



Health and Human Services Agency

Donnell Ewert, MPH, Director

Business and Support Services Branch

Tracy Tedder, Branch Director

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Redding, CA 96001-1930
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To: Brian Muir, Auditor-Controller
Shasta County Board of Supervisors

From: Tracy Tedder, Branch Director, HHSA Business & Support Services

Subject: Budget Amendment

Date: March 3, 2017

Please prepare a FY 2016-17 budget amendment for the Public Health Bio-Terrorism program budget unit (41174) to transfer appropriations to Shasta County Sheriff and Shasta County Fire in the amount of \$215,281. This, as well as appropriations previously included in the Public Health FY 16/17 adopted budget for Bio Terrorism related activities, will be offset by an increase in grant revenue in the amount of \$250,421. This budget amendment is going to the Board of Supervisors Office for consideration on April 11, 2017.

APPROPRIATIONS					
INCREASE <DECREASE>					
Fund/BU Expenditures	Account	Description	Budget Reads	Budget Should Read	Appropriation Inc/(Decr)
0196/41174	095235	Transfer out to Sheriff	201,035	331,316	130,281
0196/41174	096391	Transfer out to Fire	37,775	122,775	85,000
TOTAL					215,281

Revenue	Account	Description	Budget Reads	Budget Should Read	Appropriation Inc/(Decr)
0196/41174	554101	Fed Emergency Mgmt Asst	257,726	508,147	250,421
TOTAL					250,421

Thank you.

"Healthy people in thriving and safe communities"

www.shastahhsa.net

Budget Amendment Worksheet

Public Health
 Department Name

Appropriations

Increase <Decrease>

COST CENTER	ACCOUNT	ACCOUNT DESCRIPTION	BUDGET READS	BUDGET SHOULD READ	AMOUNT OF TRANSFER (+/-)
41174	095235	TRAN OUT SHERIFF	201,035	331,316	130,281
41174	096391	TRAN OUT FIRE ZONE #1	37,775	122,775	85,000
Total					215,281

Revenue

Increase <Decrease>

COST CENTER	ACCOUNT	ACCOUNT DESCRIPTION	BUDGET READS	BUDGET SHOULD READ	AMOUNT OF TRANSFER (+/-)
41174	554101	FED EMERGENCY MGMT ASST (FEMA)	257,726	508,147	250,421
Total					250,421

Alterations to this document may result in delayed application approval, modification requests, or reimbursement requests. Subrecipients may be asked to revise and/or re-submit any altered Financial Management Forms Workbook.

COUNTY OF SHASTA

089-00000
2016-00102

Authorized Body of 5-Signature and Contact Information					
Position	Signature	Printed Name	Title	Phone	Email
County Public Health Officer		Dr. Andrew Deckert	Shasta County Public Health Officer	530-225-3761	adeckert@co.shasta.ca.us
County Fire Chief		Mike Hebrard	Shasta County Fire Chief	530-225-2418	Mike.Hebrard@fire.ca.gov
Municipal Fire Chief		Gerry Gray	City of Redding Fire Chief	530-225-4573	ggray@ci.redding.ca.us
C Sheriff		Tom Bosenko	Shasta County Sheriff	530-245-6167	tbosenko@co.shasta.ca.us
Chief of Police		Robert Paolletti	City of Redding Chief of Police	530-225-4211	rpaoletti@reddingpolice.cig
Additional Position (Optional)					
Additional Position (Optional)					

Additional Authorized Agent Contact Information							
Authorized Agent's Name	Title	Mailing Address	City	State	Zip	Phone	Email
Terril Fields Hosler, MPH, RD	Health & Human Services Agency Branch Director	2650 Breslauer Way	Redding	CA	96001	530-243-6869	thosler@co.shasta.ca.us
Brandy Isola, MPH	Health & Human Services Agency Branch Deputy Director	2650 Breslauer Way	Redding	CA	96001	530-245-6861	bisola@co.shasta.ca.us
Andrew Decker, MD, MPH	Shasta County Public Health Officer	2650 Breslauer Way	Redding	CA	96001	530-225-5595	adecker@co.shasta.ca.us
Contact's Name	Title	Mailing Address	City	State	Zip	Phone	Email
Heidi Vert	Public Health Program & Policy Analyst	2650 Breslauer Way	Redding	CA	96001	530-225-5298	hvert@co.shasta.ca.us
Nicole Bonkrude	Emergency Preparedness Coordinator	2650 Breslauer Way	Redding	CA	96001	530-245-6839	nbonkrude@co.shasta.ca.us
Sarah-Jane Williams	Accountant/Auditor II	1810 Market Street	Redding	CA	96001	530-225-5059	sswilliams@co.shasta.ca.us

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

PROJECT OVERVIEW

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CFDA # HSGP 97.067

COUNTY OF SHASTA

089-00000
2016-00102

LEDGER
TYPE:

Approval: Cal OES ONLY	
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Project	Focus	Project Overview	Homeland Security Investment Justification	NPG Mission Areas	NPG Core Capabilities	Capabilities Building	Need
Project A	Enhance Catastrophic Response Capabilities	SHASTA COUNTY FIRE: HAZMAT EQUIPMENT (Replacement Gas & Sensors) to maintain existing level of service and expand functionality of the Shasta Cascade Hazardous Materials Response Team (SCHMRT) to respond to incidents, including acts of terrorism.	II 9: Enhance Catastrophic Incident Planning, Response & Recovery Capabilities	Response	Environmental Response/Health and Safety	Sustain	Equipment is needed to maintain HAZMAT Team Air Monitors in working condition by replacing gases and sensors for equipment used when responding to all-risk chemical emergency and mitigation incidents in Shasta County and 5 other jurisdictions in the region.
Project B	Enhance Catastrophic Response Capabilities	SHASTA COUNTY FIRE: HAZMAT EQUIPMENT (Chemical ID Spectroscopy) to quickly and accurately identify unknown chemicals by the Shasta Cascade Hazardous Materials Response Team (SCHMRT).	II 9: Enhance Catastrophic Incident Planning, Response & Recovery Capabilities	Mitigation	Threats and Hazards Identification	Build	Equipment is needed to ensure HAZMAT Team can quickly and accurately identify unknown chemicals when responding to all-risk chemical emergency and mitigation incidents in Shasta County and 5 other jurisdictions in the region.
Project C	Information Technology	SHERIFF'S OFFICE - Countywide Data Exchange and Interoperability Project to upgrade dispatch software and hardware, and integrate dispatch services to increase timeliness of critical information for all law enforcement agencies.	II 4: Strengthen Communications Capabilities	Prevention	Intelligence and Information Sharing	Build	Equipment is needed to upgrade antiquated software, hardware, and dispatch equipment to improve information sharing and communication capabilities for SHASCOM 911, Sheriff's Office, Redding Police Department, Anderson Police Department, Redding Fire Department, American Medical Response, Mercy Medical Center and Animal Control.
Project D	Enhance Catastrophic Response Capabilities	SHASTA COUNTY SHERIFF'S OFFICE - Bomb Robot Warranty Extension to maintain extended warranty coverage on Bomb Robot purchased with HSG funds in 2008 to cover 32-month period.	II 9: Enhance Catastrophic Incident Planning, Response & Recovery Capabilities	Mitigation	Threats and Hazards Identification	Sustain	Warranty is needed to ensure Bomb Robot is fully functioning and available when needed to mitigate incidents involving bombs, other explosive devices, incendiary devices, chemical weapons, and other terrorism-related events in our Operational Area as well as adjacent areas.

Project	Focus	Project Overview	Homeland Security Investment Justification	NPG Mission Areas	NPG Core Capabilities	Capabilities Building	Need
Project E	Enhance Public Health Preparedness	PUBLIC HEALTH - WAREHOUSE LEASE to store emergency preparedness equipment and supplies, Alternate Care Site trailers, Disaster Healthcare Volunteer (DHV) items, and the Sheriff's Office Communications vehicle., which responds to local emergencies, including acts of terrorism.	II 5: Enhance Medical and Public Health Preparedness	Response	Public Health, Healthcare, and Emergency Medical Services	Sustain	Warehouse is needed to provide a secure location to house Sheriff/OES Communications van, plus store emergency preparedness equipment, supplies and trailers for response to emergencies or events.
Project F	Enhance Public Health Preparedness	PUBLIC HEALTH - WAREHOUSE STORAGE SHELVES & CONTAINERS to facilitate organization of emergency preparedness equipment, supplies, and other inventory maintained to respond to emergencies and events.	II 5: Enhance Medical and Public Health Preparedness	Response	Public Health, Healthcare, and Emergency Medical Services	Build	Warehouse moveable shelf units and storage containers are needed to ensure emergency preparedness equipment and supplies are organized and available for timely deployment when resources are requested during emergencies or events.
Project G	Enhance Public Health Preparedness	PUBLIC HEALTH - COOP SOFTWARE MAINTENANCE of web-based platform to improve Health & Human Services Agency and Public Health's ability to maintain essential services during emergencies or critical alterations of normal system capacity.	II 5: Enhance Medical and Public Health Preparedness	Response	Public Health, Healthcare, and Emergency Medical Services	Sustain	Continuity of Operations Plan (COOP) is a web-based platform needed to maintain a real-time version of how essential services in six branches of HHSA/Public Health are to be provided during events causing disruption of normal critical service delivery.
Project H	Management & Administration of Grant	PUBLIC HEALTH - MANAGEMENT AND ADMINISTRATION (M&A) FEES for staff salaries to manage and administer the HSGP 2016 grant.	Management & Administration of Grant	Management & Administration of Grant	Management & Administration of Grant	Sustain	To manage and administer various aspects of the HSGP 2016 for Shasta County.
Project I							
Project J							

PROJECT LEDGER

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CFDA #	HSGP 97.067
LEDGER TYPE:	

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Admission to this seminar may result in delayed application approval, modification requests, or reimbursement requests. Subsequent may be asked to review and/or resubmit any altered Financial Management Action Workbook.

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2016-00102

HSGP 97.067

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M&A

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CFDA #	HSGP 97.067
LEDGER TYPE:	

2016-00102

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PERSONNEL

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LEDGER TYPE:

LEDGER TYPE:

2016-00102

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COUNTY OF SHASTA
Budget to Actual Figures

Ledger: GL Fiscal Month End Date: 03/31/2017
Fiscal Year: 2017 Report Run Date and Time: 03/03/2017 09:12:09

Budget: AG

Cost Center Title Director
41174 PH BIO TERRORISM PREPAREDNESS DIRECTOR OF PUBLIC HEALTH

Object	Description	Budget	Actual	Encumbrance	Balance
035940	TRANS/TRVL FUEL	500.00	26.71	0.00	473.29
035941	TRANS/TRVL MILEAGE	500.00	0.00	0.00	500.00
035990	CHGS FLEET TRANS/TRVL	0.00	0.00	0.00	0.00
035999	TRN/TRV PY EE 1 DAY MEAL REIMB	0.00	44.00	0.00	(44.00)
036100	UTILITIES	1,617.00	1,180.68	0.00	436.32
050001	CENTRAL SERVICE COST A-87	8,571.00	5,714.00	0.00	2,857.00
050003	BUILDING & EQUIPMENT USE A-87	4,274.00	2,849.36	0.00	1,424.64
051300	CONTRIB NON COUNTY GOV AGNC	0.00	0.00	0.00	0.00
051351	CONTR TO CITY OF REDDING	0.00	0.00	0.00	0.00
051352	CONTR TO CITY OF ANDERSON	0.00	0.00	0.00	0.00
065008	1 AUTOCLAVE	75,000.00	39,621.28	4,821.00	30,557.72
065035	1 FREEZER	0.00	0.00	0.00	0.00
065046	2 LAB TESTING MACHINES	0.00	0.00	0.00	0.00
065316	4 EMERGENCY SHELTERS	0.00	0.00	0.00	0.00
065317	SOFTWARE	0.00	0.00	0.00	0.00
065339	1 SHOWER	0.00	0.00	0.00	0.00
095235	TRAN OUT SHERIFF	201,035.00	0.00	0.00	201,035.00
096391	TRAN OUT FIRE ZONE #1	37,775.00	28,359.00	0.00	9,416.00
099999	PREPAID TRAVEL ADVANCES	0.00	0.00	0.00	0.00
533003	ST BT PREPAREDNESS PAN FLU	66,039.00	10,529.62	0.00	55,509.38
552003	FED BIO TERRORISM PREPAREDNES	528,000.00	(29,778.92)	0.00	557,778.92
552006	FED BIO TERRORISM HPP BASE	161,853.00	37,603.00	0.00	124,250.00
554101	FED EMERGENCY MGMT ASST (FEM	257,726.00	0.00	0.00	257,726.00
799390	PRIOR PERIOD EXP ADJUSTMENT	0.00	2,810.00	0.00	(2,810.00)
799391	PRIOR PERIOD REV ADJUSTMENT	0.00	36,078.00	0.00	(36,078.00)
Total Revenue		1,013,618.00	57,241.70	0.00	956,376.30
Total Expense		1,425,326.00	565,729.67	50,321.93	809,274.40
Net Total (Revenue - Expense)		(411,708.00)	(508,487.97)	(50,321.93)	147,101.90
Grand Total Revenue		1,013,618.00	57,241.70	0.00	956,376.30
Grand Total Expense		1,425,326.00	565,729.67	50,321.93	809,274.40
Grand Totals (Revenue - Expense)		(411,708.00)	(508,487.97)	(50,321.93)	147,101.90

COUNTY OF SHASTA
Budget to Actual Figures

Ledger: GL Fiscal Month End Date: 03/31/2017
Fiscal Year: 2017 Report Run Date and Time: 03/03/2017 09:12:09

Budget: AG

Cost Center Title Director
41174 PH BIO TERRORISM PREPAREDNESS DIRECTOR OF PUBLIC HEALTH

Object	Description	Budget	Actual	Encumbrance	Balance
011000	REGULAR SALARIES	328,671.00	206,712.96	0.00	121,958.04
011200	TERMINATION/SPECIAL PAY	0.00	0.00	0.00	0.00
017502	OVERTIME PAY	0.00	0.00	0.00	0.00
017505	STANDBY PAY	452.00	22.50	0.00	429.50
017509	HOLIDAY OVERTIME PAY	0.00	0.00	0.00	0.00
018100	EMPLOYER SHARE OASDI	25,178.00	15,027.52	0.00	10,150.48
018201	EMPLOYER SHARE RETIREMENT	55,272.00	35,142.31	0.00	20,129.69
018300	EMPLOYER SHARE HEALTH INSUR	55,854.00	31,272.57	0.00	24,581.43
018307	EMPLYR SHR OTHER POST EMP BEN	9,860.00	6,200.94	0.00	3,659.06
018400	EMPLOYER SHR UNEMPLOYMENT I	1,399.00	878.38	0.00	520.62
018500	WORKERS COMP EXPOSURE	4,542.00	2,853.26	0.00	1,688.74
032300	CLOTHING/PERSONAL SUPPLIES XP	500.00	119.32	115.83	264.85
032500	COMMUNICATIONS EXPENSE	1,750.00	1,369.34	0.00	380.66
032591	CHGS IT COMM	2,128.00	0.00	0.00	2,128.00
032700	FOOD EXPENSE	300.00	673.59	0.00	(373.59)
032900	HOUSEHOLD EXPENSE	500.00	1,879.22	0.00	(1,379.22)
032990	CHGS OC HSHLD SVS	60.00	0.00	0.00	60.00
032992	CHGS FAC MGMT HSHLD XP	513.00	1,038.09	0.00	(525.09)
033102	INSUR XP LIABILITY EXPOSURE	1,403.00	847.49	0.00	555.51
033500	MAINTENANCE OF EQUIPMENT	30,000.00	0.00	0.00	30,000.00
033528	MNT EQP SOFTWARE	0.00	0.00	0.00	0.00
033592	CHGS IT MNT HARD/SOFTWARE	1,200.00	0.00	0.00	1,200.00
033791	CHGS FAC MGMT MAINT STR	1,184.00	2,055.25	0.00	(871.25)
033900	MEDICAL/DENTAL/LAB SUPPLIES	100,000.00	12,235.98	31,275.76	56,488.26
034309	MISC XP PRIOR PERIOD REV ADJ	0.00	2,810.00	0.00	(2,810.00)
034310	MISC XP PRIOR PERIOD EXP ADJ	0.00	1,493.23	0.00	(1,493.23)
034500	OFFICE EXPENSE	4,500.00	3,923.95	582.56	(6.51)
034526	OFFICE XP POSTAGE	500.00	0.00	0.00	500.00
034527	OFFICE XP PRINTING	500.00	0.00	0.00	500.00
034590	CHGS OC PHOTOCOPY SVS	0.00	0.00	0.00	0.00
034592	CHGS OC OTHER MAIL SVS	0.00	4.13	0.00	(4.13)
034800	PROF & SPECIAL SERVICES	140,000.00	18,714.64	0.00	121,285.36
034801	PROF ACCOUNTING SVS	157,927.00	53,930.00	0.00	103,997.00
034802	PROF ADMIN SVS	99,627.00	46,682.62	0.00	52,944.38
034803	PROF ADVERTISING & MKTG SVS	600.00	0.00	0.00	600.00
034829	PROF MAINTENANCE SVS	8,000.00	6,123.52	1,328.25	548.23
034851	PROF TRAINING SVS	400.00	0.00	0.00	400.00
034890	CHGS FAC MGMT PROF SVS	0.00	0.00	0.00	0.00
034892	CHGS IT PROFESSIONAL SVS	11,934.00	0.00	0.00	11,934.00
035100	RENTS & LEASES OF EQUIPMENT	0.00	0.00	0.00	0.00
035300	RENTS & LEASES OF STRUCTURES	18,000.00	12,686.58	4,228.86	1,084.56
035500	MINOR EQUIPMENT	2,500.00	213.80	7,969.67	(5,683.47)
035528	MINOR EQP SOFTWARE	600.00	10,600.00	0.00	(10,000.00)
035530	MNR EQP IT APRV	0.00	0.00	0.00	0.00
035590	CHGS IT SOFTWARE EQP	0.00	0.00	0.00	0.00
035591	CHGS IT HARDWARE EQP	4,200.00	0.00	0.00	4,200.00
035592	CHGS IT TELECOMM EQP	0.00	0.00	0.00	0.00
035900	TRANSPORTATION & TRAVEL	26,000.00	12,423.45	0.00	13,576.55

SHASTA COUNTY SHERIFF'S OFFICE INTERDEPARTMENTAL MEMORANDUM



Tom Bosenko
Sheriff-Coroner

TO: Brian Muir, Auditor-Controller
FROM: Tom Bosenko, Sheriff
DATE: February 27, 2017 *TB/dl*
RE: Budget Amendment for Sheriff's OES Budget

Please prepare a budget amendment per the attached Budget Amendment Worksheet for the Sheriff's budget, subject to Board of Supervisor's approval. This budget amendment increases appropriations \$130,281 offset by an increase in Homeland Security Grant revenue of \$130,281 as a transfer-in from Public Health.

Thank you.

Sheriff Office Emergency Svs
 Department Name & Fund No.

Appropriations

Increase <Decrease>

3-1-17 7801

Cost Center Number	Account Number	Budget Reads	Budget Should Read	Amount of Transfer (+/-)
23514	033500	10,500	34,753	24,253
23514	051351	201,035	307,063	106,028
			0	
			0	
			0	
			0	
Total				130,281

Revenue

Increase <Decrease>

Cost Center Number	Account Number	Budget Reads	Budget Should Read	Amount of Transfer (+/-)
23514	800411	201,035	331,316	130,281
			0	
			0	
			0	
			0	
Total				130,281

SHASTA COUNTY FIRE DEPARTMENT

Memorandum

To: Brian Muir
Auditor-Controller

Date: February 3, 2017

From: Mike Hebrard
Shasta County Fire Warden



Subject: Budget Adjustment

Shasta County Fire Department has been awarded funds as a part of the 2016 Homeland Security Grant, with revenue to be transferred from Public Health. County Fire would like to make the following budget amendments to allow for increases in revenue and appropriations.

065XXX –Chemical Spectrometer – Increase appropriations by \$75,000.

033500 – Maintenance of Equipment – Increase appropriations by \$10,000.

800411 – Trans in Public Health – Increase revenue by \$85,000.

If you have any questions, please feel free to contact Julia Hayen at 225-2516.

Attachment

cc: Laura Sumner, Administrative Analyst

Budget Amendment

CSA #1-County Fire
Department Name

Appropriations

Increase <Decrease>

Fund/Budget Unit Number	Account Number/ Description	Budget Reads	Budget Should Read	Amount of Transfer (+/-)
00391	033500/ Maintenance of Equipment	92,000	102,000	10,000
00391	065XXX/ Chemical Spectrometer	0	75,000	75,000
Total				85,000

Revenue

Increase <Decrease>

Fund/Budget Unit Number	Account Number/ Description	Budget Reads	Budget Should Read	Amount of Transfer (+/-)
00391	800411/ Trans In Public Health	37,775	122,775	85,000
Total				85,000