

DEPARTMENT: Human Services

BY: James A. Rydingsword

PHONE: 966-2000

RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully request that your Board approve the attached budget actions.

The Human Services Department Fiscal and Administrative budget unit is supported through the sharing of these departmental expenses amongst all supporting units. During fiscal year 2009 – 2010 the Housing program was returned to the state and the administration of the Community Action Agency was contracted out. These two actions required the removal of these two budget units from the sharing of administrative expenses. It has also been determined that the Energy Grants budget unit is also unable to support administrative costs.

(4/5ths vote)

The attached budget action forms increase the amounts in the remaining budget units to make up for the loss of Housing, Community Action and Energy Grants support. As well as redistributions to cover year end budget line overages.

The budget action summary is as follows:

<u>Budget Unit</u>	<u>Budgeted Amount</u>	<u>Amount Needed</u>	<u>Amount of Budget Action</u>
Social Services	\$341,843	\$362,473	\$20,630
Behavioral Health	\$193,379	\$204,205	\$10,826
Alcohol & Drug	\$ 75,334	\$ 79,825	\$ 4,491
MHSA	\$201,321	\$203,828	\$ 2,508
Totals	\$811,877	\$850,332	\$38,455

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Your Board usually approves year end budget adjustments to cover expenses that are higher than anticipated.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The necessary transfer of funds is included on the budget action forms. This action will prevent the use of general funds in support of the department.

Financial Impact? (X) Yes () No Current FY Cost: \$ _____ Annual Recurring Cost: \$ _____
 Budgeted In Current FY? (X) Yes () No () Partially Funded
 Amount in Budget: \$811,877 List Attachments, number pages consecutively _____
 Additional Funding Needed: \$38,455 Budget Action forms page 1-11 _____
 Source: _____
 Internal Transfer X _____
 Unanticipated Revenue x 4/5's vote _____
 Transfer Between Funds X 4/5's vote _____
 Contingency _____ 4/5's vote _____
 () General () Other _____

CLERK'S USE ONLY:

Res. No.: 10-404 Ord. No. _____
 Vote – Ayes: 5 Noes: _____
 Absent: _____
 Approved _____
 () Minute Order Attached () No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended
 No Opinion
 Comments: _____

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

Date: _____
 Attest: MARGIE WILLIAMS, Clerk of the Board
 County of Mariposa, State of California

By: _____
 Deputy

CAO: RJB

Total Expenses	1,262,046.17	
Pending Expense Txrs	(588.21)	Verizon-True value-motorpool
Pending DOE ARRA Txr	(6,359.20)	
Total Revised Expenses	1,255,098.76	

Contributing budget	% Share	Amount	Budget	Difference
SS	0.2888	362,472.52	341,843.00	(20,629.52)
ECS	0.2828	354,941.93	356,737.00	1,795.07
BH	0.1627	204,204.57	193,379.00	(10,825.57)
AOD	0.0636	79,824.28	75,334.00	(4,490.28)
MHSA	0.1624	203,828.04	201,321.00	(2,507.04)
WRAP	0.0397	49,827.42	50,113.00	285.58
		1,255,098.76	1,218,727.00	(36,371.76)

Contributing budget	% Share	Amount	Budget	Difference
SS	0.2888	362,472.52	341,843.00	(20,629.52)
ECS	0.2828			
BH	0.1627	204,204.57	193,379.00	(10,825.57)
AOD	0.0636	79,824.28	75,334.00	(4,490.28)
MHSA	0.1624	203,828.04	201,321.00	(2,507.04)
WRAP	0.0397			
		1,255,098.76		(38,452.41)

BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0507	309.1620	Txr in from Fund 334			(47,918)
001	0507	309.1684	Txr in from Fund 410		(2,508)	
001	0507	672.0103	Fiscal Officer		55	
001	0507	672.0104	Staff Services Manager			6,006
001	0507	672.0144	Contract Administrator		5,999	
001	0507	672.0188	Account Tech I/II		122	
001	0507	672.0196	Senior Office Assistant			3944
001	0507	672.0197	Account Clerk I,II,III		1,099	
001	0507	672.0201	Extra Help			7,045
001	0507	672.0230	Overtime			469
001	0507	672.0302	Group Health Retirees			1,379
001	0507	672.0304	Accrued Benefits		134	
001	0507	672.0310	Social Security		2,482	
001	0507	672.0311	Medicare		462	
001	0507	672.0313	Medical/Dental/Vision			6081
TOTALS					7,845	(22,994)

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT
TOTALS				0	0

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

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 End of the Fiscal Year Adjustments

DEPT HEAD SIGNATURE	DATE 8-6-2010
APPROVED BY RES NO. 18-404 CLERK	DATE 8-17-10

DEPARTMENT Human Services	AUDITOR'S USE ONLY BA #
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BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0507	672.0314	Retirement-Employer		562	
001	0507	672.0315	Retirement-Employee		244	
001	0507	672.0316	Deferred Comp		5674	
001	0507	672.0317	Life Insurance		46	
001	0507	672.0318	SDI		39	
001	0507	672.0319	Cash Cafeteria Plan		1,071	
001	0507	672.0431	Rents & Leases Buildings			2,352
001	0507	672.0480	Equipment			261
001	0507	672.0910	Private Vehicle Use		85	
001	0507	672.0912	Social Services Allocation		(20,630)	
001	0507	672.0914	BH Allocation		(10,826)	
001	0507	672-0914	AOD Allocation		(4,491)	
TOTALS					(28,226)	2,613

TRANSFER BETWEEN FUNDS					DEBIT	CREDIT
TOTALS					0	0

ACTION REQUESTED: (Check all that apply)

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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 End of the Fiscal Year Adjustments

DEPT HEAD SIGNATURE <i>[Signature]</i>	DATE 8-6-2010
APPROVED BY RES NO. 10-404 CLERK <i>[Signature]</i>	DATE 8-17-10

DEPARTMENT Human Services	AUDITOR'S USE ONLY BA #
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BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0501	661.0130	Social Worker I-IV		30,208	
001	0501	661.0138	Staff Services Analyst			21,800
001	0501	661.0302	Group Health Retirees		4,323	
001	0501	661.0310	Social Security		5,577	
001	0501	661.0311	Medicare		1227	
001	0501	661.0313	Medical/Dental/Vision			10487
001	0501	661.0319	Cash Cafeteria Plan		370	
001	0501	661.0910	To Human Services 0507		20,630	
001	0501	661.0913	To BH/CAPIT		(30,048)	
TOTALS					32,287	32,287

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT
001	0501	661.0910	Txr out to HS	169,284.47	
001	0507	672.0910	Txr in from SS		169,284.47
TOTALS				169,284.47	169,284.47

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
- 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 End of the Fiscal Year Adjustments

DEPT HEAD SIGNATURE	DATE 8-4-2010
APPROVED BY RES NO. 10-404 CLERK	DATE 8-12-10

DEPARTMENT Human Services	AUDITOR'S USE ONLY BA #
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BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0403	623.0103	Dep Director BH		895	
001	0403	623.0122	Social Worker Supe II		2,840	
001	0403	623.0124	Senior A&D Specialist			944
001	0403	623.0126	A&D Specialist I-III		3	
001	0403	623.0196	Senior Office Asst		915	
001	0403	623.0198	Custodian		1448	
001	0403	623.0199	Office Asst I-II			1499
001	0403	623.0230	Overtime			1653
001	0403	623.0243	Pers Incentives		525	
001	0403	623.0310	Social Security		977	
001	0403	623.0311	Medicare		394	
001	0403	623.0313	Medical/Dental/Vision			5,037
001	0403	623.0314	Retirement-Employer		3,981	
001	0403	623.0315	Retirement-Employee		1634	
001	0403	623.0316	Deferred Comp		3571	
TOTALS					17,183	9,133

TRANSFER BETWEEN FUNDS					DEBIT	CREDIT
TOTALS					0.00	0.00

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

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 End of the Fiscal Year Adjustments

DEPT HEAD SIGNATURE	DATE <u>8-6-2010</u>
APPROVED BY RES NO. <u>10-404</u> CLERK <u>mm</u>	DATE <u>8-12-10</u>

DEPARTMENT <u>Human Services</u>	AUDITOR'S USE ONLY BA #
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BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0403	623.0317	Life Insurance		126	
001	0403	623.0318	ADI		226	
001	0403	623.0319	Cash-Cafeteria Plan		352	
001	0403	623.0418	Professional Services			6,700
001	0403	623.0436	Alch/Drug Inpat Echoes			4,000
001	0403	623.0437	Drug Testing			4,182
001	0403	623.0490	Training & Seminars			168
001	0403	623.0491	Private Vehicle Use		168	
001	0403	623.0910	Txr out to HS		4,491	
001	0403	623.0914	Txr out to Probation		1,637	
TOTALS					7,000	15,050

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT
001	0403	623.0910	Txr out to HS	45,034.45	
001	0507	672.0914	Txr in from AOD		45,034.45
TOTALS				45,034	45,034

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

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 End of the Fiscal Year Adjustments

DEPT HEAD SIGNATURE <i>[Signature]</i>	DATE <i>8-10-2010</i>
APPROVED BY RES NO <i>10-404</i> CLERK <i>[Signature]</i>	DATE <i>8-17-10</i>

DEPARTMENT <u>Human Services</u>	AUDITOR'S USE ONLY BA #
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BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0402	309.1694	Transfers in Realignment		(43,210)	
001	0402	622.0163	Office Technician			4,454
001	0402	622.0199	Office Assistant I-II			59
001	0402	622.0316	Deferred Comp			737
001	0402	622.0418	Professional Services		6637	
001	0402	622.0421	Services-Telepsych		5646	
001	0402	622.0490	Trainings & Seminars			4982
001	0402	622.0491	Private Vehicle Use		285	
001	0402	622.0910	BH Transfer out to HS		10,826	
001	0402	622.0911	Oncall Transfer out to SS		30,048	
TOTALS					10,232	10,232

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT
001	0402	622.0910	Txr out to HS	114,912.63	
001	0507	672.0912	Txr in from BH		114,912.63
TOTALS				114,912.63	114,912.63

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

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 End of the Fiscal Year Adjustments

DEPT HEAD SIGNATURE	DATE 8-8-2010
APPROVED BY RES NO. 10-404 CLERK	DATE 8-12-10

DEPARTMENT Human Services	AUDITOR'S USE ONLY BA #
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BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0528	677.0102	Deputy Director		2,238	
001	0528	677.0130	Social Worker I-IV		1,096	
001	0528	677.0230	Overtime		3,099	
001	0528	677.0235	Longevity		526	
001	0528	677.0245	Out of Class Pay		125	
001	0528	677.0302	Group Health for Retirees			9020
001	0528	677.0304	Accrued Benefits		91	
001	0528	677.0311	Medicare		18	
001	0528	677.0317	Life Insurance		33	
001	0528	677.0318	SDI		313	
001	0528	677.0319	Cash-Cafeteria Plan		762	
001	0528	677.0491	Private Vehicle Use		719	
TOTALS					9,020	9,020

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT
001	0528	677.0910	Txr out to HS	188,058.75	
001	0507	672.0910	Txr in from ECS		188,058.75
TOTALS				188,058.75	188,058.75

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

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 End of the Fiscal Year Adjustments

DEPT HEAD SIGNATURE 

DATE 8-6-2010

APPROVED BY RES NO. 10-404 CLERK 

DATE 8-17-10

DEPARTMENT Human Services

AUDITOR'S USE ONLY
BA #

BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
410	0524	304.3000	Interest		(1,312)	
410	0524	307.1903	Private Insurance		(125)	
410	0524	307.1905	Other MH Revenue		(21)	
410	0524	668.0122	Social Worker Supv II		1,356	
410	0524	668.0124	Alc & Drug Sr Specialist		2,558	
410	0524	668.0128	Mental Health Clinician			29,088
410	0524	668.0197	Account Clerk I-III		197	
410	0524	668.0201	Extra Help		9,862	
410	0524	668.0245	Out of Class Pay		1,899	
410	0524	668.0304	Accrued Benefits		1,111	
410	0524	668.0316	Deferred Comp		8,334	
410	0524	668.0319	Cash Cafeteria Plan		141	
410	0524	668.0490	Training & Seminars		2,529	
410	0524	668.0491	Private Vehicle		51	
410	0524	668.0790	Transfer Out to HS		2508	
TOTALS					29,088	29,088

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT
410	0524	668.0790	Transfer out to HS	203,828.04	
001	0507	309.1684	Transfer from MHSA		203,828.04
TOTALS				203,828	203,828

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

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 End of the Fiscal Year Adjustments

DEPT HEAD SIGNATURE 	DATE 8-16-2010
APPROVED BY RES NO. 10-404 CLERK 	DATE 8-12-10

DEPARTMENT Human Services

AUDITOR'S USE ONLY BA #

BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
422	0502	304.3000	Interest		(678)	
422	0502	662.0230	Overtime		493	
422	0502	662.0243	Pers Incentive			7,000
422	0502	662.0304	Accrued Benefits		666	
422	0502	662.0313	Medical/Dental/Vision			6575
422	0502	662.0316	Deferred Comp		991	
422	0502	662.0317	Life Insurance		45	
422	0502	662.0491	Private Vehicle		77	
422	0502	662.0790	Transfer Out to HS		11,981	
TOTALS					13,575	13,575

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT
422	0502	662.0790	Transfer out to HS	49,827.42	
001	0507	309.1684	Transfer in from WRAP		49,827.42
TOTALS				49,827	49,827

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
- 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 End of the Fiscal Year Adjustments

DEPT HEAD SIGNATURE	DATE 8-6-2010
APPROVED BY RES NO. 18-404 CLERK	DATE 8-17-10

DEPARTMENT Human Services	AUDITOR'S USE ONLY BA #
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BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
393	0412	0950.0416	Misc Expense			43210
393	0412	0950.0787	Transfer out to BH		43,210	
TOTALS					43,210	43,210


TRANSFER BETWEEN FUNDS					DEBIT	CREDIT
TOTALS					0.00	0.00

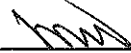
ACTION REQUESTED: (Check all that apply)

(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

(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 End of the Fiscal Year Adjustments

DEPT HEAD SIGNATURE  DATE 8-6-2010

APPROVED BY RES NO. 10-404 CLERK  DATE 8-12-10

DEPARTMENT Human Services

AUDITOR'S USE ONLY BA #

BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
334	0527	0943.0787	Transfer out to HS			47918
334	0527	0943.0788	Transfer out to Building		47,918	
TOTALS					47,918	47,918

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT
TOTALS				0.00	0.00

ACTION REQUESTED: (Check all that apply)

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