MARIPOSA COUNTY
DEPARTMENT OF HUMAN SERVICES
BY: Cheryle Rutherford-Kelly

RECOMMENDED ACTION AND JUSTIFICATION: POLICY ITEM: YES ( ) NO (x)
See Attached

BACKGROUND AND HISTORY OF BOARD ACTIONS:

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

COSTS: ( ) Not Applicable
A. Budgeted CURRENT FY  
B. Total anticipated costs $___________  
C. Required add'l funding $___________  
D. Internal transfers $___________  
SOURCE: ( ) 4/5's vote required
A. Unanticipated revenues $___________  
B. Reserve for Contingencies $___________  
C. Source description: 
Balance in Reserve for Contingencies, if approved:

SPECIAL INSTRUCTIONS:
List the attachments and number pages accordingly:
Board Memo Intrabudget Transfer Form

CLERK'S USE ONLY:
Resolution No.: 02.2.56
Ordinance No.:  
Vote: Ayes______ Noes:______  
Absent: ________ Abstain:______  
( ) Approved ( ) Denied  
( ) Minute Order attached.  
( ) No Action Necessary.
The foregoing instrument is a correct copy of the original on file in this office.
Date: _____________________________

MARGIE WILLIAMS
Clerk of the Board, County of Mariposa, State of California

BY: ______________________________
Deputy

This budget transfer is for FY 2001-02, and will allow the Auditor to pay the claim without having the account go into the "red." In the past the Auditor has brought these items to the Board's attention in Sept.
June 17, 2002

To: Members, Board of Supervisors
From: Cheryle Rutherford-Kelly
Re: Purchase of Computer Software

**Recommendation**

It is respectfully requested that your Board allow an intra-budget transfer of $185.00 to cover the purchase of computer software for Children’s System of Care.

**Background and Current Situation**

A transfer of $855.00 was made for the purchase of Microsoft Office Professional upgrade and Dragon Naturally Speaking V6. The purchase price of the speech recognition software is greater than originally anticipated and will bring the total transfer to $1040.00. The purchase of these software programs will give CSOC the ability to track statistics and enable the clinicians to dictate case notes directly into the computer file thus saving valuable time for the entire staff.

**Financial**

Microsoft Office Professional is $355.00 and Naturally Speaking is $685.00. This will bring the total transfer to software to $1,040.00. A transfer of $855.00 has already been processed thus leaving a balance of $185.00 to be processed with this transfer.
**INTRABUDGET TRANSFER**

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>Project</th>
<th>Increase</th>
<th>Decrease</th>
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</thead>
<tbody>
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<td>0402</td>
<td>622.0490</td>
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<td>622.0481</td>
<td>Computer Software</td>
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</tbody>
</table>

**TOTALS:** 185 185

**Explanation:** Purchase of computer software more than originally anticipated.

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This form is used to transfer amounts within categories (salaries to salaries or services to services) within a budget unit. This can be done at the department level unless the amount exceeds $1,000 in any one line item. Any changes between categories or increases/decreases in the total amount of the budget must be approved by the Board of Supervisors on a Budget Action Form.

**DEPARTMENT APPROVAL**

**AUDITOR APPROVAL**

**Auditor's Use Only**

Period: _____ Year: _____

BA#:

2-9-02