

COUNTY ADMINISTRATOR'S OFFICE

BIRGITTA E. CORSELLO
COUNTY ADMINISTRATOR
COUNTY OF SOLANO

COUNTY ADMINISTRATOR'S OFFICE
675 TEXAS STREET, SUITE 6500
FAIRFIELD, CA 94533-6342
(707) 784-6100



To: Board of Supervisors
From: Birgitta Corsello, County Administrator
Date: August 23, 2012
Subject: Biweekly Update of Significant Issues

1. County Administrator's Update on Contracts

The County Administrator did not sign any contracts of significance since the last Significant Issues update.

2. Modified Operations to Improve Custodial Services

In an effort to improve custodial service and to provide increased coverage during normal business hours, the General Services Department will be implementing changes in custodial operations that will eliminate the swing shift (4:30 p.m. to 12:30 a.m.) and organize the custodial operation into designated work teams to improve the overall level of service to County departments. The new custodial service operation will shift from a standard 40-hour work week to a modified 9/80 work schedule that will provide service from 6:00 a.m. to 6:00 p.m. Monday through Thursday and 6:00 a.m. to 5:00 p.m. on Fridays. Implementation of this change is anticipated to take place in September 2012.

The primary focus of the custodial work plan is to clean public lobbies, restrooms, clinics, high-traffic areas, and remove trash on a daily basis. Vacuuming will be done at scheduled times to minimize disruption to the extent possible. Conference rooms will be cleaned on as as-needed basis and dusting will be performed as time and resources allow.

The General Services Department and the Human Resources Department have completed the meet-and-confer process with the affected unions: Stationary Engineers Local 39 and SEIU Local 1021. In addition, General Services has discussed the proposed changes with the custodial staff.

It is anticipated that the new working hours and team approach to providing services will improve morale and provide a higher level of capacity and accountability to ensure the best possible cleanliness and condition of County buildings.

Any custodial issues arising after business hours will be handled in accordance with current policy, which includes contacting Sheriff dispatch at 421-7090.

- Contact: Jason Campbell, Facilities Operations Manager, Department of General Services, 421-6335

3. Sale of County Real Property

On August 14, 2012, the Board of Supervisors adopted a resolution ratifying the Purchase and Sale Agreement with Gil Asido for the sale of the County-owned surplus real property located at 228 Broadway Street in Vallejo for \$113,000. The sale was the result of a public bid process, which, less closing costs, generated \$112,044 in one-time revenue for the County General Fund. The transaction closed escrow on August 16, 2012.

- Contact: Keith Hanson, Real Estate Manager, Department of General Services, 784-7906

4. County Wins Award for Role in Combating European Grapevine Moth

The U.S. Department of Agriculture's Animal and Plant Health Inspection Service (APHIS) has selected Jim Allan, Solano County Agricultural Commissioner, and Linda Pinfold, Deputy Agricultural Commissioner, to share in a 2012 APHIS Administrator's Award for their exceptional cooperative effort in successfully preventing the establishment of the European Grapevine Moth through science and regulatory-based initiatives, which resulted in the protection of the \$5.7 billion grape and tree fruit industry in California.

Solano County was on the periphery of the European Grapevine Moth infestation; the bulk of the moths were detected in Napa County. The first moth confirmed in Solano County was on April 19, 2010. Portions of the county were then quarantined to isolate the moth and its opportunities to travel to other regions. In addition, the department worked with land owners to seek voluntary compliance with strategies to further contain the moth. By the end of 2010, there were 11 moths detected on ten sites, mostly in the Suisun Valley and Green Valley areas. No moths were detected in 2011 and 2012. The areas affected by the European Grapevine Moth went from 100,959 moths detected on more than 360 sites in 2010 to only 77 moths detected at 13 sites in 2012. The southern half of the Suisun Valley is expected to be released from quarantine as early as next week, which will be in time for the grape harvest.

- Contact: Jim Allan, Agricultural Commissioner/Sealer of Weights & Measures, 784-1480

5. Gomer School Discussion Delayed Until September 25th

In response to public comment at the July 24, 2012 Board of Supervisors meeting, the Department of Resource Management was directed to report back to the Board with an update on the Office of Education's disposition of the Gomer School site at 4522 Abernathy Road in the Suisun Valley area. Since that meeting, the Board of Education voted to receive a report from the Solano County Board of Education 7-11 Advisory Committee; however, no action was taken. It is expected that the Board of Education will review the recommendations of the 7-11 Advisory Committee over the coming weeks and take action at their next scheduled meeting on September 12, 2012. Accordingly, the Department requested that this item be deferred until September 25, 2012 to allow the Board of Education to take action on Gomer School prior to the Board of Supervisors' discussion.

- Contact: Bill Emlen, Director, Department of Resource Management, 784-6062

6. Second Chance Act National Demonstration Project Funding Augmented and Extended

On April 14, 2009, the Board approved a grant application in the amount of \$630,000 (dollar for dollar match) annually through September 2012, serving 160 women annually who re-enter the

local community after release from jail. The program was successful with a recidivism rate fluctuating between a low 11% and a high 21% (compared to an average 46% statewide). As a result, the Department of Justice chose Solano County to further evaluate the effectiveness of re-entry services for women and augment funding by \$389,000 through March 31, 2013.

- Contact: Stephan Betz, Assistant Director for Operations, Health and Social Services, 784-8500

7. AB109 Prompts Purchase of Catastrophic Inmate Medical Insurance

In response to the challenges addressing anticipated increases in health care costs associated with prisoner realignment (AB109), the County has purchased an insurance policy for catastrophic medical costs associated with inmate health care. At present, the existing contracted medical insurance covers incurred medical costs, to a specific maximum dollar amount, for in-jail medical care. The recently purchased catastrophic medical insurance coverage will provide, subject to deductibles and a policy limit, off-site inpatient hospital services and outpatient surgical and attending physician services.

The State's 2011 public safety realignment plan shifts responsibility for low-level offenders from the State to counties and is anticipated to bring higher medical costs for inmate health care to counties. The additional catastrophic medical insurance is designed to mitigate some of the financial risk associated with the public safety realignment plan.

- Contact: Bonnie Kolesar, Risk Manager, Human Resources, 784-2962

8. County Vacancy Rate Report as of August 4, 2012

There were 2,579.6 allocated positions in the County as of the August 4, 2012 pay period, of which 205.675 or 7.97% were vacant. Departments obtained authorization to fill 111 of those vacant positions, which represents a vacancy rate of 4.47% for requested positions. A spreadsheet detailing the vacancies by department attached.

- Contact: Marc Fox, Director, Human Resources, 784-2552



COUNTYWIDE VACANCY REPORT

Department	Current # Allocations	Current # Filled	Current # Vacant	Current # Req's	Current % Requested to Fill	Pay Period of 08/04/12		Pay Period of 07/07/12		Pay Period of 12/24/11		Pay Period of 07/09/11		Pay Period of 12/25/10		Pay Period of 07/10/10		Pay Period of 12/26/09	
						Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate
Agriculture	17.5	17	0.5	0	N/A	0.00%	2.86%	0.00%	2.86%	5.71%	5.71%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	9.09%
Assessor/Recorder	48	46.5	1.5	1	66.67%	2.11%	3.30%	2.11%	3.13%	2.13%	2.13%	2.22%	10.20%	7.69%	9.43%	2.00%	5.77%	0.00%	0.00%
Auditor/Controller	31	30	1	2	200.00%	6.25%	3.23%	0.00%	0.00%	0.00%	0.00%	0.00%	3.33%	3.23%	3.23%	3.13%	3.13%	3.13%	6.06%
Board of Supervisors	10	9.75	0.25	0	N/A	0.00%	2.50%	0.00%	2.50%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Cooperative Extension-UC	2	2	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
County Administrator's Office	23	22	1	1	100.00%	4.35%	4.35%	4.35%	8.33%	0.00%	4.17%	4.00%	7.69%	4.00%	7.69%	11.54%	14.81%	4.76%	16.67%
- CAO - Administration	14	13	1	1	100.00%	7.14%	7.14%	7.14%	7.14%	0.00%	0.00%	7.14%	13.33%	7.14%	13.33%	20.00%	25.00%	10.00%	30.77%
- CAO - Clerk of the BOS	2	2	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
- CAO - 1st 5	7	7	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	12.50%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
County Counsel	17.55	17.55	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	6.76%	0.00%	2.11%	0.00%	2.96%	0.00%	7.72%
Child Support Services	106	103	3	2	66.67%	1.90%	2.83%	0.94%	0.94%	0.00%	0.95%	3.85%	4.76%	7.41%	5.66%	1.90%	3.27%	0.00%	1.40%
Information Technology	52	50	2	2	100.00%	3.85%	3.85%	3.85%	3.85%	0.00%	0.00%	0.00%	1.92%	0.00%	1.75%	0.00%	0.00%	0.00%	6.45%
District Attorney	113.5	109	4.5	1	N/A	0.91%	3.96%	0.00%	3.67%	1.89%	4.39%	1.91%	10.15%	0.00%	6.81%	0.85%	6.30%	3.94%	10.29%
General Services	90.6	86.6	4	0	N/A	0.00%	4.42%	0.00%	4.44%	0.00%	2.25%	1.07%	1.07%	0.86%	2.53%	0.00%	3.20%	0.72%	4.39%
Health & Social Services	1084.95	951.28	133.675	62	46.38%	6.12%	12.32%	7.77%	12.59%	5.12%	9.60%	4.42%	10.83%	3.13%	7.20%	4.62%	8.14%	3.34%	9.28%
- H&SS - Admin	69	66	3	1	33.33%	1.49%	4.35%	2.94%	7.04%	2.99%	10.96%	9.66%	12.08%	0.00%	2.58%	0.00%	5.56%	2.45%	4.22%
- H&SS - CWS	108	105	3	2	66.67%	1.87%	2.78%	3.70%	4.59%	3.00%	3.00%	6.00%	9.62%	0.00%	1.90%	7.62%	8.49%	0.00%	7.44%
- H&SS - E&ES	343.15	311.4	31.75	27	85.04%	7.98%	9.25%	12.15%	13.66%	7.80%	8.10%	5.50%	10.43%	2.33%	6.67%	3.56%	5.19%	5.12%	9.25%
- H&SS - FHS	161.5	105.575	55.925	14	25.03%	11.71%	34.63%	11.54%	21.94%	13.79%	26.04%	10.61%	13.81%	4.72%	8.50%	14.00%	14.55%	1.53%	10.41%
- H&SS - IHSS	3.75	3.75	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	20.00%	0.00%	25.00%	0.00%	25.00%
- H&SS - MH Managed Care	7	7	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	25.00%	0.00%	25.00%	0.00%	12.50%	0.00%	0.00%
- H&SS - MH	135.5	116.25	19.25	8	41.56%	6.44%	14.21%	6.26%	10.97%	0.79%	7.13%	0.68%	15.32%	4.20%	10.90%	4.50%	11.61%	1.56%	6.02%
- H&SS - ODAS	55.5	53.5	2	1	50.00%	1.83%	3.60%	1.83%	3.60%	1.83%	3.60%	3.60%	10.08%	3.48%	9.76%	0.00%	2.06%	4.12%	26.19%
- H&SS - PHS	130.05	114.3	15.75	7	44.44%	5.77%	12.11%	5.89%	20.17%	1.71%	9.28%	0.87%	8.80%	6.69%	8.72%	3.72%	8.33%	5.70%	9.11%
- H&SS - Substance Abuse	17.5	17.5	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	5.13%	7.50%	0.00%	15.22%
- H&SS - Welfare Admin	54	51	3	2	66.67%	3.77%	5.56%	3.77%	5.56%	2.96%	8.39%	0.00%	4.20%	4.32%	5.67%	5.76%	8.14%	4.26%	9.40%
Human Resources	25	22	3	4	133.33%	15.38%	12.00%	15.38%	15.38%	0.00%	3.85%	0.00%	5.66%	3.64%	3.64%	3.85%	10.71%	3.45%	9.68%
Library	111.5	108.75	2.75	1	36.36%	0.91%	2.47%	1.80%	2.02%	0.00%	1.10%	0.00%	3.22%	0.00%	5.86%	0.00%	5.26%	0.77%	4.43%
Probation	198.5	180.5	18	10	55.56%	5.25%	9.07%	5.26%	10.89%	7.35%	8.60%	2.11%	9.49%	0.92%	1.83%	0.00%	2.44%	0.00%	5.03%
Public Defender	71.5	71	0.5	1	N/A	1.39%	0.70%	0.00%	0.00%	4.17%	2.82%	4.35%	4.35%	2.70%	2.70%	4.35%	4.35%	0.00%	12.35%
Resources Management	111	108	3	1	33.33%	0.92%	2.70%	1.83%	3.17%	2.74%	4.48%	0.90%	2.64%	2.74%	2.71%	0.00%	2.72%	1.75%	11.79%
- Delta Water Act Division	1	0	1	0	N/A	0.00%	100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
- Public Works	61	60	1	1	100.00%	1.64%	1.64%	1.64%	0.83%	5.04%	6.61%	1.65%	3.25%	4.72%	4.72%	0.00%	1.57%	3.15%	16.33%
- Resource Management	49	48	1	0	N/A	0.00%	2.40%	2.08%	4.08%	0.00%	2.00%	0.00%	1.96%	0.00%	2.17%	0.00%	4.35%	0.00%	5.66%
Sheriff's Office	449	423	26	22	84.62%	4.94%	5.79%	5.09%	4.87%	6.37%	6.35%	2.22%	2.45%	0.99%	1.47%	2.92%	3.27%	1.12%	4.22%
Treasurer-Tax Collector-County Clerk	13	12	1	1	100.00%	7.69%	7.69%	7.14%	0.00%	8.33%	15.38%	7.69%	7.69%	0.00%	0.00%	0.00%	6.67%	0.00%	0.00%
Veterans Services	4	4	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	20.00%	0.00%	0.00%	16.67%	0.00%	0.00%	0.00%	0.00%
Countywide Total	2579.600	2373.925	205.675	111.00	53.97%	4.47%	7.97%	5.02%	7.87%	4.18%	6.60%	2.93%	7.27%	2.32%	4.93%	2.79%	5.56%	1.93%	7.28%