



COUNTY OF HUMBOLDT

For the meeting of: 7/18/2023

File #: 23-976

To: Board of Supervisors

From: DHHS: Behavioral Health

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Request for Budget Transfer/Adjustment for the replacement of Kitchen Range and Ovens for Sempervirens Psychiatric Health Facility (4/5th Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize Request for Budget Transfer/Adjustment for fixed asset purchase of a replacement Vulcan Kitchen Range in the amount of Fifteen Thousand Five Hundred Dollars (\$15,500.00) (4/5th vote required); and
2. Direct the Clerk of the Board to provide the Department of Health and Human Services - Behavioral Health with one (1) fully executed certified copy of the Board order related to this item.

SOURCE OF FUNDING:

Behavioral Health Fund (1170-424)

DISCUSSION:

The County of Humboldt's Psychiatric Health Facility, Sempervirens, is an inpatient facility providing twenty-four hour psychiatric care, with an in-house commercial kitchen necessary to prepare and serve meals to patients as a basic service required by its licensing authorities, the California Department of Health Care Services and the California Department of Public Health. The existing kitchen oven at Sempervirens, originally purchased and installed in 1994, has a broken oven door that has caused staff injuries. Additionally, the broken oven door prevents the oven from maintaining a steady temperature which compromises food safety and quality. The Humboldt County Department of Health and Human Services - Behavioral Health ("DHHS - Behavioral Health") was unable to locate replacements parts or a local vendor who could repair the oven, due to the age of appliance. As a result, the Humboldt County Board of Supervisors ("Board") approved the purchase of a replacement kitchen range and oven to be installed at Sempervirens on June 13, 2023 (Item D-14).

On June 13, 2023 (Item D-14), the Board authorized a request for budget transfer/Adjustment for fiscal

year 2022-2023 fixed asset purchase of a replacement kitchen range and oven to be installed at Sempervirens. However, due to time constraints to meet the applicable year-end deadlines for the purchasing and receipt of goods, it is necessary to roll the relevant expenditure forward to fiscal year 2023-2024.

FINANCIAL IMPACT:

Expenditures (1170-424)	FY22-23 Adopted	FY23-24 Adopted
Budgeted Expenses	\$18,500.00	\$15,500.00
Total Expenditures	\$18,500.00	\$15,500.00
Funding Sources (1170-424)	FY22-23 Adopted	FY23-24 Adopted
State/Federal Funds	\$18,500.00	\$15,500.00
Total Funding Sources	\$18,500.00	\$15,500.00

**Projected amounts are estimates and are subject to change.*

DHHS-Behavioral Health requests to establish funds in Fixed Assets in the amount of Fifteen Thousand Five Hundred Dollars (\$15,500.00) for purchase of a replacement kitchen range and oven to be installed at Sempervirens. Funds are available due to roll forward of this purchase from fiscal year 2022-2023. Funding for Sempervirens kitchen commercial equipment is available from Federal Financial Participation for inpatient Medicare and Medi-Cal services and Behavioral Health Realignment.

STAFFING IMPACT:

The recommended actions will not impact current staffing levels.

STRATEGIC FRAMEWORK:

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

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

1. The Board may choose to not approve the attached Request for Budget Transfer/Adjustment for fixed asset purchase of a replacement kitchen range and oven to be installed at Sempervirens. However, this alternative is not recommended, since the equipment order has been placed with vendor, and payment has been authorized by the Humboldt County Purchasing Agent, based on previous Board approval.

ATTACHMENTS:

1. Purchase Order BB4878 for Vulcan Kitchen Range and Oven
2. Request for Budget Transfer/Adjustment

File #: 23-976

PREVIOUS ACTION/REFERRAL:

Board Order No.: D-14

Meeting of: 06/13/2023

File No.: 23-741