



2016 YEAR END REPORT

BY: RAY ESPINOSA

ADMINISTRATION & INTERNAL SERVICES



- Successfully approved Resolution of Intent to enter Monterey Bay Community Choice Power Cooperative.
- Successfully completed the LSSI Library Needs Assessment.

FINANCE



- Successfully installed and began utilizing Workiva software, which allowed for greater efficiency in the budgetary process.
- ERP- Departments can now enter their own budgets.

CLERK OF THE BOARD



- Created a Countywide Records Retention Schedule
- Successfully installed and launched Laserfiche records management software
 - All current contracts and assessment appeals have been scanned into Laserfiche and metadata entry has begun.

HUMAN RESOURCES



- CalPers Health Plan exit and enrollment in CSAC EIA.
- Implementing ACA Reporting.
- Successfully converted to E-Timesheets.

OFFICE OF EMERGENCY SERVICES



- Held large Multi-Jurisdictional Active Shooter Exercise
- Initiated Emergency Operations Center Training Program that included 3 State accredited sources



DEPARTMENTAL ACCOMPLISHMENTS & ADMINISTRATIVE SUPPORT

RESOURCE MANAGEMENT AGENCY



- Completed purchase of property for Homeless Services Center
- Completed design of Hospital Road Bridge
- Adopted General Plan Housing Element
- Completed Pavement Management System Study
- Completion of supplemental work order for Accela at RMA

COUNTY COUNSEL'S OFFICE



- MOU with the Hollister High School District and the City of Hollister relating to River Parkway and Nash Road
- Legal work related to purchase of 1161 San Felipe Road
- Negotiation of Chispa preannexation agreement
- Resolution of litigation related to Health and Safety Element of General Plan

BEHAVIORAL HEALTH DEPARTMENT



- Successfully completed transition from DSM to ICD-10 diagnostic coding, which was essential for financial reimbursement claiming for services that have been provided to clients.
- Extensive 4-day Interpreter Training for staff that provide Spanish language interpreting.

San Benito County Regional Department of Child Support Services



- Staffed an educational booth and the Hollister Farmers Market
- Participated in the local Nation Night Out event

TAX COLLECTOR - TREASURER



- Procured a remittance processor to help with reducing staff time spent in processing mail payments
- Selected a new bank and all County accounts were transferred over and finalized.

PROBATION DEPARTMENT



- Contracted with SacredRok program to engage at risk youth in professionally guided tours of Pinnacles National Park
- Juvenile Hall Art Project – mural at Juvenile Hall created by the youth
- Passed biennial inspection of Juvenile Hall by the California Board of State and Community Corrections