

**MEMORANDUM**  
**PLACER COUNTY HEALTH AND HUMAN SERVICES**  
**Human Services Division**

**TO:** Honorable Board of Supervisors  
**FROM:** Jeffrey S. Brown, M.P.H., M.S.W., Director of Health and Human Services  
Linda Patterson, Director, Human Services Division, x7660  
**DATE:** December 8, 2015  
**SUBJECT:** Purchase of Human Services Vehicle for Fraud Prevention

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**ACTION REQUESTED:**

1. Approve the attached budget revision to appropriate and transfer up to \$30,000 to Fleet Services for the purchase of a vehicle for Human Services; and
2. Add the vehicle to the Master Fixed Asset List.

**BACKGROUND:**

Human Services is requesting approval to purchase an additional vehicle. Funding for fraud prevention services is provided to counties through California Work Opportunity and Responsibility to Kids (CalWORKs) Fraud Recovery Incentive funding based on the federal share of client caused overpayments collected. Placer County Human Services has begun ambitious efforts to increase home visits aimed at increasing CalWORKs recipients' participation in Employment Services, and to reduce the instances of families receiving CalWORKs benefits fraudulently. As Human Services has limited vehicles available, the success of these efforts hinge on having a vehicle available. Using said funds to purchase the vehicle will ensure these home visits can continue unabated.

Below is the vehicle we are requesting to purchase.

Location	Type of Vehicle	Vehicle Cost
Rocklin Office	Hybrid Sedan	\$30,000.00

**FISCAL IMPACT:**

The total cost of this fixed asset is not to exceed \$30,000. This purchase will be funded entirely with Federal and State funds, through the CalWORKs Fraud Recovery Incentive funding allocation; that funding for this fiscal year presently exceeds the total requested.

**Attachments**

Attachment A – Additions to the Master Fixed Asset List  
Attachment B – Budget Revision

**ADDITIONS TO THE MASTER FIXED ASSET LIST**  
Health and Human Services Department  
**Appropriation 53070**

<u>Qty.</u>	<u>Description</u>	<u>Cost</u>
1	Hybrid Sedan	\$30,000
	<b>Total Fixed Asset Addition</b>	<b>\$30,000</b>

PAS DOCUMENT NO.

**BUDGET REVISION**

**POST DATE:**

Cash Transfer Required

Reserve Cancellation Required

Establish Reserve Required

11/2/15  Auditor-Controller *EL*

County Executive

Board of Supervisors

DEPT NO.	DOC TYPE	Total \$ Amount	TOTAL LINES
BR		\$120,000	4

ESTIMATED REVENUE ADJUSTMENT										APPROPRIATION ADJUSTMENT											
DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT	DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT
19	006		250	200	006601		8782			\$30,000	19	014		250	200	006601		4451			\$30,000
14	006		100		HSCW01	HSCW1	7237			\$30,000	14	014				HSCW01	HSCW1	3776			\$30,000
<b>TOTAL</b>										<b>TOTAL</b>											
										<b>\$60,000</b>											

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PC AUDITOR-CONTROLLER

REASON FOR REVISION: Increase Object Level 3 3776 (Contribution to Auto Working Capital) and associated revenue Object Level 3 8782 for the purchase of eight vehicles. Source of funds are CalWORKs Fraud incentives. Budget vehicle purchases and related revenue for Public Works fleet operations.

Prepared by Brian Rupprecht Ext 3193  
 Department Head *[Signature]*  
 Board of Supervisors *[Signature]*

Date: 11/12/15  
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Budget Revision #            FOR INDIVIDUAL DEPT USE

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