

**Grand Jury Recommendations Quarterly Status Update  
December 31, 2007**

**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.

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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.

**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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**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.

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**2006-07 GRAND JURY FINAL REPORT**

**El Dorado County Advisory Committee to the In-Home Supportive Services**

**GJ 06-033**

**Recommendation 2a:** Provide respite care for providers.

**Original Response to Recommendation 2a:** The recommendation has not yet been implemented, but will be implemented in the future. Implementation of this recommendation will be contingent upon identifying and securing funding to provide respite care, with a goal of establishing this service by January 2008.

**Status as of December 31, 2007:** The recommendation has been implemented. The Department of Human Services has a contract with two local vendors which can be utilized to provide in-home support services for appointed IHSS Advisory Committee provider members that are need of respite for their elderly or disabled recipient while they are participating in official IHSS Advisory Committee business (meetings, trainings, etc.).

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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.

**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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**El Dorado County Facilities**

**GJ 06-045**

**Recommendation 1:**

Correct the deteriorating and slippery conditions [on the footbridge between Building A and Building B].

**Original Response to Recommendation 1: The recommendation has not been implemented, but will be implemented in the future.** General Services will schedule painting by the end of the year. General Services is currently researching a highly textured, anti-slip paint.

**Status as of December 31, 2007: The recommendation has been implemented.** The footbridge was replaced in October of 2007.

**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.

**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.

**Recommendation 5:**

Take action to eliminate the mold [in the El Dorado Center, South Lake Tahoe].

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**Original Response to Recommendation 5:** This recommendation has not yet been implemented but will be implemented in the future. General Services Building Maintenance personnel will inspect, analyze and correct any substandard deficiencies by the end of the year.

**Status as of December 31, 2007: The recommendation has been implemented.** The mold was removed and the area is being monitored by building maintenance personnel.

**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 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.

**Recommendation 13:**

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

**Original Response to Recommendation 13:** The recommendation has not yet been implemented but will be implemented in the future. General Services maintenance personnel will 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 been implemented.** Emergency evacuation signs have been posted.

**Recommendation 14:**

Post correct maximum capacity sign in the library meeting room [of the South Lake Tahoe Library].

**Original Response to Recommendation 14:** The recommendation has not yet been implemented but will be implemented in the future. General Services maintenance personnel will work with a General Services design drafter and department personnel to develop and post a maximum capacity sign by the end of this year.



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**Status as of December 31, 2007: The recommendation has been implemented.** A maximum occupancy sign has been posted.

**Recommendation 15:**

Install exit signs [in the South Lake Tahoe Library].

**Original Response to Recommendation 15: The recommendation has not yet been implemented but will be implemented in the future.** General Services maintenance personnel will install exit signs by the end of the year.

**Status as of December 31, 2007: The recommendation has been implemented.** The library has all exit signs in place.

**Recommendation 17:**

Repair leaks in roof [of the South Lake Tahoe Administration Building].

**Original Response to Recommendation 17: The recommendation has not yet been implemented but will be implemented in the future.** El Dorado Roofing will address this issue in the by the end of the year.

**Status as of December 31, 2007: The recommendation has been implemented.** Building maintenance personnel will continue to monitor to assure that the leaks are fixed.

**Recommendation 18:**

Eliminate the rodent problem [in the South Lake Tahoe Administration Building].

**Original Response to Recommendation 18: 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 been implemented.** An exterminator was called and addressed the issue.

**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.

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**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.

**Recommendation 20:**

Minimize or eliminate the source of the noise [in the reception area of the South Lake Tahoe Administration Building].

**Original Response to Recommendation 20: This recommendation requires further analysis.** Staff will investigate the finding by the end of the year and take corrective action if appropriate.

**Status as of December 31, 2007: The recommendation will not be implemented because it is not warranted.** During a November site inspection, no untoward or unusual level of noise was found in the reception area.

**Recommendation 21:**

Repair or replace carpet [in the South Lake Tahoe Courthouse].

**Original Response to Recommendation 21: The recommendation has not yet been implemented but will be implemented in the future.** Carpet replacement along with addressing ADA and ADR issues are current capital projects and are scheduled for completion within the fiscal year.

**Status as of December 31, 2007: The recommendation has been implemented.** Carpet was replaced along with addressing ADA and ADR issues. Additionally, carpet was replaced on the upper floor.

**Recommendation 22:**

Repair or replace the exhaust fan [in the men's restroom in Department Three of the South Lake Tahoe Courthouse].

**Original Response to Recommendation 22: The recommendation has not yet been implemented but will be implemented in the near future.** General Services Building Maintenance personnel will schedule repair by the end of the year.

**Status as of December 31, 2007: The recommendation has been implemented.** Maintenance personnel replaced the fan.

**Recommendation 23:**

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

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**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.

**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.

**Recommendation 26:**

Install wheelchair access where needed [in the South Lake Tahoe Courthouse].

**Original Response to Recommendation 26:** The recommendation has not yet been implemented but will be implemented in the future. General Services Facilities personnel are currently working on a contract to address ADA issues in the Court. The contractor will address relevant ADA issues by spring, 2008.

**Status as of December 31, 2007:** The recommendation has been implemented. ADA and ADR issues have been addressed in the Courthouse.

**Recommendation 27:**

Install appropriate lighting, security cameras and provide a secure and safe parking lot for employees [in the South Lake Tahoe Courthouse].

**Original Response to Recommendation 27:** The recommendation requires further analysis. General Services facilities personnel will work with Courts personnel to address the safe and secure parking issue by the end of the year.

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**Status as of December 31, 2007: The recommendation has been implemented.** Building maintenance personnel have repaired all parking lot lights. A camera with zoom and rotation capabilities overlooks the staff parking area and is monitored by corrections staff.

**Recommendation 28:**

Investigate and eliminate the source of the health hazard [at the South Lake Tahoe Courthouse].

**Original Response to Recommendation 28: The recommendation requires further analysis.** By the end of the year General Services facilities personnel will work with Courts personnel to investigate address the health hazard in the near future.

**Status as of December 31, 2007: The recommendation will not be implemented because it is not warranted.** A project manager assigned to research the recommendation surveyed the parking lot and found no evidence of infectious materials.

**Recommendation 30:**

Provide a secure holding cell [at the South Lake Tahoe Courthouse].

**Original Response to Recommendation 30:** The recommendation requires further analysis. See response to Finding 29. **(The respondent partially disagrees with the finding.** General Services facilities personnel will work with Courts personnel to investigate the need for a secure holding cell and address the need as required.)

**Status as of December 31, 2007: The recommendation will not be implemented because it is not warranted.** Prisoners scheduled for court are placed in a holding cell in the jail, secured and walked to the courtroom where they are placed in the jurisdiction of the court bailiff. After the court session is over, the prisoner is again secured and walked back to the holding cell.

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**2006-07 GRAND JURY FINAL REPORT**

**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.

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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.