



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
C-5

For the meeting of: October 13, 2015

Date: September 2, 2015
To: Board of Supervisors
From: Phillip R. Crandall, Director *SN for*
Department of Health and Human Services – Social Services
Subject: Donation of Social Services Vehicle to the Humboldt County Motor Pool

RECOMMENDATION(S):

That the Board of Supervisors approve the donation of one (1) 2014 Freightliner MT-55 from Humboldt County Department of Health and Human Services (DHHS)-Social Services to the Humboldt County Motor Pool for capitalization, maintenance and insurance purposes.

SOURCE OF FUNDING:

Social Services Fund

DISCUSSION:

The Humboldt County Department of Health and Human Services (DHHS) requested the purchase of one (1) 2014 Freightliner MT-55, vehicle number 09017, Vehicle Identification Number (VIN) 4UZAARDU8ECFW8892 to replace the DHHS Street Outreach Services (SOS) program vehicle; the prior SOS program vehicle was more than ten years old and required replacement due to its inadequate braking system and need for frequent engine repairs. DHHS' purchase of the new 2014 Freightliner MT-55 vehicle was included in fiscal year (FY) 2013-14 Budget for Social Services, budget unit 1160-511, which was approved by your Board on June 25, 2013 (item H1).

The purchase of the 2014 Freightliner MT-55 was arranged via purchase order S45468. The vehicle was

Prepared by Jeff Henson, Staff Services Analyst

CAO Approval *Amundson*

REVIEW: Auditor _____ County Counsel _____ Personnel _____ Risk Manager _____ Other Motor Pool _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

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

PREVIOUS ACTION/REFERRAL:

Board Order No. HI

Meeting of: June 25, 2013

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

Dated: *October 13, 2015*
By: *Kathy Hayes*
Kathy Hayes, Clerk of the Board

purchased in FY 2013-14 and was delivered to Social Services in August 2014. The 2014 Freightliner MT-55 meets the specific design specifications required by the SOS' program to deliver services that protect Humboldt County's most vulnerable populations, a tradition of service that has been provided for more fifteen years. The 2014 Freightliner MT-55 is fitted with modern communications and is connected to the internet. The vehicle facilitates the SOS program to serve communities in the greater Humboldt Bay area and allows for a greater range of service throughout the county. SOS program services include, but are not limited to, eligibility determination and enrollment into health insurance, assistance programs, mental health services, employment and job training and housing support.

DHHS now requests to donate the 2014 Freightliner MT-55 to the Humboldt County Motor Pool for the purpose of capitalization and maintenance. The benefit of donating the vehicle to the Humboldt County Motor Pool is as follows:

- County departments do not need to schedule repairs, maintenance or budget these services to outside vendors. This is done by the county's Motor Pool.
- County departments only need to budget for mileage rates. Mileage rates include all vehicle costs including the replacement of the vehicle, all maintenance and repairs, accident damages including the complete replacement if the vehicle is totaled, fuel, etc.
- Insures all legal requirements are met such as records management, safety documentation, insurance, emission requirements, purchasing and disposition of the surplus vehicles.
- Centralizing the management of vehicles allows departments to focus on their mission.

FINANCIAL IMPACT:

Expenditure appropriations for the vehicle and County Motor Pool costs were included in the approved fiscal year 2013-14 budget for Social Services program, budget unit 1160-511. Delivery of the vehicle in FY 2014-15 did not impact the Social Services Budget. 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 not to approve the donation of the vehicle to the Humboldt County Motor Pool. However, this option is not recommended; the county's Motor Pool department has the ability and the expertise to manage and maintain the county's vehicles.

ATTACHMENTS:

None