RESOLUTION - ACTION REQUESTED 2015-272

MEETING: June 9, 2015

TO: The Board of Supervisors

FROM: Steve Johnson, Human Resources Director - Risk Manager

RE: Approve Budget Action Increasing Revenue and Appropriations

RECOMMENDATION AND JUSTIFICATION:
Approve Budget Action Increasing Revenue and Appropriations in the Human Resources/Risk Management Budget to Recognize Unanticipated Revenue and Increase Appropriations in the Office Expense Line Item ($1,426).

Earlier this fiscal year, the Department purchased mandated State and Federal labor law posters for each county work site and paid for the posters from the Office Expense line item. This was an unanticipated expense. Reimbursement for the cost of the posters was made by the California State Association of Counties (CSAC) Excess Insurance Authority (EIA) through its loss prevention subsidy and the reimbursement was deposited into the Department’s Miscellaneous Revenue line item. Recognizing this revenue and increasing the appropriations in the Office Expense line item will ensure that the Services and Supplies category will have sufficient funding for the remainder of the 2014/2015 fiscal year.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
All budget actions increasing revenue and appropriations must be reviewed and approved by the Board of Supervisors.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Do not approve the budget action. The Services and Supplies category will have insufficient funding for the remainder of the 2014/2015 fiscal year.

FINANCIAL IMPACT:
Revenue and appropriations will be increased by $1,426 in the Human Resources/Risk Management Budget.

ATTACHMENTS:
HR-RM Budget Action - Rev & Appr (PDF)

CAO RECOMMENDATION
Requested Action Recommended
RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Kevin Cann, District IV Supervisor
SECONDER: John Carrier, District V Supervisor
AYES: Smallcombe, Jones, Long, Cann, Carrier
# BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0115-441</td>
<td>04.17</td>
<td>Office Expense</td>
<td>$1,426</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0115-308</td>
<td>11.00</td>
<td>Miscellaneous Revenue</td>
<td>($1,426)</td>
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</tbody>
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## TRANSFER BETWEEN FUNDS

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## TOTALS

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### ACTION REQUESTED:

- (X) 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 appropriating Reserve for Contingencies;
- ( ) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget another, or between categories within a budget unit;

### JUSTIFICATION:

To ensure that there is sufficient funding in Human Resources/Risk Management's Services and Supplies category.

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**DEPT HEAD SIGNATURE**

**DATE:** 05/29/15

**APPROVED BY RES NO.** 15 - 278

**CLERK:**

**DATE:** 0 - 10 - 15

**PERSONNEL**

**AUDITOR'S USE ONLY**

**BA #**

Budget Revision Form Revised 11/95