



COUNTY OF HUMBOLDT

AGENDA ITEM NO.  
C-6

For the meeting of: May 12, 2015

Date: April 20, 2015

To: Board of Supervisors

From: Phillip R. Crandall, Director *CR*  
Department of Health and Human Services

Subject: Donation of Department of Health and Human Services – Information Services Vehicle to the County Motor Pool for Capitalization, Maintenance, and Insurance Purposes

RECOMMENDATION(S):

That the Board of Supervisors approves the donation of one (1) 2015 Ford Cargo Van Transit Connect to the County Motor Pool for capitalization, maintenance, and insurance purposes.

SOURCE OF FUNDING:

Social Services Fund

DISCUSSION:

The County Department of Health and Human Services (DHHS) Information Services division requested the purchase of one (1) 2015 Ford Cargo Van Transit Connect to meet the needs of the Information Services division in transporting computer equipment and supplies between the various DHHS sites. Purchase of this vehicle was included in the approved fiscal year 2014-15 budget for \$30,000. The purchase of the vehicle was arranged via purchase order T49046.

For the purposes of capitalization, maintenance, and insurance DHHS would like to donate the vehicle to the County Motor Pool.

Prepared by Elisabeth Holloway, SSAI CAO Approval *Amy Rosen*  
REVIEW: Auditor \_\_\_\_\_ County Counsel \_\_\_\_\_ Human Resources \_\_\_\_\_ Other \_\_\_\_\_

TYPE OF ITEM:  
 Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

PREVIOUS ACTION/REFERRAL:  
Board Order No. \_\_\_\_\_  
Meeting of: \_\_\_\_\_

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**  
Upon motion of Supervisor *Sundberg* Seconded by Supervisor *Bass*  
Ayes *Sundberg, Lovelace, Fennell, Bahn, Bass*  
Nays \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: *May 12, 2015*  
By: *Kathy Hayes*  
**Kathy Hayes, Clerk of the Board**

FINANCIAL IMPACT:

Expenditure appropriations for County Motor Pool costs are included in the approved fiscal year 2014-15 budget for Social Services Program, budget unit 511, fund 1160. There is no anticipated County General Fund impact.

The donation of this vehicle supports the Board's Strategic Framework by managing resources to ensure the sustainability of services that protect vulnerable populations.

OTHER AGENCY INVOLVEMENT:

County Motor Pool  
Human Resources Risk Management

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose to not approve this donation; however DHHS does not support this alternative because it requires the department to make arrangements for maintenance and insurance that can be more efficiently and economically provided by County Motor Pool and Risk Management.

ATTACHMENTS:

None