

**Grand Jury Recommendations Status Update  
June 30, 2009**

**2006-07 Grand Jury Final Report**

**El Dorado County Facilities**

**GJ 06-045**

**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.

**Status as of June 30, 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.

**Status as of September 30, 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. A Project Manager will check on the schedule for the road work by October 15, 2008.

**Status as of December 31, 2008:** The recommendation has not been implemented but will be implemented in the future. This project is on hold due to scheduled road work in the area where the sign is to be placed. A Project Manager checked on the scheduled road work in October of 2008 and will recheck the status of the road project in the spring of 2009.

**Status as of June 30, 2009:** The recommendation will not be implemented because it is not reasonable. Following the dissolution of the General Services Department, the Department of Transportation (DOT) has assumed responsibility for county facilities. Due to budget constraints, DOT must allocate its personnel and other resources to more critical facility needs at this time.

**Grand Jury Recommendations Status Update  
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**2006-07 Grand Jury Final Report**

**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.

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**Status as of June 30, 2008:** The recommendation requires further analysis. There is no change to the original response.

**Status as of September 30, 2008:** The recommendation requires further analysis. There is no change to the original response.

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

**Status as of June 30, 2009:** The recommendation requires further analysis. It was stated that funding would not be available until FY 2009-10. Funding will not be available in the operation budget in FY 2009-10. However in FY 2009-10, alternate methods of funding will be pursued for implementation in future years.

**Grand Jury Recommendations Status Update  
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**2007-08 Final Report Part 1**

**El Dorado County Juvenile Hall  
Placerville**

**Recommendation:** It is recommended that the Board of Supervisors fund necessary work entailed in the expansion of the facility and updating the communication system during the 2008-2009 fiscal year.

**Response to Recommendation:** **The recommendation has not yet been implemented, but will be implemented in the future.** General Services has secured a contract to update the communication system, and should begin repairs/replacement of the system on or before August 4, 2008. General Services has secured a contract to expand the entrance and control room of the Juvenile Hall. Construction should begin on or before August 4, 2008.

**Status as of September 30, 2008:**

A) Communication System: **The recommendation has been implemented.** A new communications system is in place and is currently being fine tuned by the contractor for optimum performance.

B) Expand the entrance and control room of Juvenile Hall: **The recommendation has not been implemented, but will be implemented in the future.** Upon further research, it was determined that funding was not adequate to complete the project. Additional funding will be included in a budget addendum. With additional funding, the facilities staff expects to begin the project in the October/November 2008 timeframe.

**Status as of December 31, 2008:** **The recommendation has not been implemented, but will be implemented in the future.** Upon further research, it was determined that funding was not adequate to complete the project. Additional funding was not available in October of 2008. Staff will attempt to fund this project during the midyear budgeting cycle in 2009.

**Status as of June 30, 2009:** **The recommendation has not been implemented, but will be implemented in the future.** Facilities Engineering is currently working with Juvenile Hall staff on plans for a remodel and facilities improvements. Improvements are being planned for construction during the 2009-10 fiscal year.

**Grand Jury Recommendations Status Update  
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**2007-08 Final Report Part 2**

**South Lake Tahoe Administration Facility  
El Dorado Center**

**Recommendation:** Given the myriad problems facing this building, in addition to its design unsuitability for county purposes, the Grand Jury recommends that this building be replaced. The recommendation should be considered in the context of long-term county office space needs throughout the Tahoe Basin. This replacement project should remain in the El Dorado County capital improvement program as a high priority project.

**Original Response to Recommendation:** The recommendation has not yet been implemented but will be implemented in the future. As the recommendation points out, the replacement of the El Dorado Center is already envisioned in the Capital Improvement Program. This project would consist of the construction of a new joint-use facility to house those county functions currently located in the El Dorado Center in conjunction with City of South Lake Tahoe and the South Lake Tahoe School District functions. This would include the Building Department, the Assessor's Office, the Recorder's Office and various disciplines within the Environmental Management Department. The El Dorado Center, originally constructed by the private sector as a banking facility, has many noted deficiencies due to space configuration and age. This plan would include the marketing of this facility in an effort to offset the costs of new construction. Key elements of this plan would include land acquisition, design, agency permitting and building construction. On October 23, 2007 the Board of Supervisors issued a letter of intent to the City of South Lake Tahoe and the Lake Tahoe Unified School District regarding the joint-use facility. Although the project remains in the 2007 CIP, it is impossible to determine a precise timeframe to implement this recommendation due to the complexity of the project and the lack of secured funding. Depending on the availability of funding, the planning, permitting and construction of such a facility could take up to five years.

**Status as of September 30, 2008:** No change to original response.

**Status as of December 31, 2008:** No change to original response.

**Status as of June 30, 2009:** The recommendation has not yet been implemented but will be implemented in the future. As indicated in the original response, replacement of the El Dorado Center is already envisioned within the Capital Improvement Program. Although the county recognizes the need to replace this facility, such a move is unlikely to occur soon due to current financial constraints. For purposes of the Grand Jury Status Report, this recommendation will no longer be included on future updates. However, the Board will continue to review this and other facility priorities through annual review of the CIP.

**Grand Jury Recommendations Status Update  
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**2007-08 Final Report Part 2**

**El Dorado County Sheriff's Building**

**Recommendation 1:** It is recommended that the three areas listed in finding # 2 above be remedied immediately.

**Response to Recommendation 1: The recommendation has not yet been implemented but will be implemented in the future.** The administration section of the Sheriff's Office has been moved to a leased facility on Broadway in Placerville. Revenue from the Accumulated Capital Outlay fund will be used to remodel the Sheriff's Administration Building. The remodel plan is consistent with the substation design if and when a new primary administration building is constructed. Current plans call for a remodel of the locker-room/showers, briefing room, sergeants' office, report writing room and records rooms. Plans are presently in plan check. Once approved, the project will go out to bid for construction. This project will likely take upwards of eight months to one year. Parking lot repairs and evacuations signs will be addressed as part of the remodel effort.

**Status as of September 30, 2008: No change to original response.**

**Status as of December 31, 2008: No change to original response.**

**Status as of June 30, 2009: The recommendation has not yet been implemented but will be implemented in the future.** Facilities Engineering is currently working with the Sheriff's Office to move the remodel project to construction. Funding through the Sheriff's office is being examined due to budget constraints in the 2009-10 budget. Contract Documents are in final stages for project to be approved for bidding.

**Recommendation 2:** The sheriff's facilities upgrade is already in the El Dorado County capital improvement program, indicating a new main facility in Placerville, and sub-station in El Dorado Hills. This Grand Jury, however, agrees with the sheriff's current recommendation identified in the background section of this report, specifically a new main facility in El Dorado Hills, and converting the current main facility in Placerville for use as a sub-station.

**Response to Recommendation 2: The recommendation has not yet been implemented but will be implemented in the future.** The administration section of the Sheriff's Office has been moved to a leased facility on Broadway in Placerville. Revenue from the Accumulated Capital Outlay fund will be used to remodel the Sheriff's Administration Building. The remodel plan is consistent with the substation design if and when a new primary administration building is constructed. Current plans call for a remodel of the locker-room/showers, briefing room, sergeants' office, report writing room and records rooms. Plans are presently in plan check. Once approved, the project will go out to bid for construction. This project will likely take upwards of eight months to one year.

**Grand Jury Recommendations Status Update  
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**Status as of September 30, 2008: The recommendation requires further analysis.** The Sheriff's Office has entered into a five year lease on a building in Placerville to use as their main facility. An analysis should be conducted in year three or four of the lease to determine the feasibility of continuing the lease or relocating the Sheriff's Office main facility to an alternative location.

**Status as of December 31, 2008: No change to original response.**

**Status as of June 30, 2009: The recommendation requires further analysis.** The Sheriff's Office has entered into a five year lease on a building in Placerville to use as their main facility. An analysis will be conducted in year three or four of the lease to determine the feasibility of continuing the lease or relocating the Sheriff's Office main facility to an alternative location. Additional information and potential changes in circumstances will require a complete review of the optimum space plan for the Sheriff as well as the County as a whole. For example, the County has recently been awarded a very large grant to facilitate the construction of a new full-service main court facility on the justice center complex. If this complex continues to become reality, then the Sheriff could benefit from having their main facility on this site. These issues will be addressed in the future investigation. Since the analysis of the current lease arrangements is not warranted for three to four years, this item will no be included on future Grand Jury Status Report updates.

**Grand Jury Recommendations Status Update  
June 30, 2009**

**2007-08 Final Report Part 3**

**Use of El Dorado County Vehicles**

**Case No. 07-030**

**Recommendation 4:** The management of “Department 99” vehicles should be consolidated under the Fleet Management process to insure that effective oversight and efficiency is achieved.

**Response to Recommendation 4:** The recommendation has not yet been implemented but will be implemented in the future. Currently Fleet Management is only tracking department owned vehicle smog checks. By providing oversight of individual department owned vehicle services, safety inspections, and other required maintenance needs, the county will ensure vehicles are safe, reliable, and remain cost effective. With the expected addition of a third vehicle lift, Fleet will be able to accommodate those “Department 99” vehicles currently not on a routine maintenance schedule. A timeframe for full implementation of this recommendation is difficult to establish, but the county expects this to be a priority when a new Facilities and Fleet Management Directors is hired.

**Status as of December 31, 2008:** The recommendation has not yet been implemented but will be implemented in the future. This recommendation has been partially implemented with complete implementation expected by July, 2009.

**Status as of June 30, 2009:** The recommendation has not yet been implemented but will be implemented in the future. On March 7, 2009 the Department of Transportation assumed the responsibility of managing Fleet Services from the General Services Department. There were numerous deficiencies that DOT was required to address. Since that time Fleet has focused on operational improvements that have resulted in efficiencies and enhanced customer service. The issue with the “Department 99” vehicles has also been at the forefront.

As stated in the report dated December 31, 2008 Fleet has completed the installation of a vehicle lift that can accommodate some of the larger heavier “99” vehicles. Fleet has contacted many Departments about the vehicles that they own and has had a good response in getting their vehicles to Fleet for routine maintenance and safety inspections. The number of vehicles that have had delinquent service maintenance has been reduced from a high of 24 to 4.

Fleet is working with the Auditors office to compile a comprehensive list of Department owned vehicles. Some of these vehicles have not been accounted for in the past and do not even have a “99” vehicle number. Upon completion, these vehicles will be entered into a database and assigned a preventive maintenance program. Fleet services will then generate a report monthly that will be provided to the Departments with compliance schedules.

DOT is developing an appropriate revision of the Vehicle Use policy which will grant the authority to the Fleet Manager to have jurisdiction over the Department owned vehicle maintenance. This will be a key component in encompassing all County owned vehicles into a scheduled maintenance and safety inspection program.