

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 Health Officer to contract with Boyer Temporary Personnel to fill the temporary vacancy of the Accounting Technician position at the Health Department. The Accounting Technician at the Health Department will be taking six to eight weeks of extended medical leave. The expected dates of absence will be June 17 through August 5, 1996. There are no candidates for Extra Help placement from the County list of this very technical position, so utilization of the private sector is appropriate.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Auditor's Office will be using this same agency from 5/20/96 through the end of the year.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Service to the public could be delayed.
2. May be unable to meet County deadlines for bills and cash statements.

COSTS: () Not Applicable

A. Budgeted current FY	\$ <u>0</u>
B. Total anticipated costs	\$ <u>4,358</u>
C. Required additional funding	\$ _____
D. Internal transfers	\$ <u>4,358</u>

SPECIAL INSTRUCTIONS:

List the attachments and number the pages consecutively:

SOURCE: () 4/5ths Vote Required

A. Unanticipated revenues	\$ _____
B. Reserve for contingencies	\$ _____

C. Source description: _____
Balance in Reserve for Contingencies, if approved: \$ _____

CLERK'S USE ONLY:

Res. No.: 96-231 Ord. No. _____
 Vote - Ayes: 3 Noes: _____
 Absent: Parker, Tabor Abstained: _____
 Approved () Denied
 Minute Order Attached () No Action Necessary

ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on agenda as:

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

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

Comment: _____

 A.O. Initials: MW

COUNTY OF
MARIPOSA

BUDGET ACTION FORM

DEPT/DIV: Public Health

CONTACT: C. B. Mosher, MD, H.O.

DATE: May 28, 1996

PHONE: 966-3689

ACTION REQUESTED: (Check All That Apply)

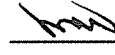
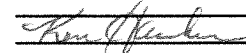
- () Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the County budget, or in any one fund of the budget, or appropriating Reserve for Contingencies;
- (x) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;
- () Transfer by Administrator: Moving existing appropriations within a single budget category between line items (i.e. services and supplies, etc.)
- () Transfer by Auditor: Moving salaries between line items to accommodate variances internal to salaries; OR transfers within the County budget under \$50.00 to accommodate minor variations from the budget.

<u>FUND/DEPT/ACCT NO.</u>	<u>LINE ITEM DESCRIPTION</u>	<u>AMOUNT (FROM) / TO</u>
Health Department	001-0401-621.0197	Account Technician I < \$4,358 >
Health Department	001-0401-621.0418	Professional Services \$4,358

Justification:

The Accounting Technician position at the Health Department will be vacant from 6/17/96 through 8/5/96. A contract with Boyer Temporary Agency will run from 6/3/96 through 8/2/96 which includes training time.

Department Head Signature:  Date: 5/16/96
Charles B. Mosher, MD, Health Officer

Approved By: Res. No. 96-231 Clerk:  Date: 5-28-96
Administrator: _____ Date: _____
Auditor:  Date: 5/16/96

AUDITOR'S USE ONLY:

Description: _____ Transfer No.: _____
B.R. No.: _____