STATE OF CALIFORNIA – HEALTH AND WELFARE AGENCY

PETE WILSON, *Governor*

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814

May 14, 1998

COUNTY FISCAL LETTER NO. 97/98-61

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS
COUNTY AUDITOR CONTROLLERS

SUBJECT: UPDATING THE COUNTY FISCAL CONTACT FOR CLAIM PAYMENT AND ADVANCE PAYMENT DOCUMENTATION

This letter is to request an update for our County Fiscal Contact person list. A joint County Welfare Directors Association (CWDA) fiscal committee and State task force developed this county Fiscal Contact concept in 1989. The intent was to ensure that copies of the payment documents issued by this Department reached the appropriate staff in the counties. We have since periodically updated the contact list to keep it current. This process has been very effective in minimizing the workload associated with tracking down a payment document and requesting duplicate copies. The Fiscal Contact performs the following:

> All documentation regarding payments of county expense claims, including all copies of the AA 190 (Statement of Cash Advance), Remittance Advices (except the copy that is enclosed with the warrant), Single Funding Page, Single Funding Page Crosswalk, and Information Notices will be mailed directly to the attention of the County Fiscal Contact to make the distribution of these documents to the County Welfare Director, County Treasurer, and County Auditor, as necessary. Inquiries by other County departments regarding missing copies of these documents should first be directed to the County Fiscal Contact. If the missing documents have not been received, the County Fiscal Contact should contact the Department for copies.

Attached is a current listing of all County Fiscal Contact persons. If the information on the list including the designated contact person is incorrect, please submit the corrected information to:

California Department of Social Services
Financial Services Bureau
744 P Street, M.S. 13-72
Sacramento, CA 95814

Attention: Annie Kwong-Lau

If you have any questions, please contact Cynthia Louie at (916) 657-3390.

Sincerely,

GEORGE E. PEACHER, JR., Chief
Fiscal Systems and Accounting Branch

Attachment

COUNTY	DEPARTMENT/OFFICE	ADDRESS	CITY/STATE/ZIP	COUNTY CONTACT		
ALAMEDA	CLAIMS & ACCOUNTING	401 BROADWAY	OAKLAND, CA 94607	LEO ARGULEO	510-268-2037	1/4/96
ALPINE	AUDITOR'S OFFICE	P.O. BOX 266	MAUKLEEVILLE, CA 96120	BARBARA RYAN	916-694-2284	
AMADOR	SOCIAL SERVICES	108 COURT ST.	JACKSON, CA 95642	JULIE FISHER	209-233-6550	1/7/96
BUTTE	AUDITOR-CONTROLLER	25 COUNTY CENTER DR.	OROVILLE, CA 95965-3383	MAUREEN STAPLETON	916-538-7285	12/21/92
CALAVERAS	AUDITOR-CONTROLLER	GOVERNMENT CENTER	SAN ANDREAS, CA 95249	CAROL SIMPSON	209-754-6684	12/04/92
COLUSA	FISCAL	251 E WEBSTER, /P.O. BOX 370	COLUSA, CA 95932	FRANCES HICKS	916-458-4985	
CONTRA COSTA	SOCIAL SERVICES	40 DOUGLAS DR.	MARTINEZ, CA 94553-4068	JIM TAKAHASHI	510-313-1653	2/7/97
DEL NORTE	SOCIAL SERVICES	981 "H" ST.	CRESCENT CITY, CA 95531	WILLIAM SHRIVER	707-464-3191	
EL DORADO	SOCIAL SERVICES	3057 BRIW ROAD	PLACERVILLE, CA 95667	DEBBIE MARTIN	916-642-7181	1/4/96
FRESNO	SOCIAL SERVICES	P.O. BOX 1912	FRESNO, CA 93750	FRANK R. PUGLIA	209-453-6242	
GLENN	SOCIAL SERVICES DIVISION	P.O. BOX 611	WILLOWS, CA 95988-0611	DOROTHY EHORN, ACCT CLERK SUPERVISOR	916-934-6514 FAX:916/934-6521	1/4/96
HUMBOLDT	SOCIAL SERVICES	929 KOSTER ST.	EUREKA, CA 95501	DINA FURNISS/KERRY MCNILLIP	707-445-6129	1/4/96
IMPERIAL	SOCIAL SERVICES	2995 South Fourth Street, Suite 105	EL CENTRO, CA 92243	LOIS LOPEZ	619-337-6815 FAX: 619/370-0492	3/23/98
INYO	SOCIAL SERVICES	DRAWER A	INDEPENDENCE, CA 93526	BETTY J. BISHELLI	618-878-0246	12/02/92
KERN	HUMAN SERVICES	P.O. BOX 511	BAKERSFIELD, CA 93302	SHARON JONES/BRIAN GONZALES	805-631-6744 805/631-6677	2/19/98
KINGS	SOCIAL SERVICES	1200 SOUTH DR.	HANFORD, CA 93230	VICKI GILSON/CARMEN CANTU	209-582-3211 EXT. 2214	4/17/97
LAKE	SOCIAL SERVICES	P.O. BOX 9000	LOWER LAKE, CA 95457	KATHY QUICK, FISCAL OFFICER	707-995-4261	6/24/97
LASSEN	LASSEN CO. HEALTH & HUMAN SVCS.	545 HOSPITAL LANE	SUSANVILLE, CA 96130	JERRY ADTS	916-251-8255 916/251-8128	5/08/97
LOS ANGELES-DCS	CHILDREN'S SERVICES	425 SHATTO PLACE, SUITE 204	LOS ANGELES, CA 90020	CHRISTINA SHAU-LOI	213-351-5576	01/14/93
LOS ANGELES-DPSS	DPSS-FINANCE DIVISION	1540 S. FIGUEROA ST.	LOS ANGELES, CA 90015	THERESA R. MORALES, FISCAL OFFICER 1	213-765-6230	12/1/97
MADERA	HUMAN SERVICES	P.O. BOX 569	MADERA, CA 93639	MARILYN CHEATHAM	209-675-7841	10/19/92
MARIN	COUNTY WELFARE DIRECTOR	20 N. SAN PEDRO RD., SUITE 2027	SAN RAFAEL, CA 94903	MARLENE FREETLY	415-499-6936	02/11/91
MARIPOSA	WELFARE	P.O. BOX 7	MARIPOSA, CA 95338	SUSAN YOUNG	209-966-2131	12/17/92
MENDOCINO	SOCIAL SERVICES	P.O. BOX 1060	UKIAH, CA 95482	MATT MCGHEE, FISCAL MANAGER	707-463-2437	12/23/92
MERCED	HUMAN SERVICES AGENCY	P.O. BOX 112	MERCED, CA 95341	JOYCE GREGORY	209-385-3000 EXT. 5271	12/10/92
MODOC	SOCIAL SERVICES	120 N. Main St.	ALTURAS, CA 96101	PAULINE CRAVENS	916-233-6501	1/4/96
MONO	SOCIAL SERVICES	P.O.BOX 576	BRIDGEPORT, CA 93517-0576	JAN PRIDDY, SENIOR ACCT. CLERK	619-934-3513 FAX (619/924-5431	6/26/97
MONTEREY	AUDITOR-CONTROLLER	P.O. BOX 390	SALINAS, CA 93902	MIKE MEEHAN	408-424-8611 EXT. 361	
NAPA	HUMAN SERVICES DELIVERY SYS.	2261 ELM STREET	NAPA, CA 94559-3721	LINN PERES	707-253-4616	5/31/95
NEVADA	SOCIAL SERVICES	P.O. BOX 1210	NEVADA CITY, CA 95959	ELSIE DORGIN/DIANE HILL	916-265-1341	
ORANGE	AUDITOR-CONTROLLER	P.O. BOX 1998	SANTA ANA, CA 92702-1998	LIZ JENELL	714-245-6111 FAX #: 714/245-6116	2/1/97
PLACER	HUMAN SERVICES DIVISION	11519 B AVE.	AUBURN, CA 95603	KAY KLEIN, ACCOUNTANT AUDITOR II	916-889-7693	11/03/95
PLUMAS	SOCIAL SERVICES	P.O. BOX 364	QUINCY, CA 95971	BETTY Z. CORTEZ	916-283-6350 FAX #: 916/283-6368	12/01/92
RIVERSIDE	PUBLIC SOCIAL SERVICES	4060 COUNTY CIRCLE DR.	RIVERSIDE, CA 92503	ROBERT GIORDANO	714-358-3000	12/89
SACRAMENTO	HUMAN ASSISTANCE	2427 MARCONI AVE.#203	SACRAMENTO, CA 95821-4807	ARLENE WINGFIELD, FISCAL OFFICER	916-978-2830	3/9/95
SAN BENITO	HUMAN SERVICES AGENCY	1111 SAN FELIPE RD STE 206	HOLLISTER, CA 95023	MARTA DENICE	408-637-5336	05/20/94
SAN BERNARDINO	PUBLIC SOCIAL SERVICES	670 E. GILBERT ST, 2ND FLOOR	SAN BERNARDINO, CA 92415-0914	BERNICE LOWENSTEIN	714-387-7111	3/4/94
SAN DIEGO	SOCIAL SERVICES-FISCAL	P.O. BOX 2028	SAN DIEGO, CA 92112-2028	IRIS ANDELSAYED	619-338-2646	10/12/90
SAN FRANCISCO	SOCIAL SERVICES	P.O. BOX 7988	SAN FRANCISCO, CA 94120	MILES FRAZEL	415-557-5140	11/18/92
SAN JOAQUIN	HUMAN SERVICES AGENCY	P.O. BOX 201056	STOCKTON, CA 95201	BEVERLY YONESHIGE	209-468-1762	3/23/95
SAN LUIS OBISPO	SOCIAL SERVICES	P.O. BOX 8119	SAN LUIS OBISPO, CA 93403-8119	KATHRYN DOUGLAS	805-781-1838	11/03/95
SAN MATEO	HUMAN SERVICES - FISCAL	400 HARBOR BLVD., BLDG "C"	BELMONT, CA 94002	JUNE A. ADASIEWICZ	415-595-7554	12/13/93
SANTA BARBARA	SOCIAL SERVICES	234 CAMINO DEL REMEDIO	SANTA BARBARA, CA 93110-1369	TERESITA CONCELLOS	805-681-4620 FAX 805/681-4403	11/01/95
SANTA CLARA	SOCIAL SERVICES	1725 TECHNOLOGY DR.	SAN JOSE, CA 95110-1360	VICKI ROMERO	408-441-5629	11/23/92
SANTA CRUZ	HUMAN RESOURCES AGENCY	P.O. BOX 1320	SANTA CRUZ, CA 95061	DONNA PESCE	408-454-4185	12/30/92
SHASTA	SOCIAL SERVICES	P.O. BOX 496005/1626 COURT ST.	REDDING, CA 96049-6005	BILL LAWRENCE	916-225-5615	11/03/95
SIERRA	SOCIAL SERVICES	P.O. BOX 1019	LOYALTON, CA 96118	DONNA L. MAY	916-993-6720	11/25/92
SISKIYOU	WELFARE	ROOM 4, COURTHOUSE	YREKA, CA 96097	CYNDE HYSTROM	916-842-8780	11/03/95
SOLANO	HEALTH & SOCIAL SERVICES	1735 ENTERPRISE DR, BLD #1,SUITE 105D	FAIRFIELD, CA 94533-4090	JULIE BOLTON,FISCAL RECORDS SUPERVISOR	707-421-6038	1/4/96
SONOMA	DEPARTMENT OF HUMAN SERVICES-FISCAL	P.O. BOX 1539	SANTA ROSA, CA 95402	MAUREEN LEWIS	707-523-5866	2/10/98
STANISLAUS	SOCIAL SERVICES	P.O. BOX 42	MODESTO, CA 95353-0042	DIANNA HAVERSON (EDA)	209-558-2892	1/4/96
SUTTER	WELFARE & SOCIAL SERVICES	P.O. BOX 1535	YUBA CITY, CA 95991	MERG S. CLARIN	916-741-7230 EXT. 211	06/24/94
TEHAMA	WELFARE	P.O. BOX 1515/1135 LINCOLN	RED BLUFF, CA 96080	THELIA McGREGOR	916-527-1911	
TRINITY	HEALTH AND HUMAN SERVICES	P.O. BOX 1470	WEAVERVILLE, CA 96093-1470	C S FRASER	916-623-1386	11/03/96
TULARE	HEALTH & HUMAN SERVICES AGENCY	5957 SOUTH MOONEY BLVD	VISALIA, CA 93277	KEVIN MARES	209-733-4660 EXT. 2602	12/04/96
TUOLUMNE	WELFARE	20075 CEDAR ROAD NORTH	SONORA, CA 95370	CAROL OSTROM	209-533-5781	
VENTURA	FISCAL DIVISION	505 POLI ST.	VENTURA, CA 93001	HERB ALLONAY	805-652-7697	
YOLO	SOCIAL SERVICES	120 W. MAIN ST.	WOODLAND, CA 95695	THOMAS HOEHLER	916-661-2750 EXT 4020	1/4/96
YUBA	SOCIAL SERVICES	P.O. BOX 2320	MARYSVILLE, CA 95901-2320	[illegible]AN ROTTMAN	916-749-6276	11/03/95

REVISED:03/24/98