***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St, Rm 201, Yreka, CA 96097*

# **AGENDA WORKSHEET**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **03/01/22** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Sarah Collard, Ph.D. / Health & Human Services Agency – Public Health Division** | **Phone:** | **841-2761** |
| **Address:** | **810 S Main Street, Yreka CA 96097** |
| **Person Appearing/Title:** | **Shelly Davis, Public Health Director and Sarah Collard, Ph.D. / Director of Health & Human Services Agency** |
| **Subject/Summary of Issue:** |
| Siskiyou County Health and Human Services Agency – Public Health Division is respectfully requesting approval for the purchase of a Fixed Asset, a 40’ High Cube storage container with a 12’ roll up door installed in the long side for Public Health. This purchase will be used to store COVID Response and Emergency Preparednes supplies and has been approved by the California Department of Public Health Emergency Preparedness program to be funded through the COVID-19 Crisis Response allocation. |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*  |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | 9,000 |  |  |  |  |
| Fund:  | 2146 |  | Description: | COVID-19 | Org.: | 401075 | Description: | Public Health |
| Account: | 762000 |  | Description: | Equipment |  |
| Activity Code:  |   |  | Description: |       |  |
| Local Preference: YES [ ]  NO [x]  |
| For Contracts – *Explain how vendor was selected:* N/A |
|       |
| Additional Information: |  |
|  |
| **Recommended Motion:** |
| Recommend that the Board of Supervisors approve and authorize the purchase of the 40’ High Cube storage container (Fixed asset/Equipment)  |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |  |
| *Certified Minute Order(s)* |   | *Quantity:* |   |
| Auditor |       |
|  |  |
| Personnel |       | *Other:* |   |
| CAO |       |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 12:00 p.m. on the Wednesday prior to the Board Meeting.*** Revised 1/15/15