



Green Acres

January/February, 2011, #13-1, 2

**A PERIODIC NEWSLETTER FROM THE COUNTY
MANAGER TO GARFIELD COUNTY STAFF**

SAFETY—About forty years ago, I had graduated from college, gotten married, and was waiting for a couple of months to go to Army basic training. To pass the time, I worked for my father-in-law who was a master plumber. Since I had very limited technical skills as a plumber (*and still do to this day*), he used me to break up concrete, dig holes, and do other labor intensive work while he went elsewhere to do the real plumber type work. One day, I was digging a hole around a water meter that needed to be replaced. I had gone down about three or four feet and was using a pick ax to loosen dirt around the meter. The ditch I had made was narrow and did not allow me full range of motion with the pick ax. As a result, instead of hitting dirt, I hit the pipe the meter was in and the pick ax immediately recoiled straight into my forehead. I don't know how long I was out, but I remember my father-in-law dragging me out of the hole to assess the damage. Fortunately, after I came to my senses, the only lingering scar was a rather large welt right between the eyes.



This was my first exposure to the perils of working in confined spaces. However, confined work space accidents don't just happen when you are digging a ditch for a pipe. They can happen in the office as easily as they can at a construction site. Any time the work space you are in creates an opportunity for 1) a hazardous atmosphere (*chemicals or lack of oxygen*), 2) engulfment or the collapse of materials on top of you (*including objects from that shelf above you*), or 3) a spatial configuration that limits the range of motion in your work, you can be at risk for a confined space accident. It is important to recognize when these hazards exist in your work environment and it is also important to take time to evaluate the situation so that you can avoid injury.

RETREAT—In mid January, selected members of the leadership team met for three days with the new Board of County Commissioners that includes Tom Jankovsky, who replaced Tres Hout on the board. We covered a vast array of topics, but central to all the discussions was a need for change in our overall focus. At this point, I think it is important for us to go back a dozen years and review the evolution of our current focus. When I first arrived at the county 12 years ago, the Commissioners made it clear that they wanted the county to become an organization that was professionally run, had modern information systems and work processes, and was able to accumulate wealth. We made great progress on that over the last twelve years. However, about 5 years ago, the board asked that we shift our focus to assuring that we could provide exemplary customer service in all areas of our work.

Similarly, we have made great progress in this area as well.

Although the Commissioners still see service as our top priority, this concept needs to morph into a challenge that is truly outside the bounds of our organization. The Commissioners recognize that our communities and our residents are hurting as a result of the economic downturn. Oil and gas activities have decreased as has tourism. Construction has become virtually non-existent. The Commissioners want to devote the next couple of years to initiatives that will help us add jobs in the county. This can come from two areas. First, we need to do everything we can to encourage existing businesses to succeed and to expand. That includes the oil and gas industry. Second, we need to search for opportunities to encourage businesses to relocate to our area. Neither of these initiatives are "30 minute sitcoms." It will take months and years of effort to see measurable results. And it will mean that some of us will have to shift our focus principally to this objective and others of us will have to "fill the breach."

REORGANIZATION—As a result of this significant change in focus, we are changing the structure of the organization to allow for increased attention to economic development in some key areas. First, we are combining Building and Planning and the Oil and Gas Liaison Office into one organization. This will allow for us to concentrate all land use issues in one organization and will also facilitate the restructuring of our land use regulations to be more inviting to prospective businesses, whether those are involved in oil and gas exploration or in other venues. Fred Jarman will head this organization and Judy Jordan will become an integral part of Building and Planning, focusing on oil and gas issues and fulfilling the role of local government designee for oil and gas issues.

Dale Hancock will become the Assistant County Manager and his responsibilities will be trimmed and focused on a few key areas. First, he will continue to be the lead for public relations and Renelle Lott (*currently in I.T.*) will be reporting to him to assist in the dissemination of public information. Dale will also be responsible for intergovernmental

relations. He will continue to oversee the airport and community corrections. However, the big change in Dale's responsibilities will be a dramatic increase in activities associated with economic development. We are going to vigorously pursue opportunities for businesses to relocate to our county and do everything we can to encourage them to become a part of our communities. This will involve a commitment on the part of the county and its communities to offer incentives to prospective businesses and to pave the way for relocation by providing land, infrastructure, and streamlined approvals for construction of facilities. Dale will coordinate all these efforts and his role as coordinator of intergovernmental relations will allow him to negotiate agreements with communities to capture new businesses. Whenever possible, I will assist Dale in this important endeavor.

To relieve Dale of some of his current responsibilities, the Information Technology Department will be under the direction of Lisa Dawson.

As we begin to focus on acquisitions that might stimulate economic development and associated infrastructure improvements, we need to think in terms of developing a unified public works capability. To that end, we will be combining the Road and Bridge Department, Engineering, and Facilities (*including Buildings and the Fairgrounds*) under a new Public Works Department headed by Betsy Suerth. We believe that by combining the capabilities of these organizations we will be able to strengthen our customer service focus and be even more responsive to the needs of our residents and of prospective entrepreneurs.

In the back of this edition is an organization chart that depicts these changes.

COMMISSIONERS SELECT SEARCH FIRM TO FILL COUNTY ATTORNEY VACANCY—The BOCC interviewed search firms at the retreat and in a subsequent board meeting selected Peckham and McKenney to oversee the selection process. Phil McKenney, one of the principles of the firm will personally oversee the process. Phil has extensive experience in assisting

counties and cities in filling senior level vacancies including county and city attorneys. Phil was a city manager and spent many years as a senior level executive in the Colorado ski industry.

In Mid February, Phil will conduct interviews with the Commissioners, County Attorney staff, other elected officials, and department heads to develop a profile and approach for conducting the selection. The advertising and networking will begin in March and interviews will likely occur in late April or May. Our hope is that we will have a new County Attorney in place by early summer.

GLENWOOD'S MOC PARKING LOT MAY CLOSE—We received word from the City of Glenwood Springs that they are contemplating closing the large parking lot on 7th Street that envelopes the current sewer plant. The parking lot was scheduled to be closed on February 20th and was not to reopen for a year. However, the city has decided to evaluate parking options before proceeding with the closure. It is our hope that they will seek to replace as many parking spaces as possible using their land and perhaps ours, in order to accommodate daily commuters. We are working with the city to try to create other accommodations and will keep you posted.

AN AIRPORT ICON DEPARTS—"Lady Lou", the



famous DC-3 that graced our airport for decades took off for the last time. She was sold to a group that will use her to transport freight in and around the state of Louisiana.

ELECTED OFFICIALS SWORN IN—In another demonstration of a truly American

phenomenon, the peaceful transfer of power, new elected officials were sworn in and took their place as a part of the leadership of our county. The two new leaders are Tom Jankovsky, who replaced Tresi Houpt on the Board of County Commissioners and Jim Yellico who replaced John Gorman as Assessor. Both expressed their appreciation to their supporters and both recognized the learning process that is ahead of them as they familiarize themselves with their new duties.

Others who were sworn in include Lou Vallario who is starting his third term as County Sheriff, Jean Alberico who starts a second term as Clerk and Recorder, and Trey Holt and Scott Abner who continue as the County Coroner and County Surveyor, respectively. Georgia Chamberlain was sworn in earlier in the month to continue as the County Treasurer. Here are some pictures of the swearing in ceremony.

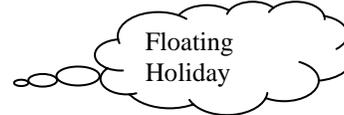


and we were able to coordinate clinics that had both daytime and evening hours to assure maximum coverage. The result is that over 1,300 students and residents received their flu vaccinations.

We hope that this will help reduce the number of folks affected by the flu in our county and that it will help prevent any recurrence of the tragedy that took the life of one of our young students.



Finance Tidbit



The Floating Holiday will be listed in your January 2011 paycheck. Your Floating Holiday will be listed under **Hours Earned** just like the your PDO and MSL accruals. Your Floating Holiday works just like your PDO and MSL hours. Once you use your Floating Holiday it will show up under **Hours Taken**. You can always look at your **Ending Balance** to see if you have used your Floating Holiday or if it is still available for use.

Frequently Asked Questions

Do I have to take all of the floating holiday hours at once?

Yes, a floating holiday is just like any other holiday, so the hours must be used all at once for one day off of work. You just get to pick the day (with Supervisor/Department Head approval).

How many floating holiday hours do I get?

You must consistently work at least 20 hours a week to receive a floating holiday. If you are a full-time employee (40 hours a week) you will receive eight hours. If you work less than 40 hours a week your floating holiday hours are pro-rated. **The easiest way to remember is: floating holidays are just like any other holidays, so if you normally get 6 hours of holiday pay, then you will get 6 hours of floating holiday pay.**

How do I list the floating holiday on my timesheet?

When filling out a timesheet you will want to list your floating holiday in the **“holiday column”** on the date you have taken it. In the comment section write floating holiday.

How do I list the floating holiday on my leave form?

When filling out a leave form, list your floating holiday in the **“other column”** and list the date it was taken. In the comment section write floating holiday. Supervisors/Department Heads will keep all hourly



EMERGENCY FLU CLINICS HOSTED BY COUNTY—

As a result of the tragic death of a Rifle High School student from Type B Flu, we felt it was important to host flu clinics for students and family members in both the eastern and western areas of the county.



Public Health staff hosted free flu clinics for county citizens on January 19th and 22nd in Rifle and on the 19th in Glenwood. The state cooperated with us by providing over a thousand doses of flu vaccine at no charge

employees leave forms, salaried employees must submit their leave forms to Finance.

What if I choose not to use the floating holiday in 2011?

Floating Holidays are use or lose, there is no carry over or buy out!



BENEFITS BITS **Information for You** **from the Human Resources** **Department**

You are responsible for managing your benefits. Knowledge is power. The more you know about your benefits, the better able you are to manage them. Below is some basic information on your medical benefits and **Emergency Room Visits**.

If you need Emergency Room Care, then follow these simple steps.

Step 1 - Provide the ER with your current CEBT benefit ID card.

Step 2 - Examine the back of your card.

Step 3 - Choose the correct number to call. For emergency care please call as soon as possible Care Management: 800-542-6643.



CONTINUOUS IMPROVEMENT CORNER—I was working as a Materials Manager at Hughes Aircraft. My boss and I were at odds about an approach to a problem related to the use of procurement resources in support of production. We were engaged in a back and forth discussion about the problem and potential solution and I began to restate a position that was predictable and totally “inside the box.” Halfway through my statement, I stopped in my tracks and realized that I was defending a conventional and not very creative approach. When that happened, my boss smiled at me knowing that there had just been a breakthrough.



So many times, the first thoughts out of our brain are the tired old tapes that we play over and over to ourselves. To be successful as an individual and as an organization, we have to discard those tapes and treat every decision point as an opportunity to create a new paradigm.

British Playwright Oscar Wilde said that “consistency is the last refuge of the unimaginative.” When we engage in linear thinking, we limit the array of options available and we end up with the same thinking and same results we have always had. It takes a bit of courage to be creative, but the rewards can be remarkable.

This marks the start of my 13th year of writing Green Acres. I continue to count it a privilege to be a part of this organization. We have many challenges ahead this year, but together we can meet them all.

That's 30. Because of the timing of the Retreat, we needed to wait until February to post the first edition this year. The next newsletter will come out in mid March. Ed

February Service Anniversaries

<u>Employee</u>	<u>Department</u>	<u>Anniversary</u>	<u>YOS</u>
Jason Alstatt	Sheriff	02/01	9
Joshua Craine	Sheriff	02/01	9
Dawn Netupsky	Human Services	02/01	6
Hilda Solano	Human Services	02/02	7
Kathryn Lancaster	Public Health	02/02	30
Rachele Mettaufer	Human Services	02/02	2
Frances Richardson	Treasurer	02/06	27
Tony Anthony	Road & Bridge	02/08	12
Ricky Harter	Criminal Justice	02/09	7
Cory Berger	Road & Bridge	02/09	2
Robert Nye	Sheriff	02/11	5
Amber Knox	Assessor	02/11	3
Joshua Osborne	Sheriff	02/12	3
Carol Keen	Human Services	02/13	15
Sean McCourt	Assessor	02/16	18
Susan Garcia	Human Services	02/18	1
Evelyn Olson	Treasurer	02/20	4
Gail Boesch	Human Services	02/20	4
Bret Simon	Human Services	02/20	4
Mark Becker	Road & Bridge	02/22	2
Steven Pollard	Coroner	02/23	1
Frank Romero	Road & Bridge	02/25	26
Scott Craig	Road & Bridge	02/25	3
Rodney Hollandsworth	Criminal Justice	02/29	3





March Service Anniversaries 2011

<u>Employee</u>	<u>Department</u>	<u>Anniversary</u>	<u>YOS</u>
Gary Sunderland	Sheriff	03/01	13
Edna Place	Clerk & Recorder	03/01	7
Shari Grondahl	Public Health	03/01	4
Catherine Watts	SWD - Landfill	03/02	2
Mary Larsen	Human Resources	03/02	1
Thomas Newton	Road & Bridge	03/04	3
Dennis Clemons	Sheriff	03/04	3
William C Lang	Sheriff	03/07	6
Darren Alstatt	Sheriff	03/09	2
Audrey Thornton	Sheriff	03/09	2
Maria Saenz	Human Services	03/10	3
Lois Muehlbauer	Sheriff	03/10	3
Janet Sanford Locklear	Sheriff	03/10	1
James Myer Jr	Sheriff	03/11	6
Silvia Chang	Public Health	03/12	4
Robert Bargas Jr.	Sheriff	03/15	12
Jesse Burris	Sheriff	03/17	7
Marian Clayton	Clerk & Recorder	03/18	15
Josefa Huerta	Sheriff	03/19	4
Maira Contreras	Sheriff	03/22	7
Rebecca Wheelersburg	Building & Planning	03/22	1
Laura Steinauer	Human Services	03/22	1
David Crownover	Sheriff	03/22	1
Tamra Blackard	Sheriff	03/24	3
Johnny Johnson	Road & Bridge	03/24	3
Paul Lauman	SWD - Landfill	03/25	2
Matthew Anderson	Sheriff	03/26	10
Michael Ballard	Airport	03/26	7
Julissa Taylor	Building & Planning	03/26	4
Melissa Kircher	Clerk & Recorder	03/28	6
Kristi Crusselle	Human Services	03/29	1
Nathan Goodacre	Sheriff	03/29	1
Truman Black Jr	Criminal Justice	03/30	2
Megan Alstatt	Sheriff	03/31	8



Organization Chart

