

**TENTATIVE AGENDA**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**October 2 - 6, 2017**

**Tuesday, October 3, 2017**

**Committee of the Whole - 8:00 am**  
**Board Room, 1st Floor, Administrative Center**

- \_\_\_ 1. Roll Call: Beck, Earnhardt, Knobbe, Kinzer, Holst

**Presentation**

- \_\_\_ 2. Presentation of PRIDE recognition for years of service .....9:00 a.m. (Item 2)
- \_\_\_ 3. Recognizing the retirement of Dennis Wittrock from FSS and Tom Vasquez from the Sheriff's Office. (Item 3)
- \_\_\_ 4. Presentation of PRIDE Recognition for Employee of the Quarter.

**Facilities & Economic Development**

- \_\_\_ 5. Third and final reading of an ordinance to adjust the speed limit on 240th Avenue (Z30) from the McCausland City Limits South 1000' and on 140th Ave South of St Ann's Rd. (290th St) south 2700' from 55 mph to 45 mph. (Item 5)
- \_\_\_ 6. First reading of an ordinance to place a stop sign on 310th St. at 52nd Ave. (Item 6)
- \_\_\_ 7. Discussion of Public Hearing and presentation of Planning and Zoning Commission recommendation on the application of Point Properties LLC to rezone property a 2.23-acre tract more or less, from "Residential Single-Family (R-1)" to "Commercial-Light Industrial (C-2)," legally described as Part of the SE¼ of the NE¼ of Section 26, Blue Grass Township. (Item 7)

**Human Resources**

- \_\_\_ 8. Secondary Roads organizational change- Automotive Service Technician. (Item 9)
- \_\_\_ 9. Policy Updates - General Policy 12 Risk Management. (Item 8)
- \_\_\_ 10. Staff appointments. (Item 10)
- \_\_\_ 11. Discussion of Comprehensive Salary and Benefits Study. (Item 11)

**Health & Community Services**

- \_\_\_ 12. Tax suspension request. (Item 12)

**Finance & Intergovernmental**

- \_\_\_ 13. SDS (Safety Data Sheet) electronic management communications system. (Item 13)
- \_\_\_ 14. Video Storage with Professional Installation Services. (Item 14)
- \_\_\_ 15. Discussion of FY17 4th Quarter Budgeting for Outcomes Report. (Item 15)
- \_\_\_ 16. Discussion of FY17 Quarterly Financial Summary Report of Actual Revenues and Expenditures. (Item 16)
- \_\_\_ 17. Quarterly financial reports from various county offices. (Item 17)
- \_\_\_ 18. FY17 year-end fund transfers. (Item 18)
- \_\_\_ 19. Budget Work Session.

**Other Items of Interest**

- \_\_\_ 20. Board appointment - Compensation appointment. (Item 20)
- \_\_\_ 21. Beer/Liquor license renewal for Slaby's Bar and Grill and new beer/liquor license for Ruby's Hwy 61 Family Diner.
- \_\_\_ 22. Adjourned.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Ayes  
Nays

**Thursday, October 5, 2017**

**Regular Board Meeting - 5:00 pm**  
**Board Room, 1st Floor, Administrative Center**

**Public Hearing**

- \_\_\_ 1. Public hearing relative to an application to rezone a 2.23 acre tract from Residential Family (R-1) to Commercial-Light Industrial (C-2) in Blue Grass Township.

**HUMAN RESOURCES DEPARTMENT**600 W. 4<sup>th</sup> Street  
Davenport, Iowa 52801-1030

Ph: (563) 326-8767 Fax: (563) 328-3285

www.scottcountyiowa.com

Email: hr@scottcountyiowa.com



September 25, 2017

TO: Mary Thee  
Assistant County Administrator

FROM: Barb McCollom  
Human Resources Generalist

RE: YEARS OF SERVICE RECOGNITION CEREMONY

The following is a list of individuals who will be recognized for years of service on **Tuesday, October 3, 2017 at 9:00 a.m.** through the recognition program.

Employee	Department	Date of hire	Years of Service
Tina Miller	FSS	08/06/12	Five
David Olson	Sheriff	08/13/12	Five
Deb Blad	Conservation	08/21/12	Five
Jessica Redden	Health	08/27/12	Five
Colleen Murphy	Sheriff	09/10/12	Five
Wesley Westerfield	FSS	07/02/07	Ten
Tim Dougherty	Health	07/09/07	Ten
Ricky Rouse	Conservation	07/31/07	Ten
Troy Sullivan	Sheriff	08/15/07	Ten
Erica Weatherwax	Sheriff	09/06/07	Ten
Peter Kurylo	Auditor	09/10/07	Ten
Lindsay Serrano	Sheriff	07/29/02	Fifteen
Jeff Douglas	Juvenile Detention	08/04/02	Fifteen
Chris Dixon	Sheriff	08/05/02	Fifteen
Martin Kearney	Sheriff	08/12/02	Fifteen
John Skaala	Sheriff	09/04/02	Fifteen
Brian McCollom	Sheriff	09/05/02	Fifteen
Meghann Messmore	Sheriff	09/05/02	Fifteen
Rhonda Oostenryk	Attorney	07/28/97	Twenty
Randy Trudell	Secondary Roads	08/29/97	Twenty
Angie Saul	Sheriff	09/15/97	Twenty
Alma Bakoylis	Attorney	07/01/92	Twenty-five

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September 25, 2017

TO: Mary Thee  
 Assistant County Administrator

FROM: Barb McCollom  
 Human Resources Generalist

RE: RETIREMENT RECOGNITION

The following employee(s) will be recognized for their upcoming retirement from Scott County on **Tuesday, October 3, 2017.**

Employee	Department	Date of hire	Retirement Date
Dennis Wittrock	FSS	05/26/98	06/07/17
Tom Vasquez	Sheriff	01/27/86	08/19/17

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 5, 2017

RECOGNIZING DENNIS WITTROCK'S RETIREMENT  
FROM THE FACILITY & SUPPORT SERVICES DEPARTMENT

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That said Board of Supervisors does hereby recognize the retirement of Dennis Wittrock and conveys its appreciation for 19 years of faithful service to Scott County.

Section 2. This resolution shall take effect immediately.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 5, 2017

RECOGNIZING TOM VASQUEZ'S RETIREMENT  
FROM THE SHERIFF'S OFFICE

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That said Board of Supervisors does hereby recognize the retirement of Tom Vasquez and conveys its appreciation for 31 years of faithful service to Scott County.

Section 2. This resolution shall take effect immediately.

**SCOTT COUNTY ENGINEER'S OFFICE**

950 E Blackhawk Trail  
Eldridge, Iowa 52848

(563) 326-8640  
FAX – (563) 328-4173  
E-MAIL - engineer@scottcountyiowa.com  
WEB SITE - www.scottcountyiowa.com



JON R. BURGSTRUM, P.E.  
County Engineer

ANGIE KERSTEN  
Assistant County Engineer

TARA YOUNGERS  
Administrative Assistant

**MEMO**

**TO:** Mahesh Sharma  
County Administrator

**FROM:** Jon Burgstrum  
County Engineer

**SUBJ:** Third reading of ordinance for establishing new speed limits on county roads.

**DATE:** October 5, 2017

This is a third reading of an ordinance to adjust the speed limit on 240<sup>th</sup> Avenue (Z30) from the McCausland City Limits South 1000' and on 140<sup>th</sup> Ave South of St Ann's Rd. (290<sup>th</sup> St) south 2700' from 55mph to 45 mph.

We completed a speed study on 240<sup>th</sup> Ave which showed us that 80% of the vehicles were traveling over the posted speed of 55, some as high as 80mph. We have notified the Sheriff's Patrol to monitor this area and they did place a radar sign at this location. There is a curve, a blind drive and guardrail in this area. We feel that moving the 45 mph speed limit south about 1000' feet will help to reduce the speed and allow the Sheriff to properly enforce the safer speed zone.

We also did a study on 140<sup>th</sup> Ave South of St. Ann's. This is a residential area which is current 55mph by statute. The study shows that 10 to 15 % of the vehicles are traveling over the speed limit and some more than 75mph. Because of the residential area and more than usual turning traffic and traffic in general in this area, we feel that the reduced speed is warranted.

SCOTT COUNTY ORDINANCE NO 17-\_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 13-34 OF THE SCOTT COUNTY CODE  
RELATIVE TO DESIGNATED SPEED LIMITS ON SCOTT COUNTY SECONDARY  
ROADS.

BE IT ENACTED BY THE BOARD OF SUPERVISORS OF SCOTT COUNTY, IOWA:

SECTION 1.

Add to Sec. 13-34J, Add Item No.5 to read:

J. McCausland

5. 45 MPH - 240<sup>th</sup> Ave (Z30) from the McCausland City  
Limits South 1000'

And

Add to Sec. 13-34R, Add Item No.13 to read:

R. County

13. 45 mph - 140<sup>th</sup> Ave South of St Ann's Rd. (290<sup>th</sup> St)  
2700'.

SECTION 2.

The County Auditor is directed to keep and maintain a copy  
of the Ordinance in the County Auditor's office.

SECTION 3. SEVERABILITY CLAUSE

If any of the provisions of the Ordinance are for any reason  
illegal or void, then the lawful provisions of this  
Ordinance shall be and remain in full force and effect, the  
same as if the Ordinance contained no illegal or void  
provisions.

SECTION 4. REPEALER

All Ordinances or parts of Ordinances in conflict with the  
provisions of this Ordinance are hereby repealed.

SECTION 5. EFFECTIVE DATE

This Ordinance shall be in full force and effect after its  
final passage and publication as by law provided.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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Carol Earnhardt, Chairperson



Scott County Board of Supervisors

ATTESTED BY:

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Roxanna Moritz  
Scott County Auditor

**SCOTT COUNTY ENGINEER'S OFFICE**

950 E Blackhawk Trail  
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JON R. BURGSTRUM, P.E.  
County Engineer

ANGIE KERSTEN  
Assistant County Engineer

TARA YOUNGERS  
Administrative Assistant

**MEMO**

TO: Mahesh Sharma  
County Administrator

FROM: Jon Burgstrum  
County Engineer

SUBJ: First Reading placing a stop sign on 310<sup>th</sup> St at 52<sup>nd</sup> Ave.

DATE: October 3, 2017

First reading of an ordinance to place a stop sign at an uncontrolled intersection.(310<sup>th</sup> St and 52<sup>nd</sup> Ave). This intersection is being regraded in preparation of paving 52<sup>nd</sup> Ave. This is a “Y” intersection that is uncontrolled with no stop or yield signs. The intersection is being narrowed up and slightly realigned to bring 310<sup>th</sup> St into 52<sup>nd</sup> Ave more perpendicular. Below is an aerial showing the existing intersection.



SCOTT COUNTY ORDINANCE NO 17-\_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 13, SEC. 13-47A-4 OF THE SCOTT COUNTY CODE RELATIVE TO PLACEMENT OF STOP SIGNS ON SCOTT COUNTY SECONDARY ROADS.

BE IT ENACTED BY THE BOARD OF SUPERVISORS OF SCOTT COUNTY, IOWA:

SECTION 1.

Under Sec. 13-47A-4, add Item No. r to read:

First reading of an ordinance to place a stop sign at an uncontrolled intersection. (310<sup>th</sup> St and 52<sup>nd</sup> Ave). This intersection is being regraded in preparation of paving 52<sup>nd</sup> Ave. This is a "Y" intersection that is uncontrolled with no stop or yield signs. The intersection is being narrowed up and slightly realigned to bring 310<sup>th</sup> St into 52<sup>nd</sup> Ave more perpendicular. Below is an aerial showing the existing intersection.

SECTION 2.

The County Auditor is directed to keep and maintain a copy of the Ordinance in the County Auditor's office.

SECTION 3. SEVERABILITY CLAUSE

If any of the provisions of the Ordinance are for any reason illegal or void, then the lawful provisions of this Ordinance shall be and remain in full force and effect, the same as if the Ordinance contained no illegal or void provisions.

SECTION 4. REPEALER

All Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 5. EFFECTIVE DATE

This Ordinance shall be in full force and effect after its final passage and publication as by law provided.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Carol Earnhardt, Chairperson  
Scott County Board of Supervisors

ATTESTED BY:

\_\_\_\_\_  
Roxanna Moritz  
Scott County Auditor



**Planning & Development  
Scott County, Iowa**

**Timothy Huey, Director**

Email: [planning@scottcountyiowa.com](mailto:planning@scottcountyiowa.com)  
Office: (563) 326-8643  
Fax: (563) 326-8257

Administrative Center  
600 West Fourth Street  
Davenport, Iowa 52801-1106

To: Mahesh Sharma, County Administrator

From: Timothy Huey, Planning Director

Date: September 22, 2017

Re: **Public Hearing on the application of Point Properties LLC to rezone property at 15720 110th Street, Scott County Parcel #822623006, a 2.23-acre tract more or less, from “Residential Single-Family (R-1)” to “Commercial-Light Industrial (C-2),” legally described as Part of the SE ¼ of the NE ¼ of Section 26, Blue Grass Township.**

This request is to rezone approximately 2.23 acres from Single-Family Residential (R-1) to Commercial-Light Industrial (C-2). The subject property adjoins the applicant’s existing business, Ryan & Associates, Inc., which has undergone multiple expansions over the years some that required Site Plan Reviews to be approved by the Planning and Zoning Commission. Rezoning of the subject property would be to allow an additional expansion of the existing business. The applicant stated that the house on the subject property would be demolished and the property would be used for outdoor materials and equipment storage for the existing business.

The Planning Commission determined that the request met a preponderance of the land use policies for approval of the rezoning of this property from R-1 to C-2. The Commission voted to recommend approval of the request in accordance with staff’s recommendation. David Oberbroekling (3702 Wisconsin Avenue, deed holder of Parcel #822623009, adjacent to subject property) and his spouse were in attendance out of curiosity, and stated their support for the proposal because the existing farmstead on the subject property was an eyesore. A representative for the applicant, Bob Madden, was also present.

**Vote (recommend approval of Rezoning request): 5-0, All Ayes**

## PLANNING & DEVELOPMENT

600 West Fourth Street

Davenport, Iowa 52801-1106

Office: (563) 326-8643 Fax: (563) 326-8257

Email: [planning@scottcountyiowa.com](mailto:planning@scottcountyiowa.com)



Timothy Huey,  
Director

### NOTICE OF SCOTT COUNTY BOARD OF SUPERVISORS PUBLIC HEARING FOR REZONING

Public Notice is hereby given as required by Section 6-31 of the County Code (Revised Zoning Ordinance for Unincorporated Scott County), that the Scott County Board of Supervisors will hold a public hearing to consider a proposed rezoning on **Thursday, October 5, 2017 at 5:00 P.M.** The meeting will be held in the **1<sup>st</sup> Floor Board Room of the Scott County Administrative Center, 600 W. 4<sup>th</sup> Street, Davenport, Iowa 52801.**

The Board of Supervisors will consider the request of **Point Properties LLC** to rezone property at 15720 110<sup>th</sup> Street, Scott County Parcel #822623006, a 2.23-acre tract more or less, from "Residential Single-Family (R-1)" to "Commercial-Light Industrial (C-2)," legally described as Part of the SE  $\frac{1}{4}$  of the NE  $\frac{1}{4}$  of Section 26, Township 78 North, Range 2 East of the 5<sup>th</sup> Principal Meridian (Blue Grass Township), more particularly described as follows: Commencing at the northeast corner of said NE  $\frac{1}{4}$  of Section 26; thence South 0°00'00" East along the east line of said NE  $\frac{1}{4}$ , a distance of 1334.61' to the northeast corner of said SE  $\frac{1}{4}$  of the NE  $\frac{1}{4}$  and the point of beginning; thence continuing South along said line, a distance of 362.07'; thence South 87°08'00" West, a distance of 300.00'; thence North 0°00'00" East, a distance of 372.51' to the north line of said SE  $\frac{1}{4}$  of the NE  $\frac{1}{4}$ ; thence North 89°07'39" East, a distance of 299.66' to the point of beginning. The applicant intends to create an outdoor materials and equipment storage area with fencing as part of an expansion of the existing adjacent business, which is a principal permitted use in the C-2 zoning district (Zoning Ordinance, Section 6-17 B(2)).

The Scott County Planning and Zoning Commission considered this request at their regular meeting on Tuesday, September 5, 2017. The Commission voted to recommend approval of the request with a 5-0 vote. The applicant has forwarded this recommendation to the Board of Supervisors for their consideration. The Board makes the final determination on rezoning requests, following a public hearing and two subsequent readings.

If you have any questions or comments regarding this meeting or proposal, please call or write the Planning and Development Department, Scott County Administrative Center, 600 West Fourth Street, Davenport, Iowa 52801, (563) 326-8643, or attend the meeting.

Timothy Huey  
Director



PLANNING & ZONING COMMISSION

STAFF REPORT

September 5, 2017



- Applicant:** Point Properties, LLC.
- Request:** Rezone 2.23 acres, more or less, from Single-Family Residential (R-1) to Commercial-Light Industrial (C-2)
- Legal Description:** Part of the SE ¼ of the NE ¼ of Section 26, Township 78 North, Range 2 East of the 5<sup>th</sup> Principal Meridian (Blue Grass Township)
- General Location:** ½ mile west of the I-280 and Locust Street interchange on the west side of 110<sup>th</sup> Avenue, less than 1,000 feet north of West Lake Park
- Existing Zoning:** Residential Single-Family (R-1)
- Surrounding Zoning:**
- North:** Commercial-Light Industrial (C-2)
  - South:** Residential Single-Family (R-1)
  - East:** Agricultural-General (A-G)
  - West:** Residential Single-Family (R-1)

**GENERAL COMMENTS:** This request is to rezone approximately 2.23 acres from Single-Family Residential (R-1) to Commercial-Light Industrial (C-2). The subject property adjoins an existing business, Ryan & Associates, Inc. (deed holder H.F. Enterprises Partnership), which has undergone multiple expansions over the years involving Site Plan Reviews by the Planning and Zoning Commission. Rezoning of the subject property would be part of an additional expansion of the existing business. The applicant intends to use the subject property for outdoor materials and equipment storage with fencing, which is a principal permitted use in the C-2 zoning district per Section 6-17 B(2) in the Zoning Ordinance.

**STAFF REVIEW:** Staff has reviewed this request for its adherence to the Scott County Zoning Ordinance and to the Scott County Land Use Policies. Any proposed changes in land use and zoning should comply with a preponderance of the applicable Scott County Land Use Policies.

The guidelines for reviewing rezoning proposals are outlined in the Scott County Land Use Policies as follows:

*Is the development in compliance with the adopted Future Land Use Map?*

The Future Land Use Map does not show a designation for the subject property given the existing Residential Single-Family (R-1) zoning district on the west side of 110<sup>th</sup> Avenue which extends both north- and southwest from the subject property. The east side of 110<sup>th</sup> Avenue opposite the subject property, however, is shown as an area appropriate for



PLANNING & ZONING COMMISSION

STAFF REPORT

September 5, 2017



commercial development. Along with the fact the subject property adjoins an existing Commercial-Light Industrial (C-2) zoning district to the north, the request reasonably complies with the intent of the Future Land Use Map.

*Is the development on marginal or poor agricultural land?*

The subject property is comprised of high-quality agricultural land with Corn Suitability Ratings (CSR's) between 95 and 100. However, the acreage to be rezoned (2.23 acres) is currently a farmstead and not used for agricultural production, so the term "marginal" could certainly be applied. The request appears to meet this criterion.

*Does the proposed development have access to adequately-constructed, paved roads?*

The subject property's point of egress is on 110<sup>th</sup> Avenue, a paved County road, so the request meets this criterion.

*Does the proposed development have adequate provision for public or private sewer and water services?*

The property is currently served by and has access to Iowa American water mains. Any waste water treatment would have to be with an onsite septic system, which would be similar to the one used by the existing house, which will be removed. However, as a proposed storage area the need for water and sewer is likely very limited.

*Is the area near existing employment centers, commercial areas and does not encourage urban sprawl?*

The intention of the request is to expand an existing employment center/commercial area located to the north of the subject property. The expansion would not encourage urban sprawl; rather, it would maintain density by allowing a modestly larger footprint instead of creating an additional, standalone commercial area elsewhere.

*Is the proposed development located where it is least disruptive to existing agricultural activities?*

The proposed development is approximately ½ mile west of the I-280 and Locust Street interchange, and less than 1,000 feet north of West Lake Park. The vicinity is less agricultural in character than other areas in unincorporated Scott County, and the creation of a screened storage area is not likely to increase traffic in a way that would disrupt any existing agricultural activities.

*Does the area have stable environmental resources?*

The subject property is generally flat, not near a floodway or floodplain, and located near residential and commercial-light industrial development. The request meets this criterion.

*Is the proposed development sufficiently buffered from other less intensive land uses?*

If this rezoning is approved staff would not require a subsequent Site Plan Review



PLANNING & ZONING COMMISSION

STAFF REPORT

September 5, 2017

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approval because this expansion of outdoor storage area would not be considered a substantial expansion. However the applicant has indicated that a screening fence and landscaping of the storage area will be provided if this rezoning is approved in accordance with ordinance requirements.

*Is there a recognized need for such development?*

The applicant initiated this request due to a recognized need for more outdoor storage space for the existing adjacent business.

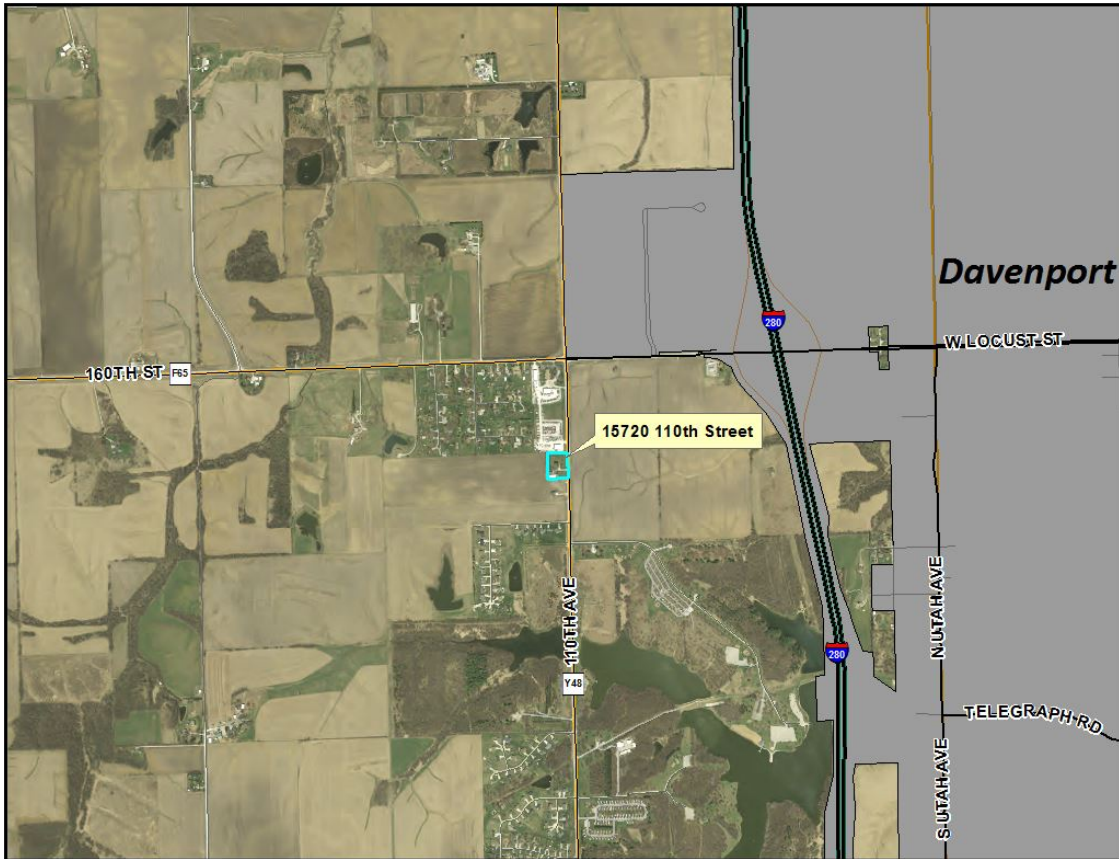
Staff has mailed notification to the adjacent property owners within five hundred feet (500') of this property of this hearing. A sign has also been placed on the property stating the date and time this request would be heard by the Planning and Zoning Commission. Staff as not, as of yet, received any calls or comments on this request.

Staff also notified the County Engineer, County Health Department, Scott County soil conservationist, and Bi-State Regional Commission for review and comment. No comments have been received.

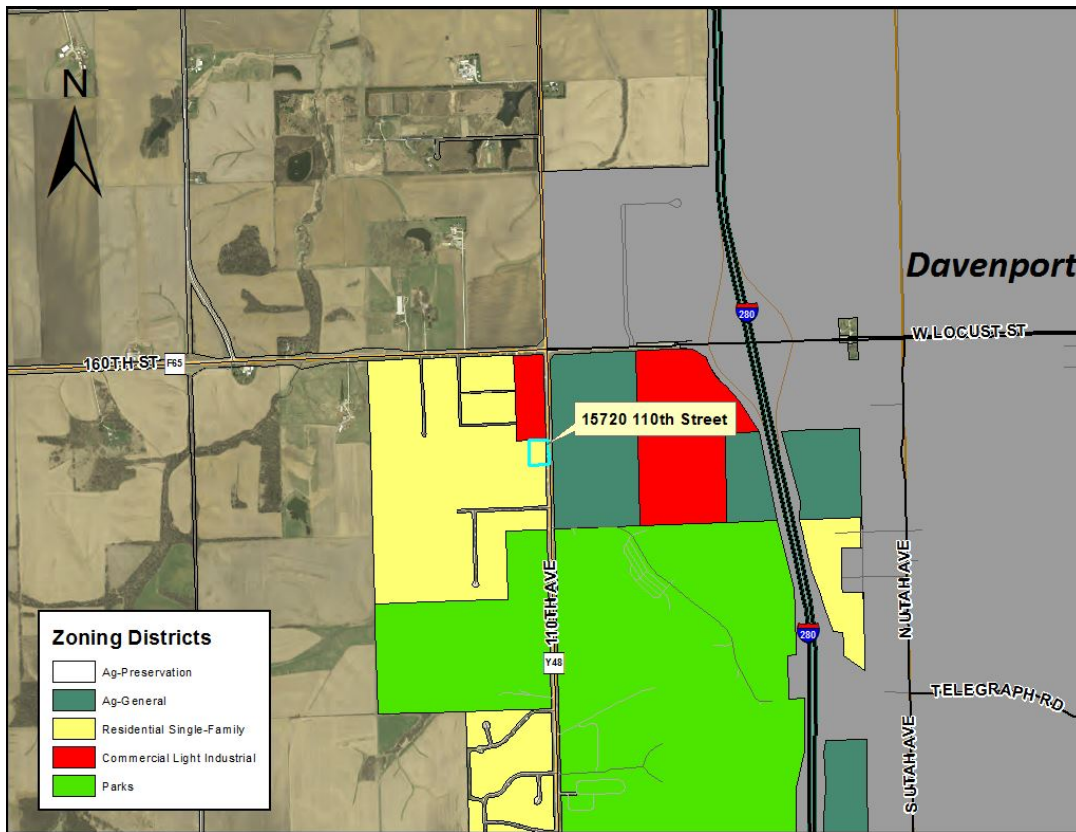
**RECOMMENDATION:** Staff recommends that the rezoning of this property from Single-Family Residential (R-1) to Commercial-Light Industrial (C-2) be approved based on its compliance with a preponderance of the criteria of the Revised Land-Use Policies.

Submitted by:  
Timothy Huey, Director  
August 31, 2017











*Davenport*

W. LOCUST ST

280

160TH ST F65

15720 110th Street

110TH AVE Y48






N. UTAH AVE

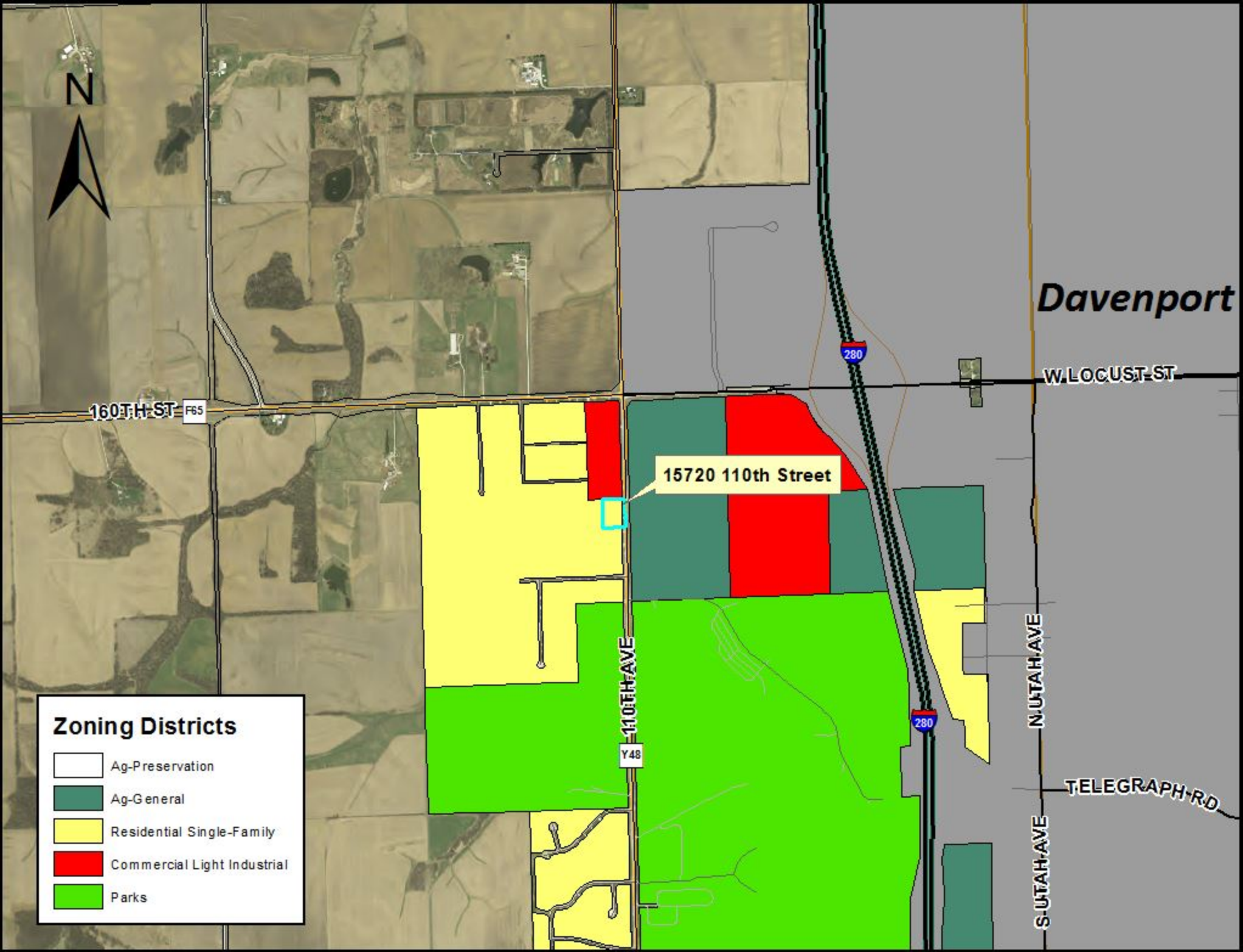
TELEGRAPH RD

S. UTAH AVE

280

### Zoning Districts

-  Ag-Preservation
-  Ag-General
-  Residential Single-Family
-  Commercial Light Industrial
-  Parks



Prepared by: Scott County Planning and Development, 600 West Fourth Street, Davenport Iowa

SCOTT COUNTY ORDINANCE NO. 17-\_\_\_\_\_

AN ORDINANCE TO AMEND THE ZONING MAP BY REZONING APPROXIMATELY 2.23 ACRES IN SECTION 26, BLUE GRASS TOWNSHIP FROM RESIDENTIAL SINGLE-FAMILY (R-1) TO COMMERCIAL-LIGHT INDUSTRIAL (C-2), ALL WITHIN UNINCORPORATED SCOTT COUNTY.

BE IT ENACTED BY THE BOARD OF SUPERVISORS OF SCOTT COUNTY IOWA:

**Section 1.** In accordance with Section 6-31 Scott County Code, the following described unit of real estate is hereby rezoned from Residential Single-Family (R-1) to Commercial-Light Industrial (C-2) to-wit:

Part of the Southeast Quarter of the Northeast Quarter of Section 26, in Township 78 North, Range 2 East of the 5<sup>th</sup> P.M., more particularly described as follows: Commencing at the northeast corner of said NE ¼ of Section 26; thence South 0°00'00" East along the east line of said NE ¼, a distance of 1334.61' to the northeast corner of said SE ¼ of the NE ¼ and the point of beginning; thence continuing South along said line, a distance of 362.07'; thence South 87°08'00" West, a distance of 300.00'; thence North 0°00'00" East, a distance of 372.51' to the north line of said SE ¼ of the NE ¼; thence North 89°07'39" East, a distance of 299.66' to the point of beginning.

**Section 2.** This ordinance changing the above described land to Commercial-Light Industrial (C-2) is approved as recommended by the Planning and Zoning Commission.

**Section 3.** The County Auditor is directed to record this ordinance in the County Recorder's Office.

**Section 4.** Severability Clause. If any of the provisions of this Ordinance are for any reason illegal or void, then the lawful provisions of the Ordinance, which are separate from said unlawful provisions shall be and remain in full force and effect, the same as if the Ordinance contained no illegal or void provisions.

**Section 5.** Repealer. All ordinances or part of ordinances in conflict with the provisions of the Ordinance are hereby repealed.

**Section 6.** Effective Date. This Ordinance shall be in full force and effect after its final passage and publication as by law provided.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
Carol Earnhardt, Chair  
Scott County Board of Supervisors

\_\_\_\_\_  
Roxanna Moritz, County Auditor

HUMAN RESOURCES DEPARTMENT  
600 W. 4<sup>TH</sup> Street  
Davenport, IA 52801

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www.scottcountyia.com



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**Date:** October 3, 2017

**To:** Mahesh Sharma. Bruemmer, County Administrator

**From:** Mary J. Thee, Human Resources Director/Asst. County Administrator

**Subject:** Automotive Service Technician

The Service Technician position in the fleet division of Secondary Roads. was added in the FY17 organizational change requests. At that time it was uncertain the extent of the duties. The department has submitted a request to review this outside of the budget cycle. See attached memorandum addressing the changes in the position and justification for review outside of the budget cycle. The request was discussed with the PPME union at our labor management meeting on September 7<sup>th</sup> and reviewed by the Hay Committee on September 13<sup>th</sup>. The Committee recommends the following:

*Automotive Service Technician*. The Committee felt that the additional duties and experience requirements warranted a change in the Hay points. The upgrade was shared with PPME and no objections were expressed. The recommendation after reviewing the changes in the position was to establish the Hay points at 153, resulting in a pay range of \$19.85 (Step 1) to \$23.72 (Step 8).

The updated job description is attached for the Board's review and information.

Cc: Jon Burgstrum, County Engineer

## SCOTT COUNTY ENGINEER'S OFFICE

950 E Blackhawk Trail  
Eldridge, Iowa 52848

(563) 326-8640  
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WEB SITE - [www.scottcountyiowa.com](http://www.scottcountyiowa.com)



JON R. BURGSTRUM, P.E.  
County Engineer

ANGIE KERSTEN, P.E.  
Assistant County Engineer

TARA YOUNGERS  
Administrative Assistant

### MEMO

TO: Mary Thee  
Assistant County Administrator/Human Resources Director

FROM: Jon Burgstrum, P.E.  
County Engineer

SUBJ: Out-of-Cycle Permanent Change to Organizational Table

DATE: August 15, 2017

Secondary Roads is requesting an out-of-cycle permanent change to the organizational table converting the current Service Technician Full Time Employee (FTE) to an Automotive Service Technician FTE. This request falls under Policy D, Classification and Compensation, Section: Adjustments to a Department's Table of Organization Outside of the Budget Review Process, Item No. 1 and Item No. 5.

The Service Technician position was created in November of 2016 during the FY 2017 budget review process. This position was created as a part of the County's vision of performing preventative and routine maintenance on all county fleet vehicles and equipment. As Fleet Services was developed, it was recognized that the department would start with a Service Technician with a semi-skill set and evaluate the position to see if it was appropriate. It has become apparent since the startup of Fleet Services that the semi-skill set of a Service Technician has grown to a skilled set of an Automotive Service Technician. This is based upon the labor hour breakdown between doing the periodic service vs. repairs, shown on page 3. In addition, the Service Technician has devoted at least half of his labor hours working on Secondary Roads heavy equipment. The Service Technician's major job duties and labor hours were framed assuming the Service Technician would spend a minimum of 75% of his time performing semi-skilled work on county fleet vehicles. This increase in the documented volume and type of work could not have been forecast during the FY 2017 budget review process.

Utilizing the skilled set of our present Service Technician has allowed the Secondary Roads Department and Fleet Services to keep repairs and services in house at a significant cost savings to the County. We have also seen both service and repair time significantly reduced over the last calendar year in Secondary Roads alone. In order to efficiently and cost-effectively utilize the Service Technician, this position will perform more labor hours on skilled work on both county fleet and Secondary Roads heavy equipment.

Due to the savings we have experienced in service and repair by not outsourcing, we are not requesting any changes to Fleet expenditures. As of July 31, 2017, we have shown a savings of \$10,620. In addition, we have seen a "soft cost" of 132 days that the vehicles would not be available for service if we had to out-source the repairs. We are confident that the savings will offset any increases due to salary adjustments.

#### Attachments:

Secondary Roads Organizational Table  
Service Technician Labor Hours Breakdown

# SCOTT COUNTY ENGINEER'S OFFICE

950 E Blackhawk Trail  
Eldridge, Iowa 52848

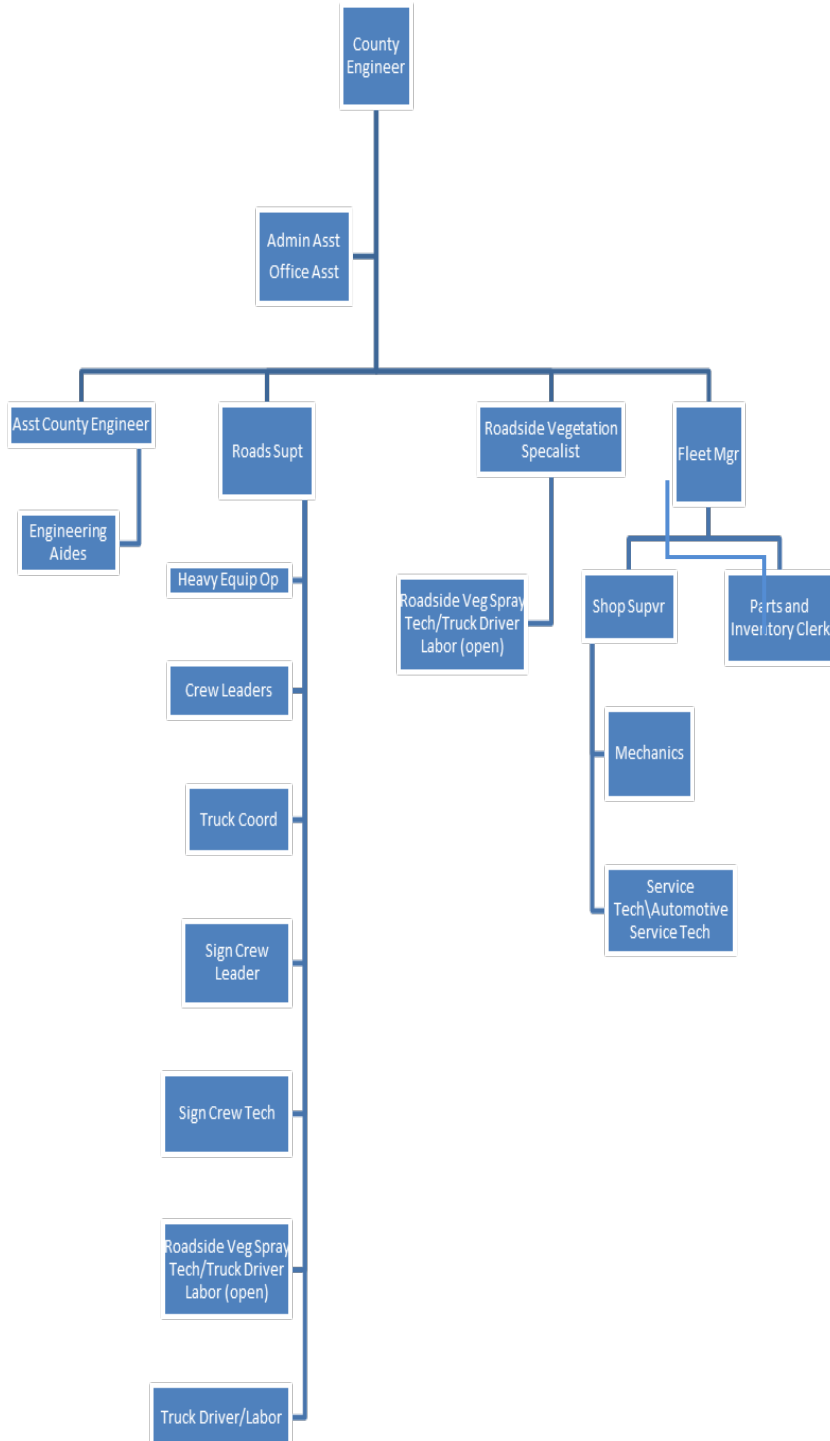
(563) 326-8640  
FAX – (563) 328-4173  
E-MAIL - [engineer@scottcountyiowa.com](mailto:engineer@scottcountyiowa.com)  
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**Service Technician Labor Hours Breakdown**

# Labor Hours	Sep-16 **	Oct-16 **	Nov-16 **	Dec-16 **	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	
Sec Rd Repair	8	16.5	9.25	9.53	6.25	0	0.5	9	18.58	14	16	
Sec Rds Service	1.5	5.25	2.42	1	0	2	10	1.5	2	2.08	2.5	
Sec Rds Tires Outsourced*	0	0	0	0	0	0	0	0	0	0	0	
Sec Rds Tires Inhouse	16	0	0.5	0	0	2.25	1.5	1	3	5.5	6.25	
Sec Rds Total Labor Hours	25.5	21.75	12.17	10.53	6.25	4.25	12	11.5	23.58	21.58	24.75	
Other County Repair	0.5	13	2	16.22	33.09	30.5	29.25	11.17	15.83	14.42	8.17	
Other County Service	7.75	1.92	3.17	9.82	5.67	39.1	14.5	11	9	9	14.5	
Other County Tires Outsourced*	0.5	0.5	4	0	3	0	0	0	0	0	0	
Other County Tires Inhouse	0	0	0	0	2.6	4	2.32	3.58	6.58	1	3	
Other County Total Labor Hours	8.75	15.42	9.17	26.04	44.36	73.6	46.07	25.75	31.41	24.42	25.67	
Total Repair Labor Hours	8.5	29.5	11.25	25.75	39.34	30.5	29.75	20.17	34.41	28.42	24.17	
Total Service Labor Hours	9.25	7.17	5.59	10.82	5.67	41.1	24.5	12.5	11	11.08	17	
Tire Labor Hours Outsourced*	0.5	0.5	4	0	3	0	0	0	0	0	0	
Total Tires Inhouse Labor Hours	16	0	0.5	0	2.6	6.25	3.82	4.58	9.58	6.5	9.25	
Total Labor Hours	34.25	37.17	21.34	36.57	50.61	77.85	58.07	37.25	54.99	46	50.42	
*Data does not include tires service the Sheriff Depart outsourced												
** Data doesn not include any Sheriff maintenace that was outsourced												
												Total
Savings in \$	\$163	\$544	\$511	\$614	\$1,525	\$1,420	\$1,376	\$1,001	\$1,234	\$1,203	\$1,030	\$10,620
Savings in Days	10	11	10	12	20	15	11	12	10	11	10	132



## SCOTT COUNTY JOB DESCRIPTION

**DRAFT**

Position Title: Automotive Service Technician

Working Title: Same

Department: Secondary Roads

Hay Point Value: TBD

### **Job Summary**

Under general supervision of Shop Supervisor, performs skilled or semi-skilled work in construction, maintenance and repair of diversified automotive county fleet.

### **Relationships**

Reports to: Shop Supervisor

Supervises: N/A

Works with: Parts and Inventory Clerk, other County employees and vendors.

### **Physical/Environmental Conditions**

Incumbent performs duties both indoors in a maintenance shop setting and outdoors with exposure to varied weather conditions. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. Frequently exposed to moving parts, fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is occasionally loud. Duties are routinely performed under/around heavy equipment.

## **Major Duties and Performance Measures**

- Performs preventive maintenance services and lubricates cars, trucks, and other equipment to include adjustments and replacements recommended by the original manufacturer at various service intervals.
- Performs mechanical work such as vehicle inspections, brake adjustments, tune-ups, air conditioning services and replacements of lights, tires, brakes, batteries and similar tasks.
- Assists Mechanics and Shop Supervisor with vehicle and equipment conversions and with installation of various types of equipment such as lighting, wiring, controls, hydraulic apparatus, and vehicle markings.
- Assists Mechanics and Shop Supervisor with more complex repairs.
- Communicates with Parts and Inventory Clerk in scheduling appropriate maintenance actions for fleet vehicles.
- Operates various types of shop equipment such as but not limited to hoist, tire machine, wheel balancer, alignment machine, grinder, metal cutter, press, welder, and oxyacetylene torch. Clean, fuel, check fluids and wash vehicles and equipment as needed.
- Keeps accurate service and maintenance records. Provides timely and accurate responses to requests for service and information.
- Assists in receiving and picking up parts or materials used in making repairs.
- Maintains clean workstation, shop, equipment.
- Performs other duties as needed and/or as assigned.

## **Background Requisites**

### **Education:**

High school diploma or GED required. Completion of a vocational training program in mechanics or equivalent of two years of experience in performing automotive repair in a professional shop environment.

Work Experience:

Two years training in automotive repair or two years progressive experience in repair and maintenance of automotive, truck or equipment systems; or any equivalent combination of training and experience which provides the required skills.

Essential Skills:

- Ability to obtain and maintain a valid Commercial Driver's License (within 60 days) and possess a satisfactory driving record. (Verified)
- Demonstrated mechanical knowledge. Ability to diagnose malfunctions on vehicles.
- Ability to establish and maintain effective work relationships with supervisor, co-workers and all levels of County staff, the general public and vendors.
- Ability to utilize effective written, verbal and listening communication skills.
- Ability to identify, troubleshoot and develop practical solutions.
- Ability to safely and efficiently operate hand and power tools including wrenches, drills, diagnostic equipment and related equipment.
- Ability to work varied work schedules.
- Ability to exemplify, by his/her actions, the County's PRIDE philosophy.

**Physical Ability Requirement**

Incumbent performs majority of duties while walking or standing. Ability to routinely lift and/or move up to 50 pounds and rarely lift and/or move up to 100 pounds. Frequently required to bend, turn and reach. May climb to a height of 10 feet, occasionally higher, utilizing ladders. May be required to crawl up to 30 feet.

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 5, 2017

APPROVAL OF CLASSIFICATION ADJUSTMENTS OF AUTOMOTIVE SERVICE  
TECHNICIAN IN THE SECONDARY ROADS DEPARTMENT

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. In the Secondary Roads Department the position of Service Technician shall be renamed to Automotive Service Technician (1.0 FTE) and its Hay points be increased to 153 Hay points.

Section 2. This resolution shall take effect at the start of the next pay cycle, October 8, 2017.

**HUMAN RESOURCES DEPARTMENT**

600 West Fourth Street  
Davenport, Iowa 52801-1030

Ph: (563) 326-8767 Fax: (563) 328-3285  
www.scottcountyiowa.com



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Date: October 3, 2017  
To: Mahesh Sharma, County Administrator  
From: Mary J. Thee, Human Resources Director/Asst. County Administrator  
Subject: Policy Updates - Policy 12 Risk Management

The proposed updates were reviewed by the Department Heads/Elected Officials and any recommendations were incorporated. Here are the proposed changes to the Administration Policies:

General **Policy 12 "Risk Management"** revises the policy to reflect current practices as they relate to the processing of claims filed against the County.

## 12. RISK MANAGEMENT POLICY CLAIMS PROCESSING

### POLICY

It is the policy of Scott County to assume the risk of loss arising out of property damage, legal liability, and dishonesty in all cases which the exposure falls within the County's annually determined self-insured retention levels or is so small or dispersed that a loss would not significantly affect the operations or financial position of the county. It shall also be the policy of Scott County to provide safe working conditions for its employees. Under no circumstances will the needless risk of serious injury or death of employees be considered an acceptable risk.

### SCOPE

This policy is applicable to all offices and departments within Scott County government.

### ADMINISTRATIVE PROCEDURES

- A. Insurance will be purchased against all major loss exposures which might result in loss in excess of limits set by the Board of Supervisors through the purchase of the following types of insurance:

All risk insurance on real and personal property, General liability and automobile liability insurance public employees blanket bonds, cyber, medical professional liability and Worker's compensation insurance.

Insurance will not be purchased to cover loss exposures below the amount of ~~\$250,000~~ \$300,000 unless such insurance is required by statute or by contract, or in those instances in which it is desirable to obtain special services such as inspection or claim adjustment services in connection with insurance, or the cost of insurance is so low it would be in the County's best interest to purchase said insurance.

- B. The County will maintain a self insurance loss reserve at all times in an amount sufficient to cover costs incurred and projected claims and losses.

- C. Property will be insured on a replacement cost basis whenever possible, as determined by a competent appraisal service, against as wide a range of perils as possible.
- D. Loss prevention recommendation made by insurance companies, the state fire Marshall, or local fire authorities will be seriously considered and implemented whenever possible.
- E. Insurance will be placed in insurance companies rated A+ or A in "Best Policyholders Ratings" whenever possible.
- F. The County's in-house Risk Manager is responsible for claims processing services to provide for and implement accounting of all County losses, reserved amounts and claim information in addition to accident and loss investigation assistance and provide information to the Budget Manager for preparation of the ~~the~~ annual actuarial report.
- G. **Authority for Payment of Claims**

The following approval is required prior to settlement of individual claims in the following amounts:

<u>Amount of Claim</u>	<u>Required Approval</u>
Less than \$2,500	Risk Manager
\$2,500 - \$4,999	<del>Two Members of CRC*</del> <u>Civil Staff</u>
<u>Attorney</u>	
\$5,000 - \$9,999	<del>Three Members of CRC*</del> <u>County</u>
<u>Attorney and County Administrator</u>	
\$10,000 or more	and County Administrator Board of Supervisors

~~\*CRC = Claims Review Committee: Risk Manager;  
Director of FSS; County Attorney or Designee; County  
Auditor or Designee; Assistant County  
Administrator/Human Resources Director~~

H. **Records Retention**

Worker's Compensation and Liability claims will be retained for ~~(5)~~(6) years.

I. Any County department that is served with a notice of claim or



lawsuit shall immediately send a copy of said notice or lawsuit to the Risk Manager who will distribute additional copies accordingly.

~~J. The administration of the risk management policy will be under the direction of the following Risk Management Advisory Committee:~~

- ~~\_\_\_\_\_ FSS Director, Chairman~~
- ~~\_\_\_\_\_ Risk Manager~~
- ~~\_\_\_\_\_ Representative from each County Department~~
- ~~\_\_\_\_\_ Representative from The Independent Insurance Agents of Scott County (ex officio, non-voting member)~~

J. Administrative responsibilities to include placement of insurance coverage, maintenance of property appraisals and inventories, processing of claims and maintenance of loss records, and supervision of loss prevention activities.

The Risk Management Information System will include the following internal controls:

1. Invoice/claim payment information shall be entered in the system by ~~FSS~~ support staff at the direction of the Risk Manager;
2. Prior to payment, a claim payment listing shall be reviewed and approved by either the ~~Assistant County Attorney or designee~~ Administrator or ~~a member of the Claims Review Committee;~~ the affected a Department Head or designee, Departmental Elected Official or designee.
3. Checks shall require two signatures:
  - Risk Manager
  - Authorized Treasurer's Office representative (who also receives copy of approved claim payment list)
4. Bank statements and cancelled checks shall be sent directly to the Treasurer's office for reconciliation;

~~5. The Risk Manager shall distribute, at each Risk Management Advisory Committee meeting, a copy of all~~

~~open claims detail report for review and discussion.~~

5. Risk Management Payment Summary Reports for Workers Compensation and Liability payments will be posted monthly on the Scott County website.

- K. The Board of Supervisors shall be notified when and if the hiring of outside counsel is being recommended by the County Attorney's office for any specific claim or pending claim against the County.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON  
\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 5, 2017

APPROVING CHANGES TO GENERAL POLICY 12 "RISK MANAGEMENT"

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. General Policy 12 "Risk Management" revises the policy to reflect current practices as they relate to the processing of claims filed against the County.

Section 2. This resolution shall take effect immediately.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 5, 2017

APPROVAL OF STAFF APPOINTMENTS

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The hiring of Adam Lee for the position of Correction Officer in the Sheriff's Office at the entry level rate.

Section 2. The hiring of Mark Schaller for the position of Correction Officer in the Sheriff's Office at the entry level rate.

Section 3. The hiring of Dayton Tharp for the position of Correction Officer in the Sheriff's Office at the entry level rate.

Section 4. The hiring of Caleb Copley for the position of Attorney I in the Attorney's Office at the entry level rate.

**Human Resources Department**

600 West Fourth Street  
Davenport, Iowa 52801-1030

Office: (563) 326-8767  
Fax: (563) 328-3285  
www.scottcountyiowa.com



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**Date:** October 3, 2017

**To:** Mahesh Sharma, County Administrator

**From:** Mary J. Thee, Human Resources Director/Asst. County Administrator

**Subject:** Comprehensive Salary and Benefits Study

As you're aware, the Board of Supervisors in their goal setting sessions made the completion of a Salary and Benefits Study a top priority. It is not known the last time the County conducted a study of this type. The County's compensation plan is based on the Hay evaluation system. Here is a summary of the Hay system:

**Hay Evaluation Method Summary**

The Hay Evaluation Method of job evaluation is a form-factor comparison approach to work measurement. It is based on the notion that jobs can be measured based on their relative contribution to the overall objectives of the organization. By considering core aspects of content and context that are common to all jobs, it provides a clear, understandable and systematic process for defining and comparing the requirements of all kinds of jobs at all levels.

The Hay Evaluation is a proprietary developed by The Hay Group in the 1950's and is the most widely-used job evaluation method in the world. The Hay method divides a job into three separate areas and objective measures are applied to each area with the separate scores combined to give an overall score for the job. Having an overall score allows the job to be placed in rank order according to the points. The three separate areas are:

Know-How which is broken down into:

- Practical/technical knowledge
- Planning, organizing and integrating (managerial) knowledge
- Communicating and influencing skills

Problem Solving/Thinking environment which is broken down into:

- Freedom to think
- Thinking challenge

Accountability which is broken down into:

- Freedom to act
- Magnitude/Impact

Myself and Vanessa Wierman, Human Resources Generalist have been formally trained by the Hay Group on the process of analyzing and scoring positions. The Human Resources Department has enlisted a group of employees to assist in reviewing positions that are submitted for review. This team has been trained by HR staff in the Hay evaluation process. Their role is to provide input in the review process to the HR Department. The HR Director makes the final recommendation to the Board of Supervisors.

Annually as part of the budget process the Human Resources Department request that departments submit any positions that they think should be considered for review. Positions change throughout the years in the required skill set needed to complete the tasks. The Hay evaluation system rewards changes in the skill set level need to complete the task, not in the amount of work needed to complete the task, i.e. work load. Work load instead is an FTE level issue that also is addressed during budgetary review.

As the Board has recognized in establishing this goal, periodically it is advisable to review all job classifications to determine changes in duties, internal equity and market factors. The goal of this project is to enlist the assistance of a consultant with experience in the Hay points system to work with HR staff on a global review of the non-represented positions. The consultant would; review job descriptions with staff for any needed updates, review the Hay points assigned to the position, consider internal equity and comparable market factors. Additionally we would ask the consultant to review comparable benefit packages as the combination of salary and benefits are related to hiring and retention. There are 117 unique non-represented classifications.

We are proposing the consultant offer additional alternative pricing proposals so we can determine if the County wants to proceed with a review of represented positions at this time. There are 44 unique classifications that are currently covered by collective bargaining units. These positions also have a Hay point assigned to them, although due to their annual COLAs the points and dollars do not align with non-represented positions.

I have had a discussion with the SECC Director about the study. As a part of the RFP we'll ask for a price to review the positions at SECC. If that part of the contract is awarded, it will be paid for by SECC.

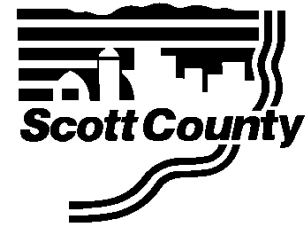
I have benchmarked other public entities in Iowa to determine their experiences and costs. Many communities have not done a study in years and indicated that they are in a similar position to the County in considering an RFP in the future. The following public entities did provide me with some information regarding their recent experiences in doing an RFP for similar services.

Govt Entity	Year	Provider	# Positions reviewed	Appx Costs
Ankeny	2017	Springsted	116	\$45,000
Burlington	2015	GovHR	50	\$30,000
Cedar Falls	2017 (in progress)	Carlson Dettman Consulting	??	??
Dallas County	2014	Condey & Assoc	60	\$35,000
Davenport	2017 (in progress)	Korn Ferry Hay Group	95	\$100,000
Linn County	2017 (in progress)	Fox Larson/Gallagher	65	\$57,000
Story County	2012 2017 update	Springsted	??	\$42,000 \$ 6,000

The recent proposals received by Ankeny ranged from \$35,000 to \$160,000. We would anticipate receiving similar proposals, keeping in mind the differing factors.

It would be HR's intention to send out the RFP this month. The timeline is to have the proposals returned by November 17, 2017; the Board approve the recommended provider by January 11, 2018; have the study completed by September, 2018. Depending on cost impacts the study would be implemented no later than during the FY20 budget process.

**Community Services Department**  
600 W. 4<sup>th</sup> St.  
Davenport, Iowa 52801



Item 12  
10/3/17

**(563) 326-8723      Fax (563) 326-8730**

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September 25, 2017

To:      Mahesh Sharma  
  
From:    Lori A. Elam  
  
Re:      Approval of Tax Suspension Request

The County has received a tax suspension request to have the property taxes currently owed suspended as follows:

**REQUESTED TAX SUSPENSION:**

Daniel Aromando  
1955 Tanglefoot Lane  
Bettendorf, IA 52722

Suspend: The 2016 property taxes, due in September 2017 and March 2018 in the amount of \$2279.00 including interest.

The application meets the Board Suspension Policy requirements. It is recommended that the Board suspend these taxes at their next Board meeting.



THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT THIS  
RESOLUTION HAS BEEN FORMALLY APPROVED BY THE BOARD  
OF SUPERVISORS ON \_\_\_\_\_  
DATE

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SCOTT COUNTY AUDITOR

**RESOLUTION**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**OCTOBER 5, 2017**

**SUSPENDING THE 2016 PROPERTY TAXES, DUE IN SEPTEMBER 2017 AND MARCH 2018 FOR DANIEL AROMANDO, 1955 TANGLEFOOT LANE, BETTENDORF, IOWA IN THE AMOUNT OF \$2279.00 INCLUDING INTEREST.**

**BE IT RESOLVED by the Scott County Board of Supervisors as follows:**

- Section 1. The 2016 property taxes, due in September 2017 and March 2018 for Daniel Aromando, 1955 Tanglefoot Lane, Bettendorf, Iowa in the amount of \$2279.00 including interest are hereby suspended.
- Section 2. The County Treasurer is hereby requested to suspend the collection of the above stated taxes thereby establishing a lien on said property as required by law with future collection to include statutory interest, if any.
- Section 3. This resolution shall take effect immediately.



**RISK MANAGEMENT**  
 400 West Fourth Street  
 Davenport, Iowa 52801-1104  
 Telephone: (563) 326-8293  
 Fax: (563) 326-8763  
[www.scottcountyiowa.com](http://www.scottcountyiowa.com)

September 26, 2017

TO: Mahesh Sharma  
 From: Rhonda S. Oostenryk, Risk Manager  
 Subject: SDS Electronic Management

In order to ensure chemical safety in the workplace, information about the identities and hazards of the chemicals must be available and understandable to employees. OSHA's Hazard Communication Standard (HCS) requires the development and dissemination of such information. Currently each Department maintains their own sets of SDS sheets and binders.

Manual paper-based systems are inefficient and labor intensive. Adopting an electronic management solution eliminates duplication of records, will provide County uniformity ensuring OSHA compliance and will reduce individual Departmental costs to maintain SDS binders.

Risk Management along with effected Departments evaluated three electronic Hazardous Communication systems. Although all three web based programs would appear to be similar, MSDS Velocity provides a couple of key services that set them apart.

System		Cost
Site Hawk	does not provide a hotline as back up additional charges for any new MSDS sheets added	\$5,680 / yr.
3E	provides hotline, 2 free calls - thereafter .70/call additional charges for any new MSDS sheets added	\$6,200 / yr.
<b>MSDS Velocity</b>	<b>24/7 toll free hotline back up unlimited access to database</b>	<b>\$8,626 yr. 1 \$6,249 / yr. 2 &amp; 3</b>

It is recommended that the Board approve the purchase of MSDS Velocity electronic management system in the amount of \$8,626 for the initial year subscription, and for years 2 and 3 an annual subscription fee in the amount of \$6,249.

Budget dollars are available in the Risk Management operational budget to fund the cost of this system.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON  
\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 5, 2017

APPROVAL OF a three year SDS Electronic Management subscription from  
MSDS Velocity in the amount of \$21,124.00

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the purchase of Electronic Hazardous Communications  
Systems subscription from MSDS Velocity in the amount of \$8,626  
for year one, and \$6,249 for years two and three is hereby  
approved.
- Section 2. This resolution shall take effect immediately.

**INFORMATION TECHNOLOGY**

400 West Fourth Street  
Davenport, Iowa 52801-1187

Ph: (563) 328-4100  
www.scottcountyiowa.com



September 26, 2017

To: Mahesh Sharma, County Administrator  
From: Matt Hirst, Information Technology Director  
Subject: Video Storage with Professional Installation Services

Earlier this year, Scott County Information Technology conducted in-depth evaluations of storage technology from vendors including Dell/EMC, Nutanix, Pivot3, QNAP, and HP. Criteria considered included features, pricing, maintenance, market presence, and company financials among others. Pivot3 storage provides the most feature rich, competitively priced solution which meets Scott County video storage requirements.

At that time, Scott County Information Technology received quotes for video storage hardware from Pivot3 Value Added Resellers (VAR's) at deeply discounted pricing. Alliance Technology and Pivot3 committed to selling additional Watch 128 appliances to the County at the discounted price negotiated in March through the end of the year. (Each appliance adds approximately 100 TB's of storage to the environment.)

The quote summary from March was as follows:

<u>Vendor</u>	<u>Qty (4) Watch 128TB Video Storage Appliances (Part # 101-1131-0060)</u>	<u>Standard 5 year HW &amp; SW Full Support (Part # 16-0206-05-128)</u>	<u>Implementation Services and Estimated Freight</u>	<u>Discount</u>	<u>Total</u>
<b>DSN Group</b>	\$335,750	\$71,000	\$5,685	n/a	\$412,435
<b>Alliance Tech.</b>	\$316,000	\$56,800	\$5,588	\$231,146	\$147,242
<b>ITS Tech.</b>	\$260,000	\$51,980	\$5,435	n/a	\$317,415

Today, Scott County IT has a better indication of necessary video storage requirements having supported the video environment for approximately six months and solicited a quote from Alliance for an additional three (3) appliances to expand the storage environment to support anticipated needs.

The quote summary is as follows:

<u>Vendor</u>	<u>Qty (3) Watch 128TB Video Storage Appliances (Part # 101-1131-0060)</u>	<u>Standard 5 year HW &amp; SW Full Support (Part # 16-0206-05-128)</u>	<u>Implementation Services and Estimated Freight</u>	<u>Discount</u>	<u>Total</u>
<b>Alliance Tech.</b>	\$237,000	\$28,200	\$2,291	\$154,833	\$112,658

It is recommended that the Board approve the a quote from Alliance Technology Group in the amount of \$112,658. The cost for this Pivot3 hyper-converged video storage solution includes hardware, software, professional setup services, shipping, and five (5) years of operational maintenance and support. The addition to our Pivot3 solution provides the County capacity to meet video storage requirements for the next five to seven years.

Note: The pricing for this hardware was obtained directly through Pivot3 VAR's. As part of IT's due diligence in investigating this purchase, pricing was also obtained earlier this year from Dell/EMC, HP, Nutanix, and QNAP for their video storage solutions. None of the solutions from these vendors provided the functionality, resiliency, nor economy delivered in the Pivot3 hyper-converged solution.

Budget dollars are available in the Scott County Capital Improvement Program and the Attorney's forfeiture fund for this project.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON  
\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 5, 2017

APPROVING PURCHASE OF VIDEO STORAGE WITH PROFESSIONAL  
INSTALLATION SERVICES

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. The purchase of Pivot3 video storage, professional installation services, and five years of maintenance and support in the amount of \$112,658 is hereby approved.
- Section 2. This resolution shall take effect immediately.

**OFFICE OF THE COUNTY ADMINISTRATOR**

600 West Fourth Street  
Davenport, Iowa 52801-1003

Office: (563) 326-8702  
Fax: (563) 328-3285  
[www.scottcountyia.com](http://www.scottcountyia.com)



September 25, 2017

TO: Mahesh Sharma, County Administrator  
FROM: Chris Berge, ERP/ECM Budget Analyst  
SUBJECT: FY17 Budgeting for Outcomes Quarterly Report

Attached for the Board's review is a summary of the highlighted items from the 4<sup>th</sup> Quarter FY17 Budgeting for Outcomes report for all County departments and authorized agencies.

cc: David Farmer

2017 BUDGETING FOR OUTCOMES HIGHLIGHTS QUARTERLY REPORT

FY17 Budgeting for Outcomes Report for the quarter ended June 30, 2017.

In addition to the attached report submitted for the Board's review the following additional comments about specific outcomes from various programs are highlighted.

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Administration - Financial Management
<b>BUDGETED/ PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Administration will maintain a minimum fund balance requirement for the County's general fund - according to the Financial Management Policy.
20% / 20%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	Administration will maintain a 15% general fund balance. To end the fiscal year, Administration ended with a fund balance of 25%. Additional year end claim entries occurred after reporting date.
25%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Administration - Intergovernmental Relations
<b>BUDGETED/ PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Administration will strengthen intergovernmental relations at a local level.
85% / 85%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	Administration attendance at monthly managers, administration and mayor meetings was at 97% for the fiscal year. The Administration Office keeps attendance at a high level of available meetings to enhance relations. The meetings attended are on target with last year's number at 104% of last year actual.
97%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		County Attorney - Driver License / Fine Collection
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	The Attorney's Office will work to assist Scott County residents in obtaining driver licenses after suspension.
100% / 100%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Attorney's Office assisted applicants with suspensions 100% of the time. Throughout the fiscal year, the number of applicants that defaulted was at 159% of projection which is 127 total. The Attorney's Office collected approx. \$393K for the County and approx. \$950K for the State as well as \$6,500 for the DOT.
100%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		County Attorney - Victim/Witness Support Services
<b>BUDGETED/ PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	The Attorney's Office will actively communicate with crime victims.
100% / 100%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	100% of registered crime victims will be sent victim registration information. Through the fiscal year, the Attorney's Office sent out 1,962 packets (98% of projection) and received back 730 packets (122% of projection). Our return number is increasing because of the continuous improvement efforts of the victim staff.
100%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Auditor - Taxation
<b>BUDGETED/ PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Process all transfers without errors within 48 hours of receipt of correct transfer documents.
100% / 100%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The department processed 7,374 property transfers during the year, all within the 2 business days goal, and with no errors.
100%		



2017 BUDGETING FOR OUTCOMES HIGHLIGHTS QUARTERLY REPORT

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Auditor - Registrar of Voters
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Ensure that all new voters have the opportunity to vote.
100% /100%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	100% of all new voters are verified, processed, and sent confirmation by legal deadlines.
100%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Community Services/Veteran Services
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	To provide public awareness/outreach activities in the community.
800/800		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The department's goal is to reach out to at least 200 Veterans/families each quarter and 800 annually. The department has reached out to 1,560 Veterans/families in the last year, 760 contacts over budget. David Woods has been out speaking with groups frequently and was able to almost double the number of people he has reached. The department is constantly looking for ways to increase the number of contacts so vets and their families are informed of their benefits.
1,560		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Community Services/Substance Related Disorders
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Maintain the Community Services budget in order to serve as many Scott County citizens with substance related disorders as possible.
\$97,100/\$97,100		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The department ended the year at 46% of the budget. The substance budget varies based on the number of court commitments and the number of people who have insurance that pays for treatment. The County cost was much lower this year.
\$36,738		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Conservation/Administration/Policy Development
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	To increase the number of people reached through social media, email, newsletters and press releases.
2,600/3,200		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The department budgeted the number of customers receiving electronic notifications for events, specials and Conservation information at 2,600 and they have reached 3,492 contacts. The Wapsi Center staff and Campground Offices are encouraging campers and program participants to fill out a form providing their email address and areas of interest in Conservation updates so they can increase number of people reached.
3,848		

2017 BUDGETING FOR OUTCOMES HIGHLIGHTS QUARTERLY REPORT

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Conservation/Historic Preserv & Interpret
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	To collect sufficient revenues to help offset program costs at Pioneer Village.
1%/1%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The department increased their revenues and exceed their program costs by 8.7%. This is 7.7% over the budgeted amount. Pioneer Village Day Camp Attendance was up by 25 children this fiscal year increasing day camp revenues by almost \$3,000. Also, the Soda Shop revenues were up about \$5,000 can be attributed to an overall increase in visitors and availability of the Soda Shop.
8.7%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Facility & Support Services/Maintenance
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Maintenance staff will strive to complete 90% of routine jail work orders within 5 working days of staff assignment.
90%/93%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	Maintenance staff exceeded their goal of 90% by completing 94% of routine jail work orders within 5 working days of assignment.
94%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Facility & Support Services/Custodial
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Divert 85,000 pounds of waste from the landfill by shredding confidential information and recycling cardboard, plastic, metals and kitchen grease.
85,000lbs./85,000lbs		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	FSS exceeded the annual goal of shredding and recycling at 168% of the goal. The department is always seeking ways to improve the organization wide green initiative and this year they diverted 142,601 pounds from the landfill.
142,601 lbs.		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Health / Communicable Diseases
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Stop or limit the spread of communicable diseases.
100% / 100%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Department projected to initiate 100% of communicable disease investigations of reported diseases according to Iowa Department of Public Health Guidelines and met that goal. Success can be attributed to the Department giving priority to communicable disease investigations. When a disease is reported, staff work is reprioritized to assure that the follow up is done to prevent further spread of the disease.
100%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Health / Community Transformation
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Efforts of the Community Transformation Grant will be guided by a diverse community coalition.
100% / 67%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The department initially planned to attend 9 Be Healthy QC Committee and Subcommittee meetings related to Community Transformation in FY17, but only 3 ended up being held as one of the subcommittees is no longer meeting. A Scott County health department attendee was only available for 2 of the 3 meetings.
67%		

2017 BUDGETING FOR OUTCOMES HIGHLIGHTS QUARTERLY REPORT

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Health / EMS
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Provide licensure assistance to all ambulance services required to be licensed in Scott County.
100% / 0%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Department reported that 0 of the 7 originally budgeted ambulance service applications were delivered according to timelines. The department had the letters prepared on time, but the individual that needed to sign them was out of the office. As a result, they were mailed in April instead of March. The department has made provisions to assure signatures do not delay these letters in future.
0%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		HR - Benefit Administration
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	HR measures the utilization of the County's Deferred Compensation plan.
60%/60%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	HR Provides opportunities for employees to speak with deferred comp plan providers on a regular basis. Currently 59% of eligible employees participate in deferred compensation plans, a 3% drop from the previous year.
59%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		HR - Employee Development
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	HR evaluates the effectiveness and utilization of Count sponsored supervisory training.
50%/43%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	Notifications and announcements issued by the department of upcoming training opportunities encouraged 43% of Leadership employees to attend supervisory training, surpassing the department's projected figure and last years actual percentage.
43%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Department of Human Services (DHS)
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	The Department of Human Services (DHS) is a state social service agency providing and/or paying for a broad range of services for thousands of Scott County citizens. The county is required by law to provide funding for some day to day office operations. The county provides guidelines for all departments to follow when developing new budgets each year and DHS is expected to follow the same county guidelines.
\$77,252/\$78,452		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The county contribution (budget) for DHS is \$77,252. DHS exceeded the original budget by \$1,173. Quarterly expenses are monitored each quarter and DHS is expected to provide services to citizens in the most cost effective manner. The county will continue to advocate for changes in Iowa Code regarding the county's financial responsibility as some counties have no expense at all as there is no DHS office housed in that county.
\$78,425		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		IT - Security
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Provide backup databases for disaster recovery.
100%/100%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	100% of all County databases were on backup schedules to allow for quick recovery of digital information in the event of a disaster.
100%		

2017 BUDGETING FOR OUTCOMES HIGHLIGHTS QUARTERLY REPORT

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Juvenile Detention - In Home Detention Program
<b>BUDGETED/ PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	The Juvenile Detention program will ensure all juveniles who are referred for the In Home Detention Program supervision are given every opportunity to successfully complete the program.
90% / 85%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Juvenile Detention Center will work toward achieving 90% or more of juveniles who are referred for In Home Detention complete the program successfully. Throughout the fiscal year, the IHD program generated almost double the amount of referrals than were budgeted. The program remains cost neutral, but the FY18 budget may need to be adjusted to account for additional staffing resources.
80%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Juvenile Detention - Dietary Program
<b>BUDGETED/ PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	The Juvenile Detention Center will work to serve residents food in accordance with State regulations at a sustainable cost.
\$4.50 / \$4.32		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Juvenile Detention Center will have an average grocery cost per child per day of less than \$4.32 after CNP revenue. Throughout the fiscal year, grocery costs continue to rise. Although JDC did not meet the performance goal, it is commendable to keep costs reasonable.
\$4.59		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Juvenile Detention - Detainment of Youth
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	The Juvenile Detention Center will safely detain youthful offenders according to state licensing regulations/best practices, and in a fiscally responsible manner.
\$240 / \$240		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Juvenile Detention Center will serve all clients for less that \$240 per day after revenues are collected. JDC exceeded the new projected goal due to increased grocery costs by serving residents an average of \$236 per day after revenue received from the state and outside counties.
\$236		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Planning and Development/Building Inspection/Code Enforcement
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Review and issue building permit applications for new houses within five working days.
75/75		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The department has met their goal to issue building permits within five days. However, the number of permits issued are only at 53 of the projected 75 which is reflective of the strength of the local economy. Scott County averages about 100 new house starts a year when measured over the last 25 years. Even though the figures are below projections, it is the same as last year and the department continues to see strong activity in remodels and accessory buildings. The total permits is at 910 which is about as high a number as we have every seen. The total permits include any construction work that require a permit, such as, roofing, siding, room additions, finished basements, upgrade electrical service, new garages, replace water heaters, etc.
53		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Planning and Development / Administration
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Maintain expenditures within approved budget.
95%/95%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The department completed the year with only 89% of expenditures. This decrease in expenditures can be attributed to a decrease in travel and schools of instruction expenditures this year.
89%		

2017 BUDGETING FOR OUTCOMES HIGHLIGHTS QUARTERLY REPORT

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Recorder - Public Records
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Ensure all real estate documents presented for recording are placed on record the same day and correct fee is collected.
100% / 100%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The department reported that 50% of real estate documents were available for public viewing within 24hrs of indexing and scanning and fees deposited with the Treasurer, which is lower than the projected 100% goal. The lower numbers are due to some staffing challenges within real estate department faced in the 3rd & 4th Qtrs. Efforts are being made to get the department caught up as they are currently about 1.5 weeks behind in recording paper documents.
50%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Secondary Roads 27D Rock Resurfacing
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Maintain a yearly rock resurfacing program to insure enough thickness of rock.
90%/100%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Department goal was to insure the adequacy of rock surface on 90% of gravel roads. The Department exceeded this goal by maintaining rock surfacing on 100% of gravel roads. The Department had adequate time and weather conditions to insure completion of all roads.
100%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Secondary Roads 27I / 27K Asset Management
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	To perform cost effective repairs to equipment.
100%/100%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Department met this goal by keeping average repair costs to less than \$550 per unit. The actual average cost per unit was \$334.
100%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Sheriff 28.2801 Traffic Enforcement
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	To increase the number of hour of traffic safety and seat belt enforcement.
1000/1000 Hours		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Department exceeded the yearly goal by completing 1,259.75 hours of enforcement action. The Department exceeded this goal due to better attainment of approved staffing levels.
1,260 Hours		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Sheriff 28.2805 Investigations
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Complete home compliance checks on sex offenders in Scott County.
300/415 Homes		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Department exceeded this goal and competed 684 homes, This goal is a high priority due to public safety.
684 Homes		

2017 BUDGETING FOR OUTCOMES HIGHLIGHTS QUARTERLY REPORT

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Sheriff 28.2802 Jail
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Maintain zero deaths within the jail facility.
0/0		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Department meets this goal through proper intake and classification of inmates, and by prioritizing inmate safety.
0		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Board of Supervisors/Intergovernmental Relations
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Board members serve as ambassadors for the County and strengthen intergovernmental relations.
95%/95%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The goal is to have 95% of board members at intergovernmental meetings. The Supervisors missed some Bi-state meetings which account for a larger percentage of this measurement. Some of these absences were due to other county related events. Additionally, there were some absences from Authorized Agency visits which brought the percentage down slightly.
88%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Treasurer/Motor Vehicle Reg - Courthouse
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Retain \$1.5 million in motor vehicle revenues.
\$1,555,000/\$1,660,000		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The department's goal is to maximize revenue retained by the County and they are currently at 102% of this goal. Motor vehicle revenue retention has been increasing close to 4% per year, and the department associates this increase primarily due to higher registration fees for newer pick up trucks.
\$1,691,499		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Center for Active Seniors, Inc. (CASI) Outreach
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	The Outreach program at CASI provides seniors and families tool and resources so the individual may stay in their own home longer, avoiding premature placement in a nursing facility.
80%/80%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The Outreach workers had a total of 11,797 contacts with individuals (exceeding the budget level by 291). Because of the increased number of contacts and enrollees (1,228) in the program, 93% of the individuals (1,146) remained in their own home at the end of the year, again exceeding the budgeted level. This does include the extra staffing in the Community Services Department plus 4 other outreach workers. Overall, the Outreach Program is reaching more people in our communities and those folks are getting connected with valuable resources/help so they can remain in their own homes longer.
93%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Center for Active Seniors, Inc. (CASI) Adult Day Services
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Jane's Place provides an alternate placement for seniors and gives care-takers a break/respice. This program is under-utilized as families don't know about it.
122/122		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	This program has a large number of private pay individuals and a lower number of Medicaid individuals than expected. CASI knows they need to do more public awareness/education regarding the benefits of this program as the enrollment numbers did not increase 5% from the previous year. The enrollment total in FY16 was 95, while in FY17 it was 88 and the budgeted level was 122, both years well below. Despite the lower than expected enrollment numbers, the program still received a 97% satisfaction rating from caregivers.
88		

2017 BUDGETING FOR OUTCOMES HIGHLIGHTS QUARTERLY REPORT

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Center for Drug and Alcohol Services
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	An average of 8 case management contacts will be provided to the 225 high risk criminal justice clients.
8/8		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	CADS is providing more case management contacts, on the average, than projected. CADS notes that each client's needs determines the number of case management contacts provided: some may require more, some less.
12		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Community Health Care (CHC)
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Community Health Care (CHC) provides comprehensive health care for Scott County citizens regardless of ability to pay. In addition, Scott County provides funding to CHC so they can utilize a sliding fee scale with patients, thus making health care more affordable for those who are employed.
\$302,067/\$449,736		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	CHC served 1,485 people who were over the 138% Federal Poverty Level and would have qualified for the sliding fee scale benefit. The total amount of sliding fee discounts provided this fiscal year was \$469,324, resulting in a cost reduction per patient in the amount of \$316.04. This reduction in cost, or use of sliding fee scale benefits, allows patients/Scott County citizens to seek health care when needed and not waiting until they are critically ill and requiring emergency care (much more expensive care). This is a significant cost saving measure for citizens, but it also leads to the right service at the right time, in the right place.
\$469,324		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Durant Ambulance
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Respond to 99% of 911 calls in area.
99%/99%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	Durant Ambulance is near projection for this measure. Despite being a volunteer agency, with only two vehicles which also serve Cedar County, volume in the Durant area is such that few occasions of not being able to respond occur.
98%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		EMA Exercises
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Radiological Emergency Response Plan (RERP) evaluated or training exercises results completed without a deficiency noted and 5 year exercise program requires a minimum of two tabletop or one functional exercise per year.
100%/100%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	100% of exercises were completed by fiscal year end.
100%		

2017 BUDGETING FOR OUTCOMES HIGHLIGHTS QUARTERLY REPORT

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		Scott County Humane Society
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Animals will be place back into their home.
90%/90%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The agency exceeded this goal despite the difficulty of returning strays to homes. Strays not only are animals that have left an owner's property, but those abandoned and feral animals.
92%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		MEDIC EMS
<b>BUDGETED / PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Rural response times will be less than 14 minutes 59 seconds.
92%/91%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	MEDIC EMS is less than one percent under projection for this outcome. Rural response is handled by the alternative delivery model stations in Le Claire, Eldridge, and Bluegrass. These three stations cover all rural area in Scott County with three ambulances, with backup from floating post urban units.
91%		

<b>DEPARTMENT NAME/ ACTIVITY SERVICE:</b>		SECC Infrastructure/Physical Resources
<b>BUDGETED/ PROJECTED</b>	<b>PERFORMANCE MEASUREMENT OUTCOME:</b>	Review and make recommendations to update the current radio system thereby creating better radio coverage for all public safety responders and increasing officer safety.
75%/75%		
<b>DEPARTMENT QUARTERLY</b>	<b>PERFORMANCE MEASUREMENT ANALYSIS:</b>	The project is 60% completed based on tasks needed to be performed. The consultant has the RFP 85% completed. The next step is working on the tower information about what is necessary and not necessary as well as hand-held radio costs to individual agencies or included in project costs. We are hoping the RFP will be out by October and vendors will be given 90 days to respond, so it will be early 2018 before we have options of vendors.
60%		



# Administration

Mahesh Sharma, County Administrator



**MISSION STATEMENT: The County Administrator will work to create a sustainable, enjoyable and prosperous community for all Scott County residents**

<b>ACTIVITY/SERVICE:</b>	Policy and Facilitation	<b>DEPT/PROG:</b>	Administration		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	184,800
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of meetings with Board Members		115	100	100	112
Number of agenda items		295	275	0	296
Number of agenda items postponed		0	0	3	1
Number of agenda items placed on agenda after distribution		0	5%	5%	3%

**PROGRAM DESCRIPTION:**

Organize and coordinate the legislative and policy functions of the Board of Supervisors. Recommend ordinances, resolutions, motions and provide administrative guidance.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Prepare reports, studies, legislative actions for Board consideration in a prompt, efficient manner.	Percentage number of agenda items placed on the agenda 5 days in advance of the meeting.	100.00%	100%	100%	97%
Board members are informed and prepared to take action on all items on the agenda.	Percentage number of agenda items that are postponed at Board meeting.	0.00%	0.00%	0.00%	0.003

<b>ACTIVITY/SERVICE:</b>	Financial Management	<b>DEPT/PROG:</b>	Administration	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> 205,320
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Number of Grants Managed		52	65	65
Number of Budget Amendments		2	2	2

**PROGRAM DESCRIPTION:**

Recommend balanced budget and capital plan annually. Forecast revenues and expenditures and analyze trends. Prepare reports and monitor and recommend changes to budget plan. Monitor and audit purchasing card program. Administer grants and prepare reports. Coordinate the annual audit and institute recommendations. Prepare special reports.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain minimum fund balance requirements for the County's general fund - according to the Financial Management Policy	Maintain a 15% general fund balance	19.9%	20.0%	20.0%	25.0%
Ensure that all state service areas stay at or under budget for a fiscal year	Each state service area to be 100% expended or below	100%	100%	100%	100%
Quality, on-time monthly and quarterly reporting to the Board of Supervisors	100% of the monthly and quarterly reports need to be prepared and presented to the Board on time	100%	100%	100%	100%
Ensure that all Federal Grants receive a perfect score with no audit findings for County's annual Single Audit	Zero audit findings for federal grants related to the Single Audit	1	0	0	0

<b>ACTIVITY/SERVICE:</b>	Legislative Coordinator	<b>DEPT/PROG:</b>	Administration		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	62,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of committee of the whole meetings		50	45	45	49
Number of meetings posted to web 5 days in advance		100%	100%	100%	100%
Percent of Board Mtg handouts posted to web within 24 hours		100%	100%	100%	100%

**PROGRAM DESCRIPTION:**

Coordination of intergovernmental relations: scheduling meetings with city councils, authorized agencies and boards and commissions; appointments to boards and commissions, 28E Agreements, etc. Coordination of agenda preparation and meeting notices and custodian of official files for Board of Supervisors and Public Safety Authority.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Agenda materials are available to the public.	Agenda posted to the website 5 days in advance of the meeting.	100%	100%	100%	100%
Handouts are available to the public timely.	Handouts are posted to the website within 24 hours after the meeting.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Strategic Plan	<b>DEPT/PROG:</b>	Administration		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	All	<b>FUND:</b>	01 General	<b>BUDGET:</b>	47,480
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Attendance of Department Heads at Monthly Dept Hd Mtg		86%	90%	90%	91%
Number of Board goals		21	16	21	21
Number of Board goals on-schedule		13	12	12	11
Number of Board goals completed		8	4	4	7

**PROGRAM DESCRIPTION:**

Facilitate through collaboration the achievement of the Board of Supervisors goals and report the outcomes bi-monthly. Supervise appointed Department Heads.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Board goals are on-schedule and reported quarterly	Percentage of Board goals on-schedule	62%	85%	85%	92%
Board goals are completed*	Percentage of Board goals completed	38%	25%	25%	33%

<b>ACTIVITY/SERVICE:</b>	Intergovernmental Relations	<b>DEPT/PROG:</b>	Administration		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	184,800
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Attendance of Co Administrator at State meetings		47	40	40	20
Attendance of Co Administrator at QC First/Chamber meetings		38	40	40	25
Attendance of Co Administrator at Monthly Mgrs/Admin/Mayor		28	30	30	29
Attendance of Co Administrator at other meetings		163	200	200	293

**PROGRAM DESCRIPTION:**

Represent County on intergovernmental committees, economic development agencies and other committees and boards at the local, state and federal level.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Strengthening intergovernmental relations on state level.	Percent attendance at meetings.	100%	90%	90%	50%
Strengthening intergovernmental relations with Chamber and QC First.	Percent attendance at meetings.	100%	95%	95%	63%
Strengthening intergovernmental relations at local level.	Percent attendance at monthly mgrs/admin/mayor meetings.	100%	85%	85%	97%
Strengthening intergovernmental relations at local level.	Number of meetings with other units of governments, business, chamber, and not for profits.	163	175	175	122.85

# Attorney's Office

Mike Walton, County Attorney



**MISSION STATEMENT:** The County Attorney's Office is dedicated to providing the citizens of Scott County with a safe community by providing well-trained, career prosecutors and support staff to pursue justice through the resolution of legal issues, prosecute criminal offenses occurring within Scott County, cooperate with law enforcement agencies for the protection of citizens, and provide legal representation for the County, its elected officials and departments.

<b>ACTIVITY/SERVICE:</b>	Criminal Prosecution	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,197,909
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
New Indictable Misdemeanor Cases		2965	3000	3000	3013
New Felony Cases		1112	1000	1000	991
New Non-Indictable Cases		1685	1900	2000	2142
Conducting Law Enforcement Training (hrs)		62.5	50	25	24

**PROGRAM DESCRIPTION:**

The County Attorney Office is responsible for the enforcement of all state laws and county ordinances charged in Scott County. The duties of a prosecutor include advising law enforcement in the investigation of crimes, evaluating evidence, preparing all legal documents filed with the court, and participating in all court proceedings including jury and non-jury trials.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will represent the State in all criminal proceedings.	98% of all criminal cases will be prosecuted by the SCAO.	98%	98%	98%	98%
Attorney's Office will have qualified, well-trained attorneys to represent County.	100% of Attorneys will receive a minimum of 15 hrs of CLE (continuing education) annually.	156%	100%	100%	100%
Attorney's Office will diligently work toward achieving justice in all criminal cases.	Justice is accomplished in 100% of criminal cases.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Juvenile	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$945,906
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
New Juvenile Cases - Delinquencies, CINA, Terms, Rejected		615	700	600	540
Uncontested Juvenile Hearings		1397	1300	1500	1452
Evidentiary Juvenile Hearings		207	250	400	402

**PROGRAM DESCRIPTION:**

The Juvenile Division of the County Attorney's Office represents the State in all Juvenile Court proceedings, works with police departments and Juvenile Court Services in resolving juvenile delinquency cases, and works with the Department of Human Services and other agencies in Children in Need of Assistance actions.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office represents the State in juvenile delinquency proceedings.	98% of all juvenile delinquency cases will be prosecuted by the SCAO.	98%	98%	98%	98%
Attorney's Office represents the Department of Human Services in CINA cases.	98% of all juvenile CINA cases will be pursued by the SCAO.	98%	98%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Civil / Mental Health	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$376,649
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Non Litigation Services Intake		184	100	175	171
Litigation Services Intake		391	350	350	338
Non Litigation Services Cases Closed		184	100	175	171
Litigation Services Cases Closed		311	350	350	299
# of Mental Health Hearings		288	325	300	282

**PROGRAM DESCRIPTION:**

Provide legal advice and representation to Scott County Board of Supervisors, elected officials, departments, agencies, school and township officers. Represent the State in Mental Health Commitments.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will provide representation and service as required.	Attorney's Office will defend 90% of County cases in-house. (rather than contracting other attorneys)	90%	90%	90%	90%
Attorney's Office will provide representation at Mental Health Commitment Hearings.	100% representation	100%	100%	100%	100%
Attorney's Office will have qualified, well-trained attorneys to represent County.	100% of Attorneys will receive a minimum of 15 hrs of CLE (continuing education) annually.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Driver License / Fine Collection	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$234,335
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of clients in database		3201	3000	1000	1056
# of driver license defaulted		114	80	100	127
\$ amount collected for county		446,467.00	400,000.00	400,000.00	392,878.00
\$ amount collected for state		527,397.00	500,000.00	500,000.00	949,201.00
\$ amount collected for DOT		2,132.00	5,000.00	5,000.00	6,595.00

**PROGRAM DESCRIPTION:**

The Driver License Reinstatement Program gives drivers the opportunity to get their driver's licenses back after suspension for non-payment of fines. The Delinquent Fine Collection program's purpose is to assist in collecting delinquent amounts due and to facilitate the DL program. The County Attorney's Office is proactive in seeking out candidates, which is a new revenue source for both the County and the State.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will work to assist Scott County residents in obtaining driver licenses after suspension.	Attorney's Office will assist applicants with suspensions 100% of the time.	100%	100%	100%	100%
Attorney's Office will work to assist Scott County residents in paying delinquent fines.	Attorney's Office will grow the program by 1% quarterly.	24%	5%	10%	34%

<b>ACTIVITY/SERVICE:</b>	Victim/Witness Support Service	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$63,557
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# victim packets sent		1879	2000	2000	1962
# victim packets returned		666	600	700	730

**PROGRAM DESCRIPTION:**

The Victim/Witness Program of Scott County provides services to victims of crime and focuses attention on the rights of crime victims. The Victim/Witness Coordinator notifies victims of all proceedings, and provides service referrals and information to victims and witnesses.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will actively communicate with crime victims.	100% of registered crime victims will be sent victim registration information.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Advisory Services	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$215,819
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of walk-in complaints received		63	100	100	28

**PROGRAM DESCRIPTION:**

The County Attorney's Office is available daily from 8:30 am to 11:30 am to assist citizens who wish to consult an assistant county attorney to determine whether criminal charges or other action is appropriate in a given situation. In addition, an attorney is available 24/7 to assist law enforcement officers.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will respond to citizen's requests for information during complaint desk hours.	100% of requests will be addressed.	100%	100%	100%	100%
Attorney's Office will assist law enforcement officers in answering legal questions.	An attorney is on call 24/7, 365 days a year.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Case Expedition	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$63,557
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of entries into jail		7274	7500	7000	6998

**PROGRAM DESCRIPTION:**

The purpose of Case Expeditor is to facilitate inmates' progress through the judicial system.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
The Case Expeditor will review the cases of all inmates in the Scott County Jail to reduce the number of days spent in the jail before movement.	100% of inmate cases are reviewed.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Check Offender Program	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$63,557
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of warrants issued		62	100	40	34
# of defendants taking class		34	40	10	6

**PROGRAM DESCRIPTION:**

The Check Offender Program's goal is to recover full restitution for the merchant without adding to the financial burden of the criminal justice system. Merchants benefit because they receive restitution. First time bad check writers benefit because they receive the opportunity to avoid criminal prosecution. Scott County citizens benefit because the program was established without any additional cost to the taxpayer.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will assist merchants in recovering restitution without the need for prosecution.	County Attorney's Office will attempt to recover restitution 100% of the bad check cases.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Grants	<b>DEPARTMENT:</b>	Attorney		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$16,579
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of new investigations initiated		170	150	150	192
# of State/Federal judicial search warrants served		194	100	100	210
# of defendants arrested for State/Federal prosecution		165	150	150	145
# of community training		21	15	15	17

**PROGRAM DESCRIPTION:**

The County Attorney's Office manages Justice Assistance Grants and Office of Drug Control Policy Grants to assist the Quad-City Metropolitan Enforcement Group in enforcing drug trafficking through a multi-jurisdictional agreement.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attorney's Office will manage QCMEG federal and state grants in a timely fashion.	Fiscal Officer will submit quarterly and annual reports for JAG and/or ODCP awards to maintain grant.	100%	100%	100%	100%
Attorney's Office will manage QCMEG federal and state grants to assist in drug trafficking.	90% of new investigations will result in defendant being arrested for State or Federal prosecution.	90%	100%	100%	100%

## Attorney - Risk Management

Rhonda Oostenryk, Risk Manager



**MISSION STATEMENT:** Investigation and review of all claims and losses, implementing policies or procedures to adjust, settle, resist or avoid future losses; relating liability and worker's compensation issues.

<b>ACTIVITY/SERVICE:</b>	Liability	<b>DEPARTMENT:</b>	Risk Mgmt	12.1202
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$535,580
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
\$40,000 of Claims GL		\$13,097.00	\$40,000.00	\$40,000.00
\$50,000 of Claims PL		\$50,294.00	\$40,000.00	\$40,000.00
\$85,000 of Claims AL		\$23,768.00	\$50,000.00	\$50,000.00
\$20,000 of Claims PR		\$29,303	\$20,000.00	\$20,000
				<b>12 MONTH</b>
				<b>ACTUAL</b>

**PROGRAM DESCRIPTION:**

Tort Liability: A "tort" is an injury to another person or to property, which is compensable under the law. Categories of torts include negligence, gross negligence, and intentional wrongdoing.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Prompt investigation of liability accidents/incidents	To investigate incidents/accidents within 5 days	90%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Schedule of Insurance	<b>DEPARTMENT:</b>	Risk Mgmt	12.1202
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b> \$432,646
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
# of County maintained policies - 15		15	15	15

**PROGRAM DESCRIPTION:**

Schedule of Insurance

Maintaining a list of items individually covered by a policy, e.g., a list of workers compensation, general liability, auto liability, professional liability, property and excess umbrella liability.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Market and Educate underwriters to ensure accurate premiums	Audit Insurance Job Classification codes	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Workers Compensation	<b>DEPARTMENT:</b>	Risk Mgmt		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$163,953
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Claims Opened (new)		28	40	40	51
Claims Reported		69	50	50	64
\$175,000 of Workers Compensation Claims		\$161,242.00	\$225,000.00	\$225,000	\$216,971.00

**PROGRAM DESCRIPTION:**

To ensure that employees who are injured on the job are provided proper medical attention for work related injuries and to determine preventive practices for injuries.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To investigate workers comp claims within 5 days	To investigate 100% of accidents within 5 days	100%	100%	100%	100%

**Auditor's Office**

Roxanna Moritz, County Auditor



**MISSION STATEMENT: To provide timely, accurate, efficient and cost effective services to the taxpayers, voters and real estate customers of Scott County, and to all County Departments, County Agencies and County Employees.**

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>	Auditor		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	244,170
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Maintain administration costs at or below 15% of budget		15.4%	15.0%	15%	11.3%

**PROGRAM DESCRIPTION:**

This program provides overall management of the statutory responsibilities of the Auditor's Office, including prior listed programs and not listed duties, such as clerk to the Board of Supervisors, etc. These responsibilities include establishing policy and setting goals for each individual program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure all statutory responsibilities are met.	Conduct at least 12 meetings with managers to review progress and assess need for new policies.	12	12	12	12
Ensure all statutory responsibilities are met.	Conduct at least 4 meetings with staff from each department to review progress and assess need for new policies.	4	4	4	4

<b>ACTIVITY/SERVICE:</b>	Taxation	<b>DEPARTMENT:</b>	Auditor		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	258,565
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Property Transfers Processed		7,155	8,000	8,000	7,374
Local Government Budgets Certified		49	49	49	49

**PROGRAM DESCRIPTION:**

This program provides: certifies taxes and budgets for all Scott County taxing districts; maintains property tax system regarding transfers, credits, splits, property history, and assists public with property tax changes; maintains correct property valuations for all taxing districts including rollbacks, valuation credits, and TIF district valuation and reconciliation; maintains property plat books and county GIS system.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Certify taxes and budgets.	Meet statutory & regulatory deadlines for certification with 100% accuracy	100%	100%	100%	100%
Process all property transfers.	Process all transfers without errors within 48 hours of receipt of correct transfer documents	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Payroll	<b>DEPARTMENT:</b> Auditor- Business & Finance		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		all employees
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> 262,453
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Number of Employees		687	660	660
Time Cards Processed		17,066	20,000	20,000

**PROGRAM DESCRIPTION:**

This program provides payroll services for all County Departments, County Assessor, County Library and SECC. Services include processing payroll; calculation and payment of payroll liabilities including payroll taxes, retirement funds, and other withholdings; ensure all Federal and State payroll laws are followed; present payroll to the Board for approval pursuant to the Code of Iowa.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Pay all employees correctly and timely.	All employees are paid correctly and on time.	100%	100%	100%	100%
Pay all payroll liabilities on time and correctly. This includes taxes, and other withholdings.	Occur no penalties for late payments.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Accounts Payable	<b>DEPARTMENT:</b> Auditor- Business & Finance			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	197,899
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Invoices Processed		23,982	23,000	23,000	24,902

**PROGRAM DESCRIPTION:**

This program provides accounts payable services for all County Departments, County Assessor, County Library and SECC; audits all claims submitted for payment; verifies claims for conformance to County policy and applicable laws; processes warrants and accounts for all expenditures in the general ledger; claims are presented for Board approval according to the Code of Iowa.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To process all claims correctly and according to policies and procedures.	Have all claims correctly processed and paid.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Expenditure Ledger	<b>DEPARTMENT:</b> Auditor - Business & Finance		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b> 01 General	<b>BUDGET:</b>	10,837
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Number of Account Centers		9,172	9,000	9,000
Number of Accounting Adjustments		16	25	0

**PROGRAM DESCRIPTION:**

This program is responsible for the general accounting of expenditures in the general ledger of the County and is responsible for all changes therein.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To make sure the General Ledger properly reflects all expenditures and receipts.	Make sure all adjustments are proper according to accounting policies and procedures.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Commissioner of Elections	<b>DEPARTMENT:</b> Auditor-Elections			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVE</b>		171,616	
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b>	01 General	<b>BUDGET:</b>	510,690
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Conduct 4 county-wide elections		4	1	1	1

**PROGRAM DESCRIPTION:**

This program prepares and supervises ballot printing and voting machine programming; orders all election supplies; employs and conducts schools of instructions for precinct election officials; prepares and monitors the processing of absentee ballots; receives nomination papers and public measure petitions to be placed on the ballot; acts as Clerk to Board of Election Canvassers and Special Voter Precinct Board.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Contract for and arrange facilities for election day and early voting polling places.	Insure 100% of polling places meet legal accessibility requirements or receive waivers from the Secretary of State.	100%	100%	100%	100%
Receive and process all absentee ballot requests for all elections.	Process and mail ballots to 100% of voters who submit correct absentee ballot requests in accordance with State law.	100%	100%	100%	100%
Insure precinct election officials are prepared to administer election laws for any given election.	Conduct election official training before major elections.	4	1	1	1

<b>ACTIVITY/SERVICE:</b>	Registrar of Voters	<b>DEPARTMENT:</b> Auditor -Elections		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Core Service with PRIDE	<b>FUND:</b> 01 General	<b>BUDGET:</b> 140,000	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Maintain approximately 125,000 voter registration files		124,844	128,000	128,000

**PROGRAM DESCRIPTION:**

This program works with the statewide I-VOTERS system; maintains current records of residents desiring to vote; verifies new applicants are legally eligible to vote; purges records of residents no longer legally eligible to vote; prepares lists of qualified voters for each election to insure only those qualified to vote actually do vote; reviews election day registrants to insure their qualifications to vote.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure new voters have opportunity to vote.	All new registrations are verified, processed and voters sent confirmation by legal deadlines.	100%	100%	100%	100%
Ensure all statutory responsibilities are met.	Process all voter registrations received from all agencies and maintain current registration file.	100%	100%	100%	100%
Ensure all statutory responsibilities are met.	Compliance with state and federal election laws.	100%	100%	100%	100%



## Community Services

Lori Elam, Community Services Director



**MISSION STATEMENT:** The Community Services Department provides funding for a variety of social services, including MH/DD services, Veteran's services, General Assistance and Substance Use services, for individuals and their families.

<b>ACTIVITY/SERVICE:</b>	Community Services Administration	<b>DEPARTMENT:</b>		CSD 17.1701
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171,616
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	10 MHDD	<b>BUDGET:</b> \$120,266
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>12 MONTH</b>
			<b>PROJECTED</b>	<b>ACTUAL</b>
Number of outside programs/educational activities/workgroups or board meetings attended/participated in or requested by outside entity	304	265	265	347
Number of appeals requested from Scott County Consumers	0	2	2	0
Number of Exceptions Granted	1	5	5	0
Total MH/DD Administration budget	\$132,810	\$120,266	\$120,266	\$150,246
Administration cost as percentage of MH/DS Budget	1.4%	3.1%	3.1%	3.5%

**PROGRAM DESCRIPTION:**

To provide administration and representation of the department, including administration of the MH/DD budget within the Eastern Iowa MH/DS region, the Veteran Services Program, the General Assistance Program, the Substance Use Program and other social services and institutions.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To monitor MH/DS funding within Scott County to ensure cost-effective services are assisting individuals to live as independently as possible.	Review all of the "Exception to Policy" cases with the Management Team of the MH Region to ensure the Management Policy and Procedures manual is being followed as written, policies meet the community needs and that services are cost-effective.	1 Case Reviewed	5 Cases Reviewed	5 Cases Reviewed	1 Case Reviewed

<b>ACTIVITY/SERVICE:</b>	General Assistance Program	<b>DEPARTMENT:</b>	CSD 17.1701		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$435,953
<b>OUTPUTS</b>		<b>2015-16 ACTUAL</b>	<b>2016-17 BUDGETED</b>	<b>2016-17 PROJECTED</b>	<b>12 MONTH ACTUAL</b>
# of applications requesting financial assistance		929	1000	1000	806
# of applications approved		416	550	450	292
# of approved clients pending Social Security approval		15	22	22	6
# of individuals approved for rental assistance (unduplicated)		264	210	210	186
# of burials/cremations approved		89	75	75	101
# of families and single individuals served		Families 328 Singles 543	Families 345 Singles 655	Families 345 Singles 655	Families 278 Singles 487
# of cases denied to being over income guidelines		73	80	100	112
# of cases denied/incomplete app and/or process		279	350	350	367

**PROGRAM DESCRIPTION:**

To provide financial assistance to meet the needs of persons who are poor as defined in Iowa Code Chapter 252.25 and 252.27 (have no property, unable to earn a living due to a physical or mental disability) and who are not currently eligible for federal or state public assistance.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16 ACTUAL</b>	<b>2016-17 BUDGETED</b>	<b>2016-17 PROJECTED</b>	<b>12 MONTH ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide financial assistance (rent, utilities, burial, direct assist) to 1200 individuals (applicants) as defined by Iowa Code Chapter 252.25 during the year.	To grant assistance averaging no more than \$650 per applicant approved.	\$609.75	\$650.00	\$650.00	\$815.48
To provide financial assistance to individuals as defined by Iowa Code Chapter 252.25.	To provide at least 400 referrals on a yearly basis to individuals who don't qualify for county assistance.	730	400	800	821
To maintain the Community Services budget in order to serve as many Scott County citizens as possible.	Review quarterly General Assistance expenditures verses budgeted amounts (1701).	\$449,317 or 91% of budget	\$432,953	\$432,953	\$381,380 or 87% of budget

<b>ACTIVITY/SERVICE:</b>	Veteran Services		<b>DEPARTMENT:</b>	CSD 17.1702	
<b>BUSINESS TYPE:</b>	Core Service		<b>RESIDENTS SERVED:</b>	171,616	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$151,196
OUTPUTS		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
# of requests for veteran services (federal/state)		1614	1460	1460	1212
# of applications for county assistance		97	100	100	77
# of applications for county assistance approved		72	80	80	60
# of outreach activities		58	70	70	49
# of burials/cremations approved		23	20	20	13
Ages of Veterans seeking assistance:					
Age 18-25		27	35	35	28
Age 26-35		182	150	150	135
Age 36-45		180	150	150	146
Age 46-55		226	250	250	194
Age 56-65		310	320	320	188
Age 66 +		689	555	555	521
Gender of Veterans: Male : Female		1414:200	1280:180	1280:180	1056:156

**PROGRAM DESCRIPTION:**

To provide outreach and financial assistance to Scott County veterans and their families, in addition to providing technical assistance in applying for federal veteran benefits.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide public awareness/outreach activities in the community.	Will reach out to at least 200 Veterans/families each quarter (1000 annually).	963	800	800	1560
To provide public awareness/outreach activities in the community.	Will increase the number of veteran requests for services (federal/state) by 200 annually. (New, first time veterans applying for benefits)	823	1110	900	606
To provide financial assistance (rent, burial, utilities, direct assist) to veterans as defined in Iowa Code Chapter 35B.	To grant assistance averaging no more than \$620 per applicant.	\$850.86	\$620.00	\$620.00	\$572.36
To reduce Veterans use of county assistance/funding by increasing access to federal financial benefits.	The number of Veterans utilizing county funding/number of Veterans who qualified for federal benefits.	72/97	75/100	75/100	60/67

<b>ACTIVITY/SERVICE:</b>	Substance Related Disorder Services	<b>DEPARTMENT:</b>	CSD 17.1703		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	02 Supplemental	<b>BUDGET:</b>	\$97,100
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of involuntary substance use commitments filed		182	200	200	149
# of SA adult commitments		134	150	150	118
# of SA children commitments		34	50	40	13
# of substance abuse commitment filings denied		14	5	5	18
# of hearings on people with no insurance		23	15	15	19

**PROGRAM DESCRIPTION:**

To provide funding for emergency hospitalizations, commitment evaluations for substance related disorders according to Iowa Code Chapter 125 for Scott County residents and for certain children's institutions.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide mandated court ordered SA evaluations in the most cost effective manner possible.	The cost per evaluation will be no greater than \$500.00	\$409.70	\$500.00	\$500.00	\$280.44
To maintain the Community Services budget in order to serve as many Scott County citizens with substance related disorders as possible.	Review quarterly substance related commitment expenditures verses budgeted amounts.	\$68,829 or 71% of the budget	\$97,100	\$97,100	\$36,738 or 46% of the budget

<b>ACTIVITY/SERVICE:</b>	MH/DD Services	<b>DEPARTMENT:</b>	CSD 17.1704		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171,616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	10 MHDD	<b>BUDGET:</b>	\$4,923,768
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of involuntary mental health commitments filed		341	410	410	342
# of adult MH commitments		243	325	325	255
# of juvenile MH commitments		78	75	75	56
# of mental health commitment filings denied		19	10	25	31
# of hearings on people with no insurance		19	20	20	25
# of protective payee cases		398	415	415	408
# of Crisis situations requiring funding/care coordination		55	120	120	67
# of funding requests/apps processed- ID/DD and MI		1185	1050	1050	982

**PROGRAM DESCRIPTION:**

To provide services as identified in the Scott County MH/DD Management Plan to persons with a diagnosis of mental illness, mental retardation, and other developmental disabilities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide mandated court ordered MH evaluations in most cost effective manner possible.	The cost per evaluation will be no greater than \$510.00.	\$1,412.66	\$510.00	\$510.00	\$1,469.48
To keep the costs of mental health commitment orders at a minimum level to ensure other services such as residential, vocational and community supports are fully funded.	Review quarterly mental health commitment expenditures verses budgeted amounts.	\$453,464	\$181,775	\$350,000	\$457,009
To maintain a Protective Payee program, through fees, that will be self-sufficient.	There will be at least 415 payee cases and fee amounts of \$43,825 each quarter to cover the costs of staff and supplies.	398 cases/ \$165,722 in fees total (\$41,431 per quarter)	415 cases/ \$43,825 in fees per quarter	415 cases/ \$43,825 in fees per quarter	408 cases/ \$162,662 in total fees for the year (\$40,666 per quarter)

# Conservation Department

Roger Kean, Conservation Director



**MISSION STATEMENT:** To improve the quality of life and promote and preserve the health, welfare and enjoyment for the citizens of Scott County and the general public by acquiring, developing, operating, and preserving the historical, educational, environmental, recreational and natural resources of the County.

<b>ACTIVITY/SERVICE:</b>	Administration/Policy Development		<b>DEPT/PROG:</b>	Conservation 1800	
<b>BUSINESS TYPE:</b>	Core Service		<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$515,853
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Appropriations managed-Fund 101,102 (net of golf)		\$3,812,983	\$3,533,918	\$3,597,004	\$3,367,791
Total FTEs managed		27	27	27	27
Administration costs as percent of department total.		18%	12%	15%	14%
REAP Funds Received		\$61,149	\$61,149	\$62,876	\$62,876
Total Acres Managed		2,496	2,496	2,496	2,496

**PROGRAM DESCRIPTION:**

In 1956 the citizens of Scott County authorized the creation of the Conservation Board, which was charged with the responsibility of administering and developing a park system that meets the recreational, environmental, historical, and educational needs of the County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide the most efficient planning, analysis, and construction coordination for all Conservation CIP projects	Insure that a minimum of 90% of all capital projects are completed within budgeted amount and the scheduled time frame.	75%	90%	90%	78%
Increase the number of people reached through social media, email newsletters, and press releases	Increase number of customers receiving electronic notifications to 2,600 for events, specials, and Conservation information	2,797	2,600	3,200	3,848
Budget preparation and oversight of the park and golf services	To maintain a balanced budget for all depts by ensuring that we do not exceed 100% of appropriations	92%	100%	100%	91%

<b>ACTIVITY/SERVICE:</b>	Recreational Services	<b>DEPT/PROG:</b> 1801,1805,1806,1807,1808,1809		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVE</b>		171616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$620,937
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Total Camping Revenue		\$795,492	\$670,000	\$850,000
Total Facility Rental Revenue		\$73,068	\$75,000	\$81,080
Total Concession Revenue		\$158,277	\$168,300	\$163,300
Total Entrance Fees (beach/pool, Cody, Pioneer Village)		\$214,060	\$208,000	\$212,000
				<b>12 MONTH</b>
				<b>ACTUAL</b>

**PROGRAM DESCRIPTION:**

This program is responsible for providing facilities and services to the public for a wide variety of recreational opportunities and to generate revenue for the dept.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide a high quality camping experience throughout the recreational season at SCP, WLP & BSP	To maintain a 40% occupancy per year for all camping sites	43%	40%	40%	41%
To provide a high quality rental facilities (i.e. shelters, cabins, etc) for public use.	To maintain a 36% occupancy per year for all rental facilities	37%	36%	36%	34%
To provide adequate aquatic recreational opportunities.	To increase attendance at the Beach and Pool	42,924	46,000	46,000	31,474
To continue to provide high quality swim lessons at the Scott County Park pool	Through use of an evaluation tool for parents and participants attending swim lessons achieve a minimum of a 95% satisfaction rating	98.5%	95.0%	95.0%	100.0%

<b>ACTIVITY/SERVICE:</b>	Maintenance of Assets - Parks	<b>DEPT/PROG:</b> 1801,1805,1806,1807,1808,1809		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$1,526,858
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Total vehicle and equipment repair costs (not including salaries)		\$63,667	\$64,471	\$70,471
Total building repair costs (not including salaries)		\$13,519	\$15,677	\$16,750
Total maintenance FTEs		7	7	7

**PROGRAM DESCRIPTION:**

This program involves the daily maintenance of all equipment, facilities, and grounds owned and operated by the Conservation Board.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To obtain the highest customer satisfaction ratings possible related to the maintenance aspects of the dept.	Achieve 100% customer satisfaction on all correspondence, surveys, and comment cards associated with maintenance activities.	100%	100%	100%	100%
To encourage the use of environmentally safe (green) maintenance products utilized throughout the dept.	To increase the number of green products to represent 30% of all maintenance products utilized.	64%	30%	88%	88%
Equipment Maintenance	80% of equipment replaced according to department equipment schedule	100.0%	100.0%	100.0%	100.0%



<b>ACTIVITY/SERVICE:</b>	Public Safety-Customer Service	<b>DEPT/PROG:</b> Conservation 1801,1809			
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 171616			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$265,458		
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of special events or festivals requiring ranger assistance		19	20	20	27
Number of reports written.		19	60	60	21
Number of law enforcement and customer service personnel (seasonal & full-time)		102	102	102	102

**PROGRAM DESCRIPTION:**

This program involves the law enforcement responsibilities and public relations activities of the department's park ranger staff.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase the number of natural resource oriented public programs facilitated, attended, or conducted by ranger staff.	Involvement in public programs per year (for example: hunter & boater safety programs, fishing clinics, etc.)	26	12	12	24
Elimination of complaints associated with enforcement actions by our ranger staff.	Decrease the number of complaints received due to the enforcement action or public contact with ranger staff.	0	3	3	0
Provide safe and secure environment for the public while utilizing all Conservation Board facilities.	To reduce the number of accidents involving the public and that expose the County to liability	0	3	3	0

<b>ACTIVITY/SERVICE:</b>	Environment Education/Public Programs	<b>DEPT/PROG:</b>	Conservation 1805		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED: 171616</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$324,668
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of programs offered		272	220	220	229
Number of school contact hours		12,991	22,657	22,657	11,873
Number of people served.		19,796	30,000	30,000	18,333
Operating revenues generated (net total intergovt revenue)		17,347	14,276	16,500	11,680
Classes/Programs/Trips Cancelled due to weather		6	3	3	12

**PROGRAM DESCRIPTION:**

This program involves the educational programming and facilities of the Wapsi River Environmental Education Center.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To educate the general public about the environment, the need to preserve our natural resources, and the value of outdoor recreation.	To maintain 100% satisfaction through comment cards and evaluations received from all public programs.	100%	100%	100%	100%
To provide schools with environmental education and outdoor recreation programs that meet their Iowa Core needs.	100% of all Iowa school programs will meet at least 1 Iowa Core requirement.	100%	100%	100%	100%
To provide the necessary programs to advance and support environmental and education professionals in their career development.	To provide at least two career opportunities that qualify for their professional certification and development needs.	8	4	4	5

<b>ACTIVITY/SERVICE:</b>	Historic Preservation & Interpretation	<b>DEPT/PROG:</b> Conservation 1806,1808		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED: 171616</b>		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$275,211
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Total revenue generated		\$91,524	\$92,147	\$89,947
Total number of weddings per year at Olde St Ann's Church		51	60	60
Pioneer Village Day Camp Attendance		397	350	400
				422

**PROGRAM DESCRIPTION:**

This program involves the programming and facilities of the Walnut Grove Pioneer Village and the Buffalo Bill Cody Homestead that are dedicated to the historical preservation and education of pioneer life in Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To have as many people as possible enjoy the displays and historical educational festivals provided at each site	To increase annual attendance	20,076	20,000	20,000	20,571
To collect sufficient revenues to help offset program costs.	To increase annual revenues from last year's actual	\$91,524 (+3.8%)	1%	1%	\$99,464 (+8.7%)
To increase presentations to outside groups and local festivals to acquaint the public about Pioneer Village and Cody Homestead's purpose and goals	To increase the number of new tours/presentations	30	35	35	44

<b>ACTIVITY/SERVICE:</b>	Golf Operations	<b>DEPT/PROG:</b> Conservation 1803,1804			
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED: 171616</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$1,196,166	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	
				<b>12 MONTH</b>	
				<b>ACTUAL</b>	
Total number of golfers/rounds of play		27,858	30,000	30,000	26,456
Total course revenues		\$1,009,980	\$1,106,900	\$1,107,200	\$1,050,000
Total appropriations administered		\$927,213	\$1,053,324	\$1,196,166	\$978,744
Number of Outings/Participants		39/2,769	42/3012	42/3012	42/2690
Number of days negatively impacted by weather		33	40	40	31

**PROGRAM DESCRIPTION:**

This program includes both maintenance and clubhouse operations for Glynn's Creek Golf Course.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To provide a quality golfing experience for our customers and the citizens of Scott County.	To maintain 100% customer satisfaction from all user surveys and comment cards.	100%	100%	100%	100%
To increase revenues to support program costs	Golf course revenues to support 100% of the yearly operation costs	\$93,621	\$0	\$0	(\$39,664)
To provide an efficient and cost effective maintenance program for the course	To maintain course maintenance costs at \$22.70 per round	\$17.59	\$22.70	\$22.70	\$18.42
Increase profit margins on concessions	Increase profit levels on concessions to 65%	62%	65%	65%	58%

# Facility and Support Services



Tammy Speidel, Director

**MISSION STATEMENT:** It is the mission of the Facility and Support Services Department to provide high quality, cost effective services in support of the core services and mission of Scott County Government. Our services include capital asset management (capital planning, purchasing and life-cycle services), facility operations services (maintenance and custodial) and office operations support (mail, document imaging and printing).

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 124,520
<b>OUTPUTS</b>		<b>2015-16 ACTUAL</b>	<b>2016-17 BUDGETED</b>	<b>2016-17 PROJECTED</b>	<b>12 MONTH ACTUAL</b>
Total percentage of CIP projects on time and with in budget.		87	85	85	88
Maintain total departmental cost/square foot at FY10 levels (combined maint/custodial)		\$ 3.83	\$ 6.50	\$ 6.00	\$ 4.09

**PROGRAM DESCRIPTION:**

To provide administrative support for all other department programs. This program manages capital improvement efforts.

PERFORMANCE MEASUREMENT		2015-16 ACTUAL	2016-17 BUDGETED	2016-17 PROJECTED	12 MONTH ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To reduce output of CO2 by 200,000 pounds in the next fiscal year.	To reduce our organizations carbon footprint and environmental impact - CO2 output is one measure of our effectiveness.	1,300,687	200,000	N/A	NA
To reduce total energy consumption by 2 % per square foot in the next fiscal year.	To reduce our consumption of energy, again one measure of our environmental impact - this will effectively reduce our on-going costs as well.	-1%	2%	0%	-1%

<b>ACTIVITY/SERVICE:</b>	Maintenance of Buildings	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 1,931,792
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of total man hours spent in safety training		73.5	190	160	330
Average # of PM inspections performed quarterly- per location		129	100	100	148
Total maintenance cost per square foot		\$1.80	\$2.50	\$ 2.50	\$1.99

**PROGRAM DESCRIPTION:**

To maintain the organizations real property and assets in a proactive manner. This program supports the organizations green initiatives by effectively maintaining equipment to ensure efficiency and effective use of energy resources. This program provides prompt service to meet a myriad of needs for our customer departments/offices and visitors to our facilities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintenance Staff will make first contact on 90% of routine non-jail work orders within 5 working days of staff assignment.	To be responsive to the workload from our non-jail customers.	98%	90%	93%	94%
Maintenance Staff will strive to do 30% of work on a preventive basis.	To do an increasing amount of work in a scheduled manner rather than reactive.	26%	30%	26%	43%
Maintenance Staff will strive to complete 90% of routine jail work orders within 5 working days of staff assignment.	To be responsive to the workload from the jail facility.	96%	90%	92%	96%

<b>ACTIVITY/SERVICE:</b>	Custodial Services	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 692,079
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of square feet of hard surface floors maintained		527,450	525,000	525,000	560,208
Number of square feet of soft surface floors maintained		205,816	20,000	200,000	152,369
Number of Client Service Worker hours supervised		3394	2000	3000	3952
Total Custodial Cost per Square Foot		\$2.03	4	3	\$2.10

**PROGRAM DESCRIPTION:**

To provide a clean and sanitary building environment for our customer departments/offices and the public. This program has a large role in supporting the organization-wide green initiative by administering recycling and green cleaning efforts. This program administers physical building security and access control.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To receive 6 or fewer complaints per month on average.	To provide internal and external customers a clean environment and to limit the amount of calls for service from non custodial staff.	5	6	6	6
Divert 85000 pounds of waste from the landfill by: shredding confidential info, recycling cardboard, plastic & metals, kitchen grease	To continually reduce our output of material that goes to the landfill.	123,607	85,000	85,000	142,601
Perform annual green audit on 40% of FSS cleaning products.	To ensure that our cleaning products are "green" by current industry standards.	42%	40%	40%	44%

<b>ACTIVITY/SERVICE:</b>	Support Services	<b>DEPARTMENT:</b>	FSS		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 841,071
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>	
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>	
Actual number of hours spent on imaging including quality control and doc prep	2059	2200	1200	1603	
Number of PO's issued	N/A	N/A	N/A	N/A	

**PROGRAM DESCRIPTION:**

To provide support services to all customer departments/offices including: purchasing, imaging, print shop, mail, reception, pool car scheduling, conference scheduling and office clerical support. This program supports the organizations "green" initiatives by managing the purchase and use of eco-friendly products, encouraging reduced usage of commodities and promoting "green-friendly" business practices.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Print Shop will recommend, to requesting department or agency, cost savings alternatives on at least 8% of print shop requests received.	This will result in the suggestion of cost savings methods on copy jobs that are received in the print shop which would result in savings on copy costs.	6.50%	8.00%	7.00%	4.70%
Imaging staff will perform imaging, quality control, and release functions on at least 85% of all records that have been doc prepped within 10 weeks of the doc prep process.	Items will be available to the end user on line within designated amount of time after doc prep tasks. This will allow ease of record lookup.	20%	85%	N/A	N/A
Puchasing will recommend the purchase of remanufactured toner cartridges vs. OEM toner cartridges for all county supported printers.	Acutal costs savings between remanufactured vs OEM will be tracked. This will allow for ensuring budget dollars are utilized in the most efficient manner.	N/A	\$12,400.00	N/A	N/A



# Health Department



Ed Rivers, Director

**MISSION STATEMENT:** The Scott County Health Department is committed to promoting, protecting and preserving the health of the community by providing leadership and direction as advocates for the individual, the family, the community and the environment we serve.

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPARTMENT:</b>	Health/1000		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$2,141,227
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Annual Report		1	1	1	1
Minutes of the BOH Meeting		10	10	11	11
BOH Contact and Officer Informational Report		1	1	1	1
Number of grant contracts awarded.		17	15	19	22
Number of subcontracts issued.		10	8	9	9
Number of subcontracts issued according to funder guidelines.		10	8	9	9
Number of subcontractors.		3	3	3	3
Number of subcontractors due for an annual review.		3	3	3	3
Number of subcontractors that received an annual review.		3	3	3	3
Total number of consumers reached with education.		11575	6855	13460	12459
Number of consumers receiving face-to-face educational information about physical, behavioral, environmental, social, economic or other issues affecting health.		6544	4457	4430	4612
Number of consumers receiving face-to-face education reporting the information they received will help them or someone else to make healthy choices.		6394	4011	4341	4371

**PROGRAM DESCRIPTION:**

Iowa Code Chapter 137 requires each county maintain a Local Board of Health. One responsibility of the Board of Health is to assure compliance with grant requirements-programmatically and financially. Another is to educate the community through a variety of methods including media, marketing venues, formal educational presentations, health fairs, training, etc.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide guidance, information and updates to Board of Health as required by Iowa Code Chapter 137.	Board of Health will meet at least six times per year as required by law.	10	10	11	11
Delivery of public health services through subcontract relationships with community partners.	Subcontracts will be issued according to funder guidelines.	100%	100%	100%	100%
Subcontractors will be educated and informed about the expectations of their subcontract.	Subcontractors will receive an annual programmatic review.	100%	175%	100%	100%
Scott County residents will be educated on issues affecting health.	Consumers receiving face-to-face education report that the information they received will help them or someone else to make healthy choices.	98%	90%	98%	95%

<b>ACTIVITY/SERVICE:</b>	Animal Bite Rabies Risk Assessment and Recommendations for Post Exposure Prophylaxis	<b>DEPARTMENT:</b> Health/2015			
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>		171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$64,484.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of exposures that required a rabies risk assessment.		199	175	230	213
Number of exposures that received a rabies risk assessment.		199	166	228	213
Number of exposures determined to be at risk for rabies that received a recommendation for rabies post-exposure prophylaxis.		199	166	228	213
Number of health care providers notified of their patient's exposure and rabies recommendation.		38	45	60	57
Number of health care providers sent a rabies treatment instruction sheet at the time of notification regarding their patient's exposure.		38	45	60	57

**PROGRAM DESCRIPTION:**

Making recommendations for post-exposure prophylaxis treatment for individuals involved in animal bites or exposures.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide a determination of rabies risk exposure and recommendations.	Reported exposures will receive a rabies risk assessment.	100%	95%	99%	100%
Provide a determination of rabies risk exposure and recommendations.	Exposures determined to be at risk for rabies will have a recommendation for rabies post-exposure prophylaxis.	100%	100%	100%	100%
Health care providers will be informed about how to access rabies treatment.	Health care providers will be sent an instruction sheet on how to access rabies treatment at the time they are notified of their patient's bite/exposure.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Childhood Lead Poisoning Prevention	<b>DEPARTMENT:</b> Health/2016		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$136,261.00
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl.	19	22	22	17
Number of children with a capillary blood lead level of greater than or equal to 15 ug/dl who receive a venous confirmatory test.	19	21	21	17
Number of children who have a confirmed blood lead level of greater than or equal to 15 ug/dl.	9	13	13	10
Number of children who have a confirmed blood lead level of greater than or equal to 15 ug/dl who have a home nursing or outreach visit.	9	13	13	10
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	4	4	5	4
Number of children who have a confirmed blood lead level of greater than or equal to 20 ug/dl who have a complete medical evaluation from a physician.	4	4	5	4
Number of environmental investigations completed for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	9	6	11	9
Number of environmental investigations completed, within IDPH timelines, for children who have a confirmed blood lead level of greater than or equal to 20 ug/dl.	9	6	11	9
Number of environmental investigations completed for children who have two confirmed blood lead levels of 15-19 ug/dl.	4	8	4	7
Number of environmental investigations completed, within IDPH timelines, for children who have two confirmed blood lead levels of 15-19 ug/dl.	4	8	4	7
Number of open lead properties.	12	20	20	19
Number of open lead properties that receive a reinspection.	27	40	30	42
Number of open lead properties that receive a reinspection every six months.	27	40	30	42
Number of lead presentations given.	6	5	5	5

**PROGRAM DESCRIPTION:**

Provide childhood blood lead testing and case management of all lead poisoned children in Scott County. Conduct environmental health inspections and reinspections of properties where children with elevated blood lead levels live. SCC CH27, IAC 641, Chapter 67,69,70.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUALS
OUTCOME:	EFFECTIVENESS:				
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Children with capillary blood lead levels greater than or equal to 15 ug/dl receive confirmatory venous blood lead measurements.	100%	95%	95%	100%
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Ensure children with confirmed blood lead levels greater than or equal to 15 ug/dl receive a home nursing or outreach visit.	100%	100%	100%	100%
Children identified with blood lead levels greater than or equal to 10 micrograms per deciliter receive services as appropriate for the blood lead level.	Ensure children with venous blood lead levels greater than or equal to 20 ug/dl receive a complete medical evaluation from a physician.	100%	100%	100%	100%
Assure that elevated blood lead inspections are conducted by certified elevated blood lead inspectors/risk assessors employed by or under contract with a certified elevated blood lead inspection agency.	Complete environmental investigations for children having a single venous blood lead level greater than or equal to 20 ug/dl according to required timelines.	100%	100%	100%	100%
Assure that elevated blood lead inspections are conducted by certified elevated blood lead inspectors/risk assessors employed by or under contract with a certified elevated blood lead inspection agency.	Complete environmental investigations of homes associated with children who have two venous blood lead levels of 15-19 ug/dl according to required timelines.	100%	100%	100%	100%
Ensure that lead-based paint hazards identified in dwelling units associated with an elevated blood lead child are corrected.	Ensure open lead inspections are re-inspected every six months.	100%	100%	100%	100%
Assure the provision of a public health education program about lead poisoning and the dangers of lead poisoning to children.	By June 30, five presentations on lead poisoning will be given to target audiences.	120%	180%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Communicable Disease	<b>DEPARTMENT:</b> Health/2017			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$72,304.00	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	
				<b>12 MONTH</b>	
				<b>ACTUALS</b>	
Number of communicable diseases reported.		1853	1750	1535	1593
Number of reported communicable diseases requiring investigation.		335	340	275	258
Number of reported communicable diseases investigated according to IDPH timelines.		335	340	275	258
Number of reported communicable diseases required to be entered into IDSS.		335	340	275	258
Number of reported communicable diseases required to be entered into IDSS that were entered within 3 business days.		335	333	272	258
Number of cases of perinatal Hepatitis B reported.		12	3	3	2
Number of cases of perinatal Hepatitis B who receive verbal and written communication regarding HBV prevention.		12	3	3	2
Number of cases of perinatal Hepatitis B who receive verbal and written communication regarding HBV prevention within 5 business days.		12	3	3	2
Number of cases of perinatal Hepatitis B who received education that have recommendations sent to birthing facility and pediatrician.		12	3	3	2

**PROGRAM DESCRIPTION:**

Program to investigate and prevent the spread of communicable diseases and ensure proper treatment of disease. Also includes the investigation of food borne outbreaks. Ch 139 IAC

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Stop or limit the spread of communicable diseases.	Initiate communicable disease investigations of reported diseases according to Iowa Department of Public Health guidelines.	100%	100%	100%	100%
Assure accurate and timely documentation of communicable diseases.	Cases requiring follow-up will be entered into IDSS (Iowa Disease Surveillance System) within 3 business days.	98%	100%	99%	100%
Prevent perinatal transmission of Hepatitis B.	Reported perinatal cases will receive verbal and written communication on HBV and HBV prevention for the baby within 5 business days.	100%	100%	100%	100%
Prevent perinatal transmission of Hepatitis B.	Perinatal Hep B cases will have recommendations sent to birthing facility and pediatrician.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Community Transformation	<b>DEPARTMENT:</b>		Health/2038	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$78,679	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of Be Healthy QC Committee and Subcommittee meetings related to Community Transformation efforts held.		13	9	3	3
Number of Be Healthy QC Committee and Subcommittee meeting related to Community Transformation efforts held that are attended by a Scott County Health Department staff member.		13	9	2	2
Number of worksites where a wellness assessment is completed.		5	3	6	6
Number of worksites that made a policy or environmental improvement identified in a workplace wellness assessment.		8	3	6	8
Number of communities where a community wellness assessment is completed.		4	1	2	2
Number of communities where a policy or environmental improvement identified in a community wellness assessment is implemented.		4	1	1	1

**PROGRAM DESCRIPTION:**

Create environmental and systems changes at the community level that integrate public health, primary care, worksite and community initiatives to help prevent chronic disease through good nutrition and physical activity.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Efforts of the Community Transformation Grant will be guided by a diverse community coalition.	A Scott County Health Department staff person will attend Be Healthy QC Committee and Subcommittee meetings to assure the groups are updated on CTG activities.	100%	100%	67%	67%
Workplaces will implement policy or environmental changes to support employee health and wellness.	Workplaces will implement policy or environmental changes to support employee health and wellness.	100%	100%	100%	133%
Communities will implement policy or environmental changes to support community health and wellness.	CTG targeted communities will implement evidence based recommendations for policy or environmental change based upon assessment recommendations.	100%	33%	50%	50%

<b>ACTIVITY/SERVICE:</b>	Correctional Health	<b>DEPARTMENT:</b> Health/2006		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$1,437,440
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
				<b>12 MONTH</b>
				<b>ACTUALS</b>
Number of inmates in the jail greater than 14 days.		1349	1164	1368
Number of inmates in the jail greater than 14 days with a current health appraisal.		1343	1140	1354
Number of inmate health contacts.		31310	31000	32939
Number of inmate health contacts provided in the jail.		31005	30380	32610
Number of medical requests received.		7661	7400	8000
Number of medical requests responded to within 48 hours.		7654	7400	7993

**PROGRAM DESCRIPTION:**

Provide needed medical care for all Scott County inmates 24 hours a day. Includes passing of medication, sick call, nursing assessments, health screenings and limited emergency care.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Inmates are screened for medical conditions that could impact jail operations.	Inmates who stay in the facility greater than 14 days will have a current health appraisal (within 1st 14 days or within 90 days of current incarceration date).	100%	98%	99%	100%
Medical care is provided in a cost-effective, secure environment.	Maintain inmate health contacts within the jail facility.	99%	98%	98%	99%
Assure timely response to inmate medical requests.	Medical requests are reviewed and responded to within 48 hours.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Child Health Program	<b>DEPARTMENT:</b> Health/2032			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$262,681	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of families who were informed of Medicaid benefits.	5761	5348	5200	5071	
Number of families who received an inform completion.	2422	2020	2028	2067	
Number of children in agency home.	779	809	735	2102	
Number of children with a medical home as defined by the Iowa Department of Public Health.	663	807	625	1214	
Number of developmental screens completed for children under the age of 5.	7	7	3	2	
Number of developmental screens completed for children under the age of 5 that identify an area of concern and the need for a referral.	4	4	2	1	
Number of referrals made to the Mississippi Bend Area Education Agency for children identified with an area of concern.	4	4	2	1	

**PROGRAM DESCRIPTION:**

Promote health care for children from birth through age 21 through services that are family-centered, community based, collaborative, comprehensive, coordinated, culturally competent and developmentally appropriate.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure Scott County families (children) are informed of the services available through the Early Periodic Screening Diagnosis and Treatment (EPSDT) Program.	Families will be contacted to ensure they are aware of the benefits available to them through the EPSDT program through the inform completion process.	43%	38%	39%	41%
Ensure EPSDT Program participants have a routine source of medical care.	Children in the EPSDT Program will have a medical home.	85%	90%	85%	58%
Areas of potential developmental delay will be identified.	Children identified through the EPSDT with a potential developmental delay will be referred for early intervention services.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Emergency Medical Services	<b>DEPARTMENT:</b>	Health/2007		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$104,015
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of ambulance services required to be licensed in Scott County.		7	7	7	7
Number of ambulance service applications delivered according to timelines.		7	7	0	0
Number of ambulance service applications submitted according to timelines.		7	7	7	7
Number of ambulance service licenses issued prior to the expiration date of the current license.		7	7	7	7

**PROGRAM DESCRIPTION:**

Issuing licenses and defining boundaries according to County Code of Ordinances Chapter 28.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide licensure assistance to all ambulance services required to be licensed in Scott County.	Applications will be delivered to the services at least 90 days prior to the requested effective date of the license.	100%	100%	0%	0%
Ensure prompt submission of applications.	Completed applications will be received at least 60 days prior to the requested effective date of the license.	100%	100%	100%	100%
Ambulance licenses will be issued according to Scott County Code.	Licenses are issued to all ambulance services required to be licensed in Scott County prior to the expiration date of the current license.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Employee Health	<b>DEPARTMENT:</b> Health/2019		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$38,619
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of employees eligible to receive annual hearing tests.	185	175	185	159
Number of employees who receive their annual hearing test or sign a waiver.	185	175	185	159
Number of employees eligible for Hepatitis B vaccine.	27	8	28	26
Number of employees eligible for Hepatitis B vaccine who received the vaccination, had a titer drawn, produced record of a titer or signed a waiver within 3 weeks of their start date.	27	7	28	26
Number of eligible new employees who received blood borne pathogen training.	20	25	25	22
Number of eligible new employees who received blood borne pathogen training within 3 weeks of their start date.	20	23	24	22
Number of employees eligible to receive annual blood borne pathogen training.	244	243	249	250
Number of eligible employees who receive annual blood borne pathogen training.	244	243	249	250
Number of employees eligible for tuberculosis screening who receive a pre-employment physical.	15	10	21	21
Number of employees eligible for tuberculosis screening who receive a pre-employment physical that includes a tuberculosis screening.	15	10	21	21
Number of employees eligible for tuberculosis screening who receive a booster screening within four weeks of their pre-employment screening.	15	9	20	21
Number of employees eligible to receive annual tuberculosis training.	244	243	249	249
Number of eligible employees who receive annual tuberculosis training.	244	243	249	249

**PROGRAM DESCRIPTION:**

Tuberculosis testing , Hepatitis B vaccinations, Hearing and Blood borne Pathogen education, CPR trainings, Hearing screenings, etc for all Scott County employees that meet risk criteria as outlined by OSHA. Assistance for jail medical staff is used to complete services provided to Correctional staff. (OSHA 1910.1020)

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUALS
OUTCOME:	EFFECTIVENESS:				
Minimize employee risk for work related hearing loss.	Eligible employees will receive their hearing test or sign a waiver annually.	100%	100%	100%	100%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible employees will receive Hepatitis B vaccination, have titer drawn, produce record of a titer or sign a waiver of vaccination or titer within 3 weeks of their start date.	100%	88%	96%	100%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible new employees will receive blood borne pathogen education within 3 weeks of their start date.	100%	92%	95%	100%
Minimize the risk of workplace exposure to blood borne pathogens.	Eligible employees will receive blood borne pathogen education annually.	100%	100%	100%	100%
Early identification of employees for possible exposure to tuberculosis.	Eligible new hires will be screened for tuberculosis during pre-employment physical.	100%	100%	100%	100%
Early identification of employees for possible exposure to tuberculosis.	Eligible new employees will receive a booster screening for tuberculosis within four weeks of their initial screen.	100%	90%	95%	100%
Early identification of employees for possible exposure to tuberculosis.	Eligible employees will receive tuberculosis education annually.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Food Establishment Licensing and Inspection	<b>DEPARTMENT:</b>	Health/2040	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$384,688
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of inspections required.	1535	1471	1535	1494
Number of inspections completed.	1535	1471	1535	1421
Number of inspections with critical violations noted.	536	559	537	493
Number of critical violation reinspections completed.	484	559	537	459
Number of critical violation reinspections completed within 10 days of the initial inspection.	484	503	483	458
Number of inspections with non-critical violations noted.	381	441	384	322
Number of non-critical violation reinspections completed.	343	441	384	289
Number of non-critical violation reinspections completed within 90 days of the initial inspection.	343	375	326	289
Number of complaints received.	76	107	80	83
Number of complaints investigated according to Nuisance Procedure timelines.	76	107	80	83
Number of complaints investigated that are justified.	28	64	28	31
Number of temporary vendors who submit an application to operate.	438	260	320	305
Number of temporary vendors licensed to operate prior to the event.	438	257	317	305

28E Agreement with the Iowa Department of Inspections and Appeals to regulate establishments that prepare and sell food for human consumption on or off their premise. SCHD licenses and inspects food service establishments, retail food establishments, home food establishments, warehouses, mobile food carts, farmers' markets, temporary events. Department of Inspection and Appeals, IAC 481 Chapter 30 Food and Consumer Safety.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUALS
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Meet SCHD's contract obligations with the Iowa Department of Inspections and Appeals.	Food Establishment inspections will be completed annually.	100%	100%	100%	93%
Ensure compliance with the food code.	Critical violation reinspections will be completed within 10 days of the date of inspection.	90%	90%	90%	93%
Ensure compliance with the food code.	Non-critical violation reinspections will be completed within 90 days of the date of inspection.	90%	85%	85%	90%
Ensure compliance with the food code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	100%	100%	100%
Temporary vendors will be conditionally approved and licensed based on their application.	Temporary vendors will have their license to operate in place prior to the event.	100%	99%	99%	100%

<b>ACTIVITY/SERVICE:</b>	<i>hawk-i</i>	<b>DEPARTMENT:</b> Health/2035		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$1,659
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of schools targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	62	67	62	62
Number of schools where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	62	67	100	128
Number of medical provider offices targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	60	190	60	60
Number of medical providers offices where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	64	190	60	108
Number of dental provider offices targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	30	80	30	84
Number of dental providers offices where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	38	80	30	132
Number of faith-based organizations targeted to provide outreach regarding how to access and refer to the <i>hawk-i</i> Program.	60	166	60	60
Number of faith-based organizations where outreach regarding how to access and refer to the <i>hawk-i</i> Program is provided.	64	166	60	64

**PROGRAM DESCRIPTION:**

*hawk-i* Outreach is a program for enrolling uninsured children in health care coverage. The Department of Human Services contracts with the Iowa Department of Public Health and its Child Health agencies to provide this statewide community-based grassroots outreach program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
School personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Schools will be contacted according to grant action plans.	100%	100%	161%	206%
Medical provider office personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Medical provider offices will be contacted according to grant action plans.	107%	100%	100%	180%
Dental provider office personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Dental provider offices will be contacted according to grant action plans.	127%	100%	100%	157%
Faith-based organization personnel will understand the <i>hawk-i</i> Program and how to link families to enrollment assistance.	Faith-based organizations will be contacted according to grant action plans.	107%	100%	100%	107%

<b>ACTIVITY/SERVICE:</b>	Healthy Child Care Iowa	<b>DEPARTMENT:</b>	Health/2022		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$121,275
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>	
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>	
Number of technical assistance requests received from centers.	314	225	255	245	
Number of technical assistance requests received from child care homes.	59	44	65	59	
Number of technical assistance requests from centers responded to.	314	225	255	245	
Number of technical assistance requests from day care homes responded to.	59	44	65	59	
Number of technical assistance requests from centers that are resolved.	314	223	253	245	
Number of technical assistance requests from child care homes that are resolved.	59	42	64	59	
Number of child care providers who attend training.	137	135	85	87	
Number of child care providers who attend training and report that they have gained valuable information that will help them to make their home/center safer and healthier.	128	132	83	85	

**PROGRAM DESCRIPTION:**

Provide education to child care providers regarding health and safety issues to ensure safe and healthy issues

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from centers are responded to.	100%	100%	100%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from day care homes are responded to.	100%	100%	100%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from centers are resolved.	100%	99%	99%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Technical assistance requests from day care homes are resolved.	100%	96%	98%	100%
Safe, healthy child care environments for all children, including those with special health needs.	Child care providers attending trainings report that the training will enable them to make their home/center/ preschool safer and healthier.	93%	98%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Hotel/Motel Program		<b>DEPARTMENT:</b>	Health/2042	
<b>BUSINESS TYPE:</b>	Core Service		<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$7,183
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of licensed hotels/motels.		42	36	40	40
Number of licensed hotels/motels requiring inspection.		18	17	22	22
Number of licensed hotels/motels inspected by June 30.		18	17	22	22
Number of inspected hotels/motels with violations.		4	5	3	3
Number of inspected hotels/motels with violations reinspected.		3	5	3	3
Number of inspected hotels/motels with violations reinspected within 30 days of the inspection.		3	5	3	3
Number of complaints received.		32	16	18	18
Number of complaints investigated according to Nuisance Procedure timelines.		32	16	18	18
Number of complaints investigated that are justified.		21	10	13	9

**PROGRAM DESCRIPTION:**

License and inspect hotels/motels to assure code compliance. Department of Inspections and Appeals, IAC 481, Chapter 37 Hotel and Motel Inspections.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure compliance with Iowa Administrative Code.	Licensed hotels/motels will have an inspection completed by June 30 according to the bi-yearly schedule.	100%	100%	100%	100%
Assure compliance with Iowa Administrative Code.	Licensed hotels/motels with identified violations will be reinspected within 30 days.	75%	100%	100%	100%
Assure compliance with Iowa Administrative Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Immunization	<b>DEPARTMENT:</b>		Health/2024
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$205,321
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
				<b>12 MONTH ACTUALS</b>
Number of two year olds seen at the SCHD clinic.		54	40	58
Number of two year olds seen at the SCHD clinic who are up-to-date with their vaccinations.		43	36	42
Number of doses of vaccine shipped to SCHD.		4306	3500	3680
Number of doses of vaccine wasted.		5	18	15
Number of school immunization records audited.		29936	29751	29957
Number of school immunization records up-to-date.		29676	29511	29724
Number of preschool and child care center immunization records audited.		5430	5042	5857
Number of preschool and child care center immunization records up-to-date.		5396	4958	5765

**PROGRAM DESCRIPTION:**

Immunizations are provided to children birth through 18 years of age, in Scott County, who qualify for the federal Vaccine for Children (VFC) program as provider of last resort. IAC 641 Chapter 7. Program also includes an immunization record audit of all children enrolled in an elementary, intermediate, or secondary school in Scott County. An immunization record audit of all licensed preschool/child care facilities in Scott County is also completed. IAC 641 Chapter 7

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure that clients seen at the Scott County Health Department receive the appropriate vaccinations.	Two year olds seen at the Scott County Health Department are up-to-date with their vaccinations.	80%	90%	72%	72%
Assure that vaccine is used efficiently.	Vaccine wastage as reported by the Iowa Department of Public Health will not exceed contract guidelines.	0.12%	0.50%	0.40%	0.20%
Assure that all schools, preschools and child care centers have up-to-date immunization records.	School records will show up-to-date immunizations.	99.1%	99.2%	99.2%	99.2%
Assure that all schools, preschools and child care centers have up-to-date immunization records.	Preschool and child care center records will show up-to-date immunizations.	99.5%	98.0%	98.4%	98.4%

<b>ACTIVITY/SERVICE:</b>	Injury Prevention	<b>DEPARTMENT:</b>	Health/2008		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$14,458
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of community-based injury prevention meetings and events.		14	18	13	14
Number of community-based injury prevention meetings and events with a SCHD staff member in attendance.		14	18	13	14

**PROGRAM DESCRIPTION:**

Partner with community agencies to identify, assess, and reduce the leading causes of unintentional injuries in Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure a visible presence for the Scott County Health Department at community-based injury prevention initiatives.	A SCHD staff member will be present at community-based injury prevention meetings and events. (Safe Kids/Safe Communities, Senior Fall Prevention, CARS)	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	I-Smile Dental Home Project		<b>DEPARTMENT:</b>	Health/2036	
<b>BUSINESS TYPE:</b>	Core Service		<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$177,023
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>	
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>	
Number of practicing dentists in Scott County.	128	105	137	112	
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients.	38	20	38	28	
Number of practicing dentists in Scott County accepting Medicaid enrolled children as clients only with an I-Smile referral and/or accepting dental vouchers.	26	28	26	32	
Number of children in agency home.	779	899	735	2102	
Number of children with a dental home as defined by the Iowa Department of Public Health.	448	522	390	497	
Number of kindergarten students.	2190	2284	2256	2256	
Number of kindergarten students with a completed Certificate of Dental Screening.	2173	2261	2249	2249	
Number of ninth grade students.	2251	2211	2284	2284	
Number of ninth grade students with a completed Certificate of Dental Screening.	2012	2100	1753	1753	

**PROGRAM DESCRIPTION:**

Assure dental services are made available to uninsured/underinsured children in Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure a routine source of dental care for Medicaid enrolled children in Scott County.	Scott County practicing dentists who are accepting Medicaid enrolled children into their practice.	30%	19%	28%	25%
Assure access to dental care for Medicaid enrolled children in Scott County.	Scott County practicing dentists who are accepting Medicaid enrolled children into their practice by I-Smile referral only.	20%	27%	19%	29%
Ensure EPSDT Program participants have a routine source of dental care.	Children in the EPSDT Program will have a dental home.	58%	58%	53%	24%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering kindergarten will have a valid Certificate of Dental Screening.	99%	99%	99.7%	99.7%
Assure compliance with Iowa's Dental Screening Mandate.	Students entering ninth grade will have a valid Certificate of Dental Screening.	89%	95%	76.8%	76.8%

<b>ACTIVITY/SERVICE:</b>	Medical Examiner	<b>DEPARTMENT:</b>	Health/2001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$323,057
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of deaths in Scott County.		1622	1660	1700	1736
Number of deaths in Scott County deemed a Medical Examiner case.		281	200	250	258
Number of Medical Examiner cases with a cause and manner of death determined.		281	198	248	258

**PROGRAM DESCRIPTION:**

Activities associated with monitoring the medical examiner and the required autopsy-associated expenses and activities relevant to the determination of causes and manners of death. Iowa Code 331.801-805 as well as the Iowa Administrative Rules 641-126 and 127 govern county medical examiner activities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Deaths which are deemed to potentially affect the public interest will be investigated according to Iowa Code.	Cause and manner of death for medical examiner cases will be determined by the medical examiner.	100%	99%	99%	100%

<b>ACTIVITY/SERVICE:</b>	Mosquito Surveillance	<b>DEPARTMENT:</b>	Health/2043		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$13,586
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of weeks in arboviral disease surveillance season.		18	18	18	17
Number of weeks in arboviral disease surveillance season where mosquitoes are collected every week day and sent to ISU.		18	18	18	17

**PROGRAM DESCRIPTION:**

Trap mosquitoes for testing of West Nile Virus and various types of encephalitis. Tend to sentinel chickens and draw blood for testing of West Nile and encephalitis. Supports communicable disease program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Conduct environmental surveillance of mosquitoes and sentinel chickens in order to detect the presence of arboviruses to help target prevention and control messages.	Mosquitoes are collected from the New Jersey light traps every week day during arboviral disease surveillance season and the mosquitoes are sent weekly to Iowa State University for speciation.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Non-Public Health Nursing	<b>DEPARTMENT:</b>	Health/2026		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$73,687
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of students identified with a deficit through a school-based screening.		54	45	67	67
Number of students identified with a deficit through a school-based screening who receive a referral.		54	45	67	67
Number of requests for direct services received.		139	110	150	151
Number of direct services provided based upon request.		139	110	150	151

**PROGRAM DESCRIPTION:**

Primary responsibility for school health services provided within the non-public schools in Scott County. There are currently 12 non-public schools in Scott County with approximately 2,900 students. Time is spent assisting the schools with activities such as performing vision and hearing screenings; coordinating school health records; preparing for State of Iowa required immunization and dental audits; assisting with the development of individualized education plans (IEPs) for children with special health needs; as well as meeting the education and training needs of staff through medication administration training.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Deficits that affect school learning will be identified.	Students identified with a deficit through a school-based screening will receive a referral.	100%	100%	100%	100%
Provide direct services for each school as requested.	Requests for direct services will be provided.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Onsite Wastewater Program	<b>DEPARTMENT:</b>		Health/2044	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$117,718
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of septic systems installed.		138	100	125	122
Number of septic systems installed which meet initial system recommendations.		138	98	124	122
Number of sand filter septic systems requiring inspection.		1330	1360	1330	1330
Number of sand filter septic systems inspected.		1330	1360	1330	952
Number of septic samples collected from sand filter septic systems.		280	290	290	150
Number of complaints received.		17	5	3	4
Number of complaints investigated.		17	5	3	4
Number of complaints investigated within working 5 days.		17	5	3	4
Number of complaints investigated that are justified.		12	3	2	3
Number of real estate transactions with septic systems.		1	2	1	0
Number of real estate transactions which comply with the Time of Transfer law.		1	2	1	0
Number of real estate inspection reports completed.		1	2	1	0
Number of completed real estate inspection reports with a determination.		1	2	1	0

**PROGRAM DESCRIPTION:**

Providing code enforcement and consultation services for the design, construction, and maintenance of septic systems for private residences and commercial operations. Collect effluent samples from sewage systems which are designed to discharge effluent onto the surface of the ground or into a waterway. Scott County Code, Chapter 23 entitled Private Sewage Disposal System. Also included in this program area are Time of Transfer inspections.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure the proper installation of septic systems.	Approved installations will meet initial system recommendations.	100%	98%	99%	100%
Assure the safe functioning of septic systems.	Sand filter septic systems will be inspected annually by June 30.	100%	100%	100%	72%
Assure the safe functioning of septic systems.	Complaints will be investigated within 5 working days of the complaint.	100%	100%	100%	100%
Assure safe functioning septic systems.	Real estate transaction inspections will comply with the Time of Transfer law.	100%	100%	100%	NA
Assure proper records are maintained.	Real estate transaction inspection reports will have a determination.	100%	100%	100%	NA

<b>ACTIVITY/SERVICE:</b>	Public Health Nuisance	<b>DEPARTMENT:</b>	Health/2047		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$61,588
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of complaints received.		84	150	52	42
Number of complaints justified.		49	81	27	26
Number of justified complaints resolved.		37	77	25	25
Number of justified complaints requiring legal enforcement.		3	4	3	3
Number of justified complaints requiring legal enforcement that were resolved.		2	4	3	3

**PROGRAM DESCRIPTION:**

Respond to public health nuisance requests from the general public. Scott County Code, Chapter 25 entitled Public Health Nuisance.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure compliance with state, county and city codes and ordinances.	Justified complaints will be resolved.	76%	95%	93%	96%
Ensure compliance with state, county and city codes and ordinances.	Justified complaints requiring legal enforcement will be resolved.	67%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Public Health Preparedness	<b>DEPARTMENT:</b>		Health/2009
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$207,214
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
				<b>12 MONTH</b>
				<b>ACTUALS</b>
Number of drills/exercises held.		4	2	6
Number of after action reports completed.		4	2	6
Number of employees with a greater than .5 FTE status.		39	43	40
Number of employees with a greater than .5 FTE status with position appropriate NIMS training.		39	43	40
Number of newly hired employees with a greater than .5 FTE status.		4	1	3
Number of newly hired employees with a greater than .5 FTE status who provide documentation of completion of position appropriate NIMS training.		4	1	3

**PROGRAM DESCRIPTION:**

Keep up to date information in case of response to a public health emergency. Develop plans, policies and procedures to handle public health emergencies.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure efficient response to public health emergencies.	Department will participate in two emergency response drills or exercises annually.	200%	100%	250%	300%
Assure efficient response to public health emergencies.	Existing employees with a greater than .5 FTE status have completed position appropriate NIMS training.	100%	100%	100%	100%
Assure efficient response to public health emergencies.	Newly hired employees with a greater than .5 FTE status will provide documentation of completion of position appropriate NIMS training by the end of their 6 MONTH probation period.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Recycling	<b>DEPARTMENT:</b>	Health/2048	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$82,577
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Number of tons of recyclable material collected.		603.55	598.05	603.55
Number of tons of recyclable material collected during the same time period in previous fiscal year.		584.16	598.05	603.55
				<b>12 MONTH ACTUALS</b>

**PROGRAM DESCRIPTION:**

Provide recycling services for unincorporated Scott County.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUALS
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure the use and efficiency of recycling sites to divert recyclable material from the landfill.	Volume of recyclable material collected, as measured in tons, will meet or exceed amount of material collected during previous fiscal year.	3%	0%	0%	-12%

<b>ACTIVITY/SERVICE:</b>	Septic Tank Pumper	<b>DEPARTMENT:</b>		Health/2059
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$1,075
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
				<b>12 MONTH ACTUALS</b>
Number of septic tank cleaners servicing Scott County.		9	9	9
Number of annual septic tank cleaner inspections of equipment, records and land application sites (if applicable) completed.		9	9	9

**PROGRAM DESCRIPTION:**

Contract with the Iowa Department of Natural Resources for inspection of commercial septic tank cleaners' equipment and land disposal sites according to Iowa Code 455B.172 and under Iowa Administrative Code 567 - Chapter 68.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Control the danger to public health, safety and welfare from the unauthorized pumping, transport, and application of septic waste.	Individuals that clean septic tanks, transport any septic waste, and land apply septic waste will operate according to Iowa Code.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Solid Waste Hauler Program	<b>DEPARTMENT:</b>	Health/2049		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$5,206
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of individuals that collect and transport solid waste to the Scott County Landfill.		154	148	154	160
Number of individuals that collect and transport solid waste to the Scott County Landfill that are permitted.		154	148	154	160

**PROGRAM DESCRIPTION:**

Establish permits, requirements, and violation penalties to promote the proper transportation and disposal of solid waste. Scott County Code Chapter 32 Waste haulers.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Control the danger to public health, safety and welfare from the unauthorized disposal/disposition of solid waste.	Individuals that collect and transport any solid waste to the Scott County Landfill will be permitted according to Scott County Code.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	STD/HIV Program		<b>DEPARTMENT:</b>	Health/2028	
<b>BUSINESS TYPE:</b>	Core Service		<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$499,999
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>	
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>	
Number of people who present to the Health Department for any STD/HIV service (general information, risk reduction, results, referrals, etc).	1391	1350	1420	1402	
Number of people who present for STD/HIV services.	1162	1180	1195	1162	
Number of people who receive STD/HIV services.	1103	1133	1133	1104	
Number of clients positive for STD/HIV.	1096	1077	1100	1124	
Number of clients positive for STD/HIV requiring an interview.	204	142	200	194	
Number of clients positive for STD/HIV who are interviewed.	189	122	180	176	
Number of partners (contacts) identified.	297	190	295	277	
Reported cases of gonorrhea, chlamydia and syphilis treated.	1101	1068	1100	1111	
Reported cases of gonorrhea, chlamydia and syphilis treated according to treatment guidelines.	1091	1036	1089	1110	
Number of gonorrhea tests completed at SCHED.	548	600	625	615	
Number of results of gonorrhea tests from SHL that match SCHED results.	539	594	619	609	
Number lab proficiency tests interpreted.	15	15	15	15	
Number of lab proficiency tests interpreted correctly.	15	14	12	12	

**PROGRAM DESCRIPTION:**

Provide counseling, testing, diagnosis, treatment, referral and partner notification for STDs. Provide Hepatitis A and/or B and the HPV vaccine to clients. Provide HIV counseling, testing, and referral. Provide HIV partner counseling, testing and referral services. Requested HIV/STD screening is provided to Scott County jail inmates by the correctional health staff and at the juvenile detention center by the clinical services staff following the IDPH screening guidelines. IAC 641 Chapters 139A and 141A

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUALS
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure access to testing, treatment and referral for STDs and HIV.	Provide needed clinical services to people seen at the STD clinic (testing, counseling, treatment, results and referral)	95%	96%	95%	95%
Contacts (partners) to persons positive will be identified, tested and treated for an STD in order to stop the spread of STDS.	Positive clients will be interviewed.	93%	86%	90%	91%
Ensure that persons diagnosed with gonorrhea, Chlamydia and syphilis are properly treated.	Reported cases of gonorrhea, Chlamydia, and syphilis will be treated according to guidelines.	99%	97%	99%	100%
Ensure accurate lab testing and analysis.	Onsite gonorrhea results will match the State Hygienic Laboratory (SHL) results.	98%	99%	99%	99%
Ensure accurate lab testing and analysis.	Proficiency tests will be interpreted correctly.	100%	93%	80%	80%

<b>ACTIVITY/SERVICE:</b>	Swimming Pool/Spa Inspection Program		<b>DEPARTMENT:</b>	Health/2050	
<b>BUSINESS TYPE:</b>	Core Service		<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$47,489
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of seasonal pools and spas requiring inspection.		52	52	52	49
Number of seasonal pools and spas inspected by June 15.		50	52	52	49
Number of year-round pools and spas requiring inspection.		82	82	82	80
Number of year-round pools and spas inspected by June 30.		81	80	82	80
Number of swimming pools/spas with violations.		130	122	122	118
Number of inspected swimming pools/spas with violations reinspected.		138	122	122	118
Number of inspected swimming pools/spas with violations reinspected within 30 days of the inspection.		131	122	122	118
Number of complaints received.		4	2	6	8
Number of complaints investigated according to Nuisance Procedure timelines.		4	2	6	8
Number of complaints investigated that are justified.		2	2	4	6

**PROGRAM DESCRIPTION:**

Memorandum of Understanding with the Iowa Department of Public Health for Annual Comprehensive Pool/Spa Inspections. Iowa Department of Public Health IAC 641, Chapter 15 entitled Swimming Pools and Spas.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Annual comprehensive inspections will be completed.	Inspections of seasonal pools and spas will be completed by June 15 of each year.	96%	100%	100%	100%
Annual comprehensive inspections will be completed.	Inspections of year-round pools and spas will be completed by June 30 of each year.	99%	98%	100%	100%
Swimming pool/spa facilities are in compliance with Iowa Code.	Follow-up inspections of compliance plans will be completed by or at the end of 30 days.	101%	100%	100%	100%
Swimming pool/spa facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timeline established in the Nuisance Procedure.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tanning Program	<b>DEPARTMENT:</b>		Health/2052
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		717616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$18,071
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
				<b>12 MONTH ACTUALS</b>
Number of tanning facilities requiring inspection.		46	46	46
Number of tanning facilities inspected by April 15.		45	46	46
Number of tanning facilities with violations.		10	19	15
Number of inspected tanning facilities with violations reinspected.		10	19	15
Number of inspected tanning facilities with violations reinspected within 30 days of the inspection.		8	19	15
Number of complaints received.		0	1	1
Number of complaints investigated according to Nuisance Procedure timelines.		0	1	1
Number of complaints investigated that are justified.		0	1	1

**PROGRAM DESCRIPTION:**

Memorandum of Understanding with the Iowa Department of Public Health for the regulation of public and private establishments who operate devices used for the purpose of tanning human skin through the application of ultraviolet radiation. IDPH, IAC 641, Chapter 46 entitled Minimum Requirements for Tanning Facilities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete annual inspection.	Yearly tanning inspections will be completed by April 15 of each year.	98%	100%	100%	100%
Tanning facilities are in compliance with Iowa Code.	Follow-up inspections will be completed within 30 days of the submission of a corrective action plan.	80%	100%	100%	100%
Tanning facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	NA	100%	100%	NA



<b>ACTIVITY/SERVICE:</b>	Tattoo Establishment Program	<b>DEPARTMENT:</b>		Health/2054	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$8,285	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	
				<b>12 MONTH</b>	
				<b>ACTUALS</b>	
Number of tattoo facilities requiring inspection.		19	23	21	23
Number of tattoo facilities inspected by April 15.		17	23	21	23
Number of tattoo facilities with violations.		3	2	3	5
Number of inspected tattoo facilities with violations reinspected.		3	2	3	5
Number of inspected tattoo facilities with violations reinspected within 30 days of the inspection.		3	2	3	5
Number of complaints received.		1	1	1	1
Number of complaints investigated according to Nuisance Procedure timelines.		1	1	1	1
Number of complaints investigated that are justified.		0	1	1	0

**PROGRAM DESCRIPTION:**

Memorandum of Understanding with the Iowa Department of Public Health for Annual Inspection and complaint investigation in order to assure that tattoo establishments and tattoo artists meet IDPH, IAC 641, Chapter 22 entitled Practice of Tattooing.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete annual inspection.	Yearly tattoo inspections will be completed by April 15 of each year.	89%	100%	100%	100%
Tattoo facilities are in compliance with Iowa Code.	Follow-up inspections will be completed within 30 days of the submission of a corrective action plan.	100%	100%	100%	100%
Tattoo facilities are in compliance with Iowa Code.	Complaints will be investigated to determine whether justified within timelines established in the Nuisance Procedure.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Tobacco Program	<b>DEPARTMENT:</b>	Health/2037		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$87,802
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of assessments of targeted facility types required.		1	1	1	1
Number of assessments of targeted facility types completed.		1	1	1	1
Number of community-based tobacco meetings.		17	17	17	15
Number of community-based tobacco meetings with a SCHD staff member in attendance.		17	17	17	15

**PROGRAM DESCRIPTION:**

Coordinate programming in the community to reduce the impact of tobacco through education, cessation, legislation and reducing exposure to secondhand smoke.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Identify current smoke-free policies throughout Scott County.	Assessments of targeted facility types will be completed according to IDPH contract requirements.	100%	100%	100%	100%
Assure a visible presence for the Scott County Health Department at community-based tobacco initiatives.	A SCHD staff member will be present at community-based tobacco meetings (TFQC Coalition, education committee, legislation/policy).	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Transient Non-Community Public Water Supply	<b>DEPARTMENT:</b>	Health/2056		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$3,562
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of TNC water supplies.		26	26	26	25
Number of TNC water supplies that receive an annual sanitary survey or site visit.		26	26	26	25

**PROGRAM DESCRIPTION:**

28E Agreement with the Iowa Department of Natural Resources to provide sanitary surveys and consultation services for the maintenance of transient non-community public water supplies.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure the safe functioning of transient non-community public water supplies.	TNCs will receive a sanitary survey or site visit annually.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Vending Machine Program	<b>DEPARTMENT:</b>	Health/2057		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$2,818
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of vending companies requiring inspection.		7	8	7	7
Number of vending companies inspected by June 30.		7	8	7	5

**PROGRAM DESCRIPTION:**

Issue licenses, inspect and assure compliance of vending machines that contain non-prepackaged food or potentially hazardous food. Department of Inspection and Appeals, IAC 481 Chapter 30 Food and Consumer Safety.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete annual inspections	Licensed vending companies will be inspected according to established percentage by June 30.	100%	100%	100%	71%

<b>ACTIVITY/SERVICE:</b>	Water Well Program	<b>DEPARTMENT:</b>	Health/2058	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$62,485
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
Number of wells permitted.	20	29	22	20
Number of wells permitted that meet SCC Chapter 24.	20	29	22	20
Number of wells plugged.	15	17	36	34
Number of wells plugged that meet SCC Chapter 24.	15	17	36	34
Number of wells rehabilitated.	12	12	5	4
Number of wells rehabilitated that meet SCC Chapter 24.	12	12	5	4
Number of wells tested.	96	122	45	80
Number of wells test unsafe for bacteria or nitrate.	22	30	27	23
Number of wells test unsafe for bacteria or nitrate that are corrected.	7	9	5	2

**PROGRAM DESCRIPTION:**

License and assure proper well construction, closure, and rehabilitation. Monitor well water safety through water sampling. Scott County Code, Chapter 24 entitled Private Water wells.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUALS</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Assure proper water well installation.	Wells permitted will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	100%
Assure proper water well closure.	Plugged wells will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	100%
Assure proper well rehabilitation.	Permitted rehabilitated wells will meet Scott County Code: Chapter 24, Non-Public Water Supply Wells.	100%	100%	100%	100%
Promote safe drinking water.	Wells with testing unsafe for bacteria or nitrates will be corrected.	32%	30%	19%	9%

# HUMAN RESOURCES



Mary Thee, Assistant County Administrator/HR Director

**MISSION STATEMENT:** To foster positive employee relations and progressive organizational improvement for employees, applicants and departments by: ensuring fair and equal treatment; providing opportunity for employee development and professional growth; assisting in identifying and retaining qualified employees; utilizing effective, innovative recruitment and benefit strategies; encouraging and facilitating open communication; providing advice on employment issues and being

<b>ACTIVITY/SERVICE:</b>	Labor Management	<b>DEPT/PROG:</b>		HR 24.1000	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 106,964.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of bargaining units		6	6	6	6
% of workforce unionized		51%	53%	54%	54%
# meeting related to Labor/Management		49	45	40	78

**PROGRAM DESCRIPTION:**

Negotiates six union contracts, acts as the County's representative at impasse proceedings. Compliance with Iowa Code Chapter 20.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Improve relations with bargaining units	Conduct regular labor management meetings	18	20	15	22

<b>ACTIVITY/SERVICE:</b>	Recruitmt/EEO Compliance	<b>DEPT/PROG:</b>	HR 24.1000		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 97,759.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of retirements		11	10	10	16
# of employees eligible for retirement		50	40	40	49
# of jobs posted		70	65	65	76
# of applications received		3175	4000	3500	3233

**PROGRAM DESCRIPTION:**

Directs the recruitment and selection of qualified applicants for all County positions and implements valid and effective selection criteria. Serve as EEO and Affirmative Action Officer and administers programs in compliance with federal and state laws and guidelines. Serves as County coordinator to assure compliance with ADA, FMLA, FLSA and other civil rights laws. Assists the Civil Service Commission in its duties mandated by the Iowa Code 341A.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Measure the rate of countywide employee separations not related to retirements.	Decrease countywide turnover rate not related to retirements.	4.70%	5.00%	5.00%	6.00%
Measure the number of employees hired in underutilized areas.	Increase the number of employees hired in underutilized areas.	2	2	2	7

<b>ACTIVITY/SERVICE:</b>	Compensation/Performance Appraisal	<b>DEPT/PROG:</b>	HR 24.1000		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 36,824.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of supervisors w/reduced merit increases or bonuses		0	0	1	1
# of organizational change studies conducted		5	5	6	4

**PROGRAM DESCRIPTION:**

Monitors County compensation program, conducts organizational studies using the Hay Guide Chart method to ensure ability to remain competitive in the labor market. Responsible for wage and salary administration for employee merit increases, wage steps and bonuses. Coordinate and monitor the Employee Performance Appraisal system, assuring compliance with County policy and all applicable contract language.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Measures timely submission of evaluations by supervisors.	% of reviews not completed within 30 days of effective date.	35%	33%	33%	40%
# of job descriptions reviewed	Review 5% of all job descriptions to ensure compliance with laws and accuracy.	4	5	6	4



<b>ACTIVITY/SERVICE:</b>	Benefit Administration	<b>DEPT/PROG:</b>	HR 24.1000		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 70,141.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Cost of health benefit PEPM		\$1,042	\$1,200	\$1,200	\$1,155
money saved by the EOB policy		0	\$50	\$50	0
% of family health insurance to total		63%	62%	62%	64%

**PROGRAM DESCRIPTION:**

Administers employee benefit programs (group health insurance, group life, LTD, deferred compensation and tuition reimbursement program) including enrollment, day to day administration, as well as cost analysis and recommendation for benefit changes.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Measures the utilization of the Deferred Comp plan	% of benefit eligible employees enrolled in the Deferred Compensation Plan.	62%	60%	60%	59%
Measures the utilization of the Flexible Spending plan	% of benefit eligible employees enrolled in the Flexible Spending accounts.	42%	30%	40%	44%

<b>ACTIVITY/SERVICE:</b>	Policy Administration	<b>DEPT/PROG:</b>	HR 24.1000		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 18,411.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of Administrative Policies		72	71	72	73
# policies reviewed		10	5	7	9

**PROGRAM DESCRIPTION:**

Develops County-wide human resources and related policies to ensure best practices, consistency with labor agreements, compliance with state and federal law and their consistent application County wide.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review policies at minimum every 5 years to ensure compliance with laws and best practices.	Review 5 policies annually	10	5	7	9

<b>ACTIVITY/SERVICE:</b>	Employee Development	<b>DEPT/PROG:</b>	HR 24.1000	
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$ 108,280.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
				<b>12 MONTH</b>
				<b>ACTUAL</b>
# of employees in Leadership program		100	100	100
# of training opportunities provided by HR		21	30	30
# of Leadership Book Clubs		1	1	1
# of 360 degree evaluation participants		0	10	24
# of all employee training opportunities provided		10	5	10
# of hours of Leadership Recertification Training provided		29	25	25

**PROGRAM DESCRIPTION:**

Evaluate needs, plans and directs employee development programs such as in-house training programs for supervisory and non-supervisory staff to promote employee motivation and development. Coordinates all Employee Recognition and the new Employee Orientation Program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Effectiveness/utilization of County sponsored supervisory training	% of Leadership employees attending County sponsored supervisory training	39%	50%	35%	43%
New training topics offered to County employee population.	Measures total number of new training topics.	8	7	5	6

# Department of Human Services

Director: Jerry R. Foxhoven

Phone: 515-281-5452

Website: www.dhs.state.ia.us



## MISSION STATEMENT:

<b>ACTIVITY/SERVICE:</b>	Assistance Programs	<b>DEPARTMENT:</b>	21.1000		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	1,800		
<b>BOARD GOAL:</b>	Foster Healthy Comn	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$77,252
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
The number of cost saving measures implemented.		3	2	2	2
Departmental Budget dollars expended (direct costs)		\$78,773	\$78,452	\$78,452	\$78,425
LAE dollars reimbursement (indirect cost)		\$218,311	N/A	N/A	\$252,388

### PROGRAM DESCRIPTION:

The Department of Human Services is a comprehensive human service agency coordinating, paying for and/or providing a broad range of services to some of Iowa's most vulnerable citizens. Services and programs are grouped into four Core Functions: Economic Support, Health Care and Support Services, Child and Adult Protection and Resource Management. The focus of these services is to assist this population with achieving health, safety and self-sufficiency. All of these programs are federally mandated and are supported by federal and state funds. The county's contribution to this process is mandated in state legislation which stipulates the county is responsible for providing the day to day office operational funding. A percentage of this county funding is reimbursed quarterly through the Local Administrative Expense (LAE) Reporting (federal) which includes the direct and indirect costs incurred by the county for the support of DHS services. A large portion of the day to day operational expenditures are determined by federal and state rules as it relates to program administration.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide services to citizens in the most cost effective way.	Quarterly expenses will be monitored and stay within budgeted figures	100% of expenses will remain within budget	100% of expenses remained within budget	100% of expenses remained within budget	99.97%

# Information Technology

Matt Hirst, IT Director



**MISSION STATEMENT:** IT's mission is to provide dependable and efficient technology services to County employees by: empowering employees with technical knowledge; researching, installing, and maintaining innovative computer and telephone systems; and implementing and supporting user friendly business applications.

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPT/PROG:</b>	I.T.
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General <b>BUDGET:</b> \$150,000.00

OUTPUTS	2015-16	2016-17	2016-17	12 MONTH
	ACTUAL	BUDGETED	PROJECTED	ACTUAL
Authorized personnel (FTE's)	15	15	15	15
Departmental budget	2,367,184	2,594,879	2,257,559	2,104,390
Electronic equipment capital budget	994,510	350,500	1,700,992	1,476,709
Reports with training goals (Admin / DEV / GIS / INF)	5 / 2 / 2 / 5	5 / 2 / 2 / 5	5 / 2 / 2 / 5	5 / 2 / 2 / 5
Users supported (County / Other)	530 / 380	575 / 250	575 / 250	541/356

**PROGRAM DESCRIPTION:**

To provide responsible administrative leadership and coordination for the Information Technology Department and to assure stability of County technology infrastructure for Scott County Departments by providing dependable and timely network administration as well as application, GIS, and Web development resources.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Keep department skills current with technology.	Keep individuals with training goals at or above 95%.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Application/Data Delivery	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$300,000.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of custom systems supported	(DEV / GIS)	33 / 30	31/27	31 / 32	31 / 35
# of custom system DB's supported	(DEV / GIS)	21 / 83	20/59	20 / 85	20 / 93
# of COTS supported	(DEV / GIS / INF)	13 / 19 / 66	12 / 21 / 65	16 / 20 / 66	14 / 20 / 66
# of COTS DB's supported	(DEV / GIS / INF)	12 / 0 / 6	10 / 0 / 5	12 / 0 / 6	12 / 0 / 6

**PROGRAM DESCRIPTION:**

**Custom Applications Development and Support:** Provide applications through the design, development, implementation, and on-going maintenance for custom developed applications to meet defined business requirements of County Offices and Departments.

**COTS Application Management:** Manage and provide COTS (Commercial Off-The Shelf) applications to meet defined business requirements of County Offices and Departments.

**Data Management:** Manage and provide access to and from County DB's (DataBases) for internal or external consumption.

**System Integration:** Provide and maintain integrations/interfaces between hardware and/or software systems.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide action on work orders submitted concerning data/applications per Service Level Agreement (SLA).	% of change requests assigned within SLA.	100%	90%	90%	90%
# application support requests completed within Service Level Agreement (SLA).	% of application support requests closed within SLA.	95%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Communication Services	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$175,000.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of quarterly phone bills		11	11	12	12
\$ of quarterly phone bills		20,386	2,000	10,458	10234
# of cellular phone and data lines supported		250	250	251	258
# of quarterly cell phone bills		5	5	7	7
\$ of quarterly cell phone bills		19,295	17,500	6,435	5,926
# of VoIP phones supported		1027	1000	1027	1050
# of voicemail boxes supported		544	525	544	575
% of VoIP system uptime		100%	100%	100%	100%
# of e-mail accounts supported	(County / Other)	512	650/0	650	625
GB's of e-mail data stored		761	250	2000	868
% of e-mail system uptime		99%	99%	99%	99%

**PROGRAM DESCRIPTION:**

**Telephone Service:** Provide telephone service to County Offices and Departments to facilitate the performance of business functions.

**E-mail:** Maintain, secure, and operate the County's email system which allows the staff to communicate with the citizens, developers, businesses, other agencies and etc.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide verification of received Trouble Support Request per SLA	% of requests responded to within SLA guidelines	92%	90%	90%	91%
Complete change requests per SLA guidelines	% of change requests completed within SLA guidelines	90%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	GIS Management	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$175,000.00
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>	
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>	
# internal ArcGIS Desktop users.	51	55	55	52	
# avg daily unique visitors, avg daily pageviews, avg daily visits (external GIS webapp).	338, 640, 493	300,850,350	400, 700, 550	364, 691, 558	
# SDE feature classes managed	65	55	65	65	
# Non-SDE feature classes managed	941	750	1000	1297	
# ArcServer and ArcReader applications managed	21	20	22	24	
# Custodial Data Agreements	0	2	2	0	
# of SDE feature classes with metadata	10	20	17	15	

**PROGRAM DESCRIPTION:**

**Geographic Information Systems:** Develop, maintain, and provide GIS data services to County Offices and Departments. Support county business processes with application of GIS technology.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# Custodial Data Agreements	% of custodial data agreements active and current.	0%	25%	25%	0%
# of SDE feature classes with metadata	% of SDE features that have metadata.	15%	25%	25%	24%
# enterprise SDE and non-SDE feature classes managed	# of additional enterprise GIS feature classes added per year.	1006	825	1065	1262



<b>ACTIVITY/SERVICE:</b>	Infrastructure - Network Management	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$300,000.00

OUTPUTS	2015-16	2016-17	2016-17	12 MONTH
	ACTUAL	BUDGETED	PROJECTED	ACTUAL
# of network devices supported	109	90	91	102
# of network connections supported	3144	2800	3336	3210
% of overall network up-time	99.0%	99.0%	99.0%	99.0%
% of Internet up-time	99%	99%	99%	99%
GB's of Internet traffic	31,000	20,000	40,000	53,000
# of filtered Internet users	688	600	700	692
# of restricted Internet users	109	100	125	112

**PROGRAM DESCRIPTION:**

**Data Network:** Provide LAN/WAN data network to include access to the leased-line and fiber networks that provide connectivity to remote facilities.

**Internet Connectivity:** Provide Internet access.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
% of network up-time	Keep % of network up-time >= 99%	99.0%	99.0%	99.0%	99.0%

<b>ACTIVITY/SERVICE:</b>	Infrastructure Management	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$300,000.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of PC's		417	415	430	420
# of Printers		159	150	150	161
# of Laptops		175	150	178	184
# of Thin Clients		14	50	1	1

**PROGRAM DESCRIPTION:**

**User Infrastructure:** Acquire, maintain, and support PC's, laptops, printers, displays, and assorted miscellaneous electronics.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Efficient use of technology.	Keep # of devices per employee <= 1.5	1.45	1.50	1.20	1.12

<b>ACTIVITY/SERVICE:</b>	Infrastructure Management	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$300,000.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
GB's of user data stored		1950GB	1400GB	2000	2159GB
GB's of departmental data stored		980GB	1200GB	1500	1108GB
GB's of county data stored		40800GB	47000GB	47000	45214GB
GB's of county video data		25000GB	90000GB	50000	28000GB
% of server uptime		98%	98%	98%	98%
# of physical servers		18	25	25	21
# of virtual servers		210	230	250	230

**PROGRAM DESCRIPTION:**

**Servers:** Maintain servers including Windows servers, file and print services, and application servers.

**Data Storage:** Provide and maintain digital storage for required record sets.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
% server uptime	Keep server uptime >= 95%	98%	>=95%	99%	98%

<b>ACTIVITY/SERVICE:</b>	Open Records	<b>DEPT/PROG:</b>	I.T. 14A, 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$25,000.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# Open Records requests	(DEV / GIS / INF)	4 / 44 / 6	1 / 12 / 6	4 / 0 / 6	4 / 30 / 7
# of Open Records requests fulfilled within SLA	(DEV / GIS / INF)	4 / 44 / 6	1 / 12 / 6	4 / 0 / 6	4 / 30 / 7
avg. time to complete Open Records requests (Days)	(DEV / GIS / INF)	1 / 0.24 / 2	2 / 2 / 2	2 / 0 / 2	1 / <1 / 2

**PROGRAM DESCRIPTION:**

**Open Records Request Fulfillment:** Provide open records data to Offices and Departments to fulfill citizen requests.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# Open Records requests completed within 10 days.	100% of Open Records requests closed within 10 days.	100%	100%	100%	100%
Avg. time to complete Open Records requests.	Average time to close Open Records requests <= x days.	< = 5 Days	< = 5 Days	~ < = 2 Days	~ < = 1 Days

<b>ACTIVITY/SERVICE:</b>	Security	<b>DEPT/PROG:</b>	I.T.		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$175,000.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of DB's backed up	(DEV)	37	34	39	38
# of SQL DB transaction logs backed up	(DEV)	37	34	39	38
# enterprise data layers archived	(GIS)	1006	815	1110	
# of backup jobs	(INF)	463	710	10880	5086
GB's of data backed up	(INF)	1.2TB	1TB	138195.28	111234530
# of restore jobs	(INF)	2	10	10	4

**PROGRAM DESCRIPTION:**

**Network Security:** Maintain reliable technology service to County Offices and Departments.

**Backup Data:** Maintain backups of network stored data and restore data from these backups as required.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Data restore related support requests.	% of archival support requests closed within SLA.	100%	100%	100%	100%
Backup Databases to provide for Disaster Recovery.	% of databases on a backup schedule to provide for data recovery.	100%	100%	100%	100%
Backup Database transaction files to provide for point in time recovery	% of high transaction volume databases on a transaction log backup schedule to provide for point in time recovery.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Technology Support	<b>DEPT/PROG:</b>	I.T. 14B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$200,000.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of after hours calls	(DEV / GIS / INF)	7 / 0 / 130	11 / 0 / 130	11 / 0 / 130	8 / 0 / 135
avg. after hours response time (in minutes)	(DEV / GIS / INF)	15 / NA / 30	15 / 0 / 30	15 / 0 / 15	10 / NA / 15
# of change requests	(DEV / GIS / INF)	429 / 151 / 15	60 / 200 / 0	275 / 500 / 0	363 / 77 / 0
avg. time to complete change request	(DEV / GIS / INF)	1 day / 1.5 days / 0	2 day / 3.4 days / 0	.5 days / 0 / 0	.5 days / 0.8 days / NA
# of trouble ticket requests	(DEV / GIS / INF)	39 / 7 / 2600	50 / 40 / 2500	30 / 0 / 2600	28 / 7 / 2500
avg. time to complete Trouble ticket request	(DEV / GIS / INF)	1.5hr / 16 hr / 24hr	1.5hr / 4 hr / 24hr	1.5 hr / 0 / 24 hr	1.5 hr / 4.2 / 24 hr

**PROGRAM DESCRIPTION:**

**Emergency Support:** Provide support for after hours, weekend, and holiday for technology related issues.

**Help Desk and Tier Two Support:** Provide end user Help Desk and Tier Two support during business hours for technology related issues.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of requests completed within SLA.	% of work requests closed within SLA.	95 / 91 / 90%	90% / 90% / 90%	90% / 90% / 90%	90% / 96% / 90%
# after hours/emergency requests responded to within SLA.	% of requests responded to within SLA for after-hour support	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Web Management	<b>DEPT/PROG:</b> I.T. 14B			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$150,000.00	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	
				<b>12 MONTH</b>	
				<b>ACTUAL</b>	
avg # daily visits		27,408	15,000	30,000	30,931
avg # daily unique visitors		14,622	8,000	15,000	15,426
avg # daily page views		90,892	65,000	95,000	94,711
eGov avg response time		0.88 days	< = 1 Days	0.7 days	0.41 days
eGov items (Webmaster)		68	50		86
# dept/agencies supported		29	25	31	34

**PROGRAM DESCRIPTION:**

**Web Management:** Provide web hosting and development to facilitate access to public record data and county services.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
eGov average response time	Average time for response to Webmaster feedback.	0.88 days	.6 days	0.6 days	0.41 days
# dept/agencies supported	% of departments and agencies contacted on a quarterly basis.	96%	65%	65%	65%

# Juvenile Detention Center

Jeremy Kaiser, Director



**MISSION STATEMENT:** To ensure the health, education, and well being of youth through the development of a well trained, professional staff.

<b>ACTIVITY/SERVICE:</b>	Dertainment of Youth	<b>DEPARTMENT:</b>		JDC 22.2201
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$657,462
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>12 MONTH</b>
			<b>PROJECTED</b>	<b>ACTUAL</b>
# of persons admitted	254	175	220	230
Average daily detention population	11.5	10	11	11
# of days of adult-waiver juveniles	536	900	600	316
# of total days client care	4211	3700	3700	4055

**PROGRAM DESCRIPTION:**

Detainment of youthful offenders who reside in Scott County. Provide children with necessary health care, clothing, and medication needs in compliance with state regulations, in a fiscally responsible manner. Facilitate and assist agencies with providing educational, recreational, spiritual, and social-skill programming to the residents in our care.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To safely detain youthful offenders according to state licensing regulations/best practices, and in a fiscally responsible manner.	To serve all clients for less than \$220 per day after revenues are collected.	\$205	\$240	240	236



<b>ACTIVITY/SERVICE:</b>	Safety and Security	<b>DEPARTMENT:</b>	JDC 22.2201		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$525,969
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of escape attempts		0	0	0	0
# of successful escapes		0	0	0	0
# of critical incidents		50	60	40	51
# of critical incidents requiring staff physical intervention		13	10	8	10

**PROGRAM DESCRIPTION:**

Preventing escapes of youthful offenders by maintaining supervision and security protocol.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To de-escalate children in crisis through verbal techniques.	To diffuse crisis situations without the use of physical force 83% of the time.	74%	83%	100%	80%

<b>ACTIVITY/SERVICE:</b>	Dietary Program	<b>DEPARTMENT:</b> JDC 22.2201		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$37,948
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Revenue generated from CNP reimbursement		18719	19000	22000
Grocery cost		36350	35000	38000

**PROGRAM DESCRIPTION:**

Serve residents nutritious food three meals a day, plus one snack in a fiscally-responsible manner. Claim child nutrition program reimbursement through the state of Iowa to generate revenue.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To serve kids food in accordance with State regulations at a sustainable cost.	To have an average grocery cost per child per day of less than \$4.32 after CNP revenue.	\$4.19	\$4.32	\$4.50	\$4.59

<b>ACTIVITY/SERVICE:</b>	Documentation	<b>DEPARTMENT:</b> JDC 22.2201			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$55,596
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of intakes processed		254	175	220	230
# of discharges processed		253	175	210	229

**PROGRAM DESCRIPTION:**

Documenting intake information including demographic data of each resident. Documenting various other pertinent case file documentation throughout each resident's stay including: behavior progress, critical incidents, visitors, etc. Documenting discharge information. All documentation must be done in an efficient manner and in compliance with state licensing requirements.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To reduce error rate in case - file documentation	To have 10% or less error rate in case-file documentation	11%	8%	9%	11%

<b>ACTIVITY/SERVICE: G.E.D. Resources</b>		<b>DEPARTMENT:</b> JDC 22B		
Semi-core service		<b>RESIDENTS SERVED:</b> 171161		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	<b>BUDGET:</b>	\$37,948
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
# of residents testing for G.E.D.		6	6	5
# of residents successfully earn G.E.D.		6	5	4

**PROGRAM DESCRIPTION:**

All residents who are at-risk of dropping out of formal education, due to lack of attendance, performance, or credits earned, yet have average to above academic ability will be provided access to G.E.D. preparation courses and testing, free of charge. Studies have shown juveniles and adults who earn a G.E.D. are less likely to commit crimes in the future and more likely to be working.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To ensure all residents who are at-risk of dropping out of formal education are able to earn G.E.D., while in custody.	83% or more of those who are referred for G.E.D. services, earn G.E.D. in custody or community.	100%	83%	n/a	100%

<b>ACTIVITY/SERVICE: In home Detention Program</b>		<b>DEPARTMENT JDC 22B</b>			
Semi-core service		<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	<b>BUDGET:</b>	\$31,303	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# residents referred for IHD program		52	50	90	98
# of residents who complete IHD program successfully		44	45	50	78

**PROGRAM DESCRIPTION:**

Certain juveniles are eligible to be supervised in the community through an "In-Home detention" program as an alternative to secure detention. JDC staff can supervise these juveniles in the community through random phone calls and home visits. Studies show that juveniles are less likely to commit crimes if diverted into a community-based, detention alternative program.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To ensure that all juveniles who are referred for In Home Detention supervision are given every opportunity to successfully complete the program.	90% or more of juveniles who are referred for In Home Detention complete the program successfully.	85%	90%	85%	80%

# Planning and Development

Tim Huey, Director



**MISSION STATEMENT:** To provide professional planning, development and technical assistance to the Board of Supervisors, the Planning and Zoning Commission and the Zoning Board of Adjustment in order to draft, review and adopt land use policies and regulations that guide and control the growth of Scott County by balancing the need to identify areas appropriate for development with the need to preserve productive farm land and protect farming operations and also to fairly enforce County building, subdivision and zoning codes for the protection of the public health, safety and welfare of Scott County citizens by efficiently and effectively interpreting and implementing the regulations.

<b>ACTIVITY/SERVICE:</b>	Planning & Development Administration	<b>DEPARTMENT:</b>	P & D 25A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Financially Sound Gov't	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$31,273.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Appropriations expended		\$ 363,590	\$ 312,732	\$ 405,645	\$ 369,442
Revenues received		\$ 333,848	\$ 268,520	\$ 268,520	\$ 226,731

**PROGRAM DESCRIPTION:**

Administration of the Planning and Development Departments duties and budget. Prepare, review and update the Scott County Comprehensive Plan as recommended by the Planning and Zoning Commission.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain expenditures within approved budget	To expend less than 100% of approved budget expenditures	89%	95%	95%	89%
Implementation of adopted County Comprehensive Plan	Land use regulations adopted and determinations made in compliance with County Comprehensive Plan	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Building Inspection/code enforcement	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp/28E Cities	
<b>BOARD GOAL:</b>	Healthy Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$209,530.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Total number of building permits issued		877	800	800
Total number of new house permits issued		53	75	75
Total number of inspections completed		4,264	4,000	4,000

**PROGRAM DESCRIPTION:**

Review building permit applications, issue building permits, enforce building codes, and complete building inspections. Review building code edition updates.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review and issue building permit applications within five working days of application	All permits are issued within five working days of application	877	800	800	910
Review and issue building permit applications for new houses within five working days of application	All new house permits are issued within five working days of application	53	75	75	53
Complete inspection requests within two days of request	All inspections are completed within two days of request	4264	4000	4000	3139

<b>ACTIVITY/SERVICE:</b>	Zoning and Subdivision Code Enforcement	<b>DEPARTMENT:</b>	P & D 25B	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp Areas	
<b>BOARD GOAL:</b>	Growing County	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$46,910.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
				<b>12 MONTH</b>
				<b>ACTUAL</b>
Review of Zoning applications		21	10	10
Review of Subdivision applications		12	10	10
Review Plats of Survey		51	40	40
Review Board of Adjustment applications		4	12	12

**PROGRAM DESCRIPTION:**

Review zoning and subdivision applications, interpret and enforce zoning and subdivision codes.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review and present Planning and Zoning Commission applications	All applications are reviewed in compliance with Scott County Zoning & Subdivision Ordinances	33	20	20	17
Review and present Zoning Board of Adjustment applications	All applications are reviewed in compliance with Scott County Zoning Ordinance	12	12	10	7
Investigate zoning violation complaints and determine appropriate enforcement action in timely manner	% of complaints investigated within three days of receipt	95%	95%	95%	95%



<b>ACTIVITY/SERVICE:</b>	Floodplain Administration	<b>DEPARTMENT:</b>	P & D 25B		
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp/28E Cities		
<b>BOARD GOAL:</b>	Healthy Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,560.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of Floodplain permits issued		14	15	15	11

**PROGRAM DESCRIPTION:**

Review and issue floodplain development permit applications and enforce floodplain regulations. Review floodplain map updates.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Review and issue floodplain development permit applications for unincorporated areas of the County	Permits are issued in compliance with floodplain development regulations	14	15	15	11

<b>ACTIVITY/SERVICE:</b>	E-911 Addressing Administration	<b>DEPARTMENT:</b>	P & D 25B		
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	Unincorp Areas		
<b>BOARD GOAL:</b>	Healthy Safe Community	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$1,560.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of new addresses issued		48	50	50	42

**PROGRAM DESCRIPTION:**

Review and assign addresses to rural properties, notify Sheriff's Dispatch office and utilities. Enforce provisions of County E-911 addressing code

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Correct assignment of addresses for property in unincorporated Scott County	Addresses issued are in compliance with E-911 Addressing Ordinance	48	50	50	42

<b>ACTIVITY/SERVICE:</b>	Tax Deed Administration	<b>DEPARTMENT:</b>	P & D 25A	
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Financially Sound Gov't	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$15,000.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Number of Tax Deed taken		26	20	20
Number of Tax Deeds disposed of		24	20	20

**PROGRAM DESCRIPTION:**

Research titles of County Tax Deed properties. Dispose of County Tax Deed properties in accordance with adopted County policy.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Tax Certificate delivered from County Treasurer	Review of title of tax certificate properties held by Scott County	26	20	20	24
Hold Tax Deed Auction	Number of County tax deed properties disposed of	24	20	20	0

<b>ACTIVITY/SERVICE:</b>	Housing	<b>DEPARTMENT:</b>	P & D 25A		
<b>Tim Huey, Director</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Growing County	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$10,000.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Amount of funding for housing in Scott County		\$ 1,351,647	\$ 1,750,000	\$ 1,500,000	\$ 1,549,660
Number of units assisted with Housing Council funding		375	400	400	737

**PROGRAM DESCRIPTION:**

Participation and staff support with Quad Cities Housing Cluster and Scott County Housing Council

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Scott County Housing Council funds granted for housing related projects	Amount of funds granted for housing development projects in Scott County	\$ 1,351,847	\$ 1,750,000	\$ 1,500,000	\$ 1,549,660
Housing units developed or rehabbed with Housing Council assistance	Number of housing units	375	400	400	737
Housing units constructed or rehabilitated and leveraged by funding from Scott County Housing Council	Amount of funds leveraged by Scott County Housing Council	\$ 4,095,900	\$ 3,480,000	\$ 3,480,000	\$ 5,365,360

<b>ACTIVITY/SERVICE:</b>	Riverfront Council & Riverway Steering Comm	<b>DEPARTMENT:</b>	P & D 25A		
<b>Tim Huey, Director</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	Entire County		
<b>BOARD GOAL:</b>	Regional Leadership	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$500.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Quad Citywide coordination of riverfront projects		18	18	18	15

**PROGRAM DESCRIPTION:**

Participation and staff support with Quad Cities Riverfront Council and RiverWay Steering Committee

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Attend meetings of the Riverfront Council	Quad Citywide coordination of riverfront projects	6	6	6	6
Attend meetings of the Riverway Steering Committee	Quad Citywide coordination of riverfront projects	5	12	12	9

<b>ACTIVITY/SERVICE:</b>	Partners of Scott County Watershed	<b>DEPARTMENT:</b>	P & D 25A		
<b>Tim Huey, Director</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Sustainable County Leader	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$5,000.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Conduct educational forums on watershed issues		12	12	12	12
Provide technical assistance on watershed projects		145	150	150	113

**PROGRAM DESCRIPTION:**

Participation and staff support with Partners of Scott County Watersheds

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Conduct educational forums on watershed issues	Number of forums and number of attendees at watershed forums	12 with 385 attendees	12 with 450 attendees	12 with 450 attendees	11 with 415 attendees
Provide technical assistance on watershed projects	Number of projects installed and amount of funding provided	145	150	150	113

# Recorder's Office

Rita Vargas, Recorder



**MISSION STATEMENT: To serve the citizens of Scott County by working with the state and federal agencies to establish policies and procedures that assure reliable information, encourage good public relations, commitment to quality, open mindedness, recognition of achievement, a diligent environment, equality of service and responsible record retention. -RECORDER-**

<b>ACTIVITY/SERVICE:</b>	Recording of Instruments	<b>DEPARTMENT:</b>	Recorder 26	<b>ADMIN</b>	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$158,242
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Total Department Appropriations		\$782,152	\$750,000	\$780,000	\$777,482

**PROGRAM DESCRIPTION:**

Record official records of documents effecting title to real estate, maintain a military and tax lien index. Issue recreational vehicle license, titles and liens. Issue hunting and fishing license. Issue certified copies of birth, death and marriage. Report and submit correct fees collected to the appropriate state agencies by the 10th of the month.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure the staff is updated on changes and procedures set by Iowa Code or Administrative Rules from state and federal agencies.	Meet with staff twelve times per year or as needed to openly discuss changes and recommended solutions.	8	4	4	5
Provide notary service to customers	Ensure the notary section of legal documents, request forms to the state and paternity affidavits are correct.	100%	100%	100%	100%
Provide protective covers for recreational vehicles registrations and hunting and fishing license.	Ensures the customer will not lose or misplace documents required for identity. Also protects from the weather.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Records	<b>DEPARTMENT:</b>	Recorder 26B		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$517,547
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of real estate documents recorded		35,161	30500	30500	27,630
Number of electronic recordings submitted		8,949	8950	9000	10,100
Number of transfer tax transactions processed		4,024	3800	3800	4,109
Conservation license & recreation regist		12,109	5100	5100	5,276
NOTE: Boat registration renewal occur every three years (2016).					

**PROGRAM DESCRIPTION:**

Maintain official records of documents effecting title to real estate and other important documents. Issue conservation license, titles and liens.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Ensure all real estate documents presented for recording are placed on record the same day and correct fee is collected.	Information is available for public viewing within 24 hrs of indexing and scanning and the fees are deposited with Treasurer.	100%	100%	100%	50%
Percent of total real estate documents recorded electronically through e-submission	Available for search by the public and funds are transferred to checking account the same day as processed or early next day.	26%	25%	33%	37%
Ensure outbound mail is returned to customer within four (4) working days	Customer will have record that document was recorded and can be used for legal purposes.	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Vital Records	<b>DEPARTMENT:</b>	Recorder 26D		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$136,164
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of certified copies requested		13,313	14500	13000	12,086
Number of Marriage applications processed		1081	1200	1200	1,061
Number of passports processed		1124	1300	1100	1,588
Number of passport photos processed		980	1500	1000	1,514

**PROGRAM DESCRIPTION:**

Maintain official records of birth, death and marriage certificates. Issue marriage license, accept passport applications and take photos for applicant.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Register birth and deaths certificates as requested by IA Dept of Public Health and funeral homes.	Ensure we maintain accurate index, issue certificates and make available immediately to public.	100%	100%	100%	N/A
Accept Marriage Applications in person or via mail. These are entered into the database the same day as received .	Immediately process and issue the Marriage Certificate. This eliminates the customer having to return in 3 days to pick up certificate.	100%	100%	100%	100%
Ensure all customers passport applicatons are properly executed the same day the customer submits paperwork.	If received before 2:00 PM the completed applications and transmittal form are mailed to the US Dept of State the same day.	100%	100%	100%	100%
Offer photo service	Customer can have one-stop shopping with passports, and birth or marrige certificate if required plus the photo for passport.	100%	100%	100%	100%

## Secondary Roads

Jon Burgstrum, County Engineer



**MISSION STATEMENT: To maintain Scott County Roads and Bridges in a safe, efficient, and economical manner and to construct new roads and bridges in the same safe, efficient and economical manner.**

<b>ACTIVITY/SERVICE:</b>	Administration	<b>DEPT/PROG:</b>	Secondary Roads 27A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b>	\$244,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Resident Contacts		300	300	300	325
Permits		995	1200	1200	1340

**PROGRAM DESCRIPTION:**

To provide equal, fair and courteous service for all citizens of Scott County by being accessible, accommodating and responding to the needs of the public by following established policies and procedures.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To be Responsive to residents inquiries, complaints, or comments.	Contact resident or have attempted to make contact within 24 hours	100%	100%	100%	100%
To be Responsive to requests for Moving permits	Permit requests approved within 24 Hours	100%	100%	100%	100%
To Provide training for employee development	conduct seasonal safety meetings and send employees to classes for leadership development and certifications as they become available	100%	100%	100%	100%
Timely review of claims	To review claims and make payments within thirty days of invoice.	100%	100%	100%	100%
Evaluations	Timely completion of employee evaluations	98%	98%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Engineering	<b>DEPT/PROG:</b>	Secondary Roads	27B
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$472,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Project Preparation		6	7	7
Project Inspection		6	7	7
Projects Let		6	7	7

**PROGRAM DESCRIPTION:**

To provide professional engineering services for county projects and to make the most effective use of available funding.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To complete project plans accurately to prevent extra work orders.	Extra work order items limited to less than 10% of contract	100%	100%	100%	100%
Give staff the required training to allow them to accurately inspect and test materials during construction	Certification are 100% maintained	100%	100%	100%	100%
Prepare project plans to be let on schedule	100% of projects are let on schedule	100%	100%	100%	100%
Engineer's Estimates	Estimates for projects are within 10% of Contract	95%	95%	95%	95%

<b>ACTIVITY/SERVICE:</b>	Construction	<b>DEPT/PROG:</b>	Secondary Roads 27L		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b>	\$1,461,301
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Bridge Replacement		3	3	3	2
Federal and State Dollars		\$280,000	\$280,000	\$280,000	\$0
Pavement Resurfacing		2	1	1	1
Culvert Replacement		4	6	6	12

**PROGRAM DESCRIPTION:**

To provide for the best possible use of tax dollars for road and bridge construction by (A) using the most up to date construction techniques and practices therefore extending life and causing less repairs, (B) analyzing the existing system to determine best possible benefit to cost ratio and (C) by providing timely repairs to prolong life of system.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To make use of Federal and State funds for Bridge replacements within Federal and State Constraints	To not allow our bridge fund to exceed a 3 year limit	100%	100%	100%	100%
To fully utilize Federal and State FM dollars for road construction	Keep our State FM balance not more than two years borrowed ahead and to use all Federal funds as they become available.	100%	100%	100%	100%
Replace culverts as scheduled in five year plan	All culverts will be replaced as scheduled	100%	100%	100%	100%
Complete construction of projects	Complete construction of projects within 110% of contract costs	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Rock Resurfacing	<b>DEPT/PROG:</b>	Secondary Roads 27D		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b>	\$1,125,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Blading - Miles		391	391	391	391
Rock Program - Miles		120	120	120	120

**PROGRAM DESCRIPTION:**

To provide a safe, well-maintained road system by utilizing the latest in maintenance techniques and practices at a reasonable cost while providing the least possible inconvenience to the traveling public.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To insure adequate maintenance blading of gravel roads	Every mile of gravel road is bladed in accordance with established best practices when weather conditions permit.	100%	100%	100%	100%
Maintain a yearly rock resurfacing program to insure enough thickness of rock	Insure enough thickness of rock to avoid mud from breaking through the surface on 90% of all Gravel Roads (frost Boils excepted)	100%	100%	100%	100%
Provide instruction to Blade operators on proper techniques	Maintain proper crown and eliminate secondary ditches on 95% of gravel roads	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Snow and Ice Control	<b>DEPT/PROG:</b>	Secondary Roads 27E		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b>	\$468,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Tons of salt used		1700	1200	1200	960
Number of snowfalls less than 2"		15	12	12	4
Number of snowfalls between 2" and 6"		6	8	8	4
Number of snowfalls over 6"		3	3	5	2

**PROGRAM DESCRIPTION:**

To provide modern, functional and dependable methods of snow removal to maintain a safe road system in the winter months.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
In accordance with our snow policy, call in staff early after an over night snow event	All snow routes will have one round complete within 2 hours of start time when event is 4 inches or less, within 3 hours when between 4 and 6 inches	100%	100%	100%	100%
Keep adequate stores of deicing materials and abrasives	Storage facilities not to be less than 20% of capacity	100%	100%	100%	100%
To make efficient use of deicing and abrasive materials.	Place deicing and abrasive materials on snow pack and ice within 2 hours of snow clearing.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Asset Magement	<b>DEPT/PROG:</b>	Secondary Roads 271 / 27K		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b> \$380,000	
	<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	
				<b>12 MONTH</b>	
				<b>ACTUAL</b>	
Cost for Buildings and Grounds		\$1,768,338	\$40,000	\$85,000	\$113,662
Cost per unit for service		\$268	\$300	\$300	\$290
Average time of Service		120 minutes	120 minutes	120 minutes	120 minutes
Cost per unit for repair		\$393	\$400	\$400	\$334

**PROGRAM DESCRIPTION:**

To provide modern, functional and dependable equipment in a ready state of repair so that general maintenance of County roads can be accomplished at the least possible cost and without interruption.

		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Provide resources to maintain a high level of aesthetic appeal to all Secondary Road buildings and property.	To maintain cost for Buildings and Grounds to within 10% of previous year. (Minus any capital Improvement)	100%	100%	100%	100%
To maintain high levels of service to Secondary Road Equipment.	Service equipment within 10% of Manufactured recommended Hours or miles	100%	100%	100%	100%
To perform cost effective repairs to Equipment	Cost of repairs per unit to below \$550	100%	100%	100%	100%
To maintain cost effective service	Cost of service per unit to below \$300	100%	100%	100%	100%
Office relocation and shop remodel project	Progress of project based on expenditures as related to Contract Amount	100%	80%	80%	80%

<b>ACTIVITY/SERVICE:</b>	Traffic Control	<b>DEPT/PROG:</b>	Secondary Roads 27 D		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b>	\$247,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of Signs		7101	7101	7101	7101
Miles of markings		183	183	183	183

**PROGRAM DESCRIPTION:**

To provide and maintain all traffic signs and pavement markings in compliance with Federal Standards.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain all signs and pavement markings	Hold cost per mile for signs, paint, and traffic signals to under \$325/mile	100%	100%	100%	100%
Maintain pavement markings to Federal standards	Paint all centerline each year and half of all edge line per year	100%	100%	100%	100%
Maintain all sign reflectivity to Federal Standards	Replace 95% of all signs at end of reflective coating warranty	95%	95%	95%	95%



<b>ACTIVITY/SERVICE:</b>	Road Clearing / Weed Spray	<b>DEPT/PROG:</b>	Secondary Roads 27G		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b>	\$155,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Roadside Miles		1148	1148	1148	1148
Percent of Road Clearing Budget Expended		85.00%	100.00%	100.00%	92.00%

**PROGRAM DESCRIPTION:**

To maintain the roadsides to allow proper sight distance and eliminate snow traps and possible hazards to the roadway and comply with State noxious weed standards.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Remove brush from County Right of way at intersections	Keep brush clear for sight distance at all intersections per AASHTO Standards	95%	95%	95%	95%
Remove brush from County Right of way on Gravel Roads to remove snow traps and improve drainage	Keep brush from causing snow traps on Gravel roads	80%	80%	80%	80%
Remove brush from County Right of way on Paved Roads to remove snow traps and improve drainage	Keep brush from causing snow traps on Paved roads	95%	95%	95%	95%
To maintain vegetation free shoulders on paved roads	Maintain a program that eliminates vegetation on all paved road shoulders	90%	90%	90%	90%
To stay within State requirements on Noxious weeds	Keep all noxious weeds out of all county right of way	90%	90%	90%	90%

<b>ACTIVITY/SERVICE:</b>	Roadway Maintenance	<b>DEPT/PROG:</b>	Secondary Roads 27D		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b>	\$1,196,500
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Miles of Roadside		1148	1148	1148	1148
Number of Bridges and Culverts over 48"		650	650	650	650

**PROGRAM DESCRIPTION:**

To provide proper drainage for the roadway and eliminate hazards to the public on the shoulders.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain an active ditch cleaning program	Clean a minimum of 5500 lineal feet of ditch per year	100%	100%	100%	100%
Blade shoulders to remove edge rut	Bring up shoulders on all paved roads at least twice a year	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Macadam	<b>DEPT/PROG:</b>	Secondary Roads 27D		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	ALL		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	13 Sec Rds	<b>BUDGET:</b>	\$115,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of potential Macadam projects		25	25	25	25
Cost of Macadam stone per ton		\$7.90	\$7.90	\$7.90	\$7.90
Number of potential Stabilized Base projects		11	12	12	11
Cost per mile of Stabilized Projects		\$33,000	\$50,000	\$50,000	\$17,633

**PROGRAM DESCRIPTION:**

To provide an inexpensive and effective method of upgrading gravel roads to paved roads.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Maintain an active Macadam and Stabilized Base program	Complete at least one macadam project per year and/or one Stabilized Base Project per year.	100%	100%	100%	100%
Review culverts on macadam project for adequate length	Extend short culverts as per hydrolic review	100%	100%	100%	100%

# Sheriff's Office

Tim Lane, Sheriff



**MISSION STATEMENT: To provide progressive public safety to fulfill the diverse needs of citizens through the expertise of our professional staff and utilization of all available resources.**

<b>ACTIVITY/SERVICE:</b>	Sheriff's Administration	<b>DEPARTMENT:</b>	Sheriff 28.1		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 517,409
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Ratio of administrative staff to personnel of < or = 4.5%		2.98%	3.00	3.0	2.90%

**PROGRAM DESCRIPTION:**

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase cost savings on supply orders	All supply orders >\$50 will be cross-referenced against 3 suppliers to ensure lowest price and greatest value.	3	3	3	3
Decrease the number of exceptions on purchase card exception report	2% of PC purchases will be included on the exception report, with all exceptions being cleared by the next PC cycle.	<2%	<2%	<2%	<2%
All payroll will be completed and submitted by deadline.	100% of Sheriff's Office payroll will be completed by the end of business on the Tuesday following payroll Monday.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Traffic Enforcement	<b>DEPARTMENT:</b>	Sheriff 28.2801		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 3,277,569
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of traffic contacts		1472	2500	3000	3492

**PROGRAM DESCRIPTION:**

Uniformed law enforcement patrolling Scott County to ensure compliance of traffic laws and safety of citizens and visitors to Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
To increase the number of hours of traffic safety enforcement/seat belt enforcement.	Complete 1000 hours of traffic safety enforcement/seat belt enforcement.	691	1000	1000	1259.75
Reduce the amount of traffic accidents in Scott County.	Reduce the number of traffic accidents from fiscal year 2010 in Scott County by 5%.	311	250	250	314
Respond to calls for service in a timely manner	Respond to calls for service within 7.5 minutes	6.89	7.0	7.0	7.45

<b>ACTIVITY/SERVICE:</b>	Jail	<b>DEPARTMENT:</b> Sheriff 28.2802		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	8,971,529
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Inmate instances of programming attendance		29,812	30,000	28,000
The number of inmate and staff meals prepared		331,306	325,000	330,000
Jail occupancy		307	285	300
Number of inmate/prisoner transports		2056	1300	1850
				<b>12 MONTH</b>
				<b>ACTUAL</b>

**PROGRAM DESCRIPTION:**

Provide safe and secure housing and care for all inmates in the custody of the Sheriff.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Operate a secure jail facility	Maintain zero escapes from the Jail facility	0	0	0	0
Operate a safe jail facility	Maintain zero deaths within the jail facility	0	0	0	0
Classification of prisoners	100% of all prisoners booked into the Jail will be classified per direct supervision standards.	100	100	100	100

<b>ACTIVITY/SERVICE:</b>	Civil	<b>DEPARTMENT:</b> Sheriff 28.2802		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	402,723
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Number of attempts of service made.		18,112	21,000	18,500
Number of papers received.		11,441	12,500	11,500
Cost per civil paper received.		\$31.89	\$28.00	\$30.00
				<b>12 MONTH</b>
				<b>ACTUAL</b>

**PROGRAM DESCRIPTION:**

Serve civil paperwork in a timely manner.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Timely service for mental injunctions and protective orders	All mental injunctions and protective orders will be attempted the same day of receipt.	1	1	1	1
No escapes during transportation of mental committals	Zero escapes of mental committals during transportation to hospital facilities	0	0	0	0
Timely service of civil papers	All civil papers will be attempted at least one time within the first 7 days of receipt	2.5	2	3	2.9
Increase percentage of papers serviced	Successfully serve at least 93% of all civil papers received	98.0%	95.0%	95.0%	98.0%

<b>ACTIVITY/SERVICE:</b>	Investigations	<b>DEPARTMENT:</b> Sheriff 28.2805			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			171616
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$ 1,031,779
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Crime Clearance Rate		63%	60%	60%	79%

**PROGRAM DESCRIPTION:**

Investigates crime for prosecution.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Complete home compliance checks on sex offenders in Scott County.	Complete 300 home compliance checks annually on sex offenders	269	300	415	684
To increase drug investigations by the Special Operations Unit	Investigate 15 new drug related investigations per quarter	146	120	170	205
To increase the number of follow up calls with victims of cases of sexual assault, child abuse and domestic violence.	Increase the number of follow up calls with reviewed sexual assault, child abuse and domestic violence cases by 15 per quarter	103	100	80	86
Increase burglary and theft investigations	100% of burglaries and thefts will be checked against local pawn shops' records	100%	100%	100%	100%



<b>ACTIVITY/SERVICE:</b>	Bailiff's	<b>DEPARTMENT:</b> Sheriff 28.2806		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	938,095
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Number of prisoners handled by bailiffs		9911	9000	10750
Number of warrants served by bailiffs		1170	700	1350

**PROGRAM DESCRIPTION:**

Ensures a safe environment for the Scott County Courthouse, courtrooms and Scott County campus.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
No escapes during transporting inmates to and from court	Allow zero escapes when transporting inmates to and from court in the Scott County Complex	0	0	0	0
No escapes when transporting inmates from one facility to another	Allow zero escapes when transporting inmates from one facility to another	0	0	0	0
No weapons will be allowed in the Scott County Courthouse or Administration Building	Allow zero weapons into the Scott County Courthouse or Administration Building beginning January 1, 2011	0	0	0	0
No injuries to courthouse staff or spectators during trial proceedings	Ensure zero injuries to courthouse staff or spectators during trial proceedings	0	0	0	0

<b>ACTIVITY/SERVICE:</b>	Civil Support	<b>DEPARTMENT:</b> Sheriff 28.2804		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> \$	380,016
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Maintain administrative costs to serve paper of < \$30		\$32.21	\$27.00	\$30.00
Number of civil papers received for service		11,441	12,500	11,500

**PROGRAM DESCRIPTION:**

Ensures timely customer response to inquiries for weapons permits, civil paper service and record requests.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Timely process of civil papers.	Civil papers, excluding garnishments, levys and sheriff sales, will be entered and given to a civil deputy within 3 business days.	<3	<3	<3	<3
Respond to weapons permit requests in a timely fashion.	All weapons permit requests will be completed within 30 days of application.	<30	<30	<30	<30
Timely process of protective orders and mental injunctions.	All protective orders and mental injunctions will be entered and given to a civil deputy for service the same business day of receipt.	1	2	1	1
Timely response to requests for reports/records	All report and record requests will be completed within 72 hours of receipt	<72	<72	<72	<72

# Board of Supervisors



**MISSION STATEMENT:** To enhance county services for citizens and county departments by providing effective management and coordination of services.

<b>ACTIVITY/SERVICE:</b>	Legislative Policy and Policy Dev	<b>DEPT/PROG:</b> BOS 29A			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616			
<b>BOARD GOAL:</b>	All	<b>FUND:</b> 01 General	<b>BUDGET:</b>	194,466.00	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of special meetings with brds/comm and agencies		39	40	40	23
Number of agenda discussion items		74	75	75	71
Number of agenda items for Board goals		56	60	60	51
Number of special non-biweekly meetings		41	50	50	40

**PROGRAM DESCRIPTION:**

Formulate clear vision, goals and priorities for County Departments. Legislate effective policies and practices that benefit and protect County residents. Plan for and adopt policies and budgets that provide for long term financial stability.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Participate in special meetings and discussions to prepare for future action items.	95% attendance at the committee of the whole discussion sessions for Board action.	94%	98%	98%	98%

<b>ACTIVITY/SERVICE:</b>	Intergovernmental Relations	<b>DEPT/PROG:</b>	BOS 29A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> 129,644
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Attendance of members at Bi-State Regional Commission		34/36	36/36	36/36
Attendance of members at State meetings		80%	95%	95%
Attendance of members at boards and commissions mtgs		87%	95%	95%
Attendance of members at city council meetings		16/16	16/16	16/16
Number of proclamation or letters of support actions		15	10	10
				<b>12 MONTH ACTUAL</b>
				30/36
				100%
				85%
				na
				13

**PROGRAM DESCRIPTION:**

Provide leadership in the Quad Cities and especially in Scott County to create partnerships that enhance the quality of life of the residents. Collaborate with other organizations seen as vital to Scott County's success. Be a model for other jurisdictions.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 Month</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Board members serve as ambassadors for the County and strengthen intergovernmental relations.	Percent attendance of board members at intergovernmental meetings.	97%	95%	95%	88%

## Treasurer

Bill Fennelly, County Treasurer



**MISSION STATEMENT: To provide consistent policies and procedures for all citizens by offering skillful, efficient, responsive, versatile, involved, courteous and excellent customer service (SERVICE).**

<b>ACTIVITY/SERVICE:</b>	Tax Collections	<b>DEPARTMENT:</b>	Treasurer 30.3001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b>	498,059
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Issue tax/SA statements and process payments		188,783	195,000	195,000	189,687
Issue tax sale certificates		1,037	1,700	1,200	989
Process elderly tax credit applications		670	1,500	700	681

**PROGRAM DESCRIPTION:**

Collect all property taxes and special assessments due within Scott County. Report to each taxing authority the amount collected for each fund. Send, before the 15th of each month, the amount of tax revenue, special assessments, and other moneys collected for each taxing authority in the County for direct deposit into the depository of their choice.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Mail all collection reports to taxing authorities prior to the 10th of each month.	Start apportioning process immediately after the close of the month to ensure completion in a timely manner.	100%	100%	100%	100%
Serve 80% of customers within 15 minutes of entering que.	Provide prompt customer service by ensuring proper staffing levels.	88.24%	95.00%	85.00%	NA

<b>ACTIVITY/SERVICE:</b>	Motor Vehicle Reg - Courthouse	<b>DEPARTMENT:</b> Treasurer 30.30043			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 171616			
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b> 01 General	<b>BUDGET:</b> 548,408		
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of vehicle renewals processed		150,450	165,000	160,000	150,766
Number of title and security interest trans. processed		80,842	69,000	69,000	83,091
Number of junking & misc. transactions processed		20,175	10,000	12,000	19,071

**PROGRAM DESCRIPTION:**

Provide professional motor vehicle service for all citizens. The Treasurer shall issue, renew, and replace lost or damaged vehicle registration cards or plates and issue and transfer certificates of title for vehicles.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Serve 80% of customers within 15 minutes of entering queue.	Provide prompt customer service by ensuring proper staffing levels.	88.24%	95.00%	85.00%	NA
Retain \$1.5 million in Motor Vehicle revenues.	Maximize revenue retained by the County.	\$1,653,925	\$1,555,000	\$1,660,000	\$1,691,499

<b>ACTIVITY/SERVICE:</b>	County General Store	<b>DEPARTMENT:</b> Treasurer 30.3003		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		171616
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> 408,534
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Total dollar amount of property taxes collected		13,749,642	12,500,000	13,000,000
Total dollar amount of motor vehicle plate fees collected		8,108,435	6,800,000	6,800,000
Total dollar amt of MV title & security interest fees collected		5,466,221	2,750,000	3,000,000

**PROGRAM DESCRIPTION:**

Professionally provide any motor vehicle and property tax services as well as other County services to all citizens at a convenient location through versatile, courteous and efficient customer service skills.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Serve 80% of customers within 15 minutes of entering queue.	Provide prompt customer service by ensuring proper staffing levels.	79.79%	85.00%	85%	NA
Process at least 4.5% of property taxes collected.	Provide an alternative site for citizens to pay property taxes.	4.81%	4.50%	4.50%	4.67%
Process at least 29% of motor vehicle plate fees collected.	Provide an alternative site for citizens to pay MV registrations.	28.40%	27.00%	27%	25.78%

	<b>DT</b>	<b>CGS</b>
Property Taxes	265,668,342	13,026,157
MV Fees	22,277,520	7,739,801
MV Fixed Fees	19,066,788	4,125,413

<b>ACTIVITY/SERVICE:</b>	Accounting/Finance	<b>DEPARTMENT:</b>	Treasurer 30.3004	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	171616	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> 420,701
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Number of receipts issued		9,774	8,000	8,500
Number of warrants/checks paid		10,926	11,000	11,000
Dollar amount available for investment annually		441,687,372	450,000,000	450,000,000

**PROGRAM DESCRIPTION:**

Provide professional accounting, cash handling, and investment services to Scott County following generally accepted accounting principles.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Investment earnings at least 10 basis points above Federal Funds rate.	Invest all idle funds safely, with proper liquidity, and at a competitive rate.	75%	100%	75%	75%



## BI-STATE REGIONAL COMMISSION

Director: Denise Bulat, Phone: 309-793-6300, Website: [bistateonline.org](http://bistateonline.org)

**MISSION STATEMENT: To serve as a forum for intergovernmental cooperation and delivery of regional programs and to assist member local governments in planning and project development.**

<b>ACTIVITY/SERVICE:</b>	Metropolitan Planning Organization (MPO)	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$27,074
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Urban Transportation Policy & Technical Committee meetings		18	14	14	16
Urban Transportation Improvement Program document		1	1	1	1
Mississippi River Crossing meetings		5	6	6	8
Bi-State Trail Committee & Air Quality Task Force meetings		8	8	8	8

**PROGRAM DESCRIPTION:**

Regional Urban Transportation Planning

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Road & trail construction; Bridge coordination, air quality, transit, GIS, grant applications	Maintain the region's eligibility for federal /state highway funds.	\$9.7Million of transportation improvement programmed	\$9.7Million of transportation improvement programmed	\$9.7Million of transportation improvement programmed	\$9.7Million of transportation improvement programmed

<b>ACTIVITY/SERVICE:</b>	Regional Planning Agency (RPA)	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$2,320
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Region 9 Transportation Policy & Technical Committee meetings		6	6	6	9
Region 9 Transportation Improvement Program document		1	1	1	1
Transit Development Plan		1	1	1	1

**PROGRAM DESCRIPTION:**

Regional Rural Transportation Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Road & trail construction; air quality, transit, GIS, grant applications	Maintain the region's eligibility for federal /state highway funds.	\$3.1 Million of transportation improvement programmed	\$3.1 Million of transportation improvement programmed	\$3.1 Million of transportation improvement programmed	\$3.1 Million of transportation improvement programmed

<b>ACTIVITY/SERVICE:</b>	Regional Economic Development Planning	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$13,151
<b>OUTPUTS</b>		<b>2015-16 ACTUAL</b>	<b>2016-17 BUDGETED</b>	<b>2016-17 PROJECTED</b>	<b>12 MONTH ACTUAL</b>
Comprehensive Economic Development Strategy document		1	1	1	1
Maintain Bi-State Regional data portal & website		1	1	1	1
EDA funding grant applications		1	2	2	2
Small Business Loans in region		3	4	4	3

**PROGRAM DESCRIPTION:**

Regional Economic Development Planning

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16 ACTUAL</b>	<b>2016-17 BUDGETED</b>	<b>2016-17 PROJECTED</b>	<b>12 MONTH ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Census Data Repository, region data portal, EDA funded projects in the region	Maintain the region's eligibility for federal economic development funds.	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Regional Services	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$34,810
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Joint purchasing bids and purchases		19	19	19	19
Administrator/Elected/Department Head meetings		39	25	25	37

**PROGRAM DESCRIPTION:**

Coordination of Intergovernmental Committees & Regional Programs

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Regional coordination, cooperation and communication for implementation of joint efforts	Maintain the region's cooperation and cost savings in joint efforts	100%	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Legislative Technical Assistance	<b>DEPARTMENT:</b>	Bi-State		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	All Urban		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$13,400
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Legislative technical assistance contract		1	1	1	1
Legislative technical assistance contractor meetings		2	2	2	2

**PROGRAM DESCRIPTION:**  
 Coordination of Regional Legislative Technical Assistance Programs

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect and expand existing Rock Island Arsenal functions and support systems	Regional coordination, cooperation and communication for legislative technical assistance contracts	100%	100%	100%	100%

## Center for Active Seniors, Inc. (CASI)

President/CEO: Laura Kopp, Phone: 563-386-7477, Website: www.casiseniors.org

**MISSION STATEMENT: To provide services that promote independence and enrich the lives of older adults through socialization, health, wellness and supportive services.**

<b>ACTIVITY/SERVICE:</b>	Outreach	<b>DEPARTMENT:</b>	39.3901	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	1338	
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$227,114
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Unduplicated # of clients served		1,443	1,338	1,338
# of clients at low or extremely low income (federal stds/enrolled clients)		941	1,070	1,070
Total # of client contacts (directly with and on behalf of clients)		19,868	11,506	11,506
# of clients contacted (mental health issues/resources requested)		425	500	500
				<b>12 MONTH ACTUAL</b>
				1,228
				1,041
				11,797
				488

### PROGRAM DESCRIPTION:

To assist Scott County senior citizens in maintaining independent living by A) completing comprehensive assessments to determine individual needs: B) referrals to local, state and federal programs and services C) providing referral/assistance to determine individual needs. D) implementation and monitoring of programs and services for client. *Definitions: Enrolled Client -IDA Intake and CDBG Intake Forms completed and on file*

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Number of individuals being enrolled in Federal and State benefit programs including: Medicare, Medicaid, FASE, Elderly Waiver, Food Assist, Home Delivered Meals; Rent Reimbursement/Property Tax Assistance, VA Benefits...etc.	Total enrolled will increase 5% from previous year.	986	630	630	668
Client maintains a level of independence and remains at home for a longer length of time.	80% of the clients enrolled in the program will be in their home at the end of the fiscal year.	1030	1070/1338 or 80%	80%	1146/1228 or 93%
Client reports a stable or improved quality of life as a direct result of services provided through CASI's Senior Advocacy program.	80% of the clients enrolled in the program will report annually a stable or improved quality of life.	80%	80	80	80%

<b>ACTIVITY/SERVICE:</b>	Adult Day Services	<b>DEPARTMENT:</b> CASI 29.3903		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		122
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$48,136
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Unduplicated Participants		96	122	122
Participant Hours		45,104	84,782	84,782
Admissions		37	53	53
				<b>12 MONTH ACTUAL</b>

**PROGRAM DESCRIPTION:**

To provide supportive services to elderly Scott County residents who are at risk of premature nursing home placement and caregiver respite. Jane's Place is a low cost alternative to nursing homes that provides a range of supervised therapeutic activities in a group setting.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Program will increase the caregivers' quality of life by providing caregiver respite.	97% of caregivers will be satisfied with program and report improved quality of life. Results will be measured by surveys done twice a year.	97%	97%	97%	97%
Increased enrollment will delay premature nursing home placement and/or result in additional caregiver respite	Individuals enrolled in program will increase 5% from previous year.	95	5% increase or 122 individuals enrolled	122	88
Participants become involved with a number of planned and spontaneous activities based on their personal interests and abilities.	95% of all participants are engaged in 3 or more daily activities. This outcome will be measured by activity participation records.	97%	95%	95%	95%

**Center for Alcohol & Drug Services, Inc. (CADS)**

Director: Joe Cowley, phone: 563-322-2667, Website: [www.cads-ia.com](http://www.cads-ia.com)



**MISSION STATEMENT:** The Center for Alcohol & Drug Services, Inc. is a non-profit organization established to provide quality substance abuse education, prevention, assessment, treatment, and referral services.

<b>ACTIVITY/SERVICE:</b>	Detoxification, Evaluation & Treatment	<b>DEPARTMENT:</b>			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 975			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	440,932	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of admissions to the detoxification unit.		931	900	900	794

**PROGRAM DESCRIPTION:**

The Center for Alcohol & Drug Services, Inc. will provide social (non-medical) detoxification services, evaluations, and treatment services at our Country Oaks residential facility.

<b>PERFORMANCE MEASURE</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Clients will successfully complete detoxification.	Clients who enter detoxification will successfully complete that process and not discharge against advice.	98%	94%	94%	98%
Clients will successfully complete detoxification.	Clients who complete detoxification will transition to a lower level of care.	58%	50%	50%	53%



<b>ACTIVITY/SERVICE:</b> Criminal Justice Program	<b>DEPARTMENT:</b> CADS			
<b>BUSINESS TYPE:</b> Semi-Core Service	<b>RESIDENTS SERVED:</b> 225			
<b>BOARD GOAL:</b> Foster Healthy Communities	<b>FUND:</b> Choose One	<b>BUDGET:</b>	254,899	
<b>OUTPUTS</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of criminal justice clients provided case management.	472	500	500	457
Number of Clients admitted to the Jail Based Treatment Program.	135	120	120	81
Number of Scott County Jail inmates referred to Country Oaks.	55	50	50	50

**PROGRAM DESCRIPTION:**

The CENTER will provide services for criminal justice clients referred from the Scott County Jail, the Courts, or other alternative programs in the Jail Based Treatment Program and/or in any of the CENTER'S continuum of care (residential, half way house, outpatient, or continuing care).

<b>PERFORMANCE MEASURE</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Case management will improve the retention of high risk criminal justice clients in treatment.	An average of eight case management contacts will be provided to the 225 high risk criminal justice clients.	9	8	8	12
Case management will improve the retention of high risk criminal justice clients in treatment.	Clients will stay engaged in treatment for at least 125 days.	148	150	150	135
Offenders who complete the in-jail portion of the program and return to the community will continue with services at CADS.	Clients will remain involved with treatment services for at least 30 days after release from jail.	93%	90%	90%	85%
Offenders who complete the in-jail portion of the program and return to the community will continue with services at CADS.	Clients will successfully complete all phases of the Jail Based Treatment Program.	59%	55%	55%	59%
Inmates referred from the Scott County jail will successfully complete treatment.	Scott County Jail inmates referred to residential, half way house, outpatient, or continuing care will successfully complete that program.	94%	87%	87%	86%

<b>ACTIVITY/SERVICE:</b> Prevention		<b>DEPARTMENT:</b> CADS			
<b>BUSINESS TYPE:</b> Service Enhancement		<b>RESIDENTS SERVED:</b> 1500			
<b>BOARD GOAL:</b> Foster Healthy Communities		<b>FUND:</b> Choose One	<b>BUDGET:</b> 40,000		
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Number of Scott County Residents receiving indicated or selective prevention services.		1865	1750	1750	1826

**PROGRAM DESCRIPTION:**

CADS will conduct substance abuse prevention and awareness programs focused on educational and informational opportunities for those at risk (selective population) and persons exhibiting the early stages of use or related problem behavior.

<b>PERFORMANCE MEASURE</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Indicated and selective populations receiving prevention services will gain skills and education related to substance abuse issues.	Scott County residents receiving programming will report an increase of substance abuse knowledge or life skills in dealing with substance use issues.	93%	88%	88%	95%

# Community Health Care

CEO: Tom Bowman 563-336-3000 website chcqa.org



**MISSION STATEMENT:** Community Health Care serves the Quad Cities with quality health care for all people in need.

<b>ACTIVITY/SERVICE:</b>	Scott County Population Data	<b>DEPARTMENT:</b>	40.4001		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	8800		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$302,067
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Visits of clients below 100% Federal Poverty Level		3515	6000	5756	6,865
Visits of clients below 101 - 138% Federal Poverty Level		375	1300	1284	1101
Visits of clients above 138% Federal Poverty Level		519	1,500	1,528	1,485
# of prescriptions filled for those living in Scott County and using the sliding fee scale		4,343	6300	4560	5,225
Scott County Resident Affordable Care Act Assisted		809	1,000	3,584	1,097
Scott County Resident Affordable Care Act Enrolled - Marketplace		44	50	184	77
Scott County Resident Affordable Care Act Enrolled - Medicaid Eligible		106	200	544	171

**PROGRAM DESCRIPTION:**

CHC provides comprehensive primary health care for the Quad City population regardless of ability to pay. CHC will provide assistance to individuals when enrolling in a health insurance program and will also offer a sliding fee scale to assist in making medical care more affordable.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Scott County citizens will benefit from the sliding fee scale to make health care more affordable.	CHC will offer the sliding fee discount to all Scott County residents to ensure they have health care services.	The amount of sliding fee discounts provided to Scott County Residents during for medical services provided during the timeframe of 07/01/2015 to 6/30/2016 was \$ 196,682 The totals of pharmaceutical assistance provided to Scott Count Residents during the same timeframe is \$106,349	\$302,067	\$449,736	The amount of sliding fee discounts provided to Scott County Residents for medical services provided during the timeframe was \$387,326. The totals of pharmaceutical assistance provided to Scott County residents during the timeframe is \$81,998.
Scott County citizens will have insurance coverage: private, Medicaid or Medicare	95% of the citizens seen at CHC will have some form of insurance coverage	During the time period 07/01/2016 to 06/30/2017 95% of Scott County residents had some form of insurance.	95%	92%	92%



<b>ACTIVITY/SERVICE:</b>	Training	<b>DEPARTMENT:</b>		EMA 68A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		80 EMA	Responders
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	80 EMA	<b>BUDGET:</b>	\$73,447.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
EMA Coordinator Training		100%	100%	100%	100%
Coordinate annual RERP training		100%	100%	100%	100%
Coordinate or provide other training as requested		supported 100% of requests	support 100% of requests	100	100%

**PROGRAM DESCRIPTION:**

Maintenance of dissemination of training and exercise opportunities for Scott County responders

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Meet State required 24 hours of professional development training annually	Meeting the requirement results in maintaining federal funding for this Agency	100%	complete 75% of fifth year required training	100%	100%
Coordinate / provide training for EOC staff and other agencies to support radiological emergency response	Annual documentation of coordination for or providing training required to maintain federal support of this agency.	100%	100%	100%	100%
Fulfill requests for training from responders, jurisdictions or private partners.	Meeting the needs of local agency / office training is a fundamental service of this agency and supports County wide readiness	supported 100% of requests	100%	100%	100%

<b>ACTIVITY/SERVICE:</b>	Organizational	<b>DEPARTMENT:</b> EMA 68A			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		County-wide	
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	80 EMA	<b>BUDGET:</b>	\$102,825.00
<b>OUTPUTS</b>		<b>2015-16 ACTUAL</b>	<b>2016-17 BUDGETED</b>	<b>2016-17 PROJECTED</b>	<b>12 MONTH ACTUAL</b>
Grant coordination activities		100%	100%	100%	
Information dissemination		100%	100%	100%	
Support to responders		met all requests	meet all requests	100%	
Required quarterly reports. State and county		100%	100%	100%	

**PROGRAM DESCRIPTION:**

This program is what keeps this office functioning in order to provide a base to support training, exercise, planning, and, mitigation requirements for Scott County.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16 ACTUAL</b>	<b>2016-17 BUDGETED</b>	<b>2016-17 PROJECTED</b>	<b>12 MONTH ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
This program includes information dissemination made through this agency to public and private partners meetings.		disseminated information using meetings and e-mail listings	disseminate information to all jurisdictions	100%	100%
This agency has also provided support to fire and law enforcement personnel via EMA volunteer's use of our mobile response vehicles.		met all deployment requests for events and trainings	provide support when requested	100%	100%

<b>ACTIVITY/SERVICE:</b> Exercises		<b>DEPARTMENT:</b> EMA 68A			
<b>BUSINESS TYPE:</b> Core Service		<b>RESIDENTS SERVED:</b> 80 EMA		County-wide	
<b>BOARD GOAL:</b> Core Service with Pride		<b>FUND:</b>		<b>BUDGET:</b> \$29,379.00	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
RERP		100%	100%	100%	100%
5 year HSEMD exercise program completion		100%	100%	100%	100%

**PROGRAM DESCRIPTION:**

This program includes exercise participation undertaken by the Scott County Emergency Management Agency and/or public/private response partners to meet the State 5 year plan, as well as active participation in the FEMA radiological exercise program

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
RERP evaluated or training exercises results completed without a deficiency noted	Trains all EOC and off-site agencies in the correct response to a radiological incident.	100%	100%	100%	100%
5 year exercise program requires a minimum of two tabletop or one functional exercise per year.	Requirement helps drive multi-agency planning for exercise goals, resulting in realistic outcomes for each agency / department	100%	100%	100%	100%

# DURANT AMBULANCE

Mark Heuer, Ph: 563-785-4540, Website: durantfire.org

<b>ACTIVITY/SERVICE:</b>	Durant Ambulance	<b>DEPARTMENT:</b>		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>		7500
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$20,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
				<b>12 MONTH</b>
				<b>ACTUAL</b>
Number of 911 calls responded to.		713	670	700
Number of 911 calls answered.		718	680	700
Average response time.		11.1	12 Minutes	11
				12 minutes

**PROGRAM DESCRIPTION:**

Emergency medical treatment and transport

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Respond to all 911 requests in our area	Responded to 99% of all 911 requests in our area	713/718-99%	98%	99%	750/765-98%
Respond within 15 minutes to 88% of 911 calls	Responded within 15 minutes to 90% of the 911 requests in our area.	Responded within 15 minutes to 86% of calls	Responded within 15 minutes to 88% of calls.	Respond within 15 minutes to 90% of calls.	Responded within 15 minutes to 82% of calls



# HUMANE SOCIETY



Director: Pam Arndt, Phone: 563-388-6655, Website: hssc.us

**MISSION STATEMENT:** The Humane Society of Scott County is committed to providing humane care and treatment for all animals entrusted to us. to care for homeless animals and protect those that are abused and neglected. To educate the communities we serve about spay/neuter and responsible ownership.

<b>ACTIVITY/SERVICE:</b>	Animal bite quarantine and follow-up	<b>DEPARTMENT:</b>		20U
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		640
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET: \$10/MO ADMIN</b>
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
				<b>12 MONTH</b>
				<b>ACTUAL</b>
Number of bite reports handled		484	585	600
Number of animals received rabies vaccinations at the clinics		200	350	200

**PROGRAM DESCRIPTION:**

Complete the bite reports, assure quarantine of the bite animal and follow up after the quarantine period is over. Issue citations when necessary. Iowa Code Chapter 351

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Bites have follow up.	95% of quarantined animals involved in a bite are followed up within 24 hours of the end of quarantine.	94.00%	95.00%	95.00%	95.00%
Reduce the number of animals involved in a bite without a current rabies vaccination.	Maintain offering 5 low cost rabies clinic held at the HSSC per year.	5 clinics	5 clinics	5 Clinics	5 Clinics
Ensure owned cats and dogs involved in bites get current rabies vaccination	Citations issued to 85% of pet owners for non compliance of rabies vaccination.	82.00%	85.00%	85.00%	88.00%

<b>ACTIVITY/SERVICE:</b>	Quarantine of Unowned animals at HSSC	<b>DEPARTMENT:</b> humane Society 20U			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b> 67			
		<b>FUND:</b> 01 General	<b>BUDGET:</b> \$8.00 dog/\$6.50 cat/day \$10/mo admin		
<b>BOARD GOAL:</b>	Foster Healthy Communities				
	<b>OUTPUTS</b>	<b>2015-16 ACTUAL</b>	<b>2016-17 BUDGETED</b>	<b>2016-17 PROJECTED</b>	<b>12 MONTH ACTUAL</b>
	Number of bite cats and dogs quarantined at the HSSC	116	140	140	141
	Number of bat exposures	15	20	20	20
	Number of Dog vs Dog bites	52	80	80	65
	Number of cats & dogs with current rabies vacc when bite occurred	256	280	280	264

**PROGRAM DESCRIPTION:**

Stray cats and dogs involved in a bite or scratch that breaks the skin are quarantined at the HSSC up to 10 days. Bats involved in bite or human exposure are sent for rabies test.

PERFORMANCE MEASUREMENT		2015-16 ACTUAL	2016-17 BUDGETED	2016-17 PROJECTED	12 MONTH ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect bite victims from possible rabies infection.	Rabies status is known for 100% of HSSC confined animals.	100.00%	100.00%	100.00%	100.00%

<b>ACTIVITY/SERVICE:</b>	Animal Control	<b>DEPARTMENT:</b> humane Society 44A		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 450		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$33,317
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Cost per animal shelter day		\$10.58	\$10.00	\$10.50
Cost per county call handled		\$40.00	\$40.00	\$40.00
Total number of animals adopted		32.00%	22.00%	25.00%
Total number of animals returned to owner		26.00%	23.00%	23.00%
				<b>12 MONTH</b>
				<b>ACTUAL</b>

**PROGRAM DESCRIPTION:**

House stray animals brought in from unincorporated Scott County. Scott County Code, Chapter 34.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Animals will be placed back into their home	20% of strays from unincorporated Scott County are returned to their owner.	20.00%	20.00%	20.00%	16.00%
Animals will be placed in a home	15% of strays from unincorporated Scott County are adopted.	24.00%	22.00%	22.00%	25.00%
Animals will be placed back into their home	90% of strays returned to their owner from unincorporated Scott County are returned within 6 days.	92.00%	90.00%	90.00%	92.00%
Return more stray animals to their owners by offering micro-chipping clinics along with the rabies clinics.	Increase the number of animals micro-chipped at clinics by 10%	24	65	30	43

<b>ACTIVITY/SERVICE:</b>	Animal Control	<b>DEPARTMENT:</b> Humane Society 20U		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b> 162		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b> 01 General	<b>BUDGET:</b>	\$40/trip
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Total number of animals brought in from rural Scott County		119	200	150
Number of calls animal control handle in rural Scott County		113	250	150
Total number of stray animals brought in from rural SC		119	195	150
				<b>12 MONTH ACTUAL</b>
				236
				210
				235

**PROGRAM DESCRIPTION:**

Respond to complaints and pick up strays that are running loose or are confined in unincorporated Scott County. Return strays to their owners when claimed. Scott County Code Chapter 34

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Protect public and animals from injury	57% of dispatched calls for animals running at large will result in the animal being secured.	51.00%	57.00%	57.00%	51.00%
Protect public and animals from injury	75% of dispatched calls for animals running at large will result in the animal being confined and impounded.	53.00%	60.00%	60.00%	57.00%

# County Library

Director: Tricia Kane, Phone: 563-285-4794, Website: scottcountylibrary.org



**MISSION STATEMENT:** It is the mission of the Scott County Library System to make available library materials and information in a variety of formats to people of all ages.

<b>ACTIVITY/SERVICE:</b>	Public Service-Circulation	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$504,142	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of physical items checked out		178,434	192,909	175,000-180,000	170,017

**PROGRAM DESCRIPTION:**

Circulation – Access to materials

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of physical items checked out	Maintain physical circulation with no more than a 1.5% drop.	178,434 or .06%	192,909	175,000 - 180,000	170,017 or -5%

Note: SCLS moved from a 20 library consortium to a 10 library consortium in July 2016, and that can be pinpointed as the main cause of the circulation decrease. We were actually expecting closer to an 11% drop after running numbers of Illinois items checked out in 2015-16.

<b>ACTIVITY/SERVICE:</b>	Administration-Digital	<b>DEPARTMENT:</b>		67A
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		27,864
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	Choose One	<b>BUDGET:</b> \$85,250
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
# of downloads-digital materials		44,642	9,120	48,213
# of streamed items-digital materials		3,363	633	3,632
# of items accessed, not downloads or streaming-digital materials		112,444	3,542	121,440
				<b>12 MONTH ACTUAL</b>
				48,372
				5,111
				126,787

**PROGRAM DESCRIPTION:**

Go Digital Initiative-Digital interaction

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
# of digital materials downloaded, streamed or accessed	Increase digital interaction by 8%	160,449 or -6.1%	13,294 or 15%	173,285 or 8%	180,270 or 12%

Note: Due to the changing nature of digital media, SCLS has changed the way we talk about and count statistics. There are now three categories that cover all of our digital media: items that can be clicked on individually or downloaded, databases or services that count sessions, and website/social media that counts hits and followers.

<b>ACTIVITY/SERVICE:</b>	Public Service-Reference & Directional	<b>DEPARTMENT:</b>	Library 67A	
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864	
<b>BOARD GOAL:</b>	Improve Communication	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$125,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
# of customer service contacts		31,408	26,428	31,722

**PROGRAM DESCRIPTION:**

Reference and directional questions, in person, phone, e-mail

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Number of customers service contacts	Effectiveness: Increase staff customer interactions by 1%	31,408 or -4%	26,428 or 3%	31,722 or 1%	25,236 or -20%

Note: Due to key staff turnover and several long-term absences we think these numbers (which must be tallied by hand) were underreported. We plan to work on this for next year.

<b>ACTIVITY/SERVICE:</b>	Public Service-Computer Use	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Core Service with Pride	<b>FUND:</b>	Choose One	<b>BUDGET:</b>	\$12,500
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
# of Library computer uses		9,899	19,190	9,998	13,351
# of Library wireless uses		11,313	5,365	11,426	26,146

**PROGRAM DESCRIPTION:**

Public computer use and library wireless use

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Number of Library computer uses and # of Library wireless uses	Increase computer and internet use by 1%	21,212 or 2.3%	24,555 or 1%	21,424 or 1%	39,497 or 86%



<b>ACTIVITY/SERVICE:</b>	Administration-Cardholders	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	Choose One	<b>BUDGET:</b>	\$173,571
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Library cardholders		13,855	NA	13,994	13,826

**PROGRAM DESCRIPTION:**

Cardholders with the Scott County Library System.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Library cardholders	Increase number of cardholders by 1%	13,855	NA	13,994	13,826 or -.2%

Note: Due to the change in the Rivershare consortium, an inactive patron purge was not done in almost 3 years. It was done this year and that skewed our projected numbers.

<b>ACTIVITY/SERVICE:</b>	Programming	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Semi-Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	Choose One	<b>BUDGET:</b>	\$174,160
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
New services added		6	NA	8	18
Library and outreach programs provided		739	NA	745	1,021
Newsletter reach		537	NA	529	944

**PROGRAM DESCRIPTION:**

Improve community presence by adding new services, increasing programs and outreach, and increasing the reach of our newsletters.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New services, library and outreach programs, newsletter contacts	Improve community presence by 1%	1,269	NA	1,282 or 1%	1,983 or 56%

<b>ACTIVITY/SERVICE:</b>	Programming-Summer Reading	<b>DEPARTMENT:</b>	67A		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	27,864		
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	Choose One	<b>BUDGET:</b>	\$82,520
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Summer Reading Finishers		1,004	1,500	950	950
Summer Reading Registrations		2082	2500	1,900	1815
% Finished		48%	60%	50%	53%

**PROGRAM DESCRIPTION:**

Percentage of summer reading registrations who finish- includes juvenile, young adult and adult.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Percentage of summer reading participants who finish	Meet a 50% finish rate	48%	60%	50%	53%

# Medic Ambulance



Director: Linda Frederiksen, Phone: 563-323-1000, Website: www.medicems.com

**MISSION STATEMENT: The mission of MEDIC EMS is to improve the health, safety, and security of our community by providing high quality emergency medical services and healthcare transportation**

<b>ACTIVITY/SERVICE:</b>	911 Ambulance Response	<b>DEPARTMENT:</b>			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Foster Healthy Communities	<b>FUND:</b>	01 General	<b>BUDGET:</b>	
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Requests for ambulance service		31,987	32,829	32,750	33,158
Total number of transports		24,062	24,243	24,464	24,673
Community CPR classes provided		231	150	290	276
Child passenger safety seat inspections performed		2	30	6	5

**PROGRAM DESCRIPTION:**

Provide advanced level pre hospital emergency medical care and transport.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Urban response times will be < 7 minutes 59 seconds	Response time targets will be achieved at > 90% compliance	88.68%	90.00%	89.50%	88.37%
Rural response times will be <14minutes 59 seconds	Response time targets will be achieved at > 90% compliance	93.080%	92.000%	91.000%	90.770%
Increase the likelihood of functional neurologic outcomes post cardiac arrest for non-traumatic and non-pediatric cardiac arrest	% of non-traumatic and non-pediatric cardiac arrest patients receiving pre-hospital hypothermia treatment at >80%	94%	90%	90%	88%
Increased cardiac survivability from pre-hospital cardiac arrest	% of cardiac arrest patients discharged alive	all arrests-19.81%, VF/VT arrests 36.11%	all arrests-16%, VF/VT arrests-45%	all arrests-20%, VF/VT 45%	all arrests-18.58%, VF/VT arrests-34.48%

# QC Convention/Visitors Bureau

Director: Joe Taylor, Phone:

Website: [www.visitquadcities.com](http://www.visitquadcities.com)



**MISSION STATEMENT: To enhance the quality of life and economic development for residents and visitors by marketing the Quad Cities region as an outstanding Midwest convention and tourism destination.**

<b>ACTIVITY/SERVICE:</b>	External Marketing to Visitors	<b>DEPARTMENT:</b>	QCCVB		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	Choose One	<b>BUDGET:</b>	\$70,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>

**PROGRAM DESCRIPTION:**

The QCCVB increases visitor expenditures and overnight stays through strategic sales, marketing, and services. We promote and package the Quad Cities to attract and meet the needs of meetings, conventions, group tours, sporting events and competitions, special interest groups, and the leisure traveler. We are also community liaison for enhancing the quality of life for current and potential new residents, by supporting the development of new attractions, events, and special interests. Scott County residents benefit from increased hotel/motel tax revenues, sales tax revenues, food & beverage taxes, and gaming revenues and taxes. The increased expenditures received from visitors, keeps property taxes low. State tourism reports the benefit to each resident to be on average \$500 less in property taxes every year.

PERFORMANCE MEASUREMENT		2015-16	2016-17	2016-17	12 MONTH
		ACTUAL	BUDGETED	PROJECTED	ACTUAL
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Increase Hotel/Motel taxes and Retail Sales Taxes to the County	Increase of 5% over previous Fiscal Year	\$ 3,844,415.00	\$ 4,179,000.00	\$ 4,179,000.00	\$ 4,568,122.00
Increase visitor inquiries processed, documented and qualified	Increase of 2% over previous Fiscal Year	\$ 327,075.00	\$ 331,500.00	\$ 331,500.00	\$ 369,148.00
Increase group tour operator inquiries processed, documented and qualified	Increase of 2% over previous Fiscal Year	\$ 1,476.00	\$ 1,405.00	\$ 1,405.00	\$ 1,402.00
Increase convention/meeting planner and trade show leads	Increase of 2% over previous Fiscal Year	\$ 2,875.00	\$ 3,017.00	\$ 3,017.00	\$ 2,695.00

# Quad Cities First

Director: Tara Barney, Phone: 563-322-1706, Website: [quadcitiesfirst.com](http://quadcitiesfirst.com)



**MISSION STATEMENT: Quad Cities First is the regional economic development organization charged with marketing the Quad Cities region to companies looking to relocate or expand in our market.**

ACTIVITY/SERVICE:		DEPARTMENT:			
BUSINESS TYPE:	Service Enhancement	RESIDENTS SERVED:			
BOARD GOAL:	Extend our Resources	FUND:	01 General	BUDGET:	\$70,000
OUTPUTS		2015-16 ACTUAL	2016-17 BUDGETED	2016-17 PROJECTED	12 MONTH ACTUAL
New Prospects		40	60	60	35
Businesses Attracted		1	3	3	2
Number of Jobs		1,318	200	200	856
Capital Investment		\$203M	\$50m	\$50M	161.5M
Company Visits		129	75	75	103
Industry Trade Shows/Conferences		9	10	10	9
Site Selector Meetings		187	100	100	190
Marketing -Website Visits		17,209 Uniq visits	20,000	20,000	17,613

**PROGRAM DESCRIPTION: Business Attraction**

Marketing the Quad Cities externally for the purpose of attracting new investment and generating high quality jobs

PERFORMANCE MEASUREMENT		2015-16 ACTUAL	2016-17 BUDGETED	2016-17 PROJECTED	12 MONTH ACTUAL
OUTCOME:	EFFECTIVENESS:				
New Prospects		40	60	60	35
Businesses Attracted		1	3	3	2
Number of Jobs		1,318	200	200	856
Capital Investment		\$203M	\$50M	\$50M	161.5M
Company Visits		129	75	75	103
Industry Trade Shows/Conferences / Prospect Forums		9	10	10	9
Site Selector Visits		187	100	100	190
Marketing-Website Visits		17,209 Unique Visits	20,000	20,000	17,613

<b>ACTIVITY/SERVICE:</b>	Prospect Management	<b>DEPARTMENT:</b>		QC First	
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>			
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b>	\$30,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
New Propects		23	45	45	15
Business Retained and Expanded		2	10	10	5
Number of Jobs		91	760	760	354
Capital Investment		\$2.5M	100	\$100M	13.2M
Number of BRE/Company Visits		135	150	150	116
Number of Businesses Assisted		N/A	N/A	N/A	N/A
Number of Assists Made		453	250	250	348

Helping retain and expand existing companies in the Quad Cities.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
New Prospects		23	45	45	15
Businesses Retained & Expanded		2	10	10	5
Number of Jobs		91	760	760	354
Capital Investment		\$2.5M	\$100M	\$100M	13.2M
Number of BRE/Company Visits		135	150	150	116
Number of Business Assisted		N/A	N/A	N/A	N/A
Number of Assists Made		453	250	250	348

# Greater Davenport Redevelopment Corporation - GDRC



Executive Director: Tim Wilkinson Phone: 563/884-7559 Website: gotodavenport.com

**MISSION STATEMENT: The GDRC is a non-profit, public-private industrial development organization for the City of Davenport. It provides arms-length real estate transactions with privacy and confidentiality.**

<b>ACTIVITY/SERVICE:</b>	Business Attraction / Expansion	<b>DEPARTMENT:</b>		
<b>BUSINESS TYPE:</b>	Service Enhancement	<b>RESIDENTS SERVED:</b>		
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	01 General	<b>BUDGET:</b> \$30,000
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Market & manage EICC & other industrial properties		See below	See below	See below
				<b>12 MONTH</b>
				<b>ACTUAL</b>

**PROGRAM DESCRIPTION:**

GDRC provides arms-length real estate transactions for any industrial property for sale in Davenport. The principal offering is the Eastern Iowa Industrial Center at I-80 and NW Blvd. in north Davenport.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Market and manage the EICC and other industrial sites throughout Davenport/Scott County	GDRC has had a successful fiscal year with 5 land sales completed - exceeding expectations for FYTD.	Sold 25 acres for \$1542.44 creating over 50 jobs. Expanded EICC by buying 80 acres and optioning 80 more.; being rezoned. Held site visit for plastics company to view 100 acres; would create 500 jobs. EICC is one of the 3 finalists. Held 2 site visits for mfg operation on a 42 acre site. EICC is one of the finalists. City has agreed to rebuild EICC entrance to accommodate more truck traffic. <b>EFFECTIVENESS:</b> GDRC has had a successful fiscal year with 2 land sales completed.	Complete Heinz/Kraft sale. Close 2 pending sales agreements. Make 20 sales calls. Plan 5 site visits. Purchase additional land to sell. Pursue Shriner annexation.	Complete Heinz/Kraft sale. Close 2 pending sales agreements; make 20 sales calls; plan 5 site visits; purchase additional land to sell; and pursue Shriner annexation.	Since the Industrial Centers inception, there has been \$472 million invested with an estimated \$135 million assessed valuation. In 2017, sold 188 acres to 3 businesses for \$185 million. Responded to 20 RFI's. Made 45 sales calls. Held 15 site visits. Developed plan for future land purchases. Began Strategic Plan update process. Held 2 owners association meetings. Completed technical studies for Curtis 40 acre farm.



**SECC**

Denise Pavlik, 563-484-3036, denise.pavlik@scottcountyiowa.com



**MISSION STATEMENT:** With integrity and respect we provide superior Public Safety Dispatch services in an efficient and accurate manner. We are committed to serve the citizens and responders of Scott County with the highest standards to protect life, property, and the environment.

<b>ACTIVITY/SERVICE:</b>	Training	<b>DEPARTMENT:</b>		68C
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		county-wide
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b> \$37,657.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Audit and revise new employee training program		100%	ongoing eval	100%
Audit and revise Certified Training Officer (CTO) Program		100%	ongoing eval	100%
Increase number of cross-trained personnel		100%	Working on 3	60%
Achieve Professional Accreditation		10%	50%	50%

**PROGRAM DESCRIPTION:**

Maintenance of all training programs within the organization including: training of all new employees, maintenance training of all Certified Training Officers (CTOs), ongoing professional development training, continuing education training, cross training of all personnel as needed, and obtaining and maintenance of any professional accreditation training.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Our current training curriculum has not gone through a comprehensive review and update in over six years. Updating the training curriculum assures training keeps pace with current industry standards.	Once completed and implemented our employees will receive training commensurate with changes in technology, changes in institutional practices and policies and as a result be better prepared to respond to our constituents.	100%	ongoing eval	100%	100%
The requisite and remedial training program for our CTO's is in need of revision to ensure the program meets the future needs of CTO's thereby helping to guarantee the success of our Dispatchers.	This revision will provide a standardized methodology and instructional practice ensuring all CTO's are training are covering all the required subjects and doing so in a consistent manner. This update will also help use to ensure all CTO's are operating from a common platform.	100%	ongoing eval	100%	100%
Achieve two-discipline certification for all Dispatchers.	This will provide flexibility for staff movement and decrease the amount of overtime necessary. Will also assist in making the center more consolidated.	All staff are trained in two of the three disciplines	work on 3 discipline certification	60%	50%
Identify and complete/meet the necessary requirements for attainment of National Center Accreditation.	Meeting the requirements for National Accreditation is the first step in becoming an Accredited Center which provides third party validation we are moving SECC forward in a manner consistent with industry standards.	10%	50%	50%	50%

<b>ACTIVITY/SERVICE:</b>	Communication	<b>DEPARTMENT:</b> SECC 68C		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		County-wide
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b> \$2,017,034.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>
Improve internal communications		90%	Cont. Review	100%
Improve external communications with partner agencies		75%	90%	100%
Improve customer service		80%	90%	100%
Reinvent SECC's website		60%	85%	85%
				<b>12 MONTH ACTUAL</b>
				100%
				100%
				95%
				70%

**PROGRAM DESCRIPTION:**

Providing efficient, timely, and accurate communication is the foundation of our organization. We strive to comply with all communication benchmarks outlined in the national standard set by NFPA 1221 which includes standards for all Public Safety Answering Points (PSAPs).

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Part of the Strategic Plan identified this as an area of opportunity and we have implemented a number of initiatives to improve communications with our staff.	Improving communications improves overall organizational effectiveness and strengthens the bond between the center and the community.	90%	Continual review	100%	100%
Part of the Strategic Plan identified our communication with our partner agencies need more focused attention and we have actively engaged our partners to improve this area to improve communications.	Improving communications improves overall organizational effectiveness and strengthens the relationships between the center and our partner agencies.	75%	90%	100%	100%
Enhance our customer service efforts through more concentrated focus in this area and by infusing our Values in our public contacts.	Improving customer service helps the organization provide a better quality service to all of the citizens of Scott County.	80%	90%	100%	95%
By reinventing SECC's website we can enhance our public outreach programming.	This will help SECC establish a better rapport with the community and the agencies we serve by providing real-time public safety information as well as providing news stories too help the general public better understand our mission and role in the community.	60%	85%	85%	70%

<b>ACTIVITY/SERVICE:</b>	Management and Planning	<b>DEPARTMENT:</b> SECC 68C			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		County-wide	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$431,031.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Revise Management Job Descriptions		100%	ongoing eval	100%	100%
Revise hiring process		100%	ongoing eval	100%	100%
Develop a succession plan		60%	90%	100%	100%
Improve interagency coordination		100%	ongoing eval	100%	100%

**PROGRAM DESCRIPTION:**

Management and Planning are vital to any organization to help keep the organization moving forward into the future. This allows SECC to keep up to date with the ever changing society and the expectations that go along with the ever changing needs of society.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Revise Management Job Descriptions to clearly define responsibilities, reporting and accountabilities.	This will help further define all organizational management positions and create a more efficient workforce by not duplicating efforts.	100%	ongoing eval	100%	100%
Revise hiring process to help identify those candidates most likely to succeed as a Dispatcher.	This will help provide a better employee selection process which ultimately will help choose a candidate who has the best chance for success thereby reducing the failure rate of prospective dispatchers and increase chances for employee retention.	100%	ongoing eval	100%	100%
Develop a succession plan so we are prepared to professionally respond to the loss of key members of the supervisory and management team.	to be successful we need to place the right people in the right positions and then assure they get the appropriate formal training and mentoring from more tenured members of the team. If we are successful we will be positioned to have employees ready for advancement when openings occur. It also provides a clear roadmap for employees aspiring to advance within SECC.	60%	90%	100%	100%
Improve interagency coordination to positively impact all levels of the organization. We continue to aggressively work with our partners to move to the middle to help facilitate our consolidation effort.	This will help SECC establish a better rapport with the agencies and increase confidence thereby breaking down barriers to allow for a paradigm shift needed to become more efficient and effective in our service delivery efforts (consolidation).	100%	ongoing eval	100%	100%

<b>ACTIVITY/SERVICE:</b>	Public Awareness	<b>DEPARTMENT:</b> SECC 68C			
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>		County-wide	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b>	\$3,500.00
<b>OUTPUTS</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
Create an Education Team		100%	ongoing eval	100%	100%
Develop Public Outreach Program		95%	ongoing eval	100%	100%

**PROGRAM DESCRIPTION:**

Public awareness is an area that needs to be strengthened within SECC. The Public Education Team will help the citizens and stakeholders recognize SECC and an organization but also assist in showing others what SECC does and how SECC is a benefit to the community.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>12 MONTH</b>
		<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Create and develop an Education Team to deliver of public outreach programming to residents of Scott County.	This will allow members of SECC to help our public safety responders and citizen better identify with SECC personnel and SECC as an organization.	100%	ongoing eval	100%	100%
An area identified in the Strategic Planning process was a fundamental absence of a coordinated approach for public outreach programming. We are committed to develop and implement public outreach programming designed to enhance the safety of all residents and special populations (schools and seniors) of the County.	The goal of the Public Outreach Program is to engage all areas of the public we serve and to help them learn more about and understand what SECC does for the community. and how important our mission is to the quality of life within the county.	95%	ongoing eval	100%	100%

<b>ACTIVITY/SERVICE:</b>	Infrastructure/Physical Resources	<b>DEPARTMENT:</b> SECC 68C		
<b>BUSINESS TYPE:</b>	Core Service	<b>RESIDENTS SERVED:</b>	County-wide	
<b>BOARD GOAL:</b>	Extend our Resources	<b>FUND:</b>	89 SECC	<b>BUDGET:</b> \$268,000.00
<b>OUTPUTS</b>		<b>2015-16 ACTUAL</b>	<b>2016-17 BUDGETED</b>	<b>2016-17 PROJECTED</b>
		<b>12 MONTH ACTUAL</b>		
Evaluate Interior/Exterior of Building		100%	ongoing eval	100%
Evaluate Building Access and Security		100%	ongoing eval	NA
Update CAD System		80%	NA	100%
Review and Update Radio System		40%	75%	75%
				60%

**PROGRAM DESCRIPTION:**

Maintaining and continually updating the infrastructure and physical resources is vital to help keep the organization as current and in the best physical condition possible.

<b>PERFORMANCE MEASUREMENT</b>		<b>2015-16 ACTUAL</b>	<b>2016-17 BUDGETED</b>	<b>2016-17 PROJECTED</b>	<b>12 MONTH ACTUAL</b>
<b>OUTCOME:</b>	<b>EFFECTIVENESS:</b>				
Evaluate Interior/Exterior of Building and make recommendations to protect the building and infrastructure from those who may want to interrupt our ability to complete our mission objectives.	This audit of our building and related systems helps place SECC in the best position to provide fail-safe operations for our critical mission.	100%	ongoing eval	100%	100%
Evaluate Building Access and Security and make specific security recommendations to protect the staff from those who may want to interrupt our ability to complete our mission.	This will allow us to help keep all of the personnel secure while working inside the building but also maintain the integrity of all data. It also affords us the ability to focus on our mission objectives while providing a feeling of general safety among all staff.	100%	ongoing eval	NA	NA
Update CAD System to provide more functionality for the dispatchers and users of the system which will increase effectiveness.	This will allow for future growth of the organization, better functionality for all personnel, and ultimately better service for our agencies and citizens.	80%	NA	100%	95%
Review and make recommendations to update the current radio system thereby creating better radio coverage for all public safety responders and increasing officer safety.	This will allow better functionality and interoperability for all the public safety agencies we serve.	40%	75%	75%	60%

**OFFICE OF THE COUNTY ADMINISTRATOR**  
600 West 4<sup>th</sup> Street  
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**E-Mail: admin@scottcountyiowa.com**



September 26, 2017

**TO:** Mahesh Sharma, County Administrator

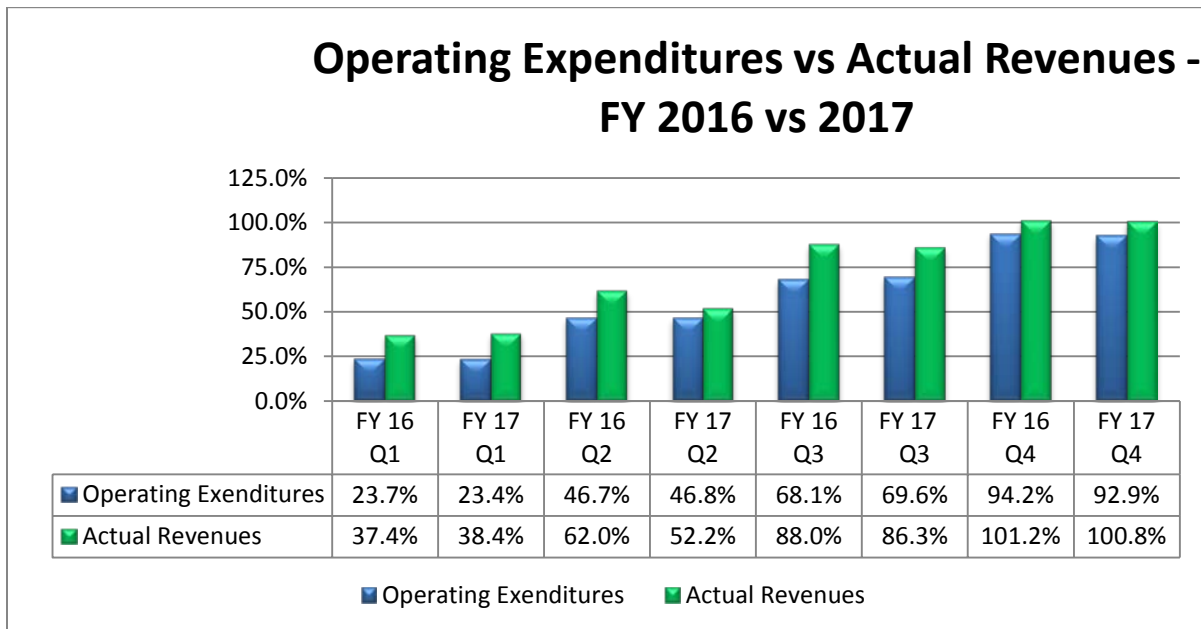
**FROM:** David Farmer, CPA, Director of Budget and Administrative Services

**SUBJ:** Summary of Scott County FY17 Actual Revenues and Expenditures for the period ended June 30, 2017

Please find attached the Summary of Scott County FY17 Actual Revenues and Expenditures compared with budgeted amounts for the 4th quarter ended June 30, 2017 on an accrual accounting basis.

Actual expenditures were 92.9% (94.2% in FY16) used when compared to budgeted amounts for the operating budget (net of debt service, capital projects, and golf course operations). The total Scott County budget including non-operating costs was 89.5% (91.1% in FY16) expended. There were three budget amendments adopted during FY17.

Total governmental actual revenues overall for the period are 100.8% (101.2% for FY16) received when compared to budgeted amounts. Scott County traditionally receives the majority of property tax revenue in the months of September and March.



The Personnel quarterly summary report (page 7) shows the overall total authorized FTE level of 482.98 FTE's. This number represents a 3.0 FTE increase from the authorized FTE from the beginning of the

year. There was a second quarter change for a Health Department Disease Specialist, a third quarter change for the Roadside Vegetation Specialist, and a Technology System Coordinator in the fourth quarter. Additionally, there were two position reclassifications within the Sheriff department during the year.

Also attached is a memo reviewing the status of current FTE's authorized in the past as a result of grant funded appropriations. This information is being provided on a quarterly basis to allow discussion between the Board and affected departments when grant funding runs out.

Departments reflect a good financial status at the end of the 4th quarter based on total expenditures and revenues compared to budget amounts. Additional comments for certain departments expressed below:

**Attorney** - Delinquent fine revenue is at 102% of the yearly budget as of the fourth quarter, however it is below the original budget of \$400,000 by \$8,349. The 2015 legislative changes have affected the delinquent fine forfeiture program and is trending flat to declining growth. Risk Management was 71% expended for the year compared to prosecution / legal which was 82.3% expended. Risk Management purchases insurance for the entire year in July and claims management expense were below expectations.

**Auditor** – Departmental revenue is at 85.3% for the fourth quarter. The office receives intergovernmental reimbursements for election expenses, which was not budgeted until the fourth quarter for the fiscal year due to being related to special elections in FY 16 and FY 17. Departmental expenses are at 91.5% for the quarter. Most of the departmental election expenses occurred in the second quarter for the general election. The program area of Elections is 90% expended, while Business Finance was 88.7% expended. Taxation is 97.2% expended.

**Capital Improvements** - The 67.8% expenditure level reflects the amount of capital projects expended during the period – including expenditures funded for Courthouse phase 3 and 4, Sheriff Patrol Headquarters and technology projects. The 115.6% revenue level includes gaming boat revenue, which is at 103.5% received for the quarter ended.

**Community Services** – The 98.4% revenue level is due to the draw from Eastern Iowa Mental Health Region for fund balance operations. Protective Payee fees were 92% of budget. The 82.4% expenditure level reflects timing of general mental health and disabilities services (81.4%). General Assistance and Veteran Services were 88.6% and 91.1% expended, respectively.

**Conservation:** - The 99.7% revenue level reflects the amount of camping, pool and beach fees received during the summer months. The County has earned 91.9% of expected camping fees for the year. Excess charges for services compared to FY 2010 levels adjusted for wage growth are recommended to be transferred to Conservation Capital reserve and Golf funds. The 93% expenditure level is spread across eight services areas and all expenditure objects such as salary, benefits and capital outlay.

**Debt Service** –Expenses are 99.7% expended through June 30, 2017. Interest is paid out on the River Renaissance Bonds (Urban Renewal Refunding) were fully paid this fiscal year. Interest on the debt service for the solid waste bonds are paid out during June and December of each year with principal payments also made in June. The county will receive reimbursement from the waste commission for the interest and principal expenses. Emergency Equipment bond debt amortization occurs in December and June of each fiscal year.

**Facility and Support Services** – Revenues of 115.5% of budget are attributed to the intergovernmental funding of staffing support services at SECC and percentage of social service reimbursements. The 92.6% of expenditures level reflects seasonality of utilities and maintenance- equipment within purchase services and expenses. Purchase services and expenses were 93.9% expended during the quarter ended, while supplies were 64.0% expended.

**Health Department** – The 96.7% revenue level reflects the amount of grant reimbursements received during the period. The 92.8% expenditure level also reflects the amount of grant and operating expenditures made during the period, purchase services and expenses, including grant pass thru disbursements was at 94% as of quarter end, while supplies were 64.6% expended.

**Human Services** – The expenditure level reflects the direct DHS Administrative support dollars that are covered by the County. Overall, the expenditure level for this department is 100%.

**Information Technology** –Revenues are 105.9% of budgeted expectations. Intergovernmental reimbursements are based on work performed for other entities. IT received the reimbursement from SECC in the third quarter. Expenditures were at 93.5% during the quarter with 88.2% of purchase services and expenses incurred through June 30.

**Juvenile Detention Center** – The 93.5% revenue level reflects all of the State detention center reimbursements being received during the year. This amount is budgeted at \$235,000 and we received \$248,781. Charges for services are 74.9% of projected revenues at \$101,182. Purchase services and expenses were 52% expended while supplies and materials were 117.7% expended.

**Planning & Development** – The 86.9% revenue level reflects the amount of building permit fees received during the period. The County has collected \$215,191 of the \$250,120 budget for licenses and permits. The 88.4% expenditure level is due to administrative and professional services expenses related to planning and zoning administration.

**Recorder** – The 104.2% revenue reflects recording of instrument revenue for the period, which were 101.8% of expected revenue. Purchased services was services was 81.7% expended while Supplies and Materials was 84.2% expended.

**Secondary Roads** – The 87.6% expenditure level was due to the mix of the amount of Roadway Construction, Snow & Ice Control and New Equipment expenditures. Real Estate and Buildings, which is the required state function for the building expansion, was 99% expended. The 104.8% revenue amount reflects the amount of road use taxes received for the period on an accrual basis. Road use tax is 104.8 % collected for the quarter end.

**Sheriff** – The 118.7% revenue reflects revenues for charges for service, intergovernmental revenues and fines / miscellaneous. Care Keep Charges are 105.5% of the budget. Licenses and Permits are 92.2% of budget. Purchase services was 87.7% expended, while Supplies and Materials was 90.1% expended.

**Treasurer** – The 101.6% revenue is a mixture of vehicle registration fees, penalties & interest, special assessment costs, and investment earnings. Supplies and Materials were 110% expended.



**Local Option Tax** – 100.8% of local option tax have been received as of quarter end.

Additionally the annual true up distribution for FY 16 was received in November. This distribution was \$341,336.

**Utility Tax Replacement Excise Tax** – These taxes are received from utility companies primarily in October and April of the year. The current year distribution was only 97.8% of the annual estimate.

**Other Taxes** - These taxes include mobile home taxes, grain handled taxes, and monies and credit taxes received during the year. The current year distribution was only 94.8% of the annual estimate.

**State Tax Replacement Credit** - The State Tax Replacement Credits other than against levied taxes are received during the months of December and March each fiscal year. The current year distribution was only 107.2% of the annual estimate.

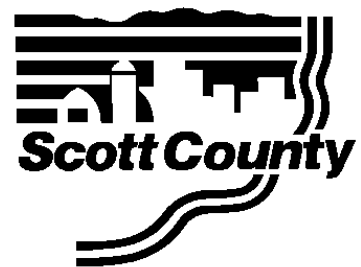
**Golf Course Operations** - It is noted that the Golf Course income statement is based on accrual accounting. This means that equipment purchases are charged (debited) to a balance sheet account (fixed assets). Expenditures for the golf course are at 87.1% for the fourth quarter, – while revenues are at 95.3% for the quarter. For the fourth quarter of FY17, rounds were at 26,456, which is 5.0% less than FY16.

**Self Insurance Fund** - The County Health and Dental Fund is experiencing a \$112,548 loss through the fourth quarter. Charges for services is below prior year by \$54,787 due relative enrollments between fiscal years and timing of payroll distributions. Medical claims decreased by \$874,000. An additional \$500,000, included in above net loss, was transferred from General Fund during the February budget amendment to bring the fund balance to 2.3 months of FY 17 expenses. New insurance rates for employer and employee contributions took effect January 1, 2017 and will be adjusted again January 1 2018.

This report is presented for the Board and your office's review and information. Please contact me should additional information be requested in this area.

Attachments

**SCOTT COUNTY**  
**FY17 FINANCIAL SUMMARY REPORT**  
**4th QUARTER ENDED**  
**JUNE 30, 2017**



September, 2017

**SCOTT COUNTY  
FY17 QUARTERLY FINANCIAL  
SUMMARY  
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## PERSONNEL SUMMARY (FTE's)

<u>Department</u>	<u>FY17 Auth FTE</u>	<u>1st Quarter Changes</u>	<u>2nd Quarter Changes</u>	<u>3rd Quarter Changes</u>	<u>4th Quarter Changes</u>	<u>FY17 Adjusted FTE</u>
Administration	5.90	-	-	-	-	5.90
Attorney	33.50	-	-	-	-	33.50
Auditor	14.05	-	-	-	-	14.05
Information Technology	15.00	-	-	-	1.00	16.00
Facilities and Support Services	28.70	-	-	-	-	28.70
Community Services	10.00	-	-	-	-	10.00
Conservation (net of golf course)	48.85	-	-	-	-	48.85
Health	45.52	-	1.00	-	-	46.52
Human Resources	3.50	-	-	-	-	3.50
Juvenile Detention Center	15.40	-	-	-	-	15.40
Planning & Development	4.33	-	-	-	-	4.33
Recorder	10.50	-	-	-	-	10.50
Secondary Roads	36.15	-	-	1.00	-	37.15
Sheriff	158.60	-	-	-	-	158.60
Supervisors	5.00	-	-	-	-	5.00
Treasurer	28.00	-	-	-	-	28.00
<b>SUBTOTAL</b>	<b>463.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>466.00</b>
Golf Course Enterprise	16.98	-	-	-	-	16.98
<b>TOTAL</b>	<b>479.98</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>482.98</b>

**ORGANIZATION: Administration**

**POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
A County Administrator	1.00	-	-	-	-	1.00
805-A Assistant County Administrator	0.50	-	-	-	-	0.50
657-A Director of Budget and Administrative Services	1.00	-	-	-	-	1.00
417-A Fleet Manager	0.40	-	-	-	-	0.40
332-A ERP / EDM Budget Analyst	1.00	-	-	-	-	1.00
298-A Administrative Assistant	1.00	-	-	-	-	1.00
252-A Purchasing Specialist	1.00	-	-	-	-	1.00
Total Positions	<u>5.90</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5.90</u>

**ORGANIZATION: Attorney**

**POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
X County Attorney	1.00	-	-	-	-	1.00
X First Assistant Attorney	1.00	-	-	-	-	1.00
X Deputy First Assistant Attorney	-	-	-	-	-	-
X Assistant Attorney II	-	-	-	-	-	-
X Assistant Attorney I	-	-	-	-	-	-
611-A Attorney II	7.00	-	-	-	-	7.00
511-A Office Administrator	1.00	-	-	-	-	1.00
505-A Risk Manager	1.00	-	-	-	-	1.00
464-A Attorney I	7.00	-	-	-	-	7.00
323-A Case Expeditor	1.00	-	-	-	-	1.00
316-A Paralegal-Audio/Visual Production Spec	1.00	-	-	-	-	1.00
282-A Paralegal	1.00	-	-	-	-	1.00
282-A Executive Secretary/Paralegal	1.00	-	-	-	-	1.00
223-C Victim/Witness Coordinator	1.00	-	-	-	-	1.00
223-C Fine Payment Coordinator	2.00	-	-	-	-	2.00
214-C Administrative Assistant-Juvenile Court	1.00	-	-	-	-	1.00
214-C Intake Coordinator	1.00	-	-	-	-	1.00
194-C Legal Secretary-Civil Court	1.00	-	-	-	-	1.00
191-C Senior Clerk-Victim Witness	1.00	-	-	-	-	1.00
177-C Legal Secretary	1.00	-	-	-	-	1.00
162-C Clerk III	1.00	-	-	-	-	1.00
151-C Clerk II-Receptionist	1.00	-	-	-	-	1.00
151-C Clerk II-Data Entry	1.00	-	-	-	-	1.00
Z Summer Law Clerk	0.50	-	-	-	-	0.50
Total Positions	<u>33.50</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>33.50</u>

**ORGANIZATION: Auditor**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
X Auditor	1.00	-	-	-	-	1.00
X Deputy Auditor-Elections	-	-	-	-	-	-
X Deputy Auditor-Tax	1.00	-	-	-	-	1.00
677-A Accounting and Tax Manager	1.00	-	-	-	-	1.00
556-A Operations Manager	1.00	-	-	-	-	1.00
291-C Election Supervisor	1.00	-	-	-	-	1.00
268-A GIS Parcel Maintenance Technician	1.00	-	-	-	-	1.00
252-A Payroll Specialist	2.00	-	-	-	-	2.00
252-C Accounts Payable Specialist	1.50	-	-	-	-	1.50
191-C Senior Clerk III Elections	2.00	-	-	-	-	2.00
177-A Official Records Clerk	0.90	-	-	-	-	0.90
177-C Platroom Specialist	1.00	-	-	-	-	1.00
141-C Clerk II	0.65	-	-	-	-	0.65
<b>Total Positions</b>	<b>14.05</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14.05</b>

**ORGANIZATION: Information Technology**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
725-A Information Technology Director	1.00	-	-	-	-	1.00
556-A Geographic Information Systems Coord.	1.00	-	-	-	-	1.00
519-A Network Infrastructure Supervisor	1.00	-	-	-	-	1.00
511-A Senior Programmer/Analyst	1.00	-	-	-	-	1.00
455-A Webmaster	1.00	-	-	-	-	1.00
445-A Programmer/Analyst II	2.00	-	-	-	-	2.00
406-A Network Systems Administrator	5.00	-	-	-	-	5.00
332-A Technology System Coordinator	-	-	-	-	1.00	1.00
323-A GIS Analyst	1.00	-	-	-	-	1.00
187-A Desktop support Specialist	2.00	-	-	-	-	2.00
162-A Clerk III	-	-	-	-	-	-
<b>Total Positions</b>	<b>15.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1.00</b>	<b>16.00</b>

**ORGANIZATION: Facilities and Support Services**

**POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
725-A Director of Facilities and Support Services	1.00	-	-	-	-	1.00
462-A Operations Manager-FSS	-	-	-	-	-	-
307-A Project and Support Services Coordinator	-	-	-	-	-	-
300-A Maintenance Coordinator	1.00	-	-	-	-	1.00
268-C Maintenance Specialist	4.00	-	-	-	-	4.00
268-C Maintenance Electronic Systems Technician	2.00	-	-	-	-	2.00
238-A Custodial & Security Coordinator	1.00	-	-	-	-	1.00
238-A Custodial Coordinator	-	-	-	-	-	-
182-C Maintenance Worker	1.75	-	-	-	-	1.75
177-C Senior Clerk	1.00	-	-	-	-	1.00
162-C Lead Custodial Worker	2.00	-	-	-	-	2.00
141-C Clerk II/Support Services	2.00	-	-	-	-	2.00
141-C Clerk II/Scanning	2.00	-	-	-	-	2.00
130-C Custodial Worker	9.95	-	-	-	-	9.95
91-C Courthouse Security Guard	-	-	-	-	-	-
83-C General Laborer	1.00	-	-	-	-	1.00
<b>Total Positions</b>	<b>28.70</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28.70</b>

**ORGANIZATION: Community Services**

**POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
725-A Community Services Director	1.00	-	-	-	-	1.00
430-A Case Aide Supervisor	1.00	-	-	-	-	1.00
430-A Mental Health Coordinator	1.00	-	-	-	-	1.00
298-A Veterans Director/Case Aide	1.00	-	-	-	-	1.00
271-C Office Manager	1.00	-	-	-	-	1.00
252-C Case Aide	2.00	-	-	-	-	2.00
162-C Clerk III/Secretary	1.00	-	-	-	-	1.00
141-C Clerk II/Receptionist	1.00	-	-	-	-	1.00
Z Mental Health Advocate	1.00	-	-	-	-	1.00
<b>Total Positions</b>	<b>10.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10.00</b>

**ORGANIZATION: Conservation (Net of Golf Operations)**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
<b>POSITIONS:</b>						
775-A Director	1.00	-	-	-	-	1.00
540-A Deputy Director	1.00	-	-	-	-	1.00
470-A Park Manager	2.00	-	-	-	-	2.00
382-A Naturalist/Director	1.00	-	-	-	-	1.00
271-A Naturalist	2.00	-	-	-	-	2.00
262-A Park Ranger	5.00	-	-	-	-	5.00
252-A Administrative Assistant	1.00	-	-	-	-	1.00
220-A Park Crew Leader / Equipment Specialist	2.00	-	-	-	-	2.00
187-A Pioneer Village Site Coordinator	1.00	-	-	-	-	1.00
187-A Equipment Specialist	1.00	-	-	-	-	1.00
187-A Equipment Mechanic	-	-	-	-	-	-
187-A Park Maintenance Technician	4.00	-	-	-	-	4.00
141-A Clerk II	1.00	-	-	-	-	1.00
99-A Cody Homestead Site Coordinator	0.75	-	-	-	-	0.75
Z Seasonal Park Maintenance(WLP,SCP, PV)	7.52	-	-	-	-	7.52
Z Seasonal Pool Manager (SCP)	0.29	-	-	-	-	0.29
Z Seasonal Asst Pool Manager (SCP)	0.21	-	-	-	-	0.21
Z Seasonal Lifeguard (WLP, SCP)	6.28	-	-	-	-	6.28
Z Seasonal Pool Concessions (SCP)	1.16	-	-	-	-	1.16
Z Seasonal Beach/Boathouse Concessions	1.80	-	-	-	-	1.80
Z Seasonal Beach Manager (WLP)	0.29	-	-	-	-	0.29
Z Seasonal Asst Beach Manager (WLP)	0.23	-	-	-	-	0.23
Z Seasonal Park Patrol (WLP, SCP)	2.17	-	-	-	-	2.17
Z Seasonal Park Attendants (WLP, SCP, BSP)	2.95	-	-	-	-	2.95
Z Seasonal Naturalist	0.79	-	-	-	-	0.79
Z Seasonal Maintenance - Caretaker	0.66	-	-	-	-	0.66
Z Seasonal Day Camp/Apothecary (PV)	1.56	-	-	-	-	1.56
Z Seasonal Concession Worker (Cody)	0.19	-	-	-	-	0.19
<b>Total Positions</b>	<b>48.85</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>48.85</b>

**ORGANIZATION: Glynn's Creek Golf Course**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
<b>POSITIONS:</b>						
462-A Golf Pro/Manager	1.00	-	-	-	-	1.00
462-A Golf Course Superintendent	-	-	-	-	-	-
220-A Assistant Golf Course Superintendent	1.00	-	-	-	-	1.00
187-A Turf Equipment Specialist	1.00	-	-	-	-	1.00
162-A Maintenance Technician	1.00	-	-	-	-	1.00
Z Seasonal Assistant Golf Professional	0.73	-	-	-	-	0.73
Z Seasonal Golf Pro Staff	7.48	-	-	-	-	7.48
Z Seasonal Part-Time Laborers	4.77	-	-	-	-	4.77
<b>Total Positions</b>	<b>16.98</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16.98</b>



**ORGANIZATION: Health**

**POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
805-A Health Director	1.00	-	-	-	-	1.00
571-A Deputy Director	1.00	-	-	-	-	1.00
470-A Clinical Services Coordinator	1.00	-	-	-	-	1.00
417-A Community Health Coordinator	1.00	-	-	-	-	1.00
417-A Environmental Health Coordinator	1.00	-	-	-	-	1.00
417-A Public Health Services Coordinator	1.00	-	-	-	-	1.00
455-A Correctional Health Coordinator	1.00	-	-	-	-	1.00
397-A Clinical Services Specialist	1.00	-	-	-	-	1.00
366-A Public Health Nurse	9.00	-	-	-	-	9.00
355-A Community Health Consultant	5.00	-	-	-	-	5.00
355-A Community Health Intervention Specialist	1.00	-	-	-	-	1.00
355-A Environmental Health Specialist	7.00	-	-	-	-	7.00
355-A Disease Intervention Specialist	-	-	1.00	-	-	1.00
323-A Child Health Consultant	2.00	-	-	-	-	2.00
271-A Community Dental Consultant	2.00	-	-	-	-	2.00
252-A Administrative Office Assistant	1.00	-	-	-	-	1.00
230-A Public Health Nurse-LPN	-	-	-	-	-	-
209-A Medical Assistant	2.00	-	-	-	-	2.00
198-A Medical Lab Technician	0.75	-	-	-	-	0.75
177-A Lab Technician	-	-	-	-	-	-
162-A Resource Specialist	2.00	-	-	-	-	2.00
141-A Resource Assistant	3.45	-	-	-	-	3.45
Z Interpreters	-	-	-	-	-	-
Z Environmental Health Intern	0.25	-	-	-	-	0.25
z Dental Hygienist	-	-	-	-	-	-
Z Health Services Professional	2.07	-	-	-	-	2.07
<b>Total Positions</b>	<b>45.52</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>46.52</b>

**ORGANIZATION: Human Resources**

**POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
805-A Assistant County Administrator	0.50	-	-	-	-	0.50
505-A Risk Manager	-	-	-	-	-	-
323-A Human Resources Generalist	2.00	-	-	-	-	2.00
198-A Benefits Coordinator	1.00	-	-	-	-	1.00
<b>Total Positions</b>	<b>3.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3.50</b>

**ORGANIZATION: Juvenile Detention Center****POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
571-A Juvenile Detention Center Director	1.00	-	-	-	-	1.00
323-A Shift Supervisor	2.00	-	-	-	-	2.00
215-J Detention Youth Supervisor	12.40	-	-	-	-	12.40
<b>Total Positions</b>	<b>15.40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15.40</b>

**ORGANIZATION: Planning & Development****POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
608-A Planning & Development Director	1.00	-	-	-	-	1.00
314-C Building Inspector	1.00	-	-	-	-	1.00
252-A Planning & Development Specialist	1.00	-	-	-	-	1.00
162-A Clerk III	0.50	-	-	-	-	0.50
Z Weed/Zoning Enforcement Aide	0.58	-	-	-	-	0.58
Z Planning Intern	0.25	-	-	-	-	0.25
<b>Total Positions</b>	<b>4.33</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4.33</b>

**ORGANIZATION: Recorder****POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
X Recorder	1.00	-	-	-	-	1.00
Y Second Deputy	1.00	-	-	-	-	1.00
417-A Operations Manager	1.00	-	-	-	-	1.00
191-C Real Estate Specialist	1.00	-	-	-	-	1.00
191-C Vital Records Specialist	1.00	-	-	-	-	1.00
162-C Clerk III	1.00	-	-	-	-	1.00
141-C Clerk II	4.50	-	-	-	-	4.50
<b>Total Positions</b>	<b>10.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10.50</b>

**ORGANIZATION: Secondary Roads**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
864-A County Engineer	1.00	-	-	-	-	1.00
634-A Assistant County Engineer	1.00	-	-	-	-	1.00
430-A Secondary Roads Superintendent	1.00	-	-	-	-	1.00
417-A Fleet Manager	0.60	-	-	-	-	0.60
316-A Roadside Vegetation Specialist	-	-	-	1.00	-	1.00
300-A Engineering Aide II	2.00	-	-	-	-	2.00
233-A Shop Supervisor	1.00	-	-	-	-	1.00
230-A Administrative Assistant	1.00	-	-	-	-	1.00
213-B Crew Leader/Operator I	3.00	-	-	-	-	3.00
204-A Office Leader	-	-	-	-	-	-
199-B Sign Crew Leader	1.00	-	-	-	-	1.00
187-B Mechanic	2.00	-	-	-	-	2.00
187-B Shop Control Clerk	1.00	-	-	-	-	1.00
174-B Heavy Equipment Operator III	7.00	-	-	-	-	7.00
174-B Sign Crew Technician	1.00	-	-	-	-	1.00
163-B Truck Crew Coordinator	1.00	-	-	-	-	1.00
162-A Office Assistant	1.00	-	-	-	-	1.00
162-A Clerk III	-	-	-	-	-	-
153-B Truck Driver/Laborer	10.00	-	-	-	-	10.00
143-B Service Technician	1.00	-	-	-	-	1.00
Z Engineering Intern	0.25	-	-	-	-	0.25
Z Seasonal Maintenance Worker	0.30	-	-	-	-	0.30
99-A Eldridge Garage Caretaker	-	-	-	-	-	-
<b>Total Positions</b>	<b>36.15</b>	<b>-</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	<b>37.15</b>

**ORGANIZATION: Sheriff**

**POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
X Sheriff	1.00	-	-	-	-	1.00
Y Chief Deputy	1.00	-	-	1.00	-	2.00
Y Chief Deputy - Captain	-	-	-	-	1.00	1.00
705-A Jail Administrator	-	-	-	-	-	-
571-A Assistant Jail Administrator	1.00	-	-	-	-	1.00
540-A Assistant Jail Administrator	-	-	-	-	-	-
519-A Captain	1.00	-	-	-	(1.00)	-
505-A Lieutenant	4.00	-	-	(1.00)	-	3.00
451-E Training Sergeant	1.00	-	-	-	-	1.00
451-E Sergeant	6.00	-	-	-	-	6.00
430-A Shift Commander (Corrections Lieutenant)	2.00	-	-	-	-	2.00
406-A Shift Commander (Corrections Lieutenant)	-	-	-	-	-	-
332-A Corrections Sergeant	14.00	-	-	-	-	14.00
332-A Food Service Manager	1.00	-	-	-	-	1.00
329-E Deputy	30.00	-	-	-	-	30.00
323-A Program Services Coordinator	2.00	-	-	-	-	2.00
289-A Classification Specialist	2.00	-	-	-	-	2.00
271-A Office Administrator	1.00	-	-	-	-	1.00
262-A Lead Bailiff	1.00	-	-	-	-	1.00
246-H Correction Officer	59.00	-	-	-	-	59.00
220-A Bailiff	12.40	-	-	-	-	12.40
220-A Senior Accounting Clerk-Jail	1.00	-	-	-	-	1.00
198-A Court Compliance Coordinator	2.00	-	-	-	-	2.00
198-A Alternative Sentencing Coordinator	1.00	-	-	-	-	1.00
198-A Senior Clerk	-	-	-	-	-	-
191-C Senior Accounting Clerk	2.00	-	-	-	-	2.00
177-A Inmate Services Clerk	1.00	-	-	-	-	1.00
177-C Senior Clerk	1.00	-	-	-	-	1.00
176-H Jail Custodian/Correction Officer	4.00	-	-	-	-	4.00
176-H Cook	3.60	-	-	-	-	3.60
162-A Clerk III	3.60	-	-	-	-	3.60
141-A Clerk II	-	-	-	-	-	-
<b>Total Positions</b>	<b>158.60</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>158.60</b>

**ORGANIZATION: Supervisors, Board of**

**POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
X Supervisor, Chairman	1.00	-	-	-	-	1.00
X Supervisor	4.00	-	-	-	-	4.00
<b>Total Positions</b>	<b>5.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5.00</b>

**ORGANIZATION: Treasurer**

**POSITIONS:**

	<b>FY17 Auth FTE</b>	<b>1st Quarter Changes</b>	<b>2nd Quarter Changes</b>	<b>3rd Quarter Changes</b>	<b>4th Quarter Changes</b>	<b>FY17 Adjusted FTE</b>
X Treasurer	1.00	-	-	-	-	1.00
611-A Financial Management Supervisor	1.00	-	-	-	-	1.00
556-A Operations Manager	1.00	-	-	-	-	1.00
382-A County General Store Manager	1.00	-	-	-	-	1.00
332-A Tax Accounting Specialist	1.00	-	-	-	-	1.00
332-A Motor Vehicle Supervisor	1.00	-	-	-	-	1.00
191-C Cashier	1.00	-	-	-	-	1.00
177-A Senior Clerk	-	-	-	-	-	-
177-C Accounting Clerk - Treasurer	3.00	-	-	-	-	3.00
162-C Clerk III	1.00	-	-	-	-	1.00
141-C Clerk II	17.00	-	-	-	-	17.00
	<u>28.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>28.00</u>

SCOTT COUNTY  
QUARTERLY APPROPRIATION SUMMARY

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
Administration	\$ 756,745	\$ 11,000	\$ 767,745	\$ 730,557	95.2 %
Attorney	4,295,889	104,524	4,400,413	3,914,893	89.0 %
Auditor	1,622,259	123,430	1,745,689	1,596,595	91.5 %
Authorized Agencies	9,431,480	(100,000)	9,331,480	9,331,480	100.0 %
Capital Improvements (general)	7,072,000	4,731,736	11,803,736	8,008,583	67.8 %
Community Services	5,846,320	(342,999)	5,503,321	4,533,732	82.4 %
Conservation (net of golf course)	4,606,418	819,070	5,425,488	5,047,997	93.0 %
Debt Service (net of refunded debt)	3,866,579	7,450	3,874,029	3,862,879	99.7 %
Facility & Support Services	3,517,117	(1,559)	3,515,558	3,254,924	92.6 %
Health	6,870,451	295,801	7,166,252	6,649,716	92.8 %
Human Resources	411,750	21,693	433,443	394,731	91.1 %
Human Services	77,252	1,200	78,452	78,425	100.0 %
Information Technology	2,594,879	38,197	2,633,076	2,461,538	93.5 %
Juvenile Detention Center	1,346,226	53,503	1,399,729	1,359,664	97.1 %
Non-Departmental	412,482	97,360	509,842	435,933	85.5 %
Planning & Development	408,545	9,227	417,772	369,442	88.4 %
Recorder	811,953	10,449	822,402	777,482	94.5 %
Secondary Roads	7,668,523	(542,618)	7,125,905	6,239,369	87.6 %
Sheriff	15,499,721	658,030	16,157,751	15,191,778	94.0 %
Supervisors	324,110	24,984	349,094	334,351	95.8 %
Treasurer	2,074,414	59,797	2,134,211	2,063,350	96.7 %
<b>SUBTOTAL</b>	<b>79,515,113</b>	<b>6,080,275</b>	<b>85,595,388</b>	<b>76,637,417</b>	<b>89.5 %</b>
Golf Course Operations	1,053,324	142,842	1,196,166	1,042,105	87.1 %
<b>TOTAL</b>	<b>\$ 80,568,437</b>	<b>\$ 6,223,117</b>	<b>\$ 86,791,554</b>	<b>\$ 77,679,521</b>	<b>89.5 %</b>

SCOTT COUNTY  
QUARTERLY REVENUE SUMMARY

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
Admin	\$ -	\$ -	\$ -	\$ -	N/A
Attorney	436,225	171,000	607,225	612,198	100.8 %
Auditor	43,200	32,850	76,050	64,855	85.3 %
Authorized Agencies	10,000	-	10,000	10,000	100.0 %
Capital Improvements (general)	587,200	96,600	683,800	790,580	115.6 %
Community Services	1,790,520	(675,380)	1,115,140	1,097,243	98.4 %
Conservation (net of golf course)	1,396,814	210,356	1,607,170	1,602,425	99.7 %
Debt Service (net of refunded debt proceeds)	1,449,331	(34,000)	1,415,331	1,559,424	110.2 %
Facility & Support Services	222,535	28,218	250,753	289,526	115.5 %
Health	2,386,606	311,318	2,697,924	2,608,731	96.7 %
Human Resources	500	-	500	4,840	967.9 %
Human Services	27,000	-	27,000	25,822	95.6 %
Information Technology	219,500	11,500	231,000	244,533	105.9 %
Juvenile Detention Center	356,126	45,755	401,881	375,707	93.5 %
Non-Departmental	405,100	(27,100)	378,000	299,044	79.1 %
Planning & Development	268,520	(7,600)	260,920	226,731	86.9 %
Recorder	1,183,575	(56,250)	1,127,325	1,174,627	104.2 %
Secondary Roads	4,131,053	155,268	4,286,321	4,492,885	104.8 %
Sheriff	1,280,966	146,332	1,427,298	1,694,082	118.7 %
Board of Supervisors	-	-	-	-	N/A
Treasurer	2,711,200	(135,300)	2,575,900	2,617,789	101.6 %
<b>SUBTOTAL DEPT REVENUES</b>	<b>18,905,971</b>	<b>273,567</b>	<b>19,179,538</b>	<b>19,791,040</b>	<b>103.2 %</b>
Revenues not included in above department totals:					
Gross Property Taxes	45,691,478	-	45,691,478	45,414,065	99.4 %
Local Option Taxes	4,475,000	275,000	4,750,000	4,786,393	100.8 %
Utility Tax Replacement Excise Tax	1,834,620	-	1,834,620	1,793,615	97.8 %
Other Taxes	71,502	-	71,502	67,761	94.8 %
State Tax Replc Credits	3,483,282	105,758	3,589,040	3,848,312	107.2 %
<b>SUB-TOTAL REVENUES</b>	<b>74,461,853</b>	<b>654,325</b>	<b>75,116,178</b>	<b>75,701,187</b>	<b>100.8 %</b>
Golf Course Operations	1,107,200	-	1,107,200	1,054,916	95.3 %
<b>Total</b>	<b>\$ 75,569,053</b>	<b>\$ 654,325</b>	<b>\$ 76,223,378</b>	<b>\$ 76,756,102</b>	<b>100.7 %</b>

SCOTT COUNTY  
 QUARTERLY APPROP SUMMARY BY SERVICE AREA

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
<b>SERVICE AREA</b>					
Public Safety & Legal Services	\$ 29,723,375	\$ 588,680	\$ 30,312,055	\$ 29,079,965	95.9 %
Physical Health & Social Services	6,559,546	214,206	6,773,752	6,247,568	92.2 %
Mental Health	5,070,705	(344,947)	4,725,758	3,875,202	82.0 %
County Environment & Education	4,845,056	75,093	4,920,149	4,622,711	94.0 %
Roads & Transportation	6,198,523	(329,023)	5,869,500	5,084,780	86.6 %
Government Services to Residents	2,431,520	138,683	2,570,203	2,429,985	94.5 %
Administration	11,039,709	184,748	11,224,457	10,351,237	92.2 %
<b>SUBTOTAL OPERATING BUDGET</b>	<b>65,868,434</b>	<b>527,440</b>	<b>66,395,874</b>	<b>61,691,448</b>	<b>92.9 %</b>
Debt Service	3,866,579	7,450	3,874,029	3,862,879	99.7 %
Capital projects	9,780,100	5,545,385	15,325,485	11,083,090	72.3 %
<b>SUBTOTAL COUNTY BUDGET</b>	<b>79,515,113</b>	<b>6,080,275</b>	<b>85,595,388</b>	<b>76,637,417</b>	<b>89.5 %</b>
Golf Course Operations	1,053,324	142,842	1,196,166	1,042,105	87.1 %
<b>TOTAL</b>	<b>\$ 80,568,437</b>	<b>\$ 6,223,117</b>	<b>\$ 86,791,554</b>	<b>\$ 77,679,521</b>	<b>89.5 %</b>



SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: ADMINISTRATION					
REVENUES					
Fines/Forfeitures/Miscellaneous	-	-	-	-	N/A
-----					
TOTAL REVENUES	-	-	-	-	N/A
APPROPRIATIONS					
Salaries	574,443	(9,000)	565,443	542,051	95.9 %
Benefits	165,702	20,000	185,702	175,047	94.3 %
Purchase Services & Expenses	15,000	(500)	14,500	11,682	80.6 %
Supplies & Materials	1,600	500	2,100	1,776	84.6 %
-----					
TOTAL APPROPRIATIONS	756,745	11,000	767,745	730,557	95.2 %
=====					
ORGANIZATION: ATTORNEY					
REVENUES					
Intergovernmental	1,200	-	1,200	1,200	100.0 %
Charges for Services	25	-	25	-	0.0 %
Fines/Forfeitures/Miscellaneous	435,000	171,000	606,000	610,998	100.8 %
-----					
TOTAL REVENUES	436,225	171,000	607,225	612,198	100.8 %
=====					
APPROPRIATIONS					
Salaries	2,368,281	9,081	2,377,362	2,258,204	95.0 %
Benefits	796,251	29,360	825,611	758,806	91.9 %
Purchase Services & Expenses	1,084,357	66,883	1,151,240	870,059	75.6 %
Supplies & Materials	47,000	(800)	46,200	27,825	60.2 %
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TOTAL APPROPRIATIONS	4,295,889	104,524	4,400,413	3,914,893	89.0 %
=====					

SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: AUDITOR					
REVENUES					
Intergovernmental	-	32,850	32,850	20,978	63.9 %
Licenses & Permits	4,400	-	4,400	4,810	109.3 %
Fines, Forfeitures and Miscellaneous	-	-	-	128	N/A
Charges for Services	38,800	-	38,800	38,939	100.4 %
	-----				
TOTAL REVENUES	43,200	32,850	76,050	64,855	85.3 %
	=====				
APPROPRIATIONS					
Salaries	1,043,547	90,264	1,133,811	1,035,319	91.3 %
Benefits	313,267	23,371	336,638	301,734	89.6 %
Purchase Services & Expenses	216,345	795	217,140	203,678	93.8 %
Supplies & Materials	49,100	9,000	58,100	55,865	96.2 %
	-----				
TOTAL APPROPRIATIONS	1,622,259	123,430	1,745,689	1,596,595	91.5 %
	=====				
ORGANIZATION: CAPITAL IMPROVEMENTS (GENERAL)					
REVENUES					
Taxes	560,000	110,000	670,000	693,456	103.5 %
Intergovernmental	-	-	-	23,659	N/A
Fines, Forfeitures and Miscellaneous	17,000	(17,000)	-	45,812	N/A
Use of Property and Money	10,200	-	10,200	21,484	210.6 %
Other Financing Sources	-	3,600	3,600	6,170	171.4 %
	-----				
SUB-TOTAL REVENUES	587,200	96,600	683,800	790,580	115.6 %
	-----				
TOTAL REVENUES	587,200	96,600	683,800	790,580	115.6 %
	=====				
APPROPRIATIONS					
Capital Improvements	7,072,000	4,731,736	11,803,736	8,008,583	67.8 %
	-----				
TOTAL APPROPRIATIONS	7,072,000	4,731,736	11,803,736	8,008,583	67.8 %
	=====				

SCOTT COUNTY  
QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: COMMUNITY SERVICES					
REVENUES					
Intergovernmental	1,564,720	(689,140)	875,580	876,580	100.1 %
Charges for Services	176,500	2,800	179,300	168,913	94.2 %
Fines/Forfeitures/Miscellaneous	49,300	10,960	60,260	51,750	85.9 %
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TOTAL REVENUES	1,790,520	(675,380)	1,115,140	1,097,243	98.4 %
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APPROPRIATIONS					
Salaries	628,823	5,775	634,598	620,050	97.7 %
Benefits	247,140	40,151	287,291	247,000	86.0 %
Purchase Services & Expenses	4,934,002	(358,725)	4,575,277	3,635,573	79.5 %
Supplies & Materials	10,847	(5,200)	5,647	11,987	212.3 %
Capital Outlay	25,508	(25,000)	508	19,122	3,764.2 %
	-----	-----	-----	-----	-----
TOTAL APPROPRIATIONS	5,846,320	(342,999)	5,503,321	4,533,732	82.4 %
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ORGANIZATION: CONSERVATION					
REVENUES					
Intergovernmental	61,042	1,834	62,876	62,876	100.0 %
Charges for Services	1,158,898	184,474	1,343,372	1,318,985	98.2 %
Use of Money & Property	86,949	20,585	107,534	93,799	87.2 %
Other Financing Sources	70,000	(8,500)	61,500	79,200	128.8 %
Fines/Forfeitures/Miscellaneous	19,925	11,963	31,888	47,564	149.2 %
	-----	-----	-----	-----	-----
TOTAL REVENUES	1,396,814	210,356	1,607,170	1,602,425	99.7 %
	=====	=====	=====	=====	=====
APPROPRIATIONS					
Salaries	1,911,520	45,611	1,957,131	1,916,995	97.9 %
Benefits	595,634	80,427	676,061	600,758	88.9 %
Purchase Services & Expenses	521,924	(12,921)	509,003	437,716	86.0 %
Supplies & Materials	442,040	12,769	454,809	412,786	90.8 %
Capital Outlay	1,135,300	693,184	1,828,484	1,679,742	91.9 %
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TOTAL APPROPRIATIONS	4,606,418	819,070	5,425,488	5,047,997	93.0 %
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SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: GLYNNS CREEK GOLF COURSE					
REVENUES					
Charges for Services	1,106,200	-	1,106,200	1,051,863	95.1 %
Fines/Forfeitures/Miscellaneous	700	300	1,000	1,075	107.5 %
Use of Money and Property	300	(300)	-	1,978	N/A
Other Financing Sources	-	-	-	-	N/A
	-----				
TOTAL REVENUES	1,107,200	-	1,107,200	1,054,916	95.3 %
	=====				
APPROPRIATIONS					
Salaries	465,629	110,842	576,471	507,943	88.1 %
Benefits	128,840	1,455	130,295	120,726	92.7 %
Purchase Services & Expenses	107,390	4,500	111,890	114,022	101.9 %
Supplies & Materials	219,605	(4,500)	215,105	217,182	101.0 %
Debt Service	-	-	-	5,961	N/A
Capital Outlay (Depr)	131,859	30,545	162,404	76,272	47.0 %
	-----				
TOTAL APPROPRIATIONS	1,053,324	142,842	1,196,166	1,042,105	87.1 %
	=====				
ORGANIZATION: DEBT SERVICE					
REVENUES					
Intergovernmental	1,449,331	(34,000)	1,415,331	1,559,424	110.2 %
Other Financing Services	-	-	-	-	N/A
	-----				
SUB-TOTAL REVENUES	1,449,331	(34,000)	1,415,331	1,559,424	110.2 %
	-----				
TOTAL REVENUES	1,449,331	(34,000)	1,415,331	1,559,424	110.2 %
	=====				
APPROPRIATIONS					
Debt Service	3,863,579	7,450	3,871,029	3,862,879	99.8 %
Purchase Services & Expenses	3,000	-	3,000	-	0.0 %
	-----				
SUB-TOTAL APPROPRIATIONS	3,866,579	7,450	3,874,029	3,862,879	99.7 %
	-----				
TOTAL APPROPRIATIONS	3,866,579	7,450	3,874,029	3,862,879	99.7 %
	=====				

SCOTT COUNTY  
QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: FACILITY AND SUPPORT SERVICES					
REVENUES					
Intergovernmental	164,310	(962)	163,348	174,629	106.9 %
Charges for Services	41,050	25,855	66,905	85,327	127.5 %
Fines/Forfeitures/Miscellaneous	17,175	3,325	20,500	29,571	144.2 %
	-----	-----	-----	-----	-----
TOTAL REVENUES	222,535	28,218	250,753	289,526	115.5 %
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APPROPRIATIONS					
Salaries	1,147,775	45,700	1,193,475	1,144,700	95.9 %
Benefits	480,042	30,497	510,539	475,104	93.1 %
Purchase Services & Expenses	1,627,100	(59,256)	1,567,844	1,471,571	93.9 %
Supplies & Materials	225,200	(18,500)	206,700	132,222	64.0 %
Capital Outlay	37,000	-	37,000	31,327	84.7 %
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TOTAL APPROPRIATIONS	3,517,117	(1,559)	3,515,558	3,254,924	92.6 %
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ORGANIZATION: HEALTH					
REVENUES					
Intergovernmental	1,992,251	283,838	2,276,089	2,174,859	95.6 %
Licenses & Permits	303,060	14,015	317,075	322,035	101.6 %
Charges for Services	80,445	(1,035)	79,410	75,779	95.4 %
Fines/Forfeitures/Miscellaneous	10,850	14,500	25,350	36,058	142.2 %
	-----	-----	-----	-----	-----
TOTAL REVENUES	2,386,606	311,318	2,697,924	2,608,731	96.7 %
	=====	=====	=====	=====	=====
APPROPRIATIONS					
Salaries	3,029,131	28,524	3,057,655	2,872,350	93.9 %
Benefits	1,099,133	59,972	1,159,105	1,034,159	89.2 %
Purchase Services & Expenses	2,677,594	189,393	2,866,987	2,697,632	94.1 %
Supplies & Materials	64,593	5,912	70,505	45,574	64.6 %
Capital Outlay	-	12,000	12,000	-	N/A
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TOTAL APPROPRIATIONS	6,870,451	295,801	7,166,252	6,649,716	92.8 %
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SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: HUMAN RESOURCES					
REVENUES					
Fines/Forfeitures/Miscellaneous	500	-	500	4,840	967.9 %
TOTAL REVENUES	500	-	500	4,840	967.9 %
APPROPRIATIONS					
Salaries	232,173	5,000	237,173	231,753	97.7 %
Benefits	70,877	16,693	87,570	80,679	92.1 %
Purchase Services & Expenses	105,400	-	105,400	79,447	75.4 %
Supplies & Materials	3,300	-	3,300	2,852	86.4 %
TOTAL APPROPRIATIONS	411,750	21,693	433,443	394,731	91.1 %
ORGANIZATION: HUMAN SERVICES					
REVENUES					
Intergovernmental	27,000	-	27,000	25,822	95.6 %
TOTAL REVENUES	27,000	-	27,000	25,822	95.6 %
APPROPRIATIONS					
Purchase Services & Expenses	60,800	-	60,800	46,670	76.8 %
Supplies & Materials	16,452	1,200	17,652	26,312	149.1 %
Capital Outlay	-	-	-	5,443	N/A
TOTAL APPROPRIATIONS	77,252	1,200	78,452	78,425	100.0 %

SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: INFORMATION TECHNOLOGY					
REVENUES					
Intergovernmental	205,000	6,000	211,000	200,910	95.2 %
Charges for Services	12,000	5,500	17,500	29,674	169.6 %
Fines/Forfeitures/Miscellaneous	2,500	-	2,500	13,948	557.9 %
TOTAL REVENUES	219,500	11,500	231,000	244,533	105.9 %
APPROPRIATIONS					
Salaries	1,081,189	18,000	1,099,189	1,080,846	98.3 %
Benefits	368,990	20,197	389,187	370,729	95.3 %
Purchase Services & Expenses	1,132,800	-	1,132,800	998,698	88.2 %
Supplies & Materials	5,900	-	5,900	5,380	91.2 %
Capital Outlay	6,000	-	6,000	5,885	98.1 %
TOTAL APPROPRIATIONS	2,594,879	38,197	2,633,076	2,461,538	93.5 %
ORGANIZATION: JUVENILE DETENTION CENTER					
REVENUES					
Intergovernmental	253,000	13,781	266,781	273,165	102.4 %
Charges for Services	103,026	31,974	135,000	101,182	74.9 %
Fines/Forfeitures/Miscellaneous	100	-	100	1,361	1,360.5 %
TOTAL REVENUES	356,126	45,755	401,881	375,707	93.5 %
APPROPRIATIONS					
Salaries	926,127	46,789	972,916	966,593	99.4 %
Benefits	306,468	26,714	333,182	314,183	94.3 %
Purchase Services & Expenses	65,927	(21,396)	44,531	23,174	52.0 %
Supplies & Materials	46,104	396	46,500	54,744	117.7 %
Capital Outlay	1,600	1,000	2,600	970	37.3 %
TOTAL APPROPRIATIONS	1,346,226	53,503	1,399,729	1,359,664	97.1 %

SCOTT COUNTY  
QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: NON-DEPARTMENTAL					
REVENUES					
Intergovernmental	297,100	(24,100)	273,000	217,358	79.6 %
Charges for Services	100,000	-	100,000	79,116	79.1 %
Fines/Forfeitures/Miscellaneous	8,000	(3,000)	5,000	2,570	51.4 %
Use of Money & Property	-	-	-	-	N/A
	-----	-----	-----	-----	-----
TOTAL REVENUES	405,100	(27,100)	378,000	299,044	79.1 %
	=====	=====	=====	=====	=====
APPROPRIATIONS					
Salaries	-	-	-	-	N/A
Benefits	-	-	-	(866)	N/A
Purchase Services & Expenses	411,482	97,860	509,342	431,029	84.6 %
Supplies & Materials	1,000	(500)	500	5,770	1,153.9 %
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TOTAL APPROPRIATIONS	412,482	97,360	509,842	435,933	85.5 %
	=====	=====	=====	=====	=====
ORGANIZATION: PLANNING & DEVELOPMENT					
REVENUES					
Intergovernmental	5,000	-	5,000	7,440	148.8 %
Licenses & Permits	250,120	(8,500)	241,620	215,191	89.1 %
Charges for Services	3,400	900	4,300	4,100	95.3 %
Other Financing Sources	10,000	-	10,000	-	0.0 %
	-----	-----	-----	-----	-----
TOTAL REVENUES	268,520	(7,600)	260,920	226,731	86.9 %
	=====	=====	=====	=====	=====
APPROPRIATIONS					
Salaries	253,332	9,168	262,500	235,520	89.7 %
Benefits	97,813	4,599	102,412	89,056	87.0 %
Purchase Services & Expenses	52,200	(5,540)	46,660	38,099	81.7 %
Supplies & Materials	5,200	1,000	6,200	6,768	109.2 %
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TOTAL APPROPRIATIONS	408,545	9,227	417,772	369,442	88.4 %
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SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: RECORDER					
REVENUES					
Charges for Services	1,180,025	(55,000)	1,125,025	1,171,302	104.1 %
Use of Money & Property	400	(250)	150	271	180.7 %
Fines/Forfeitures/Miscellaneous	3,150	(1,000)	2,150	3,054	142.1 %
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TOTAL REVENUES	1,183,575	(56,250)	1,127,325	1,174,627	104.2 %
	=====	=====	=====	=====	=====
APPROPRIATIONS					
Salaries	521,195	7,950	529,145	507,771	96.0 %
Benefits	228,658	4,099	232,757	214,152	92.0 %
Purchase Services & Expenses	49,750	(1,600)	48,150	45,164	93.8 %
Supplies & Materials	12,350	-	12,350	10,396	84.2 %
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TOTAL APPROPRIATIONS	811,953	10,449	822,402	777,482	94.5 %
	=====	=====	=====	=====	=====
ORGANIZATION: SECONDARY ROADS					
REVENUES					
Intergovernmental	4,029,053	113,268	4,142,321	4,331,962	104.6 %
Licenses & Permits	10,000	30,000	40,000	41,648	104.1 %
Charges for Services	1,000	4,000	5,000	4,696	93.9 %
Fines/Forfeitures/Miscellaneous	21,000	72,000	93,000	100,609	108.2 %
Use of Property and Money	-	6,000	6,000	13,971	232.9 %
Other Financing Sources	70,000	(70,000)	-	-	N/A
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TOTAL REVENUES	4,131,053	155,268	4,286,321	4,492,885	104.8 %
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SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
<b>APPROPRIATIONS</b>					
Administration	278,523	27,477	306,000	289,384	94.6 %
Engineering	472,000	61,500	533,500	465,392	87.2 %
Bridges & Culverts	205,000	-	205,000	117,611	57.4 %
Roads	2,231,500	59,500	2,291,000	1,785,083	77.9 %
Snow & Ice Control	468,000	(266,000)	202,000	192,403	95.2 %
Traffic Controls	247,000	(10,000)	237,000	280,907	118.5 %
Road Clearing	155,000	66,000	221,000	203,766	92.2 %
New Equipment	695,000	(25,000)	670,000	654,706	97.7 %
Equipment Operation	1,281,500	(290,500)	991,000	936,751	94.5 %
Tools, Materials & Supplies	100,000	(2,000)	98,000	45,115	46.0 %
Real Estate & Buildings	65,000	50,000	115,000	113,662	98.8 %
Roadway Construction	1,470,000	(213,595)	1,256,405	1,154,589	91.9 %
<b>TOTAL APPROPRIATIONS</b>	<b>7,668,523</b>	<b>(542,618)</b>	<b>7,125,905</b>	<b>6,239,369</b>	<b>87.6 %</b>
<b>ORGANIZATION: SHERIFF</b>					
<b>REVENUES</b>					
Intergovernmental	189,366	46,832	236,198	359,473	152.2 %
Charges for Services	827,600	73,250	900,850	950,420	105.5 %
Licenses and Permits	62,750	95,000	157,750	145,423	92.2 %
Fines/Forfeitures/Miscellaneous	201,250	(68,750)	132,500	238,766	180.2 %
<b>TOTAL REVENUES</b>	<b>1,280,966</b>	<b>146,332</b>	<b>1,427,298</b>	<b>1,694,082</b>	<b>118.7 %</b>
<b>APPROPRIATIONS</b>					
Salaries	9,917,328	247,451	10,164,779	9,869,170	97.1 %
Benefits	3,719,084	167,884	3,886,968	3,575,012	92.0 %
Purchase Services & Expenses	674,547	(51,065)	623,482	546,726	87.7 %
Supplies & Materials	945,147	-	945,147	851,217	90.1 %
Capital Outlay	243,615	293,760	537,375	349,653	65.1 %
<b>TOTAL APPROPRIATIONS</b>	<b>15,499,721</b>	<b>658,030</b>	<b>16,157,751</b>	<b>15,191,778</b>	<b>94.0 %</b>

SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: SUPERVISORS, BOARD OF					
REVENUES					
Fines/Forfeitures/Miscellaneous	-	-	-	-	N/A
TOTAL REVENUES	-	-	-	-	N/A
APPROPRIATIONS					
Salaries	214,001	1,999	216,000	217,362	100.6 %
Benefits	78,584	12,485	91,069	79,682	87.5 %
Purchase Services & Expenses	30,700	10,500	41,200	36,032	87.5 %
Supplies & Materials	825	-	825	1,275	154.6 %
TOTAL APPROPRIATIONS	324,110	24,984	349,094	334,351	95.8 %
ORGANIZATION: TREASURER					
REVENUES					
Taxes	780,000	(200,000)	580,000	611,959	105.5 %
Charges for Services	1,746,950	114,700	1,861,650	1,905,944	102.4 %
Use of Money & Property	175,000	(50,000)	125,000	95,093	76.1 %
Fines/Forfeitures/Miscellaneous	9,250	-	9,250	4,793	51.8 %
TOTAL REVENUES	2,711,200	(135,300)	2,575,900	2,617,789	101.6 %
APPROPRIATIONS					
Salaries	1,388,647	7,275	1,395,922	1,366,359	97.9 %
Benefits	529,052	42,522	571,574	545,954	95.5 %
Capial Outlay	1,170	-	1,170	1,170	100.0 %
Purchase Services & Expenses	102,770	9,950	112,720	91,658	81.3 %
Supplies & Materials	52,775	50	52,825	58,209	110.2 %
TOTAL APPROPRIATIONS	2,074,414	59,797	2,134,211	2,063,350	96.7 %

SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: BI-STATE PLANNING COMMISSION					
APPROPRIATIONS					
Purchase Services & Expenses	94,755	-	94,755	94,755	100.0 %
TOTAL APPROPRIATIONS	94,755	-	94,755	94,755	100.0 %

ORGANIZATION: CENTER FOR ALCOHOL/DRUG SERVICES

REVENUES

Intergovernmental	10,000	-	10,000	10,000	100.0 %
TOTAL REVENUES	10,000	-	10,000	10,000	100.0 %

APPROPRIATIONS

Purchase Services & Expenses	688,331	-	688,331	688,331	100.0 %
TOTAL APPROPRIATIONS	688,331	-	688,331	688,331	100.0 %

ORGANIZATION: CENTER FOR ACTIVE SENIORS, INC.

APPROPRIATIONS

Purchase Services & Expenses	275,250	-	275,250	275,250	100.0 %
TOTAL APPROPRIATIONS	275,250	-	275,250	275,250	100.0 %

SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: COMMUNITY HEALTH CARE					
APPROPRIATIONS					
Purchase Services & Expenses	302,067	-	302,067	302,067	100.0 %
TOTAL APPROPRIATIONS	302,067	-	302,067	302,067	100.0 %
ORGANIZATION: DURANT VOLUNTEER AMBULANCE					
APPROPRIATIONS					
Purchase Services & Expenses	20,000	-	20,000	20,000	100.0 %
TOTAL APPROPRIATIONS	20,000	-	20,000	20,000	100.0 %
ORGANIZATION: EMERGENCY MANAGEMENT AGENCY					
APPROPRIATIONS					
Purchase Services & Expenses	7,180,739	-	7,180,739	7,180,739	100.0 %
TOTAL APPROPRIATIONS	7,180,739	-	7,180,739	7,180,739	100.0 %
ORGANIZATION: HUMANE SOCIETY					
APPROPRIATIONS					
Purchase Services & Expenses	33,317	-	33,317	33,317	100.0 %
TOTAL APPROPRIATIONS	33,317	-	33,317	33,317	100.0 %
ORGANIZATION: LIBRARY					
APPROPRIATIONS					
Purchase Services & Expenses	567,021	-	567,021	567,021	100.0 %
TOTAL APPROPRIATIONS	567,021	-	567,021	567,021	100.0 %

SCOTT COUNTY  
 QUARTERLY FINANCIAL SUMMARY BY DEPARTMENT

Description	Original Budget	Budget Changes	Adjusted Budget	YTD Actual 6/30/2017	Used/ Received %
ORGANIZATION: MEDIC AMBULANCE					
APPROPRIATIONS					
Purchase Services & Expenses	100,000	(100,000)	-	-	N/A
TOTAL APPROPRIATIONS	100,000	(100,000)	-	-	N/A

ORGANIZATION: QUAD-CITY CONVENTION & VISITORS BUREAU					
APPROPRIATIONS					
Purchase Services & Expenses	70,000	-	70,000	70,000	100.0 %
TOTAL APPROPRIATIONS	70,000	-	70,000	70,000	100.0 %

ORGANIZATION: QUAD-CITY CHAMBER OF COMMERCE					
APPROPRIATIONS					
Purchase Services & Expenses	100,000	-	100,000	100,000	100.0 %
TOTAL APPROPRIATIONS	100,000	-	100,000	100,000	100.0 %

**OFFICE OF THE COUNTY ADMINISTRATOR**

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Date: September 22, 2017  
TO: Mahesh Sharma, County Administrator  
FROM: David Farmer, Director of Budget and Administrative Services  
SUBJ: Authorized FTE's Funded through Grant Appropriations – 4th Quarter FY17

The attached documents summarize current Scott County positions that have been funded either in part or in total by grant funding during the 4th Quarter FY17.

This quarter is in a new format to further describe the grant funding expended fiscal year to date.

The Board of Supervisors receives quarterly updates regarding these positions and has an opportunity to review grant funded positions when positions become vacant and at the time of adoption.

**AUTHORIZED FTE'S FUNDED THROUGH GRANT APPLICATIONS – 4th QUARTER 2017**

**HEALTH DEPARTMENT**

Grant Number	Grant Name	Board Approved	Grant Period	Grant FTE	Percent Expended	Federal Funding	State Funding	Other / County Funding
#5888I468	Immunization Grant	*	4/1/17 – 6/30/18	0.39 FTE Clinic Nurses	29%	\$23,626	\$5,556	
#5887L17	Childhood Lead Poisoning	*	7/1/16 – 6/30/17	0.50 FTE Public Health Nurse & Clerical Staff	100%		\$18,557	\$1,200 paid to subcontractors
#5887MH17	Maternal, Child & Adolescent Health, hawk-I	10/2/2008	10/1/16 – 9/30/17	2.0 FTE Child Health Consultants & 0.4 Resource Assistant, Offset expenses to staff time for program activities	76.8%	\$171,929.79	\$107,379.21	\$1,355 paid to subcontractors; Medicaid revenue supplemented by CH Grant Funds
#5887MH17	I-Smile portion of Child Health	2/7/08; amended 9/24/15	10/1/16 – 9/30/17	1.0 FTE Community Dental Consultant	75%	\$32,857.50	\$32,857.50	
#5887DH33	I-Smile Silver Pilot Project	2/7/08; amended 9/24/15	11/17/16 – 11/16/17	1.0 Community Dental Consultant	45%	\$42,000.00		\$99,820 Private Funding \$42,000 paid to subcontractors
#5887TS23	Tobacco Use Prevention	12/21/00	7/1/16 – 6/30/17	1.0 FTE Community Tobacco Consultant	100%		\$89,121	\$7,500 to be paid to subcontractors
N/A	Scott County Kids Early Childhood Board	8/28/03	7/1/16 – 6/30/17	1.0 FTE Public Health Nurses	100%		\$98,994 passed through Scott County Kids	



**AUTHORIZED FTE'S FUNDED THROUGH GRANT APPLICATIONS – 3<sup>RD</sup> QUARTER 2017**

**HEALTH DEPARTMENT (continued)**

Grant Number	Grant Name	Board Approved	Grant Period	Grant FTE	Percent Expended	Federal Funding	State Funding	Other / County Funding
#5887CO82	Local Public Health Service Grant	2/2/12	7/1/16 – 6/30/17	1.0 FTE Community Transformation Consultant	100%		\$387,356	\$289,032 to be paid to subcontractor
#5887AP29	Integrated HIV and Viral Hepatitis CTR	12/15/16	1/1/17 - 12/31/17	1.0 FTE Disease Intervention Specialist	45%	\$133,750	\$8,745	

**AUTHORIZED FTE'S FUNDED THROUGH GRANT APPLICATIONS – 4th QUARTER 2017**

**SHERIFF DEPARTMENT**

Grant Number	Grant Name	Board Approved	Grant Period	Grant FTE	Percent Expended	Federal / Pass Through Funding	State Funding	Other / County Funding
#VW-17-10-CJ	Stop Violence Against Women	Yes	7/1/16 – 6/30/17	1.0 FTE Deputy as a liaison to County Attorney	100%	\$59,848	\$0	\$19,950 match
#PAP 17-402-MOOP, Task 10-00-00	Governor's Traffic Safety -	No	10/1/16 – 9/30/17	Overtime for traffic enforcement	100%	\$41,000	\$0	No match. Pay 100% overtime, \$1,500 training & related travel and \$4,500 for one in-car video camera
#14-JAG-161541	Justice Assistance - ODCP Byrne JAG		7/1/16 – 6/30/17	1.0 FTE Scott County Deputy Assigned to Drug Enforcement 75% Salary	100%	\$59,381	*Federal funding passed through the State	1.0 FTE Bettendorf Officer Assigned to Drug Enforcement 75% Salary
2016-DJ-BX-0587	Justice Assistant Grant		10/1/15 – 9/30/19	1.0 FTE Scott County Deputy Assigned to Drug Enforcement 100% Overtime, Benefits;  1.0 FTE Scott County Deputy Assigned to Drug Enforcement 100% Salary, Overtime, Benefits	100%	\$93,362		1.0 FTE Bettendorf Officer Assigned to Drug Enforcement 100% Overtime, Benefits; and 100% Salary (1/3 of Mar)

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September 22, 2017

TO: Mahesh Sharma, County Administrator

FROM: David Farmer, CPA Director of Budget and Administrative Services

SUBJ: Filing of Fourth Quarter Reports from Various County Offices for FY17

The following is a summary of revenue through the 4th Quarter of FY17 for the following County offices:

Office	FY17 Amended Budget	June 30, 2017 Actual	% Rec'd	Note
Auditor	\$ 76,050	\$ 64,855	85%	(1)
Recorder	1,127,325	1,174,627	104%	(2)
Sheriff	1,427,298	1,694,082	119%	(3)
Planning & Dev	260,920	226,731	87%	(4)
<b>Totals</b>	<b>\$2,891,593</b>	<b>\$3,058,715</b>	<b>106%</b>	

**Note 1:** Reflects the amount of election reimbursements received.

**Note 2:** Reflects fees for real estate filings and vital records received during the period.

**Note 3:** Reflects grant activity, forfeited assets revenue, and fees for service earned during the period.

**Note 4:** Reflects the amount of building permit fees received during the period.

The Commission of Veteran Affairs, in their report to the County Auditor, presents the following summary of expenditures through the 4th quarter of FY17:

Veterans Office	FY17 Amended Budget	June 30, 2017 Actual	% Used	Note
Administration	\$ 99,033	\$99,718	101%	(1)
Relief Payments	54,475	40,196	91%	(2)
<b>Totals</b>	<b>\$153,508</b>	<b>\$139,914</b>	<b>61%</b>	

**Note 1:** Actual expenditures represent grant funded expenditures occurring in May and June after budget amendment.

**Note 2:** Most of direct relief comes from the state and federal government. It is noted that 71% of burial assistance costs and 77% of rental assistance have been expended so far this year.

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June 9, 2017

**TO:** Mahesh Sharma, County Administrator  
**FROM:** David Farmer, Director of Budget and Administrative Services  
**SUBJ:** Approving FY17 Fund Transfers

It is required that the Board approves fund transfers prior to year end. However, the calculation of all transfer amounts (for interest earnings, capital purchases, etc) would not be possible until after year end amounts have been booked, which is subsequent to year end (under accrual accounting). In June 2017, the Board approved the transfer intent resolution and the following table represents the final calculations of the requested transfers.

At this time, it is recommended that the Board approve the following fund transfers at their Board meeting to be held on October 5, 2017.

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>	<u>Reason</u>
General Fund	Vehicle	\$325,000	Property Tax Funding
General Fund	Secondary Roads	\$835,000	Property Tax Funding
General Fund	Electronic Equip	\$610,000	Property Tax Funding
General Fund	Capital	\$1,050,000	Property Tax Funding
General Fund	Capital	\$782,830	Conservation CIP projects
General Fund	Capital	\$241,250	Conservation CIP projects – Restricted REAP
General Fund	Capital	\$2,500,000	One time uses of fund balance
General Fund	Capital	\$47,242	Use of Restricted assets - Forfeiture
General Fund	Cons CIP	\$200,000	Conservation Fee Transfer – Future Capital
General Fund	Cons Equipment	\$0	Conservation Fee Transfer – Future Capital
General Fund	General Supplemental	\$6,464,079	Property tax funding
General Fund	Golf Course Enterprise	\$164,712	Conservation Fee Transfer – Future Capital
General Fund	Insurance Fund	\$500,000	Prior Year General Fund Assigned Balance
Rural Services	Secondary Roads	\$2,408,000	Property tax funding
Electronic Equip	Capital	\$610,000	Electronic equipment purchases
Cons CIP	Capital	\$263,849	Use of Conservation CIP funds
Cons Equip	Capital	\$28,089	Use of Conservation Equip funds
Recorder Mgmt Fees	General	\$20,000	To fund Recorder Record Mgmt authorized expenditures

It is recommended the Board approve these fund transfers at their next meeting.

Cc: Craig Hufford, Treasurer’s office  
Wes Rostenbach, Auditor’s office

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

OCTOBER 5, 2017

APPROVAL OF FY17 YEAR-END FUND TRANSFERS

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. FY17 year-end fund transfers as presented by the County Administrator are hereby approved.

Section 2. This resolution shall take effect immediately.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 5, 2017

APPROVAL OF APPOINTMENT OF STEVEN SORENSON TO  
THE COMPENSATION BOARD

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the appointment of Steven Sorensen, Bettendorf, Iowa to the  
Compensation Board for an unexpired four (4) year term expiring on  
June 30, 2021 is hereby approved.

Section 2. This resolution shall take effect immediately.