



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: March 2, 2021
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 \$626.42.

FISCAL IMPACT:

Cash shortage in the amount of \$626.42 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 \$626.42 in the Sheriff's Department-Detention Bureau.

The shortages occurred on four separate occasions on January 2, 2020, March 10, 2020, April 7, 2020 and July 31, 2020 at the Martinez Detention Facility (MDF). Three instances involved the deposit of counterfeit bills and one involved a fraudulent check deposit. MDF uses a counterfeit bill detection machine however it cannot be considered 100% effective. MDF 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 are

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/02/2021** ☒ 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: March 2, 2021

, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Laura Strobel (925)
655-2058

cc:

being used 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 Shortage - MDF