



Contra Costa County

To: Board of Supervisors
From: David Twa, County Administrator
Date: August 25, 2015

Subject: Response to Civil Grand Jury Report No.1511 "County Timekeeping Practices"

RECOMMENDATION(S):

APPROVE the response to Civil Grand Jury Report No. 1511, "County Timekeeping Practices" and DIRECT the Clerk of the Board to forward the response to the Superior Court no later than September 6, 2015.

FISCAL IMPACT:

No fiscal impact, this is an informational report.

BACKGROUND:

On June 8, 2015, the County received the 2014-15 Civil Grand Jury Report No. 1511 entitled, "County Timekeeping Practices". The report was received by the Board of Supervisors and subsequently referred to the County Administrator on the June 16, 2015 Board of Supervisors agenda (Item no. C.151) who prepared the attached response that specifies:

Whether the respondent agrees or disagrees wholly or partially with each finding; if the respondent disagrees with a finding, a statement explaining the portion of the finding that is disputed and the reasons for the disagreement;

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **08/25/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor

ABSENT: Federal D. Glover, District V Supervisor

Contact: Lisa Driscoll, County Finance Director (925) 335-1023

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: August 25, 2015

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Stephanie L. Mello, Deputy

BACKGROUND: (CONT'D)

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whether each recommendation has been implemented, has not been implemented, or requires further analysis; and if the recommendation requires further analysis, a statement explaining the scope and parameters of the analysis or study, and a time frame, not to exceed six months, for the matter to be prepared for discussion.

The Board of Supervisors is required to respond to Findings F2-F4 and F7-F10 and to Recommendations R1, R2, R4, R5, R7, and R9. The Auditor-Controller is required to respond to Findings F1 and F4-F6 and Recommendations R3, R6, and R8. Attached is the combined response.

CONSEQUENCE OF NEGATIVE ACTION:

In order to comply with statutory requirements, the Board of Supervisors must provide a response to the Superior Court no later than September 6, 2015 (90 days after receipt). The Board must take action no later than the August 25, 2015 meeting in order to comply with the statutory deadline.

CHILDREN'S IMPACT STATEMENT:

Not Applicable

ATTACHMENTS

Grand Jury Report No. 1511

Response to Grand Jury Report No. 1511