RESOLUTION - ACTION REQUESTED 2017-7

MEETING: January 10, 2017

TO: The Board of Supervisors

FROM: Cathi Boze, Agricultural Commissioner/Sealer

RE: Approve a Budget Action to Purchase Equipment

RECOMMENDATION AND JUSTIFICATION:
Approve Budget Action Increasing Funding in the Equipment Line Item for the Purchase of Mobile Devices for the Implementation of the California Pesticide Enforcement Activity Tracking System ($2,000.00). The California Agricultural Commissioners and Sealers Association (CACASA) and the California Department of Pesticide Regulation have worked together to develop the California Pesticide Enforcement Activity Tracking System (CalPEATS). The CalPEATS software system consists of a mobile application for performing and recording pesticide use enforcement inspections in the field and a web-based software package that includes the inspection functionality and adds screens for tracking and reporting on investigations, enforcement responses and monthly staff activities. To fully implement this program, the Agricultural Commissioner’s department needs to purchase two (2) mobile devices (iPads) and the associated hardware. CACASA has provided a Letter of Intent for CalPEATS Mobile Device Purchases and will be reimbursing for the cost of the devices and hardware.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
All budget actions must be approved by the Board of Supervisors.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
A negative action would mean that the purchase of the mobile devices and the implementation of CalPEATS could not happen.

FINANCIAL IMPACT:
The purchases will be fully reimbursed by CACASA. A letter of intent has been provided by CACASA stating that they will reimburse the funds required for the purchase of the devices and the associated hardware. The proposed purchase will impact the FY 16/17 Agricultural Commissioners budget and increase both the State Revenue and Equipment budget lines. It will not have any impact on the General Fund.

ATTACHMENTS:
Budget action form CalPEATS2 (PDF)
CACASA Letter of Intent CalPEATS  (PDF)

CAO RECOMMENDATION

Dallin Kimble
Dallin Kimble, Interim CAO  1/5/2017

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Rosemarie Smallcombe, District I Supervisor
SECONDER: Merlin Jones, District II Supervisor
AYES: Menetrey, Smallcombe, Jones, Long, Cann
### BUDGET ACTION FORM

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<tr>
<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
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<td>Equipment</td>
<td>CalPEATS</td>
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<td>305-5302</td>
<td>Ag Commissioner-State Revenue</td>
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<td>($2,000.00)</td>
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| TOTALS | $0.00 | $0.00 |

### TRANSFER BETWEEN FUNDS

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<th>DEBIT</th>
<th>CREDIT</th>
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### ACTION REQUESTED: (Check all that apply)

- [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 transferring appropriation from contingencies

- [ ] 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:

Unanticipated increase in compensation for purchase of equipment for the pesticide use program. Equipment to be purchased: 2 iPads, 2 keyboards, and 2 Otterbox protective cases for the implementation of the CalPEATS program.

### DEPT HEAD SIGNATURE

[Signature]

### APPROVED BY RES NO.

[Signature]

### DATE

1-19-14

### CLERK

[Signature]

### DATE

1-10-17

### AUDITOR’S USE ONLY

BA #
December 2, 2016

Cathi Boze
Mariposa County Agricultural Commissioner
PO Box 905
Mariposa, CA 95338-0905

APPROVAL AND LETTER OF INTENT FOR CALPEATS MOBILE DEVICE PURCHASES

Dear Cathi Boze,

We are pleased, as the Chairs of the Information Management Committee (IMC) and the CalPEATS Steering Committee, to notify you of the one-time funding for mobile devices and related hardware accessories in your county. As you may recall, funding in the amount of $1,000 per device was allocated to reimburse every county for the purchase of mobile devices that will be used for the new CalPEATS statewide program.

The amount of funding that each county is allotted through this program is based on the number of Pesticide Use Enforcement (PUE) field inspectors in each county, with $1,000 allocated per field inspector equipped for using CalPEATS. The amount allocated for reimbursement to MARIPOSA County is $2,000.00 towards the purchase of mobile device hardware to be used in your county. Reimbursable hardware includes the tablet or laptop devices themselves, plus optional accessories such as protective cases, external keyboards, pointing devices, portable printers for use in the field, and any other hardware needed to support field use of CalPEATS. Counties are responsible for the maintenance and support of each device and subsequent purchases after their allocation of funds from this start-up funding program is exhausted.

We expect the reimbursement timing to be phased, pending each county’s needs, as some counties already utilize field tablets and may wish to wait to purchase new tablets as a replacement is needed.

Attached is an invoicing form for your use when submitting for reimbursement. Please contact Sandy Elles at 707-235-6135 or selles@cacasa.org with any questions you may have.

Sincerely,

[Signature]

Ruben J. Arroyo
Information Management Committee Chairman

Julie Jensen
CalPEATS Steering Committee Chairwoman

cc: Tim Niswander, Executive Secretary/Treasurer – CACASA
Sandy Elles, Executive Director – CACASA

Attachment: CACASA CalPEATS Reimbursement form