Initiation: 12/19/00 **Anticipated Completion:** 10/7/02

Team Leader: John Nichols

Project Update: On December 19, 2000, the Board of Supervisors accepted the program plan for the new 12th Street Parking Garage and approved the project budget. Since that time, the project team has issued a design services Request for Qualifications (RFQ), interviewed architects and parking planners, short-listed architect/engineer teams, and selected the architect of record. Final contract negotiations have just been completed with the top ranked firm, SVWB Architects. The team expects to be able to issue a notice to proceed for the initial design phase by the end of June 2001. The team also plans to submit schematic design plans for the new garage to the Board of Supervisors for approval before the end of August. The current forecast for the start of garage construction is January 2002 with completion expected by the end of that year.

Project Title: CIP Plan Development

Project Description: Design and develop a Capital Improvement Project program to identify projected capital expenditure needs for Board prioritization and budget planning purposes.

Project Initiation: 3/1/01 **Anticipated Completion:** 6/30/02

Team Leader: Tim Fedorchak

Project Update: The master project list was created and the projects were qualified on the project list. Response to the CIP data request from departments was minimal; further department training and involvement is required. An initial meeting of the CEO's CIP team is set to strategize the next steps.

Project Title: City Hall Block
Project Description: City Hall Block
Project Initiation: 1/1/97 **Anticipated Completion:** 12/31/01
Team Leader: Patricia Hill Thomas
Project Update: As the county works with the Central Valley Center for the Arts to develop recommendations for the Gallo Performing Arts Center, the immediate re-use of the former City Hall building is being re-evaluated. Recommendations will be made this summer about proceeding with the Performing Arts Center Project and the re-use options for the City Hall block.

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: There has been no additional work on the courthouse re-use and expansion plan. Talks and negotiations previously underway with the Courts have been delayed due to a dispute regarding the civil assessment fee collection not being transferred to the County General fund.

Project Title: Library Capital Improvement/Organizational Plan
Project Description: Estimating the cost of building and staffing various Stanislaus County libraries.
Project Initiation: 3/13/01 **Anticipated Completion:** 7/31/01
Team Leader: Tim Fedorchak
Project Update: Staffing and operational cost data is being compiled by the Library staff; completion of the Library Facilities Master document is pending this information (approximately 4 hours of work to complete.) Salida facility acquisition/development is pending the result of a Community meeting to be set for July, 2001, to discuss the Salida Collaborative project, and the availability of funding. Meetings have been held with the Library Director to review the organizational structure and personnel needs of the Library. Recommendations will be made in conjunction with the Final Budget.

Project Title: Main Courthouse Expansion and District Attorney Planning
Project Description: Analysis to determine best strategy for expansion of the Main Courthouse and provide space needs for the District Attorney
Project Initiation: 2/1/01 **Anticipated Completion:** 11/1/01
Team Leader: Tim Fedorchak
Project Update: The approval of a contract for ADA accessibility improvements to the Courthouse are pending Board approval. No action was taken on expansion planning or District Attorney office planning in May.

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: Architect selection and contract execution have been completed to proceed with the 12th Street Parking Garage. The final agreement with Westlands Development for use of a portion of the 12th Street Garage parking spaces is nearly complete. Discussions are underway regarding county use of space in the office building. Recommendations should be complete by mid-to-late summer as the county staff completes the update to the Downtown facilities plan.

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: Tim Fedorchak

Project Update: The Sheriff's office location is preferred at either the former bank property site or within the new development provided that the site remains west of the Union Pacific Railroad tracks along Broadway. Salida Fire expressed an interest in selling their existing site at Broadway and Salida Avenue.

A Community meeting is to be set in July, 2001 to discuss options and alternatives for all needed spaces. Numerous options have been explored and recommendations can be finalized upon receipt of community comments. These discussions will also affect possible acquisition of the Breuner's building as a Regional Library and Community facility (please refer to the Library Facilities Master Plan status report.)

The Board has approved funding of the community facilities portion of the project using Tobacco Settlement funds.

Project Title: Waterford Library

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

Project Initiation: 2/29/00 **Anticipated Completion:** 12/1/01

Team Leader: Tim Fedorchak

Project Update: The terms of the partnership with the City of Waterford were discussed with the Waterford City Administrator; the form of the partnership may depend on the selected development alternative.

The Board authorized appraisals of properties required in two of the three alternatives requiring new property purchase. Request for proposals for MAI appraisers was distributed and receipt of proposals is pending. Appraisals should be completed in July, 2001. A recommended option will be based on total acquisition and development cost.

Developer J. L. Bray expressed interest in constructing a turn-key facility to be either owned or leased by the City and County.

Project Title: West Modesto

Project Description: Development of West Modesto Collaborative project with the Health Services Agency, Community Services Agency, Probation Department, the Library, Behavioral Health & Recovery Services, etc.

Project Initiation: 12/1/98 **Anticipated Completion:** 2/16/02

Team Leader: Tim Fedorchak

Project Update: The architect anticipates groundbreaking on or about July 1, 2001. Interest has been expressed in conducting a groundbreaking ceremony. Construction drawings are currently in plan review with the City of Modesto Building Inspection department and tentative approval is estimated in late June. All comments from users have been incorporated into the final design. Interior design proposals have been received and a recommendation is forthcoming.

Two additional items are requested for consideration in the building that were not originally anticipated: 1) a building Energy Management System (est. cost +/- \$7,000) to enhance energy efficiency and result in utility cost savings over the lease term; and 2) installation of an electronic card reader system at 16 locations at an estimated cost of approximately \$47,000 due to the multiple hours and uses of the facility and the security and access needs of the tenants.

Division: CARE Unit

Division Manager: Reagan Wilson

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.

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: The CARE Unit has contracted with California State University, Stanislaus Extended Education to conduct a training needs assessment of county employees. The needs assessment survey will be designed in conjunction with the Institute Committee. The survey will be administered and analyzed by a professor at Stanislaus State.

Project Title: Baldrige Training - Staff Level

Project Description: To implement a one-day Introduction to Baldrige course for staff at all levels of the organization to teach staff about the Malcolm Baldrige National Quality Award criteria and to develop internal instructors for this course.

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

Team Leader: Claudia Krausnick

Project Update: The first Introduction to Baldrige class was offered to county staff and was taught by a Baldrige expert. Three county employees are in training to teach the course. At the time the internal experts begin to teach the class, it will be offered once a month.

Project Title: California Award for Performance Excellence (State Baldrige equ

Project Description: To coordinate an on-site C.A.P.E. Examiner Certification seminar for designated staff in county departments.

Project Initiation: 4/1/01 **Anticipated Completion:** 8/30/01

Team Leader: Claudia Krausnick

Project Update: A California Award for Performance Excellence (state Baldrige equivalent) Examiner Certification class is scheduled. Seventeen employees have registered to attend and will be certified as C.A.P.E. Examiners when they have completed the training. All certified examiners are encouraged to serve on statewide examiner teams to assess applications for the C.A.P.E. Award.

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:** 8/1/01

Team Leader: Reagan Wilson

Project Update: No status change.

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:** 12/1/01

Team Leader: Reagan Wilson

Project Update: No status change.

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:** 12/1/01
Team Leader: Reagan Wilson
Project Update: No status change.

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:** 12/1/01
Team Leader: Reagan Wilson
Project Update: No status change.

Project Title: Parks TQM team facilitation
Project Description: Facilitation of Parks TQM Team
Project Initiation: 2/1/01 **Anticipated Completion:** 8/1/01
Team Leader: Christy Kneller
Project Update: Met with the individual teams and provided guidance on how to prepare their action plan. The final draft will be sent out to the stakeholders later this summer.

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:** 6/30/01
Team Leader: Reagan Wilson
Project Update: A review is being conducted on the appropriate assignment of this training.

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: Jeff Lambaren

Project Update: The CARE Unit has purchased some additional resources to assist with Process Management Training. The Unit purchased a reference book and a periodical subscription which will assist with the process of developing control charts to assist department with their process management.

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:** 6/30/01

Team Leader: Reagan Wilson

Project Update: No status change.

Project Title: Strategic Planning Implementation/Evaluation

Project Description: To provide coordination and assistance to departments in developing strategic plans and to assist in conducting Baldrige criteria evaluation of the departmental strategic plans.

Project Initiation: 4/1/01 **Anticipated Completion:** 4/1/02

Team Leader: Claudia Krausnick

Project Update: Based on the results of the strategic planning implementation survey, departments have begun meeting with a Baldrige expert to receive assistance in developing or completing their departmental strategic plans. Two departments met with Denise Shields, the Baldrige expert, to receive feedback on draft strategic plans. One additional department has established a departmental steering committee and the committee will meet with Denise Shields to begin the development of a strategic plan.

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:** 6/30/01
Team Leader: Claudia Krausnick
Project Update: Planning group for Team Stanislaus Orientation has been formed and a planning meeting will be held in July.

Division: Clerk of the Board
Division Manager: Christine Ferraro-Tallman
Mission Statement: The Clerk of the Board maintains accurate legislative records of Stanislaus County and provides our customers access to those records in an efficient, courteous manner.

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 Agenda Process Focus Group met and made modifications to the Board Agenda Request Form (the green sheet). These modifications have been sent to the CEO for final review and approval. The Focus Group is now reviewing the instructions on the back side of the Action Agenda Summary (yellow sheet) for changes.

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:** 12/1/01
Team Leader: Christine Ferraro-Tallman

Project Update: New software has yet to be installed for the enhanced search engine.

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:** 12/31/01

Team Leader: Christine Ferraro-Tallman

Project Update: The Public Rosters, the Fact Sheets and the application for the Boards and Commissions and Special Districts is now on the County's web site. This information provides access to the public that was previously only available at local libraries and from the Clerk of the Board of Supervisors' office.

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 Clerk of the Board (COB) staff recently met with the CARE Unit and Denise Shields to discuss the next steps in the process of completing the COB Strategic Plan.

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.

Project Title: Geographical Information System (GIS) User-Group Task Force

Project Description: GIS User-group task force

Project Initiation: 2/1/00 **Anticipated Completion:** 12/31/01

Team Leader: Keith Boggs

Project Update: The GIS user-group has completed the centralized GIS analysis. Mr. Emerson (CIO) is now in the process of implementing many of the components to this plan. The user-group task force will be reconvened under Mr. Emerson's direction in the coming weeks as the GIS redistricting project unfolds. This task force project has completed its assignment.

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: 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:** 3/13/01

Team Leader: Monica Nino-Reid

Project Update: The 2001-2002 Proposed Budget was approved by the Board of Supervisors on June 19, 2001. The Final Budget Hearing is scheduled for September 11, 2001 at 9:20 a.m. Departments are being asked to submit any changes for the Final Budget to the Chief Executive Office by July 24, 2001. Fiscal Year 2000-2001 is scheduled to close on July 27, 2001, and shortly thereafter the County fund balance will be known.

Project Title: County/California Nurses Association Labor Negotiations
Project Description: Contract negotiations covering employees assigned to the bargaining unit represented by California Nurses' Association.
Project Initiation: 6/21/01 **Anticipated Completion:** 9/30/01
Team Leader: Gina Leguria
Project Update: The parties have scheduled negotiation dates starting June 21, 2001. The County team will meet in June to prepare for the negotiation sessions.

Project Title: County/DSA Labor Negotiations
Project Description: Contract negotiations covering employees assigned to the bargaining unit represented by DSA.
Project Initiation: 4/17/01 **Anticipated Completion:** 6/30/01
Team Leader: Gina Leguria
Project Update: Negotiations have been completed. The tentative agreement was approved by the Board on June 5, 2001.

Project Title: County/SCEA AFSCME Contract Negotiations
Project Description: Contract negotiations covering employees assigned to the four bargaining units represented by SCEA/AFSCME Local 10
Project Initiation: 4/24/01 **Anticipated Completion:** 9/30/01
Team Leader: Eileen Melson
Project Update: The County and SCEA AFSCME Local 10 have begun negotiations through the facilitated Interest Based approach. The Superior Court is also participating in the discussions, however, they will have their own labor agreement specific to the Superior Court. The team has participated in two days of training and has met three times.

Project Title: County/SEIU 535 Labor Negotiations
Project Description: Contract negotiations covering employees assigned to the bargaining unit represented by SEIU Local 535.
Project Initiation: 4/17/01 **Anticipated Completion:** 6/30/01
Team Leader: Gina Leguria

Project Update: County and labor representatives spent 2 days together in April learning the interest based approach to contract negotiations. The parties met 4 times in May. There are 50+ issues on the list for discussion. Meetings are scheduled through June 30.

Project Title: County/Sergeants Labor Negotiations
Project Description: Contract negotiations covering employees assigned to the bargaining unit represented by the Sergeants.
Project Initiation: 12/20/00 **Anticipated Completion:** 4/30/01
Team Leader: Gina Leguria
Project Update: County and labor representatives spent 2 days together in April learning the interest-based approach to contract negotiations. The parties met four times in May. There were 50+ issues on the list for discussion. Meetings were scheduled through June 30 and negotiations have been completed..

Project Title: Health Services Agency Action Plan
Project Description: Staff will prepare an Action Plan for the Board of Supervisors' review that contains options to reduce and eliminate the Health Services Agency's deficit.
Project Initiation: 6/19/01 **Anticipated Completion:** 9/11/01
Team Leader: Reagan Wilson
Project Update: Health Services Agency and CEO staff are developing a plan that will delineate options available to the Board to further reduce and eliminate the \$4.6 million deficit of the clinics. The Plan will define each option in terms of impacts to the community's health status, impacts to health care access, and impacts on clinic finances.

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:** 6/30/01
Team Leader: Pat Sweeny
Project Update: Risk Management is now a successful participant in the Project List report. By July 2001, Purchasing will also be a part of the report.

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 meet and refine both the Incentive Plan and the new evaluation system. Information should be distributed to the departments and employees during the next month.

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:** 12/31/01
Team Leader: Reagan Wilson
Project Update: In June, the I-CJIS (Integrated County Justice Information System) committee accepted the Feasibility Study prepared by ThirdWave Corporation and our Management Information Services department. The committee has agreed on a recommendation and is developing a funding plan to present to the Board. The Redistricting project is further supporting the Strategy by using the Internet as a delivery vehicle. Department heads recently approved a set of Information Technology principles and directions.

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 County and the Superior Court are working toward a transition of the Court to its new, independent status. The Court provided an option for settlement of the Civil Assessment fees. This option is being reviewed with a financial impact on the County currently being assessed.

Division: RMD - Administration

Division Manager: David L Dolenar

Mission Statement: Manage risks, reduce frequency, severity and associated cost of claims for County employees through education and communication.

Project Title: Challenge Grant Award Application

Project Description: Complete Challenge Grant Award application and write a 15 page description of the CEO-Risk Management Division's strategic planning process, strategic plan and associated benchmarking data.

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

Team Leader: David L Dolenar

Project Update: Application submitted and has been assigned to a team of certified examiners. A detailed Feedback Report will be sent in approximately 4 - 6 weeks.

Project Title: Health Care Organization

Project Description: Form a task force to explore the concept of Health Care Organizations (HCO) in the area of Workers' Compensation.

Project Initiation: 7/1/00 **Anticipated Completion:** 1/1/02

Team Leader: David L Dolenar

Project Update: Corel presented additional information to the local chapter of the Disability Management Employers Coalition in April of this year. The next county taskforce meeting will be in July.

Project Title: Risk Management - Balanced Scorecard

Project Description: To develop the CEO-Risk Management Division's Balanced Scorecard.

Project Initiation: 4/1/00 **Anticipated Completion:** 6/1/02

Team Leader: David L Dolenar

Project Update: The Risk Management Balanced Scorecard Team will meet the County Balanced Scorecard Team in July. As information becomes available the Risk Management Team will proceed with the scorecard.

Project Title: Strategic Plan
Project Description: To develop a multi-year strategic plan.
Project Initiation: 5/1/99 **Anticipated Completion:** 5/31/01
Team Leader: David L Dolonar
Project Update: Plan completed - Developing draft brochure for distribution to department heads and staff.

Project Title: Streamline Driver Authorization Program
Project Description: To streamline the Driver Authorization Program to reduce amount of time currently required for increased effectiveness and efficiency.
Project Initiation: 7/1/01 **Anticipated Completion:** 1/1/02
Team Leader: David L Dolonar
Project Update: Two benchmark studies have been conducted with neighboring counties. The program will begin to develop revisions to streamline the process in the coming months.

Division: RMD - Disability Manage
Division Manager: David L Dolonar
Mission Statement: Manage risks, reduce frequency, severity and associated cost of claims for County employees through education and communication.

Project Title: Brochure for Pregnancy
Project Description: Create and produce a concise brochure covering leave issues pertaining to pregnancy. Pregnancy leave often incorporate Family and Medical Leave, California Family Rights Act, Pregnancy Disability Leave, Sick Leave, SDI, Vacation and unpaid leave status.
Project Initiation: 4/1/01 **Anticipated Completion:** 6/1/01
Team Leader: Peggy Huntsinger
Project Update: Draft revisions in progress.

Project Title: Job Task Analysis Completion for Remaining Jobs.
Project Description: Complete Job Task Analysis for all job classifications within the County with the exception of key employee positions.
Project Initiation: 7/1/01 **Anticipated Completion:** 6/1/02
Team Leader: Peggy Huntsinger
Project Update: Expected project completion date remains 6/1/02. Phase 5C nearing completion, as of this date a total of 162 Job Task Analysis (JTA) have been completed. The balance of JTAs will be completed and posted to the web by August.

Project Title: Medical Records Retention
Project Description: Investigate laws requiring medical record retention, develop a matrix w/various timelines. Investigate various storage options, develop a P & P to comply w/laws that impact the medical record retention requirements.
Project Initiation: 4/1/00 **Anticipated Completion:** 9/1/02
Team Leader: Peggy Huntsinger
Project Update: A taskforce is being formed to work on this issue. The first meeting of the taskforce will be August of this year. The anticipated completion date is being moved back to September of 2002.

Project Title: Post Offer Preplacement Testing
Project Description: Train hiring authorities on physical agilities testing and ergonomic screening protocols. Develop a monitoring process between Personnel, Departments, CEO-RMD, H.S.A. & Anderson & Baim. Develop Benchmarking Criteria.
Project Initiation: 4/1/01 **Anticipated Completion:** 7/1/01
Team Leader: Peggy Huntsinger
Project Update: Anticipated completion date extended to 10/01/01 due to additional time required in the review process.

Project Title: Pre-Employment Medical Screening

Project Description: Survey other counties to see if they have pre-employment medical screening, what job classifications they screen and request copies of their protocol. Form a task force, review data received & determine a course of direction.

Project Initiation: 1/1/98 **Anticipated Completion:** 1/1/02

Team Leader: Peggy Huntsinger

Project Update: The taskforce will meet in August to establish to establish a timeline for the project.

Project Title: Return to Work Brochure

Project Description: Create and produce a brochure explaining the Return to Work process. This tool should assist in conveying information to our injured workforce.

Project Initiation: 5/1/01 **Anticipated Completion:** 7/1/01

Team Leader: Peggy Huntsinger

Project Update: Draft completed and will be distributed by 7/1/01. This will extend completion date to 9/1/01.

Division: RMD - Employee Benefits

Division Manager: David L Dolenar

Mission Statement: Manage risks, reduce frequency, severity and associated cost of claims for County employees through education and communication.

Project Title: Pacific Business Group on Health Cal Linx

Project Description: Automatic Carrier and PBGH Eligibility

Project Initiation: 7/1/00 **Anticipated Completion:** 1/1/02

Team Leader: Barbara Cooper

Project Update: Continue to work with M.I.S. staff and health plan carrier on designing and testing the format for this project.

Project Title: Voluntary Benefits Program

Project Description: Menu of voluntary benefits packaged with administration.

Project Initiation: 7/1/00 **Anticipated Completion:** 7/1/02

Team Leader: Barbara Cooper

Project Update: Developing a Request for Proposal (RFP) with the Purchasing Department. Anticipate completion of the RFP 7/31/01. In early August we will send out to three vendors and advertise in local newspaper and on the County website.

Project Title: WEB Enrollment

Project Description: Employee Benefits in self-serve format.

Project Initiation: 1/1/01 **Anticipated Completion:** 1/1/02

Team Leader: Barbara Cooper

Project Update: While waiting for PeopleSoft upgrade to 8.0 (which has WEB capabilities), we are creating a Universal Enrollment/Change Form for all Health Plans, Dental and Vision. Because there is no actual date for the upgrade, this project is dependent on that decision.

Division: RMD - Liability Claims/In

Division Manager: David L Dolonar

Mission Statement: Manage risks, reduce frequency, severity and associated cost of claims for County employees through education and communication.

Project Title: Liability Claims Procedure Manual

Project Description: Create a manual for General Liability and Insurance procedures.

Project Initiation: 3/1/01 **Anticipated Completion:** 7/1/01

Team Leader: Ed Fenton

Project Update: Final draft in progress.

Board Priority #5 - Achieve Multi-Jurisdictional Cooperation

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.

Project Title: Ag Center Water Feature

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

Project Initiation: 8/1/99 **Anticipated Completion:** 12/31/01

Team Leader: Richard Jantz

Project Update: Project is in abeyance until a decision is made regarding the relocation of the 10th Street Place water feature.

Project Title: CSUS/SCEDCO 10th Street

Project Description: Co-locating to Tenth Street Place

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

Team Leader: Patricia Hill Thomas

Project Update: While design documents are complete to re-bid the tenant improvements for SCEDCO, CSUS, Stanislaus and the Business Library, the efforts between SCEDCO and the Work Force Investment Board provide a new opportunity for collaboration at 10th Street Place. Discussions are underway to acquire additional space for the WorkForce Investment Board and CSUS Stanislaus to enhance their future location at 10th Street Place. If plans proceed quickly, the space at the 1st floor of 10th Street Place could be occupied by January, 2002.

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: Final arrangements are being made for project close-out as the final plans and space for SCEDCO/CSUS Stanislaus and the Business Library are completed and the other portions of the project including final millwork and operational issues are being resolved.

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.

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: COMPAQ, via our relationship with a local vendor, has provided six complete computer systems in support of the Connecting Stanislaus access initiative. The six units are being used as seed/start-up for several high profile learning centers in rural, high need areas of our community.

We are finalizing a community resource guide, in both Spanish and English, which highlights all free and nominal charge technology centers in Stanislaus County. There are new learning centers in Keyes and Newman. Additionally, and possibly the most exciting learning center, is the Seniornet site scheduled to come on line just after Labor Day in September. Here, we have partnered with the Center for Senior Employment, the Sunrise Rotary, Area Agency on Aging, and DET to bring a senior focused learning center to the downtown area adjacent to Ralston Towers and the downtown main branch library. In addition to these learning centers, we are working with the Modesto Chamber and approximately 20 local internet service providers and technology sector private businesses to bring Connecting Stanislaus, The Event, to the DoubleTree Hotel in October. The two-day technology faire is planned with a two-fold focus: The first day will be targeted at business, government, and health care with the second day targeting family, education, and community based organizations.

Project Title: Teenwork
Project Description: Support annual statewide youth
Project Initiation: 1/1/85 **Anticipated Completion:** 4/22/00
Team Leader: Bob Allaire
Project Update: The California Friday Night Live Partnership , with the active participation of Mr. Allaire and the Teenwork Board, hired Myel Jenkins as the Administrator. Ms. Jenkins office will be in Visalia at the Tulare County Office of Education.

Board Priority #6 - Model Community Leadership

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

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: On May 3rd, fifteen Designer Qualifications were received and were reviewed by the Screening Panel of Foundation and County Members, and eight firms were found to be qualified. One firm dropped out due to work load and on 5/21 & 5/22 seven firms were interviewed for the short list. The short list of Gordon Carrier, ELS, HHPA and de Leon/ Del Campo was announced on 5/24. HHPA later dropped out due to the limited construction budget. On 5/29 a meeting was held with the firms and the user groups to provide information. The vision concepts are due 6/20 with presentations on 6/22. The budget and cost model were discussed with the Architect. The issue will be decided by the Designer Concept submissions since they are required to meet the original budget.

Project Title: Visioning Process

Project Description: Vision of the Future of the Region

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

Team Leader: Reagan Wilson

Project Update: The Visioning Group met on May 30th. The County and the cities' Planning Directors met with the group to discuss the best approach to the implementation of the visioning statements as they relate to land use. Also an update on the transportation funding shortfall was presented by County staff. The County Chief Executive Officer also discussed with the Visioning group the City Managers' recommendation as to the structure of the Economic Development Bank. As proposed by the City Managers, the WIB will make final recommendations to the Board of Supervisors regarding the use of funds from the Bank for economic development activities. The City Managers will act in an advisory role to the WIB. The Visioning Group briefly discussed their role as to the coordination of policy that impacts the entire county and makes possible implementation of the visioning statements.

Project Title: Water Coalition

Project Description: Water Coalition

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

Team Leader: Richard Jantz

Project Update: The San Joaquin Valley Water Coalition has not met in this reporting period. The County has made its second annual contribution of \$10,000 to the Water Coalition for administrative support and outreach work.

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.

Project Title: Agricultural Conservation

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

Project Initiation: 4/1/00 **Anticipated Completion:** 12/31/01

Team Leader: Richard Jantz

Project Update: Stanislaus Farm Land Trust meeting continues on a monthly basis.

Project Title: Organizational/Corporate Citizenship

Project Description: Work with County departments/employees and our community partners (Volunteer Center, Center for Human Services and others)

Project Initiation: 9/1/98 **Anticipated Completion:** 12/31/01

Team Leader: Bob Allaire

Project Update: Keith Boggs and Bob Allaire continue to work with the Volunteer Center of the United Way in implementing the Employee Mentoring Program. Over 100 County employees are now mentoring. Over 65 County employees volunteered in the Academic Intervention Mentoring (AIM) Project at Catherine Everett School and Fairview School. This program will begin this month at Schackelford School through the leadership of staff from the Community Service Agency. The Mentor Site Coordinators conducted their quarterly meeting and decided to begin a new mentor recruitment later this summer.



**CHIEF EXECUTIVE OFFICE PROJECT LIST
COMPLETED PROJECTS
June, 2001**

Title of Project	Manager	Team Leader	Actual Completion Date
Injured Worker Survey	David Dolanar	Peggy Huntsinger	5/1/01
RMD Project List	David Dolanar	David L. Dolanar	5/1/01
Landfill	Reagan Wilson	Reagan Wilson	5/1/01
CEO Reorganization	Reagan Wilson	Reagan Wilson	5/1/01
Baldrige Implementation	Cathy Bankson	Claudia Krausnick	4/30/01
Benchmarking Training and Development	Cathy Bankson	Claudia Krausnick	4/30/01
Institute Administration	Cathy Bankson	Claudia Krausnick	4/30/01
Project List	Pat Sweeny	Pat Sweeny	4/17/01
Life Insurance Vendor Change	David L. Dolanar	Barbara Cooper	4/1/01
Animal Services Modular Kennel Project	Patricia Hill Thomas	Andy Casazza	3/1/01
Mayenne-Stanislaus County Leadership Project	Cathy Bankson	Cathy Bankson	3/1/01
County News - Employees Newsletter	Reagan Wilson	Virginia Madueno	2/1/01
Human Resources Automation	Patricia Hill Thomas	Gina Leguria	1/1/01
Human Resources - Re-engineering	Patricia Hill Thomas	Gina Leguria	1/1/01
Empire Tot Lot	Patricia Hill Thomas	Pat Sweeny	1/1/01
Doctors Medical Center/HSA Contract Issues	Reagan Wilson	Reagan Wilson	1/1/01
State of County Video	Reagan Wilson	Becky Hackler	1/1/01
Facilitation for Library	Cathy Bankson	Claudia Krausnick	12/7/00
Emergency Dispatch Center (EDC) Project	Patricia Hill Thomas	John Nichols	11/8/00
Emergency Dispatch Center Move	Patricia Hill Thomas	John Nichols	11/3/00
County Center III Demolition	Patricia Hill Thomas	Andy Casazza	11/3/00
Regional Criminal Justice Training Center MOU	Reagan Wilson	Reagan Wilson	10/2/00
County Transportation Planning	Reagan Wilson	Richard Jantz	10/1/00
Team Leader Consultation / Coordination	Cathy Bankson	Claudia Krausnick	9/30/00
Marketing Institute Classes	Cathy Bankson	Claudia Krausnick	9/30/00
Strategic Planning Training	Cathy Bankson	Claudia Krausnick	9/30/00
Institute Evaluation Measurement	Cathy Bankson	Claudia Krausnick	9/30/00
On-site Facilitator Seminar	Cathy Bankson	Claudia Krausnick	9/30/00
Training Needs Assessment	Cathy Bankson	Claudia Krausnick	9/30/00
CEO Balanced Scorecard Team	Cathy Bankson	Claudia Krausnick	9/30/00
4MAT Redesign	Cathy Bankson	Claudia Krausnick	9/30/00
Balanced Scorecard Consultation	Cathy Bankson	Claudia Krausnick	9/30/00
Effective Meeting Curriculum Design	Cathy Bankson	Christy Kneller	9/30/00
CSUS Academic Credit	Cathy Bankson	Claudia Krausnick	9/30/00

Title of Project	Manager	Team Leader	Actual Completion Date
Institute Strategic Planning	Cathy Bankson	Claudia Krausnick	9/30/00
Cal Poly USDA Limited Resource Farmer Conference	Reagan Wilson	Michele Lavery	9/30/00
District Attorney Office Reorganization	Patricia Hill Thomas	Eileen Melson	9/12/00
Juvenile Hall Expansion	Patricia Hill Thomas	Gary Crawshaw	8/22/00
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
Baldrige Training	Cathy Bankson	Claudia Krausnick	7/31/00
Statistics Training	Cathy Bankson	Claudia Krausnick	7/31/00
Organizational/Corporate Citizenship	Richard Jantz	Bob Allaire	7/31/00
Keeping Public Informed About Board of Supervisors	Reagan Wilson	Libby Lane	7/31/00
Jail Medical Contract Renewal	Patricia Hill Thomas	Pat Sweeny	7/31/00
Updating Board of Supervisor Web Page	Reagan Wilson	Virginia Madueno	7/31/00
CCQS Applications	Cathy Bankson	Cathy Bankson	7/31/00
Leadership Retreat	Cathy Bankson	Christy Kneller	7/30/00
Renegotiation of Indigent Defense Contracts	Patricia Hill Thomas	Arlene Stevens	7/14/00
Resident Negotiations	Reagan Wilson	Pat Sweeny	7/1/00
Instructor Newsletter	Cathy Bankson	Christy Kneller	7/1/00
Groundwater Advisory Facilitation	Cathy Bankson	Cathy Bankson	7/1/00
Instructor Development On-site Seminar	Cathy Bankson	Claudia Krausnick	6/30/00
Water Use and Conservation	Richard Jantz	Richard Jantz	6/1/00
Ag Video Conference Center	Richard Jantz	Richard Jantz	6/1/00
Asset-Based Mapping (CSU Stanislaus)	Richard Jantz	Bob Allaire	6/1/00
4MAT instructor recertification	Cathy Bankson	Claudia Krausnick	5/31/00
County Leadership Team Retreat	Cathy Bankson	Cathy Bankson	5/31/00
County Schools Leadership 2000 Partnership	Cathy Bankson	Claudia Krausnick	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
DET House of Quality	Cathy Bankson	Christy Kneller	5/31/00
Institute Committee Retreat	Cathy Bankson	Claudia Krausnick	5/31/00
Instructor Appreciation Reception	Cathy Bankson	Christy Kneller	5/31/00
Open House for County Center III, building 9	Cathy Bankson	Christy Kneller	5/31/00
4MAT Assessment Workshop	Cathy Bankson	Claudia Krausnick	5/31/00
StanCog Facilitation	Cathy Bankson	Christy Kneller	5/31/00
Sally Port	Patricia Hill Thomas	Gary Crawshaw	5/30/00
Administration Building/SCOE	Patricia Hill Thomas	Andy Casazza	5/30/00
Center III Building One Remodel	Patricia Hill Thomas	Andy Casazza	5/30/00



CHIEF EXECUTIVE OFFICE

PROJECT LIST

JUNE 2001

July 31, 2001



**CHIEF EXECUTIVE OFFICE
PROJECT LIST
TABLE OF CONTENTS
June 2001**

Board Priority

#1 - Ensure a Safe, Healthy Community

Project	Page
<u>Administration</u>	
1-877- 2 ASSIST Marketing Campaign	1
Energy Crisis	1
Public Information Officer Disaster Response Team	2
Tobacco Funds	2
<u>Capital Projects</u>	
Ceres Recovery Center	2
Juvenile Hall Special Needs Housing	3
Juvenile Retrofit Fire Spklr/Secur Elect	3
<u>Economic Development</u>	
Proposition 10 Commission (Children & Families First)	4
Stanislaus Childrens Council	4
Transportation	4
<u>Emergency Services / Fire Ward</u>	
Plan for new Emergency Operations Center facility	5
Stanislaus County Emergency Action Plan	5
<u>Operations & Services</u>	
Family Support Transition	6
<u>RMD - Safety</u>	
Automatic External Defibrillator	6

Board Priority

#2 - Facilitate Economic Development

Project	Page
<u>Economic Development</u>	
Ag Pavilion	7
Business Park Development	7

<i>County-wide Revenue Sharing Agreement</i>	8
<i>Regional Roundtable on Travel and Tourism</i>	8
<i>Renaissance 2000 Implementation</i>	9
<i>Silicon Valley Objective</i>	9
<i>Telecommunication Infrastructure</i>	9

Board Priority

#3 - Deliver Excellent Community Service

Project	Page
<u>Administration</u>	
<i>Board Highlights</i>	10
<u>Capital Projects</u>	
<i>Agricultural Center Landscaping</i>	10
<i>Area Agency on Aging/Veteran Services Relocation</i>	11
<i>Grayson Community Center</i>	11
<i>Health Services Agency Facilities Master Plan</i>	11
<u>CARE Unit</u>	
<i>Balanced Scorecard - County-wide</i>	12
<i>Institute Marketing Plan</i>	12
<i>Success Story Database</i>	13
<u>Economic Development</u>	
<i>United Way of Stanislaus County</i>	13
<u>Operations & Services</u>	
<i>Jail Medical Contract Renewal</i>	14
<i>Recruitment of Equal Rights Commissioners</i>	14
<u>Public Information Officer</u>	
<i>Know More Government</i>	15

Board Priority

#4 - Promote Efficient Government Operations

Project	Page
<u>Administration</u>	
<i>Alcohol & Drug Related Coordinating Council</i>	15
<i>Coordination of Energy Strategy</i>	16
<i>County News</i>	16
<i>Updating Board of Supervisor Web Page</i>	16
<u>Capital Projects</u>	
<i>12th Street Parking Garage</i>	17
<i>CIP Plan Development</i>	17
<i>City Hall Block</i>	18
<i>Courthouse Reuse and Expansion Plan</i>	18
<i>Library Capital Improvement/Organizational Plan</i>	18
<i>Main Courthouse Expansion and District Attorney Planning</i>	19
<i>Public/Private Development - Westlands Development</i>	19

<i>Salida Collaborative</i>	19
<i>Waterford Library</i>	20
<i>West Modesto</i>	20
<u><i>CARE Unit</i></u>	
<i>Academic Institution Partnerships</i>	21
<i>Baldrige Training - Staff Level</i>	22
<i>California Award for Performance Excellence (State Baldrige equivalent)</i>	22
<i>CEO Strategic Planning</i>	22
<i>Customer Survey - All Departments (Follow-Up)</i>	22
<i>Customer Survey - B.O.S. (Follow Up)</i>	23
<i>Customer Survey - C.E.O. Dept (Follow-Up)</i>	23
<i>Parks TQM team facilitation</i>	23
<i>Pay for Performance Evaluation System</i>	23
<i>Process Management Training</i>	24
<i>Stanislaus County-wide Employee Survey</i>	24
<i>Strategic Planning Implementation/Evaluation</i>	24
<i>Team Stanislaus Orientation</i>	25
<u><i>Clerk of the Board</i></u>	
<i>Agenda Process Focus Group</i>	25
<i>Board Meeting Minutes Conversion to PDF Format</i>	25
<i>Boards/Commissions and Districts Roster Automation</i>	26
<i>Clerk of the Board Strategic Plan</i>	26
<u><i>Economic Development</i></u>	
<i>Geographical Information System (GIS) User-Group Task Force</i>	27
<u><i>Operations & Services</i></u>	
<i>County Budget</i>	27
<i>County/California Nurses Association Labor Negotiations</i>	28
<i>County/DSA Labor Negotiations</i>	28
<i>County/SCEA AFSCME Contract Negotiations</i>	28
<i>County/SEIU 535 Labor Negotiations</i>	28
<i>County/Sergeants Labor Negotiations</i>	29
<i>Health Services Agency Action Plan</i>	29
<i>Improve the Project List</i>	29
<i>Pay for Performance</i>	30
<i>Technology Strategy Plan</i>	30
<i>Trial Court Negotiations With Court</i>	30
<u><i>RMD - Administration</i></u>	
<i>Challenge Grant Award Application</i>	31
<i>Health Care Organization</i>	31
<i>Risk Management - Balanced Scorecard</i>	31
<i>Strategic Plan</i>	32
<i>Streamline Driver Authorization Program</i>	32

RMD - Disability Management

<i>Brochure for Pregnancy</i>	32
<i>Job Task Analysis Completion for Remaining Jobs.</i>	33
<i>Medical Records Retention</i>	33
<i>Post Offer Preplacement Testing</i>	33
<i>Pre-Employment Medical Screening</i>	34
<i>Return to Work Brochure</i>	34
<u>RMD - Employee Benefits</u>	
<i>Pacific Business Group on Health Cal Linx</i>	34
<i>Voluntary Benefits Program</i>	35
<i>WEB Enrollment</i>	35
<u>RMD - Liability Claims/Ins</u>	
<i>Liability Claims Procedure Manual</i>	35

Board Priority

#5 - Achieve Multi-Jurisdictional Cooperation

Project

Capital Projects

<i>Ag Center Water Feature</i>	36
<i>CSUS/SCEDCO 10th Street</i>	36
<i>Tenth Street Place</i>	36

Economic Development

<i>Technology Access: Digital Divide</i>	37
<i>Teenwork</i>	38

Board Priority

#6 - Model Community Leadership

Project

Administration

<i>Gallo Performing Arts Center</i>	38
<i>Visioning Process</i>	39
<i>Water Coalition</i>	39

Economic Development

<i>Agricultural Conservation</i>	40
<i>Organizational/Corporate Citizenship</i>	40

Project Status Report

For the Month of June 2001



Board Priority #1 - Ensure a Safe, Healthy Community

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

Project Title: 1-877- 2 ASSIST Marketing Campaign

Project Description: An aggressive marketing campaign that will launch a 24-hour, 7 day-a-week hotline focusing on code enforcement issues, illegal dumping and substandard housing issues for use by all County residents

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

Team Leader: Virginia Madueno

Project Update: The marketing campaign continues on the 2ASSIST line with radio, print, transit, and television advertising. Magnets and bumper stickers are in development and will be given out at all County public counters as well as community events including the County fair.

Project Title: Energy Crisis

Project Description: Public Information Coordination with Turlock Irrigation District, Modesto Irrigation District and Pacific Gas & Electric Company, for the duration of the 2001 Energy Crisis in California.

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

Team Leader: Virginia Madueno

Project Update: Partnership efforts continue for joint information on the energy crisis with the local utility providers as well as the nine cities in the County.

Project Title: Public Information Officer Disaster Response Team

Project Description: In response to the increased need for public information, a team of seasoned public information officers from various entities have been selected to be a part of the Emergency Operations Center Disaster Response Team.

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

Team Leader: Virginia Madueno

Project Update: Continue to facilitate training for County PIO's. A training exercise and drill are being developed for the PIO Disaster Response Team.

Project Title: Tobacco Funds

Project Description: Tobacco Funds

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

Team Leader: Reagan Wilson

Project Update: The recommendation to implement the Renaissance 2000 Project and the use of tobacco tax funds was approved by the Board on June 12, 2001. The Board approved \$1 million for community centers in Salida, Waterford and Grayson, and \$1 million for infrastructure projects. The Board will reconsider the allocation of the remaining \$1 million at a later date.

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.

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: The project is proceeding as scheduled. The teen center is complete and classes will begin on July 9, 2001. The open house for the main facilities will be August 15, 2001, and transition to the new facility will be August 16, 2001 through August 19, 2001.

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: Don Phemister
Project Update: On April 4, 2001, the team opened bids and identified Flintco of Rancho Cordova as the low bidder with a bid of \$2,447,900. On April 24th, the Board awarded the project and work began on May 1, 2001. The construction completion date for the 40 new Juvenile Hall beds in this unit has been forecast to be May 24, 2002. The contractor is currently working on installing new underground utilities as part of the new site improvements needed to support the new Special Needs Housing Unit.

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: Don Phemister
Project Update: Both projects began construction on November 7, 2000. The electronic surveillance upgrade project was substantially complete on April 5, 2001. The electronic surveillance upgrade contractor is currently working to correct punch list items that include some remaining programming issues. The fire protection contract is complete. The security electronics contractor has asked our assistance to complete integration of the systems.

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.

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

Project Description: Implementation and establishment of Commission

Project Initiation: 6/1/99 **Anticipated Completion:** 12/31/01

Team Leader: Bob Allaire

Project Update: The Commission has a full-time Executive Director, Noe Paramo, and is located at the Health Services Agency (558-6218). It will be implementing its mini-grants, small grants and pilot projects processes this summer. It will be negotiating "master contracts" for child care for children ages 0 - 5 this summer, also. The leadership role provided by the CEO is now completed.

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:** 12/31/01

Team Leader: Bob Allaire

Project Update: The Council provided its annual report to the Board of Supervisors this month. Mr. Allaire, as chair of the School-Linked Services Committee, completed the work of the Committee for this school year.

Project Title: Transportation

Project Description: Create and present information to the community and special groups detailing transportation funding, spending discretion and projects which promote economic development.

Project Initiation: 6/1/99 **Anticipated Completion:** 12/31/01

Team Leader: Richard Jantz

Project Update: Staff has made presentations to the Workforce Investment Board, the Citizen Transportation Committee, the StanCOG Policy Board and the Board of Supervisors regarding the projected shortfall in funding for the existing Regional Transportation Plan and for the new list of projects included in the Regional Transportation Plan Update. Staff attended the Governor's economic development seminar in Bakersfield and gave testimony on the transportation needs in Stanislaus County.

Division: Emergency Services / Fire

Division Manager: Russ Richards

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: Plan for new Emergency Operations Center facility

Project Description: Completion of a plan and move in to new Emergency Operations Center facility at 3705 Oakdale Road

Project Initiation: 11/13/98 **Anticipated Completion:** 6/30/01

Team Leader: Russ Richards

Project Update: Although certain hardware must still be purchased, for all purposes the move by the County and City of Modesto is complete. All emergency operations, whether on a limited activation basis, or a full activation, will be conducted at the new facility. The alternate facility at the City of Ceres is available as a backup location.

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: The Emergency Action Plan, re-named the Stanislaus County Emergency Operations Plan (EOP) has been completed in its first draft stage. The draft has been distributed to the Chief Executive Officer as well as 10 key county departments for review and recommendations. Additionally, a copy of the draft has been provided to State OES for evaluation.

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: A meeting was held in May with the affected employee organizations. The purpose was to review issues and concerns. Specifically discussed were issues related to the status of the Criminal Investigators, the title of the attorneys that work with the new Child Support Services Department and bumping rights of employees. Progress continues toward a February 2002 completion of the Implementation Plan. While the official transition date remains as January 1, 2003, the team's efforts are focused on being ready to transition as early as July, 2002.

Division: RMD - Safety

Division Manager: David L Dolinar

Mission Statement: Manage risks, reduce frequency, severity and associated cost of claims for County employees through education and communication.

Project Title: Automatic External Defibrillator

Project Description: Placement of 100 AED units in County Departments with between 500 and 800 trained responders.

Project Initiation: 6/1/99 **Anticipated Completion:** 10/1/01

Team Leader: David Becker

Project Update: As of June 8, 2001 there have been 61 Automatic External Defibrillators placed in various County facilities and 678 employees trained on its use.

Board Priority #2 - Facilitate Economic Development

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.

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 Ag Foundation Executive Board is drafting an agreement between the Foundation and the County. The Foundation will seek concurrence from the Board of Supervisors on the use and operation of the proposed Ag Pavilion. It is reasoned that an agreement is critical to a successful fund raising effort.

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 continues to meet weekly with the City of Patterson staff and a Keystone representative regarding a development agreement for a business park development near Sperry and I-5. The necessary infrastructure needs assessments have been completed. Deal points regarding the agreement are being developed. A master design standard and use plan is in circulation and will soon be brought to the City Council and the Board for adoption. An assessment tax rate for the business park is being discussed and analyzed. The draft EIR is near completion. Staff also meets weekly with the City of Modesto staff as part of a planning effort to developing a business park in North Modesto and North Salida. A report will be taken to the City of Modesto and County Committee on July 24th. The Crows Landing Steering Committee was given a presentation on the development of the Mather Air Facility by its Project Director. Members of the Steering Committee are scheduled for a site visit to the Port of Oakland.

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:** 6/30/01
Team Leader: Richard Jantz
Project Update: CEO and staff met with City Managers to discuss the structure of the Economic Development Bank. The City Managers selected to serve in an advisory role and recommended the Workforce Investment Board be the "Board of Directors". The funds for the "bank" are budgeted and the Workforce Investment Board will act on the City Manager's recommendation on July 16th. The Board of Supervisors will have the opportunity to concur on all project recommendations. The North McHenry Agreement has resulted in the County transferring to the City of Modesto an excess of \$750,000 in revenue generated in the project area. This revenue sharing is the result of revenue growth in the unincorporated areas adjacent to the City of Modesto.

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 regional roundtable continues to measure via survey analysis area special events, fairs and festivals. This information will be used as baseline data for future marketing evaluation and strategic planning.

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: Many of the recommendations are in the process of being implemented. The Children & Families First Commission is responsible for the Proposition 10 funding. The Community Services Agency has been bringing numerous proposals throughout the spring to the Board for approval for funding using Welfare Reform Incentive Funds. Mr. Wilson this month presented plans to spend some of the Tobacco Tax Settlement funds.

Project Title: Silicon Valley Objective
Project Description: Marketing campaign strategy that includes radio, print, and television advertising on Bay Area media stations as well as the San Jose Mercury News.
Project Initiation: 6/1/01 **Anticipated Completion:** 12/31/01
Team Leader: Virginia Madueno
Project Update: A team will be hosting a series of focus groups with business leaders in the Silicon Valley to see if Stanislaus County's message is an effective one.

Project Title: Telecommunication Infrastructure
Project Description: Infrastructure needs assessment with all nine cities
Project Initiation: 3/1/00 **Anticipated Completion:** 9/1/01
Team Leader: Richard Jantz
Project Update: The six initiatives identified in the "Connecting Stanislaus" assessment of advanced technology infrastructure and use are moving into the implementation stage. The Board funded the Geographical Information System (GIS) recommendations. Staff will request funding from the Workforce Investment Board for "special interest business training" and the development of a community portal. The Department of Employment and Training will make available excess computers for community technology center. The County will receive approximately \$30,000 from the State Department of Technology for funding, in part, of the six initiatives.

Board Priority #3 - Deliver Excellent Community Service

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

Project Title: Board Highlights

Project Description: Weekly news releases distributed to all County newspapers highlighting Board of Supervisors' action items to better inform citizens and employees

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

Team Leader: Virginia Madueno

Project Update: New releases continue to go out on a weekly basis to all nine city newspapers. These news releases also get posted on the County website.

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.

Project Title: Agricultural Center Landscaping

Project Description: Issue a request for proposals (RFP), select successful proposer, design new landscaping, install new landscaping.

Project Initiation: 4/1/01 **Anticipated Completion:** 9/30/01

Team Leader: Eileen Melson

Project Update: A Request For Proposals (RFP) is being developed for landscaping design and landscaping installation services at the Agricultural Center. It is anticipated the RFP will be issued by July 31st. Work under the RFP is anticipated to be performed in late summer or early fall.

Project Title: Area Agency on Aging/Veteran Services Relocation

Project Description: Find suitable lease space, develop lease agreement, effect tenant improvements and relocate Aging and Veteran Services to an appropriate downtown Modesto location.

Project Initiation: 2/1/01 **Anticipated Completion:** 8/1/01

Team Leader: Tim Fedorchak

Project Update: A space at 121 Downey Street, Suite 102, was selected as the preferred choice after tours and planning conducted by the Aging and Veteran Services staff and CEO-Capital Projects. A draft lease agreement was prepared by Purchasing with the realtor, Randy Brekke, and a Board of Supervisors item was placed on the June 12 agenda consent calendar. The projected move-in date is anticipated on or about August 1, 2001. Tenant improvements to the space are anticipated to be completed on or about July 15, 2001.

Project Title: Grayson Community Center

Project Description: Determine needs for, then acquire, design and develop community facilities for Grayson, including parks and recreation facilities, meeting space, program space and other needs.

Project Initiation: 5/22/01 **Anticipated Completion:** 3/1/02

Team Leader: Tim Fedorchak

Project Update: Conducted a community meeting regarding the Grayson Community Resource Center, resulting in numerous suggestions for services and facilities. A draft program for the facilities and site was developed with the assistance of the Department of Environmental Resources. A preliminary budget of approximately \$1,000,000 was discussed – enabling the purchase of approximately 3.0 acres of site and 3,000 sq. ft. of building.

Possible location of modulars as an interim Center was discussed, with a goal of having these units in place by the beginning of the school year. Terry Rein, Raul Mendez and Tim Fedorchak will pursue site options and programming with the Grayson Community Advisory Group.

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:** 6/30/01

Team Leader: Tim Fedorchak

Project Update: The Population-Based Healthcare Service Demand Projection Contract was reviewed by County Counsel and sent to HDR, Inc., for signature with an anticipated delivery to the Chief Executive Officer for signature 6/21/01. Initial data collection is nearly complete by HSA for transmittal to HDR, Inc., for analysis.

Central facilities existing space inventory by function is mostly completed; verification of late changes will be conducted with HSA staff. A condition of facilities assessment will be completed. The projection of needs is pending the outcome of HDR, Inc.'s analysis.

Division: CARE Unit

Division Manager: Reagan Wilson

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.

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:** 12/1/01

Team Leader: Jeff Lambaren

Project Update: A letter has been drafted to be sent to all departments reinvigorating the County-wide Balanced Scorecard. The County's Balanced Scorecard was on hold until April of 2001. On April 10, 2001 the Board of Supervisors approved the County-wide Balanced Scorecard. The team that developed the scorecard has lost some members; the letter will solicit members for the reformed Balanced Scorecard Team. After new members are in place the team will meet and draft metrics for the first scorecard report to the Board of Supervisors.

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:** 6/30/01

Team Leader: Christy Kneller

Project Update: Met with the City Managers of Turlock and Oakdale, and the Chambers of Commerce of Hughson and Oakdale and shared the course description and costs.

Project Title: Success Story Database

Project Description: Database designed to record TQM success stories

Project Initiation: 4/1/00 **Anticipated Completion:** 3/31/01

Team Leader: Jeff Lambaren

Project Update: No activity for this project. In order to start this project an Access database will be created. After training, the team leader will begin the process of gathering information.

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.

Project Title: United Way of Stanislaus County

Project Description: Serve as liaison to plan and coordinate public services with community, non-profit services.

Project Initiation: 3/1/99 **Anticipated Completion:** 12/31/00

Team Leader: Bob Allaire

Project Update: The United Way Board has a facilitated retreat. The Board wishes to continue its strategic planning in concert with the planning and funding provided through various County funding cycles, such as the Community Services Agency, Stanislaus Children's Council, Behavioral Health & Recovery Services, etc. The five Impact Councils are continuing their strategic planning for the next three-year funding cycle. Mr. Allaire chairs the Strengthening Families Impact Council.

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: Jail Medical Contract Renewal

Project Description: Renegotiate Jail Medical Contract

Project Initiation: 3/1/00 **Anticipated Completion:** 6/30/00

Team Leader: Pat Sweeny

Project Update: A letter has been sent to extend the terms of the current agreement until the new agreement is finalized. Staff is compiling editing comments on the new agreement, with the hope to finalize within the next two months. A separate issue has arisen regarding the agreement between Doctors Medical Center and Stanislaus County, which is also being resolved. County Counsel staff and CEO staff have been working with the California Forensic Medical Group to establish a new process for issuing payments to Doctors Medical Center for Jail Medical costs. A four percent increase to the contract cost has been included in the Proposed Budget.

Project Title: Recruitment of Equal Rights Commissioners

Project Description: Working with the Clerk of the Board, we are currently in the process of recruiting for two vacancies on the Equal Rights Commission.

Project Initiation: 5/1/01 **Anticipated Completion:** 7/1/01

Team Leader: Pat Sweeny

Project Update: There are currently two vacancies on the Commission for which the Board of Supervisors is recruiting. We have been working with the Commission Chair, Minerva Martinez on the outreach process for these vacancies. She will be writing an article for the Modesto Bee to encourage applicants. Staff will also be working with existing commissioners to encourage attendance at meetings.

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.

Project Title: Know More Government

Project Description: A marketing campaign to encourage citizens to get to know more about Stanislaus County services and programs. The campaign includes a series of radio, print, and television spots that currently run on cable.

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

Team Leader: Virginia Madueno

Project Update: Fifteen second spots continue to run on Cable News and a series of print ads in the Modesto Bee and El Sol newspapers will follow with features on County public health, economic development, public safety, partnerships, etc.

Board Priority #4 - Promote Efficient Government Operations

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

Project Title: Alcohol & Drug Related Coordinating Council

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

Project Initiation: 6/1/97 **Anticipated Completion:** 12/31/01

Team Leader: Reagan Wilson

Project Update: The Council has actively participated in the development of the Proposition 36 Implementation plan that was adopted by the Board this month. The Council will closely monitor and make recommendations as needed to the Board throughout fiscal year 2001/2002. The Council is also involved with programming for the Stanislaus Recovery Center in Ceres.

Project Title: Coordination of Energy Strategy
Project Description: To draft a countywide energy strategy to be used during the energy crisis.
Project Initiation: 5/1/01 **Anticipated Completion:** 12/1/01
Team Leader: Pat Sweeny
Project Update: Staff is currently in the process of developing an energy strategy to be presented to the Board of Supervisors. This strategy will propose ways to reduce the use of energy at County facilities. A draft was presented to Department Heads at their monthly meeting in June and feedback was solicited. Those additional comments will be incorporated and a proposed strategy will be presented to the Board for their input and approval during the month of July.

Project Title: County News
Project Description: Published quarterly, a 4 page tabloid size newsletter highlights ongoing County services and action items taken by the Board.
Project Initiation: 1/1/01 **Anticipated Completion:** 8/1/01
Team Leader: Virginia Madueno
Project Update: The series will continue with a new issue to be distributed in the July CARE newsletter.

Project Title: Updating Board of Supervisor Web Page
Project Description: Create a more informational and useful web page for the Stanislaus County Board of Supervisors
Project Initiation: 3/1/00 **Anticipated Completion:** 8/31/00
Team Leader: Virginia Madueno
Project Update: Working to create a more inviting look to the Board web page and list important information on Board members and their Districts. It will contain full color photographs as well as a short bio for each board member.

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.

Project Title: 12th Street Parking Garage

Project Description: Program, plan, design, bid and construct a 675-space multi-level parking facility on County-owned property on 12th Street between I and H Streets. The County will own and operate the parking garage after its completion.

Project Initiation: 12/19/00 **Anticipated Completion:** 10/7/02

Team Leader: John Nichols

Project Update: On December 19, 2000, the Board of Supervisors accepted the program plan for the new 12th Street Parking Garage and approved the project budget. Since that time, the project team has issued a design services Request for Qualifications (RFQ), interviewed architects and parking planners, short-listed architect/engineer teams, and selected the architect of record. Final contract negotiations have just been completed with the top ranked firm, SVWB Architects. The team expects to be able to issue a notice to proceed for the initial design phase by the end of June 2001. The team also plans to submit schematic design plans for the new garage to the Board of Supervisors for approval before the end of August. The current forecast for the start of garage construction is January 2002 with completion expected by the end of that year.

Project Title: CIP Plan Development

Project Description: Design and develop a Capital Improvement Project program to identify projected capital expenditure needs for Board prioritization and budget planning purposes.

Project Initiation: 3/1/01 **Anticipated Completion:** 6/30/02

Team Leader: Tim Fedorchak

Project Update: The master project list was created and the projects were qualified on the project list. Response to the CIP data request from departments was minimal; further department training and involvement is required. An initial meeting of the CEO's CIP team is set to strategize the next steps.

Project Title: City Hall Block
Project Description: City Hall Block
Project Initiation: 1/1/97 **Anticipated Completion:** 12/31/01
Team Leader: Patricia Hill Thomas
Project Update: As the county works with the Central Valley Center for the Arts to develop recommendations for the Gallo Performing Arts Center, the immediate re-use of the former City Hall building is being re-evaluated. Recommendations will be made this summer about proceeding with the Performing Arts Center Project and the re-use options for the City Hall block.

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: There has been no additional work on the courthouse re-use and expansion plan. Talks and negotiations previously underway with the Courts have been delayed due to a dispute regarding the civil assessment fee collection not being transferred to the County General fund.

Project Title: Library Capital Improvement/Organizational Plan
Project Description: Estimating the cost of building and staffing various Stanislaus County libraries.
Project Initiation: 3/13/01 **Anticipated Completion:** 7/31/01
Team Leader: Tim Fedorchak
Project Update: Staffing and operational cost data is being compiled by the Library staff; completion of the Library Facilities Master document is pending this information (approximately 4 hours of work to complete.) Salida facility acquisition/development is pending the result of a Community meeting to be set for July, 2001, to discuss the Salida Collaborative project, and the availability of funding. Meetings have been held with the Library Director to review the organizational structure and personnel needs of the Library. Recommendations will be made in conjunction with the Final Budget.

Project Title: Main Courthouse Expansion and District Attorney Planning
Project Description: Analysis to determine best strategy for expansion of the Main Courthouse and provide space needs for the District Attorney
Project Initiation: 2/1/01 **Anticipated Completion:** 11/1/01
Team Leader: Tim Fedorchak
Project Update: The approval of a contract for ADA accessibility improvements to the Courthouse are pending Board approval. No action was taken on expansion planning or District Attorney office planning in May.

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: Architect selection and contract execution have been completed to proceed with the 12th Street Parking Garage. The final agreement with Westlands Development for use of a portion of the 12th Street Garage parking spaces is nearly complete. Discussions are underway regarding county use of space in the office building. Recommendations should be complete by mid-to-late summer as the county staff completes the update to the Downtown facilities plan.

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: Tim Fedorchak

Project Update: The Sheriff's office location is preferred at either the former bank property site or within the new development provided that the site remains west of the Union Pacific Railroad tracks along Broadway. Salida Fire expressed an interest in selling their existing site at Broadway and Salida Avenue.

A Community meeting is to be set in July, 2001 to discuss options and alternatives for all needed spaces. Numerous options have been explored and recommendations can be finalized upon receipt of community comments. These discussions will also affect possible acquisition of the Breuner's building as a Regional Library and Community facility (please refer to the Library Facilities Master Plan status report.)

The Board has approved funding of the community facilities portion of the project using Tobacco Settlement funds.

Project Title: Waterford Library

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

Project Initiation: 2/29/00 **Anticipated Completion:** 12/1/01

Team Leader: Tim Fedorchak

Project Update: The terms of the partnership with the City of Waterford were discussed with the Waterford City Administrator; the form of the partnership may depend on the selected development alternative.

The Board authorized appraisals of properties required in two of the three alternatives requiring new property purchase. Request for proposals for MAI appraisers was distributed and receipt of proposals is pending. Appraisals should be completed in July, 2001. A recommended option will be based on total acquisition and development cost.

Developer J. L. Bray expressed interest in constructing a turn-key facility to be either owned or leased by the City and County.

Project Title: West Modesto

Project Description: Development of West Modesto Collaborative project with the Health Services Agency, Community Services Agency, Probation Department, the Library, Behavioral Health & Recovery Services, etc.

Project Initiation: 12/1/98 **Anticipated Completion:** 2/16/02

Team Leader: Tim Fedorchak

Project Update: The architect anticipates groundbreaking on or about July 1, 2001. Interest has been expressed in conducting a groundbreaking ceremony. Construction drawings are currently in plan review with the City of Modesto Building Inspection department and tentative approval is estimated in late June. All comments from users have been incorporated into the final design. Interior design proposals have been received and a recommendation is forthcoming.

Two additional items are requested for consideration in the building that were not originally anticipated: 1) a building Energy Management System (est. cost +/- \$7,000) to enhance energy efficiency and result in utility cost savings over the lease term; and 2) installation of an electronic card reader system at 16 locations at an estimated cost of approximately \$47,000 due to the multiple hours and uses of the facility and the security and access needs of the tenants.

Division: CARE Unit

Division Manager: Reagan Wilson

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.

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: The CARE Unit has contracted with California State University, Stanislaus Extended Education to conduct a training needs assessment of county employees. The needs assessment survey will be designed in conjunction with the Institute Committee. The survey will be administered and analyzed by a professor at Stanislaus State.

Project Title: Baldrige Training - Staff Level

Project Description: To implement a one-day Introduction to Baldrige course for staff at all levels of the organization to teach staff about the Malcolm Baldrige National Quality Award criteria and to develop internal instructors for this course.

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

Team Leader: Claudia Krausnick

Project Update: The first Introduction to Baldrige class was offered to county staff and was taught by a Baldrige expert. Three county employees are in training to teach the course. At the time the internal experts begin to teach the class, it will be offered once a month.

Project Title: California Award for Performance Excellence (State Baldrige equ

Project Description: To coordinate an on-site C.A.P.E. Examiner Certification seminar for designated staff in county departments.

Project Initiation: 4/1/01 **Anticipated Completion:** 8/30/01

Team Leader: Claudia Krausnick

Project Update: A California Award for Performance Excellence (state Baldrige equivalent) Examiner Certification class is scheduled. Seventeen employees have registered to attend and will be certified as C.A.P.E. Examiners when they have completed the training. All certified examiners are encouraged to serve on statewide examiner teams to assess applications for the C.A.P.E. Award.

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:** 8/1/01

Team Leader: Reagan Wilson

Project Update: No status change.

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:** 12/1/01

Team Leader: Reagan Wilson

Project Update: No status change.

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:** 12/1/01

Team Leader: Reagan Wilson

Project Update: No status change.

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:** 12/1/01

Team Leader: Reagan Wilson

Project Update: No status change.

Project Title: Parks TQM team facilitation

Project Description: Facilitation of Parks TQM Team

Project Initiation: 2/1/01 **Anticipated Completion:** 8/1/01

Team Leader: Christy Kneller

Project Update: Met with the individual teams and provided guidance on how to prepare their action plan. The final draft will be sent out to the stakeholders later this summer.

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:** 6/30/01

Team Leader: Reagan Wilson

Project Update: A review is being conducted on the appropriate assignment of this training.

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: Jeff Lambaren

Project Update: The CARE Unit has purchased some additional resources to assist with Process Management Training. The Unit purchased a reference book and a periodical subscription which will assist with the process of developing control charts to assist department with their process management.

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:** 6/30/01

Team Leader: Reagan Wilson

Project Update: No status change.

Project Title: Strategic Planning Implementation/Evaluation

Project Description: To provide coordination and assistance to departments in developing strategic plans and to assist in conducting Baldrige criteria evaluation of the departmental strategic plans.

Project Initiation: 4/1/01 **Anticipated Completion:** 4/1/02

Team Leader: Claudia Krausnick

Project Update: Based on the results of the strategic planning implementation survey, departments have begun meeting with a Baldrige expert to receive assistance in developing or completing their departmental strategic plans. Two departments met with Denise Shields, the Baldrige expert, to receive feedback on draft strategic plans. One additional department has established a departmental steering committee and the committee will meet with Denise Shields to begin the development of a strategic plan.

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:** 6/30/01

Team Leader: Claudia Krausnick

Project Update: Planning group for Team Stanislaus Orientation has been formed and a planning meeting will be held in July.

Division: Clerk of the Board

Division Manager: Christine Ferraro-Tallman

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

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 Agenda Process Focus Group met and made modifications to the Board Agenda Request Form (the green sheet). These modifications have been sent to the CEO for final review and approval. The Focus Group is now reviewing the instructions on the back side of the Action Agenda Summary (yellow sheet) for changes.

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:** 12/1/01

Team Leader: Christine Ferraro-Tallman

Project Update: New software has yet to be installed for the enhanced search engine.

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:** 12/31/01

Team Leader: Christine Ferraro-Tallman

Project Update: The Public Rosters, the Fact Sheets and the application for the Boards and Commissions and Special Districts is now on the County's web site. This information provides access to the public that was previously only available at local libraries and from the Clerk of the Board of Supervisors' office.

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 Clerk of the Board (COB) staff recently met with the CARE Unit and Denise Shields to discuss the next steps in the process of completing the COB Strategic Plan.

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.

Project Title: Geographical Information System (GIS) User-Group Task Force

Project Description: GIS User-group task force

Project Initiation: 2/1/00 **Anticipated Completion:** 12/31/01

Team Leader: Keith Boggs

Project Update: The GIS user-group has completed the centralized GIS analysis. Mr. Emerson (CIO) is now in the process of implementing many of the components to this plan. The user-group task force will be reconvened under Mr. Emerson's direction in the coming weeks as the GIS redistricting project unfolds. This task force project has completed its assignment.

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: 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:** 3/13/01

Team Leader: Monica Nino-Reid

Project Update: The 2001-2002 Proposed Budget was approved by the Board of Supervisors on June 19, 2001. The Final Budget Hearing is scheduled for September 11, 2001 at 9:20 a.m. Departments are being asked to submit any changes for the Final Budget to the Chief Executive Office by July 24, 2001. Fiscal Year 2000-2001 is scheduled to close on July 27, 2001, and shortly thereafter the County fund balance will be known.

Project Title: County/California Nurses Association Labor Negotiations
Project Description: Contract negotiations covering employees assigned to the bargaining unit represented by California Nurses' Association.
Project Initiation: 6/21/01 **Anticipated Completion:** 9/30/01
Team Leader: Gina Leguria
Project Update: The parties have scheduled negotiation dates starting June 21, 2001. The County team will meet in June to prepare for the negotiation sessions.

Project Title: County/DSA Labor Negotiations
Project Description: Contract negotiations covering employees assigned to the bargaining unit represented by DSA.
Project Initiation: 4/17/01 **Anticipated Completion:** 6/30/01
Team Leader: Gina Leguria
Project Update: Negotiations have been completed. The tentative agreement was approved by the Board on June 5, 2001.

Project Title: County/SCEA AFSCME Contract Negotiations
Project Description: Contract negotiations covering employees assigned to the four bargaining units represented by SCEA/AFSCME Local 10
Project Initiation: 4/24/01 **Anticipated Completion:** 9/30/01
Team Leader: Eileen Melson
Project Update: The County and SCEA AFSCME Local 10 have begun negotiations through the facilitated Interest Based approach. The Superior Court is also participating in the discussions, however, they will have their own labor agreement specific to the Superior Court. The team has participated in two days of training and has met three times.

Project Title: County/SEIU 535 Labor Negotiations
Project Description: Contract negotiations covering employees assigned to the bargaining unit represented by SEIU Local 535.
Project Initiation: 4/17/01 **Anticipated Completion:** 6/30/01
Team Leader: Gina Leguria

Project Update: County and labor representatives spent 2 days together in April learning the interest based approach to contract negotiations. The parties met 4 times in May. There are 50+ issues on the list for discussion. Meetings are scheduled through June 30.

Project Title: County/Sergeants Labor Negotiations
Project Description: Contract negotiations covering employees assigned to the bargaining unit represented by the Sergeants.
Project Initiation: 12/20/00 **Anticipated Completion:** 4/30/01
Team Leader: Gina Leguria
Project Update: County and labor representatives spent 2 days together in April learning the interest-based approach to contract negotiations. The parties met four times in May. There were 50+ issues on the list for discussion. Meetings were scheduled through June 30 and negotiations have been completed..

Project Title: Health Services Agency Action Plan
Project Description: Staff will prepare an Action Plan for the Board of Supervisors' review that contains options to reduce and eliminate the Health Services Agency's deficit.
Project Initiation: 6/19/01 **Anticipated Completion:** 9/11/01
Team Leader: Reagan Wilson
Project Update: Health Services Agency and CEO staff are developing a plan that will delineate options available to the Board to further reduce and eliminate the \$4.6 million deficit of the clinics. The Plan will define each option in terms of impacts to the community's health status, impacts to health care access, and impacts on clinic finances.

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:** 6/30/01
Team Leader: Pat Sweeny
Project Update: Risk Management is now a successful participant in the Project List report. By July 2001, Purchasing will also be a part of the report.

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 meet and refine both the Incentive Plan and the new evaluation system. Information should be distributed to the departments and employees during the next month.

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:** 12/31/01
Team Leader: Reagan Wilson
Project Update: In June, the I-CJIS (Integrated County Justice Information System) committee accepted the Feasibility Study prepared by ThirdWave Corporation and our Management Information Services department. The committee has agreed on a recommendation and is developing a funding plan to present to the Board. The Redistricting project is further supporting the Strategy by using the Internet as a delivery vehicle. Department heads recently approved a set of Information Technology principles and directions.

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 County and the Superior Court are working toward a transition of the Court to its new, independent status. The Court provided an option for settlement of the Civil Assessment fees. This option is being reviewed with a financial impact on the County currently being assessed.

Division: RMD - Administration

Division Manager: David L Dolonar

Mission Statement: Manage risks, reduce frequency, severity and associated cost of claims for County employees through education and communication.

Project Title: Challenge Grant Award Application

Project Description: Complete Challenge Grant Award application and write a 15 page description of the CEO-Risk Management Division's strategic planning process, strategic plan and associated benchmarking data.

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

Team Leader: David L Dolonar

Project Update: Application submitted and has been assigned to a team of certified examiners. A detailed Feedback Report will be sent in approximately 4 - 6 weeks.

Project Title: Health Care Organization

Project Description: Form a task force to explore the concept of Health Care Organizations (HCO) in the area of Workers' Compensation.

Project Initiation: 7/1/00 **Anticipated Completion:** 1/1/02

Team Leader: David L Dolonar

Project Update: Corel presented additional information to the local chapter of the Disability Management Employers Coalition in April of this year. The next county taskforce meeting will be in July.

Project Title: Risk Management - Balanced Scorecard

Project Description: To develop the CEO-Risk Management Division's Balanced Scorecard.

Project Initiation: 4/1/00 **Anticipated Completion:** 6/1/02

Team Leader: David L Dolonar

Project Update: The Risk Management Balanced Scorecard Team will meet the County Balanced Scorecard Team in July. As information becomes available the Risk Management Team will proceed with the scorecard.

Project Title: Strategic Plan

Project Description: To develop a multi-year strategic plan.

Project Initiation: 5/1/99 **Anticipated Completion:** 5/31/01

Team Leader: David L Dolonar

Project Update: Plan completed - Developing draft brochure for distribution to department heads and staff.

Project Title: Streamline Driver Authorization Program

Project Description: To streamline the Driver Authorization Program to reduce amount of time currently required for increased effectiveness and efficiency.

Project Initiation: 7/1/01 **Anticipated Completion:** 1/1/02

Team Leader: David L Dolonar

Project Update: Two benchmark studies have been conducted with neighboring counties. The program will begin to develop revisions to streamline the process in the coming months.

Division: RMD - Disability Manage

Division Manager: David L Dolonar

Mission Statement: Manage risks, reduce frequency, severity and associated cost of claims for County employees through education and communication.

Project Title: Brochure for Pregnancy

Project Description: Create and produce a concise brochure covering leave issues pertaining to pregnancy. Pregnancy leave often incorporate Family and Medical Leave, California Family Rights Act, Pregnancy Disability Leave, Sick Leave, SDI, Vacation and unpaid leave status.

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

Team Leader: Peggy Huntsinger

Project Update: Draft revisions in progress.

Project Title: Job Task Analysis Completion for Remaining Jobs.
Project Description: Complete Job Task Analysis for all job classifications within the County with the exception of key employee positions.
Project Initiation: 7/1/01 **Anticipated Completion:** 6/1/02
Team Leader: Peggy Huntsinger
Project Update: Expected project completion date remains 6/1/02. Phase 5C nearing completion, as of this date a total of 162 Job Task Analysis (JTA) have been completed. The balance of JTAs will be completed and posted to the web by August.

Project Title: Medical Records Retention
Project Description: Investigate laws requiring medical record retention, develop a matrix w/various timelines. Investigate various storage options, develop a P & P to comply w/laws that impact the medical record retention requirements.
Project Initiation: 4/1/00 **Anticipated Completion:** 9/1/02
Team Leader: Peggy Huntsinger
Project Update: A taskforce is being formed to work on this issue. The first meeting of the taskforce will be August of this year. The anticipated completion date is being moved back to September of 2002.

Project Title: Post Offer Preplacement Testing
Project Description: Train hiring authorities on physical agilities testing and ergonomic screening protocols. Develop a monitoring process between Personnel, Departments, CEO-RMD, H.S.A. & Anderson & Baim. Develop Benchmarking Criteria.
Project Initiation: 4/1/01 **Anticipated Completion:** 7/1/01
Team Leader: Peggy Huntsinger
Project Update: Anticipated completion date extended to 10/01/01 due to additional time required in the review process.

Project Title: Pre-Employment Medical Screening

Project Description: Survey other counties to see if they have pre-employment medical screening, what job classifications they screen and request copies of their protocol. Form a task force, review data received & determine a course of direction.

Project Initiation: 1/1/98 **Anticipated Completion:** 1/1/02

Team Leader: Peggy Huntsinger

Project Update: The taskforce will meet in August to establish to establish a timeline for the project.

Project Title: Return to Work Brochure

Project Description: Create and produce a brochure explaining the Return to Work process. This tool should assist in conveying information to our injured workforce.

Project Initiation: 5/1/01 **Anticipated Completion:** 7/1/01

Team Leader: Peggy Huntsinger

Project Update: Draft completed and will be distributed by 7/1/01. This will extend completion date to 9/1/01.

Division: RMD - Employee Benefits

Division Manager: David L Dolnar

Mission Statement: Manage risks, reduce frequency, severity and associated cost of claims for County employees through education and communication.

Project Title: Pacific Business Group on Health Cal Linx

Project Description: Automatic Carrier and PBGH Eligibility

Project Initiation: 7/1/00 **Anticipated Completion:** 1/1/02

Team Leader: Barbara Cooper

Project Update: Continue to work with M.I.S. staff and health plan carrier on designing and testing the format for this project.

Project Title: Voluntary Benefits Program
Project Description: Menu of voluntary benefits packaged with administration.
Project Initiation: 7/1/00 **Anticipated Completion:** 7/1/02
Team Leader: Barbara Cooper
Project Update: Developing a Request for Proposal (RFP) with the Purchasing Department. Anticipate completion of the RFP 7/31/01. In early August we will send out to three vendors and advertise in local newspaper and on the County website.

Project Title: WEB Enrollment
Project Description: Employee Benefits in self-serve format.
Project Initiation: 1/1/01 **Anticipated Completion:** 1/1/02
Team Leader: Barbara Cooper
Project Update: While waiting for PeopleSoft upgrade to 8.0 (which has WEB capabilities), we are creating a Universal Enrollment/Change Form for all Health Plans, Dental and Vision. Because there is no actual date for the upgrade, this project is dependent on that decision.

Division: RMD - Liability Claims/In
Division Manager: David L Dolinar
Mission Statement: Manage risks, reduce frequency, severity and associated cost of claims for County employees through education and communication.

Project Title: Liability Claims Procedure Manual
Project Description: Create a manual for General Liability and Insurance procedures.
Project Initiation: 3/1/01 **Anticipated Completion:** 7/1/01
Team Leader: Ed Fenton
Project Update: Final draft in progress.

Board Priority #5 - Achieve Multi-Jurisdictional Cooperation

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.

Project Title: Ag Center Water Feature

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

Project Initiation: 8/1/99 **Anticipated Completion:** 12/31/01

Team Leader: Richard Jantz

Project Update: Project is in abeyance until a decision is made regarding the relocation of the 10th Street Place water feature.

Project Title: CSUS/SCEDCO 10th Street

Project Description: Co-locating to Tenth Street Place

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

Team Leader: Patricia Hill Thomas

Project Update: While design documents are complete to re-bid the tenant improvements for SCEDCO, CSUS, Stanislaus and the Business Library, the efforts between SCEDCO and the Work Force Investment Board provide a new opportunity for collaboration at 10th Street Place. Discussions are underway to acquire additional space for the WorkForce Investment Board and CSUS Stanislaus to enhance their future location at 10th Street Place. If plans proceed quickly, the space at the 1st floor of 10th Street Place could be occupied by January, 2002.

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: Final arrangements are being made for project close-out as the final plans and space for SCEDCO/CSUS Stanislaus and the Business Library are completed and the other portions of the project including final millwork and operational issues are being resolved.

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.

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: COMPAQ, via our relationship with a local vendor, has provided six complete computer systems in support of the Connecting Stanislaus access initiative. The six units are being used as seed/start-up for several high profile learning centers in rural, high need areas of our community.

We are finalizing a community resource guide, in both Spanish and English, which highlights all free and nominal charge technology centers in Stanislaus County. There are new learning centers in Keyes and Newman. Additionally, and possibly the most exciting learning center, is the Seniornet site scheduled to come on line just after Labor Day in September. Here, we have partnered with the Center for Senior Employment, the Sunrise Rotary, Area Agency on Aging, and DET to bring a senior focused learning center to the downtown area adjacent to Ralston Towers and the downtown main branch library. In addition to these learning centers, we are working with the Modesto Chamber and approximately 20 local internet service providers and technology sector private businesses to bring Connecting Stanislaus, The Event, to the DoubleTree Hotel in October. The two-day technology faire is planned with a two-fold focus: The first day will be targeted at business, government, and health care with the second day targeting family, education, and community based organizations.

Project Title: Teenwork
Project Description: Support annual statewide youth
Project Initiation: 1/1/85 **Anticipated Completion:** 4/22/00
Team Leader: Bob Allaire
Project Update: The California Friday Night Live Partnership , with the active participation of Mr. Allaire and the Teenwork Board, hired Myel Jenkins as the Administrator. Ms. Jenkins office will be in Visalia at the Tulare County Office of Education.

Board Priority #6 - Model Community Leadership

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

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: On May 3rd, fifteen Designer Qualifications were received and were reviewed by the Screening Panel of Foundation and County Members, and eight firms were found to be qualified. One firm dropped out due to work load and on 5/21 & 5/22 seven firms were interviewed for the short list. The short list of Gordon Carrier, ELS, HHPA and de Leon/ Del Campo was announced on 5/24. HHPA later dropped out due to the limited construction budget. On 5/29 a meeting was held with the firms and the user groups to provide information. The vision concepts are due 6/20 with presentations on 6/22. The budget and cost model were discussed with the Architect. The issue will be decided by the Designer Concept submissions since they are required to meet the original budget.

Project Title: Visioning Process

Project Description: Vision of the Future of the Region

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

Team Leader: Reagan Wilson

Project Update: The Visioning Group met on May 30th. The County and the cities' Planning Directors met with the group to discuss the best approach to the implementation of the visioning statements as they relate to land use. Also an update on the transportation funding shortfall was presented by County staff. The County Chief Executive Officer also discussed with the Visioning group the City Managers' recommendation as to the structure of the Economic Development Bank. As proposed by the City Managers, the WIB will make final recommendations to the Board of Supervisors regarding the use of funds from the Bank for economic development activities. The City Managers will act in an advisory role to the WIB. The Visioning Group briefly discussed their role as to the coordination of policy that impacts the entire county and makes possible implementation of the visioning statements.

Project Title: Water Coalition

Project Description: Water Coalition

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

Team Leader: Richard Jantz

Project Update: The San Joaquin Valley Water Coalition has not met in this reporting period. The County has made its second annual contribution of \$10,000 to the Water Coalition for administrative support and outreach work.

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.

Project Title: Agricultural Conservation

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

Project Initiation: 4/1/00 **Anticipated Completion:** 12/31/01

Team Leader: Richard Jantz

Project Update: Stanislaus Farm Land Trust meeting continues on a monthly basis.

Project Title: Organizational/Corporate Citizenship

Project Description: Work with County departments/employees and our community partners (Volunteer Center, Center for Human Services and others)

Project Initiation: 9/1/98 **Anticipated Completion:** 12/31/01

Team Leader: Bob Allaire

Project Update: Keith Boggs and Bob Allaire continue to work with the Volunteer Center of the United Way in implementing the Employee Mentoring Program. Over 100 County employees are now mentoring. Over 65 County employees volunteered in the Academic Intervention Mentoring (AIM) Project at Catherine Everett School and Fairview School. This program will begin this month at Schackelford School through the leadership of staff from the Community Service Agency. The Mentor Site Coordinators conducted their quarterly meeting and decided to begin a new mentor recruitment later this summer.



**CHIEF EXECUTIVE OFFICE PROJECT LIST
COMPLETED PROJECTS
June, 2001**

Title of Project	Manager	Team Leader	Actual Completion Date
Injured Worker Survey	David Dolanar	Peggy Huntsinger	5/1/01
RMD Project List	David Dolanar	David L. Dolanar	5/1/01
Landfill	Reagan Wilson	Reagan Wilson	5/1/01
CEO Reorganization	Reagan Wilson	Reagan Wilson	5/1/01
Baldrige Implementation	Cathy Bankson	Claudia Krausnick	4/30/01
Benchmarking Training and Development	Cathy Bankson	Claudia Krausnick	4/30/01
Institute Administration	Cathy Bankson	Claudia Krausnick	4/30/01
Project List	Pat Sweeny	Pat Sweeny	4/17/01
Life Insurance Vendor Change	David L. Dolanar	Barbara Cooper	4/1/01
Animal Services Modular Kennel Project	Patricia Hill Thomas	Andy Casazza	3/1/01
Mayenne-Stanislaus County Leadership Project	Cathy Bankson	Cathy Bankson	3/1/01
County News - Employees Newsletter	Reagan Wilson	Virginia Madueno	2/1/01
Human Resources Automation	Patricia Hill Thomas	Gina Leguria	1/1/01
Human Resources - Re-engineering	Patricia Hill Thomas	Gina Leguria	1/1/01
Empire Tot Lot	Patricia Hill Thomas	Pat Sweeny	1/1/01
Doctors Medical Center/HSA Contract Issues	Reagan Wilson	Reagan Wilson	1/1/01
State of County Video	Reagan Wilson	Becky Hackler	1/1/01
Facilitation for Library	Cathy Bankson	Claudia Krausnick	12/7/00
Emergency Dispatch Center (EDC) Project	Patricia Hill Thomas	John Nichols	11/8/00
Emergency Dispatch Center Move	Patricia Hill Thomas	John Nichols	11/3/00
County Center III Demolition	Patricia Hill Thomas	Andy Casazza	11/3/00
Regional Criminal Justice Training Center MOU	Reagan Wilson	Reagan Wilson	10/2/00
County Transportation Planning	Reagan Wilson	Richard Jantz	10/1/00
Team Leader Consultation / Coordination	Cathy Bankson	Claudia Krausnick	9/30/00
Marketing Institute Classes	Cathy Bankson	Claudia Krausnick	9/30/00
Strategic Planning Training	Cathy Bankson	Claudia Krausnick	9/30/00
Institute Evaluation Measurement	Cathy Bankson	Claudia Krausnick	9/30/00
On-site Facilitator Seminar	Cathy Bankson	Claudia Krausnick	9/30/00
Training Needs Assessment	Cathy Bankson	Claudia Krausnick	9/30/00
CEO Balanced Scorecard Team	Cathy Bankson	Claudia Krausnick	9/30/00
4MAT Redesign	Cathy Bankson	Claudia Krausnick	9/30/00
Balanced Scorecard Consultation	Cathy Bankson	Claudia Krausnick	9/30/00
Effective Meeting Curriculum Design	Cathy Bankson	Christy Kneller	9/30/00
CSUS Academic Credit	Cathy Bankson	Claudia Krausnick	9/30/00

Title of Project	Manager	Team Leader	Actual Completion Date
Institute Strategic Planning	Cathy Bankson	Claudia Krausnick	9/30/00
Cal Poly USDA Limited Resource Farmer Conference	Reagan Wilson	Michele Lavery	9/30/00
District Attorney Office Reorganization	Patricia Hill Thomas	Eileen Melson	9/12/00
Juvenile Hall Expansion	Patricia Hill Thomas	Gary Crawshaw	8/22/00
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
Baldrige Training	Cathy Bankson	Claudia Krausnick	7/31/00
Statistics Training	Cathy Bankson	Claudia Krausnick	7/31/00
Organizational/Corporate Citizenship	Richard Jantz	Bob Allaire	7/31/00
Keeping Public Informed About Board of Supervisors	Reagan Wilson	Libby Lane	7/31/00
Jail Medical Contract Renewal	Patricia Hill Thomas	Pat Sweeney	7/31/00
Updating Board of Supervisor Web Page	Reagan Wilson	Virginia Madueno	7/31/00
CCQS Applications	Cathy Bankson	Cathy Bankson	7/31/00
Leadership Retreat	Cathy Bankson	Christy Kneller	7/30/00
Renegotiation of Indigent Defense Contracts	Patricia Hill Thomas	Arlene Stevens	7/14/00
Resident Negotiations	Reagan Wilson	Pat Sweeney	7/1/00
Instructor Newsletter	Cathy Bankson	Christy Kneller	7/1/00
Groundwater Advisory Facilitation	Cathy Bankson	Cathy Bankson	7/1/00
Instructor Development On-site Seminar	Cathy Bankson	Claudia Krausnick	6/30/00
Water Use and Conservation	Richard Jantz	Richard Jantz	6/1/00
Ag Video Conference Center	Richard Jantz	Richard Jantz	6/1/00
Asset-Based Mapping (CSU Stanislaus)	Richard Jantz	Bob Allaire	6/1/00
4MAT instructor recertification	Cathy Bankson	Claudia Krausnick	5/31/00
County Leadership Team Retreat	Cathy Bankson	Cathy Bankson	5/31/00
County Schools Leadership 2000 Partnership	Cathy Bankson	Claudia Krausnick	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
DET House of Quality	Cathy Bankson	Christy Kneller	5/31/00
Institute Committee Retreat	Cathy Bankson	Claudia Krausnick	5/31/00
Instructor Appreciation Reception	Cathy Bankson	Christy Kneller	5/31/00
Open House for County Center III, building 19	Cathy Bankson	Christy Kneller	5/31/00
4MAT Assessment Workshop	Cathy Bankson	Claudia Krausnick	5/31/00
StanCog Facilitation	Cathy Bankson	Christy Kneller	5/31/00
Sally Port	Patricia Hill Thomas	Gary Crawshaw	5/30/00
Administration Building/SCOE	Patricia Hill Thomas	Andy Casazza	5/30/00
Center III Building One Remodel	Patricia Hill Thomas	Andy Casazza	5/30/00