

Standing & Follow-Up Reports due to the Budget Committee – 2017

Updated: 11/28/2017

I.D.	Last Report Date	Responsible Party	Description	Action	Next report due:
Monthly Reports					
1	11/27/17	NMC – Daniel Leon	NMC Financial Report	Received NMC Monthly Financial Report (through period ending 09/30/2017) received.	Monthly
Quarterly Reports due (fiscal year): 1st Qtr. – Oct.; 2nd Qtr. – Jan.; 3rd Qtr. – Apr.; 4th Qtr. – Jul					
1	11/27/17	Chris Donnelly	WDB Financial/Data Report	Received the monthly data and budget report (through 09/30/2017). Report to reflect monthly trends.	February 2018
2	09/27/17	Elliott Robinson	Social Services Quarterly Report	Received the Caseload Data/Expenditure Report (through period ending 07/31/2017)	December
3	11/27/17	Donald Searle	RMA - Jail Housing Project	Received the Budget & Schedule Status Report (through 09/30/2017)	February 2018
4	11/27/17	Donald Searle	RMA - Juvenile Hall Project	Received the Budget and Schedule Status Report (through 09/30/2017)	February 2018
	08/30/17	Dewayne Woods	CAO - Schilling Place Utilization Project	Facility Utilization Project (Schilling Place) (through period ending 6/30/17). Project completed.	Closed
5	08/30/17	Dewayne Woods	RMA – East/West Wing Project	Budget and Schedule Status Report (through period ending 6/30/17)	December
Semi-Annual Reports due: January & July					
1	08/30/17	Steve Vagnini	Assessor-Clerk-Recorder Report	Report from Assessor-Clerk-Recorder Semi-Annual Report.	February 2018
2	11/27/17	Eric Chatham	ITD Financial Report	Received the Semi-Annual financial report for 4 th Qtr. for FY 2016-17	February 2018
3	06/28/17	Steve Mauck Valerie Shapton	Risk Management Report	6/28/17: The Committee requested a comparison report with other jurisdictions as part of the Semi-Annual Report. In addition, the Committee requested a trend report on the types of claims filed, severity, work loss, etc. to monitor impact since new Safety positions have been filled. Report on General Liability and Workers' Comp cases.	January 2018
4	09/27/17	Andrea Rosenberg	NMC Key Capital Projects	NMC Quarterly Key Capital Projects Report (through 4/30/2017) received.	February 2018
5	09/27/17	Cathy Paladini	WRA Financial Status Report	WRA Semi-Annual Financial Status Report (submitted through period ending 06/30/17).	January 2018
6	12/12/16	Enrique Saavedra	RMA - Key Capital Projects	RMA-Public Works Semi-Annual Capital Projects Report (submitted through period ending 09/30/2016)	January 2018
7	5/31/17	Sheriff Bernal	Financial Status Report	The Under Sheriff presented the Sheriff's Office FY 2016-17 projected financial status report showing a \$4.2 million shortfall. ACTIONS: 1) Forward to the Board for consideration during Budget Hearings; and 2) The Committee requested receiving a mid-year financial status report to help monitor unforeseen financial strains to be able to respond accordingly.	January 2018

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8	08/30/17	Carl Holm Jessica Cordiero-Martinez	Financial Status Report	Parks General Fund & Parks Lake & Resort Fund for period Jan. 2017 thru 6/30/17 received.	February 2018
9	08/30/17	Nick Chiulos	Cannabis Program Status	Receive information on Cannabis Program	February 2018
<u>Annual Report</u>					
1	09/27/17	Nick Chiulos Joann Iwamoto	IGLA - Performance Management Report	Received an Annual Report on Performance Management FY 2017-18. Next report due in September 2018.	September 2018
2	08/31/16	Joanne Iwamoto	SB 658, Automated External Defibrillators	Received a status report on SB 658, Automated External Defibrillators. The Committee requested a status report on the program on an annual basis regarding the usage, training involved, protocol, reporting & monitoring.	January 2018
<u>Other Pending Items</u>					
	5/31/17	Sheriff Bernal	Safety/Preventative Injuries (Workers' Comp) Report	Two Safety employees have been hired and a report will be submitted later to illustrate the success of programs implemented to decrease injuries, maintain staffing levels, back to work programs, etc. Information will be combined with the Risk Management report (<i>Item No. 3 above</i>).	Closed
1	11/27/17	Bill Harry	Emergency Communications – Reimbursement of GF contributions	The Committee received the FY 2016-17 Budget End of Year Report (BEYR) and took the following actions: <u>ACTIONS:</u> 1) Request the Emergency Communications Dept. to submit a report on the repayment of general fund contributions used to cover expenses for dispatch services, equipment costs and NGEN expenditures totaling \$1.4 million because user agencies were underbilled. Report back to the Committee at the next meeting in December 2017; and	December
2	11/27/17	Michael Miller	ERP Project Expenditures	2) Request the Auditor-Controller to submit a comprehensive review of the ERP expenditures to date. Report back in either Jan.-Mar. 2018.	January thru March 2018
	11/15/17	Sheriff Mineau	Medical Care Services Agreement	The CFMG agreement was pulled. The Committee requested more information for increasing and modifying the agreement. They requested a comparative costs analysis of the various services performed, costs/per member, volumes of services conducted, etc. The Committee approved a three-month extension of the current agreement until the information is evaluated. The Department is to report back to the Committee for consideration of the Agreement in November. <u>11/15/17:</u> Report received. No further action.	Closed

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	09/27/17	Carl Holm John Snively	Capital Improvement 5-Year Plan – Unfunded Projects	<p>09/27/17: Report received. The Committee supports the recommendation to allocate the Building Use Allowance funds to be used for only those items listed in Attachment A, nos. 1 through 5. The Committee requested the staff re-evaluate & prioritize the immediate needs for items 6 through 10 and report back to the Budget Committee with recommendations for those items in November.</p> <p>ACTION: The dept. indicated the projects identified under Attachment A, Nos. 1 through 5 are funded and now there is no additional funding available for the remainder of the projects. No further action.</p>	Closed