



# *The County of El Dorado*

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## *Chief Administrative Office*

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330 Fair Lane  
Placerville, CA 95667-4197

Terri Daly  
Chief Administrative Officer

Phone (530) 621-5530  
Fax (530) 626-5730

June 10, 2014

TO: Board of Supervisors  
FROM: Terri Daly, Chief Administrative Officer  
RE: CAO Update

● **FENIX Implementation Update:** The project continues to progress on time and under budget. The Financial module analysis sessions involving fiscal staff from all the different departments has been ongoing for the past eight months and is coming to an end. The professionalism, knowledge base, and attention to detail brought to these meetings by County staff has proven to be invaluable. Make no mistake, we are a long way from implementation, and we will run into bumps along the way, but the foundation is being laid correctly. I would like to thank all the dedicated employees that have put forth the extra effort and applaud them for their continuous efforts.

#### April/May milestones:

- Tyler Technologies provided a successful upgrade to version 10.5 which included a significant cash control modifications at no extra cost to the County
- Second run of the Chart of Accounts conversion file completed. The Chart of Accounts will be loaded into the test and training site the week of May 12
- The Project Ledger will be loaded into test and training sites the week of May 12
- HR and Payroll Analysis kicked off April 8

#### Upcoming Milestones:

- Final review of the General Ledger analysis sessions are scheduled for June 4
- Financial module analysis completed in June 2014
- Static environment testing for Project, Cash Control, and Budget will be the week of June 17
- Accounts receivables and General Billing static environment testing is scheduled for the week of July 8.

The Project Manager and the Executive Steering Committee will provide a more extensive update at the June 24<sup>th</sup> Board of Supervisors meeting.

- **Cultural Assessment Follow-up:** We have begun work on the Action Plan identified through our Cultural Assessment and approved at the May 13<sup>th</sup> Board of Supervisors meeting. We will bring back an update to the Board at the June 23<sup>rd</sup> Board workshop.

- **Superior Service:** Please join me in commending Melissa Fisher, an employee in the Recorder-Clerk's Office, for the positive feedback received from a client. I have attached the email.



Kim Dawson &lt;kim.dawson@edcgov.us&gt;

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**Fwd: Melissa Fisher**

1 message

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**Theresa Daly** <theresa.daly@edcgov.us>  
To: Kim Dawson <kim.dawson@edcgov.us>

Thu, Jun 12, 2014 at 3:17 PM

Attachment for CAO Notes. Thanks.

----- Forwarded message -----

From: **William (Bill) Schultz** <bill.schultz@edcgov.us>

Date: Fri, Jun 6, 2014 at 1:55 PM

Subject: Fwd: Melissa Fisher

To: Jane Kohlstedt &lt;jane.kohlstedt@edcgov.us&gt;, Cindy Gray &lt;cindy.gray@edcgov.us&gt;

Cc: Theresa R Daly &lt;theresa.daly@edcgov.us&gt;, Creighton Avila &lt;creighton.avila@edcgov.us&gt;, Pamela Knorr &lt;pamela.knorr@edcgov.us&gt;

Though you might all be interested in an outstanding effort from the Recorder's office. Actually, I do get these more often than most would think, of course I appreciate the effort when the public takes the time to commend employees for outstanding efforts to help them.....bill

----- Forwarded message -----

From: **Finders, Aaron** <Aaron.Finders@pensco.com>

Date: Fri, Jun 6, 2014 at 1:47 PM

Subject: Melissa Fisher

To: "recorderclerk@edcgov.us" &lt;recorderclerk@edcgov.us&gt;

Mr. Schultz,

I am writing to tell you how much I appreciate the friendly, superior service provided by Ms. Melissa Fisher. I'm currently working on a re-registration project where myself and two co-workers are submitting nearly 5,000 deeds and deeds of trust for recording this year. On a daily basis, I speak with staff members at various county offices around the country. It is a rare occurrence to speak with such a professional, helpful, and courteous person.

Respectfully,

**Aaron Finders**

Financial Svcs Processor

PENSCO Trust Co

6/12/2014

Edcgov.us Mail - Fwd: Melissa Fisher

Thank you.