



Contra Costa County

To: Board of Supervisors
 From: David Twa, County Administrator
 Date: May 21, 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 \$600.00.

FISCAL IMPACT:

Cash shortage in the amount of \$600.00 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 total cash shortage in the amount of \$600.00 in the Sheriff's Department-Detention Bureau.

The shortages occurred on three separate occasions on January 2, 2019, January 8, 2019 and March 26, 2019 at the Martinez Detention Facility during the swing shift. All three instances involved the deposit of counterfeit \$100 bills. The Martinez Detention Facility has recently replaced the old counterfeit bill detection machine with a new model and management continues to work to ensure staff be vigilant and check each bill very carefully to minimize any future occurrences of counterfeit bills. Additional procedures have been

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **05/21/2019** ☒ 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: May 21, 2019

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

By: Stephanie Mello, Deputy

Contact: Laura Strobel (925)
 335-1091

added during intake to assist staff in identifying which inmates were responsible for the counterfeit bills and, if still incarcerated, the County will recover the funds from their accounts.

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Relief of Cash Shortage - Sheriff's Department