

Supervisor Moorlach Begins New Role

With his wife Trina and children Sara, C.J. and Daniel by his side, Supervisor John M. W. Moorlach was sworn into office by Supervisor Chris Norby on Dec. 5th. An over-flowing crowd witnessed the ceremony at the beginning of the Board Meeting.

Supervisor Moorlach was sworn in a month early because the seat was vacated by former Supervisor Jim Silva, who left office early to start his new role as a State Assemblyman for the 67th District.

Supervisor Moorlach was formerly our Treasurer-Tax Collector since 1995. He represents the Second District that includes the cities of Costa Mesa, Cypress, Fountain Valley, Gar-



John M. W. Moorlach is sworn in as the Second District Supervisor by Supervisor Chris Norby. Son C.J. and wife Trina are by his side.

den Grove, Huntington Beach, La Palma, Los Alamitos, Newport Beach, Seal Beach, Stanton, Rossmoor, Santa Ana

Heights, Sunset Beach and Surfside. Supervisor Moorlach and his family reside in Costa Mesa.

Employees Select County Mission Statement

By a vote of 59% to 41%, County employees selected the following mission statement on Dec. 11th:



Making Orange County a safe, healthy and fulfilling place to live, work and play, today and for generations to come, by providing outstanding, cost-

effective, regional public services.

Following the results count, the Board of Supervisors affirmed the employees' chosen mission statement at the Dec. 19th Board meeting.

The mission statement was one of two developed at the Strategic Focus Summit held in October and the Strategic Fo-

cus Steering Committee meeting.

"Selection of our mission statement was the critical final step to complete the first phase of the Strategic Focus process," said Chairman Bill Campbell. "I want to thank all the employees who took the time to help shape the path for the County's future."

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For the next phase, the Strategic Focus Combined Steering and Leadership Alum Committees have identified two action items - improving external and internal communications - for immediate implementation. Two working groups have already met to work on strategies. Members of the External Communications Working

Group include Holly Veale (Chair), Paula Burrier Lund, Patti Gorczyca, Mark Denny, Neal Kelley, Jean Pasco, Jess Carbajal and Rob Richardson. Members of the Internal Communications Working Group include Jess Carbajal (Chair), Pat Markley, Paul Lanning, Becky Juliano, Rick Dostal, Patti Gorczyca, Marguerite Adams, Julie Mussche, Collene Preciado and Helen Fried.

Summary reports from the summit and employee survey are available on the Strategic Focus web site at <http://www.ocgov.com/strategic/strategicfocus.asp>.



Supervisor Silva Bids Farewell

After twelve years of distinguished service, Supervisor Jim Silva left the Orange County Board of Supervisors on November 21st. He moved into his new position in early December as State Assemblyman representing the 67th District.

Representing the Second District, Supervisor Silva took his seat on the Board one month after the County declared bankruptcy and he was a moving force leading the County back to



Supervisor Jim Silva stands with wife, Connie Silva, as he receives a resolution from his fellow Supervisors – Bill Campbell, Tom Wilson, Lou Correa and Chris Norby – for his dedicated years of service on the County of Orange Board of Supervisors.



Supervisor Silva tries on his Park Ranger hat before his last Board meeting on Nov. 21. The hat was a part of an honorary park ranger package given on behalf of RDMD/ Harbors, Beaches and Parks.

financial solvency within 18 months.

More recently, he spearheaded efforts in public financing that saved County taxpayers more than \$500 million. Those efforts were also recognized in 2005 with an Honorable Mention Award as part of the Bond Buyer's Deal of the Year based upon the innovativeness and uniqueness of the use of public financing.

Prior to entering public service, Supervisor Silva was an economics teacher at Los Amigos High School. Silva and his wife Connie have been married for more than 30 years and live in Huntington Beach.

Employee Recognition

IT Employees Achieve Project Management Certification

Twenty-five Information Technology (IT) employees from nine County agencies completed a thorough training program to achieve Orange County Project Management Certification. The two-year training curriculum was developed by a project management committee comprised of County IT managers. The University of California, Irvine was then contracted to provide the training courses.

Participants in the program were trained in effective project management skills to improve the successful completion of projects – both on-time and within budget. By offering this certification program, the County may now benefit from a new level of project management expertise.



Information Technology employees from throughout the County were recognized by Chairman Bill Campbell along with CEO Tom Mauk and Deputy CEO Satish Ajmani at the Nov. 14 Board Meeting for their completion of the project management certification program.

Erica Lin

Auditor-Controller

Terence Lo

Auditor-Controller

Kathlynn Nguyen

Auditor-Controller

Pardeep Parikh

Auditor-Controller

Nancy Bowersox

County Executive Office / IT

Roger Kaszynski

County Executive Office / IT

Lisa King

County Executive Office / IT

Ron Moskowitz

County Executive Office / IT

Phil Paker

County Executive Office / IT

Darren Smith

County Executive Office / IT

Rachael Vargas

County Executive Office / IT

Van Au

Clerk of the Board

Mike Kerr

District Attorney

Rick Sturm

District Attorney

Harvey Schuster

Health Care Agency

Miu Golladay

Probation

Sheila Carter

Resources & Development
Management Department

Gloria Chen

Resources & Development
Management Department

Fred Neroni

Resources & Development
Management Department

Richard Schultz

Resources & Development
Management Department

Ron Taylor

Resources & Development
Management Department

Howard Huang

Sheriff-Coroner

John O'Leary

Sheriff-Coroner

Tony Tran

Sheriff-Coroner

Connie Stannard

Social Services Agency

Digital Imaging Transforms Paper into Paperless

Just as quickly as technology allows for the ability to take entire warehouses of hard copy documents and compress them onto digital databases, County staff has, with equal quickness, jumped at the opportunity. The task of saving information once and allowing several people, spread throughout County buildings, to view it at the same time, is what the County Executive Office/ Information Technology's (CEO/ IT) award-winning Digital Imaging staff has accomplished for several County agencies.

"The beauty of what we do is enable a County agency to convert their paper files to digital images, and ultimately relieve the financial burden associated with storing, transporting and duplicating hard copy files," said Lisa King, Program Manager of CEO/ IT Digital Imaging. "Our goal is to increase productivity in each of our client agencies and decrease their cost."

In fact, the digital imaging database set up for the Auditor-Controller's Office, which involves the financial section of every agency and department Countywide, saves the County approximately \$2 million a year in print, distribution and docu-

ment retrieval costs.

Digital Imaging has become vital to many agencies throughout the County. Without the financial database used at the Auditor-Controller's Office, an agency may not be able to access their financial statements, monitor their budget or access their payment vouchers.

"One of our current and longer-term projects is with the Social Services Agency (SSA)," said King. "Previously, the agency moved more than 12,000 hard copy case-worker files within their centralized file center per month. We are working towards eliminating this by converting the files to a digital format."



Mark Garcia, Senior Database Administrator for CEO/IT Digital Imaging (left) and Lisa King, Manager of Digital Imaging, assist an employee using a digital imaging system.

The SSA Records Center/ Closed File currently stores more than 1.5 million hard copy client files.

"With changing legislation, the file retention requirements make it impossible to continue the manual processes," said Linda Moore, Administrative Manager for SSA/ Centralized Operations. "Imaging client case files is the only practical solution and will be valuable in getting our

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Development Processing Center Extends Hours

The County's Development Processing Center (DPC) will operate under the extended hours of 7:30 a.m. to 4:00 p.m. Monday – Thursday, and Fridays by appointment, beginning Dec. 18.

Developers, contractors, and members of the public can obtain building and grading permits for construction projects in unincorporated Orange County through the DPC, which is located at 300 N. Flower St. in Santa Ana.

The process starts when a customer visits DPC Information Center, Station #1 to pick up a permit application. He or she may receive expedited service by bringing the project address and Assessor's Parcel Number, or the Tract and Lot number of the subject property. Staff is able to initiate and issue simple permits for the installation of water heaters, air conditioners, barbecues, etc. in the express line.

To schedule an appointment to submit a new project, please call (714) 834-2632. If you have already filed a permit application and wish to discuss a project, contact your assigned plan checker or planner. For additional information, visit www.ocplanning.net or call (714) 834-2626.

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Christine Rasch, Office Supervisor for CEO/ IT Digital Imaging, prepares to scan a hard copy document into digital form while John Lara, Senior Database Administrator for Digital Imaging, checks the scanning equipment.

workers the information they need to provide timely and vital services to the community.”

The CEO/ IT Digital Imaging staff can even set up equipment to work out of an agency to quickly scan the files on site and avoid the constant shuffle of large paper files between departments. While on site scanning is a service that many agencies take advantage of, it is not required and depends upon the needs of the client agency.

Some projects can take a couple years to finish, as was the case with the Human Resources (HR) Department project. The digital imaging of personnel files required HR staff at every department and agency to be trained on the application and receive highly restrictive access that was built into the system. This level of detail is typical for larger projects and demands the Digital Imaging staff to balance the work load of larger projects with others that are smaller in size and can be completed in just a few months.

The crew of the Digital Imaging staff also varies depending upon the project. The department is comprised of four employees with more than 17 years of combined experience in an industry that is still relatively new. However, the small department can mushroom up to 15 people with the addition of limited-term positions for larger projects that require several people scanning documents into the system at one time.

And tech support also comes with the package – courtesy of the Digital Imaging staff. Two full-time employees at the Data Center offer support to all 2,000 users Countywide. Their main roles are to support employees who require assistance when a piece of scanning equipment must be configured and employees who must make changes or enhancements to their current application, among other questions.

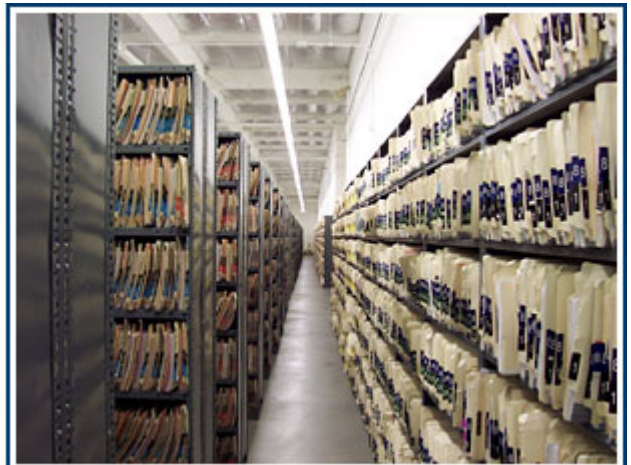
“As long as there are human beings we’ll never be completely paperless,” said Mark Garcia, Senior Database Administrator with CEO/ IT. “We, as people, like to feel, touch and write on paper, but now we no longer have to print and store every single page of a report in hard copy form.”

Once the paper files are converted to digital format, the digital documents can either be housed at the CEO Data Center

or directly within the agency’s building itself. Presently, the Data Center stores more than 10 million digital documents. For security and safety measures, the Data Center was constructed with the purpose of housing critical hardware and software in mind. The 65,000 square foot building was assembled in an “erector set” design meant to withstand earthquakes measuring up to 8.5 in magnitude. Should power fail, the Data Center has enough backup power to conduct business as usual for up to one week and has the ability to implement more than 480 batteries as backup.

As the trend among leading organizations to move toward paperless systems has spread, the CEO/ IT Digital Imaging department has become a resource of knowledge for outside agencies, including the University of California, Los Angeles, who are looking to join the trend.

For more information on digital imaging, contact Lisa King at Lisa.King@ocgov.com or 714.834.7166.



Hard copy caseworker files fill up a Social Services Agency warehouse

Volunteers Still Needed For Homeless Census

The Housing and Community Services Department is still in need of volunteers to help count Orange County's homeless. The Point-In-Time survey will tally the homeless throughout the entire Orange County area in one specific 24-hour period to ensure important funding for homeless shelters and other supportive services.

During the evening of Jan. 25 and Jan. 26 all homeless individuals and families (both unsheltered and sheltered) will be counted. Volunteers will attend a training session. For more information or to volunteer, contact Mary Schwartz at mary.schwartz@ocpartnership.net or Jennifer Lee Anderson at janderson@infolinkoc.org.

Food Drive



Last month, County employees filled barrels of food and other products for Housing and Community Services' Harvest for the Holidays Food Drive. All contributions will be handed out to more than 400 charitable organizations, including homeless shelters, senior centers and homes for abused children.

Get The 411 On OC Social Services Agency

1. The Social Services Agency (SSA) is the largest County agency employing more than 4,100 dedicated and hard-working staff members. The employees of SSA work to provide a wide-array of programs, including the delivery of government programs from the local to the Federal level that strive to protect children and adults, allow the frail and disabled to stay independent and in their homes, and to work with families moving towards self-sufficiency.
2. On average, SSA assists 330,294 individuals each month. Ranging from newborns to seniors, one out of every nine residents in Orange County receives some type of service from SSA.
3. Every holiday season SSA manages two programs, Operation Santa Claus and Senior Santa & Friends, for underprivileged children and seniors who would otherwise go without holiday gifts. More than 350 volunteers worked with program coordinators to hand out last year's presents.
4. Last year, Operation Santa Claus handed out more than 52,000 toys and Senior Santa & Friends provided gifts to more than 1,300 clients. All of these gifts are made possible through donations from County employees and community members.



35 Years

Steve Flores

Resources & Development
Management Department

Dinah Torgerson

Social Services Agency

Linda Hull

Resources & Development
Management Department

Daniel Olive

Integrated Waste Management

John Garofalo

Resources & Development
Management Department

Lewis Clapp

Public Defender

John Hartmann

Sheriff-Coroner

Karyn Sebbo

Health Care Agency

Luisa Camino

Social Services Agency

Allen Olivares

Resources & Development
Management Department

Michael Moran

Resources & Development
Management Department

Leonard Wexler

Resources & Development
Management Department

Tina L. Taverner

Resources & Development
Management Department

Ernesto Romero

Resources & Development
Management Department

30 Years

Kathleen Ivan

Assessor

Roxanne Rodriguez

Child Support Services

Sandra Fair

Health Care Agency

Ruth Otterbein

Sheriff-Coroner

Shelley Carlucci

Human Resources

Emma Failla

Probation

Mary Jane Fryberger

Social Services Agency

25 Years

Michelle Ormiston

Assessor

Cecilia Novella

Auditor-Controller

Katherine Bish

Health Care Agency

Judy Ogan

Health Care Agency

Mark Long

Probation

Michael Beatty

Probation

Judy Wright

Probation



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