DEPARTMENT: Human Services/S

BY: Cheryle Rutherford-Kelly
PHONE: 966-2442

RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully recommended that your Board: (I) permit this Department to continue to contract with Kathy Albright for fiscal assistance; and (2) authorize your Chairman to sign the contract.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Please see attachment.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Please see attachment.

Financial Impact? ( ) Yes [X] No  Current FY Cost: $  Annual Recurring Cost: $
Budgeted in Current FY? ( ) Yes ( ) No ( ) Partially Funded
Amount in Budget: $  List Attachments, number pages consecutively
Additional Funding Needed: $  Board Memo, Page 1
Source:
Internal Transfer
Unanticipated Revenue ______ 4/5's vote
Transfer Between Funds ______ 4/5's vote
Contingency ______ 4/5's vote
( ) General  ( ) Other

CLERK'S USE ONLY:
Res. No. Ord. No. ______
Vote - Ayes: ______ Noes: ______
Absent: ______
Approved
() Minute Order Attached  ( ) No Action Necessary

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

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended
______ No Opinion
Comments:

CAO: ______

Revised Dec. 2002
August 16, 2004

TO: Members, Board of Supervisors
FROM: Cheryle Rutherford-Kelly
RE: Authorization to Enter into a Professional Contract with Kathy Albright for Fiscal Services

Recommendation

It is respectfully recommended that your Board: (1) permit this Department to continue to contract with Kathy Albright for fiscal assistance; and (2) authorize your Chairman to sign the contract.

Background / Current Situation

Kathy Albright retired from Human Services, fiscal division, as a Staff Services Manager. We would like to be able to continue to contract with Ms. Albright on a very limited, as needed basis, to assist new fiscal staff with complex claiming procedures, In-Home-Supportive Services cost analysis, indigent service costs and options and other fiscal projects as necessary.

We continue to employ competent fiscal staff. However, social service claiming and sharing ratios are extremely complex and constantly changing due to state fiscal operations. Ms. Albright has extensive knowledge of welfare fiscal operations and her assistance has been invaluable, especially in relation to special projects. This allows our fiscal staff to concentrate on the day to day operations.

Fiscal

If approved, the contract would not exceed $10,000 for this fiscal year. The duration of the contract would be from date authorized thru June 30, 2005. There is no impact on the general fund.
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: CHERYLE RUTHERFORD-KELLY, Human Services Director
FROM: MARGIE WILLIAMS, Clerk of the Board
SUBJECT: CONTRACT WITH KATHY ALBRIGHT FOR FISCAL ASSISTANCE

Resolution No. 04-406

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on September 7, 2004

ACTION AND VOTE:

Supervisor Bibby initiated discussion relative to item 7, and she asked whether the personnel policies allow for this type of contract to be continued. She also asked for information on the hourly rate in the contract and the equivalent salary range. Rich Inman, County Administrative Officer, advised that he will review these matters. Supervisor Bibby asked about the contract language relative to supplies and working space. Tom Guarino, County Counsel, responded; and Supervisor Bibby asked that the information be provided to the department head. Following discussion, (M)Bibby, (S)Stetson, item 7 was approved with direction to the County Administrative Officer to review the issues that were raised/Ayes: Unanimous.

CA-7 Authorize the Human Services Department to Continue to Contract with Kathy Albright for Fiscal Assistance and Authorize the Chairman of the Board of Supervisors to Sign the Contract (Human Services Director); Res. 04-406, with direction to the County Administrative Officer

cc: Rich Inman, County Administrative Officer
    Ken Hawkins, Auditor
    Tom Guarino, County Counsel
    Sandi Laird, Administrative Analyst
    File