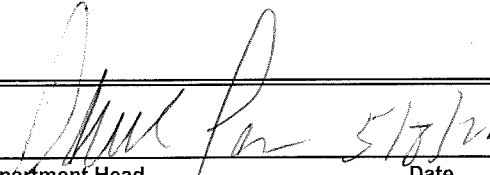
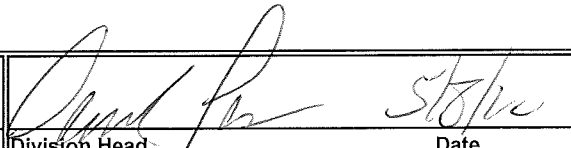
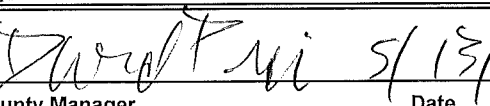
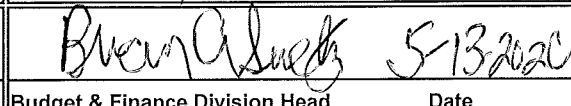


**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name: Dept #
 Human Resources 4113

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	30	4113	550.15	746	Other Contractual Services
- Line Item Decrease	-	100	30	4113	560.64	(746)	Meetings/Conference/Training
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)
 Subscription for NEO Gov was more than anticipated. Due to COVID-19, no one is traveling or going to conferences.

 Department Head Date	 Division Head Date
 County Manager Date	 Budget & Finance Division Head Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name: _____ Dept # _____
 Assessor _____ 4136

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	20	4136	550.15	3,000	Other Contractual Services
- Line Item Decrease	-	100	20	4114	530.10	(3,000)	HealthCare Opt Out
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)
 For annual CAMA fees and additional License fees for 2020. At time of budget two employees were opting out of healthcare benefits, but they are no longer employed due to retirement and resignation. For 2021, we will make sure Other Contractual Services is budgeted to reflect 2021 CAMA invoice.

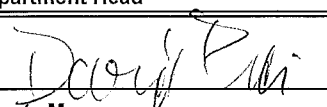
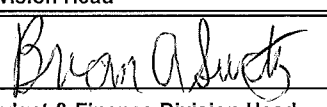
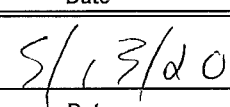
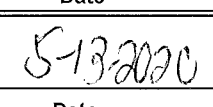
		<i>Brian G. Suetz</i>	<i>5-13-2020</i>
Department Head	Date	Division Head	Date
<i>Daniel P. ...</i>	<i>5/13/20</i>	<i>Brian G. Suetz</i>	<i>5-13-2020</i>
County Manager	Date	Budget & Finance Division Head	Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name: _____ Dept # _____
 County Manager _____ 4112

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	10	4112	550.22	1,000	Telephone/Internet
- Line Item Decrease	-	100	10	4112	560.64	(1,000)	Meetings/Conferences
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)
 Jetpacks needed to work from home. Due to COVID19, meetings & conferences planned for March-April were refunded.

Department Head	Division Head
Date	Date
	
	
County Manager	Budget & Finance Division Head
Date	Date