RESOLUTION - ACTION REQUESTED 2014-311

MEETING: June 24, 2014

TO: The Board of Supervisors

FROM: Thomas Cooke, District Attorney

RE: Approve the Transfer of Funds Within the District Attorney’s Vertical Prosecution Grant Program

RECOMMENDATION AND JUSTIFICATION:
Approve Budget Action Transferring Funds Within the District Attorney Vertical Prosecution Budget to Cover Year End Shortages and for the Purchase of Miscellaneous Office Equipment and Supplies ($20,000). The department is requesting to use salary savings from vacant positions to offset a shortfall in the Social Security line item and to purchase tablets, scanners, wireless connection, and office supplies. The grant funding is required to be fully expended or funding for the next fiscal year may be reduced.

The District Attorney’s Office has contacted the State of California Governor’s Office of Emergency Services (CalOES), which administers the Domestic Violence Vertical Prosecution Grant Program, and they agree with the modification to the budget unit and the purchases of tablets, scanners, wireless connection, and office supplies. A Grant Award Modification has been submitted to Cal OES and will be brought to the Board for approval at a later date.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Departments are required to obtain Board approval to adjust funds within a budget unit. The Board has previously approved transfers within a budget unit to purchase computers and office supplies.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
If the Board chooses not to approve the request the Vertical Prosecution Grant Program will be in jeopardy of not receiving grant funds in the future. These funds are currently available to apply towards the purchase of office equipment and supplies.

FINANCIAL IMPACT:
Funds are within the District Attorney’s Vertical Prosecution budget. No additional General Funds will be used.

ATTACHMENTS:
Budget Action Form (PDF)
Sales Quote (PDF)
CAO RECOMMENDATION
Requested Action Recommended

RESULT: ADOPTED [UNANIMOUS]
MOVER: Janet Bibby, District III Supervisor
SECONDER: John Carrier, District V Supervisor
AYES: Lee Stetson, Janet Bibby, Kevin Cann, John Carrier
EXCUSED: Merlin Jones
## Budget Action Form

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
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<td>01-14</td>
<td>Deputy District Attorney</td>
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<td>10,000</td>
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<td>0202-464</td>
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**Totals**

$20,000.00 $20,000.00

**Transfer Between Funds**

<table>
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<tr>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

**Totals**

**Action Requested:** (Check all that apply)

- [ ] Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or transferring appropriation from Contingencies
- [x] Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit.

**Justification:**

Adjustments between existing appropriations within a budget unit to cover shortages and to purchase tablets, scanners, wireless connection, and office supplies.

**Department:** District Attorney

**Date:** 10-Jun-14

**Approved By Res No.:** 14-31

**Clerk:** [Signature]

**Auditor's Use Only:** BA #

Budget Revision Form Revised 12/18