



HEALTH SERVICES AGENCY  
ADMINISTRATION

# COUNTY OF SANTA CRUZ <sup>0241</sup>

## HEALTH SERVICES AGENCY

P.O. BOX 962, 1080 EMELINE AVENUE  
SANTA CRUZ, CA 95061  
(408) 454-4066 FAX: (408) 454-4770  
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February 1, 2000

AGENDA: February 15, 2000

### BOARD OF SUPERVISORS

Santa Cruz County  
701 Ocean Street  
Santa Cruz, CA 95061

RE: APPROVE COMPUTER PURCHASE FOR THE HIV EARLY INTERVENTION  
PROGRAM

Dear Board Members:

This letter requests approval to purchase a replacement laptop computer for the Health Services Agency's HIV Early Intervention Program (EIP) at an approximate cost of \$3,200. Funds are available within the Public Health division for this fixed asset purchase.

Late last year during the facility move from 1400 Emeline to 1060 Emeline, a laptop computer was stolen from the Early Intervention Program's offices. The loss was reported to the Santa Cruz Police Department and the County's Risk Management division in accordance with County policy and procedures. The laptop is used by EIP staff to prepare specialized fiscal and program reports, as well as for general word processing, spreadsheet, and network applications. The cost of the computer is less than the deductible on the County's property insurance. Existing funds in the Public Health division will be used for this fixed asset purchase.

It is therefore RECOMMENDED that your Board:

1. Approve the fixed asset purchase of a laptop computer for the HIV Early Intervention Program at a cost not to exceed \$3,200 from Index 362100, subobject 8404.

Sincerely,

Rama Khalsa, Ph.D., HSA Administrator

### RECOMMENDED:

Susan A. Mauriello  
County Administrative Officer

cc: County Administrative Office  
Auditor-Controller  
County Counsel

HSA Administration  
HSA Information Systems  
County Purchasing