

OFFICE OF THE BOARD OF SUPERVISORS
COCONINO COUNTY, FLAGSTAFF, ARIZONA
WEDNESDAY, MAY 30, 2012

The Board of Supervisors met in Budget Session on Tuesday, May 30, 2012, at 8:00 am, First Floor Meeting Room, 219 E. Cherry Ave., Flagstaff.

Roll Call.

Present: Chairman Carl Taylor, Supervisor Matt Ryan, Supervisor Mandy Metzger, Supervisor Lena Fowler. Vice Chairman Liz Archuleta,

Also Present: Deputy County Manager Larry Dannenfeldt, County Chief Financial Officer Sandra Schulz, Interim County Manager Mike Townsend, Clerk of the Board Wendy Escoffier, Recording Specialist Jonathan McIntosh, Finance Budget Manager Megan Zickerman, Human Resources Analyst and Recruiter Susan Cabral, Human Resources Analyst-Employee Relations/Training Anna Swigart, Human Resources Director and Assistant County Manager Allison Eckert, Human Resources Talent Acquisition Coordinator and Recruiter Erika Philpot, Assistant Human Resources Director and Risk Manager Kathy Jenkins, Human Resources Program Manager Mary Tinklenberg, Benefits Analyst Angi Napier, IT Business Manager Larry Frost, Network Systems Manager Kris Dalmolin, Facilities Operations Manager Wes Beauchamp, Facilities Manager Jeff Fergen, Business Manager Janice Bradley, Facilities Senior Manager Eslir Musta, Director of Juvenile Court Bryon Matsuda, Public Health Department Director Barbara Worgess and Library Director Heidi Holland.

Call to Order 8:20 a.m.

General Discussion

Members of the Board of Supervisors discussed the budget process.

Finance

County Chief Financial Officer Sandra Schulz provided an overview of the finance department's budget. Sandra Schulz spoke about the responsibilities of the finance department, the ARS transparency pact, monitoring the CAPRA and the need for a searchable database.

In response to questions from the Board of Supervisors, Sandra Schulz discussed oversight of the finance department and the grant process. Sandra Schulz spoke about collaborations between IT and HR in providing an electronic time-sheet system.

Board of Supervisors

Clerk of the Board of Supervisors Wendy Escoffier provided a budget overview for the Board of Supervisors. In response to a question from the Board of Supervisors, Wendy Escoffier discussed about a request from the Diversity Council to carry over funds from fiscal year 2012 to fiscal year 2013.

Wendy Escoffier went over Board of Supervisors expenses and Board of Equalization expenses. Wendy Escoffier highlighted accomplishments from the Clerk's office: a new contract filing system, on-sight special district training and reducing the number of paper packets. Other pending issues highlighted by Wendy Escoffier include a franchise agreement with Suddenlink/NPG cable. The new agreement will increase the franchise fee collected by the County.

Chairman Taylor and Mike Townsend discussed future record-keeping policies and methods. Wendy Escoffier brought up the possibility of using the current work flow software to retain records and methods other counties use. The Board of Supervisors discussed ways to implement training and professional development for the Clerk's position in regard to Wendy Escoffier's involvement with the Clerk's Association.

The Board of Supervisors discussed the trend of rising travel costs with Wendy Escoffier. Vice-chairwoman Archuleta expressed a desire for the Board of Supervisors to keep the budget as it stood and exercise discretion in regard to travel expenses.

Chairman Taylor called for a break at 9:50 a.m. and reconvened the meeting at 10:01 a.m.

Human Resources

Human Resources Director Allison Eckert provided an overview of the budget. Allison Eckert spoke about significant trends and issues within the county that included healthcare reform, financial literacy for employees, turnover rates and training. The Board of Supervisors discussed Information Technology issues apropos applying at county positions with Allison Eckert.

Allison Eckert spoke about future plans, these included changing the employee benefits system and implementing drug and alcohol testing. The Board of Supervisors discussed Human Resources successes: management training and the personal day purchase program.

Information Technology

Information Technology Director Kris Estes provided an overview of the Information Technology department's budget, strategies, and goals. In response to a question on challenges within their department, Kris Estes explained how their department implements as much as they can from each piece of technology and brought up the increasing trend of cloud-based systems.

Kris Estes went over the largest Information Technology need in the county: upgrading to Microsoft Suite, a new Microsoft server would include cloud-based email that could free up the server.

Kris Estes highlighted the accomplishments of the Information Technology department: implementing changes throughout the County, increasing efficiency and evolving with new technology.

Chairman Taylor called for a break at 11:30 a.m. and reconvened the meeting at 12:59 p.m.

Facilities Management

Facilities Director Susan Brown provided an overview of her department's budget and its staffing needs. She also went over an increase in costs and the constant need for greater efficiency.

The Board of Supervisors went into a discussion with Susan Brown on Juvenile Detention's low-rate of energy efficiency in a specific building.

Susan Brown provided an overview of projects her team wished to complete.

Susan Brown spoke on the logistics of maintaining equipment. Susan Brown discussed the watering of the Courthouse lawn, a conversation that included the space's role and how it fit within the community with the Board of Supervisors.

The Board of Supervisors discussed the process of getting grants for the facilities department and the facilities department's usage of funds.

Juvenile Court

Director of Juvenile Court Bryon Matsuda provided an overview of the juvenile justice system, which included recidivism rates, probation for children, alternate zones within the juvenile court system, and alternate education paths for criminal children. Bryon Matsuda went over factors their team encounters in combating recidivism and noted an increasing trend: more children who suffer from mental health problems entered the juvenile court system than before.

The Board of Supervisors talked about the use of funding to cover future plans and their budget in relation to their workload. The Board of Supervisors also commended Bryon Matsuda for his department's conviction, creativity and empathy.

The Board of Supervisors took a break at 2:41 p.m., and reconvened at 2:58 p.m.

Public Health Services District

Public Health Services Director Barbara Worgess provided an overview of the Public Health Services District's budget, and spoke on the concerns of her department: flu shots, staffing, grant funds, an increase in autopsy reports, the overuse of antibiotics, the possible impacts of the Affordable Care Act, the threat of reemerging diseases due to children not being vaccinated, the exacerbation of the obesity epidemic, and a possible increase in fees for health fees as a consequence of implementing SB 1598 legislation as it currently stands.

Barbara Worgess then spoke about medical marijuana dispensary applications and engaged in a discussion with the Board of Supervisors about the policing of medical marijuana.

Barbara Worgess spoke on the effects of a decrease in state funding for behavioral mental health programs and stressed the significance of the effects these budget decreases will have in the county.

Barbara Worgess also went over a project her department will collaborate with on global warming and answered questions from the Board of Supervisors on the project.

She then showcased department accomplishments, awards, and other ways staff members showed exemplary work.

In response to a question from the Board of Supervisors, Barbara Worgess provided an explanation of the way data is collected and went over a synopsis of services provided to the public: restaurant inspections, environmental services and services for schools.

Library District

Library Director Heidi Holland provided an overview of the Library District's budget and their successes. In response to a question from Vice-chairwoman Archuleta, Heidi Holland went over levy money and how much they can use. Supervisor Ryan went over fee retention of the levy. Supervisor Metzger highlighted the public's enthusiasm for the computer lab and book drive. Chairman Taylor asked Mike Townsend about whether the levy money was already considered in the budget; Mike Townsend stated the full levy is still allocated to the library district although this was not a necessity because flexibility language was extended in the legislature. In response to a question from Supervisor Archuleta, Heidi Holland provided a list of the library's priorities with this amount of money from the library. Supervisor Fowler expressed happiness with the services that the library department provides the community.

The Board of Supervisors discussed their schedules for future budget meetings.

Chairman Taylor adjourned the meeting at 4:22 p.m.

(SEAL)

Carl Taylor, Chairman of the Board of Supervisors

ATTEST:

Wendy Escoffier, Clerk of the Board