To: Board of Supervisors

From: Monica Nino, County Administrator

Date: November 16, 2021

**Contra
Costa
County**

Subject: Transfer Budget for Equal Employment Opportunity Office from County Administrator to Risk Management

RECOMMENDATION(S):

APPROVE Appropriation Adjustment No.5010 authorizing the transfer of appropriations in the amount of $307,000 from the County Administrator's Office (0003) to the Risk Management Department (0150) to reflect the transfer of administration of the Equal Employment Opportunity Office.

FISCAL IMPACT:

This action is cost neutral as it shifts appropriations from one general fund department to another general fund department.

BACKGROUND:

The Board of Supervisors previously approved the transfer of Equal Employment Opportunity Office staff from the County Administrator's Office to the Risk Management Department on April 20, 2021. The action was taken to formalize the reporting structure that was already physically located at the Risk Management Department. This action shifts the appropriations to a new budget unit established in Risk Management to account for the staffing and operational costs of the Equal Employment Opportunity Office.

☑ APPROVE	☐ OTHER
☑ RECOMMENDATION OF CNTY ADMINISTRATOR	☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/16/2021**   ☑ 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

Contact: Sarah Shkidt, Senior
Management Analyst (925)655-2052

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: November 16, 2021

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

By: June McHuen, Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:
If unapproved, there would be no budgeted appropriations to cover the costs of the Equal Employment Opportunity Office.

ATTACHMENTS

TC27_AP005010