DEPARTMENT: Public Health

BY: C. B. Mosher, MD, Health Officer

PHONE: 966-3689

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes__ No_x)

Recommend resolution authorizing transfer of funds between categories to provide funding for extra help staff.

The Public Health and Air Pollution Control approved budgets include a shared 80% PPT REHS (50% Environmental Health and 30% Air Pollution) position. However, this position was not filled until August 2, 1999. Prior to that date the REHS/Air Pollution Specialist position continued to be staffed with funds from extra help. A transfer between the PPT salary line item (which shows salary savings for July) and the extra help line item in both budgets is needed to accurately reflect the staffing pattern.

The Sanitarian Aide Position became unexpectedly vacant. Emergency extra help was obtained. A transfer between the PPT salary line item and the extra help line item is needed to provide funding for extra help in the Public Health Department Budget.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

N/A

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Budgets will be over expended in the extra help line item and under expended in permanent position line items.

2. Fund extra help from General Contingency.

CLERK'S USE ONLY:

Res. No.: 89-1

Vote - Ayes: 

Absents: 

Adopted: 

Denied: 

Minute Order Attached: 

The foregoing instrument is a correct copy of the original on file in this office.

Date: 

ATTEST: MARGIE WILLIAMS, Clerk of the Board

By: Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on agenda as:

Recommended
Not Recommended
For Policy Determination
Submitted with Comment
Returned for Further Action

Comment:

A.O. Initials: 

Action Form Revised 5/92
<table>
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<th>ACCOUNT</th>
<th>DESCRIPTION</th>
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**TOTAL** $5,469.  $5,469

**ACTIONS 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 appropriating Reserve for Contingencies;

(XX) 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**

Sanitarian Aide resigned, position temporary staffed at extra help. REHS continued to work extra help through August 1, 1999. Budget was approved at 80% PPT from July 1, 1999. Transfer is needed to fund the appropriate extra help line item.

**DEPT HEAD SIGNATURE**

CHARLES B. MOSHER, M.D., HEALTH OFFICER, PUBLIC HEALTH DEPT

**APPROVED BY RES NO.** 00-1  **CLERK**  **DATE** 1-4-00

**AUDITOR'S USE ONLY**

| BA # |

**BUDGET REVISION FORM REVISED 11/85**