



LASSEN COUNTY

Health and Social Services Department

- **HSS Administration**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8128
- **Grants & Loans Division**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-2683
- **Behavioral Health**
555 Hospital Lane
Susanville, CA 96130
(530) 251-8108 / 8112
Chestnut Annex
1400-A & B Chestnut Street
Susanville, CA 96130
(530) 251-8112
- **Patients' Rights Advocate**
1616 Chestnut Street
Susanville, CA 96130
(530) 251-8322
- **Public Health**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8183
- **Environmental Health**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8183
- **Public Guardian**
720-A Richmond Road
Susanville, CA 96130
(530) 251-8337
- **Community Social Services**
Lassen WORKS
P. O. Box 1359
720 Richmond Road
Susanville, CA 96130
(530) 251-8152
Business & Career Network
1616 Chestnut Street
Susanville, CA 96130
(530) 257-5057
Child & Family Services
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8277
Adult Services
720 Richmond Road
Susanville, CA 96130
(530-251-8158
- **HSS Fiscal**
P. O. Box 1180
Susanville, CA 96130

Date: April 28, 2017
To: Aaron Albaugh, Chair
Lassen County Board of Supervisors
From: Melody Brawley, Director
Health & Social Services *M. Brawley*
Subject: Resolution Authorizing Closure of Fund 112, Transfer of
Positions and Assets to Fund 110, and Creation of Budget Unit
0941 Within Fund 110

Background:

Lassen County Fund 112 was established for the administration of a number of programs having to do with economic development, housing, and public improvement projects. Over the years, many of the programs in the Fund were eliminated, eventually leaving only a small number of programs, including CDBG (Community Development Block Grant) and HOME (Home Investment Partnership Program). As program revenues declined, so did the ability of the Fund to sustain itself.

In July 2015, the remaining program activities and staff associated with Fund 112 were transferred to the Health & Social Services Department (Fund 110) where other human services and community development activities are administered. Since the Fund 112 programs were transferred to Health & Social Services, additional revenues have been developed and the need for continued General Fund contributions has been eliminated. During the annual Lassen County Budget, Legislative, and Audit Oversight Committee meetings in August 2016, staff was directed to close Fund 112 and transfer the staff positions and remaining assets to Fund 110 by the end of this fiscal year.

Fiscal Impact:

There is no impact to County General Fund. Fund 110 has sufficient revenues to sustain the programs formerly associated with Fund 112.

Action Requested:

Adopt the Resolution authorizing the closure of Fund 112, the transfer of the staff positions and assets to Fund 110, and the creation of Budget Unit 0941 within Fund 110.

RESOLUTION # _____

Resolution of the Board of Supervisors of the County of Lassen authorizing the closure of Fund 112, the transfer of the positions and assets to Fund 110, and the creation of Budget Unit 0941 within Fund 110.

WHEREAS, Fund 112 has historically been used to administer Community Development Block Grant (CDBG), Home Investment Partnership Program (HOME), and various other funding sources; and

WHEREAS, Fund 112 has not proven to be self-sustainable; and

WHEREAS, in July 2016, the Health and Social Services Department assumed management of the staff and assets of Fund 112; and

WHEREAS, during 2016 Lassen County Budget, Legislative, and Audit Oversight Committee discussions staff was directed to close Fund 112 and transfer the staff and assets to Fund 110 by the end of Fiscal Year 2016/2017,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Lassen that Fund 112 be closed out; and

BE IT FURTHER RESOLVED that the staff positions and assets be transferred to Fund 110, including the loan portfolio, CDBG Program Income Trust, HOME Program Income Trust, and Loan Holding Account; and

BE IT FURTHER RESOLVED that Lassen County Health and Social Services is hereby authorized to create Budget Unit 0941 within Fund 110.

The foregoing Resolution was adopted at a regular meeting of the Board of Supervisors of the County Of Lassen, State of California, held on the 9th day of May, 2017, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Chairman of the Board of Supervisors
County of Lassen, State of California

ATTEST

Julie Bustamante, Lassen County Clerk

By _____
MICHELE YDERRAGA, Deputy Clerk of the Board

I, MICHELE YDERRAGA, Deputy Clerk of the Board of Supervisors, County of Lassen, do hereby certify that the foregoing Resolution was adopted by the said Board of Supervisors at a regular meeting thereof held on the 9th day of May, 2017.

Deputy Clerk of the County of Lassen
Board of Supervisors