2007-08 Budget Augmentation Results

Agricultural Commissioner

Fund Center 141

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Admin Office Comments	Updated Actual Results	Admin Office Comments
Gross Expense: $19,956 General Fund Support: $19,956	Purchase a test bench, calibrated tanks, electric controls, recycled water storage tank, pumps and piping to develop a water meter testing laboratory that measures the accuracy of water meters used in mobile home parks and other multiple unit developments where the main water meter is then sub-metered to other units.	This implements a state mandated requirement to provide testing for accuracy of sub-metered water systems. Provide assurance to approximately 100 water sub-meter customers per year that their meters are accurate or that changes are needed to make them accurate.	The water meter testing lab was not completed by General Services until July 2008 due to a delay in the capital project disposition. The calibrated proving tanks required certification by the state, but due to the postponed adoption of the state budget and travel restrictions for state employees, the lab was not placed into official service until October. Customers were notified by letter on October 22, 2008 of this new service. There has been insufficient data collected for an adequate report on the results of this Budget Augmentation Request. We request that the results be reported in the FY 2010-11.	Intended results have not been achieved. We will be requesting the department to report back on the actual results achieved as part of the FY 2010-11 budget process.	The new weights and measures water meter testing program began receiving submeters in November, 2008. Since then, 20 mobile home parks have participated. 104 meters have been tested that were pulled out of existing service by park owners and submitted to weights and measures. Of these, only 58% were found in compliance. Failures generally were due to errors exceeding tolerance in favor of the tenant. 236 new meters have been tested that were submitted by park owners prior to installation, as required. These meters were purchased mainly as replacements for existing meters. New meters had a 95% compliance rate. Based on the poor initial compliance rate for existing in-service meters, many park owners are proactively ordering new meters to replace existing old units, thereby assuring their meters are correct. Although the program got off to a slow start, the water meter testing program is currently near capacity based on current unaugmented staffing levels, averaging 50 meters per month.	Intended results have been achieved.

Agricultural Commissioner

Fund Center 141

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Admin Office Comments	Updated Actual Results	Admin Office Comments
					This new program has been successful in extending weights and measures services to the water submetering community, assuring tenants that they are accurately billed and assuring park owners that they are properly compensated. As an additional benefit, correct metering reduces overall water consumption and helps protect this valuable resource.	

County Fire

Fund Center 140

Unit / Amount	Description	Intended Results	Actual Results FY 09-10	Admin Office Comments	Updated Actual Results	Admin Office Comments
Gross: $350,000 General Fund support: $0	Purchase an Urban Search And Rescue Type II medium rescue vehicle and related equipment to respond to structural collapse, multi-vehicle accidents and other emergency situations involving extrication and significant rescue operations.	Provide enhanced and faster delivery of rescue equipment than is currently available. Partially meets a high priority recommendation of the multi-agency task force that recommended emergency response improvements following the San Simeon Earthquake.	The Type II Urban Search and Rescue Vehicle (USAR) was ordered on PO 22003984, dated 3/27/08. Delivery is expected prior to 6/30/09, which is in line with the 1 ½- to 2-year lead times required to build modern fire apparatus. The final cost is expected to be $388,005.62. The additional $38,005.62 resulted from design changes which will improve the USAR's operational capabilities, and will be funded out of Department savings on other Capital Outlay projects. The original budgeted amount of $350,000 will be funded out of Public Facility Fees.	The Department reports that the intended results have not yet been achieved. However, with the purchase of this vehicle completed prior to the end of FY 2008-09, these results are expected to be achieved prior to the beginning of the new Fiscal Year.	The Type II Urban Search and Rescue Vehicle (USAR) was received in April 2009. Rescue equipment was transferred off of the old Rescue 21, and new equipment and supplies were added prior to placing the vehicle in service. It currently is housed at Airport Fire Station 21, and is available for calls throughout the County. The USAR provides rescue capabilities not previously available on a single piece of apparatus which will increase the Department's ability to protect lives and property in a timely manner. Final cost for the vehicle was $387,337, and was funded with $350,000 from the Public Facility Fees Fund and $37,337 out of Department savings on other Capital Outlay projects.	The intended results have been achieved. The USAR is now available for emergency rescue when needed. This equipment has not yet been put to use given that we have not had emergencies involving building collapse or similar catastrophes.

County Fire

Fund Center 140

Agenda Date and Item #	Unit / Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
12/4/2007 Item B-08	Gross Expense: $144,000 General Fund Support: $0 (Funded by Homeland Security Grant)	Acceptance of Federal Fiscal Year 2007 Homeland Security Grant Program funds	Results include development of a wildfire evacuation map for the Cambria area within the next two years and tsunami evacuation map for the North Coast area within the next two years both of which will make for much faster and safer evacuations during such emergencies. Another result of receiving these grant funds will be an enhanced ability to provide urban search and rescue. People can become trapped within collapsed buildings, trenches, and other areas and the grant will fund a vehicle to support a soon to be received Urban Search and Rescue (USAR) trailer from the State of California; this could result in saved lives.	Funds awarded to the Department under this grant must be spent before March 31, 2010 and were designated by the grantor to be used on four projects: 1. $45,000 for replacement of Self-Contained Breathing Apparatus (SCBAs) used by the Hazardous Materials (Hazmat) Team. The new SCBAs were purchased in FY 2007-08 and are now in service. Total cost was $48,742.99, with the excess $3,742.99 to be reimbursed to the Department from the Hazmat Joint Powers Agreement (JPA). Both the grantor and the JPA have been invoiced. 2. $24,000 for the development and printing of two emergency response plans, one for tsunamis and one for wildfires, for the North Coast area of the County. Work has	Intended results have not yet been achieved. The department will report actual results achieved in the FY 2010-11 budget.	1. As noted, the SCBA's were replaced and are now in service. 2. Both projects are nearing completion and, once printed and distributed, will improve the Department's ability to respond to emergencies in the North Coast area. 3. $15,000 of these funds is being redirected to reimburse the Morry Bay Fire Department for its purchase of lighting equipment installed on their Haz Mat Unit. 4. $48,571 has been encumbered for the purchase of an Urban Search and Rescue trailer tow vehicle. $11,429 will be spent on equipment and supplies for the tow vehicle.	Intended results have been achieved for Project 1. The department reports that Intended results for project 2 and the tow vehicle for the USAR have not yet been achieved. The department will report actual results achieved in the FY 2011-12 budget. As noted, the original intended results related to scene lighting on the Hazmat Unit were not achieved but these funds were re-directed to meet another, similar need.

County Fire

Fund Center 140

Agenda Date and Item #	Unit / Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
				begun on these plans but is far from complete. Only minimal costs have been incurred and the grantor has not been invoiced. 3. $15,000 for scene lighting equipment to be used on the Hazmat Unit. Specifications are currently being developed and the purchase should be made before the end of the fiscal year, after which the grantor will be invoiced. 4. $60,000 to purchase a tow vehicle to be used with an Urban Search and Rescue (USAR) trailer, which was being provided to the Department by the state Office of Emergency Services (OES). Delivery of the trailer has been delayed while OES is outfitting the first group of trailers. The tow vehicle will be purchased when the Department is notified of the delivery date for the trailer.		All spending will be complete no later than March 31, 2010.	

Countywide Automation

Fund Center 266

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross: $1 million: General Fund support: $760,000 ($240,000 from Fund Center 139 – Probation)	Probation Case Management System that will enable improved coordination and exchange of information with other law enforcement agencies. (This is part of the County's overall plan to migrate systems off the mainframe.)	▪ Reduce the time between intake and assignment to a Probation Officer from 30 days to 1 day (which improves compliance to court orders and enhances public safety). ▪ Save approximately 15 hours/week in Probation Officer staff time spent inputting data, allowing more time for case management to reduce recidivism and potentially increase delivery of reimbursable services (thus increasing revenue). ▪ More easily identify high-risk offenders so that time can be more effectively spent working with these clients. ▪ Ensures opposing gang members are not placed together when housed at Juvenile Hall (by diagramming the Juvenile Hall during the admission process).	Project funded, implementation expected to complete in June 2009.	This is a multi-year project and as such, the result has not yet been achieved. The Department will report on this project as part of the FY 2010-11 budget process.	The project completed in December 2009. Due to the timing of the project implementation, the actual results of the project have not yet been achieved. Updated results will be reported as part of the FY 2011-12 budget.	The results for this project have not yet been achieved. The department will report on this project as part of the FY 2011-12 budget.

Countywide Automation

Fund Center 266

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross: $725,274 General Fund support: $725,274 (Funding comes from Countywide Automation)	Budget Preparation Replacement system	▪ Avoid system obsolescence (The current system is based on an obsolete DOS-based software program.) ▪ Improve data integrity and reduce the occurrence of significant data problems so that there are 0 data errors within two years of operation. (The current system experienced 10 errors for the FY 2007-2008 budget process.) ▪ Improve the user interface (to a more user-friendly Windows or web-based interface.) ▪ Meet at least 75% of the user-identified system requirements. (The current BP system meets only 47% of these requirements.)	This project is funded but is on hold.	This project is deferred pending further review of the potential vendors. It is likely that the deferral will be for two years. The funding for this project remains in a designation.	This project is funded, but on hold.	Although the project has been funded, the application of funding is not yet allocated into operational budgets. Since this project is likely to remain on hold through FY 2010-11 and perhaps beyond, reporting for this project will be suspended. A new Budget Augmentation request will be developed at the time funding for the project is formally allocated into an operational budget.
Gross: $450,000 General Fund support: $188,525 ($261,475 from the Public Works Internal Service Fund)	Fiber Optic Cable as part of the Nacimiento Water Project to provide building connectivity (between facilities in San Luis Obispo and various north county locations)	▪ Provide backbone (infrastructure) for network connections to north county facilities for the next 30 years. ▪ Potential savings from paying 3rd party vendors of potentially $77,112 per year or $2,313,360 over the life of the project (assumes replacing 17 T-1 lines in North County.)	This project is funded and implementation is expected to be complete 2010.	This is a multi-year project and as such, the result has not yet been achieved. The Department will report on this project as part of the FY 2010-11 budget process and subsequent years.	This project is funded and implementation is expected to be complete 2010.	The results for this project have not yet been achieved. The department will report on this project as part of the FY 2011-12 budget.

Countywide Automation

Fund Center 266

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross: $170,000 General Fund support: $170,000	Data Archiving for the Enterprise Financial System – a common component of any large information technology system usually installed as the production database approaches its optimal maximum level.	▪ Prevent a slowing of data access in the EFS due to accumulated data that can be archived. ▪ Ensure timely restoration of the EFS system in case of catastrophic failure (i.e. optimize time to restore the system as the size of the database grows). ▪ Maintain optimal time to produce quality back up of data (currently completed by 7 am of each day).	This project is funded and implementation is expected to complete March 2009.	This is a multi-year project and as such, the result has not yet been achieved. The Department will report on this project as part of the FY 2010-11 budget process.	This project was completed as part of the Integrated Document Management (IDM) effort. EFS system response times continue to meet user and system expectations. EFS database sizes are being maintained at sizes that are both small enough to allow for quick back up and that are quickly restored. Tests on restoration have been completed to ensure that restoration is possible in a timely fashion.	The intended results have been achieved even though Data Archiving for the Enterprise Financial System was only partially achieved.

Countywide Automation

Fund Center 266

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross: $68,750 General Fund support: $68,750	Voice Over Internet Protocol (VOIP) Pilot	▪ $392,360 in potential cost savings on telephone service if the pilot is successful and the system is implemented countywide.	This project is funded but is on hold.	This project is on hold as the priority for this project is lower than other projects identified by the Information Technology (IT) Executive Steering Committee. Although a preliminary evaluation by IT staff indicates that the potential savings may be less than originally proposed, IT requests that the funding be retained to allow for a more detailed evaluation in the future. IT will report on this BAR in the FY 2010-11 budget.	Project funded, on hold. It is unlikely that GSA-IT will move forward with this project before FY 11-12 due to budget and technology uncertainties.	The results for this project have not yet been achieved. The department will report on this project as part of the FY 2011-12 budget.

General Services Agency – Information Technology

Fund Center 114

Agenda Date and Item #	Unit / Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
6/24/2008 Item A-14	Gross Expense: $1,200,500 Automation Reserves: $1,200,500	Contract with Momentum Systems to purchase updated Integrated Document Software.	The completion of the migration of the County's existing Integrated Document Management (IDM) system to Open Text Extended ECM for SAP Solutions and implementing SAP data archiving will result in the following: ▪ The County will be licensed for 1,500 IDM users (versus 246 current licenses) at approximately $32,770 savings in software maintenance costs per year. ▪ The software licenses will allow full use of the IDM system, including document management, records management, converting paper documents to electronic documents, document workflow, linking and viewing electronic documents associated with SAP transactions, and archiving of SAP data. ▪ The number of vendors providing the IDM system will be reduced from four to one, improving software reliability and support, and simplifying	The project has been funded, and is expected to be completed March 2009.	The Department will report back with actual results in FY 2010-11 after the project has been completed.	The project was completed in August 2009. Upon completion, four departments: Auditor-Controller, Assessor, Treasurer-Tax Collector / Public Administrator, and County Counsel are using the IDM product. All SAP users have the ability to use the IDM product to view invoices scanned into SAP. In January 2010, a plan to roll-out an additional 8 departments, including: Human Resources, Clerk-Recorder, General Services Agency, Public Works, Planning and Building, Health Agency, Social Services, and the Administrative Office is expected to be approved by the Information Technology – Executive Steering Committee. As with the SAP connectivity, the Human Resources effort is expected to positively impact all County departments. In addition to the 8 new departments that will be using IDM, upcoming implementations will provide more functionality for the Assessor, Auditor-Controller, and Treasurer-Tax Collector / Public Administrator. Specific results include: ▪ Licenses for 1,500 IDM users have been purchased,	The results have largely been achieved. The one result which was not achieved is the SAP data archiving. The Integrated Document Management system and operational framework is in place. The cost of expanding IDM to other departments will largely be related to IT and department staff time which will be will be funded through the normal budget process.

General Services Agency – Information Technology
Fund Center 114

Agenda Date and Item #	Unit / Amount	Descrip-tion	Intended Results	Actual Results FY 09-10	Admin Office Com-ments	Updated Actual Results	Admin Office Com-ments
			annual maintenance payments. ▪ The process to link electronic documents to SAP transactions will be streamlined and more efficient, requiring less Auditor-Controller staff time. ▪ The availability of shared electronic documents will reduce staff time spent locating documents and producing multiple paper copies. ▪ Archived SAP data will be readily accessible online in a secondary environment and maintained for as long as it is legally required. A fully functional document management system will allow for: ▪ The development of a countywide strategy for document management which will result in a consistent automated method of storing, categorizing, and maintaining documents with appropriate retention periods. ▪ Improving response to public inquiries regarding document status because of system audit trail. ▪ Reducing the volume of paper and file storage space, and therefore the associated costs. ▪ Improved document routing and approval process with electronic notification. The end result is lower costs, more efficient processing and better access to documents for improved customer service.			anticipated savings in maintenance tracking according to plan. ▪ All licenses allow full use of the IDM system and all modules. ▪ Although multiple products are involved, the County is dealing with just one vendor for support issues. ▪ The Auditor-Controller staff is spending less time scanning and linking documents. ▪ Since searches are electronic, as opposed to walking to filing cabinets, finding files, etc., staff is spending less time finding documents and not creating multiple copies. ▪ SAP archival was determined during the implementation to be unnecessary at this point in time. Amounts of data being stored within SAP are not reaching sizes that require archival to ensure system stability or performance. A fully functional document management system was intended to allow for: ▪ The development of a countywide strategy for document management. No countywide strategy has been completed. Instead, each department implementing IDM is developing retention schedules depending on document type and legal requirements. ▪ Public inquiries are happening more quickly as employees can search on-line, while constituents wait as opposed to having to call them back after searching cabinets and finding files.	

General Services Agency – Information Technology

Fund Center 114

Agenda Date and Item #	Unit / Amount	Descrip-tion	Intended Results	Actual Results FY 09-10	Admin Office Comments	Updated Actual Results	Admin Office Com-ments
						opposed to having to call them back after searching cabinets and finding files. ▪ Existing storage requirements are slowly reducing. Until a complete scanning of historical files (aka a backfile conversion) is completed, savings from reduced storage will remain minimal. ▪ The IDM system is providing improved document routing. The County is experiencing more efficient processing and better access to documents for improved customer service.	

Planning and Building

Fund Center 142

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross: $350,000 General Fund support: $350,000	Natural Resources/ Oak Woodlands Inventory and Constraints Map (to be included in the updated Conservation Element). Expected to be completed by December 2009.	Will respond to the Board's 12/19/06 request for baseline data for trend analysis in managing oak woodlands. Will comply with Salinas River and the South County Areas plans, which required biological resource mapping as mitigation for future development. Will enhance the County's compliance with the California Environmental Quality Act (CEQA). Will provide data for identifying areas for housing development to comply with the Housing Allocation Plan.	Request for Proposal (RFP) process completed and contract signed in June 2008. Data is being gathered. Final report to be complete by December 2009.	This is a multi-year project that remains on track for completion in the specified time frame. The department will provide an update as part of the FY 2010-11 Budget.	This multi-year projects remains on track and the final report will be complete at the end of December 2009. All of the intended results have been achieved.	The intended results were achieved.

Planning and Building

Fund Center 142

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross: $50,000 General Fund support: $50,000	Consultant services to complete the Conservation Element update within the 3-year timeframe established by the Board.	Complies with Board direction on 8/1/2006 to complete the Conservation Element update (expected by July 2009). Reduces the County's legal exposure (this element was last updated in 1974).	A public review draft of the Conservation and Open Space Element (COSE) was released on December 17, 2008. The project is within timeframes outlined in the work program. In FY 2006-07, $150,000 was allocated to complete the draft of the COSE and to prepare the Environmental Impact Report (EIR). Please refer the FY 2006-07 budget item (Consultant Services to complete Phase 1 of the Conservation Element update) for the full updated results.	This is a multi-year project that is on track for completion. The Department will provide an update as part of the FY 2010-11 Budget	Planning Commission to completed hearings on COSE in December 2009; Board hearings expected in February 2010. Upon completion, the intended results will be achieved.	The intended results are expected to be achieved in February 2010.

Planning and Building

Fund Center 142

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross: $50,000 General Fund support: $50,000	Consultant services to complete the Environmental Impact Report (EIR) for the Shandon community plan.	Complies with Board adopted "Guidance Document." (on 12/12/06) The EIR will be completed by July 2009.	The contract was awarded on November 18, 2008. This contract was delayed when one co-applicant withdrew and the remaining co-applicants found additional funding for their portion of the EIR. The county portion is $50,000. The work program was modified to keep the plan on schedule. The public review draft plan and draft EIR it is expected in June 2009 and the final Board of Supervisors approval is expected by May 2010.	The expected results have been delayed due to the withdrawal of one of the applicants. The project was modified with a new expected completion date in 2010. The Department will provide an update as part of the FY 2010-11 Budget	The EIR and Draft Plan have been delayed by primarily by lengthy review of habitat issues by the wildlife agencies. The public review draft plan and draft EIR are expected to be released in February 2010. Completion of the Shandon update is expected in December 2010.	Due to circumstances beyond the department's control, the intended results have not yet been achieved. The department will report on this BAR as part of the FY 2011-12 budget.

Probation

Fund Center 139

Agenda Date and Item #	Unit / Amount	Description	Intended Results	Actual Results FY 09-10	Admin Office Comments	Updated Actual Results	Admin Office Comments
12/11/07 Item B-7	Gross Expense: $100,374 General Fund Support: $0 Funded through Youth Offender Block Grant.	Youth Offender Block Grant (Division of Juvenile Justice -DJJ realignment)	1. 100% of probationers will be assessed to determine level of risk and identified needs, utilizing a validated Risk Assessment tool. Each will be supervised accordingly. 2. 90% of offenders monitored by either electronic monitoring or Global Position Satellite monitoring will not re-offend.	1. The Department has fully implemented the tool and completed training on the use to ensure fidelity of the tool. The Department is in the process of assessing probationers for level of risk and identified needs. The Department will be 55% complete by January 15, 2009. This will cover scoring of all but the Administrative Caseload (probationers deemed low risk by their Probation Officers). The department expects to complete scoring of the Administrative Caseload by the end of June 2009. 2. To date there have been 45 probationers monitored by either electronic monitoring or global position satellite. To date 40 probationers (90%) have not re-offended.	The department reports that intended results have not yet been achieved. The department will report actual results achieved in the FY 2010-11 budget.	1. The Department has scored all juveniles on probation using the Youth Level of Service/Case Management Inventory (YLS/CMI) risk and needs assessment tool. Juvenile cases are in the process of being assigned to caseloads based upon risk scores. This process will be completed by June 30, 2010. The Department has scored all adults on probation, identified for assessment, using the Level of Service Inventory (LSI) risk and needs assessment tool. Adult cases are in the process of being assigned to caseloads based upon risk scores. This process will be completed by June 30, 2010. 2. In FY 2008-09 there were 42 probationers monitored by either electronic monitoring or global position satellite. To date forty (40) probationers (95%) have not re-offended.	Intended results have been achieved in result #1, in that all probationers have been scored using the risk assessment tools. Intended results have been exceeded in result #2.

Public Health Department

Fund Center 160

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross Expense: $100,000 General Fund Support: -$130,000	1.0 Public Health Microbiologist I/II at the Public Health Laboratory Requested in order to meet demand for laboratory testing.	Meet demand for testing services. 6,000 tests for sexually transmitted diseases (STDs) will be performed by this position. Generate revenue of at least $230,000, which will help pay for the fixed costs associated with the laboratory and reduce the level of General Fund support by $130,000.	The Public Health Microbiologist was hired in Fall of 2007, is performing STD testing, and is assisting in the generation of revenues. 21,000 STD tests were performed in total for FY 2007-08. Increased revenue from the additional staff was $45,000, well short of the $230,000 estimate. While the amount is expected to increase this year, now that the position will be filled for the full year and the employee has been fully trained, it will still fall well short of the original estimate. However, under the new Public Health Laboratory Manager, hired January 2008, an entire overhaul of the cost-based fee structure has been implemented, such that future projections can be expected to be far more accurate.	Intended results have not been achieved. In FY 2007-08 only 20% of the targeted revenue increase of $230,000 was generated. The Lab anticipates that this position will generate $135,000 or 60% of the original target in FY 2008-09, which would offset the cost of the position. However, the Lab believes the original target was too high, and cannot be met. The continuation of this position will be re-evaluated as part of the FY 2009-10 budget. If it is continued the department will report back on results as part of the FY 2010-11 budget.	In FY 2008-09, this position generated an additional $102,274 in revenue, or 44.5% of the original target of $230,000. The additional revenue offset the cost of the position but did not reduce projected general fund savings of $130,000. In FY 2009-10, overall revenue is projected to increase to $230,000 compared to FY 2006-07 largely due to increased sexually transmitted disease testing and H1N1 testing. The original BAR tied this position specifically to sexually transmitted disease (STD) testing. In practice, laboratory staff perform testing of all specimens received regardless of the type of test.	Intended results have been partially achieved. This item will be revisited in the FY 2011-12 budget.

Public Health Department

Fund Center 160

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross Expense: $22,067 General Fund Support: -$22,933	0.5 Senior Account Clerk to assist with billing at the Public Health Laboratory Volume of billings has increased 55% over the past three years and the current billing staff are unable to keep up with the volume	This position will generate an additional $45,000 of revenue by pursuing claims initially denied by third party payers. This additional revenue will help pay for the fixed costs associated with the laboratory and reduce the level of General Fund support by $22,933.	During FY 2007-08, this position recovered $33,000 of denied claims and other uncollected bills, and provided support to allow billing processes to be brought up to date. However, due to a vacancy in an Administrative Assistant (AA) III position, as of December 2007, and the need for this new employee, as well as the other Senior Account Clerk, to assume AA responsibilities for receiving and accessioning samples, the revenue generated fell about 25% short of the intended result.	Intended results were partially achieved. 75% of the targeted revenue was collected and the Lab reports that, while the volume of billing continues to grow, recoverable old debt is now at a 10 year low. This position is being considered for elimination as part of the FY 2009-10 budget process. If this position is continued in FY 2009-10 the department will report back on results as part of the FY 2010-11 budget.	In FY 2008-09, the Senior Account Clerk collected $24,157 of old debt or 54% of the original target of $45,000 and also collected $102,274 of the increased testing associated with the 1.0 FTE PH Microbiologist. The Senior Account Clerk ensures that the laboratory's accounts receivables are current (aging is less than 120 days). Overtime is no longer required to keep up with billing and total laboratory revenue is on target for FY 2009-10.	Intended results have been achieved.
Gross Expense: -$41,529 General Fund Support: -$52,687	1.0 Physical/ Occupational Therapist II position for the state mandated California Children's Services (CCS) program. The County is mandated to provide specialized	The County is mandated to provide this service and to meet caseload standards prescribed by the state. If this position were not added, the County would be required to contract for the provision of these services at an additional cost of $119,000. The	The position was not filled due to unsuccessful recruitment. Two candidates declined the position due to low salary. Both candidates were also from other regions in the state such that relocation cost was also a deterrent. The required therapy was obtained by vendor (contract) beginning May 2008, and will continue throughout FY 2008-09 or	Intended results have not been met because the department has not been successful in recruiting a staff therapist. In the meantime the department has continued to use contract therapists. This position is being considered for elimination as part of	This position was eliminated in the FY 2009-10 budget process.	This item is not included in the FY 2010-11 budget and will no longer be tracked.

Public Health Department

Fund Center 160

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
	physical and occupational therapy for eligible children in public schools.	addition of this position reduces expenses by $41,529 and increases revenues by $11,158 as compared to the contract option, thus saving the County General Fund $52,687. The new position will enable the CCS to reduce caseloads for the 5.0 staff therapists from the currently prescribed 35 treatment hours/week to 29, which would bring the program into compliance with the State staffing standard of 30 hours or less.	until the civil service position can be filled. The caseload levels are constant and prescribed therapy hours can not be reduced to meet a staffing standard. Prescribed hours must be provided by staff or by contractors/vendors. The caseload has not declined significantly reduced and cannot be reduced as this is a mandated service program. The contract therapy hours have provided 6 hours of week of treatment out of the projected 30 hours/week that would be assigned to the unfilled position. There are 217 clients in the therapy program with a total of 186.55 hours prescribed for therapy each week; using the staff staffing standard of 30 hrs/week of active treatment, there should be a total of 6 FTE completing this amount of prescribed weekly therapy. We have 5.25 FTE and are increasing contract therapy to fill the unmet therapy hours for our clients.	the FY 2009-10 budget process. If this position is continued in FY 2009-10 the department will report back on results as part of the FY 2010-11 budget.		

Public Health Department

Fund Center 160

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross Expense: $91,860 General Fund Support: $0 (Funded from fee revenue.)	1.0 Environmental Health Specialist I/II in order to keep up with demand for inspection services. This position is recommended to be added to the position allocation list for FY 2007-08 but not funded or filled until FY 2008-09. The reason being is that these services are revenue offset with fee revenue (charge for services). The fee schedule for FY 2008-09 will be updated during the fall of 2007 in order to reflect this additional position.	Starting FY 2008-09: The frequency of food safety inspections will change from 1 inspection every 12 months to 1 inspection every 9 months The frequency of swimming pool inspections will change from 1 inspection every 18 months to 1 inspection every 12 months. Annual water well seal inspections will increase from 25% of new water wells installed to 100% of new water wells installed. (The Intended Results as originally drafted were incorrect. The language has been corrected to be consistent with the original BAR submittal.)	Fees were increased effective July 2008 in the Retail Food, Recreational Health (Public Swimming Pool) and Water Well programs to fund this new position. The position was filled on September 8, 2008 and the new employee is currently training. Enhanced productivity in food safety, pool, and water well seal inspections will be assessed at the end of the current fiscal year.	The position that was considered for elimination was the Storm Water position. Results have not yet been achieved. The department will report back on results as part of the FY 2010-11 budget.	In FY 2008-09: In FY 2005-06, Environmental Health had a food safety inspection frequency of 1 inspection every 21 months. In the three years prior to FY 2005-06 the inspection frequency was 1 inspection every 12 months. Food safety depends, in part, upon frequent food safety inspections. It is our goal to improve the frequency of food safety inspections from 1 inspection every 12 months to 1 inspection every 9 months. The actual inspection frequency in FY 2008-09 was 1 inspection per 8.6 months. Environmental Health met this goal. Given the high usage rate of public pools by tourists and county residents and the inherent safety and health risks associated with the use of the pools, it is our goal to improve the public swimming pool inspection frequency from 1 inspection every 18 months to 1 inspection every 12 months. The actual public swimming pool inspection frequency in FY 2008-09 was 1 inspection per 11.2 months. Environmental Health met this goal. In order to better protect the limited ground water supply in	Intended results have been partially achieved. This item will be revisited in the FY 2011-12 budget.

Public Health Department

Fund Center 160

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
					San Luis Obispo County, it is our goal to increase water well seal inspections from 25% of water wells installed to 100% of wells installed. In FY 2008-09 well seal inspections increased from 25% of new water wells installed to 28% of new wells installed. Staff was not hired until September. The first two priorities for Environmental Health were to train the new staff in the food and pool programs. Once staff was trained in these two programs and ready to perform well inspections, the new employee began training in the well inspection program later in the year. Therefore, Environmental Health was not able to meet this goal.	

Public Works

Fund Center 405

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Admin Office Comments	Updated Actual Results	Admin Office Comments
Gross: $102,875 General Fund support: $0	1.0 Limited Term (3 years) Environmental Resource Specialist to complete environmental reviews for capital projects and oversee consultants completing environmental review for the Nacimiento Water Project	▪ Reduce the amount of money currently spent to outsource environmental review for capital projects by $57,000/year. ▪ Reduce the current time between road maintenance project conception and construction from 18 months to 12 months (assuming the Planner 1 position is also approved)	Position held vacant until June of 2008 due to the current hiring environment. It is anticipated that anticipated savings will be realized in FY 2009-2010.	Given the delay in filling the position, the intended results were not achieved. We will be requesting that the department report back on this Budget Augmentation Request as part of the FY 2010-11 budget process.	Routine costs for out- sourcing environmental review dropped from $136,073 in FY 2008/09 to a projected $12,000 in FY 2009/10, for total savings of $124,000 (two positions). Average processing time for maintenance projects has been reduced to 6 months.	The intended results were achieved while the position was filled. It is currently vacant but the department reports that workload has diminished on capital projects so the use of outside consultants is not anymore than when the position was filled. This was a 3 year limited term position. The department will be required to submit a Budget Augmentation Request (BAR) as part of their FY 2010-11 budget in order to retain the position
Gross: $79,561 General Fund support: $28,195	1.0 Planner I position to support implementation of the new Stormwater Management Plan (33%) and environmental review of capital projects (67%)	▪ Reduce additional expenditures to outsource environmental review for capital projects by at least $65,000/year. Total savings if both positions are approved would equal $122,000 a year. ▪ Reduce the current time between road maintenance project conception and	Position held vacant until June of 2008 due to the current hiring environment. It is anticipated that anticipated savings will be realized in FY 2009-2010.	Given the delay in filling the position, the intended results were not achieved. We will be requesting that the department report back on this Budget Augmentation Request as part of the FY 2010-11 budget process.	Routine costs for out- sourcing environmental review dropped from $136,073 in 08/09 to a projected $12,000 in 09/10, for total savings of $124,000 (two positions). Average processing time for maintenance projects has been reduced to 6	Intended results have been achieved.

Public Works

Fund Center 405

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Admin Office Comments	Updated Actual Results	Admin Office Comments
		construction from 18 months to 12 months (assuming the limited term Environmental Resource Specialist position is also approved). ▪ Ensure compliance with the approved Stormwater Management Plan.			months. However, the Stormwater Management Plan is not in compliance, due to new interpretations by the Water Board. Staff is currently working with the Regional Water Quality Control Board to amend the Stormwater Management program to add the States new requirements.	

Public Works

Fund Center 405

Agenda Date and Item #	Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
10/23/07 Item B-9	Gross Expense: $795,000 per year General Fund Support: $0 (Funded by Various transportation and utility services)	Amend Public Works Position Allocation List (PAL) by adding 8 Engineer I, II, or III positions.	The addition of these positions to the Public Works Department staff will allow the department to efficiently plan and construct various Public Works projects which will improve the health, safety and livability of the community; and make the best possible use of significant grant funding that is available to us over the next several years.	1. Four of the positions have been filled. The newly hired positions have put the department in a position to efficiently plan and construct various Public Works Projects and make use of grant funding available and possible Federal economic stimulus funding in the near future. With the new positions, our department anticipates an improvement in the percentage of capital project completed on time from 42% to an estimated 80%. 2. There is a current proposal to convert two of the vacant positions to Civil Engineering Technician positions to more economically provide the needed services. 3. Two positions are being left vacant until funding levels can be determined.	1. Partial results have been achieved (see #2 and #3). 2. The department has re-evaluated the need for Engineers. At this time, with the type of projects being planned and constructed, they have determined that Civil Engineering Technicians would better meet their needs. The Board approved this request on Jan. 27, 2009. 3. While the department is confident that the total amount of Prop 1B funding will be allocated, the time of receiving the payments from the State is in question. It is anticipated that these positions will be filled in the future as more detail becomes available about how the State plans to handle the distribution of Prop B funds. We will be requesting the department to report back on items #2 and #3 as part of the FY 2010-11 budget process.	2. The two Civil Engineering Technicians have been hired and are performing required job duties more economically than would have been done with engineering positions. 3. There are currently five engineering positions being held vacant until funding becomes certain. There is still uncertainty on the timing and extent of engineering needs for the Los Osos Wastewater Project and nearly $8 million pending of Proposition 1B funding until the State can sell bonds.	2. Intended results have been achieved. 3. As these positions are currently vacant, we are requesting that the department report on this item as part of the FY 2011-12 budget process.

Risk Management

Fund Center 105

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Admin Office Comments	Updated Actual Results	Admin Office Comments
Gross Expenditure: $150,000 General Fund Support: $150,000	Implement a Wellness Pilot Program for County employees to improve health and reduce costs related to preventable injuries and illnesses. The program would offer a variety of educational seminars (e.g. smoking cessation, nutrition/weight loss, stress management, exercise, managing chronic illnesses, etc.), as well as one-on-one counseling. The pilot would serve up to 750 employees, be voluntary, and last one year. Program results would be tracked and, if successful, an ongoing program would be proposed to the Board.	Pilot Program: At the conclusion of the pilot program: 1. 80% of participants (600 employees) will see the pilot program through to the end. 2. Of the 80% that complete the program, 5% (30 employees) will bring their health screening readings to healthy levels (e.g. weight, blood pressure, cholesterol, etc.). Ongoing Program (assuming pilot is successful): After the ongoing program has been in place for one year: ▪ The County will see a reduction in the injury/illness rate (% to be determined after pilot program) ▪ The County will see a reduction in the sick leave usage rate (% to be determined after pilot program) ▪ The program will	The pilot program is scheduled to conclude in May 2009, at which time data will be available to determine the actual results of the program. Status of Pilot Program Progress: The program was introduced at the Health and Wellness Fair held for County employees in June 2008. Health screenings were conducted at 3 locations where 370 employees had confidential health screenings which consisted of blood pressure, weight, body mass index, total cholesterol, triglycerides, and blood sugar. Based on the results of the screenings, a program was developed to offer employees the option of attending one-on-one health coaching sessions, monthly wellness seminars, and fitness classes.	Intended results have been partially achieved. As of December the program has been utilized at 83%, exceeding the target of 80%. The remainder of the measures will be reviewed when the pilot period is over in May 2009. This program appears to be on track. Final results for the Pilot Program will be reported as part of the FY 2010-11 budget.	The Wellness Program largely reached the levels of success targeted at program conception. Final participation levels reached 929 employees (target was 600). A total of 27 employees saw their health screening values improve (target was 30). Though the program was a success, the broader economic situation at the national and state level, and the concomitant County budget shortfall, resulted in this program's funding not being renewed in FY 2009-10. Funding is not being sought in FY 2010-11, in deference to other higher priority County expenditures to be drawn on the General Fund. This BAR for a Wellness pilot program can be considered a successful example of what can be achieved if the County seeks a permanent program to enhance worker health and productivity in the future.	Intended results were achieved.

Risk Management

Fund Center 105

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
		pay for itself through lower Workers' Comp costs and reduced sick leave usage.	1. As of December 2008, 619 employees have participated in the program, which is 83% of the targeted 750. During the first five months of the program 181 employees have participated in 1-on1 health coaching sessions, 75 employees participated in a 12-week weight management class, and attendance of fitness class held at noon and 5:15 PM averages 10 employees. Actual results for #2 will be reported in the FY 2010-11 budget process.			

Roads

Fund Center 245

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross: $1,150,000 General Fund support: $1,150,000	Fund major drainage projects to correct existing deficiencies in Santa Margarita, San Miguel, Cambria and Nipomo. (Note – combined with the projects funded in FY 2006-2007, this completes the list of critical drainage projects needed to address existing deficiencies.)	▪ Increase flood event capacity of storm drains and culverts from the existing 10-year flood event to 25-year flood event capacity, thus reducing the incidence of flooding in these neighborhoods. ▪ Avoid potential flood claims filed against the County.	Of the five projects allocated funding, three (2 in Nipomo, 1 in Cayucos) have been completed and two are ongoing. All have been designed to increase flood event capacity from a 10 year to a 25 year flood event.	Partial results have been achieved. We will be requesting the department to report back on the remaining projects as part of the FY 2010-11 budget process.	Work has been completed on the San Miguel site (River Road Storm Drain) and Santa Margarita site (Yerba Buena Storm Drain). Both will provide a 25 year storm protection for portions of those communities and greatly reduce frequent flooding issues and potential flood claims against the County.	Intended results have been achieved.

Treasurer-Tax Collector

Fund Center 108

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
Gross: $62,829 General Fund Support: $0	Add 1.0 Financial Analyst I/II/III position due to the increased workload resulting from the implementation of the County's financial system (SAP), debt issuance, and the increasing complexity of banking services and County banking needs	By separating Treasury/Banking management from the Investment function, the following results will be achieved: 1. Increase investment portfolio yield by 3 basis points in FY 2007-08 3rd and 4th quarters, utilizing the following methods: Review Investment strategy quarterly; Analyze a minimum of 3 new investment securities and funds; Daily market analysis; 2. Reduce increasing costs of bank services (costs for FY 2005-06 were $176,475) by 2% ($3,530); 3. Analyze current banking services, along with new technology and services available, to meet the County's needs with appropriate level and type of service.	The position was filled approximately 8 months of FY 2007-08 with the incumbent vacating the position in June 2008 (position has subsequently been filled). The time the position was filled contributed to the following results: 1. In FY 2007-08, beginning with the 2nd quarter, the Investment Manager's focus was on the problems in the financial market and the potential impact to the County's portfolio. These difficulties have affected the pool's yield, but not the amount invested; 2. Anticipate a reduction of 30% in banking costs, beginning January 2009. Estimated savings of $20,000 for FY 2008-09; 3. By the end of FY 2008-09, a new service to process the checks to the bank by utilizing electronic image should be implemented. This will increase efficiency and the availability of the funds.	1. These results have not been achieved due to issues beyond the control of the department. New options on how to gather the data needed to report the results will be explored during FY 2008-09 and reported back during the FY 2010-11 budget cycle. 2. Intended Results achieved. 3. Intended Results achieved.	1. Intended results have not been achieved yet. The Financial Analyst position was vacant at various times during the fiscal years 2007-08 and 2008-09, and the Investment Manager had to cover the Treasury Manager position and had to train the person hired for this position during these times. The investment strategy was reviewed, however, not with the purpose of increasing yield, but to safeguard principal (the priority objective by law.) With the problems in the financial market and the economy in crisis, all focus went to ensuring that stable principal values could be returned to Pool Participants. Investment analysis efforts focused on the Pool's exposure to loss; first to investment types in the portfolio, second to investment types that were approved for purchase. No new	Intended results have not been achieved. The position has been filled and barring any unforeseen budgetary constraints, the department hopes to make progress towards the achieving the intended results. We will request the department to report back during the FY 2011-12 budget cycle.

Treasurer-Tax Collector

Fund Center 108

Unit /Amount	Description	Intended Results	Actual Results FY 09-10	Administrative Office Comments	Updated Actual Results	Admin Office Comments
					investment types were approved for purchase. There were no changes made during that time to increase yield and no new yield performance measures put in place. Because of the focus on safety, the Pool did not experience any loss unlike some counties that experienced some losses due to exposure to investments directly related to entities that financially failed. The financial market is not expected to drastically improve in FY 2010-11. With the approval by the Board of the Investment Policy for 2010, which opened up some criteria to allow local banks to qualify for interest bearing deposits, Treasury will be looking into local banks as to types of investments that would meet the needs of the pool.	