



NOES: None  
ABSENT: Supervisor Potter

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FO74555-U03  
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COMPLETED BOARD ORDER

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 75 for the meeting on July 21, 2009.

Dated: July 22, 2009 Gail T. Borkowski, Clerk of the Board of Supervisors

County of, Monterey, State of California

By

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SIGNED BOARD REPORTX MONTEREY COUNTY BOARD OF SUPERVISORS  
MEETING: July 21, 2009 Consent AGENDA NO.: REVISED 32

SUBJECT: a. Approve and authorize the establishment of a new special revenue fund Fund 17 Self Insurance);

b. Approve and authorize an increase of \$4,286,500 in appropriations and revenues for Fund 17 Self Insurance in FY 2009-10 Adopted Budget as detailed in the attached Board Order 4/5ths vote required);

c. Authorize the Assistant County Administrative Officer for Human Resources/Risk Management to oversee and manage Fund 17; and

d. Direct the Auditor-Controller to increase appropriations and revenue in the FY 2009-10 Adopted Budget as detailed in the attached Board Order.

DEPARTMENT: County Administrative Office Human Resources

RECOMMENDATION:

It is recommended that the Board of Supervisors:

a. Approve and authorize the establishment of a new special revenue fund Fund 17 Self Insurance);

b. Approve and authorize an increase of \$4,286,500 in appropriations and revenues for Fund 17 Self Insurance in FY 2009-10 Adopted Budget as detailed in the attached Board Order 4/5ths vote required);

c. Authorize the Assistant County Administrative Officer for Human Resources/Risk Management to oversee and manage Fund 17; and

d. Direct the Auditor-Controller to increase appropriations and revenue in the FY 2009-10 Adopted Budget as detailed in the attached Board Order.

SUMMARY/DISCUSSION:

This fund will provide transparency and the ability to effectively and efficiently manage revenues and appropriations for the Dental, Vision, Employee Assistance Program EAP) and Disability programs. Fund 17 Self Insurance will allow Risk Management to use dedicated data streams to forecast and project self insurance reserves, conduct actuarial studies, set rates, track revenues, and expenditures. Housing this information in Fund 17 will also assist in completing the Fiscal Year audit by the County's external auditors. The revenue for this fund comes from department allocations included in the FY 09-10 Adopted Budget) and employee payroll contributions for employee plus one and family coverage for dental and vision insurance. The expenditures in Fund 17 are the administrative fees, claims expenses and other overhead expenses required to offer employee benefits programs to County employees.

The Assistant County Administrator Human Resources/Risk Management is authorized to oversee and manage Fund 17 and conduct internal operational or program reviews as needed. As the County transitions to the Enterprise Resource Planning software Advantage Financial), fund balances from the various employee benefits programs may be transferred from various past

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SIGNED BOARD REPORTX employee benefits program accounts to new funds or accounts e.g., from Fund 40" to Fund 17). The Auditor-Controller agrees that conditions warrant his review or audit of employee benefit programs as soon as practicable.

OTHER AGENCY INVOLVEMENT:

The Auditor-Controller concurs with this action.

FINANCING:

There is no cost to the County associated with this action. Fund 17 Self Insurance is self supporting. Any monies remaining at the end of the year stay in the insurance and self insurance reserves for these programs. Any shortfall that may occur during the year will be covered by the current insurance reserves, subject to confirmation by audit, for these programs. The revenue for this fund comes from department allocations included in the FY 09-10 Adopted Budget) and employee payroll contributions for employee plus one and family coverage for dental and vision insurance. The revenue and appropriations to be established for FY 2009-10 are as follows.

Dental Program \$3,365,000 Vision Program 650,500

Disability Program

Prepared by: 120,000 EAP Program

Approved by: 151,000

Terri Cook

Management Analyst

796-3529

Date: July 14, 2009

Keith Honda

Assistant CAO Human Resources

Cc: Mike Miller, Auditor-Controller

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