

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

DATE: May 16, 1995
AGENDA ITEM NO.: 3

DEPARTMENT: Superior Court

BY: Richard McMechan

PHONE: 966-2005

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No X)

Resolution Approving Work Study Student Trainee as Extra help in the Superior Court for the remainder of FY 94-95 at \$5.00 per hour and Authorization to Administrative Office to execute Worksite Agreement. There are sufficient funds available with a transfer from Administrative Clerk Salary line item to Extra Help. The appointment of the the student would realize a cost savings over other sources of extra help.

The Superior Court has been impacted by the Three Strikes law and the workload has increased sufficiently that it will be necessary to request a new position or an extra help position. The student assigned to this department by the Mother Lode Job Training Program has been a valuable asset to this department and has learned the job and exceeded our expectations. This would be the most cost effective way to fill this need. Our current court schedule for the month of June has a jury trial every week and will make it necessary to provide coverage of the office with extra help.

BACKGROUND AND HISTORY OF BOARD ACTIONS: Board of Supervisors adopted Resolution 92-47 approving the class specification and worksite agreement for Work Study Student Trainees on January 21, 1992.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Routine workload has increased and with the addition of more frequent trials it would be difficult to keep up with the routine workload.
2. Board may approved hiring of extra help from County lists, but cost would be greater and available funds at this time would be insufficient to pay someone for the entire month.

COSTS: Not Applicable

A. Budgeted current FY	\$	_____
B. Total anticipated costs	\$	1,000
C. Required additional funding	\$	_____
D. Internal transfers	\$	1,000

SOURCE: () 4/5ths Vote Required

A. Unanticipated revenues	\$	_____
B. Reserve for contingencies	\$	_____
C. Source description:		_____
Balance in Reserve for Contingencies,		_____
if approved: \$		_____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK'S USE ONLY:

Res. No.: 95-232 Ord. No. _____

Vote - Ayes: 4 Noes: _____

Absent: Parker Abstained: _____

Approved: _____ () Denied _____

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

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

Recommended

Not Recommended

For Policy Determination

Submitted with Comment

Returned for Further Action

Comment: _____

A.O. Initials: [Signature]

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: JUDGE MC MECHAN, SUPERIOR COURT
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*
SUBJECT: WORK STUDY STUDENT TRAINEE
Res. No. 95-232

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on May 23, 1995

ACTION AND VOTE:

9:15 a.m. Richard L. McMechan, Superior Court Judge;
Resolution Approving and Transferring Funds (\$1,000) for Work
Study Student Trainee as Extra-Help with Superior Court
BOARD ACTION: Following discussion, (M)Taber, (S)Reilly, Res.
95-232 adopted/Ayes: Reilly, Balmain, Stewart, Taber; Excused:
Parker. Judge McMechan requested that next year's baseline
budget be increased by \$2,500 for this extra help position for
the summer months of July, August and September 1995. Pelk
Richards/Undersheriff, provided input relative to changes in the
jail population due to the three-strikes law. Administrative
Officer advised that he would include the requested funding in
the proposed budget unless he received any objections from Board
members.

cc: Jeff Green, County Counsel
Ken Hawkins, Personnel
Mike Coffield, County Administrative Officer
Personnel
File

COUNTY OF
MARIPOSA

BUDGET ACTION FORM

DEPT/DIV: Superior Court

CONTACT: Richard L. McMechan

DATE: May 16, 1995

PHONE: 966-2005

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;
- () 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.

FUND/DEPT/ACCT NO.	LINE ITEM DESCRIPTION	AMOUNT (FROM)/TO
001-0201-511-01-10	Admin. Court Clerk	(\$1,000)
001-0201-511-02-01	Extra Help	\$1,000

Justification: Student worker has been assigned to this department and has proved to be a valuable asset to this department. This student has learned the job extremely well and would be a loss if we could not keep her over the summer months. Only a transfer of funds is required to fund the position.

Department Head Signature: M. Remache Date: 5/16/95
 Approved By: Res. No. 95-232 Clerk: mw Date: 5-23-95
 Administrator: _____ Date: _____
 Auditor: _____ Date: _____

AUDITOR'S USE ONLY:

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