



COUNTY OF SANTA CRUZ

INFORMATION SERVICES DEPARTMENT

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 KENNETH D. WEDDERBURN, DIRECTOR

July 23, 2001

Agenda: August 7, 2001

Board of Supervisors
 County of Santa Cruz
 701 Ocean Street
 Santa Cruz, CA 95060

Internet and Intranet Projects for FY 2001-02

Dear Members of the Board:

During Budget Hearings, your Board directed that the Information Services Department return on August 7, 2001 with a report on ISD's plans for Internet and Intranet project for 2001-02.

During this fiscal year, the department will be working on a number of projects that are designed to deliver information and services to the public over the County's website, and to County employees over the County's intranet. The table that follows summarizes the projects that are currently scheduled to be addressed during 2001-02. As the County adds to its experience in understanding how information and services can be deployed over the Internet, we believe that additional projects may be added to ISD's 2001-02 workplan.

Internet Project	Project Description	Estimated Date Available
Assessor's Database on the Web	General property information would be available; current value and specific property characteristics would remain confidential. Access by APN.	8/3/01
Establish a Countywide e-commerce strategy & policy	ISD is evaluating various options for providing e-commerce opportunities for the public to pay for County services over the Internet. Recommendations will be presented to Auditor-Controller by November 1 st	4 th Quarter

Internet Project	Project Description	Estimated Date Available
E-Commerce application for Assessor	Provide an application so that the Assessor's commercial products can be purchased over the Web	4 th Quarter
GIS Information on the Web	A carryover project from 2000-01 to provide GIS-based information by parcel. Access by APN, with current values and specific building characteristics to remain confidential	1 st Quarter
Website for Domestic Violence Commission	Will provide information about services available, with contacts and reporting resources	1 st Quarter
Web-based employment application form	Two stage project. Interim solution is application form that can be submitted electronically, followed by a full service system with the capability to accept, distribute, file, and report on all applications received from all sources	First Stage: 8/03/01 Second Stage, Part A: 2 nd Quarter
Access to Superior Court Case Information	This project would provide the public access to case party index with links to case summary information	2 nd Quarter
Property tax information	The project has been expanded so that all types of property tax information can be accessed over the County's website. A goal is to provide an application that allows payment of property taxes on-line	Tax information, 2 nd Quarter Payment on line, 4 th Quarter

The County Intranet is designed to provide information and services to county employees in a web-based environment. A pilot site has been available since March 2001. The formal rollout of the Intranet will be completed by the end of the 1st Quarter, with the following features:

- Personnel information, including salary schedule, classification descriptions, policies and procedures, MOU's, with links to CalPERS, Credit Union, the County's Deferred Compensation Program websites, and to the Personnel website for current job listings

- Parcel-based property information by APN

- Live Audio, Audio archive, and link to Board of Supervisor agendas and minutes

- Work order request for General Services

- GIS presentation of parcel-based property information, linked to Assessor's database

In addition, the following Intranet projects are scheduled for development in 2001-02:

Intranet Project	Project Description	Estimated Date Available
County Forms Project	Provide employees access to all County transaction forms electronically, with the ability to complete the form electronically if appropriate or print the form if manual submission is required	First group of forms available 1 st Quarter, year-long project
Auditor-Controller Report Distribution	Project will identify a method for directing mainframe reports, such as payroll summary reports, from paper printers to user departments for review and printing as required. Solution will be evaluated for applicability to all batch reporting.	4 th Quarter
Web-based timecard system	Implement a pilot project to determine viability of providing web-based timecard processing, which would include an employee completing the timecard, supervisor review and authorization, and developing an interface to the County's payroll system. Evaluate time distribution component.	3 rd Quarter
Clerk Recorder Index	Provide Clerk Recorder's Index on the Intranet for user departments. An outside vendor supports the Recorder's automated systems, and additional server capacity is required	4 th Quarter
Environmental Health Imaging Project	This project would make certain documents being scanned into EH's imaging application (FORTIS), available to user departments, such as Planning. Once operational, it will be possible to use this same technology to share documents among department's with imaging applications	2 nd Quarter

Employee Payroll and Benefit Portal	This project would provide secure access (using personal identification number - PIN) to payroll, pay stub, and employee benefits	In initial planning stages - must be approved by Auditor before proceeding. Not currently scheduled for implementation
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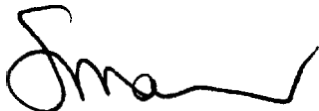
Continuous progress is being made on providing the public better access to County information and services over the Internet. New opportunities continue to be discovered as the department builds expertise in web-based applications for County departments for the Intranet. ISD is maintaining a strong focus on the development of Internet and Intranet capabilities because the technology being utilized for these projects will also be applicable to many future business applications. It is therefore RECOMMENDED that your Board accept and file this report on Internet and Intranet projects for 2001-02, and direct ISD to return on the last meeting of January with an update on the status of these projects.

Sincerely,



for Kenneth D. Wedderburn
Director of Information Services

Recommended:



SUSAN A. MAURIELLO
County Administrative Officer

cc: Each Department Head