RECOMMENDED ACTION AND JUSTIFICATION:
Recommend Resolution authorizing midyear budget changes for the Public Health Department.

In the absence of a countywide midyear budget process, I am submitting a request for various adjustments to the Health Department Budget. Some budget changes occur annually due to the unavailability of actual state funding information at the time the budget is initially prepared. Please see the attached narrative delineating and explaining the requested adjustments for this fiscal year.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board has annually approved mid-year budget changes for many years.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. These changes may be necessary in order to continue to provide services to the community at the same level as previous years, without impact to the General Fund.

2. Without these changes the Department may not be able to comply with the terms of contracts and agreements previously approved by the Board.

3. If approved, the changes this fiscal year will provide a one-time return to the general contingency of $48,966.

Financial Impact? (x) Yes ( ) No  Current FY Cost: $ N/A
Budgeted In Current FY? ( ) Yes (x) No ( ) Partially Funded
Amount in Budget: $1,637,184
Additional Funding Needed: ($48,966)
Source:
Internal Transfer $(8,791)
Unanticipated Revenue $57,757  4/5’s vote
Transfer Between Funds 4/5’s vote
Contingency ($48,966) 4/5’s vote
(x) General ( ) Other

CLERK’S USE ONLY:
Res. No.: Ord. No. _____
Vote – Ayes: ____ Noes: ____
Absent: _____
(x) 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:
Out of close pay and overfill
is to be effective April 1, 2004
Overall subject to review and approval of personnel

CAO: ______________________

Revised Dec. 2002
January 22, 2003

TO : Board of Supervisors
Richard H. Inman, County Administrative Officer

FROM : Charles B. Mosher, M.D., MPH, Health Officer

SUBJECT : Mid-Year Budget, FY 2003-2004

NARRATIVE
MID-YEAR BUDGET, FY 2003-2004

There is an overall decrease in Net County Cost through the remainder of the Fiscal Year in the amount of $48,966 primarily due to the State Local Public Health Services Section Public Health Nurse (PHN) vacancy created by the unexpected retirement of a PHN reducing the County contract obligation to the State by approximately $30,000, an increase in well and septic inspection activity reflected by increased fee collections $6,348, and salary savings due to unanticipated leave $10,588.

I. VARIANCE BY LINE ITEM:

A. General Fund Activity (001-0401):

1. Tuolumne Ambulance (308-0108) revenues from the Don Pedro Tax District exceeded our projection by ($2,538). These taxes are disbursed to the ambulance service per contract. The Regional EMS
Contract is $271 less than projected, allowing a reduction in ambulance line item. A transfer of Unanticipated Revenues is requested to the ambulance line item (621-0421) in the amount of $2,267 ($2,538 ambulance cost increase less $271 emergency medical service cost decrease). I recommend that $271 be returned to the General Contingency. A Budget Action form is attached.

2. Miscellaneous Revenues (308-1100) received to date in the amount of $117 can be returned to the General Contingency.

3. Fee Revenues for annual permits are billed once a year in December. Due to increased construction activities, Septic and Well permit revenues are anticipated to increase significantly. No variance is anticipated in the Food Inspection Program or in the Recreation Program. Unanticipated revenue fluctuations are expected in the following fee line items through the remainder of the fiscal year (Budget Action form is attached):
   a) CUPA fees (307-9701) are expected to be slightly less than projected due to facility closures ($1,572). Original Budget was based on workload data from the prior year. Based on actual revenues received to date, we recommend decreasing the budget for the remainder of the year.
   b) Well permits (307-9704) are expected to exceed the budget by $1,486. Original Budget was based on workload data from the prior year and historical collection data from previous years. Based on actual revenues received to date, an increase in the budget for the remainder of the Fiscal Year is recommended.
   c) Septic system permits (307-9705) are expected to exceed the budget by $4,862. Original Budget was based on workload indicator data from the prior year and historical collection data from previous years. Based on actual revenues received to date, an increase in the budget for the remainder of the Fiscal Year is recommended.

4. $767 in donations at Flu Clinics (308-0115) was received over and above the original budget projections. I recommend these funds be used to purchase anti-viral medicine. This affects the Medical Supplies line item (621-0414) increasing the amount by $767. These are unanticipated revenues, and a Budget Action form is attached.
5. There is a salary savings of ($8,723) in the Senior Office Assistant (621-0196) and ($1,865) in the Benefits line item due to an unanticipated leave of absence. Transfer of some of this savings to the following line items is recommended (A Budget Action form is attached):

a) I am requesting that, in the continued and projected long term absence of the Senior Office Assistant, the Office Assistant (621-0199) be assigned duties attributable to a Senior Office Assistant and be awarded out of class pay, and secondly the Office Assistant line item be overfilled with an additional full time equivalent until such time as the Senior Office Assistant position becomes available for permanent staffing. It is believed that this is the best solution for the Department as well as the County, allowing the incumbent Office Assistant to be trained and perform a higher range of skilled activities as well as recruiting and training an additional office assistant to perform receptionist activities. This will allow further cross training of all support staff and mitigate the public’s inconvenience. This would require increasing the line item by $5,188 for the remaining four months of this fiscal year.

b) I plan to request that the Accounting Technician III be re-classed to an Accountant II based on the duties currently assigned. The formal request will be submitted during the Fiscal Year 2004-2005 budget process. Based on the current assignments, I request consideration of out of class pay until a final resolution can be adopted. The assignments include, but are not limited to, preparing the Department budget and State Grant budgets with limited supervision, calculating invoices for submission to State agencies, creating statistical reports, properly distributing and verifying actual claims of all incoming revenues, preparing the required accounting reports for County and State agencies applying various rules, regulations, laws, policies and procedures. This would require increasing the line item by $576 based on Accountant II, accelerated to a step three for four months.

c) The Public Health Educator’s assignments were reorganized on January 1, 2004, to provide assistance to more than one program area of public health. The CHDP clinic attendance has been declining over the years, reducing revenues. As a result of the reorganization, the PHE will be able to assist in providing health educational promotional assistance for the CHDP clinic in an effort to improve the health of Mariposa
County’s youth, increase attendance at the Health screening exam clinics, and increase clinic revenues. Also, support of various Environmental Health programs by the PHE will be a service enhancement. This year’s cost will continue to be funded by various grant programs with no impact to the general fund.

6. The LHS State Contract (621-0420) is expected to be less than budgeted by $30,000. A vacancy reduction will lower the County’s costs, due to a vacancy at the State for eight months, for staff under the LPHSP contract. It is recommended that the budget for this line item be decreased for the remainder of this fiscal year. A Budget Action form is attached.

7. Rents/Leases (621-0431) is partially offset by assessing grant-funded categorical programs. This represents overall savings to the County General Fund to date of $4,731. It is recommended that some of these funds be used for the following budget adjustments within the Department with some funds to be returned to the General Contingency. A Budget Action Form is attached.

   a) Additional County Car expenses (621-0450) are requested in the amount of $2,611. The amount originally budgeted was based on the new billing structure with information provided by Public Works and will not be adequate to cover the actual costs for the entire fiscal year.

   b) Additional Fuel expenses (621-0488) are requested in the amount of $426. This is a new line item this fiscal year and was originally budgeted based on information provided by the Public Works Department.

8. Spec. Dept. Bldg. Tax (621-0432) is under budget by $50. Actual costs were not available at budget preparation time and were estimated. It is recommended that these funds be returned to the General Contingency. A Budget Action form is attached.

9. Communication (621-0406) costs were significantly reduced by switching to a new long distance program. A reduction in costs of $2,000 is expected. It is recommended that some of these funds be used for the following budget adjustments within the Department with some funds to be returned to the General Contingency. A Budget Action Form is attached.

   a) Office expenses (621-0417) are expected to be $1,000 higher than budgeted. An increase in the volume of lab specimens
requiring overnight delivery to State labs (nearly double) has occurred, and due to an increased volume of printing a printer drum was consumed and replaced more quickly than anticipated. It is recommended that this line item be increased.

b) The CMSP (County Medical Services Program) line item (621-0444) is expected to be $603 in excess of the amount currently budgeted. An increase is recommended. The monthly fee for this program is $471 ($5,652 for the year) and there was a one time fee assessed in the amount of $26,952, which was approved by the Board at budget during budget deliberations. It is recommended that this line item be increased.

10. Professional Services (621-0418) is partially offset by assessing grant-funded categorical programs. This represents overall savings to the County General Fund to date of $518. It is recommend that these funds be returned to the General Contingency. A Budget Action Form is attached.

B. Grant Programs (001-0401):

1. The State has increased the amount of the LEA (Local Enforcement Agency) Grant Allocation (305-5202) by ($91). We are also projecting ($753) in interest earned on prospectively paid funds held in trust.

   a. It is requested that the unanticipated revenues in the amount of $844 be appropriated for expenditures associated with the LEA Program and be budgeted in the LEA Services and Supplies line item (621-0445). A budget action form is attached.

   b. The LEA program was reorganized adding a .1 FTE Public Health Educator in the amount of $3,869 including benefits (effected 01/01/04). It is recommended that the LEA operating expense (621-0445) line item be reduced to provide for this cost.

2. An Air Pollution Consultant is needed to perform a variety of calculations and reviews to new and existing county facilities. This cost is fee supported in an amount not to exceed $12,500.
It is recommended that unanticipated revenues in the amount of $12,500 be appropriated into Air Pollution Operating Fees (307-9707) for expenditures associated with the Air Pollution Consultant and budgeted in the Air Pollution Services and Supplies line item (621-0433). A budget action form is attached.

3. The Tobacco Cessation Program has been reorganized reducing the overall program FTE (.2 FTE Public Health Educator (PHE) was reassigned to alternate Public Health programs as of January 1, 2004). It is recommended that the salary savings ($7,738) be used to augment the Tobacco Education program operating expenses (621-0437). The .2 FTE of the PHE was transferred to other Grant Programs to provide health educator assistance specific to those programs. A Budget Action form is attached.

4. The CHDP Grant Program (305-5208) funding was restructured by the State. Although the funding stream changes have not been completed, we anticipate that our County will be provided with $10,075 in additional funding based on preliminary reports. We request that these unanticipated revenues be used for child health and disability program activity operating expenses (621-0438) in the amount of $412. After consulting with the Technical Services Department, and based on the direction provided by the Department Head, it is recommended that a replacement computer and printer be purchased for staff use in the amount of $2,320 (621-0642). Since indirect funding was increased from 6% to 10% it is recommended that these funds be used to offset A-87 costs and Department overhead costs $7,343. A Budget Action form is attached.

5. The AIDS Education and Prevention program was reorganized adding a .02 FTE Public Health Educator in the amount of $778 including benefits (effected 01/01/04). It is recommended that the AIDS operating expense (621-0439) line item be reduced by the same amount to provide funding for this cost.

6. The CUPA program was reorganized adding .05 FTE of the Public Health Educator in the amount of $1,953 including benefits. It is recommended that the CUPA operating expense (621-0442) line item be reduced by the same amount to provide funding for this cost.

7. NCRIIDE, the immunization registry program, (305-5216) was expected to be a one-time grant for last fiscal year. New funding was made available this fiscal year in the amount of $13,839. It is requested that these unanticipated revenues be used to provide additional clinic extra help funding for staff time (621-0203) in the
amount of $10,493 and benefits (621-0301) in the amount of $346. This will help continue services in the face of the PHN vacancy due to retirement. After consulting with the Technical Services Department, and based on the direction provided by the Department Head, it is also recommended that the computer used for immunization tracking activities (data base) be replaced and the Computer Equipment line item (621-0642) budget be increased by $3,000.

8. The Maternal Child Health program (305-5210) will be receiving a Grant from another agency to produce a county resource guide for both local medical providers and county residents in the amount of $5,000. Additional revenues are available from rollover funds from last fiscal year in the amount of $5,846. It is recommended that these unanticipated revenues be used to prepare and distribute the resource guide and to increase the funding for maternal, adolescent and child health program activities (621-0447) in the amount of $10,732. The remaining $114 can be used for County A-87 overhead costs and returned to the General contingency.
# Budget Action Form

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0401</td>
<td>308-01 08</td>
<td>Tuolumne Ambulance</td>
<td>(2,538)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 21</td>
<td>Ambulance</td>
<td>2,267</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>308-11 00</td>
<td>Miscellaneous Revenues</td>
<td>(117)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>307-97 01</td>
<td>Cupa Fees</td>
<td>(1,572)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>307-97 04</td>
<td>Well Permits</td>
<td>(1,486)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>307-97 05</td>
<td>Septic System Permits</td>
<td>(4,862)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>308-01 15</td>
<td>Flu Donations</td>
<td>(767)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 14</td>
<td>Medical Supplies</td>
<td>767</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-01 96</td>
<td>Senior Office Assistant</td>
<td>8,723</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-03 01</td>
<td>Benefits</td>
<td>1,865</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-01 99</td>
<td>Office Assistant</td>
<td>5,188</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-01 87</td>
<td>Accounting Technician I/II/III</td>
<td>576</td>
<td></td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0104</td>
<td>414-1090</td>
<td>General Contingency</td>
<td>9,988</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL** | 9,016 | 9,016

<table>
<thead>
<tr>
<th>Transfer Between Funds</th>
<th>Debit</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**Totals** | 0     | 0      |

**Action Requested:** (Check all that apply)

(XX ) 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;

(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**
Midyear Budget transfers. See attached narrative.

**Dept Head Signature**

Charles B. Moshier, M.D., Health Officer, Air Pollution Control

Approved by Res No. 04.93

Clerk

Date 2/7/04

Auditor's Use Only
BA #
<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 20</td>
<td>LPHS STATE CONTRACT</td>
<td></td>
<td></td>
<td>30,000</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 31</td>
<td>RENTS/LEASES</td>
<td></td>
<td></td>
<td>4,731</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 50</td>
<td>COUNTY CAR</td>
<td></td>
<td></td>
<td>2,611</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 88</td>
<td>FUEL</td>
<td></td>
<td></td>
<td>426</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 32</td>
<td>SOCIAL DEPT. BUILDING TAX</td>
<td></td>
<td></td>
<td>50</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 06</td>
<td>COMMUNICATION</td>
<td></td>
<td></td>
<td>2,000</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 17</td>
<td>OFFICE EXPENSES</td>
<td></td>
<td></td>
<td>1,000</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 44</td>
<td>CMSP</td>
<td></td>
<td></td>
<td>603</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 18</td>
<td>PROFESSIONAL SERVICES</td>
<td></td>
<td></td>
<td>518</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>0104 414-1090</td>
<td>GENERAL CONTINGENCY</td>
<td></td>
<td>32,659</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL**

<table>
<thead>
<tr>
<th>TRANSFER BETWEEN FUNDS</th>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**TOTALS**

<table>
<thead>
<tr>
<th>TRANSFER BETWEEN FUNDS</th>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**ACTION REQUESTED:** (Check all that apply)

(XX) 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**

Midyear Budget transfers. See attached narrative.

**DEPT HEAD SIGNATURE**

Charles B. Mosher, M.D., Health Officer, Air Pollution Control

**APPROVED BY RES NO.**

04-93

**CLERK**

3-9-04

**DATE**

2-27-04

**AUDITOR'S USE ONLY**

BA #
## BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 37</td>
<td>TOBACCO CESSATION</td>
<td></td>
<td></td>
<td>7,738</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>305-52 08</td>
<td>CHDP GRANT</td>
<td></td>
<td></td>
<td>(10,075)</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 38</td>
<td>CHDP</td>
<td>HD 10</td>
<td></td>
<td>412</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-06 42</td>
<td>COMPUTER EQUIPMENT</td>
<td></td>
<td></td>
<td>2,320</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 39</td>
<td>AIDS</td>
<td>HD 03</td>
<td></td>
<td>778</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 42</td>
<td>CUPA</td>
<td></td>
<td></td>
<td>1,953</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0104</td>
<td>414-1090</td>
<td>GENERAL CONTINGENCY</td>
<td></td>
<td>2,336</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL** 2,731 2,731

### TRANSFER BETWEEN FUNDS

<table>
<thead>
<tr>
<th></th>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**TOTALS** 0 0

### ACTION REQUESTED:

- (XX) 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;

- (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

Midyear Budget transfers.

---

**DEPT HEAD SIGNATURE**

[Signature]

**DATE** 2/27/04

**APPROVED BY RES NO.** 04-93

**CLERK**

**DATE** 3-9-04

---

**AUDITOR'S USE ONLY**

**BA #**

---

**BUDGET REVISION FORM REVISED 11/95**

---
<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0401</td>
<td>305-52 02</td>
<td>ENFORCE ASSIST/HLTH/LEA</td>
<td></td>
<td></td>
<td>(844)</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 45</td>
<td>LEA SUPPLIES</td>
<td></td>
<td>844</td>
<td>3,869</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>307-97 07</td>
<td>AIR POLLUTION OPER. FEE</td>
<td></td>
<td></td>
<td>(12,500)</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 33</td>
<td>AIR POLLUTION</td>
<td></td>
<td>12,500</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>305-52 16</td>
<td>NCRIDE</td>
<td></td>
<td></td>
<td>(13,839)</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-02 03</td>
<td>CLINIC EXTRA HELP</td>
<td></td>
<td>10,493</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-03 01</td>
<td>BENEFITS</td>
<td></td>
<td>346</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-06 42</td>
<td>COMPUTER EQUIPMENT</td>
<td></td>
<td>3,000</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>305-52 10</td>
<td>MATERNAL CHILD HEALTH GRANT</td>
<td></td>
<td></td>
<td>(10,846)</td>
</tr>
<tr>
<td>001</td>
<td>0401</td>
<td>621-04 47</td>
<td>MCH</td>
<td></td>
<td>10,732</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0104</td>
<td>414-1090</td>
<td>GENERAL CONTINGENCY</td>
<td></td>
<td></td>
<td>3,983</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>TOTAL</strong></td>
<td></td>
<td>3,869</td>
<td>3,869</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TRANSFER BETWEEN FUNDS</th>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

| TOTALS | | |
|--------| | |
|        | 0 | 0 |

**ACTION REQUESTED:** (Check all that apply)

(XX) 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;

(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**
Midyear Budget transfers.

**DEPT HEAD SIGNATURE**

**DATE** 2/27/04

**APPROVED BY RES NO.** 04-93
**CLERK** 11/11
**DATE** 3-9-04

**AUDITOR'S USE ONLY**

**BA #**
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: CHARLES MOSHER, Health Officer
FROM: MARGIE WILLIAMS, Clerk of the Board

SUBJECT: BUDGET ACTION INCREASING AND DECREASING VARIOUS REVENUE, EXPENDITURE, AND FIXED ASSET LINE ITEMS
Resolution No. 04-93

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on March 9, 2004

ACTION AND VOTE:
12:05 p.m. Charles Mosher, Health Officer, was not present as these matters were considered before their scheduled agenda time.

B) Approve Budget Action Increasing and Decreasing Various Revenue, Expenditure, and Fixed Asset Line Items in the Health Department Budget Resulting in an Increase in the General Contingency ($48,966) (4/5ths Vote Required); and Authorize the Overfill of an Office Assistant I/II Position Contingent Upon Approval of Personnel

BOARD ACTION: (M)Pickard, (S)Balmain, Res. 04-93 was adopted. Supervisor Bibby asked about the request for reclassification and stated she would prefer that this be considered at budget time. Rich Inman, County Administrative Officer, clarified that the motion should not include the personnel actions as those portions will be held pending review. The motion was amended by the maker, agreeable with the second, accordingly. Ayes: Unanimous.

cc: Ken Hawkins, Auditor
Mary Hodson, Administrative Analyst
Sandi Laird, Personnel/Risk Management Technician
Sheryl Terry, Accounting Technician III
File