

# COUNTY OF SANTA CRUZ

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HEALTH SERVICES AGENCY  
ADMINISTRATION

## HEALTH SERVICES AGENCY

P.O. BOX 962, 1080 EMELINE AVENUE  
SANTA CRUZ, CA 95061  
(408) 454-4066 FAX: (408) 454-4770  
TDD: (408) 454-4123

October 27, 1998

AGENDA: November 24, 1998

BOARD OF SUPERVISORS  
Santa Cruz County  
701 Ocean Street  
Santa Cruz, CA 95061

RE: APPROVE FIXED ASSET EQUIPMENT PURCHASE AND RELATED  
APPROPRIATIONS TRANSFER

Dear Board Members:

The Health Services Agency requests approval to purchase a personal computer for the Child Health and Disability Prevention (CHDP) program at an approximate cost of \$3,500. This purchase is fully State funded. The related appropriations transfer request is attached.

The 1998-99 adopted County budget for the Health Services Agency includes funds budgeted in Services and Supplies for support of the CHDP program. These funds are sufficient to support this purchase, as well as other anticipated CHDP expenditures. The attached Request for Transfer or Revision of Budget Appropriations form will move these funds to the fixed asset account so that the purchase can proceed. The State has authorized and will reimburse the County for this purchase and no new County funds are requested or required.


The new computer will support several program activities such as provider audits, outreach efforts, and other mandated program requirements as well as provide desktop publishing of a CHDP newsletter. The computer will be configured to the HSA network standard, permitting linkage with other computers at HSA and access to shared word processing, spreadsheet, electronic mail and other applications.

It is therefore RECOMMENDED that your Board:

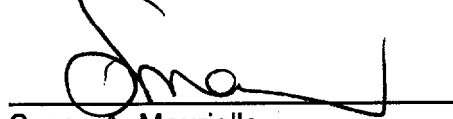
1. Authorize the purchase of a personal computer and related software and equipment configured to the Health Services Agency network standard at an approximate cost of \$3,500; and

2. Approve the related \$3,500 appropriations transfer to the fixed asset account from **190** services and supplies in the Child Health and Disability Program (CHDP) budget as detailed in the attached AUD-74 form.

Sincerely,

  
\_\_\_\_\_  
Charles M. Moody, HSA Administrator

RECOMMENDED:

  
\_\_\_\_\_  
Susan A. Mauriello  
County Administrative Officer

cc: County Administrative Office  
Auditor-Controller  
County Counsel  
County Purchasing  
HSA Fiscal  
HSA Administration

**COUNTY OF SANTA CRUZ**  
**REQUEST FOR TRANSFER OR REVISION**  
**OF BUDGET APPROPRIATIONS AND/OR FUNDS**

191

Department: Health Services Agency

Date: 10/27/98

TO: Board of Supervisors / County Administrative Officer / District Board

I hereby request your approval of the following transfer of budget appropriations and/or funds in the fiscal year ending June 30, 1999

AUDITORS USE ONLY			
DOCUMENT #	AMOUNT	L/N	T/C HASH
BD	71000.00	3	065

BATCH #	
DATE	

T/C	INDEX	SUBJECT	PRJ/UCD	AMOUNT	DESCRIPTION
0, 2, 1	3 6 2 8 5, 2	8, 4 0 4		3 5, 0 0 00	Equipment
II	IIIIII	III			
0 2 2	3 6 2 8 5 2 3	9 7 5		2 1 0 0 00	Miscellaneous
0 2 2	3 6 2 8 5 1 3	9 7 5		1 4 0 0 00	Miscellaneous

Explanation:

**Transfer funds to fixed asset account from services and supplies to allow purchase of State-funded computer and related software and equipment for the Child Health and Disability Prevention (CHDP) program.**

Name Charles M. Moody Title \_\_\_\_\_

Auditor-Controller's Action: I hereby certify that unencumbered balance(s) is/are available in the appropriations/funds and in the amounts indicated amounts and  
 Auditor-Controller, by Shirley Ward Deputy Date 11/9/98

County Administrative Officer's Action:  Recommended to Board |  Approved |  Not Recommended or Approved  
 County Administrative Officer Ed Sisk Date 11/12/98

State of California }  
 ss. County of Santa Cruz } As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing request for transfer was approved by said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered in the minutes of said Board on

\_\_\_\_\_, 19\_\_\_\_ By \_\_\_\_\_, Deputy Clerk

Distribution:  
 White-Board of Supervisors  
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 Pink-Originating Department  
 Goldenrod-Departmental Control Copy