

**Grand Jury Recommendations Quarterly Status Update  
March 31, 2008**

**2005-2006 FINAL REPORT**

**EL DORADO COUNTY COURT SECURITY**

**GJ 05-032**

**2R. Recommendation:** Immediately relocate the metal detector in Building C to provide screening of both Departments 7 and 8. Install gates to close off court areas when in recess.

**Original Response to Recommendation 2R:** The recommendation requires further analysis. Staffs in the General Services Department and the Chief Administrative Office will conduct an analysis of security for Department 7, for the purpose of identifying possible alternatives. The analysis should be complete by the end of 2006.

**Status as of March 31, 2007:** This recommendation has not yet been implemented, but will be implemented in the future. Preliminary plans have been drafted for the addition of a security door to close off the court functions when not in recess. These plans have received the approval of both the County Fire Marshall and the Building Department. Anticipate installation of the security door by summer 2007.

**Status as of September 30, 2007:** This recommendation has not yet been implemented, but will be implemented in the future. General Services is currently awaiting a building permit to install a security door to close off the court functions when the courts are not in recess. Formal approval from the County Fire Marshall is still required and could delay the permit issuance.

**Status as of December 31, 2007:** This recommendation has not yet been implemented, but will be implemented in the future. This recommendation is currently being implemented. The security door has been installed; card lock installation is in progress. Expected project completion is February 29, 2008.

**Status as of March 31, 2008:** This recommendation has been implemented. The security door has been installed with card lock.

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**2006-2007 First Midterm Report**

**BOARD OF SUPERVISORS VACANCY**

**GJ 06-019**

**Recommendation 1R.**

Amend Section 203 of the El Dorado County Charter to include its own criteria, which goes beyond California Government Code, Section 1770 (g), in defining standards on when a vacancy occurs for failure to discharge duties of the office.

**Original Response to Recommendation 1R:** The recommendation requires further analysis. Amendments to the County Charter can only be amended by a majority vote of the electors voting in a countywide general or special election. The next countywide election is anticipated to be held in June of 2008. Charter amendments may be placed on a ballot by the Board of Supervisors or by petition signed by at least 10% of the electors who voted in the last gubernatorial election. In order to ensure a thorough analysis and to provide for public participation in the entire process, the Board of Supervisors will convene a Charter Review Committee to study this recommendation and if appropriate, provide the Board with proposed Charter amendments for placement on the June, 2008 ballot. The Chief Administrative Officer will return to the Board with information regarding the filing deadline to place measures on the June, 2008 ballot and recommendations on the budget and composition of the Charter Review Committee within three months of the Board's adoption of a final response to this Grand Jury report.

**Status as of March 31, 2007:** The recommendation requires further analysis. Subsequent to the original response, further research on the convening of a Charter Review Committee revealed that Board of Supervisors must convene a Committee within five years of the last Charter review per Section 701 of the County Charter. The Board last convened a Charter Review Committee in the fall of 2003. Consequently, the Board must convene a Charter Review Committee in the fall of 2008. Because the entire Charter will be subject to review in the next 18 months, it is more practical and expedient to have the Board address a single Charter issue and convene a Charter Review Committee next year.

On March 6, 2007 the Board directed the Chief Administrative Officer (CAO) and County Counsel to draft an amendment to the County Charter addressing the expedient replacement of a member of the Board of Supervisors. The CAO will bring the draft amendment to the Board of Supervisors in time for placement on the June 2008 ballot.

The legal deadline for the Board to place a measure on the June 2008 ballot is March 7, 2008. However, given the associated deadlines for ballot layout, notification and printing, the Recorder-Clerk/Registrar of Voters would like the measures no later than January 30, 2008. The CAO will to bring a draft Charter amendment to the Board no later than January, 2008.

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**Status as of September 30, 2007: The recommendation requires further analysis.** The Chief Administrative Office is researching appropriate standards for declaring a vacancy on the Board of Supervisors. The Chief Administrative Office has also met with the County Registrar of Voters and elections staff to discuss placement of a charter amendment on the ballot and the timing of special elections relative to supervisorial terms. In consultation with County Counsel, the Chief Administrative Office is working on a draft charter amendment for the Board of Supervisors consideration. Consistent with the March 31 updated response to the Grand Jury's recommendation, the CAO will bring a draft Charter amendment to the Board no later than January, 2008.

**Status as of December 31, 2007: The recommendation requires further analysis.** The Chief Administrative Office has prepared a recommendation regarding the proposed Charter amendment. The Board of Supervisors is scheduled to discuss this item at the January 8, 2008 meeting.

**Status as of March 31, 2008: The recommendation will not be implemented because it is not warranted.** Consistent with the March 31, 2007 updated response to the Grand Jury's recommendation, the CAO brought recommendations and a draft Charter amendment to the Board on January 8, 2008. The Board of Supervisors took no formal action on Grand Jury's recommendation to amend the Charter to include its own criteria, which goes beyond California Government Code, Section 1770 (g), in defining standards on when a vacancy occurs for failure to discharge duties of the office. However, by consensus, the Board recommended that the Charter Review Committee review this matter when it is convened.

**2R. Recommendation:** Amend Section 203 of El Dorado County Charter to provide a different method, rather than a special election, by which a supervisor vacancy can be filled within the last year of a supervisor's term.

**Original Response to Recommendation 2R: The recommendation requires further analysis.** Amendments to the County Charter can only be amended by a majority vote of the electors voting in a countywide general or special election. The next countywide election is anticipated to be held in June of 2008. Charter amendments may be placed on a ballot by the Board of Supervisors or by petition signed by at least 10% of the electors who voted in the last gubernatorial election. In order to ensure a thorough analysis and to provide for public participation in the entire process, the Board of Supervisors will convene a Charter Review Committee to study this recommendation and if appropriate, provide the Board with proposed Charter amendments for placement on the June, 2008 ballot. The Chief Administrative Officer will return to the Board with information regarding the filing deadline to place measures on the June, 2008 ballot and recommendations on the budget and composition of the Charter Review Committee within three months of the Board's adoption of a final response to this Grand Jury report.

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per Section 701 of the County Charter. The Board last convened a Charter Review Committee in the fall of 2003. Consequently, the Board must convene a Charter Review Committee in the fall of 2008. Because the entire Charter will be subject to review in the next 18 months, it is more practical and expedient to have the Board address a single Charter issue and convene a Charter Review Committee next year.

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**2006-07 GRAND JURY FINAL REPORT**

**El Dorado County Jail, Placerville**

**GJ 06-039**

**Recommendation 4a:**

Review safety policy and procedures, note the date of each review, and revise policy and procedures if necessary. Ensure all emergency plans meet or exceed Title 15, Section 1029, Policy and Procedures Manuals and include:

- fire suppression preplan as required by Section 1032
- escape, disturbances, and the taking of hostages
- civil disturbance
- natural disasters
- periodic testing of emergency equipment storage, issue and use of weapons, ammunition, chemical agents, and related security devices.

**Original Response to Recommendation 4a:** The recommendation has not yet been implemented but will be implemented in the future. The Sheriff's Office expects to implement this recommendation by year's end.

**Status as of December 31, 2007:** The recommendation has not yet been implemented but will be implemented in the future. Jail emergency plans have been reviewed. Sheriff's Office staff is still acquiring resource and information for transportation and housing of inmates from a various public and private agencies.

**Status as of March 31, 2008:** The recommendation has been implemented. Sheriff's Office jail staff periodically review safety policy and procedures, updating as required or necessary. The latest review/updating occurred on February 19, 2008.

**Recommendation 4b:**

Schedule training in emergency procedures including periodic drills. Initiate and maintain documents that record the date, time, type of training and names of staff who attend the training and drills.

**Original Response to Recommendation 4b:** The recommendation has not yet been implemented but will be implemented in the future. An emergency drill has been planned with the fire department and will be performed within six months. The training will be documented and maintained.

**Status as of December 31, 2007:** The recommendation has not yet been implemented but will be implemented in the future. The Sheriff's Office has not conducted a drill yet as it requires coordination with the Office of Emergency Services. Sheriff OES staff have had increased responsibilities in the aftermath of the Angora Fire which have prevented them from helping to properly coordinate such an exercise. A drill is still envisioned for the near future.

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**Status as of March 31, 2008: The recommendation has been implemented.** On January 11, 2008, Sheriff's Office of Emergency Services staff provided to sergeants and lieutenants assigned to the Placerville Jail a certified course in the Incident Command System. On February 4, 2008 Sheriff's Office of Emergency Services staff provided the jail sergeants and lieutenants a practical application table top exercise in jail emergency procedures, including evacuations of inmates.

A component of the evacuation plan is the activation of mutual aid through the Office of Emergency Services. The Sheriff's Office has established an agreement with the Sacramento County Sheriff's Department to house El Dorado County inmates in emergency circumstances.

Additionally, the Sheriff's Office is preparing a functional drill utilizing role players. A date has not yet been set.

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**El Dorado County Facilities**

**GJ 06-045**

**Recommendation 3:**

The cooling tower should be replaced [in Building B].

**Original Response to Recommendation 3:** The recommendation has not been implemented, but will be implemented in the future. General Services, Facilities division, has the cooling tower listed, but not scheduled, as a future CIP. The estimated implementation timeframe is spring, 2008.

**Status as of December 31, 2007:** The recommendation has not been implemented, but will be implemented in the future. The recommendation is currently being implemented. Specifications are written and the project is on schedule for completion in the spring of 2008.

**Status as of March 31, 2008:** The recommendation has not been implemented, but will be implemented in the future. The recommendation is currently being implemented. Specifications are written and the project is going out to bid prior to 4/15/08. The project is on schedule for completion in the spring or fall of 2008.

**Recommendation 4:**

Repair or replace worn carpet [in the El Dorado Center, South Lake Tahoe].

**Original Response to Recommendation 4:** The recommendation has not yet been implemented but will be implemented in the future. A Project Manager from General Services will inspect the carpeting in the near future. If necessary, by the end of the year we will schedule repair or replacement of carpet that may present a tripping hazard.

**Status as of December 31, 2007:** The recommendation has not yet been implemented but will be implemented in the future. The recommendation is currently being implemented. Stairway and elevator carpeting are both scheduled for replacement by January 31, 2008.

**Status as of March 31, 2008:** The recommendation has been implemented. In addition to stairway and elevator carpeting, 3<sup>rd</sup> floor carpeting in need of replacement has been addressed.

**Recommendation 8:**

Post emergency evacuation signs in appropriate areas [in the El Dorado Center, South Lake Tahoe].

**Original Response to Recommendation 8:** The recommendation has not been implemented but will be implemented in the near future. General Services maintenance personnel will

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work with a General Services design drafter and department personnel to develop and post emergency evacuation signs by the end of this year.

**Status as of December 31, 2007: The recommendation has not been implemented but will be implemented in the near future.** The recommendation is currently being implemented. Staff is in the process of making emergency exit signage. Anticipated completion is by January 31, 2008.

**Status as of March 31, 2008: The recommendation has been implemented.** Evacuation signs completed and installed.

**Recommendation 19:**

Display prominent direction signs [to the South Lake Tahoe Administration Building].

**Original Response to Recommendation 19: The recommendation has not yet been implemented but will be implemented in the future.** General Services Building Maintenance personnel will address this issue by the end of the year.

**Status as of December 31, 2007: The recommendation has not been implemented but will be implemented in the near future.** The project has been assigned to a project manager and will be addressed in the early spring of 2008.

**Status as of March 31, 2008: The recommendation has not been implemented but will be implemented in the near future.** This project is on hold due to scheduled road work in the area where the sign is to be placed. General Service's personnel will revisit this project in the fall of 2008.

**Recommendation 23:**

Post emergency evacuation signs in appropriate areas [of the South Lake Tahoe Courthouse].

**Original Response to Recommendation 23: The recommendation has not yet been implemented but will be implemented in the future.** General Services maintenance personnel will work with a GS design drafter and department personnel to develop and post emergency evacuation signs by the end of the year.

**Status as of December 31, 2007: The recommendation has not yet been implemented but will be implemented in the future.** The recommendation is currently being implemented. Staff is in the process of designing emergency evacuation signage. Anticipated completion is by January 31, 2008.

**Status as of March 31, 2008: The recommendation has not yet been implemented but will be implemented in the future.** The recommendation is currently being implemented. Staff is in the process of designing emergency evacuation signage. Anticipated completion is by April 15, 2008



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**Recommendation 24:**

Install clearly visible exit signage where needed [in the South Lake Tahoe Courthouse].

**Original Response to Recommendation 24:** The recommendation has not yet been implemented but will be implemented in the future. General Services Building Maintenance personnel will schedule installation of exit signage by the end of the year.

**Status as of December 31, 2007:** The recommendation has not yet been implemented but will be implemented in the future. The recommendation is currently being implemented. Staff is in the process of designing emergency exit signage. Anticipated completion is by January 31, 2008.

**Status as of March 31, 2008:** The recommendation has not yet been implemented but will be implemented in the future. The recommendation is currently being implemented. Staff is in the process of designing emergency exit signage. Anticipated completion is by April 15, 2008.

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**Wraparound Program Audit**

**GJ 06-049**

**Recommendation 1.5:**

Direct the Interagency Advisory Council to prepare an analysis for the Board of Supervisors regarding why six Wraparound program service allocation slots are sufficient relative to total need of the program's target population in the County.

**Original Response to Recommendation 1.5:** *The recommendation has not yet been implemented, but will be implemented in the future.* As noted above, the County already is in the process of determining whether additional slots are needed, fully in compliance with the evaluating timeframes adopted by the Board of Supervisors in response to the 2006 Grand Jury report. It should be noted that determining a ratio of slots to target population is not a State requirement; our County's participation in Wraparound is a matter of County policy with State concurrence, and any change in number of slots would have a County General Fund impact.

Regarding the number of Wraparound slots, the audit contains a chart (Table 1.2) comparing El Dorado County to six other counties. The chart compares numbers of slots per 100,000 population. No explanation is offered for why these six particular counties were selected, but the clear implication is that other counties are serving a higher percentage of youth than El Dorado County. However, at the time of the study there were no Wraparound programs in at least twenty-three California counties, none of which were included in the chart. Also, one of the counties listed (Alameda), was no longer providing Wraparound services, although it was planning to reestablish a program with more restrictive guidelines on use of funds than our own. Another county listed (Santa Cruz) had services focused on probation youth, again more restrictive than our program. There is no analysis of the percentage of slots that each county actually had filled at the time the chart was prepared (El Dorado would have shown 100%; Alameda may have shown 0%). There is no analysis of the many demographic factors involved in determining appropriate service levels.

**Status as of December 31, 2007:** **The recommendation has not yet been implemented, but will be implemented in the future.** SB 163 Wraparound serves an average of 40 children per month with the funds generated by 6 allocated slots; the number of children placed in group homes by El Dorado County agencies is typically less than 35 in any given month; children in or at risk of group home placement are SB 163's legislated target population.

As of June 30, 2007, in addition to the 6 children in funding slots, 8 of the 35 children receiving discretionary services met legislated criteria for slotted services. 5 of these children had a prior history of group home placement and the other 3 were at extremely high risk for entering such placement.

Given the recent increase in Mental Health Department service rates, the consistent rate of referrals to the SB 163 Wraparound program and the mandated allocation of program savings to

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other programs or services, DHS anticipates a request to the Board of Supervisors, during the next budget cycle, for additional slots in order to at least maintain current service levels for Fiscal Year 2008 – 2009.

**Status as of March 31, 2008: The recommendation will not be implemented because it is not reasonable.** SB 163 Wraparound serves an average of 40 children per month with the funds generated by 6 allocated slots; the number of children placed in group homes by El Dorado County agencies is typically <30 in any given month (a decrease from the previous reporting period number of <35 in any given month); children in or at risk of group home placement are SB 163's legislated target population.

While the rate of referral to the program is consistent and there have been recent increases to the cost of Mental Health services for program participants, SB 163 Wraparound has sufficient funds in reserve to forego an increase in slots and still maintain current service levels over the coming year. Given the current state and county budget issues it seems most prudent to use program reserves to maintain the SB 163 Wraparound program without a request for additional slots at a 60% county and 40% state cost for each than to continue allocating those reserves to other child welfare service projects. While such projects are beneficial to the community and should be supported whenever feasible, it is not reasonable to request additional funds in the current fiscal situation for a program that can maintain its operations without them over the coming fiscal year.

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**El Dorado County Information Technologies**

**GJ 06-050**

**Recommendation 1:**

Contract with an independent professional IT consultant to evaluate the County's Information Technologies Strategic Plan and establish an ERP that meets the current and future business needs of the County. The consultant's Statement of Work shall include:

- evaluating and reporting on the County's ERP efforts
- assessing the efficiency of County IT Systems
- identifying the risks of continuing to operate in maintenance mode with current infrastructure and aging applications
- addressing IT budgetary challenges.

**Original Response to Recommendation 1: The recommendation requires further analysis.** As indicated in the report any implementation of the recommendation will need funding in order to implement any modernization or replacement of systems in the future.

Funding in the amount of \$80,000 for the evaluation of the County's Financial System, to be conducted by an independent professional consultant, was requested by I.T. from savings in the Fiscal Year 2006-2007 budget request; however, due to budgetary constraints, funding was not appropriated. Additionally, funding in the amount of \$50,000 was requested in the Fiscal Year 2007-2008 budget request for consulting services for the Land Management Information System; however, due to budgetary constraints funding was not appropriated.

In the interim, I.T. is conducting further analysis as to the operational deficiencies of the various systems identified in the finding, and as to whether the appropriate action plan would be to replace or modify the systems. I.T. staff is currently meeting with key users of the systems, documenting the known deficiencies and shortcomings, along with recommendations for improvement, replacement or reengineering.

I.T. will continue to propose funding for fulfilling the recommendations in this report. However, given current budget constraints, funding is not expected until at least fiscal year 2009-10.

I.T. will continue to modify and/or enhance the systems to provide the best possible efficiency and effectiveness, given the available resources and budget constraints.

**Status as of December 31, 2007: The recommendation requires further analysis.** There is no change to the original response.

**Status as of March 31, 2008: The recommendation requires further analysis.** There is no change to the original response.