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**Agenda Item
Regular Meeting of the
Board of Supervisors
Tuesday, October 28, 2025**

Item Number: 1.14

MEETING DATE: 10/28/2025

DEPARTMENT: HEALTH AND HUMAN SERVICES AGENCY

AGENDA ITEM PREPARER: Gail DeVaul

DEPT HEAD/DIRECTOR: Tracey Belton

SUBJECT:

HEALTH AND HUMAN SERVICES AGENCY - T. BELTON

1. Adopt Budget Adjustment Resolution in the amount of \$117,983.00 to increase the expenditure appropriation for Fund 221 Health and Human Services Administration (HHSA) and approve a corresponding revenue increase of \$117,983.00 to recognize Prior Year Revenue for money that was over advanced by the California Department of Social Services (CDSS) to Health and Human Services; and

2. Authorize the Chair to sign. (4/5 vote required).

SBC FILE NUMBER:130

RESOLUTION NO.: 2025-84

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

The California Department of Social Services (CDSS) advanced \$117,983.00 in funding to the Health and Human Services Agency (HHSA) for a program titled *Probation Title IV-E & Group Home Monthly Visitation Program (Prob IV-E & GHMV)*. These funds were inadvertently **over-advanced** by CDSS between June 2022 and September 2023.

San Benito County does not operate this program; however, due to a change in CDSS program codes, the funds were mistakenly advanced to HHSA. The issue occurred when HHSA continued using a program pin code previously associated with the Housing and Disability Advocacy Program, which CDSS

had reassigned to the Probation program.

On August 8, 2025, CDSS has since reconciled its records and issued an invoice requesting the return of the over-advanced funds, see attached invoice. This budget adjustment authorizes HHSA to process the repayment of \$117,983.00 to CDSS.

FISCAL IMPACT:

This action does not impact the General Fund. This action will reduce the reserves (fund balance) in Fund 221 by \$117,983.00. Budget Line item #221.80.2285.1000.570.011.

STAFF RECOMMENDATION:

1. Adopt Budget Adjustment Resolution in the amount of \$117,983.00 to increase the expenditure appropriation for Fund 221 Health and Human Services Administration (HHSA) and approve a corresponding revenue increase of \$117,983.00 to recognize Prior Year Revenue for money that was over advanced by the California Department of Social Services (CDSS) to Health and Human Services; and
2. Authorize the Chair to sign. (4/5 vote required).

ATTACHMENTS:

[Board Agenda Fact Sheet - Fund 221 Budget Adjustment](#)
[Budget Adjustment Resolution - Fund 221](#)
[San Benito County Probation Claim Invoice](#)