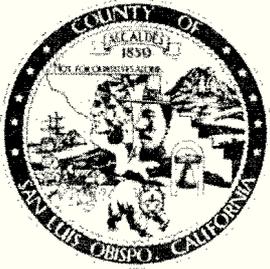


# SAN LUIS OBISPO COUNTY HEALTH AGENCY



## ANIMAL SERVICES DIVISION

885 Oklahoma Ave • P.O. Box 3760 • San Luis Obispo, California 93406  
805-781-4400 • FAX 805-781-1065

Jeff Hamm  
Health Agency Director  
Eric Anderson, DVM  
Animal Services Manager



TO: Board of Supervisors

FROM: Jeff Hamm, Health Agency Director  
Eric Anderson, DVM, Animal Services Manager

DATE: August 10<sup>th</sup>, 2013

SUBJECT: Animal Services-FC137 Gift Fund Trust Accounts-Report

### **Recommendation**

It is recommended that the Board accept cash donations in the amount of \$6,100.35 made to Animal Services gift funds during Q4 FY 2012-13.

### **Discussion**

Donated funds are accumulated in four gift trust accounts when they are received. The four accounts include; 1) donations for Animal Requesting Friends (ARF) which allow Animal Services Division to provide extensive medical care and humane services to sheltered animals which exceed what Animal Services is able to provide within operating budget. Donations assist in making recipient animals more adoptable, improve the quality of their care and keep euthanasia rates low; 2) donations for Humane Education are utilized to provide education to youth during the year; 3) spay and neuter donations providing additional alterations of adoptable animals; and 4) animal adoptions.

### **Other Agency Involvement**

The Animal Services Division has coordinated with the County Administrative Office, County Counsel and the Auditor-Controller to ensure compliance with government code to accept cash donations.

### **Financial Consideration**

Animal Services received donations in the amount of \$6,100.35 during Q4 FY 2012-13. ARF donations were received in the amount of \$5,282.85; spay and neuter donations received \$0; Humane Education donations received \$0; and Animal Adoption donations in the amount of \$817.50 were received during Q4 FY 2012-13.

### **Results**

A total of 126 animals were given needed medical and emergency treatment using ARF funds during FY 2012-13. Of those animals, 92 were dogs and 34 were cats; which were

**RECIPIENT**  
**DATE**  
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treated through outside veterinarians for emergency medical care, non-emergency surgeries (amputations, alterations, etc.). During Q4 FY 2012-13 51 animals were given needed medical and emergency treatment using ARF funds. Of those animals, 35 were dogs and 16 were cats.

A total of 70 animals were adopted during FY 2012-13 using the “half-way home” adoption fee. Of those animals, 37 were dogs and 33 were cats; which were adopted through this program. The donated adoption fees are half the actual adoption fee and are donated by volunteers, owners surrendering their animals, and the public in order to promote the adoption of specific animals. During Q4 FY 2012-13 4 animals (3 dogs & 1 cat) were adopted through this program.



# San Luis Obispo City-County Library

P.O. Box 8107, San Luis Obispo, CA 93403-8107

995 Palm Street (805) 781-5991  
Library Administration (805) 781-5784

TO: Board of Supervisors  
FROM: Brian A. Reynolds – Library Director *BAR*  
DATE: September 17, 2013  
RE: Gift Fund Trust Account

## Recommendation

It is recommended that the Board accept cash donations and approve a budget adjustment in the amount of \$54,255.55 from the Library's gift trust fund to the Library operating budget. This requires a four-fifths vote.

## Discussion

This transfer allows the Library to utilize funds contributed by individuals and community organizations in various parts of the County. Library funds have been expended on books, materials and other supplies, as requested by the contributory individuals and organizations. This transfer will reimburse the Library, from the Gift fund, for such monies spent.

## Other Agency Involvement

We have coordinated this request with the County Administrative Office.

## Financial Considerations

This is a routine transfer procedure with funds contributed from the various communities. No additional funds are requested. This transfer covers April 1 through June 30, 2013 expenditures.

## Results

To accept \$54,255.55 in gift funds that will allow the Library to augment services to the public.

Attachments



County of San Luis Obispo General Services Agency

## COUNTY PARKS

Janette D. Pell, Director

Curtis Black, Deputy Director

TO: Board of Supervisors

FROM: Janette Pell, General Services Agency Director *Janette Pell*

DATE: August 26, 2013

RE: Request to accept \$221,797.50 of donations and approve an appropriation transfer in the amount of \$31,797.50.

### RECOMMENDATION

It is recommended that the Board 1) Accept cash donations of \$221,797.50 and 2) Approve an appropriation transfer in the amount of \$31,797.50 from donated revenues and increase appropriations in Services and Supplies for Park's operating budget, Fund Center 305.

### DISCUSSION

Accepting the cash donation of \$190,000 allows these funds to be held for the specific purpose of improving or constructing Los Osos and/or Cayucos Skateparks. Appropriation of these funds will not be requested until County Parks is authorized to pursue a specific skatepark project.

The appropriation transfer of \$31,797.50 allows County Parks to utilize funds contributed by individuals and community organizations in various parts of the County, as requested by the contributory organizations. Parks funds have been expended on providing free recreational aquatic programs, parks equipment for public use, and towards the second annual Outdoor Discovery Festival. The festival introduces the public to the various outdoor activities offered by County Parks, and educates the public on eco-friendly alternatives. This transfer will reimburse County Parks', from the gift trust fund, for such monies spent. This transfer will reimburse County Parks' expenditures with funds from the Park's Gift Trust Fund using monies donated for this purpose.

### OTHER AGENCY INVOLVEMENT

This request has been coordinated with the County Administrative Office and the Auditor Controller's Office.

## **FINANCIAL CONSIDERATIONS**

This is a routine transfer procedure with funds contributed from the various communities. No additional funds are requested. This transfer covers donations received from April 1, 2013 through June 30, 2013.

## **RESULTS**

Accepting \$221,797.50 in gift funds and approving an appropriation transfer in the amount of \$31,797.50 from Park's Gift Trust Fund to the Park's operating budget will allow County Parks to augment services to the public.



# DEPARTMENT OF SOCIAL SERVICES

3433 South Higuera Street, Post Office Box 8119  
San Luis Obispo, California 93403-8119

**TO:** Honorable Board of Supervisors

**FROM:** Leland W. Collins  
Social Services Director

**DATE:** September 17, 2013

**SUBJECT:** Request to approve an appropriation transfer in the amount of \$650.00 from the Social Services Gift Trust Fund to the Social Services Administrative budget (Fund Center 180) to meet special needs for children and adults.

## Recommendation

It is recommended that your Board approve an appropriation transfer in the amount of \$650.00 from the Social Services Gift Trust Fund to the Social Services Administrative operating budget to purchase special services for children and adults.

## Discussion

Donated funds are accumulated in a gift trust account when they are received. After acceptance by your Board, they are transferred to Fund Center 180, Social Services Administration. The funds are used to help children, adults, and families who have special needs that are not provided for in our regular mandated programs. Examples of items to be purchased using Donated Funds may be, but are not limited to: Special outings or events, educational and recreational camps or activities, club memberships, graduation presents, school events requiring uniforms, swimming, music or dance lessons, medical care not covered by Medi-Cal, family-building activities, and crisis intervention services. All other sources of funding are explored before money from donated funds is utilized and funds are to be used for one-time or short-term duration.

## Other Agency Involvement/Impact

None.

## Financial Considerations

Donations in the amount of \$650.00 to be transferred from the gift trust account to Fund Center 180, Social Services Administration.

## Results

- To enhance the quality of personal life for children, adults and families and/or to enhance the quality of services provided by regular mandated programs.
- To improve the well being of our community through services that protects children and adults and focus on personal responsibility.



# SAN LUIS OBISPO COUNTY HEALTH AGENCY

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*Public Health Department*  
2180 Johnson Avenue  
San Luis Obispo, California 93401  
805-781-5500 • FAX 805-781-5543

*Jeff Hamm*  
Health Agency Director

*Penny Borenstein, M.D., M.P.H.*  
Health Officer

TO: Board of Supervisors

FROM: Jeff Hamm, Health Agency Director  
Penny Borenstein, MD., MPH

DATE: August 12, 2013

SUBJECT: 2013 Public Health "Receipt of Gifts"

## **Recommendation**

It is recommended that the Board accept three (3) iPads valued at approximately \$532 each, two gift cards valued at \$100 each for a total of \$1,796. Two (2) of the iPads were donated by Jack's Helping Hands and one (1) was donated by the Chris Jespersen Memorial Society. The iPads will be used to help develop motor skills for developmentally disabled California Children Services (CCS) program clients.

## **Discussion**

The Health Agency's Public Health Department California Children's Services (CCS) Program provides mandated physical and occupational therapy to 200 children per year with severe disabilities. Jack's Helping Hand, Inc. (JHH) assists children with illnesses and disabilities, providing special treatments, services, equipment and transportation. The Chris Jespersen Memorial Society for Children in Special Education (CJMS) raise funds to provide specialized equipment for special needs children.

The iPads will be used by licensed CCS therapists to help the children develop eye-hand motor skills. They will not be used for client information.

## **Other Agency Involvement**

Public Health coordinated with the County Administrative Office and Auditor Controller's Office on this item.

## **Financial Consideration**

The requested action is a routine request to approve donations received. The request covers the donations of three (3) iPads and two (2) iTunes gift cards. The total amount of donations for FY 2012-13 is \$1,796.

## **Results**

The acceptance of the iPads will add another therapy modality in the treatment options for special needs clients of the California Children's Services / Medical Therapy Program.

Specifically:

- Assist in assessment of fine motor, gross motor, visual motor, and cognition.
- The music will assist in motivating participation in therapy sessions.
- Communication applications are important training tools to help with independent communication, and early computer skills.

The objective of donated equipment supports the County's vision of a having a safe, healthy and livable community.



## **DEPARTMENT OF SOCIAL SERVICES**

3343 South Higuera Street, P.O. Box 8119, San Luis Obispo, CA 93403-8119

**TO:** BOARD OF SUPERVISORS

**FROM :** Leland W. Collins  
Director, Social Services

**DATE:** August 16, 2013

**SUBJECT:** REQUEST FOR RELIEF FROM ACCOUNTABILITY

### **Recommendation**

It is recommended that your Board approve a Request for Relief from Accountability in the amount of \$40,232.42 for the Food Stamps, General Assistance and In-Home Supportive Services Programs.

### **Discussion**

State Fiscal Manual Section 25-480 and Government Code Section 25257 require the Department of Social Services to obtain Board approval for discharge of accountability for debts owed as the result of the overpayment of public assistance benefits.

Since Welfare and Institutions Code 10850 requires that the names of individuals be held confidential, the Department is providing a summary by program of these debts.

State regulations dictate the division of overpayments and over-issuances between client caused and administratively caused errors. Administrative overpayments occur when staff calculates benefit levels or interpret regulations incorrectly resulting in the payment of a higher level of benefits than should have been issued. Non-administrative overpayments occur as a result of participant failure to report important facts.

Rules and regulations governing aid payments are complex, change frequently and mandate that certain overpayments cannot be billed. The State Manual of Policies and Procedures for Eligibility and Assistance Standards (MPP EAS) Regulation 44-350.161[b] and 44-352.3 and the Food Stamp Regulations 63-801 state that no further collection efforts shall be made if the county determines that the cost to collect the overpayment exceeds the amount to be recovered, if the debtor dies, if the debtor is unable to locate or Bankruptcy.

These debts may have originated many years ago. During these years, the Department has pursued all available means of collection including (if applicable) repayment agreements, benefit reductions and tax intercept. After many years of no collection activity, these amounts were determined as appropriate to be written-off during the time period from October, 2010 through September, 2012.

### Other Agency Involvement

None.

### Financial Considerations

This request for Relief from Accountability is for the following overpayment or over-issuance debts.

#### Food Stamps

The total figure for 92 uncollectible Food Stamp over-issuances is \$30,034.86. There is no County share of cost for Food Stamps.

<u>Amount</u>	<u># of Debts</u>	<u>Reason for Uncollectability</u>
\$24,014.03	77	Client Deceased
\$ 64.83	9	Balances less than \$10 (MPP FSR 63-801)
<u>\$ 5,956.00</u>	<u>6</u>	Bankruptcy
\$30,034.86	92	Total

#### General Assistance

The total figure for 9 uncollectible General Assistance overpayments is \$6,681.70. The County share of cost for General Assistance is \$6,681.70. General Assistance is 100% County funded.

<u>Amount</u>	<u># of Debts</u>	<u>Reason for Uncollectability</u>
\$6,681.70	9	Client Deceased

#### In-Home Supportive Services (IHSS)

The total figure for 3 uncollectible In-Home Supportive Services overpayments is \$3,515.86. The County share of cost for IHSS is \$615.28

<u>Amount</u>	<u># of Debts</u>	<u>Reason for Uncollectability</u>
\$3,515.86	3	Client Deceased

### Results

Throughout the years the Board has approved requests for relief of accountability from our Department. By relieving the Department of the requested \$40,232.42 collection staff will be released from the task of reviewing and maintaining records of debts that are no longer collectable for the aforementioned reasons.