



# Gaston County

Gaston County  
Board of Commissioners  
www.gastongov.com

## DHHS - Public Health Division Board Action

File #: 16-099

Commissioner Price - To Transfer Funds Within the DHHS - Public Health Division for the WIC Program **(100% State Grant Funds - \$64,000)**

### STAFF CONTACT

Carrie Meier, Community Health Education Administrator - DHHS-Health Division - 704-853-5405

### BUDGET IMPACT

Transfer State Grant Funds within line items. No County Funds.

### BUDGET ORDINANCE IMPACT

Transfer Salary and Benefit line items to Special Programs account.

### BACKGROUND

The Gaston County WIC Program has excess funds due to lapsing salaries and benefits. WIC experienced several vacancies in the past months including food supplement clerks, nutritionist, and record clerk which created excess funds in the salary and benefit line items. Due to WIC State funding guidelines and allocation requirements, the funds need to be utilized during the fiscal year. These funds are needed to cover expenses related to WIC program operating costs and client services. Transfer of funds is within the existing Public Health budget and no additional funds are required. These are non-County funds.

### POLICY IMPACT

N/A

### ATTACHMENTS

Budget Change Request

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

NO.	DATE	M1	M2	Brown	Carpenter	Fraley	Keigher	Phillbeck	Price	Williams	Vote
2016-074	03/22/2016	MP	AF	A	A	A	A	N	A	A	6 - 1

### DISTRIBUTION:

Laserfiche Users

A=AYE, N=NAY, AB=ABSENT, ABS=ABSTAIN, U=UNANIMOUS

# GASTON COUNTY BUDGET CHANGE REQUEST

TO: Earl Mathers COUNTY MANAGER

FROM: 5100 DHHS - Public Health  
 Dept. # Department Name

\_\_\_\_\_  
 Department Director's Signature Date

## TYPE OF REQUEST:

- ☒ Line Item Transfer Within Department & Fund ☐ Line Item Transfer Between Funds \*
- ☐ Project Transfer Within Department & Fund ☐ Additional Appropriation of Funds \*
- ☐ Line Item Transfer Between Departments\* \* Requires resolution by the Board of Commissioners

Resolution # \_\_\_\_\_ Date \_\_\_\_\_


ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	PROJECT	AMOUNT
	Fund - Dept - Subdept - Div - Acct - Subacct	SUBPROJECT	Whole Dollars Only
	xx - xxxx - xxxx - xxxx - xxx - xxx	xxxxx - xxxx	(See Note Below)
Salaries	11-5100-5140-5141-121-000	16029-0001	(\$50,000)
FICA	11-5100-5140-5141-181-000		(\$5,000)
Retirement	11-5100-5140-5141-182-000		(\$9,000)
Special Programs	11-5100-5140-5142-298-000		\$64,000

## JUSTIFICATION FOR REQUEST:

The Gaston County WIC Program has excess funds due to lapsing salaries and benefits. WIC experienced several vacancies in the past months including food supplement clerks, nutritionist, and record clerk which created excess funds in the salary and benefit line items. Due to WIC State funding guidelines and allocation requirements, the funds need to be utilized during the fiscal year. These funds are needed to cover expenses related to WIC program operating costs and client services. Transfer of funds is within the existing Public Health budget and no additional funds are required. These are non-County funds.

## APPROVAL SIGNATURES:

 3/24/16  
 County Manager/Interim Assistant County Manager Date

 3/24/16  
 Financial Operations Manager/Asst. Financial Operations Mgr. Date

 3/20/16  
 Interim Budget Administrator Date

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.