

DEPARTMENT:
Public Health

BY: Charles B. Mosher, MD, Health Officer

PHONE:
966-3689

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No x)

Recommend resolution authorizing Chairman to renew the Service Contract with Standard Office Systems, for the period of June 22, 1996 through June 22, 1997, in the amount of \$1,134.05. Maintenance includes parts, labor, black toner, black developer, photo conductor and up to 60,000 copies annually. Overages billed at \$.0198 per copy.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

This copier was purchased with Grant funds, is not a County-leased machine, and is not covered under the County Contract with the Minolta Corporation. The Maintenance Agreement for the previous fiscal years was approved by Resolutions 94-397 and 95-375.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Do not authorize renewal of Agreement and pay for supplies and service calls as needed at a much higher rate.
2. Direct Department to contract with a different company.

COSTS: () Not Applicable

A. Budgeted current FY	\$ 1,134.05
B. Total anticipated costs	\$ 1,134.05
C. Required additional funding	\$
D. Internal transfers	\$

SOURCE: () 4/5ths Vote Required

A. Unanticipated revenues	\$
B. Reserve for contingencies	\$
C. Source description:	

Balance in Reserve for Contingencies, if approved: \$

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK'S USE ONLY:

Res. No.: 96-357 Ord. No. _____

Vote - Ayes: _____ Noes: _____

Absent: _____ Abstained: _____

Approved: _____ () Denied

() Minute Order Attached () No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: _____
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

Recommended

Not Recommended

For Policy Determination

Submitted with Comment

Returned for Further Action

Comment: _____

A.O. Initials: CP

TAKE-HOME VEHICLES

VEH.#	TITLE	JUSTIFICATION	ONE WAY MILES	DAYS/ YR.	MILES/ YR.	RATE/MI. (NOTE1)	COST/ YR.	CALL OUTS/ YR.
ASSESSOR								
AD-3	Appraiser	Resident - North Side	NA	260	0	0.268	\$0	0
CONSTABLE								
C-1	Constable	Executive + Call out	10	260	5,200	0.553	\$2,876	100
FIRE PREVENTION								
FD-3	Fire Chief	Executive + Call out	?	260		0.553	\$0	36
PUBLIC WORKS								
890	Fleet Foreman	*Tools & Equipment (Note 4)	10	208	4,160	0.554	\$2,305	10
941	Road Foreman	*North Crew - tools - snow plow (Note 3)	15	225	6,750	0.498	\$3,362	12
942	Road Foreman	*East Crew - tools - snow plow (Note 3)	10	225	4,500	0.498	\$2,241	11
943	Road Foreman	*West Crew - tools - snow plow (Note 3)	10	225	4,500	0.498	\$2,241	6
891	Facilities Mgr.	Speed - Sewer/Water Failures	15	260	7,800	0.428	\$3,338	20
DF-4	Facilities Foreman	Speed - Sewer/Water Failures	10	225	4,500	0.554	\$2,493	11
DF-5	Facilities Maint.	Speed - Res. Yos. West (Note 2)	60	112	13,440	0.472	\$6,344	4
SHERIFF (Note5)								
SO-74	Sgt.	Resident - North Side	NA	221	0	0.553	\$0	52
SO-76	Deputy	Resident - North Side	NA	221	0	0.553	\$0	?
SO-64	Deputy	Resident - North Side	NA	221	0	0.553	\$0	?
SO-51	Sgt.	Resident - Fish Camp - Spec. Assignment	NA	221	0	0.553	\$0	45
SO-71	Sgt.	Special Assignment	8	221	3,536	0.411	\$1,453	22
SO-60	Sgt.	Special Assignment	8	221	3,536	0.411	\$1,453	25
SO-44	Sgt.	Special Assignment - unmarked	8	221	3,536	0.553	\$1,955	15
SO-73	Deputy - Narcotics	Special Assignment - unmarked	7	221	3,094	0.553	\$1,711	72
SO-86	Deputy - Narcotics	Special Assignment - unmarked	8	221	3,536	0.352	\$1,245	63
SO-75	Deputy	Resident - East Side - Spec. Assignment	NA	221	0	0.553	\$0	?
SO-83	Detective	Investigative - unmarked	1	221	442	0.352	\$156	67
SO-84	Sheriff	** Executive - response - unmarked	15	260	7,800	0.352	\$2,746	
SO-82	Undersheriff	** Executive - response - unmarked	1	260	520	0.352	\$183	
SO-85	Patrol Captain	** Executive - Supervision Call-out - unmarked	4	260	2,080	0.352	\$732	
SO-68	Admin. Captain	** Executive - Computer, Coroner Call-out	8	260	4,160	0.352	\$1,464	
TOTALS						83,090	\$38,297	

NOTES

- Note 1 - Vehicle rate = actual for each vehicle.
- Note 2 - Assumes he commutes 1/2 the time.
- Note 3 - 225 days = 8 mo's @ 4 days/wk, 4 mo's @ 5 days/wk.
- Note 4 - 4 days/wk., 10 hrs/day.
- Note 5 - 17 work days times 13 work cycles.

* Additional request for Roads and Fleet amounts to \$5,786. Vehicles currently taken home Nov.1 thru Mar.31.

** Additional request for Sheriff's Dept. amounts to \$5,125

MARIPOSA COUNTY SHERIFF'S DEPARTMENT
VEHICLE ASSIGNMENT JUSTIFICATION

- * SHERIFF, UNDERSHERIFF:
THESE LEASED VEHICLES ARE USED BY THE TWO TOP EXECUTIVES OF THE SHERIFF'S DEPARTMENT. THEY ARE REQUIRED TO BE ABLE TO RESPOND IN AND OUT OF THE COUNTY AT UNSCHEDULED HOURS TO PROVIDE TOP LEVEL MANAGEMENT FOR THE DEPARTMENT AND TO INTERFACE WITH FEDERAL, STATE AND OTHER COUNTIES.
- * PATROL CAPTAIN: THIS LEASED VEHICLE IS UTILIZED BY THE PATROL CAPTAIN TO ENABLE HIM TO RESPOND DURING UNSCHEDULED HOURS AND PROVIDE COMMAND LEVEL SUPERVISION AT INCIDENTS WITHIN THE COUNTY AS WELL AS OUTSIDE THE COUNTY AND INTERFACE WITH OTHER AGENCIES WHEN MULTI AGENCY OPERATIONS ARE BEING CARRIED OUT.
- * ADMINISTRATIVE CAPTAIN: THIS VEHICLE IS UTILIZED BY THE ADMINISTRATIVE CAPTAIN TO PROVIDE UNSCHEDULED RESPONSE TO EMERGENCES WITH THE E911 SYSTEM, THE CRIMINAL JUSTICE COMPUTER SYSTEM. PROVIDE COMMAND LEVEL SUPERVISION AT CORONERS INCIDENTS AND INCIDENTS ON THE LAKES AND RIVER.

SERGEANTS: THE FIVE SERGEANTS ALL HAVE ASSIGNED VEHICLES GIVEN THE VARIOUS SPECIALTIES THAT THEY PROVIDE EXPERTISE, SUPERVISION AND SPECIALIZED EQUIPMENT FOR. ONE OF THE SERGEANTS IS THE NORTH SIDE RESIDENT SERGEANT.

DETECTIVE: THE LEASED VEHICLE THAT THE DETECTIVE UTILIZES IS TO ENABLE IMMEDIATE RESPONSE TO CRIMES ON A TWENTY-FOUR HOUR BASIS. HE IS REQUIRED TO WORK WITH OUTSIDE AGENCIES ON AN UNSCHEDULED BASIS AND CARRIES SPECIALIZED EQUIPMENT IN HIS VEHICLE.

NARCOTIC OFFICERS: THE TWO NARCOTIC OFFICERS ARE ASSIGNED LEASED VEHICLES TO ENABLE THEM TO WORK UNSCHEDULED HOURS IN THEIR CRAFT OF NARCOTIC INVESTIGATIONS. THEY CARRY SPECIALIZED EQUIPMENT AT ALL TIMES. THEY MUST BE ABLE TO IMMEDIATELY RESPOND WHEN CALLED OUT.

EAST SIDE DEPUTY: THE SPECIAL ASSIGNED DEPUTY FOR THE EASTERN AREA OF THE COUNTY IS ASSIGNED A VEHICLE. THIS PERSON COVERS THE EASTERN AREA OF THE COUNTY AND YOSEMITE WEST. HE HAS SEARCH AND RESCUE RESPONSIBILITIES AND CARRIES SPECIALIZED EQUIPMENT. HE IS REQUIRED TO RESPOND TO EMERGENCES IN THE EASTERN AREA OF THE COUNTY DURING UNSCHEDULED HOURS.

NORTH SIDE RESIDENT DEPUTIES: THE TWO NORTH SIDE RESIDENT DEPUTIES ARE ASSIGNED VEHICLES. THEY FUNCTION AS RESIDENT DEPUTIES AND IN THIS ROLE ARE SUBJECT TO "CALL OUT" DURING UNSCHEDULED HOURS ON THE NORTH SIDE OF THE COUNTY.



COUNTY of MARIPOSA


4639 Ben Hur Road
Mariposa, CA 95338
(209) 966-5356 FAX (209) 966-2828

DEPARTMENT OF
PUBLIC WORKS
Divisions of:
• Design & Construction
• Administration
• Operations

August 1, 1996

MICHAEL D. EDWARDS
Director

M E M O

To: Marty Allan, Fleet-Fiscal Manager
From: Michael D. Edwards, Director 
Subject: Justification for Public Works' Take-Home Vehicles

This memo primarily addresses my recommendation that the Road Division foremen and Fleet foreman be allowed to take their County vehicles home on a year-round basis. The Board has concurred with the current arrangement on take-home vehicles and those justifiable circumstances; i.e., winter response time for the Road and Fleet Divisions' foremen and year-round response by the Facilities Division personnel relative to water and sewer failures. I will not further address those issues.

As you know, a good deal of the Road foremen call-outs occur during the "summer" season (from April 1 through November 1). Well over half of those call-outs are in response to situations that require rapid attention due to public safety concerns. Examples include downed trees, wash-outs, slides and traffic control for wildland fires. Admittedly, some are for non-urgent call-outs such as to remove dead deer. A good deal of the call-outs for the Fleet foreman are also related to emergency response, usually for repairs to either fire or police vehicles. As the minimum call-out time in these situations is three hours, there is rarely any direct cost savings as most issues can be dealt with in less than three hours. In my opinion, the overriding concern is the potential cost to the public that could be incurred without a rapid response. It is difficult to quantify and put a dollar figure on those public safety issues. However, the prevention of one bad vehicle accident or clearing of a road to avoid an ambulance delay would seem to justify the relatively small cost.

The additional issue that I feel very strongly about that also cannot be quantified is worker morale. As a manager of a large staff, this is a very important consideration. I know that morale has suffered as a result of eliminating or reducing take-home vehicles for foremen-level positions. As you know, there is not a great salary difference between the positions of the top-level maintenance worker and foreman. In the past, the availability of a County take-home vehicle has provided an incentive for the maintenance worker to excel, in hopes of eventually reaching the foreman position. I feel this is an important consideration.

In summary, it is important that the Board consider these intangible criteria. To me, they are important enough that I would be more than willing to absorb the additional cost within our existing Road and Fleet budgets without requesting additional funding from the Board.

DEPARTMENT: Board of Supervisors

By: Marty Allan
Fleet-Fiscal Manager

Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes__ No_X)

Adopt resolution authorizing certain County employees to take home County vehicles per County Code Chapter 2.76.

All departments were asked to fill out a "request for assignment of vehicles to specific employees on a take-home basis". Attachment #1 is a compilation of employees requesting take-home vehicle status. Per Attachment #2, the Sheriff's Department is requesting reconsideration for take-home "executive" vehicles. Also, the foremen of the Road Division have requested year-round assignment of their trucks based on revised call-out information.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

During the FY 95/96 budget hearing process, the Board approved the current take-home vehicle assignments. Previous actions have been taken on an annual basis.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Do not approve the attached list and have employees drive to the office to pick up a County vehicle before responding to emergency or other situations.
2. Do not approve and have employees use their personal vehicle with seek mileage reimbursement.

COSTS: (X) Not Applicable	
A. Budgeted current FY	\$ _____
B. Total anticipated costs	\$ _____
C. Required additional funding	\$ _____
D. Internal transfers	\$ _____

SOURCE: () 4/5th Vote Required	
A. Unanticipated revenues	\$ _____
B. Reserve for contingencies	\$ _____
C. Source description: _____	_____
Balance in Reserve Contingencies, if approved: \$ _____	

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

1. Take-Home Vehicle List
2. Sheriff's Department Justification

CLERK'S USE ONLY

Res. No.: _____ Ord. No. _____

Vote - Ayes: _____ Noes: _____

Absent: _____ Abstained: _____

() Approved () Denied

() Minute Order Attached () No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: _____
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

_____ Recommended

_____ Not Recommended

_____ For Policy Determination

_____ Submitted with Comment

_____ Returned for Further Action

Comment: _____

A.O. Initials: _____

TAKE-HOME VEHICLES

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Note 4 - 4 days/wk.

Note 5 - 17 work days times 13 work cycles.

* See attached justification.

**MARIPOSA COUNTY SHERIFF'S DEPARTMENT
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