

# COUNTY ADMINISTRATOR'S OFFICE

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COUNTY OF SOLANO

COUNTY ADMINISTRATOR'S OFFICE  
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To: Board of Supervisors  
From: Birgitta Corsello, County Administrator  
Date: April 1, 2013  
Subject: Biweekly Update of Significant Issues

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## **1. County Administrator's Update on Contracts**

The County Administrator signed the following contracts of significance since the last Significant Issues update:

- Human Resources, a contract with W. Brown Creative Partners (effective March 14, 2013 to October 31, 2013) to conduct the recruitment of the director of Health and Social Services, for a total of \$27,300
- Human Resources, a contract with JobAps, Inc. (effective November 8, 2012 to March 31, 2014) to provide annual maintenance and technical support for the employment application software, for a total of \$42,257.

## **2. County Partners with Food Bank of Contra Costa & Solano Community Produce Program**

Health and Social Services and the Food Bank of Contra Costa and Solano have partnered to provide two distribution locations for the Food Bank's new Community Produce Program. The Nutrition Services Program and Employment and Eligibility Division worked with the Food Bank to have the Beck/Courage campus in Fairfield and the Tuolumne Street campus in Vallejo as distribution locations.

The Community Produce Program features a customized, refrigerated truck with the exclusive purpose of distributing produce to communities in need. The truck will make 40 to 60 stops per month at strategic locations in low-income areas to distribute an estimated 18 pounds of fresh produce per household. A County nutrition educator will accompany the truck to help educate clients through cooking demonstrations, tastings and education displays.

The distribution on County campuses will begin in April 2013 and the schedules are below:

- Tuolumne Street – Vallejo campus: distribution occurs in the courtyard on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays from noon to 1 p.m.
- Beck/Courage Drive – Fairfield campus: distribution occurs in the small parking lot next to the Dental Clinic on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays from 2 to 3 p.m.

This project helps address Solano Public Health's goals of improving the livability of communities, decreasing the incidence of chronic diseases through improving access to healthy foods and providing healthy, affordable food options to clients.

- Contact: Denise Kirnig, Senior Health Services Manager, Health & Social Services, 784-8131

### **3. Gun Buyback Program Collects 344 Weapons**



The Solano County Law Enforcement community conducted the first ever countywide "Gun Buyback Program" on March 9, 2013 from 10 a.m. to 3 p.m. on March 9, 2013 at the Solano County Fairgrounds. The goal of the operation was simple: to get as many illegal and unwanted guns off the streets of Solano County as possible. During the five-hour period, a total of 344 weapons were collected, including 113 handguns, 67 shotguns, 163 rifles (multiple assault rifles), and one military rocket launcher.

In addition to support from every law enforcement agency in the county and the Solano County Fairgrounds, a coalition of public officials, faith-based organizations, local businesses, health agencies, school districts and local charitable foundations were assembled. The event was held in conjunction with Congressman Mike Thompson, Assemblywoman Susan Bonilla, Supervisors John Vasquez and Erin Hannigan.

Funding for this operation was provided primarily through asset forfeiture funds from the Vallejo Police Department and Solano County SOLNET, which includes the Sheriff's Office and District Attorney. Additional funding was provided by the following: Six Flags, Vallejo Police Officers Association, Friendship Missionary Baptist Church, Team Chevrolet, Matt Garcia Foundation, Kaiser Permanente, Assemblywoman Susan Bonilla and Congressman Mike Thompson.

- Contact: Capt. Don Bevins, Sheriff's Office, 784-1713

### **4. County Vacancy Rate Report as of March 16, 2013**

There were 2,614.15 allocated positions in the County as of the March 16, 2013 pay period, of which 220.325 or 8.43% were vacant. Departments obtained authorization to fill 146 of those vacant positions, which represents a vacancy rate of 5.75% for requested positions. A spreadsheet detailing the vacancies by department is attached.

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



**COUNTYWIDE VACANCY REPORT**

Department	Current # Allocations	Current # Filled	Current # Vacant	Current # Req's	Current % Requested to Fill	Pay Period of 03/16/13		Pay Period of 12/22/12		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		
						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	Vacancy Rate for Requisitioned Positions
Agriculture	18	17	1	1	100.00%	5.56%	5.56%	0.00%	5.56%	0.00%	2.86%	5.71%	5.71%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Assessor/Recorder	48	47	1	1	100.00%	2.08%	2.08%	0.00%	0.00%	2.11%	3.13%	2.13%	2.13%	2.22%	10.20%	7.69%	9.43%	2.00%	5.77%	
Auditor/Controller	32	30	2	1	50.00%	3.23%	6.25%	9.09%	6.25%	0.00%	0.00%	0.00%	0.00%	0.00%	3.33%	3.23%	3.23%	3.13%	3.13%	
Board of Supervisors	10	9.75	0.25	0	N/A	0.00%	2.50%	0.00%	2.50%	0.00%	2.50%	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	0	0.00%	0.00%	4.35%	4.35%	4.35%	4.35%	8.33%	0.00%	4.17%	4.00%	7.69%	4.00%	7.69%	11.54%	14.81%	
- CAO - Administration	14	13	1	0	0.00%	0.00%	7.14%	7.14%	7.14%	7.14%	7.14%	0.00%	0.00%	7.14%	13.33%	7.14%	13.33%	20.00%	25.00%	
- 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%	0.00%	12.50%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
County Counsel	17.55	16.55	1	1	100.00%	5.70%	5.70%	10.78%	5.70%	0.00%	0.00%	0.00%	0.00%	0.00%	6.76%	0.00%	2.11%	0.00%	2.96%	
Child Support Services	106	106	0	0	N/A	0.00%	0.00%	4.72%	4.72%	0.94%	0.94%	0.00%	0.95%	3.85%	4.76%	7.41%	5.66%	1.90%	3.27%	
Information Technology	53	51	2	0	N/A	0.00%	3.77%	1.96%	3.85%	3.85%	3.85%	0.00%	0.00%	0.00%	1.92%	0.00%	1.75%	0.00%	0.00%	
District Attorney	117	111	6	5	83.33%	4.31%	5.13%	8.51%	8.12%	0.00%	3.67%	1.89%	4.39%	1.91%	10.15%	0.00%	6.81%	0.85%	6.30%	
General Services	90.6	84.6	6	4	66.67%	4.51%	6.62%	1.15%	5.52%	0.00%	4.44%	0.00%	2.25%	1.07%	1.07%	0.86%	2.53%	0.00%	3.20%	
Health & Social Services	1097.00	966.175	130.825	96	73.38%	9.04%	11.93%	9.09%	12.48%	7.77%	12.59%	5.12%	9.60%	4.42%	10.83%	3.13%	7.20%	4.62%	8.14%	
- H&SS - Admin	69	63	6	3	50.00%	4.55%	8.70%	4.41%	5.80%	2.94%	7.04%	2.99%	10.96%	9.66%	12.08%	0.00%	2.58%	0.00%	5.56%	
- H&SS - CWS	114	111.5	2.5	3	120.00%	2.62%	2.19%	6.11%	5.70%	3.70%	4.59%	3.00%	3.00%	6.00%	9.62%	0.00%	1.90%	7.62%	8.49%	
- H&SS - E&ES	343.15	318.15	25	19	76.00%	5.64%	7.29%	6.43%	6.70%	12.15%	13.66%	7.80%	8.10%	5.50%	10.43%	2.33%	6.67%	3.56%	5.19%	
- H&SS - FHS	169.5	110.675	58.825	41	69.70%	27.03%	34.71%	25.07%	37.27%	11.54%	21.94%	13.79%	26.04%	10.61%	13.81%	4.72%	8.50%	14.00%	14.55%	
- 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%	0.00%	0.00%	20.00%	0.00%	25.00%	
- H&SS - MH Managed Care	9	8.75	0.25	0	N/A	0.00%	2.78%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	25.00%	0.00%	25.00%	0.00%	12.50%		
- H&SS - MH	134	115.5	18.5	16	86.49%	12.17%	13.81%	9.28%	13.15%	6.26%	10.97%	0.79%	7.13%	0.68%	15.32%	4.20%	10.90%	4.50%	11.61%	
- H&SS - ODAS	56	53	3	2	66.67%	3.64%	5.36%	5.41%	6.25%	1.83%	3.60%	1.83%	3.60%	10.08%	3.48%	9.76%	0.00%	2.06%		
- H&SS - PHS	131.1	117.35	13.75	9	65.45%	7.12%	10.49%	8.04%	11.43%	5.89%	20.17%	1.71%	9.28%	0.87%	8.80%	6.69%	8.72%	3.72%	8.33%	
- H&SS - Substance Abuse	17.5	17.5	0	0	N/A	0.00%	0.00%	0.00%	2.86%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	5.13%	7.50%	
- H&SS - Welfare Admin	50	47	3	3	100.00%	6.00%	6.00%	6.00%	6.00%	3.77%	5.56%	2.96%	8.39%	0.00%	4.20%	4.32%	5.67%	5.76%	8.14%	
Human Resources	26	24	2	2	100.00%	7.69%	7.69%	20.00%	23.08%	15.38%	15.38%	0.00%	3.85%	0.00%	5.66%	3.64%	3.64%	3.85%	10.71%	
Library	108.5	104.25	4.25	3	70.59%	2.80%	3.92%	1.86%	5.16%	1.80%	2.02%	0.00%	1.10%	0.00%	3.22%	0.00%	5.86%	0.00%	5.26%	
Probation	209.5	181.5	28	7	25.00%	3.71%	13.37%	6.65%	9.43%	5.26%	10.89%	7.35%	8.60%	2.11%	9.49%	0.92%	1.83%	0.00%	2.44%	
Public Defender	74	71	3	3	100.00%	4.05%	4.05%	1.40%	2.08%	0.00%	0.00%	4.17%	2.82%	4.35%	4.35%	2.70%	2.70%	4.35%	4.35%	
Resources Management	110	106	4	1	N/A	0.93%	3.64%	0.00%	2.70%	1.83%	3.17%	2.74%	4.48%	0.90%	2.64%	2.74%	2.71%	0.00%	2.72%	
- Delta Water Act Division	1	0	1	0	N/A	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
- Public Works	61	59	2	1	50.00%	1.67%	3.28%	0.00%	1.64%	1.64%	0.83%	5.04%	6.61%	1.65%	3.25%	4.72%	4.72%	0.00%	1.57%	
- Resource Management	48	47	1	0	N/A	0.00%	2.08%	0.00%	2.04%	2.08%	4.08%	0.00%	2.00%	0.00%	1.96%	0.00%	2.17%	0.00%	4.35%	
Sheriff's Office	455	427	28	21	75.00%	4.69%	6.15%	6.59%	6.80%	5.09%	4.87%	6.37%	6.35%	2.22%	2.45%	0.99%	1.47%	2.92%	3.27%	
Treasurer-Tax Collector-County Clerk	13	13	0	0	N/A	0.00%	0.00%	0.00%	0.00%	7.14%	0.00%	8.33%	15.38%	7.69%	7.69%	0.00%	0.00%	0.00%	6.67%	
Veterans Services	4	4	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	20.00%	0.00%	0.00%	16.67%	0.00%	0.00%	
<b>Countywide Total</b>	<b>2614.150</b>	<b>2393.825</b>	<b>220.325</b>	<b>146.00</b>	<b>66.27%</b>	<b>5.75%</b>	<b>8.43%</b>	<b>6.67%</b>	<b>8.81%</b>	<b>5.02%</b>	<b>7.87%</b>	<b>4.18%</b>	<b>6.60%</b>	<b>2.93%</b>	<b>7.27%</b>	<b>2.32%</b>	<b>4.93%</b>	<b>2.79%</b>	<b>5.56%</b>	