

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

DATE: July 10, 2001
AGENDA ITEM NO.: #4

DEPARTMENT: Human Services Dept. BY: Cheryle Rutherford-Kelly
Social Services Division Phone: 966-3609

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes___ No X)
PLEASE SEE ATTACHED.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
PLEASE SEE ATTACHED.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

| | | |
|-------------------------------------------------------|-----------------|------------------------------------|
| COSTS: <input type="checkbox"/> Not Applicable | | SPECIAL INSTRUCTIONS: |
| A. Budgeted current FY (00/01) | \$ <u>9,000</u> | List the attachments and number |
| B. Total anticipated costs (00/01) | \$ <u>9,000</u> | the pages consecutively: |
| C. Required additional funding | \$ <u>0</u> | |
| D. Internal Transfers | \$ <u>0</u> | <u>Revised agreement - 7 pages</u> |
| SOURCE: <input type="checkbox"/> 4/5ths Vote Required | | _____ |
| A. Unanticipated revenues | \$ _____ | _____ |
| B. Reserve for contingencies | \$ _____ | _____ |
| C. Source description: | _____ | _____ |
| Balance in Reserve for Contingencies, | | _____ |
| if approved: \$ _____ | | |

CLERK'S USE ONLY:
 Res. No.: 01-198 Ord. No. _____
 Vote - Ayes: 4 Noes: _____
 Absent: Richard Abstained: _____
 Approved Denied
 Minute Order Attached No Action Necessary

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
 This item on agenda as:
 _____ Recommended
 _____ Not Recommended
 _____ For Policy Determination
 _____ Submitted with Comment
 _____ Returned for Further Action
 Comment: _____

 A.O. Initials: _____

The foregoing instrument is a correct copy of the original on file in this office.
Date: _____
ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
BY: _____
Deputy



**MARIPOSA COUNTY
HUMAN SERVICES DEPARTMENT**

P.O. Box 7 • Mariposa, CA 95338 • (209) 966-2131 • Fax (209) 966-5943

Alcohol & Drug Community Action Housing Authority Mental Health Public Guardian/Conservator Social Services
CHERYLE RUTHERFORD-KELLY, MSW, DIRECTOR

June 27, 2001

TO: Members, Board of Supervisors
FROM: Cheryle Rutherford-Kelly *Cheryle*
RE: Amendment to the In Home Supportive Service (IHSS) Personal Services Agreement Covering the Period 1/9/01 through 6-30-01

Recommendation

It is respectfully recommended that your Board authorize us to amend the Personal Service Agreement with Ms. Diana Adams, adding \$1,000 to her contract.

Background

Your Board allowed us to contract (Resolution Number 00-444, with Ms. Diana Adams, for In-Home-Supportive Services. The contract was necessary because Family Services (adult and children divisions) are understaffed. When we originally contracted with Ms. Adams, the contract was for \$1500 per month, but the lump sum contract was only for \$8,000.

Current Situation

Ms. Adams has provided very good services to the clients and she has continued to assist the Department to bring the caseload to standard. The monthly total of \$1500 was correct and we did not surpass the monthly amount. However, we simply did not put enough money into the total contract because our calculations were based on a partial payment in January 2001. In retrospect, we should have simply funded every month at the maximum payment.

We need to be able to pay this valuable contractor.

Financial

There is no impact on the general fund. There is money to pay the contractor from the Social Service budget and we simply need to increase the contract by \$1,000.



**MARIPOSA COUNTY
HUMAN SERVICES DEPARTMENT**

P.O. Box 7 • Mariposa, CA 95338 • (209) 966-2131 • Fax (209) 966-5943

Alcohol & Drug Community Action Housing Authority Mental Health Public Guardian/Conservator Social Services
CHERYLE RUTHERFORD-KELLY, MSW, DIRECTOR

July 9, 2001

TO: Members, Board of Supervisors
FROM: Cheryle Rutherford-Kelly *Cheryle*
RE: Amendment to the In Home Supportive Service (IHSS) Personal Services Agreement Covering the Period 1/9/01 through 6-30-01

Recommendation

It is respectfully recommended that your Board authorize us to amend the Personal Service Agreement with Ms. Diana Adams, adding \$1,000 to her contract.

Background

Your Board allowed us to contract (Resolution Number 00-444) with Ms. Diana Adams, for In-Home-Supportive Services. The contract was necessary because Family Services (adult and children divisions) are understaffed. When we originally contracted with Ms. Adams, the contract was for \$1500 per month for part of the month of January 2001 through June 2001. The contract total was for \$8,000 because we did not think the contractor would work the full month of January and we had hoped to secure full time staff. In reality, the contractor worked a great deal during the month of January and we needed to pay for that service. We needed to budget \$1500 for 6 months which would have brought the contract total to \$9,000.

Current Situation

Ms. Adams has provided very good service to the clients and she has continued to assist the Department to bring the caseload to standard. The monthly total of \$1500 was correct but the Department underestimated the total contract amount. Therefore, we owe the contractor \$1,000 more than was in her contract. We simply did not put enough money into the total contract because our calculations were based on a partial payment in January 2001 as noted above. We should have simply funded every month at the maximum payment.

We need to be able to pay this valuable contractor.

Financial

There is no impact on the general fund. There is money to pay the contractor from the Social Service budget and we simply need to increase the contract by \$1,000. The contractor has not been paid for work accomplished during the month of June 2001.