



FILED
YUBA COUNTY
JUL 12 1999
YUBA - SUTTER JUVENILE HALL
MEMORANDUM

H. STEPHEN KONISHI
CLERK OF THE COURT

BY *[Signature]*
COURT CLERK



TO: HONORABLE JAMES L. CURRY, JUDGE OF THE
COURT, COUNTY OF YUBA

FROM: FRANK D. SORGEA, SUPERINTENDENT *[Signature]*

SUBJECT: RESPONSE TO GRAND JURY REPORT

DATE: JULY 20, 1999

FINDING 1. KITCHEN SANITATION

PARTIALLY AGREE

1. A dead mouse was located. Rodent infestation at the South Annex is an ongoing problem. Regular pest control service is supplemented by the placement of poison bait and other forms of traps. While mice are present in the kitchen, every possible effort to eradicate them has been undertaken. Extensive steps have been maintained to prevent rodent contact with the food products. I would hope that the Grand Jury would recognize that it is not the practice of the kitchen staff to allow dead rodents to lie about the area. When they are discovered, they are removed much as one would do in ones home.

2. It is common practice for kitchen personnel to prepare food products without wearing gloves. The kitchen supervisor does require that all personnel working in the kitchen as community service personnel wear gloves when they have direct contact with food products. All kitchen personnel are required to wash their hands prior to coming into contact with food products. There is no soap or hand towels at the food-prep sink, they are maintained at the hand sink directly adjacent to the entrance to the kitchen.

3. Concern was expressed relative to the dishwasher trays. It was asserted that they were "black with dirt". These are the trays onto which pots and pans are placed to be run through the automatic dishwasher/sanitizer. These trays are sanitized each time the are used. While the trays are worn and do show signs of wear, they were not "black with dirt" as the report stated. The trays have been scrubbed and will be replaced as required.

4. At the time of the inspection, 1600 hours, the kitchen crew was approaching the end of their work day. The final task of the crew prior to leaving the facility is to sweep and mop the

floor and to wipe down all vertical and horizontal surfaces. While I certainly acknowledge that the facility is in need of replacement, I feel it is only fair to point out that sanitation is a major concern of the staff at the kitchen. With additional procedures which have been initiated we are confident we will be able to maintain our record of cleanliness and sanitary practice.

5. Food is transported to the Juvenile Hall in a "hot cart". Once prepared the food is placed in the "hot cart" and pushed to the juvenile hall dining room. The cart has a thermostatically controlled heater. Every effort is made to maintain the food product at desirable temperature prior to being served to the residents.

Finally, We agree that the kitchen is in need of replacement, grant monies have been secured to construct a new kitchen facility, which will serve both the Juvenile Hall and the new camp facility.

RECOMMENDATION 1. KITCHEN SANITATION

IMPLEMENTED

Procedures for maintaining cleanliness at the kitchen facility have been reviewed in response to the finding and recommendation. Existing procedures have been modified as required to insure that the facility is maintained at an appropriate level of sanitation.

FINDING 2. BUILDINGS AND GROUNDS AGREE

RECOMMENDATION 2. IMPLEMENTED

All grounds maintenance at the facility is performed by the inmate population. Every effort is made to insure that proper safety techniques and practices are taught to the residents performing the various tasks. In the period following the Grand Jury inspection, the residents have installed elaborate gardens and a greenhouse structure. They are currently working on landscape features at the entrance to Camp Singer. Following completion of this landscaping work, the camp residents will be replacing the lawn in the recreation area and installing a drinking fountain. I would invite the Grand Jurors to return to the facility and personally observe the substantial efforts that have been undertaken over the past several months. All work performed by the residents must conform to an educational format. While this method does require more time to complete a task, it has the benefit of imparting useful skills to our residents.

FINDING 3. FURNISHINGS DETERIORATED AGREE

RECOMMENDATION 3. NOT WARRANTED

The Juvenile Hall has in the past solicited donations of furnishings from the community. The community was quite generous in donating used couches and chairs. The demands of a secure environment require that very specialized furnishings be utilized within the facility. Donated items designed for residential use are not appropriate for security environments. They represent a fire hazard and often times are constructed of materials which can be fashioned into weapons. In

addition residential furnishings present a multitude of locations to hide contraband.

We have found that the utilization of molded plastic patio chairs are an inexpensive, durable and secure form of furnishing. I agree that more aesthetically pleasing furnishings would be a benefit to the facility, however institutional furnishings are quite expensive. This will be an item addressed in future budget fixed asset requests.

FINDING 4. FACILITY OVERCROWDING **AGREE**

RECOMMENDATION 4. IMPLEMENTED

Funding in the amount of \$2,700,000.00 for the construction of a 46 bed camp facility has been secured as well as an additional \$603,000.00 for the development of a 15 bed security housing unit. Construction of these facilities will address the population issues at the facility well into the future. Currently, efforts are underway to impose a locally mandated maximum capacity on the facility, establishing the capacity at 55 minors. At this level we are able to provide full service to the residents without significant compromise to security.

As to the recommendation that parents be required to pay a greater share of the cost of maintaining their children in the facility. Philosophically I must agree however we are restrained by law from charging an amount greater than that which is currently assessed.

FINDING 5. FIRE INSPECTIONS **AGREE**

RECOMMENDATION 5. IMPLEMENTED

Responsibility for fire inspection of the facility shifted in the past year from the State Fire Marshal to the local fire authority Marysville Fire Department. In order for MFD to conduct the inspection, an officer from that department required additional training and certification. MFD did have an officer complete the required training and a fire inspection was conducted shortly thereafter. There was a time delay in getting this process completed. In the interim, the fire suppression system and the alarm system have been maintained by a contracted provider and have been maintained at optimal condition.



526 "C" Street • P.O. Box 150 • Marysville, CA 95901 • (916) 741-6633

FILED

AUG 20 1999

YUBA COUNTY SUPERIOR COURT
H. STEPHEN KONISHI, CLERK
BY OFFICE OF THE MAYOR
Court Clerk

August 17, 1999

The Honorable James Curry
Presiding Judge, Yuba County Superior Court
215 Fifth Street
Marysville, CA 95901

Dear Judge Curry:

I am writing on behalf of the Marysville City Council to respond to the 1998-99 Yuba County Grand Jury Report. I will address both the findings and recommendations on the following point:

CITY ADMINISTRATOR/POLICE CHIEF

The Grand Jury believes that there "may be a possible conflict of interest in the combination of the positions."

The City believes that the Grand Jury is actually concerned about the two offices being "incompatible" under California Law. This concern results from an opinion of the California Attorney General regarding the combination of the two offices in the general law city of San Jacinto. 8 Ops. Cal. Atty. Gen. 304 (1998).

The opinions of the Attorney General are helpful and the courts rely on them to a certain extent. However, they are not definitive. Only the courts can determine whether an office is incompatible.

Prior to combining the offices of City Administrator and Police Chief, and asking then incumbent Police Chief Mark Siemens to assume both positions, the Council received a legal opinion as to whether the offices were incompatible. The conclusion of that opinion was that the two offices were not incompatible. Marysville is a Charter City which may choose to organize its administrative function in the way it deems best serves the interests of its citizens. The Council believes that savings of more than

\$105,000 in salary and benefits warrants this combination. Unlike the situation in San Jacinto, the Marysville City Administrator and Marysville Police Chief answer directly to the Council. One is not subordinate to the other. Additionally, Marysville Municipal Code Section 2.10.040, provides that the City Administrator "may head one or more of the departments and shall be responsible to the Council for the proper administration of such departments."

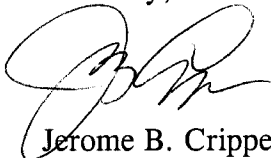
The Grand Jury believes "the City Administrator's authority increases his potential conflict over both budgets." There is no explanation as to which "budgets" are at issue. The City has one budget which is divided into various categories. It is adopted by the City Council after considering recommendations of its staff and the public. Other than making recommendations on budget items and seeking amendments to the budget from time to time, neither the City Administrator nor the Police Chief has independent control of the budget. City expenditures must conform to the budget. These expenditures are approved from time to time directly by the City Council. What "conflict" may occur is therefore, not evident to the Council.

City Administrator/Police Chief, Mr. Siemens is a salaried, not an hourly employee. He is paid to get the job done, regardless of the hours required. The Council estimates that Mr. Siemens works on City business between 60 to 75 hours per week on a routine basis. The City does not keep track of the hours worked by any of its salaried employees, nor does it propose to do so. Consequently, a record of what portion of Mr. Siemens time is spent attending to various City duties does not exist.

Mr. Siemens was hired after the departure of Richard Hare. It was hoped that Mr. Hare would have a long tenure with the City, but personal concerns resulted in his return to Southern California. Upon his departure, Mr. Hare recommended Mr. Siemens for the combined position. Mr. Siemens has worked for the City of over 17 years. He is well known and respected in the community. Upon Mr. Hare's departure, the Council felt it very desirable to have a familiar face as the City's primary management officer, since there had been a high turnover of city administrators in the previous decade.

If you have any questions, or if I can be of further assistance, please call me at 741-6633.

Sincerely,

A handwritten signature in dark ink, appearing to read 'J. B. Crippen', written in a cursive style.

Jerome B. Crippen
Mayor



CITY OF MARYSVILLE

526 "C" Street • P.O. Box 150 • Marysville, CA 95901

FILED
YUBA COUNTY
SUPERIOR COURT

1999 NOV -5 PM 3:48

H. STEPHEN KOSIHI
CLERK OF THE COURT

BY *Emily Allen*
CLERK

November 2, 1999

The Honorable James Curry
Presiding Judge, Yuba County Superior Court
215 Fifth Street
Marysville, CA 95901

Dear Judge Curry:

I am writing on behalf of the Marysville City Council to respond to the 1998-99 Yuba County Grand Jury Report. This is a response to two findings, specifically Riverfront Park and Rideout Hospital Property.

ISSUE: Riverfront Park

The Grand Jury required the Council of the City of Marysville to respond to their three recommendations for Beckwourth Riverfront Park. Those recommendations were:

1. The restrooms should be open on a regular basis and properly monitored.
2. The City should investigate the feasibility of an entrance fee or park usage permit/sticker.
3. The City should conduct a survey and maintain records on the types of usage of Riverfront Park.

RESPONSE:

The Council of the City of Marysville thanks the 1998/1999 Grand Jury for their interest in Beckwourth Riverfront Park and their suggestions. The City Council may consider the recommendations made, if not already accomplished.

ISSUE: Rideout Hospital Property

The Grand Jury recommended that the City Council respond to the following recommendation:

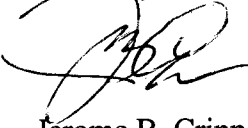
Provide Tax revenue data to the Grand Jury of the taxes collected on the property currently owned by Rideout Hospital and the tax revenue received from those same properties prior to purchase and/or termination of leases by the hospital.

RESPONSE:

The City of Marysville is not the taxing agency, nor do we have records for the type of information you have requested. The County of Yuba assesses and collects property tax for the entire county. The County also holds the records you are inquiring about. The City of Marysville cannot comment on or provide records held by another government entity.

If you have any questions, or if I can be of further assistance, please call me at 741-6633.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Crippen', with a large, stylized flourish extending from the end of the signature.

Jerome B. Crippen
Mayor

The County of Yuba

OFFICE OF THE SHERIFF - CORONER

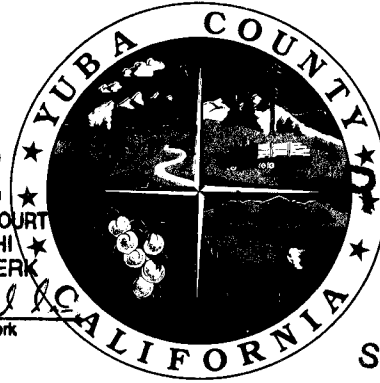
SEP 07 1999

FILE

YUBA COUNTY SUPERIOR COURT
H. STEPHEN KONISHI
SUPERIOR COURT CLERK

BY

Court Clerk



VIRGINIA R. BLACK
Sheriff - Coroner

(530) 741-6331

FAX (530) 741-6445

RECEIVED

SEP 07

**SUPERIOR COURT
CHAMBERS**

TO: Dennis Buckley, Presiding Judge of the Superior Court

FROM: Sheriff Virginia Black *VB*

DATE: August 30, 1999

RE: **1998-1999 Grand Jury Final Report Response - Animal Control Findings 1,3,4 and 5; Recommendation's 1 through 5**

Pursuant to Penal Code Section 933.05 we are providing the following response to the 1998-1999 Grand Jury Final Report. The report called for a response from the Sheriff on Findings 1, 3, 4 and 5 and Recommendations 1 through 5 of the inquiry concerning the Yuba County Sheriff's Department Animal Control operation.

FINDING #1

We agree. We are in the process of hiring another animal control officer.

FINDING #3

I neither agree nor disagree. The sidewalks have been in their present condition for a number of years. There have been no mishaps as a result of them. The Sheriff and Captain Mark Chandless, Animal Control Supervisor, recently met with the County Administrator to discuss the need for a new shelter rather than invest more money in a run down, outdated shelter.

FINDING #4

I agree. New legislation has increased holding periods by one day and this further impacts shelter crowding. The long term solution will be to increase shelter capacity, increase adoptions and for the community to sterilize more of their animals to prevent future litters of unwanted animals. The "open trench"

through the cat room is a gutter to divert drain water. With the construction of a new shelter, this will be remedied.

FINDING #5

I agree. After the Grand Jury members visited the Animal Shelter, the Yuba County Sheriff's Department entered into a contract with Dr. Gary Goemann and the Feather River Veterinary clinic for professional veterinary services. Dr. Goemann treats sick and/or injured animals that come into the custody of Animal Control and is contracted to provide low cost spay and neuter services for adoptable animals. He is also a consultant on emergency disaster preparedness issues.

RESPONSE TO RECOMMENDATIONS:

RECOMMENDATION #1

I agree. As stated in Finding #1, we are in the process of hiring another animal control officer and would expect that can be accomplished within the next three months. Additionally, the Department has received authorization to purchase new licensing and shelter management software which will enhance work efficiency in the future.

RECOMMENDATION #2

I agree. As stated in Finding #3, the Sheriff recently met with the County Administrator and discussed the need for a new shelter rather than invest more money in a facility that is in need of replacement. In the coming fiscal year the Sheriff's Department will present a project plan for a new facility to the Board of Supervisors. The majority of funding will have to come from local government and not from the private sector or grants. The majority of grant funding for animal welfare projects is directed toward the nonprofit organizations and not the municipal shelters.

RECOMMENDATION #3

I agree. Animals are currently being euthanized in a converted storage room. A clinical environment for euthanasia will be part of a new facility project plan.

RECOMMENDATION #4

I agree. Animal control is a necessary service to the community but, not a very popular one. It is not a law enforcement function, but rather, regulatory and health related. Under the

professional management, leadership and support provided by the Sheriff's Department, service to the public has improved and complaints have diminished, however the Peace Officers at the Sheriff's Department did go into law enforcement, not animal control, as a chosen profession. We have invested a year into Animal Control and it seems to be running smoothly, however, it draws down on law enforcement management time. We will continue to manage Animal Control for the present.

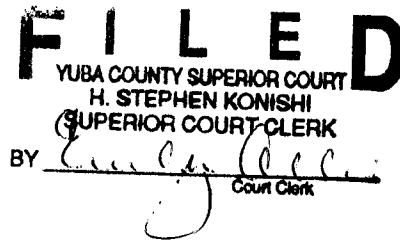
RECOMMENDATION #5

I disagree. A euthanasia rate of fifty "pets" a day is inaccurate. The department euthanizes approximately 1,200 dogs and 1,100 cats per year. Many of the animals are not the typical pets. Some are vicious and others are wild. Many are not adoptable. A large number are euthanized as a result of irresponsible, uncontrolled breeding. The Department actively promotes and supports spay and neuter programs. The Department spays/neuters animals adopted out of the shelter. The Department is spaying/neutering adoptable animals and making them available to the SPCA for their monthly adoption day held at the Yuba City Mall. We are members of the Companion Animal Welfare Coalition and we are working with the local nonprofit humane organization and with Sutter County to reduce euthanasia in our community.

We have no position regarding the recommended overpopulation ordinance.

The County of Yuba

OFFICE OF THE SHERIFF / SHERIFF-CORONER



VIRGINIA R. BLACK
Sheriff - Coroner

(530) 749-7777
FAX (530) 741-6445

RECEIVED

SEP 07

**SUPERIOR COURT
CHAMBERS**

TO: Dennis Buckley, Presiding Judge of the Superior Court

FROM: Sheriff Virginia Black and Capt. Jerry Read *[Signature]*

DATE: August 23, 1999

RE: **98-99 Grand Jury Final Report Response - Jail Division Findings 1 through 5; Recommendations 1 through 4**

Pursuant to §933.05 PC, we are providing the following response to the 1998-99 Grand Jury Final Report. The report called for a response from the Sheriff and Jail Commander to Findings 1 through 5 and Recommendations 1 through 4 of the inquiry concerning the Jail Division of the Yuba County Sheriff's Department.

Finding #1 Fire extinguishers expiration and servicing dates may not reflect true information.

Response: We agree with this finding. According to the fire service personnel contracted to perform the fire extinguisher work by the county, backdating of fire extinguishers has occurred. It should be noted that this backdating did not result in the extinguisher being expired but resulted in one or more being checked/charged more frequently than required. The arrangements for such services were arranged by the General Services at the request of Sheriff's Department personnel.

Finding #2 The fire extinguisher schematic was not dated and some extinguisher schematic was not dated and some extinguishers were not located where the schematic indicated they should be.

Response: We agree. Refer to response to **Recommendation #1** for further information.

Finding #3 Inmates were locked in the small laundry room while doing laundry. This is a significant safety issue due to the possibility of fire.

Response: We disagree in part. A jail is, by definition, a secure place with locked doors. The potential for fire exists in all areas of the jail including the laundry area. While we

Recommendation #3

The jail should be used to capacity whenever possible. The revenue generated by housing federal inmates and out of country inmates should be used for increasing staff and self improvement programs for the inmates such as anger management, employment readiness and for school drug and crime prevention programs.

This recommendation has already been implemented. Upon taking office in January, Sheriff Black directed that the contract inmate population be increased. Efforts were immediately undertaken to increase the contract inmate population from approximately 40 in November 1998 to the nearly 150 contract inmates housed in the Yuba County Jail as of this writing.

Recommendation #4

The Grand Jury recommends that the inmates conduct proper cleaning of assigned areas. STARS (Sheriff's Team of Active Retired Seniors) could be utilized to oversee inmates performing these tasks.

This recommendation, as it relates to the inmates cleaning assigned areas, is a program that has been implemented and in place for some time. The recommendation stems from the visiting room of the jail needing cleaning during the Grand Jury's first inspection visit. It should be noted that the visiting room is cleaned daily. Visiting takes place from 8:00 AM until late afternoon each weekday and until 10:00 PM on weekends. There is no time to clean between visits and it would be disruptive to clean during visiting. Consequently, cleaning takes place in the early morning hours when the room is unoccupied. By the end of the day, the visiting room will accumulate debris, which was observed by the Grand Jury.

The recommendation, as it relates to STARS overseeing the inmates performing cleaning tasks, will not be implemented. The STARS are not trained correctional staff and it is unreasonable to have them in the jail facility overseeing inmate activities.

We want to thank the 1998-99 Grand Jury for their objective investigation into the operation of the Yuba County Jail.

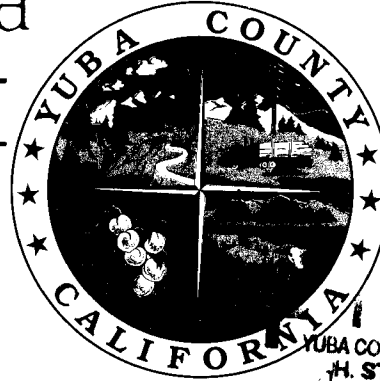
- Instructions: (1) All fire doors will be opened with every appropriate key. They will also be opened electrically , if possible.
- (2) The fire door indicator lights on the control panels will be examined to determine if they are functioning properly.

REMARKS: _____

OFFICER CONDUCTING INSPECTION: _____

The County of Yuba

OFFICE OF THE DISTRICT ATTORNEY

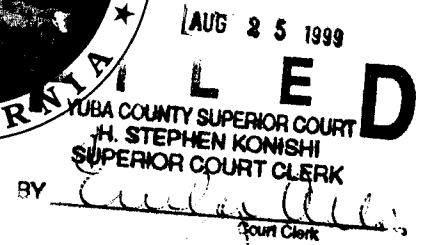


PATRICK J. McGRATH
DISTRICT ATTORNEY
PUBLIC ADMINISTRATOR

(530) 749-7770
FAX (530) 749-7901

August 25, 1999

The Honorable James Curry
Judge of the Superior Court
County of Yuba
215 Fifth Street
Marysville, California 95901



Re: Response to the 1998/1999 Final Report of the Grand Jury

Dear Judge Curry:

The 1998/1999 Grand Jury had occasion to investigate a matter concerning the Family Support Division of the District Attorney's Office, and conducted a site visit to the Division on March 11, 1999. As a result of that investigation and visit, the Grand Jury listed six findings and five recommendations in its final report.

In compliance with Penal Code section 933.05(a) and (b), the following responses are submitted on behalf of the Family Support Division of the District Attorney's Office. For clarification, this response, under my signature, will be the sole report from the Division.

FINDING #1 - The Family Support Division is understaffed.

Agree: This finding is in agreement with the findings of the California State Auditor's report, entitled "Child Support Enforcement Program: Without Stronger Leadership, California's Child Support Program Will Continue to Struggle." This finding is also consistent with the budget requests and justifications submitted annually by the Division to the Board of Supervisors during each budget preparation period.

FINDING #2 - Caseworkers are overloaded and cannot dedicate the time necessary to complete cases in a reasonable time frame.

Agree: Agreement with this finding is qualified, since the finding does not indicate what functions are not "completed" and what a "reasonable time frame" is.

In general, the Family Support Division has obligations to locate

noncustodial parents, establish support orders, and collect on those orders. Individual units within the Division are assigned specific functions relative to those obligations. Cases will generally go through all the phases of both "establishment" and "collection", and will remain open as long as support orders and/or arrearages are in existence. Consequently, the time frames targeted for the completion of different tasks will differ according to the task and unit involved.

Regardless, the Grand Jury report fairly concludes that the ratio of staff to caseload in Yuba County is significantly disparate to ratios found in other surrounding counties. Likewise, the California State Auditor's made the same finding, reporting that Yuba's overall staff to caseload ratio was 1:581, while the next highest ratio of the remaining counties examined was 1:339.

This caseload level has a significant impact on the ability to timely locate noncustodial parents, promptly serve legal notification that they may owe child support, establish orders, or take appropriate enforcement actions when payments are not made. Consequently, the Division is subject to several "corrective action plans" entered into with the State addressing areas of deficiency directly related to the current staffing level.

FINDING #3 - There were insufficient telephone lines (3) to complete the assigned tasks of personnel; however, a new system is projected to be installed in May.

Agree: The phone system referred to was inefficient and did not serve the needs of the Division.

A new phone system is now in place which provides voice mail, individual call out ability, and messaging features.

FINDING #4 - Family Support does not have a permanent Secretary assigned to the Division.

Agree: I believe the finding is referencing the lack of permanent reception staff (due to the reference to the front desk), instead of a "secretary" position typically assigned to support a department head or other management position.

The lack of permanent reception staff is related to the revenue support provided to the Division. Due to the lack of permanent reception staff, the Division uses extra hire employees to work the

public reception counter. Obviously, these employees need to understand the family support system thoroughly in order to correctly answer public inquiries, direct calls, and present a competent and professional image to the public.

Extra help employment is limited to a set number of hours per fiscal year, resulting in a recurring need to replace, hire, re-train, and provide supervised experience to employees staffing the reception area.

The need for permanent reception staff has been identified, requested, and discussed with county administration previously in the budget process.

FINDING #5 - Cases are not being processed for collection in a timely manner.

Agree: Based on the language in the report, I believe this finding relates to the staffing situation in the accounting department of the Division.

At the time of the report's release, two of the referenced vacancies could not be permanently filled because of the nature of the worker's compensation system. Since that time, both claims have been resolved and hiring to fill the positions is underway.

In addition, the county approved the Division's request to add an additional Accounting Assistant II in this fiscal year. With the addition of this position, and the staffing of the previous vacancies, the branch will have an Accounting Supervisor and five full-time assistants.

Regardless, the staffing level in the accounting branch will remain seriously challenged to meet the new requirements of the child support distribution scheme adopted in July of 1998. This new scheme has already required a complete restructuring of the accounting procedures and a modification of the accounting portion of the branch's computerized case management system. These reforms also require all payments received by the accounting branch to be provided to the custodial parent within two calendar days of the date of receipt, which cannot be consistently accomplished without additional staffing.

Despite the staffing situation, it is important to emphasize the success the branch has achieved in the last fiscal year. First, the

Division led the state in increased child support collections, recording a 43% increase from the previous fiscal year. Collections in dollar value went from \$3,382,142 to \$4,513,754, an increase of \$1,151,612. Second, the cost effectiveness standard arrived at by determining the ratio between dollars collected and dollars expended placed the Division at 29 out of the 58 counties.

FINDING #6 - Files are not stored in cabinets for easy retrieval.

Disagree: At the time of the site visit, Family Support workers would routinely keep case files being worked or requiring action at their workstation. Due to the high caseload, the number of files kept often resulted in stacks on desktops or in boxes along side workstations. The appearance of stacks of files at every workstation certainly left the impression that files, in general, were not stored in cabinets or other types of storage systems.

However, the number of files kept at workstations was insignificant to the total files maintained by the Family Support Division in file management shelving systems located in both the basement and the Division.

Concern over the impact so many files at work places was having on both productivity and morale was addressed independently and much earlier than the Grand Jury inquiry into the Department.

Beginning in January, with the change in administration, FSD management was given full discretion to examine, re-evaluate, and institute changes to the daily work routing and internal processes of the Division. In early February, an 18 page plan was distributed and discussed with each FSD employee which included a timetable for organizing the current filing system and returning all files back into the Central File. This portion of the plan was instituted on the weekend of March 13 and 14. Currently, no more than 15 files will be found on any employee's desk at one time without approval.

Supervising Family Support Attorney Michael Testerman should be commended for his work in implementing these changes, and the entire Family Support staff should receive equal commendation for working together and making the plan a reality.

RECOMMENDATION #1 - The County receives incentive money from State/Federal sources for family support funds collected. The County should use some of this revenue to hire additional staff to reduce the caseload per worker.

Not Implemented, with an explanation: Family Support Divisions throughout the state may receive funding from three separate sources. First, two-thirds of the FSD budget is provided by the federal government. Second, an incentive program administered through the State based on collections and performance statistics provides revenue. Finally, county general fund monies can be allocated by the Board of Supervisors when the first two sources are not equal to the program costs.

Depending on the demographics of the county program, a county may collect more money through the first two funding sources than needed and "bank" these excess monies for more staff or automation costs. Twelve of the 58 counties, mostly small rural counties with poor payment demographics, spend all their federal and state incentive monies each fiscal year and are dependent on county dollars for any additional budget funding.

In Yuba County, all State/Federal monies already go to pay for program staff, operational costs, and the development and maintenance of the computerized case management system upon which the Division depends.

The provision of additional county monies for increased staff is a policy decision made at the Board of Supervisors level, and has been discussed with the county administration previously in the budget process.

RECOMMENDATION #2 - The County needs to align the caseload per worker with surrounding counties in order to retain its current staff and attract new personnel to the department.

The recommendation requires further analysis, with a timeframe for further discussion: The future administration of the Family Support Divisions throughout the State is currently unknown due to legislation pending with the Governor. Three legislative bills would drastically alter the current child support structure at both the State and county level.

If the Governor signs the bills, as expected, the Yuba County FSD would be removed from the District Attorney's Office and become administered by either another county department or become a new independent county department.

Included in the legislative intent of one of the bills is a stabilization of caseloads throughout the counties by setting a

maximum allowable number of cases per either Family Support Officer or per overall staff. Presumably within this structure the State would provide the monies needed to accomplish this goal.

After the legislation is signed, the County needs to implement a strategic plan for the transition, structure, and funding of the Division. While I will be pleased to assist in this planning process, the timetable for formal review and discussion should properly be set by the Board of Supervisors, as they will become the governing body controlling Family Support. My suggestion is that such a formal review occur four months from now.

RECOMMENDATION #3 - The Family Support Division needs a permanent Secretary assigned to the department. This change would assure continuity at the front desk.

The recommendation requires further analysis, with a timeframe for further discussion: The need for permanent reception staff was identified and discussed in the budget process for this fiscal year. There are no plans to fund permanent positions this fiscal year.

The hiring of permanent reception staff is, at this time, inextricably bound to the previous discussion pertaining to Finding #2.

In this regard, the County needs to implement a strategic plan for the transition, structure, and funding of the Division. While I will be pleased to assist in this planning process, the timetable for formal review and discussion should properly be set by the Board of Supervisors, as they will become the governing body controlling Family Support. My suggestion is that such a formal review occur four months from now.

RECOMMENDATION #4 - The County needs to ensure that cases are processed for collection in a timely manner. Funds need to be made available for this service.

The recommendation requires further analysis, with a timeframe for further discussion: The need for additional accounting staff was identified and discussed in the budget process for this fiscal year. As a consequence, an additional Accounting Assistant position was authorized and is in the process of being filled. In addition, the resolution of worker's compensation claims will also result in the hiring of permanent personnel to fill the two positions

identified in the report as vacant.

The hiring of additional accounting staff is, at this time, inextricably bound to the previous discussion pertaining to Finding #2.

Again, in this regard, the County needs to implement a strategic plan for the transition, structure, and funding of the Division. While I will be pleased to assist in this planning process, the timetable for formal review and discussion should properly be set by the Board of Supervisors, as they will become the governing body controlling Family Support. My suggestion is that such a formal review occur four months from now.

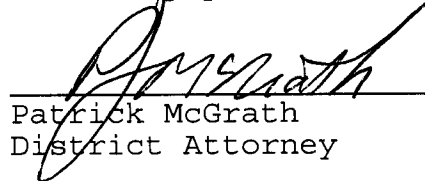
RECOMMENDATION #5 - The entire department could benefit from a total quality control process analyzing all policies and procedures in the department with the goal of making the department more efficient. An obvious beginning would be to furnish the department with an adequate number of filing cabinets.

Implemented: The implementation of this recommendation has been discussed in the response to Finding #6.

The plan is objectively evaluating work product, efficiency, work flow, and critical needs. In addition, full staff meetings (which include the District Attorney) are conducted every two weeks with written agendas, addressing changes in state/federal regulations, frequently asked questions and problems, and making changes to the plan based on employee recommendations.

Again, all Family Support Division employees can take credit in the creation and implementation of this quality control review process.

Sincerely yours,



Patrick McGrath
District Attorney

cc: DA file
Yuba County Board of Supervisors
County Administrative Officer

The County of Yuba

OFFICE OF THE COUNTY ADMINISTRATOR

COURTHOUSE - THIRD FLOOR, 215 FIFTH STREET
MARYSVILLE, CALIFORNIA 95901



JAN C. DUNSTAN
COUNTY ADMINISTRATOR

GREGORY G. ITURRIA
ASSISTANT COUNTY ADMINISTRATOR

(530) 741-6464
FAX (530) 741-6549

LED

YUBA COUNTY SUPERIOR COURT
CH. STEPHEN KONISHI
SUPERIOR COURT CLERK

Court Clerk

August 30, 1999

The Honorable James Curry
Yuba County Court
215 Fifth Street
Marysville, CA 95901

Dear Judge Curry:

Following is the County Administrator's response to the 1998/99 Grand Jury Final Report.

General Services

Recommendation #2:

This recommendation has been implemented.

In the FY 1999/2000 Proposed Budget, the County Administrator recommended the addition of a custodian and a building maintenance technician, both of which will enable the General Services staff to better manage the Dan Avenue Annex. The Board of Supervisors approved the positions in the Final Budget. The impact of acquiring and maintaining the Dan Avenue Annex was discussed with the General Services Director from the time the acquisition was first considered.

Recommendation #3:

This recommendation has been implemented.

As indicated by the General Services Director, two pickups are now available for staff use. Departments with an inadequate number of assigned vehicles may obtain vehicles from the County pool on an as-needed basis. It should be noted that the Dan Avenue Annex was acquired in October 1998, in the middle of the budget cycle. It was determined at that time that additional staff and equipment would be considered in the upcoming budget process.

Sheriff/Animal Control

Recommendation #5:

The County Administrator agrees that spay and neuter programs are extremely important and should continue to be promoted. According to the Sheriff's Department, a number of cooperative efforts are underway to reduce the need for euthanasia. Among them, the Animal Control Division spays/neuters adoptable pets and makes them available to the SPCA for their monthly adoption program. Staff will investigate the overpopulation ordinance noted by the Grand Jury.

Thank you for the opportunity to comment.

Sincerely,

Jan C. Dunstan
County Administrator
cc: Board of Supervisors

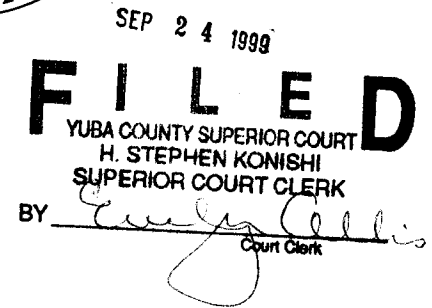
The County of Yuba

OFFICE OF THE BOARD OF SUPERVISORS



(530) 749-7510
FAX (530) 634-7661

September 21, 1999



The Honorable James Curry
Yuba County Court
215 Fifth Street
Marysville, CA 95901

RE: RESPONSE TO 1998/99 GRAND JURY FINAL REPORT

Dear Judge Curry:

Provided pursuant to Penal Code § 933(b) are the comments of the Board of Supervisors related to findings and recommendations contained in the 1998/99 Grand Jury Final Report. Consistent with Section C, responses do not address departments under the control of elected officials or outside agencies, except where a specific response was solicited. In addition, responses of individual departments are attached to this response, for the Court's information.

District Attorney/Public Administrator

Recommendation #1: The Yuba County Board of Supervisors consolidate the Public Administrator position with the Sheriff/Coroner.

This recommendation requires further analysis. If the District Attorney and Sheriff determine that a reorganization will increase efficiency and there are no significant administrative or fiscal drawbacks to doing so, the Board would likely approve such a change. The County Administrator will provide the Board with a recommendation by the end of the calendar year.

Recommendation #2: The Yuba County Board of Supervisors designate a budget line in the Sheriff Department for the expenses of the Public Administrator.

Assuming that action is taken to reorganize, it would be consistent with established practice to create a specific budget category to track the appropriations and expenditures of the Public Administrator.

General Services

Recommendation #1: That priorities be established to attain full utilization of all facilities at the Dan Avenue Complex.

This recommendation has been substantially implemented. In purchasing the Dan Avenue Annex, the Board has specifically provided a facility to accommodate growth experienced by current County departments. This was reflected in the staff report that should have been reviewed by the Grand Jury. Consistent with that policy, the County's Victim Witness program has consolidated staff from two locations to the Dan Avenue Annex. If the Board desires, staff can provide further recommendations to the Board for usage of the facility as the overall facilities planning process progresses.

Human Services Agency/Children's Services Program

Recommendation #2: There are thirteen vacant positions; all efforts should be made to attain additional qualified staff as soon as possible for minimum operational staff capacity.

This recommendation has been implemented. As indicated in the Human Services Agency Director's response to the Grand Jury's recommendations, several changes have been made to aid in the recruitment and selection process. The Agency has funded a Personnel staff position dedicated to Agency staffing; the Board has authorized the Agency to hire up to the "C" step of the salary range without Board approval; and, the Children's Services Division has expanded its recruitment outreach materials.

Recommendation #4: All available County funding should be directed to programs that promote healthy children and families, that should be one of the County's highest priorities.

This recommendation is vague and will not be implemented. While the health of children and families should be and is a top priority for the Board of Supervisors, the statement that "all available funding" be directed to these programs is unclear. The term "all available funding" is not defined. It could refer to funding dedicated specifically for health promotion and education, or, it could refer to redirecting funds from public safety, library services or other areas to fund health programs. Each year, the Board of Supervisors makes budgetary decisions based upon a number of factors, including service level considerations and the County's overall financial condition.

Probation/Juvenile Hall

Finding #4: The Juvenile Hall exceeds its bed capacity very often; at which time the superintendent must present himself to the juvenile court judge and request that some of the juveniles be released. There are little funds recovered from parents and family of the juveniles in custody (one percent). The Bi-Counties has secured 2.7 million in federal funds for a 46-bed facility scheduled to open in 2001.

The Board of Supervisors agrees.

Recommendation #1: The entire kitchen facility should be cleaned and sanitation/health issues addressed. Procedures should be developed to control this area of operation. A new in-house kitchen should be built and grant monies should be sought to fund this project.

This recommendation has been implemented. The Probation Department has indicated that procedures for cleanliness have been reviewed and changes made to current procedures. A new kitchen is planned for the 46-bed camp facility and would serve all the Bi-County juvenile facilities on Fourteenth Street.

Recommendation #2: The juveniles should be required to do additional cleaning and up-keep of the facility and grounds with proper training for these tasks. The supervisor in charge of ground and maintenance should develop safety standards and conduct bi-monthly inspections to ensure compliance with established procedures.

This recommendation has been implemented. The Juvenile Hall inmates currently perform extensive maintenance and upkeep in the facility.

Recommendation #4: The increase in demands on the facility and overcrowded conditions should be addressed with the application for grant monies to help fund expansion of the facility. Parents should be held responsible for the cost of caring for their children held in the Juvenile Hall facility.

This recommendation has been implemented. The Board authorized the application and acceptance of grants that will provide for the construction of a \$2.7 million camp facility and a \$603,000 15-bed security housing unit. Parents are currently held responsible for inmate costs to the extent allowed by law.

Sheriff/Animal Control

Finding #1: The Animal Control Department is understaffed for the area the department is required to cover.

The Board of Supervisors agrees. Current staff often have difficulty providing the level of service that is requested by the public. However, this is a situation that is present in many County departments due to limited funding.

Finding #3: The Animal Control facility has hazardous walkways.

The Board of Supervisors disagrees that the walkways are "hazardous" but does recognize that they are in need of repair. Funds currently exist for this purpose.

Finding #4: There is insufficient space for cats. The room where cats are housed has three levels of concrete flooring with an open trench. This flooring creates a safety hazard for personnel as well as the public. Euthanasia of pets is handled in this same area.

The Board of Supervisors agrees that the cat area is inadequate. Funds were appropriated in last year's budget and encumbered for use this fiscal year to address Animal Control's facility needs, particularly the need for cat space and improvement in the flooring.

Finding #5: The facilities are not up to date with current animal treatment technology.

The Board of Supervisors does not agree or disagree. The Grand Jury did not specify the particular deficiency(ies) in technology, although the Board does note that Animal Control has operated with minimal equipment in the past and does not have what would be regarded as a

“state of the art” facility. It should be noted that Animal Control has contracted with Dr. Gary Goemann to provide professional veterinary services, including medical treatment, spay/neuter, and disaster preparedness.

Finding 7: The Sheriff’s Department should not administer the Animal Control Department. Moving the administration of Animal Control to the Sheriff’s Department is a poor allocation of trained law enforcement personnel.

The Board of Supervisors disagrees. There were a number of compelling factors involved in the decision to move Animal Control to the Sheriff’s Department, which should have been reviewed by the Grand Jury. Under the Sheriff’s management, the department has acquired new equipment, become better trained and now provides an increased level of service. Currently, a Captain in the Sheriff’s Department provides management direction to Animal Control. Given the fact that Animal Control has a mission critical to the public’s health and safety, it is not considered “a poor allocation of trained law enforcement personnel.”

Recommendation #1: The Grand Jury recommends addressing staffing needs, as funds become available.

This recommendation has been implemented. The County continually evaluates and addresses staffing needs.

Recommendation #2: The Grand Jury recommends that the outdated and broken down facilities be addressed by seeking funds from the private sector as well as researching grant funding. The County should look into teaming up with non-profit animal humane organizations to help run and finance Animal Control.

The Board of Supervisors agrees that additional funding is needed. The recommendation requires further analysis. Such analysis will be requested of the Sheriff, to be completed by the end of March, 2000.

Recommendation #3: Animals need to be euthanized in a clinical environment not in a storage and cat holding area.

This recommendation has not been implemented; however, the Board of Supervisors recognizes the need to upgrade the euthanasia facilities. Efforts are underway to do so and an initial funding has been allocated. It is anticipated that the Sheriff will present a formal plan in the next year.

Recommendation #4: When funding and budget allows, the County Supervisors should place Animal Control under the auspices of Environmental Health or make Animal Control a department that can stand on its own.

This recommendation will not be implemented as the matter has already been studied. The Sheriff has made dramatic improvements in Animal Control. If a change is warranted in the future, staff will study the options and make recommendations to the Board accordingly.

Recommendation #5: With an average of fifty pets a day being euthanized, Yuba County should actively promote spay/neuter programs and institute an overpopulation ordinance. (An example of such an ordinance from San Mateo County will be supplied to the Sheriff’s Department).

This recommendation has been partially implemented. The Board of Supervisors agrees that spay and neuter programs are extremely important and should continue to be promoted.

According to the Sheriff's Department, a number of cooperative efforts are underway to reduce the need for euthanasia. Among them, the Animal Control Division spays/neuters adoptable pets and makes them available to the SPCA for their monthly adoption program. The Board will request that the Sheriff investigate the overpopulation ordinance noted by the Grand Jury.

The Board extends its thanks to the members of the 1998/99 Grand Jury for their contribution of time, talent, and interest in fostering more effective, efficient local government. Thank you for the opportunity to comment.

Respectfully submitted,

A handwritten signature in cursive script that reads "Bill Simmons". The signature is written in dark ink and is positioned above the printed name and title.

Bill Simmons
Chairman

Browns Valley Irrigation District

Post Office Box 6 • Browns Valley, CA 95918

Business Office:

916/743-5703

FAX:

916/743-0445

Water Operations Office:

916/742-6044

FILED
YUBA COUNTY
SUPERIOR COURT

1999 DEC -1 PM 12:37

H. STEPHEN KONISHI
CLERK OF THE COURT

BY

Evelyn Allis
COURT CLERK

November 30, 1999

Superior Court of California
County of Yuba
Attention: Ms. Evelyn Allis
Deputy Court Executive Officer
215 Fifth St.
Marysville, CA 95901

RE: 1998/99 Grand Jury Final Response

Dear Ms. Allis:

First, we must apologize for our non-response as we were under the impression none was necessary.

After receiving your letter and in phone conversation with you we realize that of course, we wish to respond to the jury members hard work and recognize their suggestions as being beneficial to the District.

In items listed by the jury we would combine items one and three into a more comprehensive report to District members in to a more information annual report.

In the upcoming annual report we will implement the report's suggestion that organizational information be included such as, procedures for grievance, system charges, schedule of meeting, etc..

It is our desire that the current rules and regulations document sent to District members remain a stand-alone booklet and we rely on the annual report as outlined above.

Browns Valley Irrigation District

Post Office Box 6 • Browns Valley, CA 95918

Business Office:

916/743-5703

FAX:

916/743-0445

Water Operations Office:

916/742-6044

Item 2: As time allows we will investigate a method where the District's historical data could be assembled into a comprehensive document. Such a venture would be very time consuming but worthwhile.

In closing, we wish to thank and recognize the jury members that interviewed with us. We feel this report reflects the hard work and dedication this Board and Management have put forth to make this small District stand out.

Sincerely,

Browns Valley Irrigation District

A handwritten signature in cursive script, appearing to read "R.V. Winchester".

R.V. Winchester

General Manager