



Contra Costa County

To: Board of Supervisors
 From: David Twa, County Administrator
 Date: January 15, 2019
 Subject: Request for Relief of Cash Shortage

RECOMMENDATION(S):

AUTHORIZE relief of cash shortage in the Sheriff's Department-Detention Bureau in the amount of \$300.00.

FISCAL IMPACT:

Cash shortage in the amount of \$300.00 will be funded with 100% General Fund.

BACKGROUND:

In accordance with provisions of Administrative Bulletin 207.7, the Auditor-Controller has verified and concurs with the report of a cash shortage in the amount of \$300.00 in the Sheriff's Department-Detention Bureau.

The shortages occurred on three separate occasions at the Martinez Detention Facility (MDF): August 16, 2018, November 26, 2018 and December 2, 2018. All three instances involved the receipt of counterfeit \$100 bills as determined by West America Bank and Wells Fargo Bank. MDF uses a counterfeit bill detection machine that, although considered fairly reliable, cannot be considered 100% effective. The machine has since been replaced with a newer model and MDF management will ensure that staff continue to be vigilant and

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/15/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
 Candace Andersen, District II Supervisor
 Diane Burgis, District III Supervisor
 Karen Mitchoff, District IV Supervisor
 Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 15, 2019

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Stephanie Mello, Deputy

Contact: Laura Strobel (925)
 335-1091

check each bill carefully to minimize any future occurrences

BACKGROUND: (CONT'D)

of counterfeit bills.

CONSEQUENCE OF NEGATIVE ACTION:

The shortage will not be relieved, cash will not be in balance.