MEMORANDUM

DATE: December 17, 2007

TO: Board of Supervisors

FROM: Lew C. Bauman
County Administrative Officer

SUBJECT: County Administrative Officer’s Weekly Report for December 17, 2007

This is the weekly report by the County Administrative Officer to the Board of Supervisors. This report provides information on issues affecting the County and the progress of County activities.

Child Support Services

*New Automated Child Support Enforcement System [C.S.E.]*: In 1988, Congress passed legislation requiring all states to implement a single statewide automated system for their Child Support program. The deadline for complying with this federal requirement was October 1997.

In 1999, under new legislation, the statewide automation project was turned over to the Franchise Tax Board (FTB) to work with the State Department of Child Support Services in the development and implementation of a single statewide computer system. In July of 2003, the state signed an $800 million contract with a group of companies led by IBM, to develop and implement the federally mandated computer system.

Sutter, Yolo and El Dorado counties converted to this new system on May 1st of 2007, serving as pilot counties. The new system will expand statewide in 16 waves, as counties convert to the C.S.E. system by November of 2008. Currently 21 counties have converted to the system. Monterey County is in Wave 6 with a scheduled transition date of January 2, 2008.

Preparation for this system, including data clean-up and validation as well as user training, has been going on for almost two years. Despite the loss of almost one third of our staff due to the
state’s level funding process (same expenditure authorization) as received in fiscal year 2002-03, we have devoted tremendous resources to prepare for this conversion, while minimizing any disruption in our services to the public.

Preparation has included: comprehensive training for all staff – utilizing an excellent internal training team; working labor intensive data conversion reports; replacing all hardware and software with the help and support of our Information Technology Department; and continuing participation in state work groups and providing our local expertise in the development of the Statewide Child Support Guideline.

The cut-over period will start this month, when we will stop generating certain legal documents and will be unable to open new cases after December 21st until we are up and running in the new system. On December 28th at 6 p.m., the old system will be available as “read-only,” and we will go live on the new system on January 2nd, 2008 at 6 a.m. We will remain open to the public during the regularly scheduled workweek.

We will have an on-site support team from FTB and the system developers will remain with us for a period of time after we transition to the new system.

**Risk Management Department**

The Risk Management Department sponsored and funded seasonal flu clinics again this year, at ten different locations throughout the County. Thirteen (13) clinics were offered between October 29th and December 5th. Employee participation was up over last year by 283 employees and a total of 1268 flu shots were administered. This means that 36.8% of the current employee population received their flu shots this year. (NMC employees are not included in this count, as they receive flu vaccine through a different program.)

This year’s program was a collaborative effort, managed by Gerta McClay from the CAO-Human Resources Office. The Health Department, represented by Lin McCray (Administration Services Officer), Molly Hubbard (Immunization Program Coordinator) and Karen Smith (Public Information Officer), provided clinic staff as well as educational materials, give-aways and employee communications. NMC’s Outpatient Services Manager (Serena Sy) secured the supply of flu vaccine and provided the nursing staff responsible for inoculations, as well.

We extend our thanks to all those involved for making the campaign a great success! Plans are already underway for the 2008 seasonal flu clinic campaign, continuing to utilize our interdepartmental team approach to best serve the needs of our employees.

This concludes the CAO report.