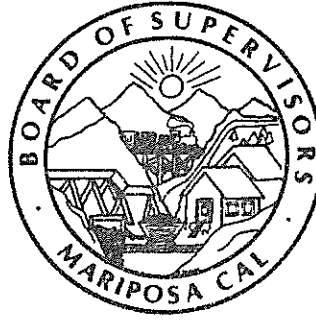


Mariposa County Board of Supervisors

District 1 LEE STETSON
District 2 MERLIN JONES
District 3 JANET BIBBY
District 4 KEVIN CANN
District 5 JOHN CARRIER

April 16, 2013



RICHARD J. BENSON
County Administrative Officer

RENÉ LAROCHE
Clerk of the Board

P. O. Box 784
Mariposa, CA 95338
(209) 966-3222
(800) 736-1252
Fax (209) 966-5147
www.mariposacounty.org/board

Honorable F. Dana Walton
Judge of the Superior Court
County of Mariposa
Post Office Box 28
Mariposa, California 95338

Dear Judge Walton:

Enclosed is the response of the Mariposa County Board of Supervisors to the 2012-2013 Mariposa County Grand Jury Midterm Report. The Clerk of the Board of Supervisors and the County Clerk will keep copies of the report and this response on file.

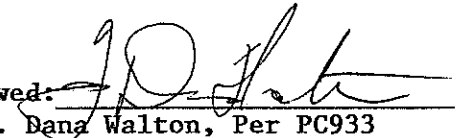
We at the County appreciate the quality of the 2012-2013 Midterm Report and the many hours of work that it represents.

Sincerely,


RICHARD J. BENSON
County Administrative Officer

RB/mbh
Enclosure

cc: Board of Supervisors
Affected Department Heads
Keith Williams, County Clerk
2012-2013 Grand Jury
René LaRoche, Clerk of the Board

Reviewed: 
Honorable F. Dana Walton, Per PC933

**Mariposa County Board of Supervisors
Response to the Midterm Report of the
2012-2013 Mariposa County Grand Jury**

Retirement Benefit Costs and Liabilities – County Administration

The Mariposa County Board of Supervisors has reviewed the Midterm Report of the Grand Jury and the response of Richard Benson, County Administrative Officer dated March 20, 2013, and concurs with his response.

Oversight – Planning Department

The Mariposa County Board of Supervisors has reviewed the Midterm Report of the Grand Jury and the response of Sarah Williams, Planning Director, dated March 22, 2013, and concurs with her response with the following comments.

R-4: Increases in staffing allocations will be considered during the budget cycle if requested by the Department Head and will be taken into consideration with other funding needs and requests.

R-5: Replacing the County's financial operating system will be taken into consideration during the budget cycle and weighed against other requests for funding from the County limited amount of discretionary funding. Additionally, the Technical Services Director is currently researching an upgrade to the existing system and consideration to this option will be given when more information is presented.

Yosemite West Waste Water Treatment Facility – Board of Supervisors and Public Works

The Mariposa County Board of Supervisors has reviewed the Midterm Report of the Grand Jury the response of the Board of Supervisors approved on April 2, 2013, and the response of Peter Rei, Public Works Director dated March 14, 2013, and concurs with both of these responses.

Oversight – Elections Department

The Mariposa County Board of Supervisors has reviewed the Midterm Report of the Grand Jury and the response of Keith Williams, Treasurer, Tax Collector and County Clerk dated March 6, 2013, and concurs with his response.

Oversight – Technical Services Department

The Mariposa County Board of Supervisors has reviewed the Midterm Report of the Grand Jury and the response of Rick Peresan, Technical Services Director dated February 21, 2013, and concurs with his response.

Mariposa County Grand Jury

The Mariposa County Board of Supervisors has reviewed the Midterm Report of the Grand Jury and while the Board has budgetary control over this function, no response to the findings or recommendations pertaining to the Managing the Budget section was received from the Mariposa County Superior Court Presiding Judge.

Mariposa County Board of Supervisors



RICHARD J. BENSON
County Administrative Officer

RENÉ LAROCHE
Clerk of the Board

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March 20, 2013

Honorable F. Dana Walton
Judge of the Superior Court
County of Mariposa
Post Office Box 28
Mariposa, CA. 95338

Dear Judge Walton:

This letter is in response to the 2012-13 Grand Jury mid-term report concerning retirement benefit costs and liabilities.

Findings

The County Administrative Office is in concurrence with the eight findings in the report.

Recommendations

1 - Before responding a clarification is necessary. It is assumed that what the Grand Jury refers to as "member contribution" is what is more commonly referred to as the employee share. The employee share is currently 8% for most general members and 9% for safety members.

The County cannot unilaterally reduce or eliminate the employer paid employee share. A change of this nature is subject to the collective bargaining process. This office has in the past and will continue to recommend to the Board of Supervisors that reduction or elimination of the employer paid employee share be pursued.

2 - The County is exploring options regarding pre-funding retiree health care costs. Meetings have been or will be scheduled with the two large providers of this service. However, before any action is taken it has been the priority of the Board of Supervisors to first address the unfunded retirement liability.

The County appreciates the work of the Grand Jury.

Sincerely,

Richard J. Benson
County Administrative Officer

Reviewed:
Honorable F. Dana Walton, Per PC933



MARIPOSA PLANNING

COUNTY OF MARIPOSA
5100 BULLION STREET • POST OFFICE BOX 2039
MARIPOSA, CALIFORNIA 95338-2039
209 . 966 . 5151 • FAX 209 . 742 . 5024

Sarah Williams, Director
swilliams@mariposacounty.org

March 22, 2013

Honorable F. Dana Walton
Assistant Presiding Judge of Mariposa Superior Court
County of Mariposa
PO Box 28
Mariposa, CA 95338

Re: Planning Department Response to Midterm Report of the 2012-2013 Mariposa
County Grand Jury

Dear Judge Walton,

The purpose of this letter is to respond to the Midterm Report of the 2012-2013 Mariposa County Grand Jury. The Planning Department was selected as a County Administration Department for an oversight review by the Grand Jury.

The Grand Jury conducted a detailed review of the Planning Department's purpose, functions, authority, staff make-up, and budget. The Grand Jury conducted an employee survey and interviewed certain staff. Based on their thorough investigation, the Grand Jury identified a list of "facts" or current issues. The report made Findings, Conclusions, Recommendations and Commendations. Finally, the Report summarized the results of the Employee Survey.

As the Mariposa County Planning Director, I concur with the comments, conclusions and recommendations of the 2012-2013 Grand Jury as contained in the Midterm Report. As a result of the recommendations, I intend to:

1. Provide annual reviews to all department employees;
2. Improve communications with other departments, customers, applicants, agents, affected property owners, agency staff, members of the Board of Supervisors, members of the Planning Commission, and members of Planning Advisory Committees for the purpose of improving customer service;
3. Improve communications with staff for the purpose of improving team spirit, cooperation, knowledge of and input on office operations and activities, and overall commitment;
4. Establish a method to obtain and enable staff review of feedback from the public regarding planning department services.

Our Mission is to provide our clients with professional service and accurate information in a respectful, courteous, and enthusiastic manner resulting in a well-planned rural environment.

5. Request an increase for out-of-office training opportunities as part of the next budget cycle;
6. Support staff's attendance at out-of-office training opportunities which are offered at no cost;
7. Facilitate and promote cross training within the office to improve opportunities for public service; and
8. Promote use of GIS in our department and throughout county offices.

I believe that the 2012-2013 Grand Jury exercised its responsibilities with admirable diligence, thorough research and objectivity. I appreciate the effort and care that this year's grand jurors put into their preparation of this year's Midterm Report.

Sincerely,



Sarah Williams
Planning Director

Cc: Board of Supervisors
Rick Benson, CAO
Steve Dahlem, County Counsel
Brian Foucht, Deputy Planning Director

Reviewed: 
Honorable F. Dana Walton, Per PC933



MARIPOSA COUNTY TECHNICAL SERVICES

February 21, 2013

Honorable F. Dana Walton
5088 Bullion Street
Post Office Box 28
Mariposa, CA 95338

Dear Honorable F. Dana Walton:

Pursuant to penal code §933.05(b)(4)(f), here are the responses to the Midterm Report of the 2012-2013 Mariposa County Grand Jury, Technical Services Oversight Report.

Findings:

The Technical Services Director agrees with the findings.

Recommendations:

R-1 Develop a system for County employees to give feed back to Technical Services.

This recommendation has not yet been implemented but I agree a help desk system should be budgeted and implemented in the 2013-2014 budget year.

R-2 Any new enterprise system should include both tracking capabilities as well as code compliance for the Planning Department.

The process for selecting any new enterprise system will be driven by the department heads and staff, weighing requirements vs. cost.

- R-3 Allow emails to remain on the server for up to 2 years if requested by the department head.

We plan to deploy a new email system by June 30, 2013. This will remove current storage constraints. At that time the email retention policy will be reviewed by department heads and recommended changes brought to the Board of Supervisors for resolution.

- R-4 The financial accounting system needs to be readily accessible across departments so double books are not kept.

The financial accounting system is available to all network users. However, the current system lacks functionality to meet some individual department requirements. Therefore, a separate set of records is kept by some departments to track detail revenue and expenditures.

- R-5 Software is needed to track transient rentals, bed and breakfasts, motels and hotels.

The GIS Technician has developed a basic system to track this unique process. Other web based systems may be pursued after using the newly developed application as a prototype to identify any missing or required functionality.

- R-6 There appears to be a growing need for Geographical Information System (GIS) support.

A position has been funded and staffed in the Planning department although I expect the county wide project demands to exceed what one individual can reasonably meet.

- R-7 Security issues are constantly evolving along with changes in technology, we recommend that all employees be required to review and acknowledge the County's current written security policies on an annual basis or when there are significant changes to the policy.

A new information security policy is under review by department heads. Upon ratification by the department heads and resolution by the Board of Supervisors the report will be re-issued to each employee for acknowledgement. We will strive to complete by the end of the 2013 calendar year.

R-8 Purchase a new enterprise management software system within the next two years.

This recommendation has not been implemented but will be in the future. Our current enterprise system is approximately 22 years old although we have applied many updates over time, most recently in November 2012. Some department heads would very much like the County to move to a new enterprise system, other departments, primarily due to budget constraints, are not ready to move forward with a replacement.

R-9 Consider moving Technical Services to a larger more secure facility where servers will be secure and new staff can be added as needed.

This recommendation has not yet been implemented but will be at some point in the future when budget resources become available. The facility was hardened with barrier fences after the Grand Jury recommendation of 2011 although the structure itself remains flawed.

R-10 An additional position would be helpful but space is not available.

While we are currently able to maintain system availability and provide good customer service, the evolving influx of new technology required by the individual departments will necessitate additional staff. An example is the proliferation of wireless networks where security is a major challenge. In order to prevent unauthorized access to the County network, intrusion detection becomes mandatory. This requires not only software investment but also staff to monitor reported threats and breaches. The implementation of a new enterprise financial and land management system will likely also necessitate an additional staff.

Sincerely,



Richard Peresan
Mariposa County Technical Services Director

CC: Mariposa County Board of Supervisors
Mary Hodson, Deputy County Administrative Officer