

## Standing & Follow-Up Reports due to the Budget Committee – 2016

Updated: 09/14/2016

I.D.	Last Report Date	Responsible Party	Description	Action	Report due:
<b><u>Monthly Reports</u></b>					
1	08/31/16	NMC – Daniel Leon	NMC Financial Report	NMC Monthly Financial Report	Monthly
<b><u>Quarterly Reports due (fiscal year):</u></b> 1 <sup>st</sup> Qtr. – Oct.; 2 <sup>nd</sup> Qtr. – Jan.; 3 <sup>rd</sup> Qtr. – Apr.; 4 <sup>th</sup> Qtr. – Jul					
1	08/31/16	Joyce Aldrich	OET/WIB Budget Report	Monthly data and budget report	November
2	08/31/16	Elliott Robinson	Social Services Quarterly Report	Data/Expenditure Report	November
3	08/31/16	Dewayne Woods	CAO - Schilling Place Utilization Project	Facility Utilization Project (Schilling Place)	December
4	05/25/16	Carl Holm	Parks Financial Status Report	Financial Status Report (Fund 001)	October
5	06/28/16	Carl Holm	Parks Financial Status Report	Financial Status Report (Fund 452)	October
6	08/31/16	Don Searle	RMA - Jail Housing Project	Budget & Schedule Status Report	December
7	08/31/16	Don Searle	RMA - Juvenile Hall Project	Budget and Schedule Status Report	December
8	08/31/16	Dewayne Woods	RMA – East/West Wing Project	Budget and Schedule Status Report	December
9	08/31/16	Michael Miller	ERP Project	The Committee requested a status report on the ERP Budget and Schedule	Pending
<b><u>Bi-Annual Reports due: January &amp; July</u></b>					
1	08/31/16	Steve Vagnini	Assessor-Clerk-Recorder Report	Report from Assessor-Clerk-Recorder Bi-Annual Report.	February 2017
2	12/03/14	Eric Chatham	ITD Financial Report	Report Bi-Annually financial report.	January 2017
3	04/27/16	Steve Mauck Valerie Shapton	Risk Management Report	Report on General Liability and Workers' Comp cases.	October
4	4/27/16	Andrea Rosenberg	NMC Key Capital Projects	Report NMC Quarterly Key Capital Projects.	October
5	4/27/16	Cathy Paladini	WRA Financial Status Report	Report on WRA Bi-Annual Financial Status Report	October
6	06/28/16	Enrique Saavedra	RMA - Key Capital Projects	Report Quarterly RMA-Public Works Capital Projects Report	October

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<u>Mid-Year Report</u>					
1	10/28/15	Nick Chiulos Joann Iwamoto	IGLA - Performance Management Report	Received an Annual Report on Performance Management FY 2014-15. Next report due in June 2016.	October
<u>Annual Report</u>					
1	08/31/16	Michael Petrie (EMS Director) 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.	August 2017
<u>Other Pending Items</u>					
1	12/16/15	Sheriff Bernal	OT Comparison Costs Report	<p>Support received for the Sheriff's request on 12/16/2015 to add one Management Analyst II position to the Sheriff's Approved Budget with the estimated cost savings from MCIEP program upon authorization by the Budget Office to assure sufficient funding sources are available to maintain the position for future years.</p> <p><b>ACTION:</b> The Committee requested a report showing the cost savings comparison between hiring deputies v. overtime costs.</p> <p>The Sheriff's Office is working with the consultant on a staffing analysis and anticipate completion by October 2016. Report back on <del>Jan Feb Mar Apr May June August</del> November.</p>	November
2	11/12/15	Sheriff Bernal	Staffing Needs	<p>Report received on the Sheriff's staffing needs due to transfer of 18 positions to the County Jail, in addition a request to identify funding sources for 11 vacancies.</p> <p><b>ACTION:</b> The Committee requested a staffing proposal to be developed in a phased approach.</p> <p>The Sheriff's Office is working with the consultant on a staffing analysis and anticipate completion by October 2016. Report back on <del>January Feb. Mar Apr May June August</del> November.</p>	November
3	11/12/15	Frank Dice Manny Gonzalez	Benchmark Study	<p><b>ACTION:</b> Report received. Return back with staffing proposal in January.</p> <p>Supervisor Armenta requested a report be presented to the full Board a Benchmark Study showing how the County compares with at least 10 similar counties relative to caseloads, attorneys/administrative staffing, costs, etc. <del>Dec Jan Feb Mar Apr May Jun August</del> October.</p>	October