



COUNTY OF HUMBOLDT

For the meeting of: 7/28/2020

File #: 20-878

To: Board of Supervisors

From: DHHS: Behavioral Health

Agenda Section: Consent

SUBJECT:

Resolution Rescinding Resolution No. 16-106 and Authorizing Redistribution of the Existing Revolving Petty Cash Fund Established for Use by the Humboldt County Department of Health and Human Services - Behavioral Health Administration and Programs

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the attached resolution which rescinds Resolution No. 16-106 and authorizes redistribution of the existing revolving petty cash fund established for use by the Humboldt County Department of Health and Human Services - Behavioral Health Administration and Programs in the amount of \$2,200; and
2. Direct the Clerk of the Board to transmit fully executed certified copies of the attached resolution to the Humboldt County Auditor-Controller and the Humboldt County Treasurer-Tax Collector.

SOURCE OF FUNDING:

Behavioral Health Fund - Fund 1170

DISCUSSION:

Section 29321 of the California Government Code authorizes the board of supervisors to establish revolving funds for use of any county officer by adopting a resolution which sets forth: the necessity for the fund; the office, department, service or institution for which the fund is available; and the amount of the fund, which shall not exceed \$250,000.

On July 3, 2007 (Item C-9), the Humboldt County Board of Supervisors adopted Resolution No. 07-49 which established a revolving petty cash fund for use by the Humboldt County Department of Health and Human Services - Behavioral Health (DHHS - Behavioral Health) Administration and Programs in the amount of \$1,200. The Board subsequently adopted Resolution No. 15-112, which increased the amount held in the revolving petty cash fund established for use by DHHS - Behavioral Health Administration and Programs to \$1,700, on Oct. 13, 2015 (Item C-4). On Sept. 13, 2016 (Item C-6), the Board adopted Resolution No. 16-106 which further increased the amount held in the revolving petty cash fund established for use by DHHS - Behavioral Health Administration and Programs to

\$2,200.

The attached resolution authorizes the following redistribution of the existing revolving petty cash fund established for use by DHHS - Behavioral Health Administration and Programs in the amount of \$2,200 in order to adequately finance the expenditure of small sums of cash that are necessary to carry out daily operations, including, without limitation, out-of-pocket expenditures, minor cost items and supplies, as needed for various programs within DHHS - Behavioral Health:

<u>Revised Distribution and Amount</u>	
Children & Family Services (C&FS)	\$250.00
Sempervirens/Crisis Stabilization Unit (SV/CSU)	\$200.00
Behavioral Health Administration (BH Admin)	\$300.00
Homeless Outreach & Mobile Engagement (HOM)	\$400.00
Comprehensive Community Treatment (CCT)	\$200.00
C&FS Foster Care Behavioral Health Expansion	\$150.00
Hope Center	\$50.00
Mobile Intervention Service Team (MIST)	\$200.00
Adult Outpatient	\$175.00
Transition Age Youth (TAY)	\$150.00
Behavioral Health Fiscal Unit	\$125.00
Total	\$2,200.00

Accordingly, DHHS - Behavioral Health recommends that the Board adopt the attached resolution rescinding Resolution No. 16-106 and authorizing redistribution of the existing revolving petty cash fund established for use by DHHS - Behavioral Health Administration and Programs in the amount of \$2,200.

FINANCIAL IMPACT:

Expenditures from the revolving petty cash fund established for use by DHHS - Behavioral Health Administration and Programs will be reimbursed from various DHHS - Behavioral Health funds as appropriate. Revenue sources for the revolving petty cash fund established for use by DHHS - Behavioral Health may include, without limitation, state realignment, Medi-Cal federal financial participation, Mental Health Services Act allocations and grant funding.

The budget units staff are requesting to be authorized to use petty cash funds are as follows:

1170-424 (Behavioral Health)
1170-426 (HOME)
1170-427 (Behavioral Health - Jail Programs)
1170-475 (HumWorks)
1170-477 (Mental Health Services Act)

1170-478 (Transition Aged Youth - TAY)
1170-495 (Sempervirens/Crisis Stabilization Unit)
1170-496 (Adult Services)
1170-497 (Children & Family Services)
1170-498 (Behavioral Health - Medication Support)

The line item supporting the revolving petty cash fund is 2123 - Special Department Expense. As a result, adoption of the attached resolution will not impact the Humboldt County General Fund.

STRATEGIC FRAMEWORK:

The recommended actions support the Board of Supervisors' Strategic Framework by protecting vulnerable populations, creating opportunities for improved safety and health, providing community-appropriate levels of service and inviting civic engagement and awareness of services.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the attached resolution rescinding Resolution No. 16-106 and authorizing redistribution of the existing revolving petty cash fund established for use by DHHS - Behavioral Health Administration and Programs in the amount of \$2,200. However, this alternative is not recommended since the lack of petty cash among the various programs within DHHS - Behavioral Health could cause a barrier to adequately addressing immediate client needs.

ATTACHMENTS:

1. Resolution Rescinding Resolution No. 16-106 and Authorizing Redistribution of the Existing Revolving Petty Cash Fund Established for Use by the Humboldt County Department of Health and Human Services - Behavioral Health Administration and Programs in the Amount of Two Thousand Two Hundred Dollars (\$2,200.00)

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-9; C-7; C-4; C-6

Meeting of: 07/03/07; 05/19/15; 10/13/15; 09/13/16

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