

COMLINE

DECEMBER 20, 1996

A Holiday Message from the County Executive

December marks not only the beginning of the holiday season but also the end of another year.

It has been a difficult year to be a public servant. The national and state elections were at times mean-spirited and divisive. The cynical public response to the candidates and the issues frequently brought to our attention the depth of distrust that many citizens feel towards government in general, and toward public officials in particular.

It is important to recognize the public's frustration and work with our "customers" in a constructive manner so that we can retain their trust. However, it is equally important for public employees to be recognized for the good work they do every day in performing critical services in the community.

So as we come to the end of 1996, we would like to take this opportunity to thank you for your hard and consistent work throughout the year. The Board of Supervisors and I appreciate the high level of professionalism that each of you bring to your job, and the dedication which you show in performing often difficult tasks, frequently on behalf of some of the neediest residents of our County. We rely on your day-to-day efforts, and we are confident that we can improve the public perception's of government if we can continue to work together to provide top quality service.

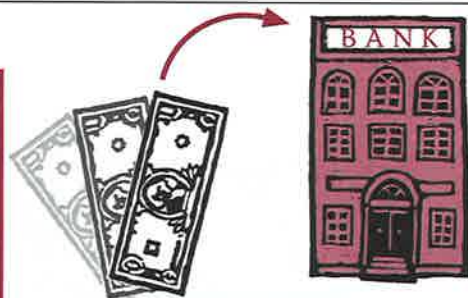
Of course, encouragement alone is not always enough to rejuvenate the soul. The holidays can provide us with a well-deserved rest from the pressures of the workplace. It is important for you to take some time during the holidays to be with those loved ones, extended family members and good friends who care for you, lift your spirits, and remind you of the joys of the season.

Whatever your holiday traditions, I hope they bring much joy to you and your family. I also wish you all a wonderful 1997, and hope that it brings you much professional satisfaction and personal happiness.

My very best,
Richard Wittenberg



RICHARD WITTENBERG



FOR THE NEW YEAR: TAKE ADVANTAGE OF DIRECT DEPOSIT

As part of the benefits for all coded employees, the County of Santa Clara offers direct deposit of paychecks to checking and savings accounts. This program will electronically deposit your paychecks to these accounts and will save you the time and effort of making deposits at financial institutions. In other words, no more waiting in lines and worrying about rushing back to work!

Direct deposit is allowed with any bank, savings and loan or credit union in the U.S. that is a member of the Automated Clearing House (ACH) of the Federal Reserve System. Deposits will usually post to your account on the County's normal pay day, although some financial institutions have their own posting schedules.

Your entire paycheck must be deposited to the accounts that you designate for direct deposit. Deposits can only be sent to one checking account or one savings account, or to both a checking and savings account. (You cannot have direct deposit to more than one checking or more than one savings account.) Also, if you wish to deposit funds to both a checking and savings account, the deposits must be stated as a percentage of your paycheck, not as a fixed dollar amount.

To enroll in this program, complete an Automatic Payroll Deposit Authorization (MS-G) Form and submit it to the Payroll Unit of the Finance Agency. MS-G forms can be obtained from your department's payroll/personnel unit. The first deposit will begin approximately two to three pay periods after this form is received by the Payroll Unit. If at any time you wish to change the percentages of your direct deposit, change financial institutions, or cancel direct deposit, just complete and submit another MS-G form.

GSA PRINTING SERVICES GOES "ON-LINE"

GSA Printing Services is planning an Open House for early in 1997 and you are invited! They will be demonstrating their Network Docutech Publishing System capabilities.

Find out how you, your department, and GSA Printing Services can work together to expedite your copying needs electronically. Learn how the digital age impacts all of the printing industry. Whether you administer forms for your department or generate forms and

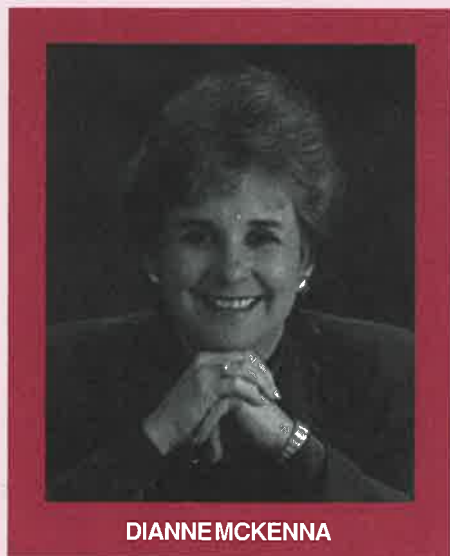
informational material, you should attend this fun and informative open house. You will follow a printing job from a typical workstation to the actual copying process on the Docutech Publishing System.

Everyone is welcome! Refreshments will be available as well as a tour of GSA Printing Services' 20,000 square foot facility. Watch your PONY mail for information about the date and other details, so you can reserve your spot for this exciting and informative event.

A Salute to Departing Board Members

In 1997, the Board of Supervisors will undergo a major change. At the end of this month, Santa Clara County will say good-bye to three long-time members. In a final tribute, we would like to share with you their many accomplishments, as well as their thoughts upon leaving County service.

A Profile of Dianne McKenna



DIANNE MCKENNA

When Dianne McKenna leaves the Board of Supervisors at the end of December, she will have reached an impressive milestone — nearly 20 continuous years in local elected office. But more impressive is her record of leadership on many local projects that will have a lasting impact on the quality of life in Santa Clara County.

Dianne McKenna was first elected to the Santa Clara County Board of Supervisors in 1984, after serving seven years on the Sunnyvale City Council. During her 12 years on the Board she has developed a special interest and well-known expertise in three particular areas: transportation, children, and environmental planning.

In the field of transportation, she led the successful merger of the Congestion Management Agency and the Transit District Board. At the Metropolitan Transportation Commission, she guides the regional efforts for planning and allocating funding for transportation projects. She was also a founding member of the Peninsula Commute Service Joint Powers Board, which operates the commuter rail service from Gilroy to San Francisco.

Dianne has been a committed advocate for children and youth. She is a member of the New Children's Shelter Board of Trustees, a public-private effort that built the new County Children's Shelter for

abused and neglected kids. In addition, she chairs the Children and Youth Services Joint Conference Committee, which develops policies and programs for children and families. The School Linked Services program was initiated by this committee, and is something Dianne believes is the wave of the future in providing county services.

Finally, Dianne is also known for her work on environmental and conservation issues. She led the General Plan Review Advisory Committee which completed its work of reviewing and updating land use plans and policies in 1994. As Chair of the Solid Waste Commission of Santa Clara County, Dianne initiated efforts for countywide recycling of materials by households and businesses.

Dianne's hard work and leadership in each of these three areas has culminated in several special recognitions and accomplishments during her final year in office. She currently serves as chairperson of the Board of Supervisors, the Metropolitan Transportation Commission, and the Santa Clara Valley Transportation Authority. In addition, last fall she witnessed the grand opening of the New Children's Shelter after 10 years of fundraising and advocacy on its behalf.

Her plans for the future include: jogging at Rancho San Antonio County Park; reading anything that doesn't have a staple in the upper left-hand corner; and spending time with her 5 grandchildren.

In thinking about leaving public office, Dianne said, "I will truly miss all the talented and dedicated people who work for the County. They have made my 12 years at the County productive and enjoyable. They exemplify the best in public servants."

An Interview with Mike Honda

Mike Honda was first elected to the Santa Clara County Board of Supervisors in 1990. Mike will leave the Board this month when he becomes a member of the State Assembly, representing District 23.

What are some of your thoughts when you look back at your time on the Board of Supervisors?

The County has undergone a metamorphosis. We have had to reduce expenditures while maintaining, or in some instances increasing, essential services. In response to this challenge, the County has become more progressive and innovative and changed the ways we do business. Some of the projects that I have initiated are because the County has had to grow and change. It is rewarding to be a part of dynamic change.

What accomplishments are you the most proud of?

The County is beginning to adapt private sector practices referred to as CPM (Comprehensive Performance Management). A results oriented management system, CPM will change the way program decisions are made. More importantly, however, is that it is establishing a new employee/management relationship. Managers and employees are being trained to work in joint committees to solve problems and improve service.

As a part of CPM, the GSA Facilities staff worked with my office to develop a performance based, long-term plan for facilities maintenance. At the budget hearings in June, I presented a plan to address preventive maintenance and reduce future growth in the backlog. Investing in our facilities will yield a significant financial return and at the same time meet our obligation to provide safe, quality conditions for county employees and the public.

During the last few years, I have learned a great deal about women's health and worked to make women's health issues a top priority. I'm proud to have sponsored a county-wide women's health conference focusing on health care services for low-income and minority women between the ages of 40 and 65. The need for more mammography units became apparent during the conference. I'm proud the County is now purchasing and installing three additional stationary units to aid in the early detection of breast cancer. Our new Trails Master Plan will create a legacy for current and future property owners and trail users by establishing a general blueprint for the development of trails throughout

our valley. Trails contribute to the character of this valley and the quality of life of all our residents. I am very proud of this accomplishment not just for what it will develop, but also for how it was achieved. I led a balanced committee made up of both property rights and trail advocates. The committee conducted public meetings and outreach directed specifically to landowners potentially affected by the trail plan. We were able to work out differences and come to consensus on a plan to recommend to the other Board members for approval.

Any major disappointments?

I am disappointed that the Fairness in Contracting Principles has not, as of the date of this interview, been approved by the Board of Supervisors. In the spirit of CPM, I believe that administration should demonstrate its commitment to the labor-management partnership by putting time into working on issues important to both sides.

I am also sad to be leaving my position on the Board of Supervisors. I feel I have grown and changed along with the County. I take comfort, though, in knowing that there is work to do at the State level which can benefit the County of Santa Clara, and I look forward to working with the new Board members.

What is one of the first things you plan to address in the State Legislature?

Even though I am leaving the Board

of Supervisors, the needs of County and local government are still a major issue for me. Local entities want and need more control of the programs and the revenue which funds them. I plan to work with the cities, counties, and school districts to develop and identify independent sources of revenues.

Any final message for County employees?

The County can only be successful in addressing issues if it has the support and input from the people who know best, the employees. This is one of the reasons I have supported the development of CPM. Santa Clara County benefits from innovative and progressive ideas developed by its employees. You are an inspiration to me and I will never forget the work and effort you put into making Santa Clara County such a wonderful place to work and live in.

A Message from Ron Gonzales

I believe Santa Clara County will one day be considered the best-run county in the nation. In the last eight years, I've had the pleasure to work with dedicated and talented individuals who represent the best in public service. Together, we reinvented County government to make it a place where we can be proud to work.

Much of what we have accomplished was done during difficult times. While the growth of county revenues has slowed, the demand for our important services has not. We remain the safety net for those who have nowhere else to turn and we provide a ladder to those who wish to improve themselves.

When I began looking for ways to improve service and save tax dollars, I immediately looked to you for help. Several years ago, I started having lunches with employees from nearly every department. To date, I've had the pleasure of meeting with over 2,000 individuals during these informal gatherings. In these meetings, we discussed problems the county faces and solutions we need to face future challenges. Many of you shared ideas with me that I thought would make Santa Clara County a better place.

For example, I proposed the Money-Back program to financially reward employees who find ways to make their department more efficient and



RONGONZALES

save tax dollars. Some employees have already saved the County over \$300,000. Also front-line workers and management are involved in planning department goals and objectives through Comprehensive Performance Management.

When I was Chair of the Board, I called for the County to invest in technology. Our investment in technology has improved customer service and reduced costs. Some of the changes we made while reinventing government have also helped us address important issues facing the County.

Our commitment to technology changed the way we approach criminal justice. Now the Sheriff's department uses two state-of-the-art programs to protect victims of violent crimes. The Victim Notification System notifies victims of violent crime when the assailants are released from the County's jails and the Domestic Violence Protective Order Registry tracks restraining orders countywide.

Together, we took significant steps to improve the quality of life in Santa Clara County. With your help, we will continue to make many positive changes to our community.

A County employee once asked me, "If our customers had a choice, would they choose us?" County government must continually ask that question if we are to provide the excellent services our customers deserve.



MICHAEL M. HONDA

COMLINE

applause

The Board of Supervisors recently approved joining the **Environmental Protection Agency's Green Lights Program** to promote upgrades of lighting quality throughout County facilities over the next year. The Green Lights Program will allow the County to implement many energy saving improvements which provide employees and the public with a higher level of light and result in cost savings. The County has already made great progress in improving energy efficiency in County facilities. As a result of these efforts, the County has received more than \$1 million in rebates from PG&E. Also in 1995, PG&E awarded the County its single largest rebate check for the year totaling \$693,280.

This past election, millions of Californians found it easier than ever to get concise, easy to understand election information thanks to a grant to the **Reading Program**, the County library's adult literacy service. With funding from the California State Library, adult literacy students created the **Easy Reader Voter Guide**, which simplified the Ballot Pamphlet from the Secretary of State (111 pages) in 16 easy to read pages. The guide was reprinted and distributed by several newspapers including the LA Times and the San Jose Mercury News, purchased by major corporations for their employees, distributed by the County Registrar to 10,000 new citizens at naturalization ceremonies, purchased by schools, and featured on the Osgood File with Charles Osgood on CBS. The Easy Reader Voter Guide was also available on the Internet.

The staff at the **Social Services Agency Applicant Assistant Center** made a special contribution to the new InnVision homeless shelter. Thirteen employees took vacation time from work to help prepare the shelter for its opening and to provide assistance to clients. Hats off to SSA

employees **Armand Barreras, Susan Chestnut, Marie Araiza, Sylvia Sanchez, Dao Tran, Rudy Lara, Ruby Barajas, Jane Luu, Claudia Medina, Ruby Price, Nga Khuu, Rogue Guerra, & Julie Le.**

Congratulations to **Marilyn Pitman-Waite**, a Sculptress and a Health Education Specialist with the Department of Alcohol & Drug Services (Prevention Div.), who was commissioned by the DASIT Company of Milano, Italy, to create a sculpture of their existing logo and a new company logo for their new building. DASIT is an international company which develops and manufactures medical equipment. Marilyn has been invited to Italy to see her 6' marble creation be placed in its permanent home.

The Santa Clara County **Parks and Recreation Department** is pleased to announce that a settlement agreement has been reached for the cleanup of mercury contamination at Almaden Quicksilver County Park. After seven years of environmental studies and litigation, the State of California has agreed to a cleanup plan, and the beautiful park, which is filled with oak trees, manzanita, deer and hawks will once again be open for public use in December 1997. The Parks Department wishes to acknowledge and thank

Mohamed Assaf, Senior Facilities Manager, and **Kathryn Berry**, Deputy County Counsel for their dedicated efforts in working towards this long-awaited agreement.

Congratulations to **Robert Cushman** of the Center for Urban Analysis in the County Executive's Office who authored a chapter in a newly published book entitled *Three Strikes and You're Out: Vengeance as Public Policy*. The chapter describes the effect of the new law on local justice systems and highlights Santa Clara County's early efforts to bring together representatives of the Courts, the District Attorney, the Public Defender and other justice agencies to analyze how the County's justice services will be impacted.

Emma Torrez, a member of the staff of the **County Library Reading Program**, was one of ten adult literacy students nationwide selected to participate in the Sundin Leadership Training Program at the National Literacy Volunteers of America Conference. **Jamie Distefano**, a volunteer tutor for the Reading Program has been awarded the Miss South Bay Cities title and will compete in the Miss California contest in June. She has chosen literacy as her public service project.



DANCING THEIR WAY TO GOOD HEALTH

Ken Hashimoto, Chief Physical Therapist for the California Children's Services Program at SCVHHS, leads employees in the "Macarena" at the Festival of Fitness held in October.



The Comline production schedule for 1997 has not yet been established. The next submission deadline is **tentatively** set for January 27. Send your Comline items to the editor via PONY (County Executive's Office, 70 W. Hedding St, 11th flr) or fax (295-1613). For more information, phone 299-3800 x7026.

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NEWS 2 USE

NEW NUMBER FOR JOB LINE: The new phone number for the County Job Line is **(408) 299-3016**. The old number (299-2857) will no longer be used. The Job Line is a 24-hour information line, with recorded messages regarding County job openings and transfer opportunities.

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