

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # *B-6

Urgent

Routine

AGENDA DATE June 2, 2009

CEO Concurs with Recommendation YES NO
(Information Attached)

4/5 Vote Required YES NO

SUBJECT:

Approval of Employee Suggestion Program Award for Two Employees of the Department of Child Support Services

STAFF RECOMMENDATIONS:

Approve the adoption of Employee Suggestion #292 submitted by Joseph Powers and Ramin Tamraz of the Department of Child Support Services for first-year cost savings of \$22,809 to the Department and approve an award of \$1,145.50 to each employee.

FISCAL IMPACT:

To comply with State requirements for data storage, the Department of Child Support Services initially estimated the cost to be \$25,000 for an outside vendor to transfer all data from a proprietary system to a multi-use application. The implementation of the two employees' suggestion, to transfer the data into readable text files for conversion to secure PDF files, was completed at a labor cost of \$8,762.

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BOARD ACTION AS FOLLOWS:

No. 2009-357

On motion of Supervisor Chiesa, Seconded by Supervisor Grover

and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, Grover, Monteith, and Chairman DeMartini

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) Approved as recommended

2) Denied

3) Approved as amended

4) Other:

MOTION:

Christine Ferraro

ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

FISCAL IMPACT (Continued):

It is estimated that the useful life of the suggestion is four years, for an implementation cost of \$2,191 per year. The overall cost savings to the Department in the first year is \$22,809, which is the initial estimated cost of \$25,000 less the amortized implementation cost of \$2,191. The recommended monetary award of ten percent of the first year savings is \$2,281 to be divided equally between the two employees, for an awarded amount of \$1,140.50 each. These awards will be funded from the Department of Child Support Services 2008-2009 budget. There is no impact to the General Fund.

DISCUSSION:

Stanislaus County has an Employee Suggestion Program in place to recognize employees for suggestions that directly benefit the quality, efficiency, economy, improve the operations of Stanislaus County agencies or save money. The purpose of this program is to acknowledge innovative ideas that employees would not be expected to suggest or accomplish as part of their normal job duties.

The Department of Child Support Services submitted an Evaluation Form for the Employee Suggestion Program based on the suggestion from two employees. Joseph Powers, an Accounting Supervisor, and Ramin Tamraz, an Account Clerk III, from the Accounting Division at Child Support Services, developed a method to extract data from a proprietary system known as the Max Viewer Program. The State Department of Child Support Services required Local Child Support Agencies to retire legacy data systems by off-loading business activities data from the years 1989 to 1998, to paper, microfiche, CD, network database or other software as long as it was used for other applications. The Max Viewer program was the legacy data system in use by Stanislaus County Department of Child Support Services. The information stored in Max Viewer was essential for research and audits of child support cases. Since there was no known method within the Department to save this data, an outside vendor was going to be hired to convert the data. The costs proposed by the outside vendor varied depending on the amount of data to be converted, numbers of extract cycles and the amount of validation that would be involved. The basic package included data mapping, data extraction and basic error reporting, for an estimated cost of \$20,000 to \$28,000. A more comprehensive package included services identified in the basic package as well as error analysis and validation support, at an estimated cost of \$25,000 to \$40,000. As part of the evaluation process of these estimated costs, the Department contacted another County using Max Viewer to determine their methodology for retiring the system while retaining the data. That County, with a smaller caseload than Stanislaus, had contracted with a separate vendor for a solution that included additional reporting features not proposed by this Department's outside vendor, at a cost of \$48,000.

Alternatively, Joseph Powers and Ramin Tamraz discovered a method to extract the data from the Max Viewer Program and save it safely as a text file. Once saved, the

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data was then converted to a secure PDF file. This data is now permanent and is no longer at risk of being lost. Now staff quickly and easily searches for any data from 1989 to 1998 using Adobe Reader, rather than Max Viewer. Adobe Reader is a software program that is already installed on all computers at the Department of Child Support Services. Only the initial labor cost of \$8,762 associated with the extraction of the data was incurred, and no additional costs are necessary. As of August 1, 2007, Max Viewer is no longer used and all staff is now accessing the new secure PDF files.

POLICY ISSUE:

The Employee Suggestion Program supports innovative ideas for improved efficiency and cost savings and promotes the Board of Supervisors' priority of *Efficient delivery of public services*.

STAFFING IMPACTS:

Existing staff developed and implemented the suggestion contained in this item.

ATTACHMENTS AVAILABLE
FROM YOUR CLERK