



An Effective County Government

Over the last several months, PBS has begun discussions of performance expectations for all divisions. Presently performance expectations are established within the Code Enforcement Division as well as clearly defined process management. Once complete, the Department will have clear expectations for accountability within all Divisions. PBS provides opportunities for training for Planning, Building and Code Enforcement Divisions through dedicated funds. **Training and certifications for the Building Division has resulted in a new Insurance Service Office (ISO) rating of 2 for the County, which reduces insurance rates within Mendocino County. In addition, in 2022 Code Enforcement partnered with the California Association of Code Enforcement Officers (CACEO) to organize the hosting of three week-long training modules in Ukiah during 2023.** The three modules will cover all aspects of working in Code Enforcement, studying principles such as field activities, basic inspections, case documentation and evidence procedures, ethics and professionalism, critical thinking, officer safety, vehicle abatement, land use and customer service. In order to improve our operational efficiency, PBS has made several technological enhancements, some of which are still in process of being implemented. PBS received a CalAPP solar grant, which establishes standardized plan review software that can run compliance checks and process building permit approvals for eligible rooftop solar systems. This grant has allowed the upgrade of TRAKiT, the Department permit tracking software, to allow for attachments which has increased the number of permits which can be applied for online and assisted in streamlining the submittal process for those permits. The Department has also purchased Blue Beam software that will allow for electronic plancheck; however, this will be a longer roll-out process due to training needed for implementation as well as use by applicants. In addition, PBS, with the assistance of the CEO Office and Information Services, has embarked on a scanning project of our records. This will streamline the availability of permitting history to staff, reduce time for response to public records requests for files as well as reduce storage needs. This is ongoing and we expect it may take several years to fully digitize our records. PBS has been revamping our website to be more user friendly. Simple changes such as alphabetizing tabs and modifying our landing pages have improved the ease to find information. In addition, the Department is working on publication of Department policies. This is slower going as we are reviewing to determine that those policies are accurate and up to date prior to publication. **For decades, PBS had no grant awards, but around 2012 an increase in available grant funding surfaced. Now, PBS manages 7 HCD grants, including a new 2021 award for MicroEnterprise in the amount of \$250,000 and Covelo Clean Up Project in the amount of \$500,000.** PBS has sought grant funding for various updates and improvements over the last year and prior years, including securing funding for our Inland Zoning Code and Division of Land Regulations update, CalAPP solar software, and Local Coastal Program update.