



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
c-8

For the meeting of: June 2, 2015

Date: May 12, 2015
To: Board of Supervisors
From: Michael T. Downey, Sheriff
Subject: Fiscal Year 2014-15 Supplemental Budget Request for Coroner/Public Administrator Budget Unit 272 (4/5 vote required)

RECOMMENDATION(S):

That the Board of Supervisors:

Approve a supplemental budget request in Budget Unit 272 Coroner/Public Administrator to allow for increased costs of autopsies and forensic medical services in fiscal year budget 2014-15 (4/5 vote required).

Revenue	1100-272-614020	Autopsies Report and Fees	\$35,000
Expense	1100-272-2118	Professional & Special Services	\$35,000

SOURCE OF FUNDING:

Coroner and Public Administrator Revenue

Prepared by Norma S. Lorenzo Deputy Director Sheriff Admin
CAO Approval Cheryl D. Meyers

REVIEW:	Auditor <u>nd</u>	County Counsel _____	Human Resources _____	Other _____
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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 Lovelace
Seconded by Supervisor Sundberg
Ayes Sundberg, Lovelace, Fennell, Bohn
Nays _____
Abstain _____
Absent _____
And carried by those members present, the Board hereby approves the recommended action contained in this report.

Dated: June 2, 2015
By: Kathy Hayes
Kathy Hayes, Clerk of the Board

DISCUSSION:

The general duties and responsibilities of the Coroner/Public Administrator division of the Sheriff's Office is to investigate and determine the manner and cause of death, protect the property of the decedent, ensure that the decedent is properly interred, and administer the decedent's estate where appropriate. The Sheriff-Coroner signs the death certificate, listing the manner and cause of death and as Public Administrator the office assists attorneys and private citizens with management of estates.

The Sheriff-Coroner contracts with medical doctors and outside laboratory facilities to provide autopsies and forensic medical services. Due to an unexpectedly high number of homicides and deaths requiring these specialized services, the amount budgeted for Professional and Special Services in the current fiscal year has proven to be inadequate. Expenses through ten months of the fiscal year have exceeded budget projections by 30% and necessitate an adjustment to the Coroner's budget to finish out the remainder of the year.

FINANCIAL IMPACT:

A supplemental budget in the amount of \$35,000 is requested to cover the over-expenditure of line item 1100-272-2118 and allow for continued autopsy and forensic medical services through June 30, 2015. The Sheriff-Coroner is able to recover costs for the additional expenses through fees that are deposited to revenue line 614020. There will be no impact to the General Fund.

The supplemental budget adjustment meets the Board of Supervisors Strategic Framework Plan goal of providing community-appropriate levels of service.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny the request to approve the supplemental budget, however, this is not recommended as Budget Unit 272 for the Coroner/Public Administrator would be overdrawn and unable to meet obligations for the remainder of fiscal year 2014-15.

ATTACHMENTS:

None