



Legislation Text

File #: 19-0543, **Version:** 1

Health and Human Services Agency recommending the Board adopt and authorize the Chair to sign Resolution **212-2019**, transferring responsibility of the currently established imprest cash account for the Emergency Medical Services in the amount of \$100 from the Health and Human Services Agency to the Chief Administrative Office.

FUNDING: General Fund.

DISCUSSION / BACKGROUND:

The EMS Program receives payments for Emergency Medical Technician (EMT) Initial Certification, EMT Recertification, Paramedic Accreditation, Mobile Intensive Care Nurse Fees, and First Responders Technician Fee.

Currently, the EMS Program accepts payments via currency, money order, or credit card payments with a non-refundable convenience fee added to the total amount paid. Frequently patrons attempting to pay with cash do not have the exact amount and are instructed to leave and return with the exact amount, resulting in unnecessary delays and inconvenience for the patron.

Effective July 1, 2019, the EMS Program has been transferred from the Health and Human Services Agency to the Chief Administrative Office. The Health and Human Services Agency is recommending the Board adopt the attached Resolution to transfer responsibility of the currently established \$100 imprest cash account for the EMS Program from the Health and Human Services Agency to the Chief Administrative Office.

ALTERNATIVES:

No viable alternative recommendations are available.

PRIOR BOARD ACTION:

07/28/15, 15-0861 HHSA EMS Agency Imprest Cash Resolution

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

Chief Administrative Office, Auditors Office

CAO RECOMMENDATION:

Approve as recommended.

FINANCIAL IMPACT:

There is no fiscal impact as the imprest cash account is currently established. The imprest account is used for providing change for cash payments.

CLERK OF THE BOARD FOLLOW UP ACTIONS

1. Clerk of the Board to obtain signature of Chair on one original Resolution ~~###~~-2019.
2. Clerk of the Board to forward three certified copies of the Resolution to the Health and Human

Services Agency-Contract Unit.

STRATEGIC PLAN COMPONENT:

N/A

CONTACT

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