



# COUNTY OF HUMBOLDT

For the meeting of: 1/7/2020

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File #: 19-1799

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**To:** Board of Supervisors

**From:** DHHS: Public Health

**Agenda Section:** Consent

**SUBJECT:**

Establish Fixed Asset Line Item for the Purchase of Two Biological Safety Cabinets

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the appropriation transfer to establish a fixed asset line item for the purchase of two Biological Safety Cabinets; and
2. Direct the Auditor-Controller's Office to post the appropriation transfer in Attachment A.

**SOURCE OF FUNDING:**

Public Health Fund

**DISCUSSION:**

The Department of Health and Human Services (DHHS) - Public Health Modular Laboratory provides a variety of testing services to the community. There are several safety protocols to prevent contamination of both laboratory staff and testing specimens to ensure accurate, safe testing. The primary safety containment devices in the Modular Laboratory are two Biological Safety Cabinets (BSC). A BSC is an enclosed, ventilated laboratory workspace for safely working with specimens that could be dangerous to the user.

The two BSCs currently in use by the Modular Laboratory were installed new in 2004. Typically, the life expectancy of a BSC is approximately 10 years. In April 2019, the company that annually certifies and calibrates BSCs was able to certify the cabinets for 1 more year. However, the company warned that it would not be able to calibrate the BSCs any further to achieve certification, informing the DHHS - Public Health Laboratory staff that the BSCs are at the end of their life cycle and must be replaced in order to achieve certification in 2020.

DHHS - Public Health was able to shift grant funding to support the replacement of the BSCs in Fiscal Year (FY) 2019-20 through the Public Health Emergency Preparedness (PHEP) Program through California Department of Public Health. The appropriation transfer will move funds that were previously budgeted to be spent on supplies for the Modular Laboratory to a fixed asset line to

accommodate the purchase.

FINANCIAL IMPACT:

The appropriation transfer will move funds in Fund 1175, Budget Unit 455 PH Preparedness & Response in the amount of \$29,000 to establish a fixed assets line for equipment. The acquisition of the Biological Safety Cabinets is anticipated to cost \$24,740. Additional costs will be incurred in the removal of the current units and delivery and installation of the new units. The total appropriation request will move \$29,000 to the fixed assets line item to accommodate additional costs associated with the project. The appropriation transfer will not increase or decrease the overall budget in FY 2019-20. There will be no impact to the county General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by creating opportunities for improved safety and health.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the appropriation transfer to establish a fixed asset line for the purpose of acquiring Biological Safety Cabinets, however this is not recommended as it would put the Modular Laboratory at risk of not complying with safety regulations.

ATTACHMENTS:

Attachment A - Appropriation Transfer

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting Of: N/A

File No.: N/A