

September 23, 2008

Marin County Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Department of Health and Human Services request to adopt a Resolution revising Schedule for Document Reproduction Fees for FY 2008-2009.

Dear Supervisors:

RECOMMENDATION: Authorize President to adopt a Resolution revising the schedule for document reproduction fees in the Department of Health and Human Services for FY 2008-2009.

SUMMARY: County Administrative Regulation 13 governs fees for the reproduction of documents requested by the public. In addition, the Department of Health and Human Services is required to produce documents or other materials for clients or their authorized representatives, and in response to subpoenas. The proposed fee schedule provides for fees for all of these activities, consistent with State and federal laws and regulations, and consistent with the County's regulations.

FISCAL/STAFFING IMPACT: The proposed fee schedule will ensure the Department's continued compliance with State and federal laws and regulations. It is not expected to significantly affect Department revenues.

REVIEWED BY:

<input checked="" type="checkbox"/>	Auditor Controller	<input type="checkbox"/>	N/A
<input checked="" type="checkbox"/>	County Counsel	<input type="checkbox"/>	N/A
<input type="checkbox"/>	Human Resources	<input checked="" type="checkbox"/>	N/A

Sincerely,

Larry Meredith, Ph.D.
Director