

## STAFF REPORT

June 15, 2004

**MEMO TO: SUTTER COUNTY CHILDREN & FAMILIES COMMISSION**

**FROM: DEB COULTER, EXECUTIVE DIRECTOR**

**SUBJECT: APPROVAL OF BUDGET LINE ADJUSTMENT 2003-2004 SUTTER COUNTY HEALTH DEPARTMENT CHILD DEVELOPMENT BEHAVIORAL SPECIALIST**

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**BACKGROUND:** In May of 2003 the Commission allocated funds for the Child Development Behavioral Specialist position to the Sutter County Health Department. The position established responds to requests for information, services and resources from the childcare community and parents regarding early childhood behavioral health issues. The program is also responsible for creating an outreach program to make the community aware of available resources. A major portion of the program has been community outreach and presentations. Power point presentations are extremely effective for this service. The program has been dependent on borrowing equipment from other Health Department programs in order to provide these presentations/services to the community.

**CURRENT PROPOSAL:** It is requested that \$3,000.00 be transferred from the line item Personnel to the line item Controlled Equipment to allow the purchase of a power point projector and interlink. The funds are available from salary savings in the grant due to the later start up date and hire of the Child Development Behavioral Specialist.

**RECOMMENDATION:** It is the recommendation of the Executive Director that the Commission approve the budget line adjustments requested by the Sutter County Health Department.

**IMPACT ON COMMISSION RESOURCES:** None

**POLICY ACTION REQUESTED:** Approval of the Executive Director's recommendation.

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