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COUNCIL UPDATE

Administrative Services

JANUARY 13, 2015

ADMINISTRATIVE SERVICES

JUSTICE
COURT
DIVISION

22 EMPLOYEES
2 JUDGES

HUMAN
RESOURCES
DIVISION

4 EMPLOYEES

INFORMATION
TECHNOLOGY
DIVISION

12 EMPLOYEES

Arts and
Culture
Division

11
EMPLOYEES

MISSION:

The mission of the West Valley Justice Court is to provide the citizens of West Valley and visitors therein, an open, fair, efficient, and independent system for the advancement of justice under the law.

COURT PROFILE

- ” 2 JUDGES
- ” 1 COURT ADMINISTRATOR
- ” 2 Assistant Court Administrators
- ” 17 COURT CLERKS
- ” 2ND LARGEST JUSTICE COURT IN STATE

JRT

2014 Successes

- ” Court is entirely paperless
- ” Purchase of Finger Print machine
- ” Restructured organization two PT eliminated
- ” Court Cross Training occurring monthly
- ” Approx. 18,000 traffic filings processed
- ” Approx. 21000 Traffic Dispositions
- ” Approx. 3000 Criminal Filings
- ” Approx. 5000 Criminal Dispositions

Justice Court

2015 Focus

- Monthly training and cross training of personnel
- All old files will be scanned and filed electronically by end of year
- Putting a process in place to notify people of fines owed
- Unserved Warrants – Dedicated Officers on serving Warrants with Success, Old warrants are being expired.

SOURCES

MAJOR FOCUS

- ” EMPLOYMENT
- ” HEALTH CARE
- ” POLICIES & PROCEDURES
- ” PERFORMANCE APPRAISALS
- ” SUCCESSION PLANING – ALL DEPARTMENTS
- ” Volunteer policies and protocols
- ” Promoting Residency as Hiring Pref

Information Technology

2014 Successes

- New SAN Install (Storage Area Network) – disk space for all servers and City data
- Wifi Network Expansion to include all City Hall floors
- New Proxy Server to manage City internet traffic
- Legal – Collections Online Payments
- GPS Implementation in Police Cars through aircards
- Cityworks Asset Management for Public Works Sanitation and Streetlights (work orders & service requests)
- SIRE – Workflow for Grants in Finance
- SIRE – Implement Agenda to Go For Planning Commission

2015 Current/Future IT projects

- Network monitoring and diagnostics software
- EVault: in the process of moving all backups to Evault cloud
- Install Fortinet Firewall for data encryption to remote City Facilities for Federal Criminal Justice Standards
- Upgrade Netmotion Server for Laptops and iPads
- Harris Dashboard Implementation
- Business License Conversion to Cityworks
- Cityworks Asset Management for Public Works Engineering and Operations
- SIRE – Active Review for Public Works and Planning to Review Contractor and Development Plans

2015 – Continued;

- Mobile Device Management Server to insure all Mobile Devices are West Valley City approved.
- GEMS Conversion to Innoprise Financials
- Cityworks Citizen Portal for City Service Request Management
- Cityworks Online Building Inspections Results
- Cityworks Online Permit Applications and Business License Renewals.
- ArcGIS Online Portal for Public Maps
- SIRE Conversion to Onbase Document Management
- SIRE City wide Retention Schedule
- SIRE Financial Workflow

ARTS & CULTURE 2014 HAPPENINGS

- “ FINALIZED UCCC FOUNDATION BOARD
- “ INCREASED CAB VOLUNTEER MEMBERSHIP
- “ COMPLETED FEABILITY STUDY
- “ CONTINUED EFFORTS ON COMMUNITY OUTREACH AND PARTNERSHIPS
- “ WORKED WITH PR DIVISION TO INCREASE AWARENESS OF PROGRAMS THROUGH SOCIAL MEDIA BY 50%
- “ MUSEUM CERTIFICATION BY THE STATE OF UTAH
- “ HOSTED 513 EVENTS SERVING OVER 64,000 PEOPLE

ARTS & CULTURE PROGRAMS

COMMUNITY OUTREACH

“ OUTREACH PROGRAMS

- OVER 50 PROGRAMS
- OVER 4,800 STUDENTS REACHED
- OVER 1,500 ARTISTS PARTICIPATED
- OVER 60,000 PEOPLE REACHED

“ VOLUNTEERS

- OVER 2,500 VOLUNTEER HOURS (OVER 800 HOURS FROM WVC RESIDENTS)

ARTS & CULTURE PROGRAMS (CONT.)

PUBLIC PROGRAMS

- “ 12 ART EXHIBITS; OVER 22,000 ATTENDEES
- “ SMITHSONIAN EXHIBIT . JOURNEY STORIES
- “ 13 CONCERTS; OVER 4700 ATTENDEES
- “ 3 CELEBRATIONS
- “ 6 THEATER/DANCE PRODUCTIONS
- “ 11 WOKRSHOPS/EDUCATIONAL EVENTS

ARTS & CULTURE

COLLABORATION AND PARTNERSHIPS

- “ Utah Humanities Council
- “ Smithsonian
- “ Utah Museum of Fine Arts
- “ Repertory Dance Theater
- “ Kingsbury Hall
- “ Salt Lake Community College
- “ University of Utah
- “ The Mundi Project
- “ Davis County International Folk Festival
- “ Community Education Partnership
of West Valley City
- “ Utah Division of Arts and Museums
- “ Utah Shakespeare Festival
- “ Granite School District
- “ Granger High School
- “ Salt Lake County Aging Services
- “ Artes de Mexico en Utah
- “ Una Mano Amiga
- “ Sister City International
- “ National Night Out
- “ West Valley Symphony
- “ Beehive Statesmen
- “ Westminster College

ARTS & CULTURE: CAB

ARTS COUNCIL

- “ SPONSORED SHASKPEARE PLAY, STUDENT ART SCHOLARSHIPS AND REPLACED STAFF RESOURCES WITH VOLUNTEERS

HISTORICAL SOCIETY

- “ PIONEER CROSSINGS BRIDGE PROJECT, GRAINERY PROJECT, FAMILY HISTORIES PROJECT

SISTER CITY COMMITTEE

- “ FURTHERED RELATIONSHIPS BETWEEN BOTH SISTER CITIES

UCCC ADVISORY BOARD

- “ CONTINUED SUPPORT OF COMMUNITY OUTREACH AND NETWORKING

*90% OF CURRENT CAB VOLUNTEERS LIVE OR WORK IN WVC