

**Board of Supervisors Retreat**  
**(11/10/2015 – Douglas Service Center)**

**Topics:**

**Accomplishment/Current Projects – previously handed out – any questions?**

**Budget Status/Issues**

- ✓ Won't see overall revenue picture for a few months (State share down 1%; ½ cent down 8%)
- ✓ Pima RTC will increase from \$30,000 to \$40,000/inmate in January 2017; new contract is being reviewed
- ✓ Second round of DPs in December? – Courts (\$200,000 video project), Facilities, Health?
- ✓ One-time distribution prior to February?
- ✓ Premium holiday/\$250 payment in December – projected \$270,000 draw down (last year \$190,271 plus ere's for the \$250 rebate and \$72,228 plus ere's for the employees who pay into the system)

Water budget

More structured budget process

Administrators will play a major role with their departments

Budget kickoff in early January/Budget 101

DPs due 1/8/16

Budgets to departments (6 month history) 1/20/16

Executive summaries & budgets due 2/19/16

Budget team meetings (3/7/17 – 4/8/16)

Do you want more formal Board meetings with all departments?

Budget Committee suggestions/priorities

Fee schedule increases

Transportation ½ cent sales tax effort

✓ **PSPRS impacts**

✓ **Board meetings**

Board security protocol?

Consent vs. Action agenda items

Audio/video recording/telecast through social media or website

Other changes/suggestions?

✓ **Federal agency reviews**

Status of Mary and Kim

Sentinel Landscape Projects

SPRNCA RMP → *San Pedro Riparian National Conservation Area*

**Employee Recognition**

Based on employee survey, do away with employee awards ceremony and replace with DD-level recognition; challenge coins

**Employee compensation - \$200,000 budget**

WS soon: pay philosophy/structural changes to bring pay structure closer to market

**CCT –**

\$6.3 million annual payment/\$8 million cash surplus

Wellness

Cadillac Tax – 40% excise tax in 2018

**Exploring property acquisition in Benson**

Villages at Vigneto impact on JP 3

**County Administration/Board Office**

Organization chart – meeting with administrators on a weekly basis; personnel issues once a month

VUP

Strategic Plan refresh

Joint dispatch center in SV

CCRN effort – Federal designation/regional storm water recharge projects (Riverstone, Bella Vista Ranches & Horseshoe Draw)

Court consolidation/animal shelter agreements – in progress

Lisa's role – grants, legislative liaison, ED, public relations and now tourism

Gussie's departure in December – will replace with an Admin Aide in 6 months; will hire temp in the meantime

County Fair participation

Social media direction/Communication update meetings on BOS days

## **IT**

Director replacement

Reorganization to include Deputy Director – will await new Director

Microwave project status – Tom Alinen/GovNet

## **Elections**

Director recruitment

## **Library**

Budget concerns

## **Human Resources**

Staffing - down two analysts – problematic in meeting work load

More proactive recruitment process/video

Leadership academy with Cochise College/U of A South

Policy development – inmate work policy; D & A policy; workplace violence, others?

## **Facilities**

Ruben is addressing issues

ACIP issues

Karen and Ruben are recommending to replace Facilities Director

Staff analysis – maintenance workers & custodians/some privatization?

Utility audits – okay to implement cost saving measures that are identified?

Tovreaville/Douglas Hospital

BDI – need a work session to address hangar rates, hangar lessees and overall direction with this facility

Inmate Work Program

Work order system

CIP

### **Solid Waste**

Privatization/system analysis

System efficiency analysis

### **Sheriff's Office**

Evidence Storage – Bisbee Jail, Tovreaville, Douglas SC, SV EOC? Considerable cost involved – have set aside \$130,000 from ½ cent sales taxes

Joint dispatch center in SV

Willcox/SV jail coverage – paid OT will double the budget; may need more DOs

DO pay plan – from jail enhancement to GF

### **Recorder**

Low employee salaries

### **Planning and Zoning**

New Director – Paul Esparza

SV office status

Would like to eventually move out Constable and Search & Rescue/SAR/Explorers and move in P & Z and Assessors along with Sanitarians

### **Finance**

Director recruitment – telephonic interviews on Friday

Move Nike to Finance to head up business management function/still could do special projects

### **Health Department**

Privatization of Jail Medical – coverage is problematic

### **Emergency Services**

Job sharing with the Health Department/Elizabeth Lueck

Emergency Drills, etc.

Status of COOP Process

### **IDC**

ILS Manager

Fee schedule review

### **Jim's Journal feedback?**

**General direction/other projects you'd like us to work on within the next year?**

