



**Contra  
Costa  
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: April 20, 2021

Subject: Appropriation Adjustment for Replacement of One Vehicle in EHSD

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**RECOMMENDATION(S):**

APPROVE Appropriation and Revenue Adjustment No. 005037 authorizing the transfer of appropriations in the amount of \$28,943 from Employment Human Services Department (EHSD), Children & Family Services Bureau (0502), Fund 100300 to Fleet Internal Services Fund (ISF), Auto and Trucks (Fleet), Fund 150100 for the purchase of one replacement vehicle (2008 Ford Fusion Sedan Asset # 0793).

**FISCAL IMPACT:**

The replacement of non-ISF vehicle will be funded 100% through EHSD Administration budgeted funds (100% County). The replacement of a vehicle not in the ISF is initially funded with 100% County General Funds. The vehicle is then placed in the ISF and usage charges (routine maintenance, mileage, fuel) are transferred from the ISF to EHSD. EHSD will claim these costs as general operating costs; they will be spread across all programs and funded with 58% Federal, 36% State, and 6% County funds. Vehicles in the ISF in need of replacement are purchased with ISF funds.

**BACKGROUND:**

The Employment and Human Services Department Administration is retiring

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **04/20/2021** ☒ 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: April 20, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Chris Dunn,  
925-608-4859

cc:



BACKGROUND: (CONT'D)

one vehicle and needs to replace this vehicle. The vehicle being retired is in need of costly repairs that would exceed the value of the vehicle. The vehicle to be retired is a non-ISF vehicle. EHSD Admin will replace this vehicle with an ISF vehicle purchase through the Public Works Department. This board order authorizes the transfer of appropriations from EHSD to the appropriate Public Works account.

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department would not be able to purchase the vehicle to replace the retired vehicle for the Children & Family Services Bureau (CFS). CFS staff would be restricted in their ability to respond to the needs of their customers in need of County services.

ATTACHMENTS

TC24/27 005037