

## COUNTY MAINTENANCE SERVICES

### INTRODUCTION

In response to complaints, the Humboldt County Grand Jury surveyed custodial and maintenance services in thirty county departments/agencies. Custodial and maintenance services are provided by Humboldt County Building Maintenance Division, contract services, and by landlords. A survey concerning the upkeep of county facilities was conducted. County employees were interviewed and inspections of some county facilities were completed.

### FINDINGS

F-1 No building checklists of custodial services were provided the grand jury by the Building and Maintenance Division as request.

F-2 Some county departments/agencies did not know what was to be cleaned or who was to perform the work.

F-3 The survey indicated that custodial and maintenance supervision of some county facilities is inadequate.

F-4 The county courthouse/jail has been expanded; however, no additional custodial and maintenance personnel have been hired.

F-5 The county courthouse has no paid job position for grounds keeper or painter.

F-6 There are no coverings on most of the windows of the large room near the Fifth Street entrance of the county courthouse.

F-7 Some courthouse restrooms have long-standing graffiti on the walls.

### CONCLUSIONS

C-1 A priority needs to be placed on custodial and maintenance services of county facilities.

C-2 The County does not appear to have sufficient personnel to perform custodial and maintenance services.

### RECOMMENDATIONS

THE HUMBOLDT COUNTY GRAND JURY RECOMMENDS THE FOLLOWING:

R-1 The County establish a more effective program for custodial and maintenance services of county facilities, including supervisorial responsibilities.

R-2 Board of Supervisors hire more custodial and maintenance services personnel for the expanded courthouse/jail, including a paid job position for a painter and a grounds keeper.

### RESPONSES

THE FOLLOWING RESPONSES TO REPORT 01-14 ARE REQUIRED PURSUANT TO P.C. 933 AND THE STANDARD FORMAT FOR RESPONSES.

1.. The Board of Supervisors respond to all findings and recommendations.

2. The department head of the Administrative Services Division respond to all findings and recommendations.