



**BOARD OF SUPERVISORS  
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

Department Name: Public Health Dept.  
Department No.: 041  
For Agenda Of: 8/14/07  
Placement: Administrative  
Estimated Tme:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

**TO:** Board of Supervisors

**FROM:** Department Elliot Schulman, MD, MPH, Director and Health Officer  
Director(s)  
Contact Info: Margaret A. Granger  
Public Health Department Contracts Unit Coordinator (681-5367)

**SUBJECT:** Corrections to ongoing contracts list for FY 2007-08

**County Counsel Concurrence**

As to form:  Yes  No  N/A

**Auditor-Controller Concurrence**

As to form:  Yes  No  N/A

**Other Concurrence:** N/A

As to form:  Yes  No  N/A

**Recommended Actions:**

That the Board of Supervisors:

Consider recommendations for the Public Health Department's FY 2007-08 ongoing revenue agreements, as follows:

- a) Receive corrected list for PHD Ongoing Contracts for FY 2007-08 submitted during budget process.
- b) Acknowledge the CEOs execution of 3 ongoing revenue agreements between the Public Health Department and the Cities of Lompoc, Goleta and Guadalupe.

**Summary Text:**

The purpose of this Board Letter is to inform the Board of two typographical errors discovered after the budget process, correct the budget record and request acknowledgment of the execution of three revenue agreements between the Public Health Department and the cities of Lompoc, Goleta and Guadalupe. The corrections do not involve any substantial change in the amount of revenue to be received by the department.

**Background:**

In the interests of efficient and effective governing, the Board has established a process for the expeditious execution of ongoing contracts. In this process, the Board authorizes the County Executive Officer (CEO) to approve and execute ongoing contracts that are included in the proposed budget. Departments submit a list of ongoing contracts that includes expenditure and revenue contracts. Once the budget is approved, the CEO has authority to sign those contracts.

At the June 19, 2007 Board Hearing, the Board approved the amounts for 5 revenue agreements with the cities in Santa Barbara County and authorized the CEO’s office to execute those revenue agreements. The Contracts Unit of the Public Health Department submitted a list of ongoing contracts that included a typographical error. The amounts listed for the contracts were correct however the amounts were assigned to incorrect cities. The table below illustrates the error and the corrected information:

CITY	Board approved Budgeted amount	Actual Amount
City of Buellton	25,309	25,309
City of Solvang	30,185	30,185
City of Goleta	35,006	171,091
City of Guadalupe	217,935	35,006
City of Lompoc	170,575	217,935

The amounts for the cities of Solvang and Buellton were correct as approved. Regretfully, the other amounts for the other 3 revenue agreements were incorrectly assigned. In addition, since the list was submitted to the CEO’s office, the amount for the city of Goleta increased by 0.3% from \$170,575 to \$171,091.

The County Executive Office highlighted the error when the contracts were submitted for signature. The CEO evaluated the matter and to avoid delaying revenue received by the County executed the contracts with the contingency that at the earliest possible date the PHD return to the Board to correct the record.

In addition, one ongoing board contract was inadvertently omitted from the list. The contract for the Lompoc Healthcare District in the amount of \$102,628 for the Tobacco Settlement Fund Hospital Allocation is a contract that should have been included on the budget list. The Lompoc Healthcare District receives 11.3% of the total Tobacco Settlement hospital allocation which for FY 07-08 is \$908,204. This contract was last before the Board on November 8, 2005 and was included on the on-going contract list for FY 2006-07.

**Performance Measure:**

Not Applicable.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

The funding provided by these Agreements and their related appropriation is contained as part of the Public Health Department’s Adopted FY 2007-08 Budget.

This action will not result in the need for any additional facilities.

**Staffing Impacts:**

Subject: Corrections to ongoing contracts list for FY 2007-08

Agenda Date: 08-14-07

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**Legal Positions:**

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**FTEs:**

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**Special Instructions:**

Please send one copy of the Minute Order to PHD Contracts Unit, 300 N. San Antonio Road, Bldg. 8;  
ATTN: Margaret Granger

**Attachments:**

Attachment A: Corrected On-going contracts list for FY 2007-08.

**Authored by:**

Margaret A. Granger, Contracts Unit Coordinator, Public Health Department