



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Health System



**Date:** April 5, 2013  
**Board Meeting Date:** May 7, 2013  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Jean S. Fraser, Chief, Health System  
SaraT L. Mayer, Director, Public Health, Policy and Planning

**Subject:** Appropriation Transfer Request (ATR) for Public Health

**RECOMMENDATION:**

Adopt a Resolution authorizing an Appropriation Transfer Request in the amount of \$374,246 from Public Health General Reserves to Services and Supplies.

**BACKGROUND/DISCUSSION:**

This Appropriation Transfer Request (ATR) reduces the appropriations in Public Health Reserves and increases appropriations in Services and Supplies. The increase in appropriations will cover an unanticipated payment to San Mateo Medical Center (SMMC) (\$303,246), and payment to Public Works to remodel the Public Health Laboratory and to purchase specialized laboratory furniture (\$71,000).

In the process of budget development, and subsequent review of revenue sources and history, it came to our attention that during a change in payment codes in FY 2011-12 certain errors occurred in payments made to Public Health. This resulted in a one-time over-payment made to Public Health which requires a repayment be made to SMMC.

Remodeling the Public Health Laboratory will enable it to utilize state of the art equipment so that the laboratory can implement newer procedures which will improve the treatment and management of patients, and to relieve current overcrowded working conditions to meet minimum acceptable standards needed by modern public health lab testing facilities. We had an unexpected opportunity to do the much-needed remodeling in this year due to unexpected staff vacancies which is why the funds were not budgeted.

Approval of this ATR contributes to the Shared Vision 2025 outcome of a Healthy Community by ensuring that vital public health laboratory services are provided at a

satisfactory proficiency level. It is anticipated that the performance of proficiency tests will remain in the 90% range or above

**PERFORMANCE MEASURE(S):**

Measure	FY 2011-12 Actual	FY 2012-13 Projected
Percent of laboratory proficiency tests each Public Health Microbiologist passes each year.	95%	90%

\*The industry benchmark for acceptable performance of proficiency tests is = 80%.

**FISCAL IMPACT:**

There is no change to Net County Cost as the result of this ATR.