



**Contra
Costa
County**

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: August 2, 2022

Subject: FY 2021/22 APPROPRIATION AND REVENUE ADJUSTMENT - MERIT BOARD (0036)

RECOMMENDATION(S):

APPROVE fiscal year 2021/22 Appropriations and Revenue Adjustment No. 5076 authorizing new revenue in the amount of \$27,062 and appropriating it for costs related to Merit Board appeal hearings conducted on behalf of County departments.

FISCAL IMPACT:

This action recognizes \$27,062 in reimbursement revenue provided by County departments to Budget Unit 0036 (Merit Board) for merit board appeal hearings and creates appropriations in a like amount for expenditures incurred to provide for those hearings.

BACKGROUND:

The purpose of the Merit Board is to hear and make determinations on appeals of employees, and oversee the County's merit system to ensure that merit principles are upheld. Part 2 of the Personnel Management Regulations outlines the powers and duties of the Merit Board.

The County budget includes appropriations to support the business of the Merit Board, but in a given fiscal year, the volume of hearings may fluctuate. The Merit Board does seek

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **08/02/2022** ☒ 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: August 2, 2022

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

By: Stacey M. Boyd, Deputy

Contact: Timothy Ewell, (925)
655-2043

cc:

reimbursement for the actual costs of services rendered

BACKGROUND: (CONT'D)

to certain County departments.

In fiscal year 2021/22, the Merit Board received \$21,062 in reimbursement revenue that was previously unbudgeted and incurred a like amount of expenditures, which resulted in annual expenditures exceeding appropriations. Because those expenditures were reimbursed by unbudgeted revenue, it is necessary to process an appropriations and revenue adjustment to ensure that the budget recognizes those transactions appropriately.

CONSEQUENCE OF NEGATIVE ACTION:

The fiscal year 2021/22 Merit Board (0036) budget will reflect an over expenditure of appropriations even though there is sufficient revenue to offset those expenditures.

ATTACHMENTS

TC24/27_AP005076