

THE BOARD OF SUPERVISORS  
OF THE COUNTY OF STANISLAUS  
STATE OF CALIFORNIA

Regular Session

Tuesday

September 27, 1994

All Supervisors Present

Pledge of Allegiance to the Flag

Presentation of Employee Service Awards to Sheriff's Department employee, Celesta Michael and Auditor-Controller Byron Bystrom for 25 years of service

C/P unan. Adopted the consent calendar after removing items \*B-5 Renewal of In-Home Supportive Services contract with National Homecare Systems for period 10/1//94 to 6/30/95 \*C-1 approval of contract award for the 1993 Culvert Extension Program

- |                                                                                                                                                                                                                                                                                                                                                              |                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| Approved minutes of 9/20/94                                                                                                                                                                                                                                                                                                                                  | 94-956                        |
| Amended minutes of 9/13/94                                                                                                                                                                                                                                                                                                                                   | 94-956                        |
| Adopted and waived second reading of Ordinance C.S. 568 to establish a 14,000 Pound WeightLimit                                                                                                                                                                                                                                                              | 94-957 ORD-49-9               |
| Adopted and waived second reading of Ordinance C.S. 569 to establish a 45 Mile-Per-Hour Speed Zone on Gratton Road                                                                                                                                                                                                                                           | 94-958 ORD-49-10              |
| Adopted and waived second reading of Ordinance C.S. 570 for parking zones on various County roads                                                                                                                                                                                                                                                            | 94-959 ORD-49-11              |
| Adopted and waived second reading of Ordinance C.S. 571 to establish a Graffiti ordinance                                                                                                                                                                                                                                                                    | 94-960 ORD-49-12              |
| Proclaimed October 1994 as Sexual Assault Awareness month                                                                                                                                                                                                                                                                                                    | 94-961 M-33-AF-2              |
| Designated 10/22 - 31/94 as Red Ribbon Week - Mental Health                                                                                                                                                                                                                                                                                                  | 94-962 M-33-AF-3 & S-17-AG-10 |
| Approved levying direct assessments for the 1994/95 Lighting Districts Benefit Assessment rates and authorized the Auditor-Controller to put the assessments on the tax roll for the Treasurer-Tax Collector to collect on the tax bill - Auditor/Controller                                                                                                 | 94-963 S-2-H-16               |
| Authorized the Public Works Department to negotiate a contract to provide required inspection services for the Stanislaus Behavioral Health Center and the Sheriff's Operation Center and authorized the CEO to execute the agreement on behalf of the Board                                                                                                 | 94-964 M-68-4 & M-66-A-1      |
| Authorized the Director of DER to submit a Discretionary Household Hazardous Waste Grant application to the State Integrated Waste Management Board; authorized the Director of DER to sign the grant agreement with the State Board if State Grant Funds are awarded and authorized the Director of DER to accept grant funds on behalf of the County – DER | 94-965 S-11-L-4               |
| Approved amendment to Net Negotiated Amount Contract with the State Department of Alcohol and Drug Program for FY 1993/94 and authorized the Mental Health Director to sign the agreement with the State - Mental Health                                                                                                                                     | 94-966 S-17-AG-11             |
| Approved amendment to the labor agreement between the County and the County Attorneys' Association (CAA) representing the Attorneys' Bargaining Unit                                                                                                                                                                                                         | 94-967 BU-21-E-8              |

Approved the appointment of Randy C. Wyrick as a Principal Accountant for the Department of Employment and Training at the Fifth Step of the salary range (\$3,864.01 monthly) – JTPA 94-968 M-23-E-20

Authorized to appropriate funds not to exceed \$30,000 of GAI Funding in the Department of Employment and Training for a staff position to facilitate integration of employment and training services; and authorized the Auditor-Controller to execute a transfer of funds between DSS and Department of Employment and Training – JTPA 94-969 M-36-V-8

Approved contract CO #2 and balance of contract cost for the 1993 STP Asphalt Concrete Overlay - STPL-5938(019) 94-970 CON-377-7

Approved stipulation of settlement and judgement for eminent domain action per the Stanislaus County vs. A. & M. Girardi Farms in Salida 94-971 S-18-WW-11

Approved resolution supporting introduction of Federal legislation covering regulation of ultra light aircraft 94-972 S-8-AL-16

B/C unan. Authorized the Mental Health Director to sign an agreement with Maximus Referral and Monitoring Agency and authorized the Auditor-Controller to make the necessary adjustments to Budget Unit 402420 - Mental Health 94-974 S-17-AG-12 (1-296)

B/P unan. Approved Mental Health's TQM Billing Task Force short term critical business issue to produce and mail July patient bills by Friday, 9/9/94 and to build a team approach to develop an on-going billing system 94-976 S-17-AG-14 (1-721)

B/P unan. Approved Mental Health's TQM Medi-Cal Denial Task Force critical business issue to reduce Medi-Cal inpatient claims denials rate to zero; design training plan and curriculum regarding documentation of medical necessity for inpatient admissions and continued stays for all inpatient and intake staff including physicians; analyze Medi-Cal denials for the period of 6/1 through 8/31/94; send letter to Medi-Cal field office regarding our concerns and plan to follow up; meet with Medi-Cal Field Office to discuss concerns using data gathered by task force; and implement department wide inpatient utilization review committee with a physician adviser 94-977 S-17-AG-15 (1-721)

B/P unan. Approved status report on the Mental Health TQM Administrative Secretarial Task Force. Following are recommendations developed to date: installation of voice mail on the 13 telephones of administrative staff and recommendations with regard to distribution of workload will be forwarded to the Board at a future date. A more extensive report and further recommendations will follow 94-978 S-17-AG-16 (1-721)

B/P unan. Approved to status report on the Mental Health TQM Administrative Secretarial Task Force: installation of voice mail on the 13 telephones of administrative staff and recommendation with regard to distribution of workload will be forwarded to the Board at a future date 94-978 S-17-AG-16

B/P unan. Approved status report on the Mental Health Adult System of Care TQM of Turlock Counseling Center's need for a new (larger) building; lease a larger building in order to: provide for interns, trainees, and volunteers for increased direct services; increased crisis intervention; decreased hospitalizations; and increased socialization 94-979 S-17-AG-17 (1-721)

B/P unan. Approved Mental Health TQM report by the Centralized Intake and Assessment/Maximus Task Force recommendation of ordering equipment necessary for implementation of contract: file

cabinet, fax machine, personal computer, separate phone lines and voice mail; and fill 3 vacant, unfunded positions to manage the initial increased caseload of 400-500 clients

94-980 S-17-AG-18 (1-721)

B/P unan. Approved Mental Health TQM report by the Children's System of CARE/Data Management Services Task Force to devise a method for Children's System of Care to collect client data in a timely and more cost-effective manner by automating data report for geographic location of service delivery schedule meetings to problem-solve future issues weekly use of new report to monitor contracts weekly input of client contracts service delivery data collection twice yearly purchase of computer and software to store, analyze data

94-981 S-17-AG-19 (1-721)

B/P unan. Approved Mental Health TQM status report by Public Guardian's Estate Management Office and Mental Health Service Teams Cross-Functional Task Force

94-982 S-17-AG-20

B/P unan. Approved Mental Health TQM status report on improving internal and external customer satisfaction with services provided by MECA/CAC. Recommendations to date relate to the merger of SBHC and PIP are as follows: monthly update on the merger from Dr. Poaster to all department staff; social event to bring 2 groups together; telephone roster by Department program and name; updated organizational chart; increased training opportunities; and further surveys of internal and external customers specifically regarding MECA/CAC

94-983 S-17-AG-21 (1-721)

B/P unan. Approved TQM Mental Health Adult System of Care report to define and analyze the system and delivery of services provided by the Adult System of Care to be more efficient and effective; and recommended: services of the Adult System of Care realigned to more effectively and efficiently meet the needs of clients through implementation of model A; a consolidated training program be implemented for the Department of Mental Health; and paperwork be streamlined in order to provide additional staff time for direct services

94-984 S-17-AG-22

C/P unan. Accepted interim report from the SMC Personnel/Recruitment Task Force and Accepted report from the SMC Medical Records Task Force for the Total Quality Management Program for SMC's Critical Business Issues: 1) Reduce the time cycle for the recruitment of staff; 2) analyze Supervisory Training and Structured Policy and Procedure Guidelines regarding personnel management processes; 3) provide a complete, current, organized medical record to providers when they need it.

94-985 S-12-LO-1

B/C unan. Accepted the Auditor/Management Information Services/Purchasing TQM status and action report; approved the following recommendations: 1. Approve implementation of a county-wide credit card program; 2. That the Chief Executive Officer authorize the Purchasing Division to discontinue the use of its petty cash and revolving fund checks; 3. Implement payment of all confirming purchasing orders either by credit card or blue claim; 4. Implement revised batch processing in Auditor's Accounts Payable Division in order to reduce number of warrants produced; 5. Revise current purchasing procedures to allow all departments to use the Stanislaus County Authorization for Payment Form to purchase books and establish memberships; 6. Assign buyer responsibilities on a departmental, rather than commodity basis; 7. Review paper flow for open purchase orders, purchasing phone orders, and blanket purchase orders and develop recommendations that will eliminate duplicate processing and enhance overall paper flow efficiencies; 8. Review paper flow and recommend new procedures that will reduce turnaround time for processing the receiving copy of purchase orders; 9. Request County Counsel

to review legal requirements and County Ordinances and make necessary revisions to allow implementation of credit card program and related processing changes for Purchasing; 10. Review current purchase order processing document packet and make recommendations that will reduce time required to process; 11. Put the detailed guidelines/procedures on-line, upon implementation of an on-line purchasing process; 12. Create a quick reference guide for purchasing procedures and guidelines and make sure departmental users receive one; 13. Obtain mainframe computer access for all personnel involved in the procuring of goods and services; 14. Reduce turnaround time on the receiving copy of purchase order by implementing an on-line purchasing process; 15. That the Chief Executive Officer designate specific personnel to be assigned to develop and administer training as it relates to the operation of our procurement process; 16. That formal training be provided with any new technology and or procedures implemented as a result of this task force; 17. That the training facilities identified receive the needed physical upgrades, scheduled through the County E-mail (SYSM) system, and coordinated with the individuals identified in recommendation #16; 18. That the County develop a long term plan to automate the purchasing function to include each department's electronic entry of requisitions, using a computerized catalog of items, vendors, and prices; 19. Begin immediately to develop an order tracking system to give up to the minute status on department orders; 20. Begin immediately to develop electronic imaging access to any order, packing slip, invoice, or other supporting document; 21. That this Task Force be authorized to continue with its objective of improving the County's ability to obtain goods and services through the most efficient means possible; authorized the implementation of the recommendations and directed the project to continue with follow-up reports to the Board; commended the project participants for their efforts on this project

94-986 S-2-H-17, S-43-B-32 & S-5-D-5(3-79)

**Adjourned to sit as Stanislaus County Redevelopment Agency at 9:35 a.m.**

P/B unan. Approved consent calendar  
 Minutes of 6/28/94  
 Statement of Indebtedness

94-956 M-54-G-2  
 94-956 M-54-G-2  
 94-956 M-54-G-3

B/C unan. Approved Redevelopment Agency Housing Set-Aside Funds not to exceed \$55,000 for purposes of providing a down payment assistance program to 11 low and moderate income households in Fattoria Manor - Salida (a 70 unit subdivision); approved Redevelopment Agency Funds not to exceed \$34,529 for purposes of repayment, over time, of Stanislaus County Public Facilities Fees relating to assisted units; and approved the conditions of repayment

94-988 M-54-G-4

B/C unan. Approved Redevelopment Agency Housing Set-Aside Funds not to exceed \$25,000 for purposes of providing a down payment assistance program to 10 low and moderate income household in Parkhaven - Salida (a 139 unit subdivision); approved Redevelopment Agency Funds not to exceed \$31,390 for purposes of repayment, over time, of Stanislaus County Public Facilities Fees relating to assisted units; and approved the conditions of repayment

94-989 M-54-G-5

C/P unan. Accepted report on Crows Landing and Airport Neighborhood Clean-up Programs and authorized the preparation of letters of appreciation and directed the Agency Chairman to sign letters

94-990 M-54-G-6

B/P unan. Authorized the execution of Project Performance Certification Standards for Bret Harte Sewer  
94-991 M-54-G-7

Implementation Plan update report 94-956 M-54-G-8

**Reconvened as Board of Supervisors at 9:45 a.m.**

Recessed at 10:35 a.m.

Reconvened at 10:46 a.m.

B/C unan. Accepted the response to the 1993-1994 Civil Grand Jury Final Report and authorized the Chairman to forward it to the Presiding Judge of the Superior Court and directed the CEO to ensure that all recommended actions be followed through and implemented; amended response of the Department of Public Health to add: the staff person attending the meetings, as an alternate, will reflect the Board, and the Board's appointee's position and is to be assessable to the public for input prior to the meeting date on the issues the staff person will be voting on; and amended the response of the Stanislaus Area Association of Governments to add: attendance by the members of the Board of Supervisors SAAG Executive Committee has been regular and when unable to attend regular SAAG meetings the Board's appointed alternates, from the CEO, attend and represent the Board 94-987 M-39-D-7

P/C unan. Authorized DSS to extend the FY 93/94 In-Home Supportive Services Contract with National Homecare Systems through 6/30/94 and authorized the Chairman to sign the agreement and any amendments, not to exceed the original contract amount 94-973 S-27-Y-13

Referred to the Department of Planning and Development a letter from the United States Department of Commerce announcing the approval of our application to the Economic Development Administration for construction of the public infrastructure for the Patterson Gateway Commercial Center.

Accepted report from the Sheriff's Department the accounting for FY 1993-94 Inmate Welfare Fund

Referred to SAAG a letter from George Gaekle updating the Board on rail transportation issues in the Central Valley.

Acknowledged receipt of claims, referred to Risk Management the following claims: City of Modesto, Kevin Rubio on behalf of minor: Matt Rubio, Mark J. Elstad, Donald Courtroul and Martha Olvera.

Accepted progress report for the Red Tape Task Force Strategic Plan on Building Permit Process  
94-956 S-4-F-1

Recessed to Closed Session: Labor Relations: Government Code Section 54957.6 - Agency Negotiator - Eileen Melson and Employee Organization: SEIU at 11:55 a.m.

Recessed at 12:15 p.m.

Reconvened at 12:40 p.m. to the Total Quality Management Session with the Board at the Red Lion Inn, Ballroom No. 5, 1150 9th Street, Modesto

Adjourned at 7:28 p.m.

ATTESTED: REAGAN M. WILSON, Clerk  
of the Board of Supervisors  
of the County of Stanislaus  
State of California

BY: CHRISTINE FERRARO, Deputy Clerk

(The above is a summary of the minutes of the Board of Supervisors. Complete minutes are available from the Clerk of the Board's office.)