



Legislation Text

File #: 21-825, Version: 1

Memorandum

Date: August 20, 2021

To: The Honorable Lake County Board of Supervisors

From: Todd Metcalf, Director Behavioral Health Services

Subject: Approve Late Travel Claim for Mental Health Case Manager in the Amount of \$200.07 and Authorize the Auditor-Controller to Process Payment

Executive Summary:

Due to technical difficulties in the electronic signing of Ms. Calderon's Travel Expense Claim form for May 2021, processing was delayed resulting in this late submission of the claim.

If not budgeted, fill in the blanks below only:

Estimated Cost: \$200.07 Amount Budgeted: \$200.07 Additional Requested: N/A Future Annual Cost: N/A

Consistency with Vision 2028 (check all that apply):

☐ Not applicable

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Disaster Prevention, Preparedness, Recovery |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> County Workforce |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake |

Recommended Action:

Approve Late Travel Claim for Laura Calderon, Mental Health Case Manager, in the Amount of \$200.07 and Authorize the Auditor-Controller to Process Payment.