

YUBA COUNTY GRAND JURY
FINAL REPORT
1989 - 1990



SUPERVISOR GEORGE G. DEVERAUX FIRST DISTRICT
SUPERVISOR THOMAS I. "TIB" BELZASECOND DISTRICT
SUPERVISOR BILL LON HARPERTHIRD DISTRICT
SUPERVISOR MICHELLE D. MATHEWSFOURTH DISTRICT
SUPERVISOR J. E. M cGILLFIFTH DISTRICT

July 9, 1990

The Honorable Dennis J. Buckley,
Presiding Judge
Yuba County Superior Court
215 5th Street
Marysville, CA 95901

Dear Judge Buckley;

We present to you the final report from the 1989-90 Yuba County Grand Jury. It is submitted with our gratitude and appreciation for the opportunity to serve our County in this capacity. This report addresses the problems encountered and reflects the collective thinking of each member.

The end of our term came all too soon. We believe we have accomplished a great deal, yet we are extremely aware there is much more to be done. We will encourage our replacements to carry on some of the projects began by this jury.

This has been a year of learning, gaining new insights, hard work, some frustrations, a lot of fun and personal growth for us all. We came together as a group of strangers with very little insight as to the purpose of being a Grand Jury member. Due to the fact that I was a carry-over from the 1988-89 Grand Jury, I was more fortunate than others in this area. I believe we are leaving richer in having worked with an intelligent, capable, dedicated and very diverse group. Because of the breadth of personalities and backgrounds our group became strong.

It is my desire that this report will be viewed as a positive contribution to better County and City government.

The Grand Jury was hampered this year, due to the fact that a facility to hold meetings is not provided by the county. We are grateful to the Marysville Medical Clinic for being so kind and generous to allow us the use of their library for our meetings the past three years. It was a very secure place to meet, however the lack of locked facilities makes it necessary for the foreman and other officers to carry a number of boxes, folders, and forms back and forth to each meeting. I think it would be wise for a responsible county administration to provide a meeting place with lockers for the papers, notes, reviews and resource material that is necessary to perform duties of the jury. The Grand Jury is certainly deserving of this consideration.

As we made our required visits to the various County and City, Schools and Special Districts offices we are pleased to report that our County has been diligent in choosing and electing men and women who were so very courteous, co-operative and helpful to the jury. Our County and City offices and our Schools, and Special Districts are an asset to this community.

Now for some very special and important commendations. I thank especially the husbands and wives and families of the members for being so understanding when our job took us away from them on so many occasions.

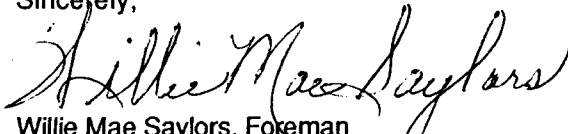
I would be remiss if I failed to thank the Jury commissioner during our term, Mrs. Beth Riley, her assistants, Mrs Karen Smith, and Mrs. Brenda Damron and all of the other ladies of this office, for their support to the jury, and for the courteous and cheerful manner in which it was given.

A special thanks is extended to you Judge Buckley, for your guidance and support and for being available when needed. We are grateful to Timothy Hayes, County Counsel, for his wise and forthright advise. Thanks to our District Attorney, Mr. Charles O'Rourke for his dedicated support in one of our investigations.

I think each member of this years Yuba County Grand Jury will echo my sentiments, that this has been a priceless learning experience and opportunity to serve our County. Thank you Judge Buckley for choosing us to serve.

May the County of Yuba continue to prosper and grow in the future.

Sincerely,



Willie Mae Saylor, Foreman
1989-90 Yuba County Grand Jury

1989 - 1990 YUBA COUNTY GRAND JURY

SUPERIOR COURT JUDGES

DENNIS J. BUCKLEY - PRESIDING JUDGE

ROBERT C. LENHARD

THOMAS P. MATHEWS

GRAND JURY MEMBERS

WILLIE MAE SAYLORS - FOREMAN	WHEATLAND
TOM BARRIS	MARYSVILLE
EVA J. CONLEY	WHEATLAND
JAMES CONLEY	MARYSVILLE
ROBERT A. EMIG - OTT	MARYSVILLE
RYLAND FOSTER - RESIGNED NOVEMBER 1989	MARYSVILLE
ROBERT A. FYOCK - RESIGNED DECEMBER 1989	MARYSVILLE
KEE HAN HA	WHEATLAND
ROBERT O. HEIKEN	MARYSVILLE
EDITH KELLY - RESIGNED AUGUST 1989	MARYSVILLE
LIESELOTTE J. KEDDY	MARYSVILLE
BONNIE KEEFE	MARYSVILLE
RUTH HURLEY	MARYSVILLE
ERNEST C. KENTER	MARYSVILLE
REX MC DOUGAL - RESIGNED AUGUST 1989	MARYSVILLE
BETTY NEWCOMB	MARYSVILLE
EFTON PRITCHARD - RESIGNED AUGUST 1989	MARYSVILLE
CLAIRE ROYAL	MARYSVILLE
JOSEPHINE RAMSEY	MARYSVILLE
RUTHE SEALE - RESIGNED SEPTEMBER 1989	MARYSVILLE
CAROLYN STALLCUP	MARYSVILLE
JOHN L. THOMPSON	MARYSVILLE
MARY TORGERSON	MARYSVILLE

1989 -90 YUBA COUNTY GRAND JURY

ORGANIZATION AND COMMITTEES

WILLIE MAE SAYLORS
JOHN (JACK) THOMPSON
KEE HAN HA
BONNIE KEEFE

FOREMAN
FOREMAN PRO-TEM
SERGEANT-AT-ARMS
SECRETARY

CITY COMMITTEE

TOM BARRIS (CO-CHAIRMAN)
MARY TORGERSON (CO-CHAIRMAN)
LISA KEDDY
CAROLYN STALLCUP

ROBERT FYOCK
ROBERT HEIKEN
JAMES CONLEY

COUNTY COMMITTEE

ERNEST KENTER (CHAIRMAN)
TOM BARRIS
EDITH KELLY
EFTON PRITCHARD
JACK THOMPSON

JAMES CONLEY
RUTH HURLEY
REX MC DOUGAL
CAROLYN STALLCUP

COURT AND LAW ENFORCEMENT COMMITTEE

JACK THOMPSON (CHAIRMAN)
EVA CONLEY
BETTY NEWCOMB
RUTHE SEALE

KEE HAN HA
ERNEST KENTER
RUSS FOSTER

DEPARTMENT OF SOCIAL SERVICES COMMITTEE

KEE HAN HA (CHAIRMAN)
ROBERT EMIG-OTT
MARY TORGERSON
JAMES CONLEY

JOSEPHINE RAMSEY
EFTON PRITCHARD
CLAIRE ROYAL

PUBLIC WORKS, WATER AGENCY COMMITTEE

ROBERT HEIKEN (CHAIRMAN)
ROBERT FYOCK
BONNIE KEEFE

LISA KEDDY
JOSEPHINE RAMSEY
EDITH KELLY

SCHOOLS COMMITTEE

RUTH HURLEY (CHAIRMAN)
CLAIRE ROYAL
BONNIE KEEFE
RUSS FOSTER
REX MC DOUGAL

ROBERT EMIG-OTT
BETTY NEWCOMB
EDITH KELLY
RUTHE SEALE

EDITING COMMITTEE

WILLIE MAE SAYLORS
KEE HAN HA
ROBERT HEIKEN
CLAIRE ROYAL
JAMES CONLEY

ERNEST KENTER
JACK THOMPSON
BONNIE KEEFE
JOSEPHINE RAMSEY
RUTH HURLEY

DEDICATION

The 1989-90 Yuba County Grand Jury members dedicate this Final Report to the memory of Robert A. Fyock, Marysville, one of our members who passed away on May 22, 1990 during his tenure in office.

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CITY COMMITTEE

GRAND JURY REPORT 1989 - 90
CITY COMMITTEE
CITY OF MARYSVILLE

Analysis

The City of Marysville is run by charter, and is administered by the City Administrator and five (5) council members. The City Administrator acts as Chief Executive Officer, handles finance, personnel, purchasing and emergency services, and also has removal power over department heads. Council members play a major role in the City's administrative functions.

Council members elect among themselves their officers. There is a Mayor, Vice-Mayor, and three (3) council members. The Vice-Mayor is responsible for Mayor Pro-Tem duties.

Area Investigated

Item No. #1 - City Clerk

Findings

The activities delegated to the City Clerk: Assembles and maintains all documents, prepares agendas and minutes of all City Council meetings, is responsible for municipal elections and maintenance of city records, acts as filing officer for statements of economic interest filed by designated officials and employees, provides clerical and technical support for City Council, City Administrator, redevelopment activity, Finance, Personnel, Emergency Services, Planning Commission, and the Marysville Levee Commission.

In 1974/75, there were nine (9) full-time individuals in the City Clerk's office, which included seven (7) with clerical-related responsibilities. At the present time, there are three (3) full-time individuals handling the clerical duties and one (1) part-time individual.

The computer is inadequate, six (6) people use one (1) terminal. The 1979 word processor can't load the entire budget.

Recommendations

Upgrade the computer system and add at least one (1) full-time and one (1) half-time position to the staff.

Commendation

The Grand Jury commends the City Clerk and the Department for their accomplishments, in spite of being understaffed. The personnel are cross-trained.

GRAND JURY REPORT 1989 - 90
CITY COMMITTEE
MARYSVILLE FIRE DEPARTMENT

Analysis

The Marysville Fire Department is operated by one (1) fire chief, thirteen (13) firemen and ten (10) volunteers. The city administrator has direct control over this department. The fire department has a rating of four (4) in fire insurance which is an above average rating. The location of the fire department provides easy access in responding to calls throughout the city.

Area Investigated

Item No. #1 - Fire Protection Coverage

Findings

Marysville Fire Department has an annual contract of thirty thousand dollars (\$30,000) to provide fire and rescue protection to District 10, Hallwood and outlying areas. In spite of impending drought for the coming season, Marysville has an adequate supply of water and hoses to pump water from Ellis Lake or the river.

1. Seventy-four percent (74%) of calls are for rescue with no charge to the calling party.

2. Thirty-eight percent (38%) of fire calls are attributed to smoking.

Marysville Fire Department inspects all public buildings and is involved in many aspects of fire protection and education.

Recommendations

None

Commendation

The Grand Jury feels the department is well prepared to meet the city's fire protection needs. Further, the chief and the department are commended for their cost effective practices that have resulted in the purchasing of first rate equipment.

Area Investigated

Item No #2 - Fire Protection Equipment

Findings

Marysville Fire Department has provided fire and rescue protection far and above accepted standards. Within the last few years several outstanding additional pieces of equipment have been added at minimum cost.

Recommendations

None

Area Investigated

Item No #3 - Hazardous Waste

Findings

The hazardous waste program is a major concern of the fire department. The State Fire Marshal's Department will dispose of the hazardous waste after the products have been identified. A forty thousand

dollar (\$40,000) grant is available for materials and training for the purpose of identifying hazardous materials. The department is presently considering making an application for the grant. The department works closely with the County Office of Emergency Services for all problems of this nature. In the event of a catastrophic spill, community evacuation may be necessary.

Recommendations

The Grand Jury recommends that the department apply for the grant and develop programs for the training of personnel for hazardous waste management. Marysville, with its elevated railways and highways, surrounded by a levee, could be an accident waiting to happen. It would be in the best interest of Marysville for the fire department to pursue ways and means of developing tools for quick identification of the harmful products in hazardous materials.

GRAND JURY REPORT 1989 -90

CITY COMMITTEE

PUBLIC WORKS

Analysis

The Public Works Department consists of:

Planning: Provides planning for the community consistent with the City's general plan.

Government Buildings: Maintenance of City Hall and the Police Department (other than janitorial labor services.)

Building regulations: Responsible for enforcement of the provisions for the various building, plumbing, electrical, mechanical, sign codes, zoning and health ordinances.

Engineering and administration: Provides general direction and coordination of the activities of the Public Works Department.

Public Works Center: Provides mechanical repair services for all city vehicles (except fire department.)

Streets: Responsible for maintaining fifty-eight miles of city streets, including curbs and gutters.

Traffic Safety: Responsible for maintaining traffic safety, both vehicular and pedestrian, by means of traffic striping and effective use of warning signs and signals.

Trees: Responsible for maintenance of trees and parkways within the city right-of-way.

Street Cleaning: Provides cleaning of streets.

Street Lighting: Maintenance of city -owned lighting.

Parks: Responsible for operation and maintenance of the city's parks, recreation areas, park buildings, municipal grounds, and the city's cemetery.

Area Investigated

Item No. #1 - Understaffing

Findings

Only six (6) employees do the maintenance and repair of the above. Within the last year there has been an added twenty-two (22) soccer fields. There is only one mechanic to maintain thirty-seven (37) vehicles, including a police emergency unit.

Recommendations

The Grand Jury recommends hiring additional maintenance and mechanical personnel.

Commendation

The department is commended by the Grand Jury for its efficient methods of keeping Marysville a well-maintained community.

GRAND JURY REPORT 1980 - 90

CITY COMMITTEE

RECREATION

Analysis

The City of Marysville's recreational program provides activities of recreational and educational value for the citizens of Marysville and the surrounding area. Programs are offered seasonally and are published through the local media as well as through brochures, which are delivered to the schools or the residents of Marysville twice a year. The majority of the activities are self supporting while a few programs with national sponsorship are free.

Area Investigated

Item No #1 - Understaffing

Findings

The department has only one (1) full-time Director to handle and coordinate the whole year-round program. The Director receives eighty (80) hours of administrative leave per year for overtime. In the last four (4) years, the Director has worked five hundred (500) overtime hours, of which three hundred (300) hours were compensated.

Recommendations

The Grand Jury recommends a full-time assistant be added to the Recreation Department. Not only is the addition of twenty-two (22) soccer fields an asset to the community, but also, creates extra work for the Recreation Department.

Commendation

The Recreation Department is to be commended for providing and maintaining programs for people in Marysville and the surrounding areas.

GRAND JURY REPORT 1989 - 90

CITY COMMITTEE **CITY OF WHEATLAND**

Analysis

Wheatland is a general law city.

The City of Wheatland operates with a five-member city council. The Mayor is elected from the Council members.

This is a non-manager city, but the city council is supported by an elected city clerk and an appointed Deputy City Clerk (bookkeeper/typist) who manages the administrative work for the city.

There is one (1) part-time city treasurer.

The Public Works department is under the authority of the City Council, with a superintendent and two (2) laborers who manage streets, water and the waste water treatment plant.

The fire department has a chief and a roster of seventeen (17) volunteer firemen and rescue personnel within the city. An automatic aid agreement with Plumas-Brophy Fire District adds an additional fifteen (15) volunteers.

Area Investigated

Item No #1 - Salary Level

Findings

City Employees' salaries are below average compared to other small cities.

Recommendations

Establish and maintain a salary level comparable to other cities and counties in the area.

Area Investigated

Item No #2 - Retirement Plan

Findings

The City of Wheatland has no retirement plan.

Recommendations

The City Council should secure a retirement plan for the employees.

Area Investigated

Item No #3 - Specific Plan

Findings

The 1995 Specific Plan seems to be well-organized and funded with the developers providing the larger share of the cost for an additional fire station, schools, and water expansions.

Recommendations

The 1990-1991 Grand Jury should follow up on the progress of the 1995 Specific Plan.

COUNTY COMMITTEE

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
AGRICULTURE COMMISSIONER/Weights & Measures/Air Pollution

Analysis

The Agriculture Commission Department is divided into three (3) divisions; (1) Agriculture Commission, (2) Sealer of Weights and Measures, and (3) Air Pollution Control.

The Department promotes and protects agriculture in Yuba County,

- (1) Protects the consumer and the environment through enforcement of the California Food and Agriculture Code.
- (2) Insures equity in the market place by testing weighing and measuring devices annually.
- (3) Checking weighed commodities according to the California Business and Professional Code.
- (4) Maintains and improves ambient air quality through the enforcement of Air Pollution Control rules and regulations.

In the performance of prescribed duties and responsibilities the department becomes an extension of the California Department of Food and Agriculture and the California Air Resources Board.

The Agricultural Extension is a bi-county department administered by Sutter County. Yuba County costs are apportioned at 40% of department overall costs. The Farm Advisor's Office provides factual, research-based information to the agricultural community and homemakers of both counties. Major program areas are agriculture, 4-H youth, family and consumer sciences, public service, and community development.

Area Investigated

Item #1 - Public Service/Agriculture Commission

Findings

The Grand Jury finds that the Agriculture Commissioner's office is providing a responsive public service to not only farmers but consumers.

Recommendation

None

Area Investigated

Item #2 - Weights and Measures function

Findings

Quality control of local pre-packaged items meets state requirements. To insure that local pre-packaged commodities are accurately weighed and measured throughout the year, more frequent inspections are necessary. Liquid (gasoline) measures for pump certification are 3% plus, better than the state average.

Recommendation

The Grand Jury commends the department for cost savings by sharing a "Weight Truck" and overall costs with Sutter and Nevada Counties.

Area Investigated

Item #3 - Air Pollution Control

Findings

Air Pollution Control falls under the direction of the California Air Resources Board. There is a certain amount of override of county authority and directions. The State Resources Board recommends five (5) individuals for Yuba County. At present, only 1.5 persons are employed because of budgetary limitations established by Board of Supervisors. This office serves as a regional control center for nine (9) other area counties.

Recommendation

Additional personnel and necessary equipment (P/U truck, 2 way Radio, etc.) should be added as responsibilities are increased under air toxics regulations. Additional revenues could be generated by fees' imposed by the Board of Supervisors.

GRAND JURY REPORT 1989 -90
COUNTY COMMITTEE
AIRPORT ENTERPRISE/Industrial Development/Special Aviation

Analysis

The primary mission of the Yuba County Airport is to continue the progressive development, construction, and maintenance of a sophisticated 1,200 acre aeronautical facility to accommodate the commercial, private, and general aviation needs of the community. It is the goal of the airport to attract new industry, new aviation-oriented businesses, provide new jobs, strengthen the county's tax base, and offer increased airport capacity. It is also the goal of the airport to continue to generate revenues through leases, facility charges, and land sales in order to maximize its potential while remaining self-supporting.

The Yuba County Industrial Development Department designs, manages, promotes, and markets eight (8) county-owned industrial parks, and promotes all other privately-owned County of Yuba sites zoned for commercial or manufacturing use. It is the mission of the Industrial Development Department to;

- (1) Induce major industrial capital investment,
- (2) Create new employment opportunities and payrolls,
- (3) Generate new tax revenues through the siting of new industrial development in previously non-tax bearing land within the county, and
- (4) Generate a major sales tax revenue increase through the acquisition of new payrolls.

Special Aviation represents an annual grant of \$5,000.00 from the Division of Aeronautics - California Aid to Airports Program. Program funds are restricted to airport use to assist in establishing and improving a statewide system of safe and environmentally compatible publicly owned airports open to public use.

Area Investigated

Item #1 - Airport Aviation Operation

Findings

Continuous improvement in the airport facilities has been made possible by use of various grant programs. Staff has been increased by two (2) maintenance positions over last year. As a result, on-going maintenance needs are being met as needed. Additional hangers are in the process of being constructed this year. During non-business hours, there is a need for fencing to secure the aircraft parking ramp and flightline in general.

Recommendation

Additional fencing installation should be given a high priority to secure the aircraft parking and flightline areas during non-business hours.

Commendation

The Grand Jury commends the aviation operation over the past fourteen (14) years for having an outstanding safety record.

Area Investigated

Item #2 - Economic Development

Findings

An aggressive and successful program is bringing new industrial business to the airport properties. There are several manufacturing business planning to move here from southern California to enlarge their operations. This means additional employment of local personnel, construction of new housing and

general financial increases to various stores or other businesses. This will increase the tax base for additional county revenue.

The director is applying for a \$705,000.00 grant to improve and increase the water and sewer facilities on the airport. Upon completion, these facilities will be tied into Olivehurst Public Utilities District for daily operation and responsibility. The expansion is funded from Private Industrial Council or other economic development programs and growing as fast as infrastructure can be completed.

Recommendation

The County Administrative Officer and the Board of Supervisors continued strong support for the Enterprise Program is vital for growth of the Airport/Industrial area.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
ANIMAL CONTROL

Analysis

The County Animal Control Department is responsible for the enforcement of State and local animal control laws in the unincorporated areas of Yuba County. This includes operation of the animal shelter, animal control field work, and a trapper program.

The shelter provides for the impoundment, care, and treatment of stray domestic animals and the redemption, sale, or destruction of impounded strays. Field work includes impounding stray animals, investigating complaints and biting incidents, removing carcasses, issuing offense reports, and responding to loose livestock calls.

The trapper program was instituted by the Board of Supervisors in 1985-86 to alleviate damage caused by predatory animals to live-stock.

Areas Investigated

Item #1 - Facilities

Findings

Facilities are well maintained by personnel assigned and are adequate for the size of the operation. Improvements to the facilities are continually being made by Animal Control Staff.

Recommendation

None

Area Investigated

Item #2 - Dog License Procedure

Findings

Over twenty thousand (20,000) dogs are estimated in the county, and only sixty five hundred (6,500) are licensed.

Recommendation

The Animal Control Office should be authorized to issue citations with enforcement of ordinances similar to law enforcement officers.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
BOARD OF SUPERVISORS

Analysis

The Board of Supervisors are elected county officials and is the governing body of the county. They are responsible for both the legislative and executive functions of county government. Activities of the Board include adopting resolutions and ordinances, approving contracts, appropriation of funds, and adopting the annual budget. The Board also determines land use zoning for the unincorporated area, and appoints individuals to various boards, commissions, and certain county offices. The Board is the governing body of certain special districts and acts as the County Board of Equalization.

Area Investigated

Item #1 - Future Objectives

Findings

The County has a general plan which can be revised three (3) times a year. This plan designates land use within the county. The plan was developed by the Planning Commission and submitted to the Board for approval in the early 1980's. In addition, the county has developed a specific plan for the East Linda area. Both of these plans are subject to revision by the board. The Board of Supervisors is aware of the need to develop a new long range plan or revise the present plan to prepare for orderly growth in the next fifteen (15) to twenty (20) years.

Recommendation

The Grand Jury recommends the county Board of Supervisors proceed with either a general plan revision or a new plan that will provide for orderly growth in the county and preserve the prime agriculture land.

Commendation

The Board of Supervisors should be commended for the re-organization and re-location of county offices to better serve the public.

GRAND JURY REPORT 1989 - 1990

COUNTY COMMITTEE

COUNTY ASSESSOR

Analysis

The County Assessor is an elected official and is responsible for assessing all real and personal properties except public utilities properties which are appraised by the State Board of Equalization. The Assessor is also responsible for preparing secured and unsecured tax rolls annually, and supplemental rolls, in conformity with State law.

Area Investigated

Item #1 - Staffing and Space Requirements

Findings

The staff has been increased by one and half (1.5) positions over the last year. Relocation to the 14th Street facility should provide adequate space for a more efficient office operation.

Recommendation

None

Area Investigated

Item #2 - Management and Administration

Findings

There is no formalized procedure for the Assessor's office to receive notification of new construction for persons who have not gone through the procedure of obtaining a permit from the Planning and Building Department.

Recommendation

The Assessor office should study other county methods of finding and taxing buildings constructed without permits, and then develop a more efficient method to accurately tax all building and construction in the county.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
COUNTY AUDITOR - CONTROLLER

Analysis

The Auditor-Controller is the chief financial officer of the county, and is an elected official. The Auditor-Controller exercises general supervision over the accounting methods of all departments and agencies under the control of the Board of Supervisors and of all districts whose funds are kept in the county treasury.

Area Investigated

Item #1 - Office Space/Computers

Findings

At the present time, office space is inadequate for the number of personnel assigned and work requirements. Much of the assigned space is occupied by three (3) computers systems, one (1) of which is not fully operational at this time. This one (1) system will become fully operational upon relocation and will serve the Planning and Building Department, Treasurer-Tax Collector, Assessor, and enable the Auditor-Controller to coordinate data from these departments.

Recommendation

The Grand Jury recommends that adequate space be provided and a high priority given for a central location within the building to provide easy access to all departments utilizing the system.

Area Investigated

Item #2 - Cash Manual Procedures

A new cash manual has been developed and distributed to all offices concerned. All appropriate personnel are aware of the contents and are following procedures as required.

Recommendation

None

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
COUNTY ADMINISTRATOR/CLERK OF THE BOARD

Analysis

The County Administrator is responsible to the Board of Supervisors and serves as chief advisor on all administrative matters. Under the direction of the Board he is responsible for planning, organizing, directing, controlling, and coordinating county activities, as well as serving in an advisory capacity to the Board of Supervisors with respect to the functions of officials and boards not under their jurisdiction or control. The County Administrator is also responsible for coordinating the activities of all departments, preparing and recommending to the Board the annual county budget, and for executing the administrative practices in the various county departments. Information and research to assist the Board in making policy decisions is provided by the administrative office. The County Administrator is also the Clerk of the Board and Executive Officer to the Local Agency Formation Commission.

The Clerk of the Board attends at all regular or special meetings of the Board of Supervisors, and other agencies as directed by the Board of Supervisors, for the purpose of maintaining official records of those meetings.

Area Investigated

Item #1 - Office Management

Findings

The County Administrative Office has a staff of five (5) positions which includes two (2) clerks located in the Clerk of the Board office. Due to relocation of many county offices, the budget will be looked at closely this year. A new county administrative building may be possible ten (10) to fifteen (15) years in the future, but not under the present tax base. All departments have been requested to look for "free money" in the form of grants to assist their departments financially. Administrative and budget control over all departments is a major concern for the CAO.

Recommendation

None

Commendation

The Grand Jury commends the CAO for his expertise in general county management and his long range financial planning for county expansion. The CAO has provided strong leadership to protect the county's general fund by seeking "outside" grants for new facilities and department relocation costs.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
COUNTY CLERK - RECORDER/REGISTRAR

Analysis

The County Clerk-Recorder is an elected county official. The County clerk is responsible for custody of a variety of official records and the conduct of ministerial functions of the court, including filing and maintenance of court records.

The Recorder produces and maintains a permanent official record for the protection of the public, relating to ownership and encumbrances of real and personal property, marriage, and miscellaneous records, passport and fictitious business names, and maintains vital personal statistics for the county.

The Election Division is responsible for administration of elections and registration. The division conducts all Federal, State, County and special district elections. In addition, the division is responsible for distribution and collection of campaign statement reports, and statements of economic interest reports.

The responsibility of Clerk (Clerk of the Court) was transferred to Superior Court jurisdiction on September 1, 1989. This includes the filing and maintenance of all court related records.

Area Investigated

Item #1 - Staff and General Operation

Findings

The County Clerk/Recorders office was staffed on July 1, 1989 with fourteen (14) positions. on September 1, 1989, seven (7) positions were transferred to Superior Court jurisdiction for processing and maintenance of all court records. This left seven (7) positions for recording and conducting various election requirements. Present office space is adequate for day-to-day recording operations.

Recommendation

Upon relocation, the Grand Jury recommends that adequate office space be made available to accommodate the day-to-day operation, and a high priority for appropriate space be given for secured storage of records which are maintained by the Recorder's Office.

Area Investigated

Item #2 - Security of Records

Findings

At present, records of the Recorder's Office and of the Court are co mingled in the basement storage rooms. Storage rooms are not completely secure. A person may remove a record of file and pass through doors leading into the garage area/basement to exit from the building. The storage area is available to the public and is not monitored by personnel or "closed circuit TV."

Recommendation

The Grand Jury recommends that upon relocation of the Recorder's Office, appropriate secured and monitored storage rooms be provided. For the remaining records of the Court, a high priority should be given to fully secure storage rooms, and all records that are not on microfilm, should be microfilmed at earliest possible date. All new original court records should be microfilmed immediately, and the older records as quickly as possible.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
COUNTY COUNSEL

Analysis

The County Counsel is the legal advisor to all county boards, commissions, and provides legal assistance to all county departments. The County Counsel also provides legal advice to many special districts throughout the county. This office represents the county in civil litigation and administrative hearings. The County Counsel provides advice to department heads and other officials, prepares formal opinions, ordinances, contracts, and resolutions for the Board of Supervisors and undertakes necessary research in connection therewith.

Area Investigated

Item #1 - Flood Litigation Status

Findings

The County Counsel is to represent the county in civil litigation (as of this writing) to be held in leased quarters for a courtroom in Sacramento. It will be a time-consuming project and many hours of research and preparation will be needed during the trial. Total estimated time is really unknown.

Recommendation

The County Counsel, aided by the best qualified Deputy Counsel, should represent the county during litigation.

Area Investigated

Item #2 - Support to other County Departments.

Findings

The County Counsel provides advice to department heads and staff. Advice to the Planning and Building Department has allowed that department to remove abandoned vehicles, hazards in housing and other eye sores in the unincorporated areas of the county.

Recommendation

Continued support by the Counsel will effectively assist the abatement program of the Planning and Building Department.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
DEPARTMENT OF GENERAL SERVICES

Analysis

The General Services Department is comprised of five (5) divisions, (1) Building & Grounds, (2) Central Services, (3) Data Processing, (4) Facilities Management, and (5) Housing Authority.

The Building & Grounds division is charged with providing upkeep, maintenance, and custodial services to all county buildings. The physical plant includes fifteen (15) separate buildings encompassing approximately 250,000 square feet of space and nineteen (19) acres of ground.

Central Services is the purchaser of supplies and services for the county. This function also includes operation of the County Store which maintains an inventory of office and janitorial supplies for use by departments within the county and other public agencies. The division processes purchase orders for all county departments and negotiates various maintenance service contracts. Other activities include providing daily messenger service to county departments, pre-sorting out-going mail, telecommunications, and managing the county's photocopy needs.

Data Processing provides an organization focal point for the county data processing needs and supports a variety of stand-alone data processing systems and the expansion of micro-computer applications throughout the county.

The Facility Planning division undertakes the major facilities expansion programs. These include the construction of a one hundred forty four (144) bed jail, remodeling the existing one hundred forty five (145) bed jail, construction of new courtrooms, and conversion of the first two (2) courthouse floors to a Criminal Justice Complex. Relocation/consolidation of the Social Services Department to the Peach Tree Mall, relocation of first floor courthouse departments to the former Social Services Department building, and development of a temporary Superior Court facility in leased space in Sacramento to accommodate an out-of-county 1986 flood litigation.

The Housing Authority is primarily responsible for administering a federally funded (HUD Section 8) housing program which provides rental assistance to 332 eligible individuals and families throughout Yuba County. Working on a daily basis with clients and landlords, the Authority issues/manages leases, conducts periodic inspections to insure the housing units have established HUD standards, verifies initial/continuing client eligibility, maintains a waiting list of potential clients, and issues monthly rental payment checks.

Area Investigated

Item #1 - Building & Grounds

Findings

The giant relocation program during the next year will certainly keep the department busy. Additional staff will be needed upon completion due to increased square footage and facilities. Recently this department installed a master control system for all heating/air conditioning units and outside lights at the courthouse complex.

Recommendation

The Grand Jury recommends a high degree of urgency be placed on adding equipment to the master control system to cover not only the new jail construction, but all county facilities.

Commendation

The Board of Supervisors and the Building & Grounds personnel are to be congratulated for the installation of the master control system at the courthouse. This installation saved the county \$20,000.00 in electric costs over the previous year.

Area Investigated

Item #2 - Central Services

Findings

This department orders supplies in a timely manner with delivery the same week. Inventory is performed annually in June for items on hand. All fixed assets have prior approval of the Board of Supervisors before purchase. The County Store is well stocked and maintained according to normal warehousing procedures.

Recommendation

Due to the increasing workload, the Grand Jury recommends for consideration for additional personnel as a purchasing agent or clerk.

Area Investigated

Item #3 - Data Processing

Findings

The Data Processing division is presently coordinating the organization of the new data operators for the entire county. The system will be organized into clusters. The data processing clusters will be set up in three (3) major systems, with one (1) system for Property Tax, one (1) for Criminal Justice, and the other for Health and Welfare. Presently the data processing operations are operating independently with assistance from the data processing coordinator.

Recommendation

The Grand Jury recommends that the main frame for all systems be centrally located with easy access to all departments. Leadership should be provided by a strong data processing coordinator with the knowledge and authority to make operational decisions. Upon completion of new systems, it further recommends that the county Board of Supervisors give serious consideration to placing the Data Processing Services directly under the supervision of the County Administrator's Office.

Area Investigated

Item #4 - Facility Planner

Findings

The county has undertaken five (5) major construction/relocation projects. These projects are being coordinated under limited time constraints. The recent employment of a Facility Planner to manage the workload associated with these construction projects, has helped manage the General Service Director's workload. Upon completion of these projects, the county will have a net gain of 45,000 square feet in county facilities.

Recommendation

The Grand Jury recommends that the county department heads communicate with the Facility Planner to ensure the most economical and efficient relocation possible.

Area Investigated

Item #5 - Housing Authority

Findings

The Housing Authority is providing a timely and efficient service to the elderly and needy families that qualify for the program. Eligibility determination for clients is being conducted as required and all property is inspected on an annual basis.

Recommendation

The Grand Jury recommends the Housing Authority and Board of Supervisors seek additional funds so that more needy families and elderly clients can be served.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
JOB DEVELOPMENT & TRAINING DEPARTMENT/GAIN

Analysis

The Job Development and Training Department (JDTD) is Yuba County's Administrative and Services delivery agency for the Job Training Partnership Act. The county is part of a five (5) county consortium created to receive, disburse, and administer funds. The JDTD administers one other major program - the Summer Youth Employment and Training Program (SYETP). This program has been virtually unchanged from years past. It provides funds for the placement of economically disadvantaged youth (ages 16-21) into subsidized summer employment with public and private non-profit agencies.

During the fiscal year 1985-86 the State Legislature passed AB-2580 (Greater Avenues for Independence -GAIN) which required all counties to develop and implement an employment and training program for all eligible AFDC recipients. The major goal of the program is unsubsidized employment of all recipients. The Job Development and Training Department was working in conjunction with the Social Services Department, the Industrial Development Department, and other service providers in the implementation of this program. The GAIN responsibilities were transferred to the Social Services Department as of November 1, 1989. The State will prepare systems to measure effectiveness; however, the primary measure of GAIN effectiveness on the State and local level will be the overall reduction in welfare rolls and costs.

Area Investigated

Item #1 - Staffing and Location

Findings

On July 1, 1989, the Job Development and Training Department had an authorization of twenty-four (24) positions covering, () Title II-A:8%, JTPA and GAIN. Effective November 1, 1989, all GAIN positions (eight (8) total) were transferred to Social Services Department. The contract between the Social Services Department and Job Development and Training was cancelled by the Social Services Department. Thirty-five percent (35%) of all persons who went through GAIN were employed upon completion of training. Most other counties in the consortium (four (4) other/counties) have only a fifteen to twenty percent (15%-20%) effective rating. JDTD was located at Yuba County Airport and making transportation difficult for clients.

Recommendation

The Grand Jury recommends that the director seek additional sources of "free money" through grants from Federal and State governments. By obtaining additional money, programs could possibly be up-dated for the benefit of those persons entering training.

Commendation

The director and Board of Supervisors should be commended for re-locating JDTD into Marysville to better serve participants.

Area Investigated

Item #2 - Activities

Findings

Specific activities carried out by the JDTD are: (1) Recruitment; (2) Assessment of needs, desires, skills;

(3) Pre-employment Training; (4) Referral; (5) Implementation; (6) Development of OJT Contract; (7) Summer Youth Program; (8) Older Worker Program. During the period, July 1, 1988 through June 30, 1989, youth between ages of fourteen through twenty-one (14-21), one hundred four (104) entered the regular program, and two hundred four (204) entered the Summer Youth Program. Adults between ages of twenty-two and fifty-four (22-54) totaled two hundred four (204), and of twenty-nine (29) age fifty-five plus (55 plus), sixteen (16) completed the regular program with thirteen (13) completed under the "Older Worker Program".

Recommendation

In order to obtain maximum funding, the Grand Jury recommends that JD TD compute statistics covering different categories for persons under age twenty-one (21); age twenty-two through fifty-four (22-54); and age fifty-five plus (55 plus) under the "Older Worker Program".

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
LIBRARY

Analysis

The Library serves the needs of the community for educational, recreational, and informational materials through the Marysville, Headquarters and with the bookmobile. The Library circulates books, periodicals, and audio-visual materials and information from other libraries throughout the county upon request.

Area Investigated

Item #1 - Circulation

Findings

The Library is presently serving 10,000 people per month (over 120,000 per year) through the circulation of 160,000 books, and other materials. The cost breakdown equals \$2.12 per persons served. This service is provided by the librarian, four (4) full-time and six (6) part-time employees. In addition, he is assisted by four (4) volunteers in the day-to-day operation.

Recommendation

None

Area Investigated

Item #2 - Inventory System

Findings

At present, the Library is operating on a manual system of circulation management. Overdue notices are approximately two (2) months behind, and thirty percent (30%) of these overdue books are never returned. Approximately six hundred (600) books per year are lost or otherwise unaccounted for, and there is no accurate inventory. The present system is very labor intensive with only enough staff-time to care for day-to-day service.

Recommendation

The Grand Jury recommends that the county obtain an "automated circulation sytem" which will control collection, generate overdue notices, improve request service and generate accurate usage and inventory statistics.

Commendation

The librarian and staff are commended for their dedicated service and hard work in making the best of an antiquated system. The Librarian is further commended for developing and maintaining the "Early California History Room" which is recognized as the best in Northern California.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
OFFICE OF EMERGENCY SERVICES

Analysis

The Office of Emergency Services is responsible for coordinating the County's Disaster Preparedness and Civil Defense programs by identifying threats, and assisting county departments and other agencies in organizing emergency service staffs, conducting public information programs, and developing plans for emergency operational procedures. In addition, the office is responsible for developing, implementing and maintaining the State mandated Underground Storage Tank, and Hazardous and Toxics Inventory programs.

Area Investigated

Item #1 - Location of Emergency Power and Communications Equipment

Findings

The emergency generator/battery power supply and telephone panel is located in the courthouse basement/garage. In case of flooding or heavy rain, equipment in this area would be inundated.

Recommendation

The emergency equipment be located to at least ground level. It is further recommended that the new jail construction be modified to accommodate this equipment.

Area Investigated

Item #2 - Office Space

Findings

The Office of Emergency Services is presently located in a former janitorial closet and telephone switchboard room. This space is inadequate. Current plans for relocation of county offices include moving this office into larger area in the east wing of the courthouse.

Recommendation

The Office of Emergency Services should be given sufficient space to accommodate the Director, sufficient staff, and the Emergency Operations center (EOC). This facility should have all the necessary equipment and materials including maps, status boards, flip charts, visual aids as needed, and communications equipment (2 way radio's, telephones, etc) to conduct emergency business.

Area Investigated

Item #3 - Underground Storage Tank Program

Findings

Currently there are sixty-one (61) permitted facilities representing one hundred forty-two (142) tanks. One hundred thirty-five (135) facilities, representing two hundred fifty-one (251) tanks have submitted applications, but do not have permits. Ninety-six (96) facilities are located on Beale Air Force Base. Twenty (20) facilities have not submitted applications for a permit to operate.

Recommendation

That the county take the necessary steps to bring all tank facilities into compliance with the State law and County Ordinance which was adopted September 1986. (All Facilities were to have permits by April 1988, or July 1988 for Agriculture Tanks). The Grand Jury, in the interest of health, further recommends the Board of Supervisors establish priority for compliance with the existing law and ordinance.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
PLANNING AND BUILDING SERVICES

Analysis

The Planning Division of the Planning and Building Services Department provides technical staff support and policy recommendations to the Board of Supervisors, the Planning Commission, and other county departments involved in decisions regarding land use, development, and conservation in Yuba County. This department is responsible for administering zoning regulations in the unincorporated areas of the county, developing and revising the General Plan, conducting long-range planning studies, disseminating information to the public, and for acting as the lead agency in matters pertaining to the State Map Act and the California Environmental Quality Act.

The Building Inspection Division is responsible for the safety, durability, convenience, and energy efficiency of all new structures within the unincorporated areas of the county. It accomplishes this through plan review and on-site inspection in accordance with current Uniform Code and State Health and Safety laws.

Area Investigated

Item #1 - Code Enforcement and Staff Turn-over

Findings

The department has two (2) Code Enforcement Officers. One covers the area north of the Yuba River and the other the area south of the Yuba River. One of these positions was vacant for over two (2) months and the other has subsequently become vacant for over a month. Both of these vacancies were due to transfers within the county. This has seriously affected the department's ability to provide effective and timely code enforcement. The time required to train new personnel as well as learn the geography of the county has further reduced the department's effectiveness. With the rapid growth in building activity, code enforcement is not able to keep up with the work load.

Recommendations

The Grand Jury recommends that a higher priority be given to this department by carefully evaluating transfers. The department should not be left with untrained and inexperienced personnel or short handed simply because employees request transfers. With the increasing work load in this area, the department's needs must be met first. It is further recommended that consideration be given for a third position as building activity continues to escalate within the county.

Area Investigated

Item #2 - Records Comparison

Eighteen (18) property appraisal records from the Assessor's Office were selected at random for comparison with records maintained by the Planning & Building Department to determine if the two (2) departments' records were identical. Of the eighteen (18) all were found to be in agreement. In checking these records, two (2) potential problems were discovered. In one case the property owner was living in a mobile by permit (once renewed) for construction of a permanent dwelling. To date no construction has taken place and the renewed permit expires within sixty (60) days. In the other case the property owner has a permit to build an agricultural barn but has converted it to living quarters and is living therein. A vehicle washing facility is also being constructed on the property.

Recommendations

The Grand Jury recommends that both of the problem areas discovered be investigated by the

department and corrective action taken to ensure that county codes are being followed. Since there are approximately 21,000 lots in the county with 6,000 to 8,000 more projected in the near future, the Grand Jury believes that the random sample indicated the potential exists for many problems. It is therefore recommended that the department review areas where there are high construction activities by checking the actual properties against information on the records.

Area Investigated

Item #3 - Permit Numbering System

Findings

Under the present system, building permits are numbered as they are issued to the contractor or property owner. An outside auditing firm has recommended that the permits be prenumbered to improve internal accounting control. Prenumbering will help preserve the accountability of funds and aid in the detection of errors. The department will change to prenumbered permits once the Tax Computer System is put on line.

Recommendations

The Grand Jury recommends the use of prenumbered permits upon installation of the Tax Computer System.

Additional Recommendations

The Grand Jury further recommends that the 1990-91 Grand Jury review the Linda Specific Plan and the proposed Specific Plan for the Plumas Lake area.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
PUBLIC GUARDIAN/CONSERVATOR

Analysis

The office of Public Guardian/Conservator is mandated by the State of California and is under the jurisdiction of the Yuba County Superior court. The duties of this office are regulated by the State Welfare and Institution Code and Probate Code. They include management of conservatorships for the elderly, physically disabled and mentally ill, conduct of conservatorship investigations, and accounting to the Yuba County Superior Court.

Area Investigated

Item #1 - Staffing, Office Space, Service, and Fees.

Findings

At present, the staff consists of two (2) full-time and one (1) part-time positions to manage an estimated one hundred ten (110) accounts. Services offered pertain to various Health, Welfare, Clothing, Financial and other services required. Services rendered are covered by variable fees established during 1985-86. For accounts having \$300.00 to \$1499.00 cash balance (End of Month), the fee equals fifteen percent (15%) of cash balance. (Public Guardian - ten percent (10%) times the cash balance, plus County Counsel Five percent (5%) of the cash balance).

Recommendation

Upon relocation, adequate space should be designated for the office operation. The possibility to increase some fees should be considered.

Area Investigated

Item #2 - Computer System

Findings

Presently, the Public Guardian/Conservator's office uses a manual system covering each personal account. This system is time-consuming and on occasions, errors can be made, requiring time to correct. It is projected that a computer system (CompuTrust) to handle the accounts within the office, will be put on-line this summer or soon after.

Recommendation

The Grand Jury recommends procurement of the computer system recommended by the Guardian/Conservator. The system should be a complete trust accounting and case management information system especially designed for Guardian/Conservators. It also should provide extensive on-site training, complete customer support and maintain a high standard of quality.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
RISK MANAGEMENT/PERSONNEL

Analysis

The Risk Management/Personnel Department in compliance with applicable laws, ordinances, regulations, and policies, is responsible for the administration of the health plan, life insurance, deferred compensation, Public Employees Retirement System (PERS), and Workers Compensation, Insurance, recruitment, and selection of personnel, labor relations, county salary classification plan, and affirmative action/equal employment opportunity. Other responsibilities include organizational analysis, safety, grievance procedures, employee evaluation, counseling, and recognition, and management/supervisory training.

Area Investigated

Item #1 - Staffing Management

Findings

The Personnel Department is presently served by six (6) persons. Total staffing within all department is appropriate according to needs and requirements. The computer system presently in use is out-dated for the office use. The time needed to replace a person due to vacancy is one (1) week to a month, following approval of Board of Supervisors. Grievances filed by employees average two (2) a year. Active Risk Management liability cases are reported to the Board of Supervisors on a quarterly basis. Presently there are sixty (60) claims pending. The employee turn-over rate has dropped from fifteen percent plus (15%) to approximately thirteen percent (13%).

Recommendation

The Grand Jury recommends procurement of a larger capacity computer system which would handle more information per employee. A mandatory exit interview should be in writing by both the individual's immediate supervisor and a qualified person from the Personnel Department. Subject information should be placed in the individual's folder prior to being retired.

Area Investigated

Item #2 - Position Employment Qualifications

Findings

At the present time although, some employment announcements indicate that the qualifications for job positions require a Bachelor of Arts/Science Degree in the field of Physiology, Social Welfare, or Sociology, etc, there is no requirement that the applicant prove his or her "educational credits". The Personnel Department believes, that such educational credit should be checked by the interviewing panel.

Recommendation

The Grand Jury recommends that the Personnel Department establish a strict policy to ensure that all qualifications for a position are met. The application package should require a copy of the diploma and transcript certified by the college or university. Verified pre-employment information should be checked by the Personnel Department and be on file prior to final selection interviews. Upon employment, all verified pre-employment information should become a part of the permanent personnel file for the individual.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
TREASURER - TAX COLLECTOR

Analysis

The Treasurer-Tax Collector is an elected official of Yuba County. The county has combined the functions of County Treasurer and County Tax Collector into the office of County Treasurer-Tax Collector. The Treasurer provides centralized management of banking, investment, and disbursement, and is accountable for public funds. The Tax collector is responsible for distributing and collecting combined tax bills for all local agencies, collection of real estate and unsecured tax bills and collection of delinquent property tax.

Area Investigated

Item #1 - Investment Management

Findings

The office handles over \$18,757,000.00 per year through taxes, licenses, and various fees collected by the different departments. During the past ten (10) years, a sound policy has resulted in a growth of \$58,250.00 in the county's portfolio. Yuba County is recognized as a leader among small counties in investment and strategy, yield, and cash management.

Recommendation

None

Commendation

The Treasurer-Tax Collector should be commended for his investment expertise and sound investment policy.

Area Investigated

Item #2 - Outside Audit

Findings

The Treasurer-Tax Collector is satisfied with the present outside auditing firm. This firm has proven their expertise in the field of county government and is presently conducting nineteen (19) county audits.

Recommendation

The Grand Jury recommends that the county continue with this outside auditor who has demonstrated a sound understanding of county finances.

GRAND JURY REPORT 1989 - 90
COUNTY COMMITTEE
VETERANS SERVICE OFFICE

Analysis

The Veterans Service Office is a bi-county department responsible for assisting veterans, their dependents, and their survivors in preparing and presenting claims for compensation or pensions and in obtaining other benefits to which they may be entitled. This department is also responsible for providing information regarding all available benefits to those individuals seeking that information.

Area Investigated

Item #1 - Office Operation

Findings

The office consists of a Veterans Service Officer, a Veterans Service Representative and two (2) clerk typists. A college student helps with general office duties. The office serves approximately sixteen hundred (1600) veterans or dependents per month. The annual pay-out in veterans services totaled \$11,969,842.00 for both counties in 1989. These funds came from the United States Department of Veterans Affairs for service-connected "Disability Compensation" and "Pensions". The operation budget for this year was approximately \$110,000.00 with reimbursement from the state through subvention funds totaling approximately twenty percent (20%) of these costs. The remaining costs are then split 50/50 between Yuba and Sutter Counties. The office is presently providing a timely service usually on a same day basis. Limited appointments are available with most time reserved for walk-in service.

Recommendation

The Grand Jury notes that several positive changes have been made since the first of the year (1990) and recommends that this process remain on-going in order to continue to improve service to the bi-county veterans and their families.

Commendation

The Veterans Service Officer is commended for seeking cooperative assistance with Butte County Veterans Service Office for the implementation of van service from Chico for Yuba/Sutter area veterans and their families who are unable to provide their own transportation to Sacramento Veterans Outpatient Clinic.

Area Investigated

Item #2 - Handicap/Disability Ramp

Findings

Since the bi-county Veterans Service Office was moved into the old Yuba County Hospital, there has not been a direct and easy access to the veterans office without going through the Planning and Building Department to reach the Veterans Service Office. This situation was mentioned to the County Administrative Officer in February 1990, suggesting a change in location to better accommodate veterans having difficulty.

Recommendation

The Grand Jury recommends the re-location of the Veterans Service Office to a more accessible area during the general relocation of most county offices.

Commendation

The Grand Jury commends the County Administrative Officer for taking positive action to relocate the Veterans Service Office.

Area Investigated

Item #3 - Staff Effectiveness

Findings

During the first visit in October 1989 by the Grand Jury there were strong indications that staff morale was such that it had a negative impact on their ability to deliver appropriate veterans services. Shortly thereafter, The Veterans Service Officer resigned and subsequently a new Veterans Service Officer was appointed. The Grand Jury revisited the office in May 1990 and found through staff interviews and observations that there has been a positive change in staff morale and a more efficient office operation resulting in much improved service to area veterans and their families.

Recommendations

None

COURT AND LAW ENFORCEMENT COMMITTEE

GRAND JURY REPORT 1989 - 90
COURT & LAW ENFORCEMENT COMMITTEE
DISTRICT ATTORNEY/FAMILY SUPPORT

Analysis

The District Attorney's Office consists of two main divisions, the Criminal Division and the Family Support Division. The two divisions have distinct and separate roles and responsibilities. There are approximately eleven (11) employees in each division. The District Attorney is responsible for prosecution of all criminal offenses within Yuba County, serves as legal advisor to the Grand Jury, participates in Juvenile Court delinquency and dependency procedures, investigates and prosecutes consumer fraud matters, obtains payments from fathers who fail to support their families, and serves as the Public Administrator. The Family Support Division represents the county and children in all legal actions connected with determining paternity and establishing child support obligations by court order for welfare and non-welfare cases, and is responsible for the enforcement and distribution of child and spousal support payments.

Area Investigated

Item No #1 - Space Shortage

Findings

This item was of concern for the 1989- 90 Yuba County Grand Jury. The office of the District Attorney and other county officers located in the Court House are being revamped at this time. Further comments would be of little value.

Recommendations

None

Area Investigated

Item No #2 - Computerization

Findings

The computer needs of the District Attorney's office were not being met during 1989-1990 session of the Grand Jury. However, steps have been taken to expand the main frame capacity to meet the needs of the District Attorney's office. Training of staff personnel in its use is under way.

Recommendations

None

Commendation

This is a highly motivated office in the county government structure. The personnel are to be commended for their dedication and willingness to work in an overcrowded environment.

GRAND JURY REPORT 1989 - 90
COURT & LAW ENFORCEMENT COMMITTEE
YUBA COUNTY JAIL

Analysis

Yuba County Jail is operated by the Sheriff's Department Special Services Division. Special Services is one of three main divisions within the Sheriff's Department responsible for jail operations and department communications, dispatching and records. The jail division provides confinement of individuals arrested by law enforcement agencies and those committed by the court process.

Area Investigated

Item No #1 - Facility

Findings

The inmate population is approximately one hundred forty-five (145) inmates. However, with the increase in driving under the influence/drug-related arrests, this figure is often increased. This fact has at times generated inmate complaints as a result of the overcrowding. These complaints by their very nature are best described as grievances. Grievances received by the Grand Jury were returned to the Sheriff's Department for adjudication. Plans are currently being pursued whereby the Yuba County Jail will be nearly doubled in capacity.

Recommendations

None

GRAND JURY REPORT 1989 - 90
COURT & LAW ENFORCEMENT COMMITTEE
YUBA COUNTY MUNICIPAL COURT

Analysis

The Yuba County Municipal Court is responsible for judicial proceedings involving felonies, misdemeanors, infractions, local ordinances, civil suits, and small claims.

The Municipal Court has two (2) judges. There are two (2) separate departments, criminal and civil division. The Clerk of the Court supervises the clerical staff which provides administrative and clerical support to both judges, accounts for, and deposits all monies received by the Court. There are five (5) clerks in each division.

Area Investigated

Item #1 - Recommendations made by the 1988-89 Grand Jury.

Findings

The responses from the Municipal Court presiding judge dated August 25, 1989, and the Yuba County Board of Supervisors dated October 23, 1989, indicated some corrective actions were taken and completed. Space needs and computerization are pending in the Yuba County reorganization in progress.

Recommendations

The Grand Jury recommends that the Board of Supervisors continue its endeavors to upgrade the conditions of the Municipal Court.

Commendation

The Grand Jury commends the Municipal Court staff for performing at an optimal level of proficiency.

GRAND JURY REPORT 1989 - 90
COURT & LAW ENFORCEMENT COMMITTEE
YUBA COUNTY PROBATION DEPARTMENT

Analysis

The Probation Department is a component of the Yuba County Justice System which provides enforcement and investigative support to the courts.

The Department primarily includes the following divisions:

***Support Services Division**

Provides administrative support, prepares the budget, performs accounting functions, maintains training programs, and provides other supportive services required.

***Special Services Division**

Recommends appropriate penalties and sanctions for criminal conduct and juvenile delinquency, enforces and implements court orders, provides alternatives to incarcerations, implements special programs to prevent crime and reduce delinquency, and provides services to victims and witnesses of crimes.

The Department has a total of fifty-eight (58) full-time probation officers and deputies. Thirty-five (35) are assigned to the Yuba/Sutter Juvenile Hall, and the remaining twenty-three (23) are assigned approximately one hundred forty (140) active cases. Sentencing pre-investigation accounts for fifty percent (50%) of caseload work. The present staff seems adequate.

Commendation

The summary received from the Chief Probation Officer regarding the Department's activities was very impressive. The Grand Jury wishes to thank all persons contacted for their assistance.

GRAND JURY REPORT 1989 - 90
COURT & LAW ENFORCEMENT COMMITTEE
YUBA COUNTY SHERIFF

Analysis

The County Sheriff's Department provides law enforcement in all areas of Yuba County except within the city limits of Marysville, Wheatland and the military reservation of Beale A.F.B. The duties of the Sheriff do not include routine traffic law enforcement nor accident investigation. These duties are being performed by the California Highway Patrol. Current staffing levels provide for approximately twenty-four to twenty-six (24-26) sworn officers being assigned to patrol duties. The foothill areas of the county are vast. Currently there are two (2) sergeants and three (3) deputies assigned resident duties.

Area Investigated

Item No #1 - Yuba County Jail

Findings

See the report submitted under "Yuba County Jail".

Recommendations

None

GRAND JURY REPORT 1989 - 90
COURT & LAW ENFORCEMENT COMMITTEE
YUBA-SUTTER JUVENILE HALL

Analysis

Yuba-Sutter Juvenile Hall is unique in that it is a bi-county juvenile detention facility. This is a correctional institution for minors, the majority of whom are pretrial. A school is provided with a true classroom setting. The facility has a capacity for forty-five (45) persons, male or female. With a normal intake of approximately thirty-five (35), the unused space may be contracted out to other counties. The county of Colusa is the primary outside user.

Area Investigated

Item No. #1 - Department Needs

Findings

The recreational supplies continue to be sparse, worn, and old.

Recommendations

The Grand Jury encourages involvement of local service and fraternal organizations for recreational supplies.

Area Investigated

Item No. #2 - Policy

Findings

Operational policies are well thought out, and appear to be functional.

Recommendations

None

Area Investigated

Item No #3 - Programs

Primary concern is directed toward helping minors become more responsible not only in their behavior, but also in their every day decision-making and coping skills. Additional programs, i.e., family counseling, drug and alcohol abuse, are provided.

Recommendations

None

Commendation

The Grand Jury continues to be impressed with the staff, programs, and general condition of the physical property available. The programs offered and provided are straightforward and should enhance the chances of survival upon release.

GRAND JURY REPORT 1989 - 90
COURT & LAW ENFORCEMENT COMMITTEE
WHEATLAND POLICE

Analysis

Wheatland Police Department employs one (1) Chief of Police, four (4) full-time officers, and one (1) dispatcher. The jurisdiction of the department is within the city limits of Wheatland.

Area Investigated

Item No #1 - Facility

Findings

The police station is clean, organized, and well maintained. The evidence locker has proven functional. Used patrol vehicles obtained through the California Highway Patrol have proven to be cost effective through a preventive maintenance program. The city of Wheatland finds itself in the middle of a growth pattern between the Roseville-Sacramento area in the south and Marysville in the north. The police facility is located beside a very active railroad line causing noise and limiting future growth.

Recommendations

Future consideration should be given to the relocation of the Police Department to an area large enough to accommodate future growth and departmental needs.

Area Investigated

Item No #2 - Procedures

Findings

Training is effective and is reflected in the general operation of the department. New weapons, upgraded ammunition and new badges have increased the morale of the personnel in spite of a pay scale below the norm.

Recommendations

None

DEPARTMENT OF SOCIAL SERVICES COMMITTEE

GRAND JURY REPORT 1989 - 90
HEALTH & WELFARE COMMITTEE
DEPARTMENT OF HEALTH SERVICES

Analysis

Department of Health Services activities include providing outpatient primary care through the operation of the County Clinic and health care services to the general public and County Jail and Juvenile Hall inmates. Health care services provided include the control of communicable diseases through health education, inspection and immunization, home care programs, children and parenting services, operation of a well baby clinic, pregnancy screening, birth control, and family planning.

The Clinic is self-sufficient and operates at no cost to the County. Patients are received on an appointment and walk-in basis. The outpatient process is initiated by a medical records clerk supported by a computer automated registration system. After the registration is complete, the patient is examined by a full time Staff Physician or one of the four (4) Mid-Level Practitioners. Patient care is supported by a staff of four (4) full time Clinic Vocational Nurses, two (2) Clinic Lab Technologists, and one (1) full time and one (1) part time Pharmacist. Pharmacy and Lab services are provided on site.

The Clinic serves approximately 24,000 patients a year. The Pharmacy fills an estimated 30,000 prescriptions per year, and the Lab provides approximately 15,000 tests per year.

Area Investigated

Item No. 1 - Smoking Policy

Findings

The Clinic has many offices nearby that have designated smoking areas, and one of these areas is adjacent to the County Schools Office and the Planning Department. The smoke drifts into the medical services area from a common hall.

Recommendations

The Grand Jury recommends that all hallways of the facility be designated "No Smoking."

Area Investigated

Item No. 2 - Space Needs

Findings

The clinic utilizes 6,800 square feet of usable space. Allowing 1,000 square feet for ten examination rooms and 1,200 square feet for common areas, lab and pharmacy space, the Grand Jury estimates there are approximately 75 feet per employee work area. Clinic receiving/lobby area is situated primarily within a corridor and provides seating for approximately thirty. The Clinic has an appointment schedule system. Walk - in patients, however, are served on a standby basis except in emergencies. In addition to the Infirmary, space is needed for a Minor Surgery Room.

Recommendations

In the County's reorganization plans, provision should be made for a Minor Surgery Room.

Area Investigated

Item No. 3 - Equipment Needs

Pill Counter
Plastic Chairs
Computer Software
Portable Cellular Telephone

Findings

Counting pills by hand is time consuming and inefficient. Currently the waiting area is utilizing cloth chairs which are unsanitary and difficult to keep clean. Presently the Pharmacy has a computer but no software. The current practice of sending nurses to remote areas, within the County, without communication is hazardous to the nursing personnel.

Recommendations

Purchase an automated pill and capsule counter as a time saver to replace the one that is non-repairable.

Purchase plastic stackable chairs.

Purchase appropriate software for the computer so that it may be utilized properly.

Purchase at least one portable cellular telephone. Note: The phone could be shared by the Environmental Health Department.

Commendation

The Department is commended by the Grand Jury for its effort in maintaining a quality Health Care Program considering their limited facilities and funding.

GRAND JURY REPORT 1989 - 90
HEALTH & WELFARE COMMITTEE
ENVIRONMENTAL HEALTH

Analysis

Environmental Health is a division of the Department of Health Services responsible for various health and land use programs including, but not limited to, the following:

*Water Quality Control - Ensures County water users receive water that is safe to drink, and that the quantity of water supplied is adequate to meet user needs. Issues permits and provides inspections as required.

*Sewage Disposal - Provides permits for inspection of sewage disposal installations, alterations and/or repairs in accordance with Yuba County Ordinance Code, Chapter 7.07. Soil studies may be conducted to verify septic system engineering requirements.

*Land Use - Reviews all new land development projects to assure adequate water supply, sewage disposal, and environmental quality are maintained. Soil studies may be conducted to verify soil conditions for various installations.

*Solid Waste - Provides permits for solid waste facilities and inspection of landfills for proper handling, processing and disposal of solid waste.

*Hazardous Waste and Toxics - Enforces infectious waste laws and responds to hazardous waste/toxic spills. The department implements hazardous waste and contaminant clean-up investigations and refers the projects to the proper authorities outside the county for clean-up.

*Food - Provides consumer protection from food-borne illnesses and filth in accordance with State laws through inspection of all food establishments.

*Housing - Enforces State statutes and local ordinances governing sanitation for residential, hotel, motel, boarding and other residential facilities within incorporated areas of Yuba County.

*Occupational Health - Performs only an advisory role regarding occupational health and safety. Refers complaints to CAL-OSHA and/or other related programs.

Services are managed by a Director assisted by four (4) Environmental Health Specialists, one (1) Environmental Health Trainee, and two (2) clerical support positions.

Although additional staffing would allow better consumer protection and a more responsive land use and development program, the Environmental Health Director indicates present staffing is adequate. Present staffing provides sufficient manpower and adequate expertise to properly administer all the departmental programs.

Areas Investigated

Item No. 1 - Public Service

Findings

The Grand Jury finds that the public continues to feel that Yuba County Environmental Health is responsive and is providing good public service.

Recommendations

None

GRAND JURY REPORT 1989 - 90
HEALTH & WELFARE COMMITTEE
MENTAL HEALTH SERVICES

Analysis

The Yuba-Sutter Mental Health Service is a department of Sutter County government and is accountable for the treatment of the mentally ill and drug and alcohol abusers of Sutter and Yuba Counties. The program provides direct service to patients and families. It also maintains contracts with various community organizations providing service to this population. The various programs are provided by a staff of 60 people, consisting of doctors, nurses, social workers, field workers, and clerical staff.

Approximately 10% of all Department activities concern drug-related problems. Additionally, the Department provides day-care facilities for those individuals in need of medical treatment, counseling, and training in the day-to-day activities of caring for themselves.

The facility is licensed for 18 in-patients and employs nine (9) psychiatrists, two (2) being full time. Two (2) child psychiatrists work with the Department one day per week.

The facility maintains the bi-county "Genesis Program" at the Johnson Park School in Olivehurst. Approximately 720 children are counseled per year.

There is growing concern about the increase of drug-related problems and the possibility of increased incidence of AIDS.

The Department has a \$4,500,000.00 budget of which \$16,800.00 comes from each county, Sutter and Yuba. Of the \$16,800.00, 10% goes for the care of patients in the state hospital (approximately seven (7) at present). \$2,225,000.00 is received from the State of California. This amount is based on a poverty population formula. The balance comes from collected fees (Medicare, Medi-cal, and Private Providers). Charges are billed according to each individual's income, based on a statewide sliding scale. The Facility ranks as one of the top ten in the State for collections.

The Director of the Department indicates the major problems facing the Mental Health Service are: The rising needs of the community, the expansion of Adult Outpatient Care, and the inadequate State funding. Example: Cost per day for a patient in the local mental health facility is \$200.00. The cost per day for a patient in a State mental health facility is \$268.00. Yuba County is allowed 3.4 patients daily in a State mental health facility. Total State beds for mental patients only number 2000. At present there are thirteen (13) mentally impaired children placed outside Yuba County in specialized facilities.

Area Investigated

Item No. 1 - Adult Outpatient Care

Findings

This Committee found a great need for Adult Outpatient expansion. The cost for a patient to live outside is \$560.00 per month SSI/SSP or County Welfare Costs. Patient projects need to be expanded. The Director stated that several businesses in the area are employing these patients for ten (10) hours per week (ten (10) hours is about the maximum time a mental patient can manage.) This employment is now being done by Quik-Stop Markets. This employment is essential in preparing individuals for living alone or in a communal house with other patients of equal ability.

Recommendations

That Yuba County, in conjunction with Sutter County, help establish a community relationship with merchants in the counties who are willing to employ the mental patients. This will help them to become productive citizens of our County.

GRAND JURY REPORT 1989 - 90
HEALTH & WELFARE COMMITTEE
SOCIAL SERVICES DEPARTMENT

The Department of Social Services is responsible for administering federal, state, and county mandated programs which provide financial and social services to eligible Yuba County residents.

The primary activities of the Department of Social Services include, but are not necessarily limited to, the following:

Aid to Families with Dependent Children (AFDC)

- *Federally funded/mandated program providing cash and medical benefits to families deprived of financial support due to absences, incapacity, unemployment, or death of a parent.
- *Approximately 2753 cases processed yearly.
- *Largest County Welfare program/service.
- *Maintains a .0% quality control state error rate. Sanctionable rate is 2.85%.
- *This program has a current growth rate of 17%.
- *Cost to process a case on AFDC is \$723.00 state average.
- *Yuba County cost is \$555.00.

Greater Avenues for Independence (GAIN)

AB 2580, Chapter 1024, established the GAIN Act of 1985, requiring all counties to implement an employment and training program for all eligible AFDC recipients.

- *GAIN programs teach, train, counsel, and help AFDC recipients compete for and find jobs.
- *AFDC/GAIN units are comprised of social workers who evaluate and guide AFDC recipients who do not meet criteria of GAIN components, consisting of education, job skills, training, and job experience.
- *All GAIN eligible receive supportive services, which consist of child care, transportation, and other services to help the recipient participate in GAIN.

Job Development and Training Department (JTPA/GAIN)

- *Provides employment and training programs as required to guide referred clients into unsubsidized employment.
- *JTPA works in conjunction with the Social Services Department, Industrial Development Department, and other service providers in the implementation of the following activities:
 - *Job Club
 - *Unsupervised Job Search
 - *Short - Term Preparation
 - *Short & Long - Term Preparation
 - *On-the-Job Training
 - *Grant Division
 - *Supported Work
 - *Vocational Training
- *As of November 1989, Social Services does not contract with the JTPA for above services. Social Services requested, and was granted permission by the Board of Supervisors, to take this part of GAIN back to their Department. Social Services anticipates this will be less costly.

Food Stamps

*Federally mandated program providing food purchasing power to low income families. Approximately \$380,000 per month is issued by Yuba County.

*Average cost per case for State is \$640.00; Yuba County, \$482.00.

Refugee Cash Incentive Program (RCI)

*Federally mandated program providing financial and medical assistance to refugees who do not qualify for AFDC or SSI/SSP. A recipient can receive RCI payments for a maximum of eighteen months.

Medi-cal

*Federally mandated program providing medical expense coverage for low-income persons. There are two types of coverage:

1. Medi-Cal -- Cash grants
2. Medical needy only -- Cash grant for needy only

*Currently the Department has 1155 cases.

*Currently growth rate is 20.82%.

*State-wide error rate is 8.49%. Yuba County error rate is 0.0%.

Child Protective Services

*Services provided to children as a result of child endangerment, abuse neglect, and exploitation.

*280 cases per month

*Staff of 30

Adult Protective Services

*Provides out-of-home care/protective services for adults, allowing the adult to stay at home instead of in some other dependent living situation.

General Relief

*The State Welfare Institutions Code requires each county to operate a General Assistance Program that provides for the basic needs of food and shelter for those who are not eligible to participate in other categorical aid programs. Persons receiving benefits under this program are required to work off their benefits at a minimum wage rate.

*The County of Yuba currently has 23 cases for General Relief, 15 of the 23 cases are pending the receipt of SSI/SSP.

*Current growth rate for this program is 11%.

*County has a staff of 6.

Due to increased Federal funding the Department of Social Services has a very active fraud investigation division which is staffed by four (4) investigators, an increase of two (2) from last year. Cost effectiveness for this division is \$1.87 collected for every \$1.00 of department expenditure. The State average is \$.42.

Comments

This Department should be commended for installing public awareness signs, which have been placed throughout the County, making the public aware of welfare fraud and providing a hotline to the investigation division.

Area Reviewed/Investigated

Item No. 1 - AFDC/GAIN

Findings

Following recommendations from the previous year's (1988-89) Grand Jury, the current committee was especially interested in the State Program established by Assembly Bill 2580, Chapter 1025, in the year 1985, requiring all counties to implement an employment program for eligible AFDC recipients. This program teaches, trains, and counsels recipients in finding jobs with an ultimate goal of relieving the County Welfare caseload.

Current case load for GAIN is 1206, down 9.50% from the previous year.

Effective November 1989, the Department of Social Services requested and was granted cancellation of contract with Yuba County JTPA for the Job Club/Job Search portion of this program and from Yuba College for the assessment portion of this program. It is anticipated this change would be more cost effective.

Information received from an audit conducted by the State Department of Social Services reveals that the county program is well administered, State regulations are being followed, and there is an adequate audit trail. The English-as-a-Second Language program is being monitored closely. The length of time in this program is being reduced.

Recommendations

Per State regulations and legislation, it is the duty of each county to accomplish the following:

The County shall provide applicants with the opportunity to obtain employment at the earliest opportunity by placing these individuals in a job training/learning program.

To monitor these programs.

As quickly as possible with the least cost to the County, place applicants in jobs.

To relieve the County of care responsibility.

Program expenditures should be targeted where they will be the most effective.

At the present time contracts with Yuba College and with JTPA for Assessment and Job Club/Job Search have been cancelled. This may be more cost effective. This new procedure should be monitored closely by the Board of Supervisors to be sure the change has met objectives.

Area Reviewed/Investigated

Item No. 2 - Space Needs

Findings

This committee noted that this Department is lacking in space. The division of this Department into three of four locations to conduct business, while solving some space needs, is less effective and more time-consuming for the administration of the Department.

Recommendations

The Grand Jury is aware that as funds will allow, the Board of Supervisors are endeavoring to correct space needs in this Department. We feel that a priority of placing this Department in a central location would be cost effective for the County.

Area Reviewed/Investigated

Item No. 3 - Print Shop

Findings

The Grand Jury is pleased to report that this much used service has been upgraded and moved to larger facilities as recommended by the 1988-89 Grand Jury members. This shop will be placed under the direction of the General Services Department.

Comments

The Board of Supervisors and Director of Social Services are to be commended for their insight as to the importance of this Shop.

PUBLIC WORKS/WATER/ROADS ANDS BRIDGES COMMITTEE

GRAND JURY REPORT 1989-90
PUBLIC WORKS WATER, ROADS AND BRIDGES COMMITTEE
RECLAMATION DISTRICT #784

Analysis

The Reclamation District is controlled by a five-man elected board of directors. The district is checked twice annually by two (2) inspectors from the State Reclamation Board, which is accountable to the U.S. Army Corps of Engineers. The Reclamation District is responsible for the maintenance of fifty-two (52) miles of levees, originally built by the U.S. Army Corps of Engineers, as well as for the drainage system of the area south of the Yuba River. The district is staffed by a working-manager, one (1) employee, one (1) part-time secretary, and any help they can get from inmates. The total current budget is \$180,000.

Areas Investigated

Item #1 - Levee System

Findings

General levee maintenance appears to be very good. The Board reported that U.C. Davis is using a portion of the levee district as a test area for squirrel control. The following problems have hampered the efforts of the district.

- a) Trespassing and vandalism.
- b) Wild-life damage to the levees.
- c) Lack of a close dump-site.
- d) A shortage of equipment and man-power.

Recommendations

- a) Blacktop the levees and open them to bikers and hikers who could report vandalism.
- b) An effective method for controlling the squirrel population is needed.
- c) A nearby dump-site is needed for the disposal of trash dumped along the levees. High fines for illegal dumping should be imposed.
- d) An increased budget for the purchase of necessary equipment and additional personnel is imperative.

Area Investigated

Item #2 - Drainage

Findings

Reclamation District #784 encompasses the area south of the Yuba River, north of the Bear River and east of the Feather River. The district is responsible for the drainage from Reed Creek, Hutchison Creek, Clark slough, Interceptor Canal (W.P.I.C.), and other smaller creeks and sloughs. One of the main functions of the district is the removal of berry bushes, grasses, and trash in these ditches to prevent clogging. Three (3) reclamation pumps, which pump drainage back into the Feather River, must also be maintained. Elevations in the district vary from 55' feet at East Arboga, to 110' feet at the northeast corner of the area. Plans for the construction of 1100 new homes in East Linda, and extensive development in Wheatland are

under consideration.

Recommendations

Additional equipment is needed, especially a boat and a sprayer, so that both banks of the ditches can be sprayed at the same time for the removal of berry bushes and weeds clogging them.

GRAND JURY REPORT 1989 - 90
PUBLIC WORKS WATER, ROADS AND BRIDGES COMMITTEE
YUBA COUNTY PUBLIC WORKS DEPARTMENT

Analysis

The Public Works Department maintains and improves the county road system and provides specifications and inspection for private development and land divisions. The department is divided into four (4) major areas:

Administration - provides financial management, prepares budgets, processes permits, administers contracts and purchases, equipment management, inventory control, processes grants, and prepares the Annual Road Report.

Engineering - prepares plans, specifications and cost estimates (PS&E's) for highway and bridge construction projects.

Surveyor - provides engineering maps, plans and specifications for private development and land divisions. The surveyor interacts daily with the Planning and Building Department, County Recorder, and County Assessor's office as required.

County Road Construction/Maintenance - County road construction and maintenance is performed in accordance with the department's Road Maintenance and Improvement Plan, which establishes standards for road-rating maintenance priorities, provides maintenance and improvement programs/plans and details present road system status.

Department activities are performed by forty four (44) employees. Administrative functions are supported by an automated budget account control and cost system. Engineering is supported by design software and is presently in the process of implementing a Computer Aided Drafting and Design System (CADD). The Data Processing Committee has approved the CADD system and funding has been provided. It will probably be installed this calendar year. The CADD will provide the department greater labor efficiency.

Area Investigated

Item No. 1 - Budget Review

Findings

The total expended budget for FY 88-89 was \$4,311,932, the preliminary budget for FY 89-90 is \$2,121,231. When questioned, the Director explained that \$1,970,231 in project construction funding under Professional Services/#2300, was transferred to the New Engineering and Construction budget unit created in FY 89-90.

Recommendations

None

Area Investigated

Item No.2 - Water Soluble Herbicide Use

Findings

The Director was cooperative in explaining the use of herbicides to control vegetation, and assurance was given that a safe solution is used. Great care in windy weather and around orchards is taken to protect nearby farms and populations.

Recommendations

Continued judicious use of herbicides

Area Investigated

Item No. 3 - Administration of the Department and Implementation of the programs.

Findings

The Department was visited and in-depth interviews were conducted. The Grand Jury found the Department Director knowledgeable and cooperative. Limited space and budget have hampered desired improvements.

Recommendations

None

Comments

The Department is faced with several major changes in the next fiscal year, including a new director, a move to new offices, and implementation of the CADD system.

The new Director should immediately familiarize himself with, and be guided by, the South Yuba Drainage Master Plan, which was adopted in 1985 by the Board of Supervisors.

Commendations

The Grand Jury feels that the resignation of the current director will be a great loss to Yuba County.

GRAND JURY REPORT 1989 - 90
PUBLIC WORKS WATER, ROADS AND BRIDGES COMMITTEE
YUBA COUNTY WATER AGENCY

Analysis

The Yuba County Water Agency (YCWA) was created by a special act of the State legislature in 1959. The act originally empowered the Board of Supervisors to act as the Board of Directors. State legislation amended the act in 1975 to create a Water Agency Council comprised of elected delegates from each of the twenty (20) Yuba County Water Agencies and Levee Districts. Legislation empowered the Advisory Council to elect two (2) of its members to serve two (2) years on the YCWA Board of Directors expanding the Board membership from five (5) to seven (7).

YCWA is a self-supporting political subdivision of the state and not subordinate to the county. Operating revenues are derived from contracts with water districts and tax revenues. Pacific Gas and Electric power plant operations and maintenance funds are from water sales. The agency is bound to numerous contracts which include but are not limited to California Fish and Game, Federal Energy Regulatory Commission, Pacific Gas and Electric (through the year 2016), Davis Dundsky Recreation Facilities Act and water sales contracts with the Department of Water Resources and other utilities/municipalities.

The agency is staffed by one (1) full time Engineer-Administrator, one (1) Project Secretary and eleven (11) other Bullard Bar power project employees.

Pacific Gas and Electric pays 60% of the project secretary's salary and 100% of the power plant employee's salary.

Area Investigated

Item No. 1: Water Sales Priorities

Findings

YCWA is negotiating throughout the year with other municipalities and with the Department of Water Resources for the sale of water. Water sales to date have generated as much as eleven (11) million dollars for the agency.

If all options are exercised the agency could generate this amount of revenue for the fiscal year 1989-90. Priorities for water sales must be exercised by this agency, keeping in mind how the use and sale of water effect Yuba County residents.

Recommendations

None

Area Investigated

Item No. 2: Water Sales Revenue

Findings

Water sales revenue have not been spent to date, with the exception of a \$50,000 contribution required to receive a \$500,000 Army Corps of Engineers South Yuba Flood control study. The revenue derived from water sales cannot be used for any purpose other that flood control and the development of new water systems.

Recommendations

None

Yuba County Water Agency Board

The Board consists of the five (5) County Supervisors. Starting with the November 1990 election there will be two (2) elected members, one (1) from North Yuba County (1) from South Yuba County. With the election of the two (2) non-Supervisor members, the mandate of the people will have been accomplished.

Comments/Administration

YCWA Engineer/Administrator impressed the Grand Jury as a very capable, enthusiastic administrator. He has an extensive background in Hydro-engineering. His knowledge provides the Board guidelines for a focused water agency with the county's best interest served.

Commendation

The YCWA Engineer/Director is commended for his outstanding cooperation to the Grand Jury and commitment to the agency. Having toured all of the facilities we would applaud the work and dedication of all the employees of the YCWA.

SCHOOLS COMMITTEE

GRAND JURY REPORT 1989 - 90
SCHOOLS COMMITTEE
CAMPTONVILLE UNION SCHOOL DISTRICT

Analysis

Camptonville Union School District serves one hundred twenty students (120) grades K thru 8 , and has twenty-one (21) employees.

Area Investigated

Item #1 - Drinking Water

Findings

In 1987 Yuba county Health Department declared the water from the local water source unfit for drinking. Since that time, water has been transported in gallon plastic containers from the Rebel Ridge Mobile Home Park (approximately 3 miles away). Efforts to purify the condemned water supply have failed. Despite appeals to the county and the community, no solution to this problem has been found.

Recommendations

Yuba County provide safe drinking water to the school immediately.

Commendation

The staff and parents are to be commended for their resourcefulness and patience in dealing with this inconvenience.

Area Investigated

Item #2 - Developer Fees

Findings

Camptonville Union School District is not impacted and does not levy developer fees. However, Nevada Union High School, Nevada County, collects developer fees from this area of Yuba County after declaring Camptonville in their school district.

Recommendations

A percentage of developer fees collected by Nevada Union High School for Yuba County construction should be returned to Yuba County.

GRAND JURY REPORT 1989 - 90
SCHOOLS COMMITTEE
MARYSVILLE JOINT UNIFIED SCHOOL DISTRICT

Analysis

Marysville Joint Unified School District (NJUSD) provides education from kindergarten through grade 12 to approximately 9,750 students. There are fourteen (14) elementary, four (4) intermediate and three high schools in the district reaching from the foothills of Yuba and Butte Counties to the Marysville, Linda and Olivehurst communities. There are four hundred and thirty-four teachers (434) and four hundred (400) classified employees. The total 1988-1989 budget for MJUSD was approximately thirty -nine million dollars (\$39,000,000.00).

Areas Investigated

Item #1 - Developer Fees

Findings

Maximum fees are collected on new construction. Fees collected will be matched with state funds, and are to be used for additional classroom facilities. These fees are paid directly to the MJUSD comptrollers office. The "Blue Ribbon Committee" selected last year to study developer fee alternatives is no longer active.

Recommendations

The collection of these fees should be made at the Planning and Building Department when permits for construction or reconstruction are issued. It is an unnecessary inconvenience to potential builders to have to travel from location to location to obtain building permits.

Area Investigated

Item #2 - Purchasing Practices

Findings

Purchasing practice is essentially unchanged since the 1988-1989 Grand Jury Report. Decentralized purchasing causes over-spending in budget and prevents obtaining the best possible prices, causes extra paper work, and delays timely payments to vendors. Competitive bids begin at fifteen thousand dollars (\$15,000.00). Anything below that is left to the discretion of the originator. Under decentralized purchasing an employee may order any merchandise or service and obtain a confirming purchase order number later. Although individual schools have been discouraged from using this practice and it is decreasing, it still occurs. In past years M.J.U.S.D. has consistently spent over their budget. A major contributing factor to this has been decentralized purchasing. One of the explanations given to the Grand Jury for decentralized purchasing was a lack of warehouse facilities.

Recommendations

Restrict purchases to the purchasing department in order to maximize efficiency and minimize cost.

Area Investigated

Item #3 - Accounts Payable

Findings

Payment of bills is often delayed for forty-five (45) days or longer. MJUSD has no information as to how

much money continues to be lost due to failure to pay invoices within the discount period.

Recommendations

Decentralized purchasing should be discontinued in order to pay vendors promptly, take advantage of discounts, obtain better prices and avoid late charges. With centralization there would be control and accountability to stay within the limits of the budget.

Area Investigated

Item #4 - Child Abuse Reporting

Findings

It was brought to the attention of the Grand Jury that some of the schools in MJUSD were lax in reporting instances of suspected child abuse in accordance with section 11172 of the penal code. Upon investigation it was discovered that some of the schools with large enrollments had not followed the reporting procedures as mandated in the penal code. At a meeting with MJUSD administrators in the presence of the District Attorney, Representatives of the Grand Jury presented these statistics and section 11172 of the penal code was brought to their attention. The Grand Jury members requested that all school personnel be made cognizant of their responsibilities under this law. A follow-up investigation approximately six (6) weeks later revealed improvement in all but four (4) schools. A meeting was held with the principals of these four (4) schools and the Director of Pupil Services, again in the presence of the District Attorney. They were strongly advised by the District Attorney of their legal responsibilities under this law, and the penalties for failure to comply were emphasized.

Recommendations

Annual in-service should be initiated for all employees in the detection and reporting of all suspected child abuse as mandated in section 11172 of the penal code.

Commendation

The administrators of MJUSD acted immediately, in cooperation with the Grand Jury, to alert their principals to the importance of recognizing possible child abuse in our schools.

Comments

There is some evidence of waste and mismanagement in the food service department. We suggest that the 1990-1991 Grand Jury conduct an in-depth review of this department.

GRAND JURY REPORT 1989 - 90
SCHOOLS COMMITTEE
PLUMAS ELEMENTARY SCHOOL

Analysis

The present enrollment is thirty (30) students K- 8. The school is staffed by two (2) teachers, two (2) instructional - aides and one part-time custodian. School lunches are presently purchased from the Wheatland School District, and transportation is contracted from Wheatland Union High School.

Area Investigated

Item #1 - Child Abuse Reporting

Findings

No case of child abuse was reported.

Recommendations

Annual in-service be initiated for all employees in the detection and reporting of all suspected child abuse as mandated in section 11172 of the penal code.

Area Investigated

Item #2 - School Construction

Findings

A new school building is under construction. Because of condemnation, construction is funded by the state rather than a bond by this district's taxpayers. This school will house thirty (30) students at a cost of one million four hundred thousand dollars (\$1,400,000.00). Three school districts (Wheatland Elementary, Wheatland High School and Plumas School) within a six-mile area present a duplication of personnel, materials and buildings.

Recommendations

Unification of Wheatland Elementary School District, Wheatland Union High School District and Plumas School District, Wheatland Elementary School District, six (6) miles away, could easily accommodate these students. The expenditure of one million four hundred (\$1,400,00.00) is inappropriate use of taxpayers monies.

GRAND JURY REPORT 1989 - 90
SCHOOLS COMMITTEE
YUBA COUNTY SUPERINTENDENT OF SCHOOLS OFFICE

Analysis

This office coordinates and supports all schools in Yuba County including Yuba College. It is directly responsible for all special education in the county as well as continuation schools and Project Learn Alternative Center for Education (P.L.A.C.E.).

Area Investigated

Item #1 - Developer fees and Lottery Money

Findings

At the present time developer fees are levied for impacted schools and are collected only by Marysville Joint Unified School District. Wheatland Elementary School District voted to collect developer fees April 15, 1990. Lottery money, in the amount of approximately \$174.00 per student, is distributed to teachers, classified, and county office staff, for educational materials and staff development.

Recommendations

None

Area Investigated

Item #2 - The P.L.A.C.E.

Findings

The P.L.A.C.E. has four educational programs in its building located on the corner of 3rd and "F" Streets in Marysville. The programs are T.E. Mathews Community School, Independent Studies, the Teen Parent Project, and Adult Education.

Recommendations

The interim program for students released from Juvenile Hall before their return to regular classes is well organized and stimulating. After their return to regular classes, follow-up of student progress in regular classes is recommended to validate the program's effectiveness.

Commendation

The staff is to be commended for their enthusiasm and work in obtaining a grant to purchase computers and programs. Student involvement is impressive.

GRAND JURY REPORT 1989 - 90
SCHOOLS COMMITTEE
WHEATLAND ELEMENTARY SCHOOL DISTRICT

Analysis

Wheatland Elementary School District serves 1660 students in grades K- 8 with six (6) administrators, ninety (90) teachers and fifty (50) classified personnel.

Area Investigated

Item #1 - Child Abuse Reporting

Findings

No reported cases of suspected child abuse had been recorded as of January 31, 1990.

Recommendations

Annual in-service training be initiated and documented for all classified and certificated employees in recognizing and reporting suspected child abuse, as mandated in section 11172 of the penal code.

Area Investigated

Item #2 - Assertive Discipline Program at Far West School

Findings

The assertive discipline program is successfully being used. The annual school survey date May 1989, to which two hundred and fifty-one (251) parents responded, two hundred and twenty three (223) had no disagreement with the program. Three (3) families are teaching their children at home. Thirteen (13) children are attending by inter-district agreement.

Commendation

The schools appear to be providing a high quality educational program.

GRAND JURY REPORT 1989 - 90
SCHOOLS COMMITTEE
WHEATLAND UNION HIGH SCHOOL DISTRICT

Analysis

Wheatland High School was built to accommodate up to one thousand (1000) students. Present enrollment is four hundred sixty-eight (468) students, and is declining.

Area Investigated

Item #1 Substance Abuse

Findings

The focus of Wheatland's substance abuse program is on prevention. Student support groups have been organized and appear to be very effective.

Recommendations

None

Commendations

The Staff is to be commended for the programs associated with combating substance abuse, and most especially the High School Student Support Groups.

Area Investigated

Item #2 - Child Abuse Reporting

Findings

Suspected cases of child abuse are being reported and recorded.

Recommendations

None