

BOARD OF COUNTY COMMISSIONERS, WASHOE COUNTY, NEVADA

TUESDAY

10:00 A.M.

MARCH 17, 2009

PRESENT:

David Humke, Chairman*
Bonnie Weber, Vice Chairperson
John Breternitz, Commissioner
Bob Larkin, Commissioner
Kitty Jung, Commissioner

Amy Harvey, County Clerk
Katy Simon, County Manager
Melanie Foster, Legal Counsel

The Board convened at 10:06 a.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, the Clerk called the roll and the Board conducted the following business:

Katy Simon, County Manager, stated the Chairman and Board of County Commissioners intend that their proceedings should demonstrate the highest levels of decorum, civic responsibility, efficiency and mutual respect between citizens and their government. The Board respects the right of citizens to present differing opinions and views, even criticism, but our democracy cannot function effectively in an environment of personal attacks, slander, threats of violence, and willful disruption. To that end, the Nevada Open Meeting Law provides the authority for the Chair of a public body to maintain the decorum and to declare a recess if needed to remove any person who is disrupting the meeting, and notice is hereby provided of the intent of this body to preserve the decorum and remove anyone who disrupts the proceedings.

09-244 AGENDA ITEM 3

Agenda Subject: “Public Comment. Comment heard under this item will be limited to two minutes per person and may pertain to matters both on and off the Commission agenda. The Commission will also hear public comment during individual action items, with comment limited to two minutes per person. Comments are to be made to the Commission as a whole.”

Bill Fine stated his concerns with regard to the possible closing of the Sierra View Library.

Guy Felton spoke on Nevada government. After further comment, Vice Chairperson Weber advised Mr. Felton that he was disrupting the meeting by continuing to speak past the allotted time period.

Sam Dehne spoke on his opinion of the *Reno Gazette-Journal*.

09-245 **AGENDA ITEM 4**

Agenda Subject: “Commissioners’/Manager’s Announcements, Requests for Information, Topics for Future Agendas and Statements Relating to Items Not on the Agenda. (No discussion among Commissioners will take place on this item.)”

Commissioner Larkin stated it came to his attention that the Truckee Meadows Water Authority meeting scheduled for tomorrow was changed from 10:00 a.m. to 8:00 a.m. and he would not be able to attend. He inquired if another Commissioner could attend in his stead.

Vice Chairperson Weber stated she and Commissioner Jung heard from the Sun Valley Citizen Advisory Board (CAB) that they would like to see the Commission consider increasing the public comment time period to three minutes. She thought it was important to discuss this issue again. Legal Counsel Melanie Foster stated it would have to be handled as an agenda item for all Commissioners to vote on.

Vice Chairperson Weber informed the Board that on Thursday the Northwest Neighborhood Advisory Board (NAB) would discuss the Northgate Golf Course.

Katy Simon, County Manager, informed the Board that the Library Board of Trustees would meet on Wednesday at the Reno Central Library to discuss possible budget solutions. She announced the Senior Services Advisory Board would be meeting from 1:00 p.m. to 5:00 p.m. to similarly discuss the budget situation.

Vice Chairperson Weber stated State Legislators held a town hall meeting in the Chambers on Saturday and she was able to attend. She thought Washoe County should do something similar by allowing people and employees to make comments and suggestions to the Board regarding the budget process.

09-246 **AGENDA ITEM 5**

Agenda Subject: “Presentation of Budget Policy Committee recommendations for budget principles, budget balancing strategies and criteria for adoption and/or direction to staff--Finance. (All Commission Districts.)”

Darrin Conforti, Washoe County Budget Manager, presented the recommendations of the Budget Policy Committee (Committee), which included the recommended budget principles, budget balancing strategies and valuation criteria developed by the Committee. A copy of the recommendations was placed on file with the Clerk. The Board of County Commissioners established the Committee with the express purpose to develop a policy framework of budget principles that would be used by the Board and departments to perform the difficult choices they were going to have to make to balance the fiscal year 2009/10 budget. The work of the Committee would be used in conjunction with the priority service tiers the departments were working on now to develop their budget reduction plans. The Committee representatives were Chairman Humke, Commissioner Larkin, Sheriff Haley, Bill Berrum

County Treasurer, Doug Doolittle, Director of Regional Parks and Open Space, Rosemary Menard, Director of Water Resources, Carla Fells, WCEA, Dennis Carry, WCEA, Rand Tanner, Organizational Effectiveness Committee (OEC) and Dave Funk, Organizational Effectiveness Committee. Ex Officio members were County Manager Katy Simon and Finance Director John Sherman. Mr. Conforti stated staff was very appreciative of how focused the Committee was in producing the product in the condensed period of time. He further reported the Committee reviewed a number of materials as part of its deliberations, had an overview of the County's current fiscal situation, factored in the results of the 2009 citizen's satisfaction survey, looked at examples of budget policies from other governmental jurisdictions, reviewed the 2008 Community Input Report and the Charting Our Course Report which was done back in 2004, and conducted a detailed review of the Revenue/Expenditure history of the General Fund.

Mr. Conforti reported the Committee recognized that to develop and utilize the budget principles in a short period of time, they would need a way to make those principles operational. He further discussed principle-based budget balancing strategies and common criteria for risk and reward.

Mr. Conforti reported the Committee was recommending 13 budget principles, which were not ranked. He went through each principle as outlined in the staff report dated March 13, 2009. He next went over the budget balancing strategies and how they would move forward and make those principles operational. The budget balancing strategies were a tool that departments and the Board could use to evaluate their current operations and then serve as a pathway to go from existing cost structure and existing service structure, to a lower cost structure. He reported on the recommended criteria for evaluating the budget balancing strategies as outlined in the staff report. He warned that at some point a budget could be reduced so much that it could fall below the minimum funding threshold and services could be compromised.

10:33 a.m. Chairman Humke arrived at the meeting and assumed the gavel during Mr. Conforti's presentation.

Randall Tanner, OEC, informed the Board of his background. He explained the Committee identified the budget as a "box" and the submitted budget was going to look entirely different when it was over. There were some on the Committee that thought perhaps they should simply demolish the "box" and start from square one, unfortunately, he felt that was a strategic outlook, not a tactical one, because there were immediate concerns. The Committee was asked to define the process, not to develop line item cuts. The idea he liked regarded mandates. He believed the Board was faced with a budget almost draconian in nature and this might be the time to look at what would happen if this commission violated the mandates. There were eight states in the union whose Legislators were proposing cessation, because they recognized they could no longer meet their mandates.

Chairman Humke thanked Mr. Tanner for his service on the Committee.

Commissioner Weber stated she did not find volunteerism anywhere in the presentation, which she thought would fall under budget balancing strategies. Mr. Conforti responded Principle H was the principle that encapsulated volunteerism by way of

entrepreneurial opportunities and to promote the talent of employees and citizens to provide services. Commissioner Weber stated the word volunteerism should be identified because entrepreneurial creativity could be construed in many different ways and not necessarily regarding volunteerism.

Katy Simon, County Manager, stated Principle H could be changed to read: "Be creative and entrepreneurial, and promote the talents of employees and citizens to provide services and promoting volunteerism."

Mr. Conforti suggested the Board might want to consider putting it under balancing strategies, because that was technically where it would become operational as a strategy.

Commissioner Breternitz commended the Committee by stating it was wonderful work and both the principles and the balancing strategies made a great deal of sense. He said the factors presented in the report were ones that did not necessarily apply to times like these and could be brought in to the County's mission and values. He thought it was important the County not get in to the position of being ahead of the revenues ever again and these principles and strategies would allow the County to stay within their means over time.

Commissioner Jung echoed Commissioner Breternitz's comments and said it would be helpful if staff could come up with a matrix for the valuation criteria that required any kind of fiscal obligation. She thought if the Commissioners had a common area assessing their risk and reward, whether it was positive or negative, low, medium or high, she thought they would then have a common language with each other that would be more operational in its definition rather than value-based or emotional. She thought this was going to yield tremendous rewards in the future. She wondered if staff was going to look at the continuum of community needs.

Mr. Conforti stated they would begin using this immediately and what the Committee gave them was broad enough and a large enough tool to be used in a number of different ways. The most immediate use was circulating this report to all department heads so they could begin to factor it in to their budget reduction choices. He thought the work the Committee did, served as a value to the work going on in other committees right now, such as the Shared Services Committee.

Commissioner Jung stated she shared Commissioner Breternitz's zeal and enthusiasm to get some concrete direction for staff during this economic downturn. She thought the program level funding decision was brilliant and all agencies, certainly the ones she worked with, should do something called "cost center funding." She wondered when some of the suggestions could be implemented, such as moving from the cost center to programs, as well as making use of audits.

Mr. Conforti recommended that staff put together a strategy plan over the next 12 months to gravitate the entire accounting structure to program based capturing of costs. For this

particular budget cycle that would be a difficult prism for them to look at and there were going to be some costs that could be looked at through that prism.

Commissioner Breternitz stated the Board would have an opportunity to explore the challenges and would be faced with the same challenges as the department heads when applying these changes and criteria.

Commissioner Weber thanked Chairman Humke and Commissioner Larkin and the rest of the Committee. She felt Mr. Tanner's comments were wonderful. In response to Commissioner Weber's question regarding a timeline to reevaluate these programs, Mr. Conforti responded there was not a specific timeline that targeted a specific program. He explained as budget reduction plans were brought forward by each department, they would look at them through that optic and determine what they were doing with the program, did it make sense to continue funding it or was it a program that should be put on hold.

Ms. Simon reminded the Board that when departments provided their reduction plans for the 2008/09 year, they were to submit their recovery plans and prioritize what they would put back in and in what order. She explained they also discussed what would trigger being able to do that kind of recovery and what was allowed in the labor agreements.

Commissioner Weber said she liked Commissioner Jung's comments about a matrix or guideline that the Board and department heads could have when looking at programs. Ms. Simon stated the matrix was described on the last page of the latest staff report with the intention of identifying high, medium and low, and applying that decision criteria to future decisions.

Chairman Humke thanked the members, key staff and the alternates who participated in this. He said the County Manager served as a facilitator and moved a short term process along skillfully. He thanked John Sherman, Finance Director, who stepped in toward the end and Mr. Conforti who served as co-facilitator. The meetings were scheduled so close together that often the reports could not emanate, except in draft form. He thought the document was a good modification and showed the County was going to make some changes but would be dedicated to provide the best services for the citizens in this community well into the future.

In response to the call for public comment, Sam Dehne spoke on his views of the report given and proposed budget cuts.

On motion by Commissioner Weber, seconded by Commissioner Larkin, which motion duly carried, Chairman Humke ordered to approve the staff's recommendation and acknowledge the presentation of the Budget Policy Committee's recommendations for the budget principles, balancing strategies and criteria for adoption and further directed staff to make the recommended changes.

09-247 **AGENDA ITEM 6**

Agenda Subject: “Possible status report and direction to staff of Fiscal Year 2009/10 budget--Finance. (All Commission Districts).”

Katy Simon, County Manager, informed the Board there was nothing to report at this time.

In response to the call for public comment, Sam Dehne spoke on the budget and what he thought should not be reduced.

09-248 **AGENDA ITEM 7**

Agenda Subject: “Discussion and direction to staff regarding legislation or legislative issues proposed by legislators, by Washoe County or by other entities permitted by the Nevada State Legislature to submit bill draft requests, or such legislative issues as may be deemed by the Chair or the Board to be of critical significance to Washoe County--Government Affairs. (All Commission Districts).”

Adrian Freund, Community Development Director, reported on AB119 stating there had been a hearing since he last reported to this Board and one amendment. The State Engineer raised concerns about part of the language, thinking that perhaps it would cause some confusion as to his role and the role of the Regional Water Management Commission (RWMC). On page 3 of the copy given to the Board, it showed the amendment which articulated what the role of the State Engineer would be in the Regional Water Management Plan (RWMP). The amendment read, “This portion of the plan must set forth the total population of the region that may be supported by the sustainable water resources as identified by the State Engineer and reported in the comprehensive plan pursuant to Chapter 531.” It seemed to be a reasonable amendment and he requested feedback from the Board to determine whether they should go forward and support it.

Commissioner Larkin reported the Reno City Council voted to support this; however, he recommended the Board remain neutral. Mr. Freund stated on Friday the Board unanimously supported the bill as it was drafted at that time.

Chairman Humke inquired if this bill was still in Government Affairs. Mr. Freund responded it was and a hearing was held yesterday. Each of the local units of government, Truckee Meadows Water Authority (TMWA), and the Western Regional Water Commission (WRWC) appeared to support the bill. The homebuilders and Chamber of Commerce appeared in opposition. Chairman Humke stated certain things were recognized in the ballot question as it worked its way through the process and some members of the community were gently stating that there were certain existing statutes affecting various entities of local government as well as the State that were not fully provided for in the ballot question. The Legislature was now taking care of some of those situations.

Commissioner Breternitz stated the Regional Planning Governing Board (RPGGB) determined to support it as long as the language remained the same. This change was a clarifying change and he did not think that it would have a negative impact on the draft. He said the initiative was targeted to the Regional Plan and there was no mention of legislative action in that initiative. He thought some changes would have to be made to the Regional Plan and he was concerned that if this Board did not support it, Washoe County may not be at the table to talk about further changes. He thought this was just a minor change and he encouraged the Board to support this in the way it had been modified.

Commissioner Weber stated because the State Engineer stepped in and submitted his language the Board should take a step back and look at the intent of the language. She believed the State Engineer already had the ability to make determinations on water issues and the language was already within the Regional Plan. She said she was having difficulty supporting it and agreed it might be best to remain neutral.

Mr. Freund stated the State Engineer's sole concern was to articulate his role regarding perennial yield figures that went into the RWMP, and to avoid confusion as to who sets the sustainable water resource number in the CWMP. Mr. Freund clarified this would be going to the City of Reno, the City of Sparks, TMWA, and the RGP Legislative Committee for review as well.

Chairman Humke thought Commissioner Larkin's recommendation was fine, but the County already took a position on the bill. He hoped that through the remaining legislative process the County, the State Engineer and other entities would have time to weigh in.

Chairman Humke spoke briefly about the local entities and collecting population numbers to use as a tool for concurrency. He stated because of other entities still needing to come forward with that information, he did not have a problem with modifying support as long as the support was still there.

Commissioner Jung stated she believed the Board should support this. The changes that were being shown today indicated the State Engineer clarifying his role and clarifying language. While she understood maintaining neutrality was important to some of their constituents, she believed to go neutral now would be more confusing for people putting together the draft. So a small change that included clarifying language with regard to the State Engineer's role should not necessitate changing the unanimous endorsement of the bill.

Ms. Simon stated she appreciated the comments from the Commissioners. She cautioned the Board that to have supported the bill on Friday and then not support it after a very minor change that already existed in law, might send a message that could complicate some other efforts that the County had at the Legislature.

Commissioner Breternitz stated he was disappointed that the Legislature chose to get involved in this issue, because he thought it was a county-wide initiative. He said that 70 percent of the voters voted in support of this measure, so the County was responsible for implementing language changes in the Regional Plan. He pointed out that the County did not

necessarily have control of what the Legislature did. He would prefer to be on the inside at the Legislature and dealing with the process of steering this bill in a way to minimize any negative effect on Washoe County. He believed that withdrawal of support was a step back and he would hate to send that kind of message.

Commissioner Weber reminded the Board that on Friday the Board supported the language as written, now there was a change. She agreed with Commissioner Breternitz that the language added from the State Engineer was probably not a big change, but it was stated on Friday that it was approved as written. She thought this was now an opportunity for the Board to reevaluate the bill. She hoped if there was a motion, that it would include the language “as written”, because the Legislature could make other changes as they wished. Chairman Humke predicted it might be amended as many as eight times, because everyone had a right to offer additional language. Mr. Freund stated he wanted to be clear about support, because he reported this Board’s support to all other units of government at the hearing yesterday.

Commissioner Weber stated she heard on the radio a comment that was made by the former Director of the Division of Water Resources that he hoped the Board of County Commissioners would be supportive of AB119. She was concerned that he said that when there were other elected bodies that would be involved with this as well. She knew the Board would be the final implementer, but she found it interesting that he was vocal about the County Commissioners.

Commissioner Breternitz thought the RPGB would be the ultimate authority in implementing the language. Chairman Humke stated it would appear from the bill that the predominate statute that had changed was the chapter containing the Regional Planning legislation, so he thought it was accurate assessment.

Ms. Simon stated the County was tracking 276 bills and currently researching the impacts of 45 fiscal notes and they had responded to 59 additional notes. She reported the Legislator’s bill introduction and committee bill drafting deadline was yesterday and approximately 175 bills had been introduced since Friday. She said AB247 requested by Commissioner Jung, permitted cyclists to be exempted from certain portions of motor vehicle requirements for signaling, turns, etc. It had very little opposition and lots of support.

In response to the call for public comment, Sam Dehne spoke on the volume of bills the County was tracking and how they were being handled.

On motion by Commissioner Jung, seconded by Commissioner Larkin, which motion duly carried, it was ordered to support AB247.

09-249 AGENDA ITEM 8

Agenda Subject: “Reports/updates from County Commission members concerning various boards/commissions they may be a member of or liaison to (these may include, but not be limited to, Regional Transportation Commission, Reno-Sparks Convention & Visitors Authority, Debt Management Commission, District Board of Health, Truckee Meadows

Water Authority, Organizational Effectiveness Committee, Investment Management Committee, Citizen Advisory Boards).”

Commissioner Jung stated the Senior Services Advisory Board would be holding a public workshop to discuss the proposed budget cuts within the Senior Services area. She hoped the workshop would allow people to share what they thought should be done in these poor economic times. She discussed briefly a program that would allow seniors to age-in-place, which meant in their own home or with family members. She advised there would be cat first aid training on March 24th at PetSmart, which was held in conjunction with the American Red Cross.

Commissioner Weber stated she and Commissioner Jung attended the Sun Valley Citizen’s Advisory Board (CAB) meeting last week. There was a lot of discussion about the County’s budget and she came away from there noting that the public did not understand the magnitude of what was going to be happening in the next few weeks. She thought the Board should figure out a way to respond to calls and e-mails about library closures, park closures and other proposed reductions. She thought the community relations department could get it out to the public about the budget process and all the hearings and possible town hall meetings. She hoped a message could be formulated for all Board members to use.

Commissioner Breternitz stated there was an audit committee meeting tomorrow and after that he would be attending a meeting with the Interim Director of the Tahoe Regional Planning Agency (TRPA) to discuss what she wanted to accomplish in the event that she would be selected as the Director of TRPA. He stated he supported Commissioner Weber’s idea of a public forum regarding the proposed budget.

Chairman Humke discussed the Investment Management Committee meetings. Katy Simon, County Manager, stated Treasurer Berrum informed her that some of the information that the Investment Committee was to have was not available this morning, so a new meeting was scheduled to be held before June. Chairman Humke stated he thought citizens were not seeing the dilemma that might be out in front of them, largely because of the work and the work product from other layers of government. He said the federal government was allowed to deficit spend, however state and local governments could not. He would like to see regional budget forum events to discuss budget ideas and processes with the public.

Ms. Simon stated she thought that was a good idea, but because time was so short, it may be better to concentrate it into one meeting that could be televised. She said the County had a special website showing the work on the budget so far.

AGENDA ITEM 9

Agenda Subject: “Possible Closed Session for the purpose of discussing negotiations with Employee Organizations per NRS 288.220.”

Katy Simon, County Manager, informed the Board there would not be a closed session.

AGENDA ITEM 10

Agenda Subject: “Emergency Items.”

Katy Simon, County Manager, stated there were no emergency items.

11:58 a.m. Chairman Humke declared a recess until 1:00 p.m.

1:08 p.m. The Board reconvened with all members present in the Commission Caucus Room of the Washoe County Administration Complex, 1001 East Ninth Street, 2nd Floor, Room A205, Reno, Nevada.

09-250 DEPARTMENT HEAD DISCUSSION OF BUDGET IDEAS FOR FISCAL YEAR 2009/10

Katy Simon, County Manager, said these discussions were intended to be an open dialogue where the Commissioners could share with the departments what they wanted the departments to be looking at during their budget reduction and budget management planning and for departments to share ideas.

1:00 P.M. TO 2:00 P.M. – Departments: Assessor, Clerk, Finance, Human Resources, Manager’s Office, Purchasing, Recorder, Technology Services, and Treasurer.

After discussion about the impact of the tier structure and the intent of this meeting, Commissioner Jung explained it was important to have the department heads put everything on the table.

Chairman Humke advised he wanted the department heads to make their required cuts and then make their case for any add backs. Ms. Simon agreed the focus should be on what the impact of the tiered reduction would be to a department and any suggested tradeoffs. She suggested the department heads could also highlight things that were being done to reduce their budgets and provide a preview of what the Board might hear during the budget presentations. Commissioner Larkin said he did not want to hear a preview of what would be presented in April but felt the focus should be on budget ideas. Ms. Simon clarified that some department heads had policy questions and having Board input on those questions would help.

Amy Harvey, County Clerk, asked if there was a way the County Commissioners could roll back staffing to the 2004/05 level and then apply the cuts. She advised her office increased by only one employee in 30 years and that was due to additional meetings attended by the Board Records and Minutes staff. She explained only the Incline Village and the Commissioner of Civil Marriages Offices were not mandated and her budget presentation would contain some ideas on how to make the required cuts and still maintain service levels.

Ms. Harvey felt the Commissioners should set her hours of operation rather than the hours being mandated by the State because she felt she and the Commissioners knew better what this community wanted. She said she was receiving help from John Slaughter, Management Services Director, but she would take any additional help she could get to accomplish that at the Legislature.

Kathy Burke, Recorder, suggested making basic and mandated services the priority when looking at making cuts. She said her idea to generate more revenue by raising recording fees required legislative action, so she would need help in pursuing that option. She also suggested possible changes to the County's healthcare benefits when both spouses worked for the County. She discussed the redacting process, which was an approximately \$20 million unfunded mandate imposed to remove Social Security, driver's license and credit card numbers from filed documents. Ms. Burke said an effort was made every session to get the redacting requirements changed, and she noted there was testimony that there had never been a proven case of identity theft from a recorder's office. Commissioner Jung asked if Mr. Slaughter could be directed to look for a vehicle for this. Ms. Simon replied Mr. Slaughter had been working with Ms. Burke and that effort would continue.

Ms. Simon noted the County was going back to 2004/05 funding levels, but staffing costs were 20 to 30 percent more than they were then. She discussed how the integration of services and consolidation were important savings strategies for the County.

Katey Fox, Human Resources Acting Director, advised Human Resources, Finance, and Technology Services were looking at a shared services concept for some functions, and explored opportunities during meetings with the Human Resources Directors from the Cities of Reno and Sparks and the School District.

Commissioner Larkin asked what it would take to consolidate Risk Management. John Sherman, Finance Director, indicated it was difficult to move the project along without being directed to develop and implement an integration plan. He advised he was looking at outsourcing opportunities for the Risk Management function.

Mike Sullens, Acting Purchasing and Contracts Administrator, discussed what Purchasing was doing regarding budget reductions and the impact of possible legislative actions. Commissioner Larkin asked what discussions Mr. Sullens was having with the other governing bodies regarding consolidation of Purchasing into one general services administration-type concept. Mr. Sullens replied the Northern Nevada Consortium for Cooperative Purchasing, which was made up of all of the agencies in Northern Nevada, met once a month to share information on all goods and services going out to bid to see if bids could be combined. He said the agencies felt consolidation could be achieved, but currently there were software issues and direction from all of the agencies would be helpful.

Cory Casazza, Technology Services Chief Information Management Officer, explained staff was looking at stretching the life of the infrastructure out as long as they could, using wireless network connections where possible to cut operating costs, and to bring things that were outsourced back in house. Chairman Humke asked if it would be better to outsource

Information Technology (IT) or to have the entities combine IT into one organization. Mr. Casazza felt having the entities form one IT department would be more efficient and a better use of resources.

Commissioner Jung asked if Mr. Casazza also handled IT for the Courts. Mr. Casazza replied the Courts were separate. Commissioner Jung asked if consolidation of the Courts with the County's IT had ever been considered. Mr. Casazza said the County conducted a technology strategic plan in 2005 and one of the recommendations was to centralize technology functions, especially the infrastructure-type functions, and there had been some challenges with doing that. Commissioner Jung said one of the biggest issues facing municipalities was hacking, and she felt it would be a security issue by not having one person in charge of IT to mandate all of the security protocols that had to be done to ensure the security of the systems.

After a question about current negotiations with the employee associations, Ms. Simon clarified there could be future conversations with them but there were no current negotiations happening and no new incentives were being discussed. She said the Board approved the incentives and people were submitting their requests. She advised not all eight of the associations voted regarding what they might do. Commissioner Breternitz asked if there was a way to extend the March 30th deadline. Ms. Simon replied the employees needed to know who would be laid off so they could make their decisions regarding whether or not to submit a request to take the incentives, and the department heads needed to know who wanted to take the incentives because that would guide the development of their budget reduction plan.

In response to the call for public comment, Josh Wilson commented on the legislation that would affect the Assessor's Office.

2:00 P.M. TO 3:00 P.M. – Departments: Building and Safety, Community Development, Health, Library, Parks, Public Works, Registrar of Voters, Senior Services, Social Services, Truckee River Flood Management, and Water Resources.

Commissioner Larkin commented the Truckee River Flood Management project did not use General Funds.

Commissioner Larkin noted one of the ideas of the Shared Services Subcommittee was to combine all of the Building & Safety Departments from all three entities into one central operation. Don Jeppson, County Building Official, replied there would need to be direction to do that. He noted some of the jurisdictions were looking at Planning, Public Works and Building & Safety, while he was just looking at Building & Safety. He felt it made sense that a building built in the Cities or the County would be handled in the same way, which was supported by some of the building associations that he had conversations with. He discussed creating a building authority that would be an enterprise-type setting and a one-stop-shop for the region.

Adrian Freund, Community Development Director, said restructuring public involvement and citizen input to reduce the hard costs of administering Citizen Advisory Boards (CAB's) was being examined. He discussed how Community Development already provided

some shared services, such as the County being responsible for code compliance, and the impact of the reductions on that function. He discussed his staffing levels and noted, because of retirements, it provided an opportunity to do a significant restructuring of the department.

Commissioner Larkin inquired about the nature of the restructuring, and asked if there were discussions with the other entities regarding combining Community Development Departments. He said a super planning agency in this community had been tried and it failed, so he was not an advocate of that approach. Mr. Freund said he had been talking with John Hester, City of Reno Community Development Director, for the last four or five years, but the problem was with different focuses and cultures and the way planning was approached. He said there has been an attempt to achieve better cooperation, coordination, and alignment with the Cities in terms of the County's planning services. He said there was an opportunity to reorganize his department into more of a team environment, to cross train staff, and to better integrate City and County Codes.

In response to Commissioner Larkin asking about the status of the Development Code revision process, Mr. Freund replied an assessment was done and the cost estimates came in at \$700,000 to \$800,000 to overhaul the Code. He said the strategic plan and work plan were laid out for moving to a two-map system, but because of the budget situation it was totally a staff driven effort. Commissioner Larkin said that was where he could see collaboration with the Cities helping because they already had a two-map system. Mr. Freund said there were things the Cities had done that would help push the process along and there was a plan to pursue that. Commissioner Larkin felt that plans brought before any governing body should meet the same standards. Mr. Freund advised the tentative map process was the same across the jurisdictions, but things started to diverge at the master plan and zoning stages.

Dr. Mary Anderson, District Health Officer, stated the Health District initially had 24 separation requests. Not all of the requests were approved because they would have a major impact on the Health District's functions, the costs would be very high, and some of the requests had unusual elements attached to them. She stated the remaining requests were being looked at and the total number and the dollar amount would be submitted to the Board of Health next week.

Dr. Anderson advised staff was looking at the impact of legislation with regard to how the Health District did business. She discussed the benefits of moving the Air Quality District out of leased space and back into the County complex and the impact of the current economic climate on fees.

Dr. Anderson advised the federal stimulus package contained a significant amount of money earmarked for immunization. Chairman Humke asked if a match was required for those funds and if there would be a mandate for administering those immunizations. Dr. Anderson believed there was not and it would not force the hiring of any additional health professionals.

Commissioner Larkin noted the Health Department was one of the departments in the County that had legislatively mandated duties and the Budget Policy Committee wanted all

department heads to review those mandates. Dr. Anderson replied that was part of their decision making process.

Commissioner Weber asked if there was any thought about combining some of the permitting requirements that encompassed several departments so it would become more of a one-stop-shop. Rosemary Menard, Water Resources Director, replied the Health Department played a role in regulatory review of certain things and Water Resources played more of a role in development requirements. She agreed there was some overlap and people did have to obtain multiple permits from different places and staff could look at finding a way to make the process more convenient for the users.

Arnie Maurins, Library Director, noted there were negotiations underway to reduce the lease payments for the two leased library buildings. He noted there was still \$1.2 million in cuts required. Commissioner Larkin asked what programs were being put together that would incorporate using the service clubs to keep the libraries open for additional hours. Mr. Maurins replied staff was working with the Friends of the Library group to work on a campaign to make the public aware of what was happening at the libraries, which would include a request that they join the group to help support the libraries. He said staff was also trying to recruit more volunteers to help with clerical and shelving work because that would be where most of the layoffs would come from. Commissioner Larkin said he envisioned every service club in the area adopting a library one Saturday a month. He asked what that would do to the Library's service projections and requested that information be included in the upcoming budget presentation.

After further discussion regarding volunteers and their training, Commissioner Weber said she hoped the Library Board would recruit retired librarians to volunteer several hours a week because those retirees were already trained. She felt to keep the libraries open, the materials the library already had might be good enough for the next year or so. Mr. Maurins said there was a 50 percent reduction in what was being spent on materials and 200 volunteers provided 8,000 hours last year. He advised there were some legal issues regarding volunteers having access to patron's records, which would have to be changed at the appropriate level of government. Ms. Simon indicated the District Attorney's Office was looking at the legal issues involved with using volunteers.

Doug Doolittle, Regional Parks and Open Space Director, discussed the important services volunteers provided. He discussed the vacancies, seasonal positions, employees who were taking or were looking at taking the incentives and employees who were willing to reduce hours, and other program and budget cuts. He said there was an employee meeting last week where they were provided with information about what was and was not possible.

Commissioner Weber suggested talking with the Sierra Nevada Job Corp about adopting the North Valleys Regional Park. Mr. Doolittle said discussions were being held with other organizations, but he had not thought about talking with them.

Commissioner Weber asked about the School District's athletic fields. Mr. Doolittle said there was pending legislation that would require the School District to allow the community to use its athletic fields, which would take some of the burden off the County's

fields. He said there was a joint use agreement with the School District and the County maintained some of the District's fields, but the District's funds were also drying up. He advised he did not want to get into the position of the County maintaining the fields without being reimbursed or at least receiving some in-kind service from the District.

Commissioner Weber suggested having community gardens at some of the County's parks as a modest revenue generator, and relocating the two leased libraries into other County buildings if the lease costs did not get reduced far enough. Mr. Maurins said the lease issue was being looked into.

Commissioner Jung suggested contacting the Local Food Network if help was needed to start community gardens. She advised they were a grassroots organization that wanted to ensure the food within the community was safe and available. Mr. Doolittle explained staff had been looking at two potential locations for starting community gardens. Naomi Duerr, Truckee River Flood Management Project Director, said staff was also looking at some of the properties acquired for the flood project for use as community gardens.

There was no response to the call for public comment.

Dan St. John, Public Works Director, discussed the Department's service levels, maintaining assets, and the financial reality of cutting 28 percent out of the Department's budget when Public Works provided services and paid for utilities for other departments.

Mr. St. John advised he had not seen the type of budgetary successes the Board was looking for in the area of shared services. Commissioner Larkin asked why. Mr. St. John replied he was looking for something major that would increase efficiencies so the same level of service could be maintained at a lower cost. He stated he and his counterparts in the Cities agreed that shared services should have an outcome that would provide services to each other that would have higher efficiencies to this community, such as striping and sweeping. Commissioner Larkin asked what it would take to arrest the continued deterioration of the pavement index. Mr. St. John replied it would take money, but it would be studied to determine if there were ways to go after the maintenance prescriptions that would mean higher efficiencies. He said there was an agreement that was a significant first step towards a shared services model. He advised the first step was to understand what made fiscal sense, which was what everyone was engaged in.

Commissioner Jung asked about continuing to do capital projects because, in the long run, it would be cheaper for the tax payers due to lower costs right now and it would help local contractors. Mr. St. John agreed there was an advantage in current lower construction costs, but big numbers were involved to do just one project. The Public Works budget was being cut 28 percent or \$10 million, which was what it would take to move the new Sparks Justice Court forward.

Commissioner Jung asked about utilizing empty office space and what the capital outlay would be to move someone into that space. Mr. St. John said moves were happening right now with Air Quality moving out of their leased space and there were ongoing discussions regarding relocating other departments to more efficiently use the County's office space. He

indicated there was a master plan, which was being followed. He concluded by discussing staff reductions and those taking incentives, fleet and fuel reduction strategies, the energy reduction plan and energy conservation projects.

Commissioner Weber felt printing should be looked at as part of any discussions regarding shared services, especially any discussions involving the School District. Mr. St. John said that discussion was happening.

Dan Burk, Registrar of Voters, discussed how staffing losses could affect the department's ability to run an election and the tremendous cost increase over the years in producing the sample ballots. He noted a new design was being worked on that could save approximately a third of a million dollars. He discussed using 30 larger voting locations instead of having 100 assigned voting locations. He said doing that would reduce the commitment needed to staff and equip the locations. He felt that change would save the County \$225,000 during the 2010 elections.

Mr. Burk said because of competing bills before the legislature, it was possible the Primary Election could be moved up to June or back to September. He advised the amount being charged to the Cities to administer the elections had not increased even though the County's cost had more than doubled over the last 15 years. He felt that contract should be renegotiated prior to the 2010 elections. He advised the City of Reno was charged \$45,000, but for them to run the election themselves it would cost \$832,000; and he discussed the City of Sparks' costs. He explained two thirds of the Help America Vote Act funds the County received were gone and in 2012 or 2014 the County would start having to absorb some of the costs currently paid by the State, which would be approximately \$600,000. He felt the County needed to find a way to cut those costs by going to a more efficient and less costly system.

Commissioner Jung asked if sample ballots could be sent out electronically. Mr. Burk said they had to be sent out as paper ballots according to State law even though the electronic form of the sample ballots was available on the web site. He felt there should be a system that would allow people to choose getting their sample ballots electronically.

Commissioner Jung advised she would rather see getting additional monies from the Cities, than reducing voting locations. Commissioner Weber felt that central voting locations would be more efficient and there were many more opportunities to vote because of early voting.

Chairman Humke asked if another department had a slow time during elections, could that department loan an employee to the Registrar of Voters to help with the election. Mr. Burk replied that could be done, and he discussed the program of voluntary Election Day service that was set up after the 1998 election. He indicated he wished more people would volunteer. He noted Technology Services staff was a great partner in implementing technology advances, such as early voting.

Commissioner Larkin suggested getting staff from the Cities involved in the election process rather than sending the Cities a bill. Mr. Burk said a previous mayor of the City

of Reno did not appear to be open to that idea when it was discussed. Commissioner Larkin said they might be more open now. Mr. Burk agreed that was possible.

Grady Tarbutton, Senior Services Director, reminded everyone that Senior Services was a Special Fund agency, which meant the department only received \$91,000 from the County's General Fund and \$52,000 in ad valorem tax. He felt the department would meet its target. He discussed staffing, volunteers and the senior centers.

Mr. Tarbutton advised Senior Services was a direct services agency rather than an administrative agency, which meant the department subcontracted with the State to provide Senior Services. He said staff was meeting with providers in the community that could also provide services, such as the Senior Law Project and Daybreak Adult Day Services. He noted it could take six months to a year to figure out the best way for a private provider to offer those services without losing any of the programs' quality. He stated staff was also looking at forming partnerships and there was a meeting scheduled next week with the Parks and Recreation Department for the City of Sparks, the City of Reno, and the County to discuss long-term planning of Senior Centers. He said if a modern cook/chill kitchen was available, the cost of meals could be reduced from \$4.00 to \$2.50 per meal.

Mr. Tarbutton discussed the benefits of integrating Senior and Adult Services. He advised there would be a multi-disciplinary team who would respond to people who were high risk, with a social worker, and set up what care was needed for individuals ages 18 and above. He also advised meetings had started regarding nursing home diversion, and he discussed the County's share for long-term care versus the cost of buying community services. He said because of the increase in demand, the discussion would not be about cutting services but about serving more people for the same dollars.

Commissioner Weber said Commissioner Jung had suggested contacting the Osher Lifelong Learning Institute (OLLI) to see if they had any interest in teaching classes. Mr. Tarbutton said the OLLI would be a good contact. He advised meetings were starting with the City of Reno Parks and Recreation Department to provide classes at County facilities, which currently was done mainly by volunteers. Commissioner Weber asked if the Nursing School was contacted. Mr. Tarbutton replied some nurses helped out in the Daybreak and some other programs. He explained there was some economic stimulus money coming to be used for home delivered meals, but the State had not informed Senior Services what that amount would be.

Kevin Schiller, Social Services Director, explained Adult Services was being impacted by a legislative issue and the increase in demand. He indicated Adult Services would be within budget come July 1, 2009 on the general assistance side, but there could be some impact on how services were delivered going forward relative to July 1, 2009. He said scenarios were being developed on what could be done within the budgeted amount to deliver those services, such as partnering with community providers or by using any mechanism possible to offset some of those costs. He felt combining Adult Services with Senior Services for a one-stop-shop was the answer and would immediately involve some efficiencies. He said the economic stimulus package would help with the funding rate for Medicaid, which would offset some costs.

Mr. Schiller discussed staffing levels and the funding for Children's Services and the department's ability to meet the \$3.8 million shortfall while continuing to deliver mandated services. He said staff was planning to provide the various legislative scenarios at the budget hearings so the Board would have the options. He discussed finding some duplication in the funding for mental health services for parents and children and the changes being made to help older children. He said those changes would provide a menu of services for children and the McGee Center would be licensed to generate 4A Funding, which would offset the General Fund. He stated a Memorandum of Understanding (MOU) was being worked on for Juvenile Services that would create one mental health system to care for all of the children coming into the system.

Commissioner Larkin asked how much of a hit was the County taking regarding the indigent fund. Mr. Schiller explained the penny value was decreasing and there was a legislative sweep, which could cause the County a lot of potential liability. Commissioner Larkin asked if people were starting to use emergency rooms as their first stops. Mr. Schiller replied that use of the emergency rooms was starting to increase, but it was currently manageable. He anticipated over the next six months there would be a dramatic increase in such use.

Rosemary Menard, Water Resources Director, said most of the department's General Fund budget was spent on water planning. She discussed the water planning cuts and the need to define what water planning would be in this community over the next decade. She said moving staff out of General Fund assignments and into the Central Truckee Meadows Remediation District funding source was being looked at. Also reorienting the non-operating part of the utility into a "resources management planning function" would include water and infrastructure and would be a more integrated teams approach.

Ms. Menard discussed holding employee meetings to explain the gap in funding and where the money came from, which produced more awareness and some savings. She also discussed staffing vacancies and those accepting incentives and how employees were finding better ways to utilize work hours.

Ms. Menard said construction inspectors were being realigned to use some of their construction experience for light construction duties. She discussed how the strategic analysis of the operation was instituted and how the Capital Improvement Projects (CIP) work was refocused towards rehabilitation and replacement. She discussed the efforts to obtain grants and other forms of outside funding and the shared services efforts regarding shared infrastructure planning.

Ms. Menard said Water Resources was doing a financial analysis regarding a rate increase, which was needed due to increased costs, but was trying to keep that increase as small as possible.

There was no response to the call for public comment.

3:00 P.M. TO 5:00 P.M. – Departments: Alternate Public Defender, Alternative Sentencing, District Attorney, District Court, Juvenile Services, Law Library, Medical Examiner, Public

Administrator, Public Defender, Public Guardian, Regional Public Safety Training Center, and Sheriff.

Jennifer Lunt, Alternate Public Defender, discussed the difficulty of getting volunteers for her office because of the type of clientele being served. She said joint training for the attorneys was being conducted with the Public Defender. She noted some of the training was specific to Public Defenders, but she was willing to work with the District Attorney's Office to incorporate that Office's staff for seminars and training, which would help reduce travel costs.

Ms. Lunt felt it was important for the department heads to find ways to keep morale up and to keep the lines of communication open. She discussed some of the things she was doing in her office, which included keeping her staff apprised of what was happening.

Ms. Lunt said when she was first appointed, she worked with the Courts to come up with a more cohesive way to assess attorney's fees because they should be consistent throughout the County. She felt she would need some help from upper management when that issue was revisited. She explained most of her clients were truly indigent, but there were some clients who could afford nominal fees and that was a resource the County should look at to offset some of the indigent defense costs. She felt there should also be a more standard definition on what indigency was to define who qualified for the services of the Public Defender or the Alternate Public Defender. She said currently Court Services would do an assessment, but there were not sufficient resources available to check out the financial information given by the defendant. She felt doing better screening up front would ultimately make money for the County because it would lower the number of clients that would have to be represented.

Jeremy Bosler, Public Defender, discussed the four law school interns that would be in his office for the summer and his success in convincing the University of Reno Social Workers program to provide four volunteers to the Public Defenders Office.

Mr. Bosler said staff was working with the Sheriff's Office to develop a video visiting system for attorneys, which would save on travel and security risks. He discussed the efforts to obtain some collaborative grants that were happening in conjunction with the Sheriff's Office.

Mr. Bosler agreed the robust in-house training program saved travel expenses and was a better value because it could be tailored to the needs of the local community. He said staff built an electronic brief bank so attorneys did not have to replicate their research. He discussed other things the Public Defender's Office was doing to maximize resources and streamline processes.

Mr. Bosler said when an assessment was done regarding the County's indigent defense, it was found there was not enough staff to do what needed to be done constitutionally. He stated Family Law was the least constitutional obligation of indigent defense. He asked the Board to think hard about the short-term savings that would be gained by disassembling Family Law, and he discussed why it was better for this community. He advised there was not a lot of fat to cut from indigent defense.

Commissioner Larkin and Mr. Bosler discussed the definition of “indigent.” Mr. Bosler noted there was already a definition defined by the Supreme Court, and he was not sure how much authority there was to depart from the Supreme Court’s definition. He advised there might be some wiggle room on certain crimes and poverty guidelines, but the definition was set. Commissioner Larkin stated there was a big difference between 100 percent and 200 percent of the poverty level. Mr. Bosler said some cases could cost \$50,000 to defend and most people would not have that much disposable income. He discussed the District Court’s model plan where the attorney’s had the obligation to advise the Court if their client’s financial circumstances had changed and maybe the Court could request a reimbursement. He said that could be a way to build a process that would ensure people were paying their fair share. Commissioner Larkin requested the budget information include the process by which the indigent level would be set. He felt the gap needed to be closed before someone else closed it.

Chairman Humke felt setting indigency standards without specifying the percentages was not acceptable. He asked if there were any other mandates coming from the Courts. Mr. Bosler replied he believed the performance guidelines would be delayed until July.

Dick Gammick, District Attorney, said the Public Defender and the Alternate Public Defender served the County well because they prevailed in over 96 percent of their cases, which was important because whenever they were sued the District Attorney’s Office had to defend them. He discussed ADKT411 and the Early Case Resolution Program being worked on, which would be a new program with Washoe Legal Services.

Mr. Gammick discussed the staffing reductions for the District Attorney’s Office, other program cuts, the reorganization of the criminal division, outsourcing, volunteers, interns, contract cuts and restitution funds.

Mr. Gammick discussed his priorities, stating animal cases would be reduced first and code enforcement would be looked at next. He stated a nuisance ordinance was being worked on that would handle both of those areas by citation only and would be heard by a hearing officer. Mr. Gammick emphasized if misdemeanors had to be looked at regarding potential reductions, the reductions would not include DUI’s, domestic violence cases or other violent type cases. He advised if more reductions were needed, among those misdemeanor cases that would fall by the wayside, would be traffic cases. He said not prosecuting traffic cases would create a Catch 22 situation because traffic cases generated revenue, but took a lot of effort to prosecute.

Mr. Gammick said being able to bring in another attorney helped with the juvenile caseload. He stated his office was looking at grants and, because grants were so difficult to manage, he was looking to see if the management of the grants could be centralized.

Commissioner Weber asked if the District Attorney’s Office could help smooth out the volunteer process for Washoe County. Mr. Gammick said that could be done for the County, but not for his office because those volunteers had to have background checks. Melanie Foster, Legal Counsel, said the Board adopted a policy that every three years fingerprints needed

to be updated for staff, contractors, and volunteers. She noted the Board's policy could be changed, but not the requirements set by other laws.

Joe Ingraham, Alternative Sentencing Chief, discussed the department's staffing level, grants and training. He said there was a reserve program that was made up of volunteers and everyone, including staff, had to go through extensive background checks. He said revenue generated by the House Arrest Program was part of the budget reduction plan because the 422 probationers were required to pay a \$40 monthly supervision fee.

Alan Tiras, Incline Village Justice Court Justice of the Peace, discussed the Court's staffing level. He said outsourcing administrative functions to free up the clerks to perform clerk specific duties versus administrative duties was being evaluated. He stated the possibility of reducing or eliminating lease costs by using an existing County facility was also being evaluated. He advised the Court was working with the Incline Village Constable's Office to use some of its personnel to help man the counters during peak periods. He said the Court was also offering to in-source other department's functions rather than them needing to have an office in Incline Village.

Mike Pomi, Juvenile Services Director, said the department was collaborating with the Sheriff's Office to use funds to deal with juvenile drug and alcohol issues within the community. He advised Nevada Works had some stimulus money for job training, which would allow juvenile crews to work in the parks around the region.

Mr. Pomi discussed redefining the Children's Cabinet, the McGee Center and Kid's Kottage 1, 2, and 3 as a youth serving campus. He stated there was a meeting on April 6, 2009 with the Juvenile Services Committee to go over some contract ideas with Adams and Associates regarding the McGee Center.

Mr. Pomi discussed his volunteers and the necessity of doing thorough background screenings, restructuring the department, and the Model Court. Commissioner Larkin felt the partnership between faith-based organizations and the juvenile justice system was lacking. Mr. Pomi said Fire Proof was a program started by the Seventh Day Adventists and Juvenile Services would continue looking for those types of opportunities. Commissioner Larkin felt that should be integrated into the judges program to be mandated as part of the sentencing program.

5:30 p.m. Commissioner Breternitz left the meeting.

Sandy Marz, Law Library, stated the Board of Trustees was working with the Courts to combine the Law Library and the Self-Help Center because they served the same constituency, but she did not know any of the details. She discussed the volunteers, the Lawyer in the Library and seminar programs, the collaborative effort with Library's Technology Services to create an online catalog, and working with Community Relations on seminars. She discussed an example of an innovative program that was created using a non-matching grant.

Chairman Humke said there was a suggestion about the Law Library being adopted by a collection of law firms. Ms. Marz said they donated money to the Law Library and the Washoe County Bar Association donated computers and books. She said most lawyers purchased the use of online services they used regularly and used the Law Library for infrequently used services. She felt the other problem with privatizing the Law Library by law firms was people had the right to represent themselves in court and would need access to the resources of the Law Library.

Janine Baker, Court Administrator Sparks Justice Court, reiterated the Justice Courts were working together to find ways to increase their revenues by imposing fees that would be collectable. She said the money maker was civil fees, but the Legislature had not increased those base fees in 15 years. She stated John Berkich, Assistant County Manager, was going to approach the Nevada Association of Counties (NACO) about the fees, but she did not know where that stood. She noted the Courts also reached an agreement regarding the Judges and the employees contributing to their health benefits. She noted everything the Court did was mandated and she discussed the impact of the Court's vacancies.

Louella Mansfield, Reno Justice Court Supervising Clerk III, said the Justice Courts were working on a case management system to streamline a lot of the processes used by the Justice Courts.

Ellen Clark, Chief Medical Examiner, discussed the department's staffing level. She noted the autopsy office was closed Sundays and holidays and graveyard staffing would be enhanced with intermittent hourly or part-time employees. She said there was not enough staff to support the current training process, so the new objective was to recruit and hire people already trained and credentialed. She discussed the proposed reserve training class, which could be a potential revenue source. She discussed the department's grant funding and the new equipment that would make staff more efficient.

Dr. Clark said she wanted to expand the department's independent contractor agreements to include people with highly specialized skills such as quality assurance, policy and procedure development, death investigation training, and grant management. She wanted to expand revenues by billing for some of the reports issued, but the department was currently prohibited from billing for any of those reports; and she requested the Board's help in getting that changed legislatively. She discussed the changes happening within the profession and how that impacted the department. She also discussed the use of volunteers.

Don Cavallo, Public Administrator, discussed the changes that had already happened within the department, the use of inmate crews as volunteers and staffing levels. He said the proposed layoffs would require the Board's support and changes to County Code. He discussed the revenue generated by the fees the department charged and the lack of support for increasing those fees by the Judges and the Legislature. He said combining the Public Guardian and Public Administrator departments could be beneficial, and he discussed why they were split 10 years ago. He explained some jurisdictions also combined the Public Guardian, Public Administrator and the Medical Examiner, and he would be willing to look into that because there were already some shared services with the Medical Examiner.

Commissioner Larkin said he considered the Public Administrator function to be a program and discussed the Budget Policy Committee's idea about programs that fell below a certain level of sustainability. He asked if that was where the department was with the budget going well below any historical level and if it was time to consider outsourcing. Mr. Cavallo said outsourcing was currently happening and there were a number of trust companies and fiduciary companies in the community that administered an estate for profit. He stated unless the estate was sizable, they would not be interested and there would always be the need for the Public Administrator to handle smaller estates. Commissioner Weber requested more information on combining the Public Guardian, Public Administrator and the Medical Examiner.

Susan DeBoer, Public Guardian, discussed meeting the department's targeted budget reduction and sharing services with other departments. She said an investigative review team was developed to examine cases referred to the department because Washoe County's guardianship referral rate seemed disproportionate with that of Clark County. She advised a guardianship training program was created for family members, which was taught by attorneys and private guardian volunteers. She stated she would like to look at using volunteers for a visitation program. Chairman Humke felt the average service club member could do that with the right education. Ms. DeBoer said her years of experience showed visitations made a difference.

Commissioner Larkin asked if integrating some services with Senior Services and Social Services was being considered. Ms. DeBoer said there was work on a multi-disciplinary team because a lot of the department's time was spent gathering information used to petition the Courts. Commissioner Larkin felt the program would not have enough money to sustain the employees at some point and there should be consideration about combining with the two departments. Ms. DeBoer replied there could be some conflict of interest depending on how that was set up. Commissioner Larkin said there would still be a Public Guardian, but how it was utilized could be different.

Ms. DeBoer said there were some proposed statute changes that could impact how guardianships were conducted and the Public Guardian's ability to file for a case. She said there were also proposed improvements in the ability to transfer guardianships jurisdictionally. She discussed the partnership with the University of Nevada, Reno to study guardianships because there was little data available. She said the data might show what types of people were requiring guardianships and if they had any commonalities.

Todd Vinger, Undersheriff, said the Sheriff's Office was adopting the Budget Policy Committee's principles and strategies to meet their reductions. He discussed regional pay levels and noted the Sheriff's Office was the lowest paid but had the highest arrest record. He said two years ago it was realized that resources were not going up while crime would continue to go up and, because of that realization, work was being done to predict where crime would occur and to direct the department's limited resources to those areas. He discussed the department's interns and volunteers and suggested contacting the local service clubs because they were always looking for programs to get involved in.

Undersheriff Vinger advised that civilizing some positions was being examined as well as changing processes for operating the jail, such as video visiting. He discussed the Community Work Program and the changes to the patrol and civil sections being assessed, such as physically not responding to fill out reports for certain types of cases, which could be reported via the Internet or by phone. He said there would be a media release once the list of cases was identified.

Commissioner Weber felt the Neighborhood Watch Program needed to be implemented now more than ever, so people could be involved with their neighbors, their community and to assist law enforcement. Undersheriff Vinger replied those programs had been expanded over the last year and a half in the unincorporated area of the County at no cost because of using the reserve unit. Commissioner Weber asked if more advertisement could be done. Commissioner Jung suggested using Channel 17. Commissioner Weber suggested creating a flyer that could be taken to the Citizen Advisory Boards.

Undersheriff Vinger stated collaboration with other departments was still being looked at and there were a number of different projects with other agencies and jurisdictions. He said some grant funds were diverted to Juvenile Services for education and treatment and offering juveniles part-time summer jobs, because keeping juveniles from going to jail would save more money in the long run. He said grants increased 367 percent over the last year and a half with \$12.4 million being managed in the Sheriff's Office. He discussed the stimulus package grants to the State and grants being written cooperatively with other departments.

Undersheriff Vinger discussed increasing revenues by changing contracts and noted the federal inmate contract would increase by approximately \$1 million. He also noted that inmate food service was the lowest cost per plate in the west. He indicated the Sheriff's Office would work with the Collections Department to help increase collecting the monies owed for room and board, but he would like to see that outsourced to collection agencies. Commissioner Larkin asked why that was not done. Ms. Simon stated collections had been analyzed over the years and some portions had been outsourced, but the Collections Department was more successful than the outsourced contract. She said it was being looked at again.

Undersheriff Vinger discussed the vehicle leasing program and using the inmate industry to make signs and the logos that went on the side of the patrol cars, which could reduce the costs significantly.

Undersheriff Vinger noted a lot of training was now web-based, but mandates often specified the types of training with some of them requiring hands-on training. He discussed the departments staffing levels and the cooperative staffing efforts.

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6:40 p.m. There being no further business to come before the Board, on motion by Commissioner Jung, seconded by Commissioner Weber, which motion duly carried, it was ordered that the meeting be adjourned.

DAVID E. HUMKE, Chairman
Washoe County Commission

ATTEST:

AMY HARVEY, County Clerk
and Clerk of the Board of
County Commissioners

*Minutes Prepared by:
Jaime Deller and Jan Frazzetta, Deputy County Clerks*