

CALENDAR FOR THE BOARD OF SUPERVISORS
CONTRA COSTA COUNTY
AND FOR SPECIAL DISTRICTS, AGENCIES, AND AUTHORITIES GOVERNED BY THE BOARD
**BOARD CHAMBERS ROOM 107, ADMINISTRATION BUILDING, 651 PINE STREET
MARTINEZ, CALIFORNIA 94553-1229**

JOHN GIOIA, CHAIR, 1ST DISTRICT
CANDACE ANDERSEN, VICE CHAIR, 2ND DISTRICT
DIANE BURGIS, 3RD DISTRICT
KAREN MITCHOFF, 4TH DISTRICT
FEDERAL D. GLOVER, 5TH DISTRICT

DAVID J. TWA, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 335-1900
PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO
AN ITEM THAT IS ON THE AGENDA, WILL BE LIMITED TO TWO (2) MINUTES.

The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day. Your patience is appreciated.

A lunch break or closed session may be called at the discretion of the Board Chair.

Staff reports related to open session items on the agenda are also accessible on line at www.contracosta.ca.gov.

AGENDA
October 8, 2019

**9:00 A.M. Convene and announce adjournment to closed session in Room 101.
Closed Session**

A. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

1. Agency Negotiators: David Twa and Richard Bolanos.

Employee Organizations: Public Employees Union, Local 1; AFSCME Locals 512 and 2700; California Nurses Assn.; SEIU Locals 1021 and 2015; District Attorney Investigators' Assn.; Deputy Sheriffs Assn.; United Prof. Firefighters I.A.F.F., Local 1230; Physicians' & Dentists' Org. of Contra Costa; Western Council of Engineers; United Chief Officers Assn.; Contra Costa County Defenders Assn.; Contra Costa County Deputy District Attorneys' Assn.; Prof. & Tech. Engineers IFPTE, Local 21; and Teamsters Local 856.

2. Agency Negotiators: David Twa.

Unrepresented Employees: All unrepresented employees.

B. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION (Gov. Code § 54956.9(d)(1))

1. *People of the State of California v. Gus S. Kramer, Assessor*, Contra Costa County Superior Court
Case No. 05-191106-4

9:30 A.M. Call to order and opening ceremonies.

Inspirational Thought- *"No spring nor summer beauty hath such grace as I have seen in one autumnal face."* ~John Donne, poet

CONSIDER CONSENT ITEMS (Items listed as C.1 through C.89 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Supervisor or on request for discussion by a member of the public. **Items removed from the Consent Calendar will be considered with the Discussion Items.**

PRESENTATIONS (5 Minutes Each)

- PR.1** PRESENTATION recognizing October 2019 as Domestic Violence Awareness Month. (Supervisor Gioia)
- PR.2** PRESENTATION recognizing October 6-12, 2019 as Code Enforcement Officer Appreciation Week. (Supervisor Burgis)
- PR.3** PRESENTATION recognizing October 6-12, 2019 as National 4-H Week. (Supervisor Mitchoff)

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

- D.3** CONSIDER adopting Resolution No. 2019/588 approving the Side Letter between the County of Contra Costa and IFPTE, Local 21 modifying base wages of specified classifications requiring a nursing license, as recommended by the County Administrator. (David Twa, County Administrator)
- D.4** CONSIDER adopting the proposed 2020 meeting schedule for the Contra Costa County Board of Supervisors, including the cancellation of those meetings at which it is anticipated that there will not be a quorum of Board members present, as well as noting the dates for the specified events planned for the year. (David Twa, County Administrator)

D. 5 CONSIDER reports of Board members.

ADJOURN

CONSENT ITEMS

Road and Transportation

- C. 1 ADOPT Traffic Resolution No. 2019/4487 to prohibit stopping, parking, or standing of vehicles at all times on a portion of Danville Boulevard, as recommended by the Public Works Director, Alamo area. (No fiscal impact)
- C. 2 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with AECOM Technical Services, Inc., in an amount not to exceed \$250,000 to provide on-call civil engineering services for the period October 8, 2019 through May 7, 2022, Countywide. (100% Local Road, Flood Control, and Airport Enterprise Funds)
- C. 3 APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Hultgren-Tillis Engineers, to increase the payment limit by \$15,000 to a new payment limit of \$265,000, for on-call geotechnical engineering services, with no change to the term March 1, 2016 through December 31, 2019, Countywide area. (100% Local Road, Flood Control and Airport Enterprise Funds)
- C. 4 APPROVE and AUTHORIZE the Chair, Board of Supervisors, to execute the amended and restated Memorandum of Understanding between Contra Costa County and the Contra Costa Transportation Authority related to the development and federal funding for the State Route 239 Project, as recommended by the Public Works Director, Byron area. (100% Local Road Fund)

Engineering Services

- C. 5 ADOPT Resolution No. 2019/578 approving the Stormwater Management Facilities Operation and Maintenance Agreement for subdivision SD16-09442, for a project being developed by Matthew Lawrence Locati Revocable Living Trust, as recommended by the Public Works Director, Lafayette area. (No fiscal impact)

Special Districts & County Airports

- C. 6 AUTHORIZE the Director of Airports, or designee, to negotiate a ground lease and development terms between the County, as the landlord, and the Contra Costa County Fire Protection District, as the developer, for approximately 3 acres of land located on the southeast corner of Center Avenue and Marsh Road in Concord, which site is part of Buchanan Field Airport. (100% Airport Enterprise Funds)
- C. 7 APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with JRM Equipment, LLC for a shade hangar at Buchanan Field Airport effective September 13, 2019, in the monthly amount of \$140. (100% Airport Enterprise Funds)

Claims, Collections & Litigation

- C. 8** RECEIVE report concerning the final settlement of Miguel Aguilera vs. Contra Costa County; and AUTHORIZE payment from the Workers' Compensation Internal Service Fund in an amount not to exceed \$95,000, as recommended by the Interim Risk Manager. (100% Workers' Compensation Internal Service Fund)
- C. 9** DENY claims filed by Francisca Rivero, Tonette Stewart, Sharon Talkington and Oliver Meyer. DENY late claim filed by Rosalba Zendejas.

Honors & Proclamations

- C. 10** ADOPT Resolution No. 2019/573 declaring October 6 - 12, 2019 National Mental Health Awareness Week and Tuesday, October 8 as National Day of Prayer in Contra Costa County, as recommended by Supervisor Gioia.
- C. 11** ADOPT Resolution No. 2019/583 recognizing October 2019 as Domestic Violence Awareness Month, as recommended by Supervisor Gioia.
- C. 12** ADOPT Resolution No. 2019/586 recognizing October 6-12, 2019 as Code Enforcement Officer Appreciation Week, as recommended by Supervisor Burgis.
- C. 13** ADOPT Resolution No. 2019/594 recognizing October 6-12, 2019 as National 4-H Week, as recommended by Supervisor Mitchoff.
- C. 14** ADOPT Resolution No. 2019/598 honoring the Rotary Club of El Cerrito on their 10th anniversary Sip & Savor, as recommended by Supervisor Gioia.

Ordinances

- C. 15** ADOPT Ordinance No. 2019-25 regulating polystyrene-based food service ware in unincorporated Contra Costa County, and take related actions under the California Environmental Quality Act, as recommended by the Transportation, Water and Infrastructure Committee, Countywide. (100% Stormwater Utility Assessment Funds)

Appointments & Resignations

- C. 16** APPOINT, in lieu of election, Otome Lindsey to the Board of Trustees of Reclamation District 2122 (Winter Island) for a term of four years, as recommended by the County Administrator.

- C. 17** ACCEPT resignation of Stephanie Williams-Rogers from the Contra Costa Commission for Women, DECLARE a vacancy in At Large 9 seat, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the County Administrator.
- C. 18** ACCEPT the resignation of Donald Bouchet, DECLARE vacancy in the Board of Supervisors Appointee seat of Contra Costa County Treasury Oversight Committee effective immediately and ACCEPT the resignation of Parm Sandhu, DECLARE vacancy in the Board of Supervisors Alternate seat of Contra Costa County Treasury Oversight Committee effective immediately, and DIRECT the Clerk of the Board to post these vacancies.
- C. 19** APPOINT Manuel Arredondo, LCSW to the Behavioral Health representative seat on the Council on Homelessness, DECLARE a vacancy in the Health Care representative seat, and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Council on Homelessness.
- C. 20** APPOINT Joseph Gorton to the Emergency Medical Care Committee seat B10 – Public Managers’ Association, as recommended by the Public Manager's Association and the Health Services Director.
- C. 21** APPOINT Debbie Allsup and Maria Jehs to the Knightsen Town Advisory Council, as recommended by Supervisor Burgis.
- C. 22** APPOINT in lieu of election Richard Kraemer and Richard Kent to serve on the Board of Trustees of Reclamation District 799 (Hotchkiss Tract) for terms of four years, as recommended by the County Administrator.
- C. 23** APPOINT Michael Daugelli to the District 3 seat on the Contra Costa County Fire Protection District - Advisory Fire Commission, as recommended by Supervisor Burgis.
- C. 24** APPOINT Claire Bromberry and Rebecca Oriol to the Nonprofit Community-based Organization seats on the Juvenile Justice Coordinating Council, as recommended by the Public Protection Committee.
- C. 25** APPOINT Sarah Foster to At Large Environmental Justice #2 seat on the Sustainability Commission, as recommended by the Sustainability Committee.
- C. 26** APPOINT Renee Fernandez-Lipp to the District 5 Alternate seat on the Sustainability Commission, as recommended by Supervisor Glover.

Appropriation Adjustments

- C. 27** **Veterans Service Office (0579)**: APPROVE Appropriation and Revenue Adjustment No.005001 to add revenue for a new Proposition 63 grant, which will partially fund adding one Veterans Service Representative I to administer the Senior Veteran Benefits Program, as recommended by the Veterans Service Office Director. (100% State)

Personnel Actions

- C. 28** ADOPT Position Adjustment Resolution No. 22523 to reclassify one Deputy County Librarian - Support Services (unrepresented) position and its incumbent to Deputy County Librarian (unrepresented), and abolish the class of Deputy County Librarian Support Services in the Library Department. (No fiscal impact)
- C. 29** ADOPT Position Adjustment Resolution No. 22506 to add one Administrative Services Assistant II (represented) position and cancel one Clerk-Specialist (represented) position, in the Clerk-Recorder Department. (No fiscal impact)
- C. 30** ADOPT Position Adjustment Resolution No. 22516 to add a Mental Health Project Manager (represented) in the Health Services Department. (100% Mental Health Services Act)
- C. 31** ADOPT Position Adjustment Resolution No. 22517 to reassign one Eligibility Worker Supervisor I position (represented) from the Workforce Services Bureau to the Aging and Adult Services Bureau, in the Employment and Human Services Department effective September 1, 2019. (No fiscal impact)
- C. 32** ADOPT Position Adjustment Resolution No. 22526 to reallocate the salary of the ADA Manager (unrepresented) classification. (100% Benefit Administration Fees)
- C. 33** ADOPT Position Adjustment Resolution No.22533 to add one Public Health Program Specialist I-Project position (represented) and one Account Clerk-Advanced Level position (represented), and cancel one Clerk-Senior Level position (represented) in the Health Services Department. (100% State funds)
- C. 34** ADOPT Position Adjustment Resolution No. 22078 to establish the classification of Public Health Chief of Nursing and Clinical Services (represented); allocate it on the salary schedule; and, add one position in the Health Services Department. (100% Whole Person Care Act Program grant funds)
- C. 35** ADOPT Position Adjustment Resolution No. 22497 to retitle and reallocate the salary of the classification Fleet Services Center Supervisor (represented) in the Public Works Department. (100% Fleet Internal Service Fund)

Grants & Contracts

APPROVE and AUTHORIZE execution of agreements between the County and the following agencies for receipt of fund and/or services:

- C. 36** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with California Department of Community Services and Development, to pay the County an amount not to exceed \$2,099,274 to administer Low Income Home Energy Assistance Programs for the period October 1, 2019 through June 30, 2021. (No County match)
- C. 37** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with California Department of Public Health, to pay County an amount not to exceed \$863,405 for the County Public Health HIV Surveillance Program to implement HIV surveillance activities in Contra Costa County for the period July 1, 2019 through June 30, 2024. (No County match)
- C. 38** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the Contra Costa County Office of Education, to pay County in an amount not to exceed \$38,000 to provide year-round schooling to participants enrolled in dual diagnosis treatment at the Center for Recovery and Empowerment for the period August 15, 2019 through August 14, 2020. (No County match)
- C. 39** APPROVE and AUTHORIZE the County Librarian, or designee, to apply for and accept California State Library grant funding in an amount not to exceed \$25,000 to meet the operational and services expenses required by Project Second Chance, an adult literacy program, for the period July 1, 2019 through June 30, 2020. (88% Library Fund and 12% California State Library grant)
- C. 40** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Oakland Private Industry Council to pay County an amount not to exceed \$20,225 to provide Prison to Employment Initiative services for the term September 1, 2019 through March 31, 2020. (No County match)
- C. 41** APPROVE and AUTHORIZE the County Administrator, or designee, to apply for and accept funding from the California Arts Council, a State agency, in an amount not to exceed \$89,000 for the State-Local Partnership Grant, which would enable the County to provide advocacy for the advancement of arts for the period July 1, 2020 through June 30, 2022. (50% County match, 50% In-kind)
- C. 42** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with AAA Northern California, Nevada & Utah, to pay County an amount of \$1,000 to provide car seats and car seat boosters to low income families under the AAA Child Passenger Safety Donation Program for the period July 12, 2019 through December 13, 2019. (No County match)

- C. 43** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with California Institute for Behavioral Health Solutions to pay County an amount not to exceed \$503,403 for prevention screening, intervention, and treatment services to reduce opioid use disorder for youth in East and West Contra Costa County for the period August 1, 2019 through August 31, 2020. (No county match)
- C. 44** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with University of California, San Francisco, to pay the County an amount not to exceed \$10,000 to provide education and training services to interprofessional healthcare providers and family medicine residents, in connection with the Geriatric Workforce Enhancement Program, for the period July 1, 2019 through June 30, 2020. (No county match)
- C. 45** ADOPT Resolution No. 2019/584 authorizing the Public Works Director, or designee, to accept the grant award from the State Coastal Conservancy to receive an amount not to exceed \$884,000 for the North Richmond Watershed Connections, as recommended by the Transportation, Water and Infrastructure Committee, Richmond area. (100% State Coastal Conservancy)
- C. 46** ADOPT Resolution No. 2019/585 authorizing the Sheriff-Coroner, or designee, to apply for and accept the California Governor's Office of Emergency Services' 2019 Emergency Management Performance Grant in an initial allocation of \$356,936 to develop and maintain the level of capability to prepare for, mitigate, respond to, and recover from emergencies and disasters for the period July 1, 2019 through the end of grant funding availability. (50% Federal, 50% County In-kind Match)
- C. 47** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with the California Department of Community Services and Development to pay the County an amount not to exceed \$164,594 for Low Income Home Energy Assistance Disbursement Assistance Program for the period October 1, 2019 through December 31, 2020. (No County match)
- C. 48** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the California Department of Resources Recycling and Recovery, to pay County an amount not to exceed \$25,129 to support the solid waste facilities, permits, and inspections for the Environmental Health Division Solid Waste Program for the period July 1, 2019 through October 29, 2020. (No County match)
- C. 49** APPROVE AND AUTHORIZE the Employment and Human Services Director, or designee, on behalf of the Adult Protective Services division to apply for and accept grant funding from the California Governor's Office of Emergency Services, Victims Services Branch, in the amount not to exceed \$388,417 for the period January 1, 2020 through December 31, 2020. (20% In-Kind Match)

- C. 50** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with California Green Business Network, to pay County in an amount not to exceed \$20,000 to promote and help businesses adopt environmentally preferable practices, such as reducing hazardous and non-hazardous waste and increasing water and energy conservation for the period March 1, 2019 through March 1, 2020. (No County match)

APPROVE and AUTHORIZE execution of agreement between the County and the following parties as noted for the purchase of equipment and/or services:

- C. 51** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Hawley Peterson & Snyder, Architects in an amount not to exceed \$750,000, to provide on-call architectural services for the period October 8, 2019 through October 8, 2022, Countywide. (100% Various Funds)
- C. 52** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with RossDrulisCusenbery Architecture, Inc. in an amount not to exceed \$750,000, to provide on-call architectural services for the period October 8, 2019 through October 8, 2022, Countywide. (100% Various Funds)
- C. 53** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Kava Massih Architects in an amount not to exceed \$750,000, to provide on-call architectural services for the period October 8, 2019 through October 8, 2022, Countywide. (100% Various Funds)
- C. 54** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with TBP/Architecture, Inc. in an amount not to exceed \$750,000, to provide on-call architectural services for the period October 8, 2019 through October 8, 2022, Countywide. (100% Various Funds)
- C. 55** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Engineered Soil Repairs, Inc., to increase the payment limit by \$400,000 to a new payment limit of \$1,000,000, with no change to the term December 6, 2018 to December 6, 2019 for the 2017 On-Call Contract(s) for Various Road, Flood Control, and Airport Maintenance Work, Countywide. (100% Local Road, Flood Control District, and Airport Enterprise Funds)
- C. 56** APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract amendment with Rubicon Programs, Inc., to increase the payment limit by \$65,000 to a new payment limit of \$626,335 for the operation of West County Reentry Resource Center for the period July 1, 2019 through June 30, 2020. (100% State Public Safety Realignment and California Community Corrections Performance Incentives Act)

- C. 57** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with David S. Gee, M.D., in an amount not to exceed \$250,000 to provide consultation and technical assistance to the Contra Costa Health Plan Medical Management team for the period December 1, 2019 through November 30, 2020. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 58** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Suncrest Hospice San Jose, LLC, in an amount not to exceed \$700,000 to provide hospice services for Contra Costa Health Plan members for the period December 1, 2019 through November 30, 2020. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 59** APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract with Tiburon, Inc., in the amount not to exceed \$165,000 to provide a computer aided dispatch system for the Contra Costa County Animal Services Department for the period of October 1, 2019 to September 30, 2020. (100% General Fund)
- C. 60** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with DocuStream, Inc. in an amount not to exceed \$1,100,000 to provide claims processing services for the Contra Costa Health Plan and Behavioral Health Services Division for the period November 1, 2019 through October 31, 2020. (80% Contra Costa Health Plan Enterprise Fund II, 20% Mental Health Services Act)
- C. 61** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Atos Digital Healthcare Solutions, Inc., in an amount not to exceed \$788,000 to provide consulting and technical support for the Health Services Department's Information Systems Unit for the period July 1, 2019 through June 30, 2020. (100% Hospital Enterprise Fund I)
- C. 62** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Citrix Systems Inc., in an amount not to exceed \$294,245 to purchase Citrix software licensing support and hardware maintenance services for the period October 31, 2019 through October 31, 2020. (100% Hospital Enterprise Fund I)
- C. 63** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order with Optiv Security, Inc., in an amount not to exceed \$320,355 for Proofpoint email protection software, support and maintenance services for the period November 8, 2019 through November 7, 2022. (100% Hospital Enterprise Fund I)

- C. 64** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Inview Imaging Diagnostics, Inc., A Professional Medical Corporation, in an amount not to exceed \$3,000,000 to provide diagnostic imaging services for Contra Costa Health Plan members for the period November 1, 2019 through October, 31 2021. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 65** APPROVE and AUTHORIZE the Purchasing Agent to purchase, on behalf of the Health Services Director, Safeway Gift Cards for incentives for consumer participation in Mental Health Services Act-Prop 63 planning processes in the amount of \$9,975. (100% Mental Health Services Act - Prop 63 funds)
- C. 66** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Goodwill Industries of the Greater East Bay, Inc. to increase the payment limit by \$345,025 to a new payment limit of \$1,382,150 for additional Subsidized Temporary Experience with/without Pay for the Under-Employed Program services, with no change to the term expiring December 31, 2019. (85% Federal, 15% State)
- C. 67** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Herbert A. Holman, M.D., in an amount not to exceed \$300,000 to provide dermatology services for Contra Costa Health Plan members for the period December 1, 2019 through November 30, 2021. (100% Contra Costa Health Plan Enterprise Fund II)
- C. 68** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with CocoKids, Inc., a non-profit public benefit corporation, effective October 1, 2019 to increase the payment limit by \$232,980 to a new payment limit of \$907,278 to provide additional Emergency Child Care Bridge Program for Foster Children services, with no change to term July 1, 2019 through June 30, 2020. (83% State, 17% Federal)
- C. 69** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Aspiranet, to increase the payment limit by \$788,938 to a new payment limit of \$1,830,561 to provide additional emergency shelter receiving center services for children taken into protective custody or transitioning into foster placements, with no change to the term through June 30, 2020. (70% State, 30% County)
- C. 70** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Craig Nielsen, M.D., in an amount not to exceed \$261,000 to provide anesthesia services at Contra Costa Regional Medical Center and Health Centers for the period October 1, 2019 through September 30, 2022. (100% Hospital Enterprise Fund I)

- C. 71** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Jeffrey J. Saadi, M.D., in an amount not to exceed \$1,215,000 to provide anesthesia services for Contra Costa Regional Medical Center and Health Center patients for the period October 1, 2019 through September 30, 2022. (100% Hospital Enterprise Fund)
- C. 72** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Norman M. Price, M.D., in an amount not to exceed \$240,000 to provide dermatology services to Contra Costa Regional Medical Center and Health Center patients for the period November 1, 2019 through October 31, 2022. (100% Hospital Enterprise Fund I)
- C. 73** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Peter A. Castillo, M.D., Inc., effective October 1, 2019, to increase the payment limit by \$123,000 to a new payment limit of \$882,000, to provide additional urogynecology surgery and clinic services at Contra Costa Regional Medical Center with no change in the term December 1, 2018 through November 30, 2021. (100% Hospital Enterprise Fund I)
- C. 74** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Chiu-Hung Tung, M.D., Inc., in an amount not to exceed \$450,000 to provide anesthesia services for Contra Costa Regional Medical Center and Health Center patients for the period October 1, 2019 through September 30, 2022. (100% Hospital Enterprise Fund)
- C. 75** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract on behalf of the County with Aspiranet, Inc. in an amount not to exceed \$144,298 to provide reimbursement for start-up costs for CalWORKS Home Visiting Imitative services incurred during the period March 1, 2019 through June 30, 2019. (100% State, No County match)
- C. 76** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Quanmei Deng, M.D., in an amount not to exceed \$858,000 to provide anesthesia services to Contra Costa Regional Medical Center and Health Center patients for the period November 1, 2019 through October 31, 2022. (100% Hospital Enterprise Fund I)
- C. 77** APPROVE and AUTHORIZE the Auditor-Controller, or designee, on behalf of Employment and Human Services, to pay \$28,665 to Martinez Early Childhood Center for child care services from July 1, 2018 through June 30, 2019, as recommended by the Employment and Human Services Department Director. (100% County)

Other Actions

- C. 78** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Reach Air Medical Services, LLC, to provide air ambulance patient transport services as requested by County's Emergency Medical Services Division for the period January 1, 2020 through December 31, 2021. (Non-financial agreement)
- C. 79** ADOPT Resolution No. 2019/595 designating the Arts and Culture Commission of Contra Costa County as the authorized partner of the State-Local Partnership Program of the California Arts Council for the period July 1, 2020 through June 30, 2022, as recommended by the County Administrator. (Establishes State funding eligibility)
- C. 80** APPROVE clarification of Board action of September 10, 2019 (Item C.111), which approved and authorized the execution of Contract #24-681-82(13) to provide augmented board and care services, to change vendor name from Modesto RLC, LLC to Modesto Residential Living Center, Inc. with no change in the term of September 1, 2019 through August 31, 2020, with no change in the payment limit of \$224,316.
- C. 81** APPROVE clarification of Board action of July 23, 2019 (C.65) which authorized the Health Services Director to execute a contract with Community Health for Asian Americans, for the provision of mental health services to children in West County, to correct the termination date of the automatic extension from December 31, 2019 to December 31, 2020, with no change in the automatic extension payment limit of \$862,116. (49% Federal Medi-Cal, 49% Mental Health Realignment, 2% Non-Medi-Cal Realignment)
- C. 82** APPROVE the medical staff appointments and reappointments, additional privileges, advancements, and voluntary resignations as recommend by the Medical Staff Executive Committee, at their September 16, 2019 meeting, and by the Health Services Director.
- C. 83** ACCEPT the joint update report from Behavioral Health Services and the Mental Health Commission on the public mental health care system, child and teen psychiatric services, as recommended by the Family and Human Services Committee. (No fiscal impact)
- C. 84** ACCEPT the Small Business Enterprise, Outreach, and Local Bid Preference Programs Report, reflecting departmental program data for the period January 1 through June 30, 2019, as recommended by the Internal Operations Committee. (No fiscal impact)
- C. 85** ADOPT Resolution No. 2019/590 approving a side letter between Contra Costa County and the Deputy Sheriffs' Association, Probation and Probation Supervisors Units, to modify Section 17 - Medical, Dental, & Life Insurance of the MOU to provide for membership in the Joint Labor/Management Benefit Committee and beginning in the 2020 plan year to replace current Health Net

HMO plans with the new Health Net SmartCare HMO plans, as recommended by the County Administrator.

- C. 86** ADOPT Resolution No. 2019/591 approving the Side Letter between the In-Home Supportive Services Public Authority and SEIU Local 2015 regarding minimum wage, as recommended by the County Administrator.
- C. 87** ACCEPT the August 2019 update of the Employment and Human Services Department, Community Services Bureau, as recommended by the Employment and Human Services Director.
- C. 88** ADOPT Resolution No. 2019/568 authorizing the issuance of Multifamily Housing Revenue Bonds in an amount not to exceed \$33,000,000 to finance the acquisition and rehabilitation of Coggins Square Apartments, an 87-unit residential rental housing development located at 1316 Las Juntas Way in the unincorporated area of the County near Walnut Creek, California, as recommended by the Conservation and Development Director. (100% Special Revenue Funds)
- C. 89** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Donor Network West, to provide organ procurement services for Contra Costa Regional Medical Center for the period November 1, 2019 through October 31, 2024. (No County match)

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402, including as the Housing Authority and the Successor Agency to the Redevelopment Agency. Persons who wish to address the Board should complete the form provided for that purpose and furnish a copy of any written statement to the Clerk.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, First Floor, Room 106, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board or a member of the public prior to the time the Board votes on the motion to adopt.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for comments from those persons who are in support thereof or in opposition thereto. After persons have spoken, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 651 Pine Street Room 106, Martinez, CA 94553; by fax: 925-335-1913.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 335-1900; TDD (925) 335-1915. An assistive listening device is available from the Clerk, Room 106.

Copies of recordings of all or portions of a Board meeting may be purchased from the Clerk of the Board. Please telephone the Office of the Clerk of the Board, (925) 335-1900, to make the necessary arrangements.

Forms are available to anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda. Forms may be obtained at the Office of the County Administrator or Office of the Clerk of the Board, 651 Pine Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 335-1900 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed:

www.co.contra-costa.ca.us

STANDING COMMITTEES

The **Airport Committee** (Supervisors Diane Burgis and Karen Mitchoff) meets quarterly on the second Wednesday of the month at 11:00 a.m. at the Director of Airports Office, 550 Sally Ride Drive, Concord.

The **Family and Human Services Committee** (Supervisors Candace Andersen and John Gioia) meets on the fourth Monday of the month at 10:30 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Finance Committee** (Supervisors Karen Mitchoff and John Gioia) meets on the fourth Monday of the month at 9:00 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Hiring Outreach Oversight Committee** (Supervisors Federal D. Glover and Candace Andersen) meets on the first Monday of every other month at 1:00 p.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Internal Operations Committee** (Supervisors Diane Burgis and Candace Andersen) meets on the second Monday of the month at 1:00 p.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Legislation Committee** (Supervisors Diane Burgis and Karen Mitchoff) meets on the second Monday of the month at 10:30 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Public Protection Committee** (Supervisors John Gioia and Federal D. Glover) meets on the first Monday of the month at 10:30 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Sustainability Committee** (Supervisors John Gioia and Federal D. Glover) meets on the fourth Monday of every other month at 1:00 p.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

The **Transportation, Water & Infrastructure Committee** (Supervisors Karen Mitchoff and Candace Andersen) meets on the second Monday of the month at 9:00 a.m. in Room 101, County Administration Building, 651 Pine Street, Martinez.

COMMITTEE	DATE	TIME	PLACE
Airports Committee	November 13, 2019	11:00 a.m.	See above
Family & Human Services Committee	November 25, 2019 Canceled Special Meeting November 13, 2019	10:30 a.m.	See above
Finance Committee	November 25, 2019 Canceled Special Meeting November 4, 2019	9:00 a.m.	See above
Hiring Outreach Oversight Committee	TBD	TBD	See above
Internal Operations Committee	October 14, 2019 Canceled Special Meeting October 21, 2019	10:00 a.m.	See above
Legislation Committee	October 14, 2019	10:30 a.m.	See above
Public Protection Committee	November 4, 2019	10:30 a.m.	See above
Sustainability Committee	Special Meeting December 9, 2019	9:30 a.m.	Room 108
Transportation, Water & Infrastructure Committee	November 11, 2019 canceled Special Meeting November 14, 2019	2:00 p.m.	See above

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

AB Assembly Bill

ABAG Association of Bay Area Governments
ACA Assembly Constitutional Amendment
ADA Americans with Disabilities Act of 1990
AFSCME American Federation of State County and Municipal Employees
AICP American Institute of Certified Planners
AIDS Acquired Immunodeficiency Deficiency Syndrome
ALUC Airport Land Use Commission
AOD Alcohol and Other Drugs
ARRA American Recovery & Reinvestment Act of 2009
BAAQMD Bay Area Air Quality Management District
BART Bay Area Rapid Transit District
BayRICS Bay Area Regional Interoperable Communications System
BCDC Bay Conservation & Development Commission
BGO Better Government Ordinance
BOS Board of Supervisors
CALTRANS California Department of Transportation
CalWIN California Works Information Network
CalWORKS California Work Opportunity and Responsibility to Kids
CAER Community Awareness Emergency Response
CAO County Administrative Officer or Office
CCE Community Choice Energy
CCCPCD (ConFire) Contra Costa County Fire Protection District
CCHP Contra Costa Health Plan
CCTA Contra Costa Transportation Authority
CCRMC Contra Costa Regional Medical Center
CCWD Contra Costa Water District
CDBG Community Development Block Grant
CFDA Catalog of Federal Domestic Assistance
CEQA California Environmental Quality Act
CIO Chief Information Officer
COLA Cost of living adjustment
ConFire (CCCPCD) Contra Costa County Fire Protection District
CPA Certified Public Accountant
CPI Consumer Price Index
CSA County Service Area
CSAC California State Association of Counties
CTC California Transportation Commission
dba doing business as
DSRIP Delivery System Reform Incentive Program
EBMUD East Bay Municipal Utility District
ECCPCD East Contra Costa Fire Protection District
EIR Environmental Impact Report
EIS Environmental Impact Statement
EMCC Emergency Medical Care Committee
EMS Emergency Medical Services
EPSDT Early State Periodic Screening, Diagnosis and Treatment Program (Mental Health)
et al. et alii (and others)
FAA Federal Aviation Administration

FEMA Federal Emergency Management Agency
F&HS Family and Human Services Committee
First 5 First Five Children and Families Commission (Proposition 10)
FTE Full Time Equivalent
FY Fiscal Year
GHAD Geologic Hazard Abatement District
GIS Geographic Information System
HCD (State Dept of) Housing & Community Development
HHS (State Dept of) Health and Human Services
HIPAA Health Insurance Portability and Accountability Act
HIV Human Immunodeficiency Virus
HOME Federal block grant to State and local governments designed exclusively to create affordable housing for low-income households
HOPWA Housing Opportunities for Persons with AIDS Program
HOV High Occupancy Vehicle
HR Human Resources
HUD United States Department of Housing and Urban Development
IHSS In-Home Supportive Services
Inc. Incorporated
IOC Internal Operations Committee
ISO Industrial Safety Ordinance
JPA Joint (exercise of) Powers Authority or Agreement
Lamorinda Lafayette-Moraga-Orinda Area
LAFCo Local Agency Formation Commission
LLC Limited Liability Company
LLP Limited Liability Partnership
Local 1 Public Employees Union Local 1
LVN Licensed Vocational Nurse
MAC Municipal Advisory Council
MBE Minority Business Enterprise
M.D. Medical Doctor
M.F.T. Marriage and Family Therapist
MIS Management Information System
MOE Maintenance of Effort
MOU Memorandum of Understanding
MTC Metropolitan Transportation Commission
NACo National Association of Counties
NEPA National Environmental Policy Act
OB-GYN Obstetrics and Gynecology
O.D. Doctor of Optometry
OES-EOC Office of Emergency Services-Emergency Operations Center
OPEB Other Post Employment Benefits
OSHA Occupational Safety and Health Administration
PACE Property Assessed Clean Energy
PARS Public Agencies Retirement Services
PEPRA Public Employees Pension Reform Act
Psy.D. Doctor of Psychology
RDA Redevelopment Agency

RFI Request For Information
RFP Request For Proposal
RFQ Request For Qualifications
RN Registered Nurse
SB Senate Bill
SBE Small Business Enterprise
SEIU Service Employees International Union
SUASI Super Urban Area Security Initiative
SWAT Southwest Area Transportation Committee
TRANSPAC Transportation Partnership & Cooperation (Central)
TRANSPLAN Transportation Planning Committee (East County)
TRE or **TTE** Trustee
TWIC Transportation, Water and Infrastructure Committee
UASI Urban Area Security Initiative
VA Department of Veterans Affairs
vs. versus (against)
WAN Wide Area Network
WBE Women Business Enterprise
WCCHD West Contra Costa Healthcare District
WCCTAC West Contra Costa Transportation Advisory Committee



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Local 21 Side Letter - Modification to Specified Classifications Requiring a Nursing License

RECOMMENDATION(S):

ADOPT Resolution No. 2019/588 approving the Side Letter between the County of Contra Costa and IFPTE, Local 21 modifying base wages of specified classifications requiring a nursing license.

FISCAL IMPACT:

It should be noted that not all of the classes modified in this agreement are currently in use. The estimated annual increased cost is \$140,000, including \$34,000 in pension costs. Costs will be absorbed by departments utilizing the classifications (Health Services including EMS, and the Contra Costa County Fire Protection District).

BACKGROUND:

Over the last several months, the County and IFPTE, Local 21 have worked together to identify classifications that, due to compression, are currently or will soon be paid less than 5% above subordinate classifications. The attached Side Letter modifies base wage for eleven specific classifications requiring a nursing license.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Lisa Driscoll (925)
335-11023

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Dianne Dinsmore, Human Resources Director, Robert Campbell, Auditor-Controller, Anna Roth, Director of Health Services

BACKGROUND: (CONT'D)

>

The following adjustments are recommended, effective October 1, 2019:

A. The County will adjust the top steps in the classifications listed below so that those classes will have a top step at least 5% greater than the top step of the class of Nursing Program Manager (VWHF). These classes were previously tied to Charge Nurse (VWTF).

- Chief of Nursing Informatics Officer
- Chief of Detention Health Nursing Services
- Director of Safety & Performance Improvement
- Director of Ambulatory Care NS
- Director of Psych Nursing Services
- Director, Inpatient Nursing Operations
- Health Plan Nurse Program Director

B. In the event the difference between the top step base rate of pay for Assistant Director of Safety & Performance Improvement (VWGB) and the Nursing Program Manager (VWHF) is less than 2.5%, the County will adjust all steps in the Assistant Director of Safety & Performance Improvement class in order to achieve a difference of 2.5% at the top step between the two classes.

C. In the event the difference between the top step base rate of pay for Director of Public Health Clinical Services (VVGS) and the Public Health Nursing Program Manager (VWHL) is less than 5%, the County will adjust all steps in the Director of Public Health Clinical Services class in order to achieve a difference of 5% at the top step between the two classes.

D. The salary schedule of the Fire EMS Quality Improvement Coordinator (RWSD) shall be the same as the Registered Nurse (VWXG).

E. In the event the difference between the top step base rate of pay for newly established Public Health Chief of Nursing and Clinical Services (VVDB) and the Director of Public Health Clinical Services (VVGS) is less than 5%, the County will adjust all steps in the Public Health Chief of Nursing and Clinical Services class in order to achieve a difference of 5% at the top step between the two classes.

CONSEQUENCE OF NEGATIVE ACTION:

Due to pay compression, employees in supervisory classifications may earn less than their direct reports making it difficult to promote and retain qualified supervisors.

ATTACHMENTS

Resolution 2019/588

Side Letter - IFPTE, Local 21

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 10/08/2019 by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:



Resolution No. 2019/588

In The Matter Of: The Side Letter Agreement between Contra Costa County and IFPTE, Local 21, to modify base wages of specified classifications requiring a nursing license.

The Contra Costa County Board of Supervisors acting in its capacity as Governing Board of the County of Contra Costa and the Board of Directors of the Contra Costa County Fire Protection District **RESOLVES THAT:**

Effective October 1, 2019, the attached Side Letter of Agreement dated September 27, 2019 be **ADOPTED**.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

Contact: Lisa Driscoll (925) 335-11023

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Dianne Dinsmore, Human Resources Director, Robert Campbell, Auditor-Controller, Anna Roth, Director of Health Services

**SIDE LETTER
BETWEEN
Contra Costa County
And
Professional and Technical Engineers IFPTE, Local 21**

This Side Letter is by and between the Professional and Technical Engineers IFPTE, Local 21 ("Local 21") and Contra Costa County ("County") and is effective following approval by the Board of Supervisors.

This Side Letter amends the Memorandum of Understanding (MOU) between the County and Local 21, (July 1, 2016 – June 30, 2022) by modifying Section 5.1 – General Wages of the MOU as follows:

SECTION 5 - SALARIES

5.1 General Wages.

- A. 1. a. Effective July 1, 2016, or the first day of the month following approval by the Board of Supervisors, whichever is later, the base rate of pay for classifications represented by the Union will be increased by four percent (4%).
- b. Effective July 1, 2017, the base rate of pay for classifications represented by the Union will be increased by three percent (3%).
- c. Effective July 1, 2018, the base rate of pay for classifications represented by the Union will be increased by three percent (3%).
- d. The wage increases set forth in this section 5.1.A.1, above, do not apply to those classifications listed in Section 5.1.A.2-5.1.A.5. below.
2. Effective July 1, 2016 through September 30, 2019, the County will adjust the top steps in the classifications listed below so that those classes will have a top step at least 5% greater than the top step of the class of Charge Nurse (VWTF):

ASST DIRECTOR OF SAFETY & PERF IMPR	VWGB
CHIEF NURSING INFORMATICS OFC	VWDH
CHIEF OF DET HLTH NURSING SVCS	VWDG
DIR OF SAFETY & PERF IMPROVEME	VWFA
DIRECTOR OF AMBULATORY CARE NS	VWDC
DIRECTOR OF PSYCH NURSING SVCS	VWDD
DIRECTOR, INPATIENT NURSING OP	VWDF
HEALTH PLAN NURSE PROGRAM DIRECTOR	VRFA

3. Effective October 1, 2019, the County will adjust the top steps in the classifications listed below so that those classes will have a top step at least 5% greater than the top step of the class of Nursing Program Manager (VWHF). These classes will be reallocated in the future, as necessary to maintain such adjustments.

CHIEF NURSING INFORMATICS OFC	VWDH
CHIEF OF DET HLTH NURSING SVCS	VWDG
DIR OF SAFETY & PERF IMPROVEME	VWFA
DIRECTOR OF AMBULATORY CARE NS	VWDC
DIRECTOR OF PSYCH NURSING SVCS	VWDD
DIRECTOR, INPATIENT NURSING OP	VWDF
HEALTH PLAN NURSE PROGRAM DIRECTOR	VRFA

4. Effective July 1, 2016, or the first day of the month following approval by the Board of Supervisors, whichever is later, the following classes will be adjusted as described below and such classes will receive future increases necessary to maintain such adjustments. These classifications will not receive the wage increases set forth in Section 5.1.A.1 above:

- a. Pre-Hospital Care Coordinator (VBSG)

The salary schedule of the Pre-Hospital Care Coordinator (VBSG) will be the same as the Registered Nurse – Experienced Level (VWXD). Effective January 1, 2017, the salary schedule of the Pre-Hospital Coordinator will be the same as Registered Nurse (VWXG).

- b. Nursing Program Manager (VWHF)

In the event the difference between the top step base rate of pay for Nursing Program Manager (VWHF) and the Charge Nurse (VWTF) is less than 5%, the County will adjust all steps in the Nursing Program Manager class in order to achieve a difference of 5% at the top step between the two classes.

- c. Utilization Review Manager (VWHG)

In the event the difference between the top step base rate of pay for Utilization Review Manager (VWHG) and the Charge Nurse (VWTF) is less than 5%, the County will adjust all steps in the Utilization Review Manager class in order to achieve a difference of 5% at the top step between the two classes.

- d. Nursing Shift Coordinator (VWHH)

In the event the difference between the top step base rate of pay for Nursing Shift Coordinator (VWHH) and the Charge Nurse (VWTF) is less than 5%, the County will adjust all steps in the Nursing Shift Coordinator class in order to achieve a difference of 5% at the top step between the two classes.

- e. Ambulatory Care Clinical Supervisor (VWHJ)
In the event the difference between the top step base rate of pay for Ambulatory Care Clinical Supervisor (VWHJ) and the Charge Nurse (VWTF) is less than 5%, the County will adjust all steps in the Ambulatory Care Clinical Supervisor class in order to achieve a difference of 5% at the top step between the two classes.

- f. Infection and Prevention Control Manager (VWSF)
The salary schedule of the Infection Control Coordinator (VWSF) shall be the same as the Clinical Nurse Specialist (VWTA).

- g. Advice Nurse Supervisor (VWHN)
In the event the difference between the top step base rate of pay for Advice Nurse Supervisor (VWHN) and the Advice Nurse II (VWTB) is less than 5%, the County will adjust all steps in the Advice Nurse Supervisor class in order to achieve a difference of 5% at the top step between the two classes. Effective January 1, 2017, reference to Advice Nurse II (VWTB) will be replaced with Advice Nurse (VWSN).

- h. Public Health Nurse Program Manager (VWHL)
In the event the difference between the top step base rate of pay for Public Health Nurse Program Manager (VWHL) and the Public Health Nurse (VVXA) is less than 5%, the County will adjust all steps in the Public Health Nurse Program Manager class in order to achieve a difference of 5% at the top step between the two classes.

- i. Advice Nurse Manager (VWHK)
In the event the difference between the top step base rate of pay for Advice Nurse Manager (VWHK) and the Advice Nurse Supervisor (Local 21 class of VWHN) is less than 5%, the County will adjust all steps in the Advice Nurse Manager class in order to achieve a difference of 5% at the top step between the two classes.

- j. Utilization Review Coordinator (VWSD)
In the event the difference between the top step base rate of pay for Utilization Review Coordinator (VWSD) and the Registered Nurse – Experienced Level (VWXD) is less than 2.5%, the County will adjust all steps in the Utilization Review Coordinator class in order to achieve a difference of 2.5% at the top step between the two classes. Effective January 1, 2017, reference to Registered Nurse – Experienced Level (VWXD) will be replaced with Registered Nurse (VWXG).

5. Effective October 1, 2019, the following classes will be adjusted as described below and such classes will receive future increases necessary to maintain such adjustments:

a. Assistant Director of Safety & Performance Improvement (VWGB)

In the event the difference between the top step base rate of pay for Assistant Director of Safety & Performance Improvement (VWGB) and the Nursing Program Manager (VWHF) is less than 2.5%, the County will adjust all steps in the Assistant Director of Safety & Performance Improvement class in order to achieve a difference of 2.5% at the top step between the two classes.

b. Director of Public Health Clinical Services (VVGs)

In the event the difference between the top step base rate of pay for Director of Public Health Clinical Services (VVGs) and the Public Health Nursing Program Manager (VWHL) is less than 5%, the County will adjust all steps in the Director of Public Health Clinical Services class in order to achieve a difference of 5% at the top step between the two classes.

c. Fire EMS Quality Improvement Coordinator (RWSD)

The salary schedule of the Fire EMS Quality Improvement Coordinator (RWSD) shall be the same as the Registered Nurse (VWXG).

d. Public Health Chief of Nursing and Clinical Services (VVDB)

In the event the difference between the top step base rate of pay for Public Health Chief of Nursing and Clinical Services (VVDB) and the Director of Public Health Clinical Services (VVGs) is less than 5%, the County will adjust all steps in the Public Health Chief of Nursing and Clinical Services class in order to achieve a difference of 5% at the top step between the two classes.

This Side Letter will remain in effect for the term of the current MOU between the County and Local 21 (July 1, 2016 – June 30, 2022). The terms of the Side Letter will be incorporated into the successor MOU unless otherwise negotiated by the parties. All other terms and conditions of the current MOU between the County and Local 21 remain unchanged by this Side Letter.

Date: September 27, 2019

Contra Costa County:
(Signature/Printed Name)

[Signature] / *Dorothy McCollum*
[Signature] / *Lisa Driscoll*

_____/_____
_____/_____

IFPTE, Local 21:
(Signature/Printed Name)

[Signature] / *Sue Guest*
[Signature] / *Sean Stalbaum*

_____/_____
_____/_____



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Proposed 2020 Meeting Schedule for the Contra Costa County Board of Supervisors

RECOMMENDATION(S):

ADOPT the attached proposed 2020 meeting schedule for the Contra Costa County Board of Supervisors, including the cancellation of those meetings at which it is anticipated there will not be a quorum of Board members present, as well as noting the following scheduled special events: the Board's Annual Reorganization on January 7; the Dr. Martin Luther King, Jr. Celebration on January 21; the annual Board retreat on March 24; the Cesar Chavez Commemorative Celebration on March 31; Annual Budget Hearings and Adoption on April 21 and May 12, respectively; a 9-11 Day of Remembrance on September 15; and the Veterans Day Recognition on November 10.

FISCAL IMPACT:

None

BACKGROUND:

Each year the Board of Supervisors adopts a meeting schedule that designates regular meeting dates and any dates on which meetings must be canceled in anticipation that a quorum of the Board will not be present. The proposed 2020 meeting schedule, attached, has been prepared in consultation with the incoming Board Chair, Fire Chief and the Housing Authority Executive Director. The schedule provides 31 meetings for the Contra Costa County Board of Supervisors, 12 meetings for the Contra Costa County Fire

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Jami Napier,
335-1908

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Protection District Board of Directors and 5 meetings for the Housing Authority of Contra Costa Board of Commissioners. The Fire District and Housing Authority will take independent action to adopt their meeting schedules.

The proposed schedule includes a cancellation of 22 Board of Supervisors meetings. As in past years, we are recommending that the Board cancel those meetings that occur during a week with a County holiday, the fifth Tuesday of a month, and Tuesdays that fall during those weeks in which the annual policy and legislative meetings of the National Association of Counties (NACo) and the California State of Counties (CSAC) are held:

<u>Conference</u>	<u>Dates</u>	<u>Location</u>
NACo Legislative Conference	February 29-March 4, 2020	Washington, D.C.
CSAC Legislative Conference	May 27-28, 2020	Sacramento, CA
NACo Annual Conference	July 17-20, 2020	Orlando, FL
CSAC Annual Meeting	December 1-4, 2020	Los Angeles, CA

Several seasonal breaks have also been designated in the Board's meeting schedule, in recognition of both time away needed for vacations and time demands on the Board members due to their participation on Board standing committees, and regional and local legislative bodies and task forces. Since each of these require individual preparation, attendance, and travel, we are recommending seasonal breaks to accommodate these needs. Should it be necessary, there are legal provisions to schedule a special meeting to address any urgent need that cannot be accommodated in the standing meeting schedule.

CONSEQUENCE OF NEGATIVE ACTION:

Early adoption of a meeting schedule enables staff to effectively plan and manage the Board's calendar and obtain the necessary authority to conduct the County's daily business. To the extent that the Board does not adopt a new year meeting schedule, staff will be hindered in these efforts.

ATTACHMENTS

DRAFT 2020 BOS Meeting Schedule

**CONTRA COSTA COUNTY BOARD OF SUPERVISORS
2020 MEETING SCHEDULE**

MEETING DATES (Tuesdays)	MEET OR NO MEETING	HOUSING AUTHORITY/ CCCFD	SPECIAL EVENT
** Jan 07	Meet		Reorganization Meeting
Jan 14	No Meeting		
** Jan 21	Meet	FIRE	Dr. Martin Luther King, Jr. Celebration
Jan 28	No Meeting		
Feb 04	Meet		
Feb 11	Meet	FIRE	
Feb 18	No Meeting		President's Day
Feb 25	Meet		
Mar 03	No Meeting		NACo Leg Conference, Feb 29-March 4, Washington, D.C.
Mar 10	Meet	HA/FIRE	Service Awards
Mar 17	No Meeting		
** Mar 24	Meet		Retreat
** Mar 31	Meet		Cesar Chavez Celebration
Apr 07	No Meeting		Spring Break
Apr 14	No Meeting		
** Apr 21	Meet		Budget Hearings
Apr 28	Meet	FIRE	
May 05	No Meeting		
** May 12	Meet		Budget Adoption
May 19	Meet	HA/FIRE	
May 26	No Meeting		CSAC Leg. Conf, May 27-28, Sacramento, CA
Jun 02	Meet		
Jun 09	No Meeting		
Jun 16	Meet	FIRE	
Jun 23	Meet		Service Awards
Jun 30	No Meeting		Fifth Tuesday
Jul 07	No Meeting		Independence Day Holiday
Jul 14	Meet	HA/FIRE	
Jul 21	No Meeting		NACo Annual Conf, July 17-20, Orlando, FL
Jul 28	Meet		
Aug 04	Meet		
Aug 11	Meet	FIRE	
Aug 18	No Meeting		Summer Break
Aug 25	No Meeting		Summer Break
Sep 01	No Meeting		Summer Break
Sep 08	Meet		Labor Day Holiday
** Sep 15	Meet	HA/FIRE	September 11 Remembrance
Sep 22	Meet		Service Awards
Sep 29	No Meeting		Fifth Tuesday
Oct 06	Meet		
Oct 13	Meet	FIRE	
Oct 20	Meet		
Oct 27	No Meeting		
Nov 03	Meet		
** Nov 10	Meet	FIRE	Veterans Day Recognition
Nov 17	Meet		
Nov 24	No Meeting		Thanksgiving Holiday
Dec 01	No Meeting		CSAC Annual Meeting, Dec 1-4, Los Angeles, CA
Dec 08	Meet	HA/FIRE	
Dec 15	Meet		
Dec 22	No Meeting		Christmas
Dec 29	No Meeting		Fifth Tuesday

**Special BOS Celebration or Hearing



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Prohibit stopping, parking, or standing of vehicles at all times on a portion of Danville Boulevard (Road No. 5301A), Alamo area.

RECOMMENDATION(S):

ADOPT Traffic Resolution No. 2019/4487 to prohibit stopping, parking, or standing of vehicles at all times on a portion of Danville Boulevard (Road No. 5301A), beginning at the south curbline prolongation of Las Trampas Road (Road No. 4334A) and extending southerly a distance of 150 feet, as recommended by the Public Works Director, Alamo area. (District II)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Monish Sen,
925.313.2187

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The Traffic Section of the Public Works Department received a request through Supervisor Andersen's Office to consider prohibiting parking on the east side of Danville Boulevard at Las Trampas Road, in the vicinity of an existing crosswalk. Traffic section staff subsequently conducted an investigation and recommends restricting parking on the east side of Danville Boulevard for a set distance south of the crosswalk to improve sight lines.

CONSEQUENCE OF NEGATIVE ACTION:

Parking will remain unrestricted.

ATTACHMENTS

Traffic Resolution 2019/4487

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Traffic Resolution on October 8, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

TRAFFIC RESOLUTION NO. 2019/4487
Supervisory District II

SUBJECT: Prohibit stopping, parking, or standing of vehicles at all times on a portion of Danville Boulevard (Road No. 5301A), Alamo area.

The Contra Costa Board of Supervisors RESOLVES that:

Based on recommendations by the County Public Works Department's Transportation Engineering Division, and pursuant to County Ordinance Code Sections 46-2.002 - 46-2.012, the following traffic regulation is established:

Pursuant to Section 22507 of the California Vehicle Code, stopping, parking, or standing of vehicles is hereby declared to be prohibited at all times on the east side of Danville Boulevard (Road No. 5301A), Alamo, beginning at the south curblane prolongation of Las Trampas Road (Road No. 4334A) and extending southerly a distance of 150 feet.

I hereby certify that this is a true and correct Copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: _____
David Twa, Clerk of the Board of Supervisors and County Administrator

MS:sr

Orig. Dept: Public Works (Traffic)
Contact: Monish Sen, 313-2187

By _____, Deputy

cc: California Highway Patrol
Sheriff Department

TRAFFIC RESOLUTION NO. 2019/4487



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Consulting Services Agreement with AECOM Technical Services, Inc., Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement (contract) with AECOM Technical Services, Inc. (AECOM), in an amount not to exceed \$250,000, for the period October 8, 2019 through May 7, 2022, to provide on-call civil engineering services, Countywide. (Project No. Various) (All Districts)

FISCAL IMPACT:

Work performed under this on-call contract is funded by local, state and federal funds for road, flood control, and airport projects.

BACKGROUND:

The Public Works Department is involved in various projects in the County that require civil engineering services for road, flood control, and airport projects. After a solicitation process, AECOM was selected as one of eight firms to provide civil engineering services on an “on-call” basis. The Consultant will augment Public Works staff on an as-needed basis. They will be used as an extension of Public Works staff during busy times when extra help is needed or when in-house expertise is not available. This on-call contract will be in effect for thirty-one months.

Government Code Section 31000 and 4525 authorizes the County to contract for services including the type of civil engineering that AECOM provides.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Kevin Emigh,
925.313.2233

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Without approval from the Board of Supervisors, there is possible delay in completing projects requiring civil engineering services. Executing this contract will facilitate the process of design and construction for various Public Works projects requiring civil engineering expertise.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Contract Amendment No. 2 with Hultgren-Tillis Engineers, Countywide area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Hultgren-Tillis Engineers (Hultgren-Tillis) to increase the payment limit by \$15,000 to a new payment limit of \$265,000, for on-call geotechnical engineering services, with no change to the term March 1, 2016 through December 31, 2019, Countywide area. (Project No. Various) (All Districts)

FISCAL IMPACT:

Work performed under this amendment is funded by 100% Local Road, Flood Control Funds and Airport Enterprise Funds.

BACKGROUND:

The Public Works Department is involved in various projects in the County which require geotechnical engineering consulting services for road, flood control, and airport projects. After a solicitation process in 2016, this firm and four other firms were selected to provide geotechnical engineering services on an "on-call" basis. On March 1, 2016, a consulting service agreement with Hultgren-Tillis was approved by the Board of Supervisors.

Since the original consulting service agreement

-
- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Kevin Emigh,
925.313.2233

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

was executed, the Consultant provided on-call geotechnical engineering services on multiple projects. While most of these projects were completed, the San Pablo and Wildcat Creeks Levee Certification and Grayson and Walnut Creeks Levee Rehabilitation at Central Contra Costa Sanitary District Treatment Plant Projects in San Pablo, Martinez and Walnut Creek were on-going and required Consultant's engineering services beyond the original Agreement's March 1, 2019 expiration. In order to allow these projects to continue without disruption, the contract was extended through December 31, 2019, by Amendment No. 1 solely for the completion of these projects.

Proposed Amendment No. 2 will amend the payment limits in order to provide payment for additional geotechnical engineering services that were needed to successfully complete the projects.

CONSEQUENCE OF NEGATIVE ACTION:

The Consultant would not be paid for services rendered.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Memorandum of Understanding with Contra Costa Transportation Authority for State Route 239, Byron area.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Chair, Board of Supervisors, to execute the amended and restated Memorandum of Understanding between Contra Costa County and the Contra Costa Transportation Authority related to the development and federal funding for the State Route 239 Project, as recommended by the Public Work Director, Byron area. (Project No. 0676-6P1012) (District III)

FISCAL IMPACT:

\$3.635 million -100% Local Road Fund. The Local Road Fund will be used to satisfy the match requirement for a \$14 million Federal appropriation to fund this project.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Nancy Wein,
925.313.2275

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND:

The County is a partner with the Contra Costa Transportation Authority (CCTA) and California Department of Transportation (Caltrans) to develop the State Route 239 (SR239) project. SR239 is a legislatively adopted but unconstructed route in the state highway system between State Route 4 (SR4) in Brentwood to Interstate 580 west of Tracy in San Joaquin County. SR239 is intended to improve access and regional connectivity between eastern Contra Costa County and San Joaquin County, support planned development, jobs, inter-regional goods movement, and improve access to the Byron Airport. A route was never formally adopted by the California Transportation Commission (CTC) or constructed.

In 2005, the County received two federal appropriations totaling \$14 million for the planning and construction of the SR239 project. The County initiated planning work for the project which was transferred to CCTA due to CCTA's broader geographic area of responsibility, and direct relationships with involved state and regional agencies. This was formalized in a Memorandum of Understanding (MOU) with CCTA in January 2012. Under the terms of the MOU, CCTA assumed responsibility for the planning and future phases of the Project with the County reimbursing CCTA for the local matching funds and project management costs up to a maximum amount of \$1.45 million. The Project Feasibility Study was completed in May 2014 and a Project Initiation Document (PID), with Caltrans oversight, was completed in August 2015.

The federal funds require that the project enter into the construction phase by 2024. CCTA, Caltrans and County staff met in 2018 to review previously completed work, current status, potential changes and project funding. There was agreement that the project is ready to proceed to the Project Approval and Environmental Document (PA&ED) phase of development. Completion of the PA&ED phase will identify the SR239 alignment and advance the first phase of the project to the “shelf ready” stage in order to compete for future funding opportunities. These are essential steps towards meeting the federal funding progress requirement. Both the County and CCTA would like to proceed with the PA&ED phase of the Project, which will allow for right of way protection and preservation of the corridor, and to obtain environmental clearance and perform engineering of an initial, fundable project segment (the Byron Highway – Vasco Road Connector). It will also allow for construction of the Byron Highway-Vasco Road Airport Connector, which is expected to eventually become part of SR239, should funding become available. The Byron Highway- Vasco Road Connector is already designated to receive \$10 million under Regional Measure 3 approved by voters in 2018. In March 2019, the CCTA entering into a Cooperative Agreement with Caltrans for the PA&ED for the Project

The MOU is amended and restated to include the updated requirements and responsibilities of both parties related to the Project Approval & Environmental Documentation (PA&ED) phase and to increase the County’s financial commitment for local matching funds and CCTA’s project management cost to \$3.635 million. The County and CCTA will review CCTA’s project management cost at least once every twelve months and the County’s financial commitment may be revised by mutual agreement in the future.

CONSEQUENCE OF NEGATIVE ACTION:

If the recommended actions are not taken the Project will not have sufficient funding to complete the PA&ED phase.

ATTACHMENTS

MOU

CCTA AGREEMENT 05E.06
AMENDED AND RESTATED MEMORANDUM OF UNDERSTANDING
Between
THE CONTRA COSTA TRANSPORTATION AUTHORITY AND
THE COUNTY OF CONTRA COSTA

FOR THE
STATE ROUTE 239 PROJECT
(State Transportation Improvement Program ID: CC070019)
AND
ASSOCIATED FEDERAL FUNDING VIA
SAFETEA-LU Projects #1930 and #464

This AMENDED AND RESTATED MEMORANDUM OF UNDERSTANDING (referred to herein as this "MOU"), effective as of _____, 2019 ("Effective Date"), is by and between the Contra Costa Transportation Authority, a local transportation authority, (hereinafter referred to as "CCTA") and the County of Contra Costa, a political subdivision of the State of California (hereinafter referred to as "COUNTY"). COUNTY and CCTA are sometimes referred to together as the "PARTIES," and each as a "PARTY."

RECITALS

- A. In 1985, the California Department of Transportation ("CAL TRANS") finalized the concept for the development of State Route 239 in Eastern Contra Costa County.
- B. COUNTY secured funding under the 2005 Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, in the High Priority Program (\$4 Million Project #1930) and Transportation Improvements Program (\$10 Million Project #464) (collectively, "FEDERAL FUNDING") to study, plan and design, and construct State Route 239 (the "PROJECT").
- C. COUNTY and Parsons Transportation Group Inc. ("CONSULTANT") entered into that certain Consulting Services Agreement dated May 10, 2011 (the "AGREEMENT") to conduct the planning phase ("PHASE 1") of the PROJECT to determine the ultimate concept for the PROJECT.
- D. COUNTY has requested that CCTA assume responsibility for PHASE 1 of the PROJECT and all future activities related to the study and construction of the PROJECT.
- E. CCTA has agreed to assume responsibility for PHASE 1 of the PROJECT and all future activities related to the study and construction of the PROJECT.
- F. CCTA and COUNTY are entering into, or have entered into that certain Cooperative Funding Agreement (SR239 Project - Phase 1 (Planning)) (the "COOP AGREEMENT"), among County, San Joaquin County, the City of Brentwood, the City of Tracy, and Mountain House Community Services District, as partner jurisdictions, and CCTA, pursuant to which CCTA will manage the partner jurisdictions work on PHASE 1 of the PROJECT.

- G. COUNTY assigned all of its rights and obligations under the AGREEMENT to CCTA, and CCTA has assumed all of COUNTY's rights and obligations under the AGREEMENT by way of an assignment and assumption agreement (the "ASSIGNMENT"). Under the initial PROJECT Memorandum of Understanding between CCTA and COUNTY, dated January 28, 2012, ("Initial MOU"), CCTA and COUNTY allocated PROJECT-related responsibilities between them.
- H. CCTA and the California Department of Transportation ("CALTRANS") entered into a Cooperative Agreement, dated March 20, 2019, ("PAED COOP") for the preparation of the Project Approval and Environmental Document ("PAED") for the PROJECT.
- I. The PARTIES now desire to amend the Initial MOU to add responsibilities related to preparation of the PAED for the PROJECT (the "PAED preparation phase"), to restate the Initial MOU, and to make clarifying changes. This MOU supersedes the Initial MOU as of the Effective Date.

UNDERSTANDING

NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, COUNTY and CCTA hereby agree as follows:

- 1. Purpose and Scope. COUNTY and CCTA desire to complete PHASE 1 and subsequent PROJECT development phases, including the PAED preparation phase, as informed by PHASE 1 and as dictated by requirements related to FEDERAL FUNDING secured by COUNTY. The purpose of this MOU is to establish the apportionment of the respective duties between COUNTY and CCTA as they relate to current and future development of the PROJECT. The PARTIES agree that nothing in this MOU commits a PARTY to take a future discretionary action on the PROJECT or the PAED, or to approve the PROJECT or the PAED. Any such future discretionary actions by a PARTY shall be within that PARTY's sole discretion.
- 2. Responsibilities of COUNTY and CCTA
 - A. COUNTY agrees:
 - i. To execute the ASSIGNMENT conveying its right, title, and interest in the AGREEMENT from COUNTY to CCTA;
 - ii. To cooperate fully in the transfer of PHASE 1 and PAED responsibilities to CCTA and facilitate CCTA access to FEDERAL FUNDING by way of transfer of all associated digital and paper files and through any communication and administrative action deemed necessary by either party, including those administrative actions necessary to de-obligate remaining FEDERAL FUNDING from COUNTY and re-obligate the same to CCTA;

- iii. To fully reimburse CCTA for its project management cost and to provide local match funding required under rules associated with FEDERAL FUNDING for both the existing AGREEMENT and for staff time expenses incurred by CCTA in performing work on the PROJECT; provided, that COUNTY's reimbursement and local match under this Section 2(A)(iii) shall not exceed \$ 3.635 million (such funds, the "AGREEMENT LOCAL MATCH FUNDS");
- iv. To review CCTA's project management cost and the AGREEMENT LOCAL MATCH FUNDS amount with CCTA at least once every twelve months and to negotiate with CCTA in good faith on potential changes to the AGREEMENT LOCAL MATCHING FUNDS amount to cover CCTA project management costs beyond December 31, 2021.
- v. To cooperate fully and facilitate any actions or communication with CALTRANS and the Metropolitan Transportation Commission necessary to transfer PROJECT responsibilities to CCTA;
- vi. To participate fully in the conduct of PHASE 1 and subsequent PROJECT phases, including the PAED preparation phase, as a stakeholder;
- vii. To cooperate fully in facilitating CCTA access to any additional

FEDERAL FUNDING needed for PHASE 1 and/or to fund future PROJECT development phases, including the PAED preparation phase;
- viii. To cooperate fully in any required accounting activities for current and future expenditure of FEDERAL FUNDING;
- ix. To assist CCTA with any reporting and documentation necessary to advance the PROJECT;
- x. Subject to future discretionary actions by COUNTY's governing body, which shall be within its sole discretion to consider and make, to cooperate fully with implementation of the recommendations of PHASE 1 and any future PROJECT development phases, including the PAED preparation phase; and
- xi. To cooperate fully with CCTA in identifying local match funding for future PROJECT phases;

B. CCTA agrees:

- i. To execute the ASSIGNMENT accepting right, title, interest, and obligations in and under the AGREEMENT;

- ii. To cooperate fully and undertake any administrative actions necessary to ensure availability and continuity of FEDERAL FUNDING for the PROJECT, including without limitation, submission of all reports and data COUNTY requires to comply with FEDERAL FUNDING requirements, preparation of letters to the Metropolitan Transportation Commission, CAL TRANS, and the Federal Highway Administration;
- iii. To invoice COUNTY for local matching funds required under rules associated with FEDERAL FUNDING for the AGREEMENT;
- iv. To invoice COUNTY for project management costs;
- v. To administer the COOP AGREEMENT and the PAED COOP, and perform its obligations thereunder;
- vi. To cooperate fully in any required accounting activities for current and future expenditure of FEDERAL FUNDING;
- vii. To cooperate fully and facilitate any actions or communication with CAL TRANS or the Metropolitan Transportation Commission necessary to accept PROJECT responsibilities from COUNTY;
- viii. Subject to future discretionary actions by CCTA's governing body, which shall be within its sole discretion to consider and make, to implement the recommendations of the PHASE 1 report and study as produced by CONSULTANT and any future PROJECT development phases, including the PAED phase;
- ix. To recognize COUNTY as a PROJECT stakeholder;
- x. To assume responsibility for the conduct and funding of all PHASE 1 activities and all future PROJECT development activities, including the PAED preparation phase, beginning on the Effective Date of the Initial MOU;
- xi. To include in all consultant, planning, design construction, construction management and related contracts for the PROJECT, provisions requiring the consultants, contractors, construction managers and any other contract party to provide insurance and indemnification naming COUNTY, its, officers, employees, agents and representatives to the same extent as provided to CCTA; and
- xii. To cooperate fully with COUNTY in identifying local match funding for future PROJECT phases.

- xiii. To review CCTA's project management cost and the AGREEMENT LOCAL MATCH FUNDS amount with the COUNTY at least once every twelve months and to negotiate with the COUNTY in good faith on potential changes to the AGREEMENT LOCAL MATCHING FUNDS amount to cover CCTA project management costs beyond December 31, 2021

3. Mutual Indemnification.

- A. Neither COUNTY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by CCTA and/or its agents, under or in connection with any work, authority, or jurisdiction conferred upon CCTA under this MOU. CCTA hereby agrees to indemnify, defend, assume all liability for and hold harmless COUNTY and its officers, employees, agents and representatives, to the maximum extent allowed by law, from all actions, claims, suits, penalties, obligations, liabilities, damages to property, costs and expenses (including, without limitation, any fines, penalties, judgments, actual litigation expenses and experts' and actual attorneys' fees), environmental claims or bodily and/or personal injuries or death to any persons (collectively, "CLAIMS") arising out of or in any way connected to the negligence or willful misconduct of CCTA, its officers, agents or employees in connection with or arising from any of its activities pursuant to this MOU. The foregoing obligation of CCTA to indemnify, defend, assume all liability for and hold harmless COUNTY and its officers, employees, agents and representatives does not apply to any CLAIMS caused by the sole negligence or sole willful misconduct of COUNTY or its officers, employees, agents, or representatives.
 - B. Neither CCTA nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by COUNTY and/or its agents, under or in connection with any work, authority, or jurisdiction conferred upon COUNTY under this MOU. COUNTY hereby agrees to indemnify, defend, assume all liability for and hold harmless CCTA and its member agencies, officers, employees, agents and representatives, to the maximum extent allowed by law, from all CLAIMS arising out of or in any way connected to the negligence or willful misconduct of COUNTY, its officers, agents or employees in connection with or arising from any of its activities pursuant to this MOU. The foregoing obligation of COUNTY to indemnify, defend, assume all liability for and hold harmless CCTA and its member agencies, officers, employees, agents and representatives does not apply to any CLAIMS caused by the sole negligence or sole willful misconduct of CCTA or its officers, employees, agents, or representatives.
 - C. Survival. The PARTIES' obligations in Section 3 of this MOU shall survive the termination of this MOU.
4. MOU Modification. This MOU may be modified only by the written approval of the legislative bodies of both PARTIES.

5. MOU Termination; Default; Survival.

- A. Automatic Termination. Unless terminated earlier under Section 5.B., this MOU will terminate immediately upon the occurrence of either of the following:
- i. After both PARTIES complete their respective responsibilities as listed in Section 2, above; or
 - ii. One hundred and eighty (180) days after all FEDERAL FUNDING has been expended, or Federal reimbursement has been received in full, whichever is the later.
- B. Termination for Default. If a PARTY fails to perform as specified in this MOU (“defaulting PARTY”), the other PARTY (“non-defaulting PARTY”) may terminate this MOU for cause. Termination shall not occur unless the non-defaulting PARTY alleging a failure of performance serves a written notice of default on the defaulting PARTY’s designated representative (Deputy Director of Public Works in the case of an alleged default by COUNTY, or the Executive Director in the case of an alleged default by CCTA, setting forth the manner in which the defaulting PARTY is allegedly in default. If the defaulting PARTY does not cure the breach within sixty (60) days after receiving the written notice of default, or, if the alleged default is not capable of cure within 60 days, the defaulting PARTY does not cure the breach within such longer period as may be required to cure the breach, the non-defaulting PARTY may terminate this MOU for cause. Notwithstanding the foregoing, CCTA may terminate this MOU or stop work on this MOU at any time, if in its sole discretion it determines, that there is inadequate funding to complete and/or close out either PHASE 1 and/or subsequent PROJECT development phases, including the PAED phase. If either PARTY terminates this MOU in any manner authorized under this Section 5(B), CCTA will be entitled to payment from COUNTY of remaining AGREEMENT LOCAL MATCH FUNDS that have not been previously expended and which are due to CCTA as reimbursement for its payments made to CONSULTANT pursuant to the AGREEMENT for PHASE 1 work and for CCTA staff time and expenses incurred in performing PHASE 1 work on the PROJECT; provided, that COUNTY is not obligated to pay more than \$3.635 million in AGREEMENT LOCAL MATCH-FUNDS in the aggregate as provided in Section 2(A)(iii), whether such payments are to CONSULTANT, CCTA or otherwise.
6. Counterparts. The PARTIES hereto recognize and agree that separate counterpart signature pages may be used to execute this MOU, but that all such pages constitute one and the same MOU.
7. Construction. The section headings and captions of this MOU are, and the arrangement of this instrument is, for the sole convenience of the PARTIES to this MOU. The section headings, captions and arrangement of this instrument do not in any way affect, limit, amplify or modify the terms and provisions of this MOU. This MOU will not be construed as if it had been prepared by one of the PARTIES, but rather as if both PARTIES have

prepared it. The PARTIES to this MOU and their respective counsel have read and reviewed this MOU and agree that any rule of construction to the effect that ambiguities are to be resolved against the drafting party will not apply to the interpretation of this MOU. The recitals of this MOU are, and will be enforceable as, a part of this MOU.

8. No Third Party Beneficiaries. This MOU is intended solely for the benefit of the PARTIES hereto, and no third party has any right or interest in any provision of this MOU or as a result of any action or inaction of any PARTY pursuant to this MOU.
9. Governing Law and Venue. This MOU will be governed and construed in accordance with California law. The venue of any litigation pertaining to this MOU will be in Contra Costa County, California.
10. Entire MOU. This MOU contains the entire understanding of the PARTIES relating to the subject of this MOU. Any representation or promise of the PARTIES relating to PHASE 1 and/or subsequent PROJECT development activities, including the PAED phase, shall not be enforceable unless it is contained in this MOU or in a subsequent written modification of this MOU executed by the legislative bodies of both PARTIES.

IN WITNESS WHEREOF, the PARTIES hereto have set their hands and seals the day and year first above written.

COUNTY OF CONTRA COSTA

CONTRA COSTA TRANSPORTATION
AUTHORITY

By: _____
John Gioia, Chair

By: _____
Robert Taylor, Chair

ATTEST:

ATTEST:

By: _____
David Twa, County Administrator

By: _____
Tarienne Grover, Clerk of the Board

Approved as to form:
Sharon L. Anderson, County Counsel

Approved as to form:
Best Best & Krieger LLP

By: _____
Deputy County Counsel

By: _____
Malathy Subramanian, Authority Counsel

NW:sr
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Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Approve the Stormwater Management Facilities Operation and Maintenance Agreement for subdivision SD16-09442, Lafayette area.

RECOMMENDATION(S):

ADOPT Resolution No. 2019/578 approving the Stormwater Management Facilities Operation and Maintenance Agreement for subdivision SD16-09442, for a project being developed by Matthew Lawrence Locati Revocable Living Trust, as recommended by the Public Works Director, Lafayette area. (District V)

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The Stormwater Management Facilities Operation and Maintenance Agreement is required by Condition of Approval No. 70.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Randolph Sanders (925)
313-2111

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Jocelyn LaRocque- Engineering Services, Randolph Sanders- Engineering Services, Craig Standafer- Engineering Services, Cece Sellgren - Watershed Program, Matthew Lawrence Locati Revocable Living Trust, Developers Surety and Indemnity Company

CONSEQUENCE OF NEGATIVE ACTION:

The agreement will not be recorded and the Contra Costa County may not be in full compliance with its National Pollutant Discharge Elimination System (NPDES) permit and Stormwater Management Discharge Control Ordinance.

ATTACHMENTS

Resolution No. 2019/578

Stormwater Management Facilities Operation & Maintenance Agreement and Right of Entry

Recorded at the request of: Clerk of the Board

Return To: Public Works Dept- Simone Saleh

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board**

Adopted this Resolution on 10/08/2019 by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:

Resolution No. 2019/578

IN THE MATTER OF approving the Stormwater Management Facilities Operation and Maintenance Agreement for subdivision SD16-09442 (APN 185-220-023), Lafayette area. (District V)

WHEREAS the Public Works Director has recommended that he be authorized to execute the Stormwater Management Facilities Operation and Maintenance Agreement with Matthew Lawrence Locati Revocable Living Trust, as required by the Conditions of Approval for subdivision SD16-09442. This agreement would ensure the operation and maintenance of the stormwater facilities in accordance with the approved Stormwater Control Plan and approved Operation and Maintenance Plan for subdivision SD16-09442, which is located at 4 Diablo Vista Way in the Lafayette area.

NOW, THEREFORE, BE IT RESOLVED that the recommendation of the Public Works Director is APPROVED.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: **Randolf Sanders (925) 313-2111**

By: , Deputy

cc: Jocelyn LaRocque- Engineering Services, Randolf Sanders- Engineering Services, Craig Standafer- Engineering Services, Cece Sellgren - Watershed Program, Matthew Lawrence Locati Revocable Living Trust, Developers Surety and Indemnity Company

Recording Requested By:
COUNTY OF CONTRA COSTA

When Recorded, Return To:
COUNTY OF CONTRA COSTA
Contra Costa County Public Works Department
Attn: County Watershed Program
255 Glacier Drive
Martinez, CA 94553

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

Document Title

COUNTY OF CONTRA COSTA

COVENANT RUNNING WITH THE LAND,
STORMWATER MANAGEMENT FACILITIES OPERATION
AND MAINTENANCE AGREEMENT, AND RIGHT OF ENTRY

PROJECT: SD16-9442

PROPERTY OWNER(S):

Matthew Lawrence Locati in his individual capacity and as trustee of all of the following: The Matthew Lawrence Locati Revocable Trust, dated July 13, 1999; The Matthew Lawrence Locati Revocable Trust; the Matthew Lawrence Locati Revocable Living Trust; and the Matthew Lawrence Locati Revocable Living Trust, as Amended and Restated

ASSESSOR'S PARCEL NUMBER(S): 169-150-007

**COVENANT RUNNING WITH THE LAND,
STORMWATER MANAGEMENT FACILITIES
OPERATION AND MAINTENANCE AGREEMENT,
AND RIGHT OF ENTRY**

This Covenant Running with the Land, Stormwater Management Facilities Operation and Maintenance Agreement, and Right of Entry ("Agreement") is made and entered into this _____ day of _____, 20_____, by and between Matthew Lawrence Locati in his individual capacity and as trustee of the Matthew Lawrence Locati Revocable Trust, dated July 13, 1999, The Matthew Lawrence Locati Revocable Trust, the Matthew Lawrence Locati Revocable Living Trust, and the Matthew Lawrence Locati Revocable Living Trust, as Amended and Restated, and the County of Contra Costa, a political subdivision of the State of California.

DEFINITIONS

The following terms used in this Agreement have the meanings specified below:

County: The term "County" means the County of Contra Costa and its authorized officers, agents, and employees.

County Engineer: The term "County Engineer" means the Public Works Director for the County or his/her designee.

Lot: The term "Lot" and "Lots" means the individual lots or parcels shown on the Map.

Map: The term "Map" means the final map or parcel map of the Project filed in the Official Records of the Contra Costa County Recorder.

Maintain: The terms "maintain," "maintained," or "maintenance" mean taking all actions reasonably necessary to keep the Stormwater Facilities in first-class operation, condition, and repair, as described in the Stormwater Control Plan and the Operation and Maintenance Plan, which actions include but are not limited to annual inspection and reporting, painting, cleaning, refinishing, repairing, replacing, and reconstructing the Stormwater Facilities, the payment of any applicable County fees, and in the case of landscaping, plant replacement, mulch replacement, irrigating, trimming, mowing, and fertilizing the landscaping.

NPDES Permit: The term "NPDES Permit" means the National Pollutant Discharge Elimination System (NPDES) Permit No. CAS612008 issued to the County and other co-permittees by the San Francisco Regional Water Quality Control Board, as amended, and as may be superseded by subsequent NPDES permits that are issued from time to time.

Operation and Maintenance Plan: The term "Operation and Maintenance Plan" means the Stormwater Control Operation and Maintenance Plan for the Property prepared by Aliquot Associates, Inc., and deemed consistent with the Ordinance by the County, which may only be modified when, upon written application for such changes, the County Engineer, in his/her sole discretion, provides written consent to

such changes. The Operation and Maintenance Plan and any approved changes are on file at the County Public Works Department.

Ordinance: The term "Ordinance" means Division 1014 of Title 10 of the Contra Costa County Code (Stormwater Management and Discharge Control), as may be amended from time to time.

Project: The term "Project" means SD16-9442, which is being developed on the Property by the Property Owner.

Property: The term "Property" means that real property, including all Lots, shown on the Map and described in Exhibit A attached to this Agreement.

Property Owner: The terms "Property Owner" and "Property Owners" mean between Matthew Lawrence Locati in his individual capacity and as trustee of the Matthew Lawrence Locati Revocable Trust, dated July 13, 1999, The Matthew Lawrence Locati Revocable Trust, the Matthew Lawrence Locati Revocable Living Trust, and the Matthew Lawrence Locati Revocable Living Trust, as Amended and Restated, and all heirs, successors, executors, administrators, and assigns of any interest in the Property, it being the intent of the parties that the obligations under this Agreement, as provided in Civil Code Section 1468, run with the Lots shown on the Map.

Stormwater Control Plan: The term "Stormwater Control Plan" means the Stormwater Control Plan prepared by Aliquot Associates, Inc., and deemed consistent with the Ordinance by the County, which may only be modified when, upon written application for such changes, the County Engineer, in his/her sole discretion, provides written consent to such changes. The Stormwater Control Plan and any approved changes are on file at the County Public Works Department.

Stormwater Facilities: The term "Stormwater Facilities" means the permanent stormwater management facilities and appurtenant design features located and constructed on the Property, as described in the Stormwater Control Plan and/or the Operation and Maintenance Plan.

RECITALS

This Agreement is made and entered into with reference to the following facts:

- A. The Property Owner is the owner of the Property and intends to develop the Property with impervious surfaces.
- B. The County is the owner of land constituting the northbound lanes of Pleasant Hill Road located to the west of the development, and the County is required to ensure that stormwater runoff from the Property meets the requirements of the NPDES Permit.
- C. To meet its obligations under the NPDES Permit, the County has required the Property Owner to construct the Stormwater Facilities.
- D. To meet its obligations under the NPDES Permit, the County has approved the Property Owner's Operation and Maintenance Plan and the Stormwater Control Plan for the Stormwater Facilities.

- E. To meet the County's obligations under the NPDES Permit, the County's Ordinance requires proper operation and maintenance in perpetuity of the Stormwater Facilities constructed on the Property.
- F. The Operation and Maintenance Plan and/or the Stormwater Control Plan include an annual inspection and reporting requirement and a continuing maintenance requirement for the Stormwater Facilities constructed on the Property.

AGREEMENT

NOW, THEREFORE, in consideration of the above premises, the sufficiency of which is acknowledged, the mutual covenants contained in this Agreement, and the following terms and conditions, the County and the Property Owner agree as follows:

SECTION 1

Responsibility for Operation and Maintenance: The Property Owner represents and warrants that the Stormwater Facilities have been designed and installed in strict accordance with the Stormwater Control Plan, the Operation and Maintenance Plan, and the Ordinance. No portion of the Stormwater Facilities may be altered in any manner that is inconsistent with the Stormwater Control Plan or the Operation and Maintenance Plan without the prior, written consent of the County Engineer. The Property Owner shall continuously maintain the Stormwater Facilities in first-class operating condition, in strict accordance with the Stormwater Control Plan, the Operation and Maintenance Plan, and the Ordinance, and in compliance with all applicable federal, state, and local laws and regulations, as they may be amended from time to time.

The Property Owner shall engage a licensed landscape contractor or other licensed professional acceptable to the County Engineer to undertake the following maintenance activities on the Property, unless the Property Owner receives prior, written approval of an alternative method from the County Engineer:

1. Diagnosis and correction of the Stormwater Facilities malfunctions that cannot be corrected through routine maintenance,
2. Application of fertilizer and/or pest control products within, under, or above the Stormwater Facilities,
3. Repair of private drainage system (including rain gutters, downspouts, area drains, risers, inlets, outlets, overflows, clean-outs, connectors, earthen and concrete conveyance swales, check dam/retaining walls, and catch basins),
4. Maintenance of irrigation system that may affect stormwater reaching the Stormwater Facilities,
5. Modification of site topography through yard and driveway grading that may affect stormwater reaching the Stormwater Facilities,
6. Subdrain cleaning/replacement (including perforated drain pipe), and
7. Replacement of engineered soil and mulch.

The County Engineer may, at any time, revoke approval of an alternate method for the maintenance of the Stormwater Facilities and require the Property Owner to hire a licensed landscape contractor or other licensed professional acceptable to the County Engineer to undertake any of the activities mentioned in this section.

If a dispute should arise between the Property Owner with respect to the necessity for maintenance, the standard of maintenance, the contractor(s) to be engaged to perform any repair or maintenance work, or any other matters pertaining to the operation or maintenance of the Stormwater Facilities, the dispute may be submitted to the County Engineer, in which case the decision of the County Engineer shall be final.

The County recognizes that the Operation and Maintenance Plan may provide for the allocation of Property Owner responsibilities for the maintenance of Stormwater Facilities located on various Lots. However, regardless of the allocation of maintenance responsibilities, the Property Owner of each Lot is responsible for compliance with all of the obligations contained in this Agreement, and all Property Owners will be jointly and severally liable for failure to comply with the terms and conditions set forth in this Agreement and in the Ordinance.

The County may require the Property Owner to amend the Stormwater Control Plan and/or the Operation and Maintenance Plan whenever the County deems amendments necessary to maintain compliance with the NPDES Permit. In that case, the Property Owner shall have the amendments prepared by a licensed engineer and promptly submit the amendments to the County Engineer for review and approval. All amendments proposed by the Property Owner are subject to the prior, written approval of the County Engineer. Whenever the Property Owner requests amendments to the Stormwater Control Plan and/or the Operation and Maintenance Plan, the Property Owner shall pay the County in advance for all staff time spent reviewing and taking action with respect to such request, whether or not the County Engineer approves the proposed amendments. All approved amendments to the Stormwater Control Plan and the Operation and Maintenance Plan will be kept on file at the County Public Works Department. The Property Owner shall promptly comply with all requirements of the Stormwater Control Plan and the Operation and Maintenance Plan, including any approved amendments.

SECTION 2

Inspection by Property Owner: The Property Owner shall inspect, at least annually, the Stormwater Facilities in accordance with this Agreement, including the requirements of the Operation and Maintenance Plan, the Stormwater Control Plan, and the Ordinance. The annual inspection shall include completion of the reporting form(s) required by the County, which form(s) will be provided annually to the Property Owner by the County. The Property Owner or a licensed landscape contractor or other licensed professional acceptable to the County Engineer must submit the reporting form(s) to the County Engineer no later than the deadline indicated on the form(s). Upon review, the County may require additional information from either the Property Owner or an appropriately-licensed contractor.

SECTION 3

Right of Entry and Stormwater Facilities Inspection by the County: The Property Owner hereby grants permission to the County and its contractors and other agencies with an interest in the Stormwater Facilities, such as the Contra Costa County Flood Control and Water Conservation District, the Contra Costa Mosquito and Vector Control District, and the Regional Water Quality Control Board, to enter upon the Property at any reasonable time to inspect, assess, or observe the Stormwater Facilities for the purpose of ensuring that the Stormwater Facilities are being properly maintained and are continuing to perform in an adequate manner to protect water quality and the public health and safety. This includes the right to enter upon the Property whenever the County or other agency has a reasonable basis to believe that a violation of this Agreement, the Operation and Maintenance Plan, the Stormwater Control Plan, the Ordinance, or the NPDES Permit has occurred or is threatening to occur. It also includes the right for the County and its contractors to enter upon the Property to perform any maintenance or other obligations required of the Property Owner under this Agreement or to abate any nuisance in connection with the Stormwater Facilities. The County and the other agencies shall endeavor to provide reasonable notice to the Property Owner before entering the Property.

SECTION 4

Failure to Perform Required Stormwater Facilities Repairs or Maintenance by the Property Owner: If the Property Owner fails to maintain the Stormwater Facilities in good working order and in accordance with the approved Operation and Maintenance Plan, the Stormwater Control Plan, and the Ordinance, the County, with prior notice, may enter the Property to return the Stormwater Facilities to good working order. The County is under no obligation to maintain or repair the Stormwater Facilities, and this Agreement may not be construed to impose any such obligation on the County. If the County, under this section, performs any work to return Stormwater Facilities to good working order, the Property Owner shall reimburse the County for all the costs incurred by the County, including administrative costs. The County will provide the Property Owner with an itemized invoice of the County's costs and the Property Owner will have 30 days to pay the invoice. If the Property Owner fails to pay the invoice within 30 days, the County may secure a lien against the Property in the amount of such costs. In addition, the County may make the cost of abatement of the nuisance caused by the failure to maintain the Stormwater Facilities a special assessment against the Property, which assessment may be collected on the tax roll in accordance with applicable law. This section does not prevent the County from pursuing other remedies against the Property or the Property Owner, including but not limited to those in the Ordinance and the nuisance abatement procedures in Division 14 of Title 1 (or successor provisions) of the Contra Costa County Ordinance Code.

If the Property Owner fails to maintain the Stormwater Facilities in accordance with this Agreement, the Operation and Maintenance Plan, the Stormwater Control Plan, or the Ordinance, the Property Owner shall be responsible for: (a) the costs of any code enforcement or nuisance abatement actions commenced by the County; and (b) the payment of, or reimbursement to the County for, any fines or penalties that may be levied against the County by the Regional Water Quality Control Board or any other regulatory agency, to the extent that the fines or penalties result from the Property Owner's failure to properly maintain the Stormwater Facilities. The County may recover such costs, fines, or penalties from the Property Owner in the same manner as provided in the preceding paragraph.

SECTION 5

Indemnity: The Property Owner agrees to defend, indemnify, save, and hold harmless the County and its governing board from any and all demands, losses, claims, costs, suits, liabilities, and expenses for any property damage, personal injury, or death arising directly or indirectly from or connected with the design, construction, use, operation or maintenance of the Stormwater Facilities by the Property Owner or the presence or existence of the Stormwater Facilities on the Property, except for claims, costs, or liabilities resulting from the sole negligence or sole willful misconduct of the County. The Property Owner's obligations under this section shall include the payment of penalties, fines, attorneys' fees, experts' fees, costs, and litigation expenses, as well as liability for the release or existence of any hazardous materials on, under, or in the Property. If any action or proceeding is brought against any of the indemnitees, the Property Owner shall reimburse the indemnitees for any expenditures, including reasonable attorneys' fees and costs, incurred by the indemnitees and, if requested by any of the indemnitees, shall defend the action or proceeding at the Property Owner's sole expense with counsel reasonably acceptable to the indemnitees.

SECTION 6

Covenant Running with the Land: The covenants of the Property Owner set forth above shall run with the land, and the burdens of the covenants shall be binding upon each and every part of the Property and the Lots and upon the Property Owner and the Property Owner's successors and assigns in ownership (on any interest in the Property) for the benefit of the land constituting the northbound lanes of Pleasant Hill Road located to the west of the development, and each and every part thereof. Said covenants shall inure to the benefit of and be enforceable by the County and its successors and assigns in ownership of each and every part of the above referenced road(s) and storm drains.

SECTION 7

Severability: Invalidation of any one of the provisions of this Agreement shall in no way affect any other provisions and all other provisions shall remain in full force and effect.

SECTION 8

No Dedication for Public Use: The provisions of this Agreement shall not be construed to constitute a dedication for public use, either express or implied, and any actions by the County to enforce this Agreement, including without limitation code enforcement or nuisance abatement actions, shall not be deemed to involve the exercise by the County of dominion or control over the Stormwater Facilities or the Property.

SECTION 9

Notices: All notices required by this Agreement or by law shall be in writing and shall be delivered in person or sent by certified mail, postage pre-paid.

Notices required to be given to the County shall be addressed as follows:

Contra Costa County Public Works Department
Attention: County Watershed Program
255 Glacier Drive
Martinez, CA 94553

Notices required to be given to the Property Owner, including any heirs, successors, or assigns, will be sent to the mailing address for the Property Owner that is on file with the Contra Costa County Assessor. The Property Owner may request in writing that notices be sent to an additional address.

Any party may change its address or contact person by notice in writing to the other party and thereafter notices shall be addressed and transmitted to the new address and/or new contact person.

SECTION 10

Effective Date and Modification: This Agreement is effective upon the date stated at the beginning of this Agreement. This Agreement shall not be modified except by written instrument executed by the County and the Property Owner at the time of modification. Such modifications shall be effective upon the date of execution and shall be recorded.

County of Contra Costa

Property Owner

By: _____
Brian M. Balbas, Public Works Director


Matthew Lawrence Locati, individually and as Trustee of the Matthew Lawrence Locati Revocable Trust, dated July 13, 1999, The Matthew Lawrence Locati Revocable Trust, the Matthew Lawrence Locati Revocable Living Trust, and the Matthew Lawrence Locati Revocable Living Trust, as Amended and Restated

RECOMMENDED FOR APPROVAL:
Brian M. Balbas, Public Works Director

By: 
Deputy Public Works Director

[Note: All Property Owner signatures must be notarized.]

APPROVED AS TO FORM:

Sharon L. Anderson
County Counsel
By: 
Deputy County Counsel

Attachments: Exhibit A (Legal Description)
Acknowledgment

EXHIBIT 'A'
LEGAL DESCRIPTION

REAL PROPERTY SITUATE IN THE UNINCORPORATED AREA OF CONTRA COSTA COUNTY, STATE OF CALIFORNIA BEING ALL OF RESULTANT LOT 1 CONVEYED TO MATTHEW LAWRENCE LOCATI, TRUSTEE OF THE MATTHEW LAWRENCE LOCATI REVOCABLE TRUST, DATED JULY 13, 1999, AS DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED SEPTEMBER 17, 2015 AS DOCUMENT NO. 2015-0193180-00, OFFICIAL RECORDS OF CONTRA COSTA COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST SOUTHEASTERLY CORNER OF SAID RESULTANT LOT 1, THENCE ALONG THE SOUTH LINE OF SAID RESULTANT LOT 1 THE FOLLOWING THREE (3) COURSES AND DISTANCES:

- 1) NORTH 88°11'32" WEST, FOR A DISTANCE OF 175.00 FEET,
- 2) NORTH 88°32'32" WEST, FOR A DISTANCE OF 432.60 FEET,
- 3) NORTH 88°21'34" WEST, FOR A DISTANCE OF 119.57 FEET TO THE MOST SOUTHWESTERLY CORNER OF SAID RESULTANT LOT 1, SAID POINT ALSO BEING ON THE EASTERLY RIGHT-OF-WAY LINE OF PLEASANT HILL ROAD;

THENCE, ALONG LAST SAID EASTERLY RIGHT-OF-WAY LINE AND THE WEST LINE OF SAID RESULTANT LOT 1 THE FOLLOWING SEVEN (7) COURSES AND DISTANCES:

- 1) NORTH 02°18'21" EAST, FOR A DISTANCE OF 174.41 FEET,
- 2) NORTH 23°17'32" EAST, FOR A DISTANCE OF 47.93 FEET,
- 3) NORTH 01°36'57" EAST, FOR A DISTANCE OF 307.13 FEET,
- 4) NORTH 23°04'21" EAST, FOR A DISTANCE OF 119.62 FEET,
- 5) NORTH 09°10'58" EAST, FOR A DISTANCE OF 87.13 FEET,
- 6) NORTH 51°29'27" EAST, FOR A DISTANCE OF 167.26 FEET,
- 7) NORTH 30°59'45" EAST, FOR A DISTANCE OF 81.92 FEET TO THE MOST NORTHWESTERLY CORNER OF SAID RESULTANT LOT 1, SAID POINT ALSO BEING ON THE CENTERLINE OF SHULGIN ROAD (40' WIDE PRIVATE ROAD);

THENCE, ALONG THE NORTH LINE OF SAID RESULTANT LOT 1 AND SAID CENTERLINE OF SHULGIN ROAD THE FOLLOWING SIX (6) COURSES AND DISTANCES:

- 1) SOUTH 67°52'32" EAST, FOR A DISTANCE OF 56.22 FEET,
- 2) SOUTH 41°28'32" EAST, FOR A DISTANCE OF 105.80 FEET,
- 3) SOUTH 73°33'32" EAST, FOR A DISTANCE OF 134.90 FEET,
- 4) SOUTH 58°54'32" EAST, FOR A DISTANCE OF 187.00 FEET,
- 5) SOUTH 44°03'32" EAST, FOR A DISTANCE OF 55.30 FEET,
- 6) SOUTH 23°38'32" EAST, FOR A DISTANCE OF 17.06 FEET TO THE MOST NORTHEASTERLY CORNER OF SAID RESULTANT LOT 1;

THENCE, ALONG THE EAST LINE OF SAID RESULTANT LOT 1 THE FOLLOWING SIX (6) COURSES AND DISTANCES:

- 1) SOUTH 43°48'28" WEST, FOR A DISTANCE OF 149.18 FEET,
- 2) SOUTH 22°08'16" EAST, FOR A DISTANCE OF 143.67 FEET,
- 3) SOUTH 38°14'01" EAST, FOR A DISTANCE OF 187.35 FEET,
- 4) SOUTH 56°44'19" WEST, FOR A DISTANCE OF 159.52 FEET,
- 5) SOUTH 25°43'22" WEST, FOR A DISTANCE OF 23.27 FEET,
- 6) SOUTH 31°14'32" EAST, FOR A DISTANCE OF 150.60 FEET TO THE **POINT OF BEGINNING**.

EXHIBIT 'A'
LEGAL DESCRIPTION

EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PARCEL

REAL PROPERTY SITUATE IN THE UNINCORPORATED AREA OF CONTRA COSTA COUNTY, STATE OF CALIFORNIA BEING ALL OF PARCEL 1 CONVEYED TO PAMELA LOCATI, TRUSTEE OF THE R. AND P. LOCATI FAMILY TRUST DATED NOVEMBER 3, 2000, AS DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED MARCH 9, 2016 AS DOCUMENT NO. 2016-0040271-00, OFFICIAL RECORDS OF CONTRA COSTA COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST SOUTHEASTERLY CORNER OF SAID PARCEL 1, FROM WHICH THE MOST SOUTHEASTERLY CORNER OF SAID RESULTANT LOT 1 BEARS SOUTH 56°01'55" EAST, FOR A DISTANCE OF 237.33 FEET;

THENCE, ALONG THE SOUTH LINE OF SAID PARCEL 1 THE FOLLOWING TWO (2) COURSES AND DISTANCES:

- 1) NORTH 78°45'38" WEST, FOR A DISTANCE OF 82.62 FEET,
- 2) NORTH 87°41'08" WEST, FOR A DISTANCE OF 110.06 FEET TO THE MOST SOUTHWESTERLY CORNER OF SAID PARCEL 1;

THENCE, ALONG THE WEST LINE OF SAID PARCEL 1 THE FOLLOWING FIVE (5) COURSES AND DISTANCES:

- 1) NORTH 01°04'09"E, FOR A DISTANCE OF 4.83 FEET,
- 2) ALONG THE ARC OF A CURVE TO THE LEFT, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 100.00 FEET, THROUGH A CENTRAL ANGLE OF 17°57'46", AN ARC LENGTH OF 31.35 FEET,
- 3) NORTH 16°53'37" WEST, FOR A DISTANCE OF 111.96 FEET,
- 4) NORTH 02°34'11" WEST, FOR A DISTANCE OF 60.37 FEET,
- 5) NORTH 20°19'09" EAST, FOR A DISTANCE OF 39.42 FEET TO THE MOST NORTHWESTERLY CORNER OF SAID PARCEL 1;

THENCE, ALONG THE NORTH LINE OF SAID PARCEL 1 SOUTH 89°04'35" EAST, FOR A DISTANCE OF 187.18 FEET TO THE MOST NORTHEASTERLY CORNER OF SAID PARCEL 1;

THENCE, ALONG THE EAST LINE OF SAID PARCEL 1 THE FOLLOWING TWO (2) COURSES AND DISTANCES:

- 1) SOUTH 10°11'03" EAST, FOR A DISTANCE OF 170.55 FEET,
- 2) SOUTH 00°20'36" WEST, FOR A DISTANCE OF 89.83 FEET TO THE **POINT OF BEGINNING**.

END OF DESCRIPTION

PREPARED BY:



VINCE J. D'ALO
LS 4210



March 26, 2019

DATE

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of Contra Costa)

On September 9, 2019, before me, Kathleen A. Hendley

Notary Public, personally appeared Matthew Lawrence Locati

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Kathleen A. Hendley
Signature of Notary Public



(SEAL)



**Contra
Costa
County**

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: October 8, 2019

Subject: Contra Costa Airports-Authorization to Negotiate Ground Lease & Dvpmnt Terms for Approx. 3 Acres of County-Owned Land at Buchanan Field Airport, Dst 4

RECOMMENDATION(S):

AUTHORIZE the Director of Airports, or designee, to negotiate a ground lease and development terms between the County, as the landlord, and the Contra Costa County Fire Protection District, as the developer, for approximately 3 acres of land located on the southeast corner of Center Avenue and Marsh Road in Concord, which site is part of Buchanan Field Airport.

FISCAL IMPACT:

There is no negative impact on the County General Fund. The Airport Enterprise Fund could realize lease and other revenues. The County General Fund could realize sales tax and other revenues if a lease is successfully negotiated.

BACKGROUND:

The development site is approximately 3 acres of land owned by the County that is located at the southeast corner of Center Avenue and Marsh Road in Concord, on the west side of Buchanan Field Airport (the Site). Any business proposal for the Site would have to be consistent with the Buchanan Field Airport Master Plan and the County's General Plan to be eligible for consideration. The Site is unimproved and has been designated for non-aviation use on the Buchanan Field Airport Master Plan.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Beth Lee (925)
681-4200

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

The Contra Costa County Fire Protection District (Fire District) has been looking for a new location for its Station 9. Currently, Station 9 is located in Pacheco, a few blocks from Buchanan Field Airport. Fire District staff appear to believe that the Site would be an ideal location for the new Station 9, especially since it is only about 3 blocks east of the existing facility. The contemplated new Station 9 will include ramp space and crew quarters to support conventional emergency services and a joint helicopter air medical and emergency response program with REACH Air Medical Services, LLC.

This project will proceed with the traditional environmental review and lease development processes. The Station 9 development project will be presented to the Aviation Advisory Committee, the Airport Committee, and any other party deemed relevant to enhance community relations and collaborative relationships.

In accordance with Federal Aviation Administration grant assurances, the Fire District must pay fair market value rent, based on like uses, for the use of airport land. As a result, the development of the Site will lead to increased revenues to the Airport Enterprise Fund. In addition, it is anticipated that the development of the Site for this particular public use will improve local emergency services and expand economic development activity at Buchanan Field Airport. This development will also facilitate the growth and development that has been identified in the adopted Buchanan Field Airport Master Plan.

Unless and until a final lease agreement is fully executed by all parties, this Board Order, any draft lease agreement, other communications or conduct of the parties shall have absolutely no legal effect, may not be used to impose any legally binding obligation on the County and may not be used as evidence of any oral or implied agreement between the parties or as evidence of the terms and conditions of any implied agreement.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in negotiating a ground lease and development terms will result in a delay in the development of the Site, which could negatively impact the Airport Enterprise Fund and County General Fund, and a delay in the anticipated enhancement of local emergency services, which could negatively impact public safety.



**Contra
Costa
County**

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: October 8, 2019

Subject: APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a hangar rental agreement with Buchanan Field Airport Hangar tenant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with JRM Equipment, LLC for a shade hangar at Buchanan Field Airport effective September 13, 2019, in the monthly amount of \$140.00, Pacheco area (District IV).

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$1,680.00 annually.

BACKGROUND:

On September 1, 1970, Buchanan Airport Hangar Company entered into a 30-year lease with Contra Costa County for the construction of seventy-five (75) hangars and eighteen (18) aircraft shelters/shade hangars at Buchanan Field Airport. In 1977 Buchanan Airport Hangar Company amended their lease to allow for the construction of another 30-year lease with Contra Costa County for the construction of seventeen (17) additional hangars. Buchanan Airport Hangar Company was responsible for the maintenance and property management of the property during the lease period.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Beth Lee (925)
681-4200

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

On September 1, 2000, the ninety-three (93) t- and shade hangars at Buchanan Field reverted to the County ownership pursuant to the terms of the above lease.

On November 14, 2006, the Contra Costa County Board of Supervisors approved the form of the T-Hangar and shade Hangar Rental Agreement for use with renting the County's t-hangars, shade hangars, medium hangars, and executive hangars at Buchanan Field Airport.

On February 16, 2007, the additional seventeen (17) hangars at Buchanan Field reverted back to the County pursuant to the above referenced lease. This row included six (6) large hangars which were not covered by the approved T-Hangar and shade Hangar Rental Agreement.

On February 23, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Rental Agreement for use with the large East Ramp Hangars.

On January 16, 2009, Contra Costa County Board of Supervisors approved an amendment to the T-Hangar and shade Hangar Rental Agreement and the Large Hangar Rental Agreement (combined "Hangar Rental Agreements") which removed the Aircraft Physical Damage Insurance requirement. The Hangar Rental Agreements are the current forms in use for rental of all the County hangars at Buchanan Field Airport.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action will cause a loss of revenue to the Airport Enterprise Fund.

ATTACHMENTS

Hangar Rental Agreement

CONTRA COSTA COUNTY - BUCHANAN FIELD AIRPORT

T-HANGAR AND SHADE HANGAR RENTAL AGREEMENT

1. **PARTIES:** **September 13, 2019** ("Effective Date"), the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("Airport"), **JRM Equipment, LLC** ("Renter"), hereby mutually agree and promise as follows:
2. **RENTER AND AIRCRAFT INFORMATION:** Simultaneous with the execution of this T-Hangar and Shade Hangar Rental Agreement ("**Rental Agreement**") by Renter, Renter shall complete the Renter and Aircraft Information Form. A completed copy of the Renter and Aircraft Information Form is attached hereto as Exhibit "A" and incorporated herein. Renter must also provide to Airport at that time, for inspection and copying, (1) the original current Aircraft Registration or, if the aircraft described in Exhibit A is under construction, the plans for and proof of ownership of such aircraft; and (2) the insurance information required by Section 16 below.
3. **PURPOSE:** The purpose of this Rental Agreement is to provide for the rental of a T-Hangar or Shade Hangar space at the Contra Costa County - Buchanan Field Airport for the storage of the aircraft described in the Renter and Aircraft Information Form ("**Renter's Aircraft**").
4. **PREMISES:** For and in consideration of the rents and faithful performance by Renter of the terms and conditions set forth herein, Airport hereby rents to Renter and Renter hereby rents from Airport that T-Hangar or Shade Hangar shown as # **B-9** on the T-Hangar and Shade Hangar Site Plan, attached hereto as Exhibit B and incorporated herein. This T-Hangar or Shade Hangar is part of the T-Hangar and Shade Hangar Site ("**T-Hangar Site**") and shall hereinafter be described as the "**T-Hangar.**"

Renter has inspected the T-Hangar and hereby accepts the T-Hangar in its present condition, as is, without any obligation on the part of Airport to make any alterations, improvements, or repairs in or about the T-Hangar.

5. **USE:** The T-Hangar shall be exclusively by Renter for the storage of Renter's Aircraft. In addition to the storage of Renter's Aircraft, Renter may use the T-Hangar for (1) the homebuilding, restoration and/or maintenance of Renter's Aircraft, provided that such homebuilding, restoration and/or maintenance is performed by Renter only and in conformance with all applicable statutes, ordinances, resolutions, regulations, orders, circulars (including but not limited to FAA Advisory Circular 20-27) and policies now in existence or adopted from time to time by the United States, the State of California, the County of Contra Costa and other government agencies with jurisdiction over Buchanan Field Airport; (2) the storage of and materials directly

related to the storage, construction of homebuilt planes homebuilding, restoration, and/or maintenance of Renter's Aircraft; (3) the storage of one boat, or one recreational vehicle, or one motorcycle, or one automobile, provided that Renter first provides to Airport proof of Renter's ownership and original registration of any stored boat or vehicle, for inspection and copying; and/or (4) the storage of comfort items (such as a couch, small refrigerator, etc.) that the Director of Airports, in his sole discretion, determines will not impede the use of the hangar for the storage of Renter's Aircraft, and are not prohibited by applicable building and fire codes. The T-Hangar shall not be used for any purpose not expressly set forth in this Section 5. Use.

The use of all or a portion of the T-Hangar for the storage of aircraft not owned or leased by Renter is prohibited. ("Aircraft not owned or leased by Renter" means any aircraft in which Renter does not have an ownership interest or which is not directly leased to Renter). Renter shall present proof of said ownership interest or lease to Airport upon request in addition to that information provided in Exhibit A.

If Renter's Aircraft is or becomes non-operational, it may be stored in the T-Hangar only if it is being homebuilt or restored by Renter. Prior to the commencement of any such homebuilding or restoration, Renter shall provide to Airport (1) a copy of the purchase agreement or (2) a valid federal registration number. If Renter's Aircraft is not registered as of the Effective Date, upon completion of construction, Renter shall register and apply for an airworthiness certificate for Renter's Aircraft in accordance with all applicable federal statutes and regulations and provide the original registration and certification to Airport, for inspection and copying, immediately upon receipt by Renter. On or before January 1 of each year, if the homebuilding or restoration has not been completed, Renter shall provide a written annual report to the Director of Airports that details the homebuilding or restoration activity performed, work still required to be completed and an estimate of time of completion.

6. **TERM:** This Rental Agreement shall be from month to month commencing **September 13, 2019**, and shall continue until terminated. This Rental Agreement may be terminated by any party upon thirty (30) days written notice to the other party.

7. **RENT:**

A. **Monthly Rent and Additional Rent.** Renter shall pay \$ **140.00** in rent per month ("**Monthly Rent**") due and payable in advance on the first day of each calendar month, beginning on the commencement date of this Rental Agreement. Unless directed to do otherwise by Airport, Renter shall pay rent only in cash or by personal check, certified check, or money order. If the term of this Rental Agreement begins on a day other than the first day of the month, the Monthly Rent stated above for the first month shall be prorated



**Contra
Costa
County**

To: Board of Supervisors
From: Denise Rojas, Interim Risk Manager
Date: October 8, 2019

Subject: Final Settlement of Claim, Miguel Aguilera vs. Contra Costa County

RECOMMENDATION(S):

RECEIVE this report concerning the final settlement of Miguel Aguilera and AUTHORIZE payment from the Workers' Compensation Internal Service Fund in an amount not to exceed \$95,000, less permanent disability advances.

FISCAL IMPACT:

Workers' Compensation Internal Service Fund payment of \$95,000, less permanent disability advances.

BACKGROUND:

Attorney Mark A. Cartier, defense counsel for the County, has advised the County Administrator that within authorization an agreement has been reached settling the workers' compensation claim of Miguel Aguilera v. Contra Costa County. The Board's September 17, 2019 closed session vote was: Supervisors Gioia, Andersen, Burgis, Mitchoff and Glover - Yes. This action is taken so that the terms of this final settlement and the earlier September 17, 2019 closed session vote of this Board authorizing its negotiated settlement are known publicly.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Denise Rojas
925-335-1400

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

Case will not be settled.



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Claims

RECOMMENDATION(S):

DENY claims filed by Francisca Rivero, Tonette Stewart, Sharon Talkington and Oliver Meyer. DENY late claim filed by Rosalba Zendejas.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Francisca Rivero: Personal injury claim arising out of a fall in the amount of \$1,000,000.
Tonette Stewart: Personal injury claim resulting from car accident in an unknown amount.
Sharon Talkington: Property claim for damaged personal property in the amount of \$250.
Rosalba Zendejas: Application for leave to file a late claim arising out of allegations of medical negligence.
Oliver Meyer: Property claim for damage to vehicle in undisclosed amount.

-
- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Scott Selby
925.335.1400

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: October 8, 2019

Subject: Declaring October 6 - 12 , 2019 Mental Health Awareness week in Contra Costa County

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Kate Rauch
510-231-8691

By: , Deputy

cc:

ATTACHMENTS

Resolution

2019/573

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2019/573

Declaring October 6 - 12, 2019 National Mental Health Awareness Week and Tuesday, October 8 National Day of Prayer in Contra Costa County.

WHEREAS, the Contra Costa County Board of Supervisors declares October 6 – 12, 2019 as National Mental Health Awareness Week and Tuesday, October 8th, 2019 as National Day of Prayer in Contra Costa County; and

WHEREAS, there is a need to support the recovery process of peers/clients/consumers and family members struggling with the challenges of mental health and substance use issues through the delivery of culturally responsive services; including but not limited to the incorporation of identified spiritual/faith practices and beliefs when requested; and

WHEREAS, mental health and substance use issues are among the leading causes of health challenges in America; and

WHEREAS, scientific studies show that when the identified spiritual/faith practices of a peer/client/consumer are embraced as a part of the recovery plan, the peer/client/consumer along with the behavioral health system experience shorter recovery times, fewer relapses, and fewer hospitalizations; and

WHEREAS, Contra Costa County Behavioral Health and Recovery Services in an effort to reflect the diverse population of the county and in support of the Statewide Mental Health and Spirituality Initiative has been one of the pioneering counties to heed the voice of the peer/client/consumer and family members in building collaborations with various faith based/spiritual communities to explore all resources and tools that will enhance mental health wellness; and

WHEREAS, peers/clients/consumers, family members, providers, spiritual leaders, Pleasant Hill Senior Center, NAMI Contra Costa FaithNet Committee and all other interested stakeholders can participate in the 2019 Mental Health and Spirituality Conference and other efforts to replace misinformation about mental health, erase prejudice, fear and blame thereby reducing stigma and disparities to unserved, underserved and inappropriately served communities by helping restore mental health wellness in Contra Costa County.

THEREFORE, the Board of Supervisors, County of Contra Costa, State of California proclaims October 6 – 12, 2019 as NATIONAL MENTAL HEALTH AWARENESS WEEK and TUESDAY, OCTOBER 8, 2019 AS NATIONAL DAY OF PRAYER and encourages everyone to participate in this important cause.

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

KAREN MITCHOFF

FEDERAL D. GLOVER

District IV Supervisor

District V Supervisor

I hereby certify that this is a true and correct copy of an
action taken
and entered on the minutes of the Board of Supervisors on
the date
shown.

ATTESTED: October 8, 2019

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: October 8, 2019

Subject: Proclaim October as Domestic Violence Awareness Month

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Sonia,
(510)231-8689

By: , Deputy

cc:

ATTACHMENTS

Resolution

2019/583

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2019/583

Proclaim October 2019 as Domestic Violence Awareness Month

WHEREAS, domestic violence is a prevalent social problem significantly impacting the health and well-being of Contra Costa residents; and
WHEREAS, the problems of domestic violence are not confined to any group or groups of people but cross all economic, racial, sexual orientation and societal barriers and are supported by societal indifference; and
WHEREAS, the crime of domestic violence violates an individual's privacy, dignity, security and humanity due to the systematic use of physical, emotional, sexual, psychological and economic control and/or abuse; and
WHEREAS, the impact of domestic violence is wide-ranging, directly affecting men, women, and children, and society as a whole; and
WHEREAS, it is the survivors of domestic violence themselves who have been in the forefront of efforts to bring peace and equality to the home; and
WHEREAS, all residents of Contra Costa County should feel safe in their homes, their schools, and their community; and
WHEREAS, the Contra Costa Alliance to End Abuse works to interrupt the generational, traumatic and progressive cycle of violence by fostering partnerships, and numerous public and private agencies provide services and support to families and individuals experiencing domestic violence including County Departments, law enforcement jurisdictions, advocacy organizations and community based agencies; and
WHEREAS, the County works to raise awareness so individuals will become advocates, and will take action to prevent domestic violence in their communities.
WHEREAS, "Contra Costa Says No More," a replication of the national No More public awareness campaign occurring in communities nationwide, encourages all residents to become part of the solution to end domestic violence; and
WHEREAS, according to the Center for Disease Control and Prevention, 1 in 9 female teens and 1 in 13 male teens reported experiencing sexual dating violence in the last year; and
WHEREAS, according to a Department of State Trafficking in Person Report, almost 70% of adult female survivors of human trafficking experienced domestic violence before they were trafficked; and
NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of Contra Costa County does hereby proclaim OCTOBER, 2019 as DOMESTIC VIOLENCE AWARENESS MONTH, and urges all residents to actively participate in the efforts to end domestic violence in our homes, in our schools, and in our communities.

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

DIANE BURGIS

District II Supervisor

District III Supervisor

KAREN MITCHOFF
District IV Supervisor

FEDERAL D. GLOVER
District V Supervisor

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action taken
and entered on the minutes of the Board of Supervisors on
the date
shown.

ATTESTED: October 8, 2019

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Diane Burgis, District III Supervisor
Date: October 8, 2019

Subject: CODE ENFORCEMENT OFFICER APPRECIATION WEEK

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Lea Castleberry
925-252-4500

By: , Deputy

cc:

ATTACHMENTS

Resolution
2019/586

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2019/586

In the matter of recognizing the 2nd Week of October as "Contra Costa County Code Enforcement Officer Appreciation Week"

WHEREAS, Code Enforcement Officers provide for the safety, health and welfare of citizens in communities throughout the state of California through the enforcement of local, state and federal laws and ordinances dealing with various issues of building, zoning, housing, animal control, environmental, health and life safety; and

WHEREAS, Code Enforcement Officers have challenging and demanding roles and often do not receive recognition for the job they do in improving quality of life for residents and businesses of local communities; and

WHEREAS, the role of many Code Enforcement Officers has expanded in recent years with jurisdictions increasingly relying on the expertise and training of Code Enforcement Officers in their communities; and

WHEREAS, Code Enforcement Officers are dedicated, highly-qualified and highly trained professionals who share the goals of preventing neighborhood deterioration, enhancing communities and ensuring safety, and preserving property values through knowledge, training and application of housing, zoning, and nuisance laws; and

WHEREAS, Contra Costa County wants to recognize and honor our Code Enforcement Officers that serve our community and acknowledge their role in leading the way to improve quality of life within our communities; and

Now, Therefore, Be It Resolved by the Contra Costa County Board of Supervisors, that the second week of October be known as Code Enforcement Officer Appreciation Week in Contra Costa County and call upon its residents to join in recognition and expressing their appreciation for the dedication and service by the individuals who serve as our Code Enforcement Officers.

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

KAREN MITCHOFF

District IV Supervisor

FEDERAL D. GLOVER

District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Karen Mitchoff, District IV Supervisor
Date: October 8, 2019

Subject: Recognizing National 4-H Week

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Lia Bristol, (925)
521-7100

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

ATTACHMENTS

Resolution

2019/594

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2019/594

In the matter of recognizing National 4-H Week

WHEREAS, 4-H is America's largest youth development organization, having supported almost six million youth across the country thus far; and

WHEREAS, 4-H has helped 3,159 youth in Contra Costa County to become confident, independent, resilient and compassionate leaders; and

WHEREAS, 4-H is delivered by Cooperative Extension – a community of more than 100 public universities across the nation that provides experiences where young people learn by doing in hands-on projects in areas including health, science, agriculture and civic engagement; and

WHEREAS, California 4-H is delivered by University of California Cooperative Extension, the research and outreach arm of the University of California's Division of Agriculture and Natural Resources; and

WHEREAS, National 4-H Week showcases the incredible experiences that 4-H offers young people, and highlights the remarkable 4-H youth in Contra Costa County who work each day to make a positive impact on those around them; and

WHEREAS, 4-H's network of 600,000 volunteers and 3,500 professionals provides caring and supportive mentoring to all 4-H'ers, helping them to grow into true leaders, entrepreneurs and visionaries.

NOW, THEREFORE, BE IT RESOLVED that the Contra Costa County Board of Supervisors do hereby proclaim October 6–12, 2019, as NATIONAL 4-H WEEK throughout Contra Costa County, and encourage all of our citizens to recognize 4-H for the significant impact it has made and continues to make by empowering youth with the skills they need to lead for a lifetime.

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

KAREN MITCHOFF

District IV Supervisor

FEDERAL D. GLOVER

District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa,



Contra
Costa
County

To: Board of Supervisors
From: John Gioia, District I Supervisor
Date: October 8, 2019

Subject: Honoring the Rotary Club of El Cerrito's 10th Anniversary Sip & Savor

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Sonia Bustamante,
(510)231-8689

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

ATTACHMENTS

Resolution

2019/598

*The Board of Supervisors of
Contra Costa County, California*

In the matter of:

Resolution No. 2019/598

Honoring the Rotary Club of El Cerrito's 10th Anniversary Sip & Savor

WHEREAS, the Rotary Club El Cerrito was chartered on 5/2/1949, and 2019 marks its 70th year of operations in the City of El Cerrito; and

WHEREAS, the Rotary Club of El Cerrito presents its 10th annual fundraiser benefiting local non-profit organizations and other charitable projects, made possible by leadership of Club Officers and members, notable Sonja Givens-Thomas, Fundraising Chair.

WHEREAS, the Rotary Club of El Cerrito "The Friendly Club" has created positive impacts throughout our community, the State of CA, and across the world; El Cerrito Rotary has been a global citizen throughout its 70 years; and

WHEREAS, past and current El Cerrito Rotary Club members have contributed to support non-profits, including the El Cerrito Library Foundation, Contra Costa Civic Theatre, Alzheimer's Respite and Older Adults Day Program, Contra Costa Foster Youth: Foster A Dream Program, Muscular Dystrophy Association (MDA), ECHS Drama Department, STAND-Stand Against Domestic Violence, Student Activity Fund of El Cerrito, and the Milo Foundation.

WHEREAS, the 10th Anniversary Sip & Savor supports Camp Kesem, Contra Costa Civic Theatre, El Cerrito High School (Garden & James Morehouse Project), El Cerrito Library Foundation, El Cerrito Recreation (David Hunter Memorial Scholarship Fund), RotaCare Richmond Free Medical Clinic, and the The Milo Foundation held October 13, 2019 in El Cerrito at the Berkeley Country Club.

NOW, THEREFORE, BE IT RESOLVED on October 13, 2019 the Rotary Club of El Cerrito is honored for its 10th Annual Sip & Savor and 70 years of service and making a difference in the lives of many people across the world with their generosity and leadership and in support of local organizations contributing to the health and well being of our citizens. They are recognized for creating a legacy of service, fellowship and fun; earning their title as the "The Friendly Club".

JOHN GIOIA

Chair, District I Supervisor

CANDACE ANDERSEN

District II Supervisor

DIANE BURGIS

District III Supervisor

KAREN MITCHOFF

District IV Supervisor

FEDERAL D. GLOVER

District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa,

By: _____, Deputy



Contra
Costa
County

To: Board of Supervisors
From: Transportation Water and Infrastructure Committee
Date: October 8, 2019

Subject: Adopt Ordinance No. 2019-25 regulating polystyrene food and beverage containers, as recommended by the TWI Committee. Project No. 7517-6W7086

RECOMMENDATION(S):

ADOPT the attached Findings In Support of Ordinance No. 2019-25.

ADOPT Ordinance No. 2019-25 regulating polystyrene-based food service ware in unincorporated Contra Costa County.

DETERMINE that the activity is not subject to the California Environmental Quality Act (CEQA), pursuant to Sections 15061(b)(3) of the CEQA Guidelines.

DIRECT the Director of the Department of Conservation and Development to file a Notice of Exemption with the County Clerk.

AUTHORIZE the Public Works Director, or designee, to arrange for payment of a \$25 fee to the Department of Conservation and Development for processing, and a \$50 fee to the County Clerk for filing the Notice of Exemption.

FISCAL IMPACT:

The annual cost to enforce Ordinance No. 2019-25 is estimated to be \$25,000. These costs will be paid with Stormwater Utility Assessment funds.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Michele Mancuso, (925)
313-2236

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Allison Knapp, Deputy Public Works Director, Tim Jensen, Flood Control, Michele Mancuso, County Watershed Program, Catherine Windham, Flood Control

BACKGROUND:

The Transportation, Water and Infrastructure Committee (TWI Committee) first heard this item on November 8, 2018. That meeting provided the public an opportunity to give the County comments on whether or not to ban polystyrene food and beverage containers, and if so, what types of products should be banned. On December 4, 2018, the Board of Supervisors considered a TWI Committee recommendation to adopt an ordinance banning polystyrene food and beverage containers and the extent of the ban. The Board considered the recommendation and expanded the ban to include not only the use of, but also the sale of polystyrene food and beverage containers. The Board then directed staff to prepare an ordinance to implement that ban on polystyrene food service ware. The TWI Committee reviewed the ordinance at its August 12, 2019, meeting and recommended its adoption by the Board.

Ordinance No. 2019-25. Ordinance No. 2019-25 includes the following provisions:

- The ordinance prohibits food vendors (e.g., restaurants, fast food or take-out services, food trucks, and other businesses that sell food or beverages) in the unincorporated County from using polystyrene food and beverage containers beginning May 1, 2020.
- The ordinance requires food vendors in the unincorporated County to use environmentally friendly food and beverage containers.
- The ordinance prohibits the sale of polystyrene food and beverage containers in the unincorporated County beginning May 1, 2020.
- Prepackaged food items, raw meat trays, and reusable polystyrene ice chests and coolers are exempt.
- Leases and rental agreements for County-owned facilities may require the use of environmentally friendly food service ware. Contracts with County vendors and service providers may require the use of environmentally friendly food service ware in connection with services performed for the County.
- The ordinance includes a process for food vendors to request that the Public Works Director issue a one-year hardship exemption under limited circumstances.

An Administrative Bulletin is currently being prepared that will prohibit the use of polystyrene-based food service ware by County departments.

Outreach. Before the TWI Committee meeting on August 12, 2019, staff expanded the outreach mailing list for this project to include over 450 businesses and impacted parties, including representative associations and other parties of interest, like the Restaurant Association, chambers of commerce, and recyclers or recovery businesses. On July 15, 2019, a letter was sent to all parties on the outreach mailing list informing them of the proposed polystyrene ban. The letter included a caption in both Spanish and Chinese that directed them to a website with more information. The website includes text of the letter in English with a button that will take the reader to a translated version of the text into either Spanish or Chinese. The ordinance is also on the website in English, Spanish, and Chinese. The letter requested comments on the ordinance and informed them of the opportunity to express their concerns in person at the TWI Committee meeting on August 12, 2019. There was no public comment at the TWI Committee meeting. A similar letter was subsequently sent to all parties on the outreach mailing list informing them of the Board meeting on September 24, 2019, and the opportunity to submit comments by mail, by e-mail, or by phone, or to comment in person at the September 24, 2019, Board meeting.

California Environmental Quality Act (CEQA). The Department of Conservation and Development staff have determined that the approval of Ordinance No. 2019-25 is exempt from CEQA environmental review under CEQA Guidelines Section 15061(b)(3), the common sense exemption. This exemption applies to projects that will have no significant effect on the environment. Adopting the ordinance and implementing the ban of polystyrene food and beverage containers will not adversely affect the environment but will actually improve the environment by removing a product that degrades habitat and

causes loss of wildlife.

For the above reasons, the TWI Committee and Public Works Department staff recommends that the Board of Supervisors adopt Ordinance No. 2019-25 and take the other recommended actions set forth above.

CONSEQUENCE OF NEGATIVE ACTION:

If the ordinance is not adopted, polystyrene-based food service ware will continue to be sold and used in unincorporated Contra Costa County and the adverse environmental effects associated with these activities will continue.

ATTACHMENTS

Findings for Ordinance 2019-25

Ordinance 2019-25

CEQA Notice of Exemption

Contra Costa County Board of Supervisors

October 8, 2019

Findings in support of the adoption of Ordinance No. 2019 - 25 regulating polystyrene-based food service ware in unincorporated Contra Costa County.

Findings:

The Board of Supervisors finds and determines as follows:

- (a) Polystyrene, often referred to by the trademark “Styrofoam”, is a petroleum-based, lightweight plastic material commonly used as food service ware by retail food vendors operating in unincorporated Contra Costa County. Polystyrene has become a problematic environmental pollutant because it is non-biodegradable and nearly non-reusable. It can take hundreds of years for polystyrene to break down even in landfills.
- (b) The County and the Contra Costa County Flood Control and Water Conservation District spend approximately \$750,000 annually to remove litter from waterways and sensitive environmental areas within the County. Polystyrene single-use food service ware constitutes a significant portion of that litter.
- (c) Prohibiting the use of polystyrene food service ware and requiring the use of recyclable and reusable food service ware will advance the County’s interests in protecting its waterways, environment, and taxpayers from the negative environmental and financial impacts associated with polystyrene food service ware. This ordinance also is intended to assist the County with meeting its trash reduction requirements under its regional stormwater permit issued by the regional water quality control board. By enacting this ordinance, the County joins the following cities within Contra Costa County that have enacted some type of ban on the use and/or sale of polystyrene: Concord, El Cerrito, Hercules, Lafayette, Martinez, Pinole, Pittsburg, Richmond, San Pablo, and Walnut Creek.
- (d) Food service vendors and businesses may have existing inventories of polystyrene food service ware, and they may need time to purchase environmentally friendly food service ware. For those reasons, the prohibition against the sale and use of polystyrene food service ware will be effective May 1, 2020.

ORDINANCE NO. 2019-25

(Environmentally-Friendly Food Packaging)

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code).

SECTION 1. Summary. This ordinance prohibits food vendors from using polystyrene food service ware, and it requires food vendors to use environmentally-friendly food service ware, unless the vendor obtains an exemption under this ordinance. This ordinance also prohibits the retail sale of polystyrene food service ware in unincorporated Contra Costa County. Pre-packaged food items and reusable polystyrene-based ice chests and coolers are exempt from the requirements of this ordinance.

SECTION 2. Chapter 418-18 (Environmentally-Friendly Food Packaging) is hereby added to Division 418 (Refuse) of the Ordinance Code to read:

Chapter 418-18 Environmentally-Friendly Food Packaging

418-18.002 Definitions. For the purposes of this chapter, the following terms have the following meanings:

- (a) “Environmentally-friendly food service ware” means food service ware that meets one of the following criteria:
 - (1) Single-use, disposable containers and other products made from recyclable materials and used for selling, vending, or serving food or beverages, including but not limited to cups, bowls, plates, and hinged or lidded containers (clamshells).
 - (2) Products that can be used more than once in their current form to serve or transport prepared, ready-to-consume food or beverages, including but not limited to cups, bowls, plates, and containers made from ceramic, glass, porcelain, metal, or other composite or product intended to be reused.
- (b) “Food vendor” means a person that does one or more of the following in unincorporated Contra Costa County:
 - (1) Sells prepared food to the public at retail, whether take-out, dine-in, or delivery, including sales of prepared food from food trucks.
 - (2) Provides prepared food to the public, including at organized or special events, whether or not for sale.

- (3) Provides prepared food to clients or residents of facilities, such as board-and-care facilities, homeless shelters, food banks, food assistance programs, senior centers, nursing homes, schools, hotels, or clinics, whether or not for sale.
- (c) “Polystyrene-based” means and includes expanded polystyrene, which is a thermoplastic petrochemical material utilizing a styrene monomer and processed by any number of techniques including, but not limited to, fusion of polymer spheres (expandable bead polystyrene), injection molding, form molding, and extrusion blow molding (extruded foam polystyrene). The term “polystyrene” also includes polystyrene that has been expanded or blown using a gaseous blowing agent into a solid foam (expanded polystyrene (EPS)), and clear or solid polystyrene known as oriented polystyrene.
- (d) “Polystyrene food service ware” means polystyrene-based, single-use, disposable containers and other products used for selling, vending, or serving food or beverages. Polystyrene food service ware includes, but is not limited to, cups, bowls, plates, and hinged or lidded containers (clamshells) that are made from expanded or extruded polystyrene. For the purposes of this ordinance, polystyrene food service ware does not include any of the following products: straws, splash sticks, stir sticks, soup lids, drink lids, utensils, tablecloths, egg cartons, and liquid cartons.
- (e) “Prepackaged food” means any properly-labeled processed food that is prepackaged to prevent any direct human contact with the food product upon distribution from the manufacturer.
- (f) “Prepared food” means food or beverages that are serviced, packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed, or otherwise prepared. Prepared food does not include raw eggs, fish, meat, or poultry, or any raw foods containing those raw materials.
- (g) “Raw meat trays” means trays used for packaging raw meat, poultry, seafood, or other similar protein intended to be cooked or prepared offsite.
- (h) “Recyclable materials” means any materials that are accepted in the recycling collection programs in unincorporated Contra Costa County.

(Ord. 2019-25, § 2.)

418-18.004 Polystyrene food service ware prohibited. Beginning on May 1, 2020:

- (a) A food vendor shall not provide polystyrene food service ware to any person. A food vendor shall use only environmentally-friendly food service ware.
- (b) A person shall not sell, at wholesale or at retail, polystyrene-based food service ware.

(Ord. 2019-25, § 2.)

418-18.006 Use of polystyrene at County facilities.

- (a) A lease or rental agreement between the County and a person for the occupancy or use of a County facility shall require the use of environmentally-friendly food service ware at the facility being leased or rented.
- (b) A contract with a person to provide services to or on behalf of the County shall require the use of environmentally-friendly food service ware in connection with the provision of those services.

(Ord. 2019-25, § 2.)

418-18.008 Exempt products and food vendor hardship exemptions.

- (a) Exempt products. Notwithstanding anything to the contrary contained in this chapter, this chapter does not prohibit the sale or use of any of the following:
 - (1) Prepackaged food products that do not use environmentally-friendly packaging, or that use polystyrene-based packaging materials.
 - (2) Polystyrene-based ice chests and coolers intended to be reused.
 - (3) Raw meat trays.
- (b) Food vendor hardship exemptions.
 - (1) Application for hardship exemption. A food vendor may request a hardship exemption from the requirements of this chapter by submitting a written request to the Public Works Director. The food vendor must establish to the satisfaction of the Public Works Director that use of environmentally-friendly food service ware will cause an undue hardship to the vendor, or that no suitable alternative to polystyrene food service ware is available in the form of environmentally-friendly food service ware. The Public Works Director may require the food vendor to provide additional information in support of its request for a hardship exemption, including but not limited to a list of available alternative packaging materials and the reasons why those materials cannot be used without causing a hardship to the food vendor. A hardship does not exist solely on the basis that an environmentally-friendly food service ware product costs more than a similar polystyrene food service ware product.
 - (2) Determination. A food vendor that submits a written request for a hardship exemption will be issued a written decision by the Public Works Director indicating whether the hardship exemption is granted. A written decision denying a hardship exemption will explain the reasons for the denial.

- (3) Term. A hardship exemption is valid for a period of one year from the date the Public Works Director approves the exemption.
- (4) Successive exemptions permitted. A hardship exemption does not automatically renew, and a new application for a hardship exemption is required to obtain a successive one-year hardship exemption. There is no limit on the number of successive one-year hardship exemptions a food vendor may apply for under this section.

(Ord. 2019-25, § 2.)

418-18.010 Enforcement. The Public Works Director is responsible for enforcing the requirements of this chapter within unincorporated Contra Costa County. The County may seek compliance with this chapter by any remedy allowed under this code, including, but not limited to, administrative fines, infraction citations, and any other remedy allowed by law.

(Ord. 2019-25, § 2.)

SECTION 3. Effective Date and Publication. This ordinance becomes effective 30 days following its adoption by the Board of Supervisors. Within 15 days after passage, this ordinance shall be published in the East Bay Times, a newspaper published in this County, in a manner satisfying the requirements of Government Code section 25124, with the names of supervisors voting for and against it.

PASSED on _____ by the following vote:

AYES:
 NOES:
 ABSENT:
 ABSTAIN:
 ATTEST:

DAVID J. TWA
 Clerk of the Board of Supervisors
 and County Administrator

 Board Chair

By: _____
 Deputy

[SEAL]

**DETERMINATION THAT AN ACTIVITY
IS EXEMPT FROM THE
CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

ACTIVITY No.: WO#7086, CP#19-24

ACTIVITY NAME: Ordinance Banning Polystyrene Foodware

PREPARED BY: Alex Nattkemper

DATE: July 18, 2019

This activity is not subject to the California Environmental Quality Act (CEQA) pursuant to Section 15061 (b) (3) of the CEQA Guidelines.

It can be seen with certainty that there is no possibility that the activity may have a significant adverse effect on the environment; therefore, the activity is not subject to CEQA.

DESCRIPTION OF THE ACTIVITY:

The project consists of adopting a proposed ordinance that would ban the use and sale of polystyrene (often referred to as Styrofoam) food and beverage containers in restaurants, convenience stores, care facilities, and other similar places in unincorporated communities throughout Contra Costa County (County). The ordinance is needed to help the County meet its storm water permit requirements. The San Francisco Bay Regional Water Quality Control Board issues the County a Municipal Regional Permit (MRP), which requires the County to reduce trash and improve water quality in the County's waterways and storm drain system in unincorporated County communities. The County has developed a Trash Reduction Plan to meet the permit requirements, and one element of the plan is to ban polystyrene food containers. The ordinance is compatible with and supports the County's Climate Action Plan. The County will track the effectiveness of the ban by analyzing the content of trash collected throughout the County, comparing the amount of polystyrene litter collected after ordinance implementation with the amount collected before the ordinance. Upon adoption of the ordinance by the County Board of Supervisors, staff will begin an outreach and awareness program. Staff will contact all restaurants, stores, and other places that prepare and sell or provide food and beverages to the public, and inform them that they can no longer use polystyrene food and beverage containers. In addition, staff will contact all retail outlets that sell merchandise that they can no longer sell food and beverage containers made from polystyrene. The ordinance allows a six-month grace period, after adoption, before the ordinance becomes effective. This provision allows business owners to use up their existing supplies of polystyrene containers. Certain polystyrene products are exempt, including food products pre-packaged outside the County, packaging for raw meat, fish, chicken, and eggs, and reusable ice chests. After the outreach effort to business owners, approximately 6 months after adoption, staff will begin a soft enforcement program where businesses are checked to see if they comply or not. If they do not comply then a warning will be issued. A year after adoption, and any warnings issued, staff will begin long-term full enforcement. Outreach was conducted to inform interested and impacted parties of the proposed ordinance and requested comments, which were used to inform the various elements of the ordinance. The County Board of Supervisors approved moving forward with the ban on December 4, 2018. Prior to adoption of the ban, a second public meeting will be conducted.

LOCATION: The project is located in unincorporated areas throughout Contra Costa County.

REVIEWED BY:  DATE: 7-18-19
Avé Brown
Principal Environmental Analyst
Environmental Services Division
Contra Costa County Public Works Department

APPROVED BY:  DATE: 8-1-19
Department of Conservation and
Development Representative

CALIFORNIA ENVIRONMENTAL QUALITY ACT
Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

From: Contra Costa County
Dept. of Conservation & Development
30 Muir Road
Martinez, CA 94553

County Clerk
County of: Contra Costa

Project Title: **Ordinance Banning Polystyrene Foodware**
Project No. WO#7086, CP#19-24

Project Applicant: **Contra Costa County Public Works Department,**
255 Glacier Drive Martinez, CA 94553

Project Location: The project is located in unincorporated communities throughout Contra Costa County

Lead Agency: **Contra Costa County Department of Conservation and Development**

Description of Nature, Purpose and Beneficiaries of Project: The project consists of adopting a proposed ordinance that would ban the use and sale of polystyrene (often referred to as Styrofoam) food and beverage containers in restaurants, convenience stores, care facilities, and other similar places in unincorporated communities throughout Contra Costa County (County). The ordinance is needed to help the County meet its storm water permit requirements. The San Francisco Bay Regional Water Quality Control Board issues the County a Municipal Regional Permit (MRP), which requires the County to reduce trash and improve water quality in the County's waterways and storm drain system in unincorporated County communities. The County has developed a Trash Reduction Plan to meet the permit requirements, and one element of the plan is to ban polystyrene food containers. The ordinance is compatible with and supports the County's Climate Action Plan. The County will track the effectiveness of the ban by analyzing the content of trash collected throughout the County, comparing the amount of polystyrene litter collected after ordinance implementation with the amount collected before the ordinance. Upon adoption of the ordinance by the County Board of Supervisors, staff will begin an outreach and awareness program. Staff will contact all restaurants, stores, and other places that prepare and sell or provide food and beverages to the public, and inform them that they can no longer use polystyrene food and beverage containers. In addition, staff will contact all retail outlets that sell merchandise that they can no longer sell food and beverage containers made from polystyrene. The ordinance allows a six-month grace period, after adoption, before the ordinance becomes effective. This provision allows business owners to use up their existing supplies of polystyrene containers. Certain polystyrene products are exempt, including food products pre-packaged outside the County, packaging for raw meat, fish, chicken, and eggs, and reusable ice chests. After the outreach effort to business owners, approximately 6 months after adoption, staff will begin a soft enforcement program where businesses are checked to see if they comply or not. If they do not comply then a warning will be issued. A year after adoption, and any warnings issued, staff will begin long-term full enforcement. Outreach was conducted to inform interested and impacted parties of the proposed ordinance and requested comments, which were used to inform the various elements of the ordinance. The County Board of Supervisors approved moving forward with the ban on December 4, 2018. Prior to adoption of the ban, a second public meeting will be conducted.

Name of Public Agency Approving Project: **Contra Costa County**
Name of Person or Agency Carrying Out Project: **Contra Costa County Public Works Department**

Exempt Status:

- Ministerial Project (Sec. 21080(b) (1); 15268; Categorical Exemption: Class ()
 Declared Emergency (Sec. 21080(b)(3); 15269(a)); Other Statutory Exemption, Code No.: _____
 Emergency Project (Sec. 21080(b)(4); 15269(b)(c)); Common Sense Exemption [Section 15061 (b)(3)]

Reasons why project is exempt: It can be seen with certainty that there is no possibility that the activity may have a significant adverse effect on the environment; therefore, the activity is not subject to CEQA pursuant to Section 15061 (b)(3) of the CEQA guidelines.

Lead Agency Contact Person: **Alex Nattkemper - Public Works Dept.** Area Code/Telephone/Extension: **(925) 313-2364**

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

Contra Costa County Department of Conservation and Development

Signed by Lead Agency Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

Signature

Title

Applicant:

Public Works Department
255 Glacier Drive
Martinez, CA 94553

Attn: **Alex Nattkemper**

Environmental Services Division

Phone: (925) 313-2364

Department of Fish and Game Fees Due

- EIR - \$3,271.⁰⁰
 Neg. Dec. - \$2,354.⁷⁵
 DeMinimis Findings - \$0
 County Clerk - \$50
 Conservation & Development - \$25

Total Due: \$75.⁰⁰

Total Paid \$ _____

Receipt #: _____



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Reclamation District 2122 (Winter Island) Board of Trustees Appointment

RECOMMENDATION(S):

APPOINT, in lieu of election, Otome Lindsey to the Board of Trustees of Reclamation District 2122 (Winter Island) for a term of four years.

FISCAL IMPACT:

None.

BACKGROUND:

The Board of Supervisors received correspondence from Gallery & Barton, a law corporation representing Reclamation District 2122 (Winter Island). On behalf of the Reclamation District, Gallery & Barton has requested the Board of Supervisors to make an appointment to fill one seat on the District's Board of Trustees in lieu of election.

The District received only one nomination for the open seat, and the sole application was filed by incumbent, Otome Lindsey. Pursuant to Water Code section 50741, the District published notice that the election has been canceled. The District has not received any petitions from landowners requesting an election be held. Therefore, the District requests that the incumbent be appointed, pursuant to Water Code section 50740-50742. Otome Lindsey was previously appointed to serve in a two-year term, though it was truncated to preserve staggered terms consistent with Water Code section 50602.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Emlyn Struthers
925-335-1919

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The proposed nominee to the Board of Trustees for Reclamation District 2122 would not be approved, and the District's Board of Trustees would have difficulty conducting business.

ATTACHMENTS

Correspondence from Gallery & Barton

DANIEL F. GALLERY
(RETIRED/INACTIVE)

JESSE W. BARTON

GALLERY & BARTON
A PROFESSIONAL LAW CORPORATION
1112 I STREET, SUITE 240
SACRAMENTO, CA 95814-2865

P: (916) 444-2880
F: (916) 444-6915
WWW.GALLERYBARTONLAW.COM

WRITER'S E-MAIL: jbarton@gallerybartonlaw.com

September 13, 2019

Clerk to the Board of Supervisors
651 Pine Street,
1st Floor, Room 106
Martinez, CA 94553

Dear Clerk to the Board:

This office represents Reclamation District 2122 (Winter Island) (the "District"). The term of one trustee of Reclamation District 2122 expires this year. The District published notice calling for nomination petitions on August 14, 2019. The District has received no nominations for the position, other than from the incumbent.

In addition, the District has received no petition of landowners requesting that an election be held. Therefore, in accordance with Water Code section 50740, no election will be held, and in accordance with Water Code section 50741, the District will publish notice that the District general election for this year has been canceled.

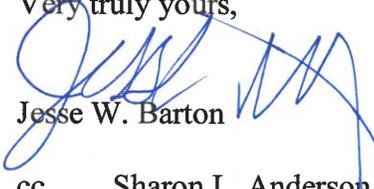
This is to request that in accordance with Water Code sections 50741 and 50742, the Board of Supervisors appoint the incumbent to an additional term as Trustee for Reclamation District 2122.

The name and mailing address of the incumbent to be appointed is:

Otome Lindsey
Department of Water Resources
P.O. Box 942836
Sacramento, CA 94236-0001

Upon appointment, if you could notify me, I would greatly appreciate the gesture. Thank you for your assistance in this matter. If additional information is needed, please contact me at 916-444-2880.

Very truly yours,


Jesse W. Barton

cc. Sharon L. Anderson
Contra Costa County Counsel
651 Pine Street, 9th Floor
Martinez, CA 94553



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Declaring a Vacancy on the Commission for Women

RECOMMENDATION(S):

ACCEPT resignation of Stephanie Williams-Rogers from the Contra Costa Commission for Women, DECLARE a vacancy in At Large 9 seat, and DIRECT the Clerk of the Board to post the vacancy, as requested by the Commission.

FISCAL IMPACT:

None

BACKGROUND:

Stephanie Williams-Rogers was appointed to the Commission for Women in At Large 9 seat on January 22, 2019. She was to complete the unexpired term ending on February 28, 2019, and subsequently commence a new three-year term for the period of March 1, 2019 to February 28, 2022. Ms. Williams-Rogers submitted an email resignation on September 16, 2019 stating she would no longer be able to serve on the Commission for Women.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to declare the vacancy in the At Large 9 seat would delay making a new appointment to the seat, and could potentially lead to issues attaining a quorum required to conduct business.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Emlyn Struthers,
925-335-1919

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Russell Watts, Treasurer-Tax Collector
Date: October 8, 2019

Subject: DECLARE VACANCY ON THE TREASURY OVERSIGHT COMMITTEE

RECOMMENDATION(S):

ACCEPT the resignation of Donald Bouchet, DECLARE vacancy in the Board of Supervisors Appointee seat of Contra Costa County Treasury Oversight Committee effective immediately and ACCEPT the resignation of Parm Sandhu, DECLARE vacancy in the Board of Supervisors Alternate seat of Contra Costa County Treasury Oversight Committee effective immediately, and DIRECT the Clerk of the Board to post these vacancies.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The purpose of the Treasury Oversight Committee is to review the County's investment policy, regularly monitor the County Investment Pool's performance, and report on the pool's performance to the Board of Supervisors. The Committee is composed of seven statutory and three alternates as follows: One statutory member and one alternate appointed by the Board of Supervisors; One statutory member appointed by the County Superintendent of Schools; One statutory member and one alternate selected by a majority of the presiding officers of the governing bodies of the school districts and the community college district in the County; One statutory member and

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Ronda Boler, (925)
957-2806

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

one alternate member selected by a majority of the presiding officers of the legislative bodies of the special districts in the County that are required or authorized to deposit funds in the County Treasury; and three members of the public, a majority of whom shall have expertise in, or an academic background in, public finance and who shall be economically diverse and bipartisan in political registration. (May have no fewer than three nor more than eleven members, additional restrictions are on members).

Donald Bouchet, who held the Board of Supervisors Appointee seat on the Treasury Oversight Committee since 1996, has notified our office of his decision to step down effectively immediately. The term of his seat ends April 30, 2020. A new nomination to finish out Mr. Bouchet's term is required from the Board's Internal Operations Committee for review and recommendation to the Board of Supervisors.

Parm Sandhu, who held the Board of Supervisors Alternate seat on the Treasury Oversight Committee (2016-2020), has notified our office of his decision to step down effective immediately due to moving outside of the County. The term of his seat ends on April 30, 2020. A new nomination to finish out Mr. Sandhu's term is required from the Board's Internal Operations Committee for review and recommendation to the Board of Supervisors.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to declare vacancies before making a new appointment will cause the County to be out of compliance with State law.

ATTACHMENTS

TOC Resignation

TOC Alternate Resignation

Ronda Boler

From: Don Bouchet <audret9@hotmail.com>
Sent: Friday, September 20, 2019 11:32 AM
To: Ronda Boler
Subject: Re: TOC Resignation

Ed Grubb
TOC chairperson
C/O Ronda Boler, Executive Secretary

Dear Ed,

Please accept this e-mail as my official resignation from the BOS Appointee seat of Contra Costa County Treasury Oversight Committee effective immediately. The 4-year term expires 4/30/2022.

Thank you for the privilege of serving with you.

Best regards,

Donald L. Bouchet

August 5, 2019

Parm Sandhu
29137 Eden Shores Dr
Hayward, CA. 94545

Donald Bouchet, Committee Chair
Treasurer-Tax Collector's Office
625 Court Street, Room 100
Martinez, CA. 94553

Dear Mr. Bouchet:

It is with regret that I am writing to inform you of my decision to resign from the Contra Costa County Treasury Oversight Committee, effective immediately. My wife and I have recently purchased a house in Hayward; and we have decided to move to be closer to work.

I am grateful for having had the opportunity to serve on the committee as an alternate Board of Supervisor Representative of this vital body for the past year. I offer my best wishes for its continued successful oversight.

Sincerely,

A handwritten signature in black ink, appearing to read 'Parm Sandhu', written in a cursive style.

Parm Sandhu
Alternate Board of Supervisor Representative (2016 – 2020)
Contra Costa County Treasury Oversight Committee

CC:

Ronda Boler, Executive Secretary, Treasurer-Tax Collector's Office



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Council on Homelessness Seat Changes

RECOMMENDATION(S):

APPOINT Manuel Arredondo, LCSW to the Behavioral Health Representative Seat on the Council on Homelessness, DECLARE a vacancy in the Health Care Representative, and DIRECT the Clerk of the Board to post the vacancy.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

On September 5, 2019, Council on Homelessness voted to recommend that Manuel Arredondo, LCSW, Supervisor of Integrated Behavioral Health for La Clinica De La Raza, be moved from the Health Care Representative seat to the open Behavioral Health Representative seat so that he is better positioned to provide input from his field of expertise and so that the Council can seek a Health Care representative more closely affiliated with the medical health care system.

CONSEQUENCE OF NEGATIVE ACTION:

Inadequate representation of Health Care perspective on the Council on Homelessness.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Lavonna Martin,
925-608-6701

By: , Deputy

cc: Jaime Jenett, Marcy Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Appointment to the Emergency Medical Care Committee

RECOMMENDATION(S):

APPOINT Joseph Gorton to the Emergency Medical Care Committee (EMCC) seat B10 – Public Managers’ Association, as recommended by Health Services Director, with a term expiration date of September 30, 2020:

Public Managers’ Association Authorized Representative: Joseph Gorton, 7000 Bollinger Canyon Road, San Ramon, CA 95688.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

The EMCC is a multidisciplinary committee appointed by the County Board of Supervisors, to provide advice and recommendations on EMS-related matters to the Board, Health Services Director and its EMS Agency. Membership consists of consumer representatives, and representatives of EMS-related organizations and groups.

In September 2018, the EMCC two-year membership began a new term. The former B10 seat is vacant due to the former representative resigning from the EMCC effective June 13, 2019. The Public Managers’ Association nominated Mr. Gorton in August 2019.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Patricia Frost,
925-313-9554

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Rachel Morris, Marcy Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this Board Order is not approved, this position on the EMCC will not be filled.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Diane Burgis, District III Supervisor
Date: October 8, 2019

Subject: APPOINTMENT TO THE KNIGHTSEN TOWN ADVISORY COUNCIL

RECOMMENDATION(S):

APPOINT the following individuals to the Knightsen Town Advisory Council to a term expiring December 31, 2020, as recommended by Supervisor Diane Burgis.

Appointee 3 seat
Debbie Allsup

Appointee 5 seat
Maria Jehs

FISCAL IMPACT:

None.

BACKGROUND:

The District 3 Office advertised for the vacant seats on the Knightsen Town Advisory Council. Applications were accepted and the recommendation to appoint the above individuals was then determined.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Lea Castleberry
925-252-4500

By: , Deputy

cc:



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Reclamation District 799 (Hotchkiss Tract)

RECOMMENDATION(S):

APPOINT in lieu of election Richard Kraemer and Richard Kent to serve on the Board of Trustees of Reclamation District 799 (Hotchkiss Tract) for a term of four years, commencing December 2019 and concluding December 2023.

FISCAL IMPACT:

None

BACKGROUND:

The Board of Supervisors received correspondence from Dina Holder, District Secretary for Reclamation District 799, requesting appointment to the Board of Trustees of the District in lieu of elections. Ms. Holder reports that the Board of Trustees of the District, at its regular meeting on July 25, 2019, adopted a resolution to call for an all mailed ballot election to fill two four-year terms that are set to expire in December 2019. Subsequent to posting the notice calling for nominations, the District received only two filing petitions, from Richard Kraemer and Richard Kent. Therefore, the District election scheduled for November 12, 2019 is uncontested and no election will be conducted.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Jami Napier,
335-1908

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

At this time, the District respectfully requests that the Board of Supervisors appoint Richard Kraemer and Richard Kent to four-year terms on the Board of Trustees of Reclamation District 799. The terms will commence in December 2019 and conclude in December 2023.

CONSEQUENCE OF NEGATIVE ACTION:

The proposed nominees to the Board of Trustees for Reclamation District 799 (Hotchkiss Tract) would not be approved, which may hinder the Board of Trustees in achieving a quorum and conducting the District's business.

ATTACHMENTS

Correspondence from RD 799



Reclamation District 799 (Hotchkiss Tract)

PO Box 353

6325 Bethel Island Road, Bethel Island, CA 94511

Phone: 925-684-2398 Fax: 925-684-2399

Website: www.rd799.com

Email: dinard799@outlook.com



Board of Trustees:

President – Jim Price

& Trustees: Arthur John Hanson, Richard Kent, Walter Pierce, and Richard Kraemer

September 23, 2019

Contra Costa County Board of Supervisors
651 Pine St., Room 107
Martinez, CA 94553

Honorable Board of Supervisors:

I am the District Secretary of Reclamation District 799 (hereinafter “District”).

At the July 25, 2019 regular meeting of the Board of Trustees of Reclamation District 799, the board adopted Resolution 2019-4 “Directing an All Mailed Ballot Election” (see attached Resolution 2019-4) as two trustee terms are set to expire in December 2019.

A Notice Calling for Nominations (“Notice”) was posted on August 29, 2019, in various locations around the District, at the Bethel Island Post Office and on the District’s web site (www.rd799.com). The Nomination period ended on Thursday, September 19, 2019 at 5:00 pm.

At the close of the Nomination period, the District had only received two completed Official Filing Petitions; one for Richard Kraemer and one for Richard Kent (see attached Official Filing Petitions).

Therefore, the all mailed ballot District election scheduled for November 12, 2019 is uncontested and no election will be conducted.

We respectfully request that the Board of Supervisors appoint Richard Kraemer and Richard Kent to the Board of Trustees of Reclamation District 799 for a term of four years, commencing in December 2019 and that these appointments take place at the next Board of Supervisors meeting.

Thank you very much for your courtesy and cooperation.

A handwritten signature in cursive script that reads "Dina Holder". The signature is written in black ink and is positioned above a horizontal line.

Dina Holder
District Secretary
Reclamation District 799

Enclosures

cc: Contra Costa County Registrar of Voters
Contra Costa County Counsel

Recording Requested By:
Reclamation District 799
(Hotchkiss Tract)

When Recorded Mail To:
P.O. Box 353
Bethel Island, CA 94511

The above space is for the recorders use only

Document Title:

RESOLUTION 2019-4

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
RECLAMATION DISTRICT 799 DIRECTING AN ALL MAILED BALLOT ELECTION**

WHEREAS, Reclamation District No. 799 (RD 799), will have an election to fill two seats on the Board of Trustees ("Board") for RD 799 in November 2019; and

WHEREAS, the Board desires to maximize the opportunity for landowners to cast their ballots; and

WHEREAS, the landowners within RD 799 have previously approved that mailed ballots be used to conduct all future general district elections.

NOW, THEREFORE, BE IT RESOLVED, THAT the Board of Trustees of Reclamation District 799, hereby authorizes:

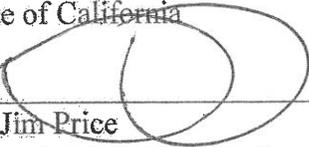
1. RD 799 elects to hold an all mailed ballot election on November 12, 2019, and authorizes and directs the Office Manager, the District Secretary, the Attorney for RD 799, and the Engineer for RD 799 to prepare such documents as may be necessary to conduct such election, and authorizes and directs the election board, as appointed by the Contra Costa Board of Supervisors, to conduct such election.
2. The Board hereby nominates the following three landowners, or representatives of landowners, as the election board provided for by Water Code Section 50700 as follows:

- i. Mike Alvarez
- ii. Dina Holder
- iii. Carl Shelton

PASSED AND ADOPTED by the Board of Trustees of Reclamation District 799, at a regular meeting thereof, held on July 25, 2019 by the following vote:

AYES: Trustees: Price, Hanson, Kent, and Pierce
NOES: None
ABSENT: None
ABSTENTION: None

RECLAMATION DISTRICT 799
A Political Subdivision of the
State of California

By: 
Jim Price
BOARD PRESIDENT, Board of Trustees

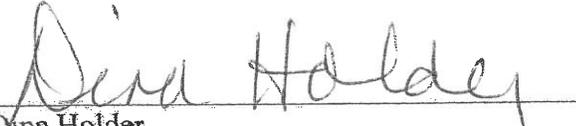
ATTEST:

Dina Holder
DISTRICT SECRETARY

CERTIFICATION

I, Dina Holder, Secretary of Reclamation District 799, do hereby certify that the foregoing is a full, true and correct copy of a resolution of Reclamation District 799 duly passed and adopted at a regular meeting of the Board of Trustees thereof held on the 25th day of July, 2019.

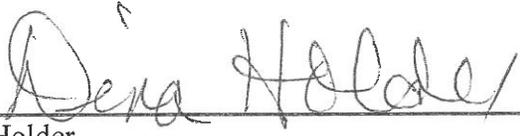
Dated: July 25, 2019


Dina Holder,
District Secretary, Reclamation District 799

NOTICE CALLING FOR NOMINATIONS TO
THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 799

NOTICE IS HEREBY GIVEN that a General Election will be held in Reclamation District No. 799 ("District") on November 12, 2019, for the purpose of electing two trustees to serve on the Board of Trustees of the District. In accordance with California Water Code Section 50731.5, to be placed on the ballot for the election, a petition for a nominee must be filed with the District's Board Secretary (located at 6325 Bethel Island Road, Bethel Island, California 94511) no later than 5:00 p.m. on September 19, 2019. The form of the petition must be in substantial conformance with Water Code Section 50731.6 and identify the name of the nominee and signed by five (5) or more landowners or the landowner's legal representative owning property within the boundaries of the District.

Dated: August 29, 2019

/s/ 
Dina Holder
District Secretary, Reclamation District No. 799

OFFICIAL FILING PETITION
(Water Code 50731.6)
Nomination of Candidate

We, the undersigned voters of Reclamation District No. 799, hereby nominate
Richard L. Keat for the office of Trustee of the District
 (Name of Candidate)
 for a term of 4 years.

- | | Name | Date | Residence |
|----|---|----------------|--|
| 1. | <u>Jim Price</u>
Print Name
<u>[Signature]</u>
Signature | <u>8/22/19</u> | <u>PO Box 177</u>
Residence Address
<u>Bethel Island 94511</u>
City, State, Zip Code |
| 2. | <u>ARTHUR J HANSEN</u>
Print Name
<u>[Signature]</u>
Signature | <u>8/22/19</u> | <u>4500 SANDHOUND BLVD</u>
Residence Address
<u>OAKLEY CA 94561</u>
City, State, Zip Code |
| 3. | <u>[Signature]</u>
Print Name
<u>W. Keat</u>
Signature | <u>8/22/19</u> | <u>4506 SANDHOUND BLVD</u>
Residence Address
<u>OAKLEY CA 94561</u>
City, State, Zip Code |
| 4. | <u>Richard L. Keat</u>
Print Name
<u>[Signature]</u>
Signature | <u>8/22/19</u> | <u>OAKLEY CA 94561</u>
Residence Address
<u>Oakley CA 94561</u>
City, State, Zip Code |
| 5. | <u>Mike Alvarez</u>
Print Name
<u>[Signature]</u>
Signature | <u>8/22/19</u> | <u>5792 Sandhoun Blvd</u>
Residence Address
<u>Oakley CA 94561</u>
City, State, Zip Code |

AFFIDAVIT OF CIRCULATOR

State of California
 County of Contra Costa ss.

Richard L. Keat, being duly sworn, deposes and says:
 (Name of Circulator)

that he (he/she) circulated the foregoing petition and saw all the signatures appended thereto and knows that they are the signatures of the persons whose names they purport to be.

[Signature]
 (Signature of circulator)

Subscribed and sworn to before me
 this _____ day of _____, 20__.

Notary Public in and for the County
 of _____, State of California.
 My commission expires _____.

*Per CA Notary law,
 please attached form
 for notarization*

AFFIDAVIT OF NOMINEE

State of California)
County of CONTRA COSTA

Richard Kent, being duly sworn, says that he/she is says
(Name of Nominee)

that he/she is the above-named nominee for the office of 799, that
(Office)

he/she will accept the office in the event of his/her election, that he/she desires his/her name to appear on the ballot as follows:

Richard L. Kent
(Print name above)

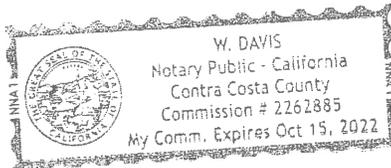
that he/she desires the following occupational designation, containing not more than three words, to appear on the ballot under his/her name, and that this designation is correct.

[Signature]
(Signature of nominee)

(Print desired designation, if any, above)

Subscribed and sworn to before me
this 6th day of September, 2019.

[Signature]
Notary Public in and for the County
of CONTRA COSTA State of California.
My commission expires 10/15/2022



9/19/19

OFFICIAL FILING PETITION
(Water Code 50731.6)
Nomination of Candidate

We, the undersigned voters of Reclamation District No. 799, hereby nominate
Richard Kraemer for the office of Trustee of the District
(Name of Candidate)
for a term of 4 years.

- | | Name | Date | Residence |
|----|---------------------------------------|------------------|---|
| 1. | <u>Richard Kent</u>
Print Name | <u>8-22-2019</u> | <u>4508 Sandwood</u>
Residence Address |
| | <u>[Signature]</u>
Signature | | <u>OAKLEY, CA 94511</u>
City, State, Zip Code |
| 2. | <u>[Signature]</u>
Print Name | <u>8-22-2019</u> | <u>4508 Sandwood Blvd</u>
Residence Address |
| | <u>[Signature]</u>
Signature | | <u>OAKLEY CA 94561</u>
City, State, Zip Code |
| 3. | <u>B.I. Kraemer</u>
Print Name | <u>8/22/19</u> | <u>Oakley CA 94561</u>
Residence Address |
| | <u>[Signature]</u>
Signature | | <u>Oakley CA 94561</u>
City, State, Zip Code |
| 4. | <u>Jim Rice</u>
Print Name | <u>8/22/19</u> | <u>P.O. Box 117</u>
Residence Address |
| | <u>[Signature]</u>
Signature | | <u>Bathel Island 94511</u>
City, State, Zip Code |
| 5. | <u>Arthur J. Hanson</u>
Print Name | <u>8/22/19</u> | <u>4508 Sandwood Blvd</u>
Residence Address |
| | <u>[Signature]</u>
Signature | | <u>OAKLEY CA 94561</u>
City, State, Zip Code |

AFFIDAVIT OF CIRCULATOR

State of California)
County of Central ss.

Richard Kraemer, being duly sworn, deposes and says:
(Name of Circulator)

that he (he/she) circulated the foregoing petition and saw all the signatures appended thereto and knows that they are the signatures of the persons whose names they purport to be.

[Signature]
(Signature of circulator)

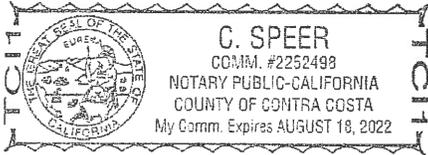
Subscribed and sworn to before me
this day of , 20
See attached journal
Notary Public in and for the County
of , State of California.
My commission expires .

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Contra Costa

Subscribed and sworn to (or affirmed)
before me on 08/26/2019, by
Richard J. Kraemer

proved to me on the basis of satisfactory
evidence to be the person~~s~~ who appeared
before me.



C. Speer
Notary Signature

Optional Information

Title or type of document:

Official Filing Petition / Affidavit of
Circulator

Number of Pages 1

AFFIDAVIT OF NOMINEE

State of California)
County of CONTRA COSTA

Richard I Kraemer, being duly sworn, says that he/she is says
(Name of Nominee)

that he/she is the above-named nominee for the office of TRUSTEE, that
(Office)

he/she will accept the office in the event of his/her election, that he/she desires his/her name to appear on the ballot as follows:

RICHARD R. KRAEMER
(Print name above)

that he/she desires the following occupational designation, containing not more than three words, to appear on the ballot under his/her name, and that this designation is correct.

[Signature] _____
(Signature of nominee) (Print desired designation, if any, above)

Subscribed and sworn to before me
this ___ day of _____, 20__.

See attached jurat
Notary Public in and for the County
of _____, State of California.
My commission expires _____.

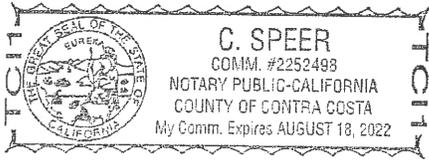
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Contra Costa

Subscribed and sworn to (or affirmed)
before me on 08/26/2019, by

Richard J. Kraemer

proved to me on the basis of satisfactory
evidence to be the person who appeared
before me.



C. Speer
Notary Signature

Optional Information

Title or type of document:

Affidavit of Name

Number of Pages 1



Contra
Costa
County

To: Board of Supervisors
From: Diane Burgis, District III Supervisor
Date: October 8, 2019

Subject: Contra Costa County Fire Protection District - Advisory Fire Commission

RECOMMENDATION(S):

APPOINT Michael Daugelli to the District 3 seat on the Contra Costa County Fire Protection District - Advisory Fire Commission to a term expiring June 30, 2021, as recommended by Supervisor Diane Burgis.

District 3 Seat
Michael Daugelli
Antioch, CA 94531

FISCAL IMPACT:

None.

BACKGROUND:

The District 3 seat has been vacant since May 8, 2018. Applications were accepted and the recommendation to appoint the above individual was then determined.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Lea Castleberry
925-252-4500

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: PUBLIC PROTECTION COMMITTEE
Date: October 8, 2019

Subject: Appointments to Juvenile Justice Coordinating Council

RECOMMENDATION(S):

APPOINT Claire Bromberry and Rebecca Oriol to the Nonprofit Community-based Organization seats on the Juvenile Justice Coordinating Council. Both terms will commence on October 8, 2019, and cease on June 30, 2021.

FISCAL IMPACT:

None

BACKGROUND:

On June 18, 2019, the Board appointed several members to the Juvenile Justice Coordinating Council (C.33). However, there were still two remaining Nonprofit Community-based Organization seats vacant after these appointments. As a result, the following recruitment schedule was set.

- July 16: First Day of Application Period
- August 16: Application Deadline
- September 2: PPC Committee Meeting (subsequently rescheduled due to Labor Day Holiday)
- September 17: Board of Supervisors Consideration of Nominees

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Lara DeLaney, (925)
335-1097

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: PPC Staff

BACKGROUND: (CONT'D)

At the onset of this new recruitment, staff also contacted previous applicants to participate in the interview process. Additionally, The Office of Reentry and Justice issued a Press Release (Attachment A) on July 16, 2019.

At the close of business on the deadline date, a total of five (5) new applications were received. In addition, four (4) previous applicants also submitted applications. These four individuals met the requirement of serving as a Nonprofit Community-based Organization representative, and confirmed their continued interest in serving on this body.

A Special Meeting of the Public Protection Committee was then scheduled for September 30, 2019, to conduct public interviews of the applicants. After review and discussion, the following two (2) individuals were recommended to be appointed.

<u>First Name</u>	<u>Last Name</u>	<u>District</u>	<u>City</u>	<u>Designation</u>
Claire	Bromberry	4	Concord	Nonprofit CBO Seat
Rebecca	Oriol	5	Pittsburg	Nonprofit CBO Seat

If the two appointments are approved, a complete roster of the Council membership is illustrated in Attachment B.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Juvenile Justice Coordinating Council may have difficulty conducting business without these filled seats.

ATTACHMENTS

Attachment A - JJCC Recruitment Press Release

Attachment B--JJCC Membership Roster



Contra Costa County

County Administrator's Office • 651 Pine Street • Martinez, CA 94553 • www.contracosta.ca.gov

IMMEDIATE RELEASE
July 16, 2019

Contact: Lara DeLaney, Director, Office of
Reentry and Justice, 925-335-1097
lara.delaney@cao.cccounty.us

Contra Costa County Seeks Applicants for Juvenile Justice Coordinating Council

(Martinez, CA) - The Contra Costa County Board of Supervisors is seeking applicants who may be interested in serving on its 19-member Juvenile Justice Coordinating Council (JJCC).

The JJCC is a multi-agency advisory body charged with creating and maintaining the County's comprehensive *Juvenile Probation Consolidated Annual Plan* and coordinating county-based juvenile delinquency prevention initiatives. The state-mandated *Juvenile Probation Consolidated Annual Plan* is designed to improve services for Contra Costa County's juvenile justice population by assessing existing practices and resources, identifying system needs and gaps, and prioritizing and recommending solutions.

The Juvenile Justice Coordinating Council is composed of the following 19 members:

- Nine (9) ex-officio voting members:
 1. Chief Probation Officer, as Chair
 2. District Attorney's Office representative
 3. Public Defender's Office representative
 4. Sheriff's Office representative
 5. Board of Supervisors' representative
 6. Employment and Human Services Department representative
 7. Alcohol and Other Drugs Division representative
 8. Behavioral Health Division representative
 9. Public Health Division representative

- Ten (10) additional voting members selected and appointed by the Board of Supervisors:
 10. City Police Department representative
 11. County Office of Education representative
 - 12–15. Four (4) At-Large Members, residing or working within Contra Costa County;
 - 16–17. Two (2) Community-Based Organization representatives;
 - 18–19. Two (2) At-Large Youth, age 14 to 21 years old, residing or working in Contra Costa County

The Board is now seeking applications for two (2) of the seats identified above:

- ✓ Two (2) Community-Based Organization representatives; #16 and #17

Appointments to the Juvenile Justice Coordinating Council will be for a term of two years. The JJCC is expected to meet on a regular basis, at intervals to be established by the JJCC. Members will serve without compensation, stipends, or reimbursement of expenses. The community based organization representatives should reflect the geographic, ethnic, and racial diversity of the County and should include those providing restorative justice, faith-based, or mentoring services, to justice-involved, homeless, or foster-care involved youth.

Applicants will be interviewed by the Board of Supervisors' Public Protection Committee: Supervisors John Gioia, District I, and Federal Glover, District V. The nominations for the Juvenile Justice Coordinating Council will then be forwarded to the full Board of Supervisors for action.

Below is a timeline of the recruitment process for the two vacancies:

- July 16, 2019: First Day of Application Period
- August 16, 2019: Final Day of the Application Period, due by 5:00 p.m.
- September 2, 2019: Public Protection Committee Meeting: Interviews
- September 17, 2019: Board of Supervisors Consideration of Nominees

Application forms can be obtained from the Clerk of the Board of Supervisors by calling (925) 335-1900 or by visiting the County webpage at <http://www.contracosta.ca.gov/3418/>. Applications should be returned to the Clerk of the Board of Supervisors, Room 106, County Administration Building, 651 Pine Street, Martinez, CA 94553. Applications can also be emailed to ClerkoftheBoard@cob.cccounty.us.

Public Protection Committee Chair and Board Chair, Supervisor John Gioia, commented on the process, "We value diversity, inclusion and racial equity in Contra Costa County, and we welcome interest from representatives of community based organizations across our County who want to serve the community in the cause of juvenile justice and delinquency prevention."

###

Contra Costa County
 Juvenile Justice Coordinating Council Membership
 Term: July 1, 2019 to June 30, 2021

Seat	Incumbent	Representing
Chief Probation Officer, as Chair	Todd Billeci	Probation Department
District Attorney's Office	Andrea Tavenier	District Attorney's Office
Public Defender's Office	Karen Moghtader	Public Defender's Office
Sheriff's Department	Melissa Klawuhn	Sheriff's Office
Board of Supervisors	Sonia Bustamante	Board of Supervisors - District I
Department of Social Services	Todd Lenz	Employment and Human Services Department - Children and Family Services
Department of Mental Health	Dan Batiuchok	Behavior Health - Health Services Department
Community-based Drug and Alcohol Program	Fatima Matal Sol	County Alcohol and Other Drugs
City Police Department	Trevor Schmitzius	Martinez Police Department
County Office of Education or a School District	Lynn Mackey	Contra Costa Office of Education
Public Health	Daniel W. Peddycord	Public Health - Health Services Department
At-large Community Representative #1	Jonathan Bean	District 3
At-large Community Representative #2	LeDamien Flowers	District 1
At-large Community Representative #3	Stephanie Medley	District 1
At-large Community Representative #4	Tamisha Torres-Walker	District 3
Nonprofit Community-based Organization #1	Claire Bromberry*	District 4
Nonprofit Community-based Organization #2	Rebecca Oriol*	District 5
At-large Youth Representative #1	D'Ana Clark	District 1
At-large Youth Representative #2	Journey Horacek-Lee	District 3

*Membership effective October 8, 2019



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: October 8, 2019

Subject: APPOINT Sarah Foster to At Large Environmental Justice Seat #2 on the Sustainability Commission

RECOMMENDATION(S):

APPOINT Sarah Foster to At Large Environmental Justice #2 seat on the Sustainability Commission for a term ending March 31, 2021, as recommended by the Sustainability Committee.

FISCAL IMPACT:

None.

BACKGROUND:

On November 15, 2016, the Board of Supervisors approved the creation of a Contra Costa County Sustainability Commission. The function of the Sustainability Commission is to: (1) Provide advice to staff and the Board on successful implementation of the Climate Action Plan, including suggestions on how that work can be performed more efficiently and effectively; (2) Advise the Board on opportunities to realize equity and fairness across the diverse communities of Contra Costa County in sustainability programs that support the Climate Action Plan; and (3) Provide suggestions to staff and the Board on how to better engage Contra Costa County residents and businesses on sustainability issues and implementation of the Climate Action Plan.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Jody London,
925-674-7871

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

On May 6, 2019, the Sustainability Committee interviewed candidates for vacancies in At-Large seats on the Sustainability Commission. During its deliberations, the Sustainability Committee noted the importance of having greater representation on the Sustainability Commission from frontline communities that bear a disproportionate burden of exposure to pollution and impacts of a changing climate. The Sustainability Committee recommended that the Board create an additional seat for a member representing environmental justice issues and who lives in a frontline community (also sometimes referred to as a "disadvantaged" community). The Committee also stated the additional environmental justice seat should help the Commission reflect the geographic diversity of the County. On August 6, 2019, the Board of Supervisors approved the creation of this additional seat, with a term extending to March 31, 2021.

With the creation of the second environmental justice seat, the composition of the Sustainability Commission is as follows (12 members, 5 alternates): Five members - one member from each Supervisorial district (must be a resident of that district), nominated by the Supervisor for that district, and approved by the Board of Supervisors; Five alternate members - one alternate member from each Supervisorial district (must be a resident of that district), nominated by the Supervisor for that district, and approved by the Board of Supervisors; Two members representing community groups whose mission includes sustainability and/or environmental issues; Two members representing commercial groups or organizations whose business focuses on sustainability and/or environmental issues.; Two members representing environmental justice issues and who live in frontline, or "disadvantaged", communities, and who reflect the geographic diversity of the County; and One member representing an education or research institution. The Department of Conservation and Development advertised this vacancy, as well as vacancies in the District 3 and District 5 alternate seats, and accepted applications through September 16, 2019. The solicitation notice is included as Attachment A.

Three people timely submitted applications to serve in the vacant At-Large, Environmental Justice, #2 seat described above. Attachment B shows the current members of the Sustainability Commission. Attachment C is a summary of the applications received for the At-Large, Environmental Justice seat.

On September 26, 2019, the Sustainability Committee interviewed the applicants for the At-Large, Environmental Justice #2 seat. The Sustainability Committee recommends the appointment of Sarah Foster to this seat.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to fill the vacancy limits the ability of the Sustainability Commission to fulfill its purpose.

ATTACHMENTS

August 2019 Solicitation Notice

Sustainability Commission Membership Roster

Summary of Applicants for Environmental Justice, Seat #2

Department of Conservation and Development

30 Muir Road
Martinez, CA 94553

Phone: 1-855-323-2626



John Kopchik
Director

Aruna Bhat
Deputy Director

Jason Crapo
Deputy Director

Maureen Toms
Deputy Director

Kelli Zenn
Business Operations Manager

August 7, 2019

To all parties interested in the Contra Costa County Sustainability Commission:

The Contra Costa County Board of Supervisors is now accepting applications from individuals to fill one (1) at-large seat and two alternate seats on the Contra Costa County Sustainability Commission. **Applications are due by Monday, September 16, 2019 at 5:00 P.M.**

The Sustainability Commission has twelve members and five alternate members, all of whom are residents of the County. The Sustainability Commission advises the Board of Supervisors and staff on design and implementation of the County's Climate Action Plan, including opportunities to realize equity and fairness across the diverse communities of Contra Costa County and how to better engage County residents and businesses on climate issues.

At this time, applications are being accepted for the following seats:

- **One member representing environmental justice issues and who lives in a frontline, or "disadvantaged," community, and who reflects the geographic diversity of the County.** The other environmental justice seat is held by a resident of Richmond.
- **One alternate from District 3, to be appointed by Supervisor Burgis.** The applicant must be a resident of District 3.
- **One alternate from District 5, to be appointed by Supervisor Glover.** The applicant must be a resident of District 5.

The Board of Supervisors considers applications from all interested individuals; the Board's Sustainability Committee conducts interviews for at-large seats. The term of office for all three seats will be through March 31, 2021. There is no term limit at this time.

Sustainability Commission meetings usually are held the fourth Monday of February, April, June, August, October, and December. The remaining meetings this year will be August 26, October 21, and December 9 (the October and December meeting dates have been modified from the fourth Monday). For more information regarding the Sustainability Commission, please visit the Commission's website at <http://www.cccounty.us/6393/Sustainability-Commission>. A fillable application is available on the website for your convenience.

Application forms can be obtained from the Clerk of the Board of Supervisors by calling (925) 335-1900 or visiting the County webpage at <https://www.contracosta.ca.gov/3418/>. Applications should be returned to the Clerk of the Board of Supervisors, Room 106, County Administration Building, 651 Pine Street, Martinez, CA 94553 or emailed to ClerkoftheBoard@cob.cccounty.us no later than **5 pm on September 16, 2019**.

Applications for the at-large seat will be interviewed by the Board of Supervisors Sustainability Committee, and appointments will be made by the Board of Supervisors. Supervisors interview candidates the seats they appoint.

If you have any questions please contact Jody London, staff to the Sustainability Committee, by phone at 925-674-7871 or email at Jody.London@dcd.cccounty.us.

Sincerely,

/s/

Jody London
Sustainability Committee Staff

CONTRA COSTA COUNTY
SUSTAINABILITY COMMISSION
 30 Muir Road
 Martinez CA 94553
2019 MEMBERSHIP ROSTER

REPRESENTATIVES	MEMBERS (ALTERNATES)	EXPIRATION
Community Group Seat #1 <ul style="list-style-type: none"> • El Cerrito Community Garden Network, El Cerrito Environmental Quality Committee, Earthcare Now 	Howdy Goudey (lives in D1)	March 31, 2023
Community Group #2 <ul style="list-style-type: none"> • Contra Costa Clean Energy Alliance 	Harry Thurston (lives in D3)	March 31, 2021
At-Large, Business Seat #1 <ul style="list-style-type: none"> • ARC Alternatives 	Russell Driver (lives in D2)	March 31, 2021
At-Large, Business Seat #2 <ul style="list-style-type: none"> • Tierra Resource Consultants 	Nicholas Snyder (lives in D2)	March 31, 2023
Environmental Justice, Seat #1 <ul style="list-style-type: none"> • Urban Tilth 	Doria Robinson (lives in D1)	March 31, 2023
Environmental Justice, Seat #2 <ul style="list-style-type: none"> • 	Vacant	March 31, 2021
Education or Research Institution <ul style="list-style-type: none"> • UCSF 	Kimberly Hazard (lives in D1)	March 31, 2021
Supervisory Appointment District 1	Nick Despota Shoshana Wechsler (A)	March 31, 2023 March 31, 2023
Supervisory Appointment District 2	Victoria Smith Ryan Buckley (A)	March 31, 2021 March 31, 2021
Supervisory Appointment District 3	John Sierra Vacant (A)	March 31, 2021 March 31, 2021
Supervisory Appointment District 4	Wes Sullens Travis Curran (A)	March 31, 2023 March 31, 2023
Supervisory Appointment District 5	Charles Davidson Vacant (A)	March 31, 2021 March 31, 2021

• For identification purposes only

SUSTAINABILITY COMMISSION APPLICANTS - Applications received as of September 16, 2019 for At-Large, Environmental Justice #2, and Alternates, D3 and D5											
NAME	DISTRICT	INCUMBENT?	CITY	EDUCATION	CURRENT EMPLOYER	POSITION	VOLUNTEER ACTIVITY/AFFILIATIONS	MEMBER SEAT REQUESTING	EXPERIENCE	CLIMATE ACTION PLAN AREA(S) OF EXPERTISE*	POSSIBLE MEMBERSHIP DESIGNATION**
Renee Fernandez-Lipp	5	N/A	Pittsburg	MBA, Golden Gate Univ. BS, Mechanical Engineering, CSU Long Beach Certifications in green buildings, energy mgmt, similar	Pacific Gas and Electric Company	Principal - Public Safety Specialist, Power Generation	Contra Costa County Resource Conservation District, Board of Directors Global Student Embassy, Director	Env. Justice (seat #2)	Utility professional with over 25 years of progressive experience supporting programs and projects related to safe and reliable generation and utilization of energy. Key roles and skills include engineering; statistical analysis; financial analysis; community relations; sales and strategic customer relationship management; account, program, project, operations, and personnel management experience.	Energy, including energy efficiency and renewable energy; utilities; solid waste; water and water conservation; land conservation and agriculture.	Environmental Justice; Alternate, D5
Sarah Foster	5	N/A	Pittsburg	BA, Eastern Connecticut State Univ MPA studies, San Francisco State Univ	U.S. Coast Guard	Public Affairs Specialist	City of Pittsburg Planning Commission Transplan sub committee, East County	Env. Justice (seat #2) or Alternate, D5	Currently on Pittsburg Planning Commission, term expiring early next year. Wishes to continue to contribute to community in a variety of ways. Living in Bayside Knolls, a historically red-lined disadvantaged community, is disproportionately affected by industrial and other environmental impacts. Wishes to help her community and others by strategizing with like-minded others to build agency and equity to support the Climate Action Plan, as well as to find the most effective ways to engage, prioritize the needs of our diverse communities.	Communications, planning, land use, stakeholder engagement, emergency response, crisis management	Environmental Justice; Alternate, D5
LaMar Harrison	1	N/A	Richmond	CBE Regional Leadership Academy			Canvassing and community engagement for Communities for a Better Environment in Richmond. Canvassing and community engagement for Safe Return Project to inform the community of programs, services, and campaigns.	Envl. Justice (seat #2)	Lifelong Richmond resident. Organizer at Safe Return Project, as a Richard Boyd Fellow. Member of Communities for a Better Environment, Richmond chapter. Single father concerned about the health and environmental conditions for his child.	Organizing, advocacy, environmental justice.	Envl. Justice (seat #2)
* Areas of expertise identified through review of application materials.											
** Suggestion for possible designation based on review of application materials; Board may wish to clarify with applicants if they have a preference, if one was not indicated.											



Contra
Costa
County

To: Board of Supervisors
From: Federal D. Glover, District V Supervisor
Date: October 8, 2019

Subject: Appoint Renee Fernandez-Lipp to the Sustainability Commission, District 5 Alternate Seat

RECOMMENDATION(S):

Appoint the following individual to the Sustainability Commission, District 5 Alternate Seat, with a term to expire on March 31, 2021, as recommended by Supervisor Federal D. Glover:

Renee Fernandez-Lipp

FISCAL IMPACT:

None.

BACKGROUND:

The Sustainability Commission provides advice to staff and the Board on successful implementation of the Climate Action Plan, advise the Board on opportunities to realize equity and fairness across the diverse communities of CCC in sustainability programs, and provides suggestions on how to engage CCC residents and businesses on sustainability issues.

CONSEQUENCE OF NEGATIVE ACTION:

The seat would remain vacant.

CHILDREN'S IMPACT STATEMENT:

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Vincent Manuel (925)
608-4200

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

None.



Contra
Costa
County

To: Board of Supervisors
From: Nathan Johnson, Veterans Services Officer
Date: October 8, 2019

Subject: Appropriation Adjustment Proposition 63 Revenue

RECOMMENDATION(S):

APPROVE Appropriation and Revenue Adjustment No.005001 add revenue for a new Proposition 63 grant, which will partially fund adding one Veterans Service Representative I to administer the Senior Veteran Benefits Program.

FISCAL IMPACT:

This action will increase Fiscal Year 2019-20 revenue appropriations by \$49,000 and will decrease Services and Supplies expenditure appropriations by \$11,000. Then, \$60,000 will be added to Salaries and Benefits to support the P300 22501 action approved by the Board on September 10, 2019.

BACKGROUND:

In a notice dated April 5, 2019 from the California Department of Veterans Affairs (CalVet) informed the County it has been awarded \$49,000 for Fiscal Year 2019-20. This additional Proposition 63 revenue was awarded to support a Contra Costa County Senior Veteran Benefits Program. This program was initiated on July 1, 2019 with the goal of eliminating financial abuse of senior Veterans in Contra Costa County. The Department found adding one full-time Veterans Service Representative (VSR) I was paramount to properly operating this Senior Veteran program.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Nathan Johnson,
3-1481

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Robert Campbell, Auditor-Controller

BACKGROUND: (CONT'D)

Adding this 1 FTE is supported by the new Prop 63 funding and recent salary savings. A September 10, 2019 P300 22501 adjusted one full-time VSR II (1 FTE) down to a part-time 20/40, .5 FTE. This resulted in an annual saving of \$37,824. Last, since the VSR I has an estimated annual salary and benefit cost of \$100,793, this appropriation adjustment is also moving \$11,000 from Services and Supplies to ensure there is enough appropriated to support this position.

CONSEQUENCE OF NEGATIVE ACTION:

If this Appropriation Adjustment is not approved, the Veterans Service Office budget will not appropriated reflect the receipt of new revenue and Salary and Benefit costs approved by the Board. Without this appropriation adjustment, costs for operating the Senior Veteran Benefits Program will not be supported.

ATTACHMENTS

TC24/27_AP#005001

**CONTRA COSTA COUNTY
ESTIMATED REVENUE ADJUSTMENT/
ALLOCATION ADJUSTMENT
TC/24**

AUDITOR-CONTROLLER USE ONLY:

FINAL APPROVAL NEEDED BY:

BOARD OF SUPERVISORS

COUNTY ADMINISTRATOR

AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT:		
ORGANIZATION	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE	<DECREASE>
0579	9380	State Aid Veterans Affair	49,000.00	
TOTALS			49,000.00	0.00

APPROVED

AUDITOR - CONTROLLER

By:  Date 8/26/19

COUNTY ADMINISTRATOR

By: _____ Date _____

BOARD OF SUPERVISORS

YES:

NO:

By: _____ Date _____

EXPLANATION OF REQUEST

The Veterans Service Office was notified in a letter dated April 5, 2019 from the California Department of Veterans Affairs that Contra Costa County was awarded \$49,000 in Proposition 63 funding. This grant award was not part of the FY19/20 Proposed or Final budget adopted by the Board of Supervisor. As detailed in the grant application, this funding will support a Senior Veteran Benefits Program.

 CUSO

PREPARED BY: Julia Taylor
TITLE: Senior Management Analyst
DATE: 8/22/2019

REVENUE ADJ.
JOURNAL NO.

RAOO 5001

**CONTRA COSTA COUNTY
APPROPRIATION ADJUSTMENT/
ALLOCATION ADJUSTMENT
T/C-27**

AUDITOR-CONTROLLER USE ONLY
FINAL APPROVAL NEEDED BY:
 BOARD OF SUPERVISORS
 COUNTY ADMINISTRATOR
 AUDITOR-CONTROLLER

ACCOUNT CODING		DEPARTMENT:		
ORGANIZATION	EXPENDITURE SUB-ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION	<DECREASE>	INCREASE
0579	2340	Other Interdepartmental Charges	11,000.00	
0579	1011	Permanent Salaries		23,000.00
0579	1015	Deferred Comp Cty Contrb		900.00
0579	1042	F.I.C.A		4,700.00
0579	1044	Retirement Expense		18,300.00
0579	1060	Employee Group Insurance		11,200.00
0579	1070	Workers Compensation INS		1,900.00
			11,000.00	60,000.00

APPROVED

AUDITOR – CONTROLLER
 By:  Date 8/26/19

COUNTY ADMINISTRATOR
 By: _____ Date _____

BOARD OF SUPERVISORS
 YES:
 NO:

By: _____ Date _____

EXPLANATION OF REQUEST

This adjustment is to make sure Salary and Benefits are properly appropriated to support the addition of a Veterans Service Representative I position to operate the Senior Veteran Benefits Program. Expenses are offset by moving \$11,000 from Services and Supplies, salary savings from reducing an FTE to .5 (P300 22501) and the additional \$49,000 CalVet Prop 63 funding received in FY19/20.

, CVSD

PREPARED BY: Julia Taylor
 TITLE: Senior Management Analyst
 DATE: 8/22/2019

APPROPRIATION APOO 5001
 ADJ. JOURNAL NO.



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: October 8, 2019

Subject: Reclassify a Deputy County Librarian-Support Services and its incumbent to Deputy County Librarian and Abolish the Deputy County Librarian-Support Svc

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22523 to reclassify one (1) Deputy County Librarian-Support Services (3AFG) (unrepresented) position #6241 at salary plan and grade B85 1983 (\$9,102-\$11,063) and its incumbent to Deputy County Librarian (3AFE) (unrepresented) at salary plan and grade B85 1983 (\$9,102-\$11,063), place incumbent at step 2, and abolish the classification of Deputy County Librarian-Support Services in the Library Department.

FISCAL IMPACT:

Upon approval, this action will have no fiscal impact to either the Library or General Funds.

BACKGROUND:

Library Administration requested to consolidate the classifications of Deputy County Librarian-Support Services and Deputy County Librarian-Public Services into one single classification of Deputy County Librarian. In order to provide efficient services and classify employees correctly, the department is requesting to reclassify position #6241 from Deputy County Librarian-Support Services to Deputy County Librarian and abolish the classification (Support Services).

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Samuel Treanor at (925) 608-7702

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Beth Kilian

CONSEQUENCE OF NEGATIVE ACTION:

If this position change is not approved, the incumbent will not be appropriately classified and the Library will lack necessary flexibility with senior staff assignments, possibly impacting future services.

ATTACHMENTS

P300 No 22523 Reclass Dep County Librarian

POSITION ADJUSTMENT REQUEST

NO. 22523
DATE 9/1/2019

Department County Library Department No./
Budget Unit No. 0620 Org No. 3732 Agency No. 85

Action Requested: Add one (1) 40/40 Deputy County Librarian (3AFE) position; Transfer employee # 66575 into this new position and consider the probationary period passed; Cancel Deputy County Librarian - Support Services (3AFG) position #6241; and Abolish the Deputy County Librarian - Support Services (3AFG) position.

Proposed Effective Date: 10/8/2019

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost \$0.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Library Fund

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Melinda S. Cervantes

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

BR for JE

9/20/2019

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/27/2019

Reclassify one (1) Deputy County Librarian-Support Services (3AFG) position (#6241) and its incumbent to Deputy County Librarian (3AFE), place incumbent at step 2, and abolish the classification of Deputy County Librarian-Support Services.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.
 _____(Date)

Tanya Williams

9/27/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 10/3/2019

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: _____

/s/ Julie DiMaggio Enea

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

David J. Twa, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 9/1/19

No. xxxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: Joseph E. Canciamilla, Clerk-Recorder
Date: October 8, 2019

Subject: Add one Administrative Services Assistant II Position and Cancel one Clerk-Specialist Level Position

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22506 to add one (1) Administrative Services Assistant II (APVA) (represented) position at salary plan and grade ZB5 1475 (\$5,502-\$6,687), and cancel one (1) Clerk-Specialist Level (JWXD) (represented) vacant position (17621) at salary plan and grade 3RX 1156 (\$4,001-\$5,110) in the Clerk-Recorder Department.

FISCAL IMPACT:

There is an increase in cost of \$18,932.16, which is offset by savings from the cancelation of the Clerk-Specialist position and Position Adjustment Resolution No. 22436 (approved by the Board on July 30, 2019).

BACKGROUND:

The current County Clerk-Recorder was appointed by the Board of Supervisors in 2013. The prior incumbent had held the office for over 25 years. After careful and detailed analysis of department policies, past and current operations, and actual and projected future needs, the County Clerk-Recorder designed an administrative reorganization to address issues with coverage and oversight, and to centralize administrative functions. Historically many operational functions such as contracting, purchasing, and travel coordination had been isolated within the Divisions, resulting in duplication of efforts and increased costs.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Debi Cooper (925)
335-7910

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Debi Cooper

BACKGROUND: (CONT'D)

Legislative, legal and operational changes in division and departmental operations created a need to review workflow and job responsibilities. The resulting reorganization allows the department to make improvements in cross-training, operational efficiencies and resource sharing across division lines. It expands staff flexibility and provides appropriate department oversight.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to appropriately oversee and perform department functions could create serious legal and financial issues for the County, particularly when associated with highly scrutinized election processes.

ATTACHMENTS

P300 No. 22506_Add ASA II Cxl Clerk Spec in CCR

POSITION ADJUSTMENT REQUEST

NO. 22506
DATE 9/18/2019

Department Clerk-Recorder
Department No./
Budget Unit No. 355 Org. No. 355 Agency No. 24
COPERS

Action Requested ADD one Administrative Services Asst II (APVA) salary plan and grade ZB5-1475 (\$5502.12-\$6,687.86), CANCEL one (1) vacant Clerk-Specialist (JWXD) (represented) at salary plan and grade 3RX-1156 (\$4001.58-\$5110.18); position #17621.

Proposed Effective Date: Oct. 8, 2019

Classification Questionnaire attached: Yes [] No [X]

Cost is within Department's budget: Yes [X] No []

Total One-Time Costs (non-salary) associated with request: \$ 0

Estimated total cost adjustment (Salary/benefits/one time): \$ 0

Total annual cost \$ 18,932.16 Net County Cost \$ 18,932.16

Total this FY \$ 12,621.44 N.C.C. this FY \$ 12,621.44

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Offset by reduction of 1 FTE, the balance covered by cost savings

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

J.C. 9/18/19
(for) Department Head Date

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

BR for JE 9/18/19
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATION DATE: 9/18/2019

ADD one Administrative Services Assistant II (APVA) position and CANCEL one Clerk-Specialist Level (JWXD) vacant position (17621) in the Clerk-Recorder's Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic/Exempt salary schedule as described above.

Effective: [X] Day following Board Action.

[] (Date)

Tanya Williams
(for) Director of Human Resources

COUNTY ADMINISTRATOR RECOMMENDATION DATE: 10/2/19

[X] Approve Recommendation of Director of Human Resources

[] Disapprove Recommendation of Director of Human Resources

[] Other:

Julile DiMaggio Enea
(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment APPROVED [] DISAPPROVED []

David Twa, Clerk of the Board of Supervisors
and County Administrator

Date:

By:

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL/SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es)/position(s) as follows:



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services
Date: October 8, 2019

Subject: Add a Mental Health Project Manager position in the Health Services Department.

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22516 to add one Mental Health Project Manager position (VQSE) at salary plan and grade level ZA5-1799 (\$7,583 - \$9,217) in the Health Services Department. (Represented)

FISCAL IMPACT:

Upon approval, this request has an annual cost of approximately \$188,313.00 with pension costs of \$42,120.00 already included. The entire cost of this position is funded by Mental Health Services Act.

BACKGROUND:

The Health Services Department is requesting one permanent full-time Mental Health Project Manager position allocated to its Behavioral Health Division to work as part of a multi-disciplinary team working collaboratively with Contra Costa Regional Medical Center and the Institutions for Mental Diseases Coordinator. The team's primary focus is to reduce the utilization of long-term institutional care, progressing mental health consumers through the continuum of care into living independently in the community. The incumbent will initiate and monitor contracts and expenditures pertaining to levels of residential care for mentally ill adults and older adults, and working closely with the team to ensure their appropriate and timely placements.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Jo-Anne Linares, (925) 957-5240

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this is not approved, the Behavioral Health Division will not have adequate management staff to meet the critical services provided to mental health consumers.

ATTACHMENTS

P300 No. 22516

POSITION ADJUSTMENT REQUEST

NO.
DATE 08/26/19

Department Health Services

Budget Unit No. 0567 Org No. 5725

Department No./
Agency No. A18

Action Requested: Add one (1) Mental Health Project Manager (VQSE) position in the Health Services Department.

Proposed Effective Date: _____

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost	<u>\$188,313.00</u>	Net County Cost	<u>0</u>
Total this FY	<u>\$141,234.00</u>	N.C.C. this FY	<u>\$0</u>

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% Mental Health Services Act

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

Jo-Anne Linares

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Exempt from Human Resources review under delegated authority.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

_____(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: Approve as recommended by the department.

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

David J. Twa, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 8/26/2019

No. xxxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: October 8, 2019

Subject: Reassign (1) position from Workforce Services to Aging and Adult Services in EHSD

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22517 to reassign one (1) Eligibility Worker Supervisor I (XHHA) (represented), position No. 14495, from Department 0504 (Workforce Services Bureau) Org 5452, to Department 0503 (Aging and Adult Services Bureau) Org 5311 in the Employment and Human Services Department, effective September 1, 2019.

FISCAL IMPACT:

This position will be moved to Aging and Adult Services (General Assistance (GA)/Medi-Cal program) from Workforce Services (CalWORKS). This new GA/CalFresh/Medi-Cal/Cash Assistance Program for Immigrants (CAPI) Eligibility Worker Supervisor I position will be funded with an average of 12% open-ended federal CalFresh revenue, 34% state capped CalFresh allocation revenue, 24% state capped Medi-Cal allocation revenue, and 30% County general funds.

BACKGROUND:

Eligibility Supervisor for the East County unit of GA oversees a unit of 11 employees, which include the classifications of Eligibility Work III's, Social Services Program Assistant, and Clerk Experienced Level. The unit staff process General Assistance applications,

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

**VOTE OF
SUPERVISORS**

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact:
925-608-5027

By: , Deputy

cc:

BACKGROUND: (CONT'D)

CalFresh applications and Medi-Cal. The recently enacted legislation making CalFresh available to SSI clients, also requires strong support and supervision. The Eligibility Work Supervisor I is critical for the success of the unit.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the County will not be able to maximize efficiency in administering the Aging and Adult Services Bureau, GA/Medi-Cal program.

ATTACHMENTS

P300 22517 AIR 39329 Pos Reassignment

POSITION ADJUSTMENT REQUEST

NO. 22517
DATE 8/28/2019

Department Employment and Human Services Department No./
Budget Unit No. 0504 Org No. 5452 Agency No. A19
Action Requested: Reassign one (1) positions no. 14495 (represented) from Department 0504 (Workforce Services Bureau) Org 5452, to Department 0503 (Aging and Adult Services Bureau) Org 5311

Proposed Effective Date: 9/1/2019

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$0.00 Net County Cost \$0.00
Total this FY \$0.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT _____

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Bao Tran 608-5027

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Julia Taylor

9/18/19

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 10/1/2019

Reassign one Eligibility Worker Supervisor I (XHHA) (represented) position number 14495 from the Workforce Services Bureau to the Aging and Adult Services Bureau, in the Employment and Human Services Department effective September 1, 2019.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

9/1/2019(Date)

Gladys Scott Reid

10/1/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

David J. Twa, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 10/1/2019

No. xxxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: October 8, 2019

Subject: Revise salary plan and grade

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22526 to reallocate the salary of the ADA Manager (AJGA) (unrepresented) at salary plan and grade B85 1732 (\$7,099 - \$9,060) to salary plan and grade B85 1732 (\$8,513 - \$10,866).

FISCAL IMPACT:

The estimated annual increased cost is \$28,048, including \$8,588 in pension costs. 100% of the increased cost will be offset by Benefit Administration Fees.

BACKGROUND:

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Dianne Dinsmore (925)
335-1766

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: CAO Analyst Justice, Sarah Kennard

BACKGROUND: (CONT'D)

The federal Americans with Disabilities Act (ADA) and the California Fair Employment and Housing Act (FEHA) require employers to provide reasonable accommodation to candidates for employment and qualified employees with a disability in order that the employee may perform the essential functions of their job. Contra Costa County is committed to providing equal access and opportunity to qualified individuals with disabilities in its employment practices. The ADA Manager is responsible for planning, organizing and overseeing this effort. Disability management is a specialized, complex field, with numerous other applicable federal and state laws, regulations, and guidelines. It is essential that the County be able to attract highly qualified candidates for this important role.

The County previously experienced significant difficulty recruiting for an ADA Manager. Therefore, in preparation for opening the recruitment, a salary survey of Bay Area comparators was conducted. The ADA Manager classification was found to be almost 20% below median. This action adjusts the salary range to increase the County's competitiveness in recruiting to fill this critical position.

CONSEQUENCE OF NEGATIVE ACTION:

The County may be unable to hire a qualified candidate to fill this critical role.

ATTACHMENTS

P300 22526

POSITION ADJUSTMENT REQUEST

NO. 22526
DATE 9/23/2019

Department Human Resources Department No./
Budget Unit No. 0035 Org No. 1305 Agency No. 05
Action Requested: Reallocate the salary of the ADA Manager (AJGA) at salary plan and grade B85 1732 (\$7,099 - \$9,060) to salary plan and grade B85 1732 (\$8,513 - \$10,866)

Proposed Effective Date: _____

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$28,048.00 Net County Cost \$0.00
Total this FY \$21,036.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Benefit Administration Fees

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Dianne Dinsmore

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L.Strobel

9/23/2019

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/23/2019

Reallocate the salary of the ADA Manager (AJGA) at salary plan and grade B85 1732 (\$7,099 - \$9,060) to salary plan and grade B85 1732 (\$8,513 - \$10,866)

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

_____(Date)

Gladys Scott Reid

9/23/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

David J. Twa, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 10/1/2019

No. 22526

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services
Date: October 8, 2019

Subject: Add a Public Health Program Specialist-Project and an Account Clerk-Advanced Level Positions, and cancel a Clerk Senior Level position in Health Svcs.

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22533 to add one Public Health Program Specialist I-Project (VBS2) position at salary plan and grade level Z15-1602 (\$6,239-\$7,584) and one Account Clerk-Advanced Level (JDTD) position at salary plan and grade level 3RX-1133 (\$3,911-\$4,995), and cancel one vacant Clerk-Senior Level (JWXC) position #17282 at salary plan and grade level 3RX-1133 (\$3,911-\$4,524) in the Health Services Department. (Represented)

FISCAL IMPACT:

This action has an annual cost increase of approximately \$168,013.00 with pension costs of \$38,335.00 already included. The increased cost is 100% funded by State funds - Department of Health Care Services (34%), Housing and Community Development (18%), Department of Social Services (14%), and Homeless Coordinating and Finance Council (34%)

BACKGROUND:

The Health, Housing and Homeless Services Division is requesting to add the Public Health Program Specialist I-Project position to implement several programs including the Homeless Mentally Ill Outreach and Treatment; Housing Security Fund Administration; CalWORKS Rapid

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Jo-Anne Linares, (925) 957-5240

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Rehousing Program; Youth Rapid Rehousing and Mobile Outreach Program; and the Housing for a Healthy California Rental Subsidy Program which is currently pending. Duties will include establishing and implementing program policies; monitoring and evaluating program efficiencies, and coordinating program activities. Funding for this project classification is on-going until 2025.

The Account Clerk-Advanced Level position is necessary to support the invoicing and procurement activities of both the Health, Housing and Homeless Services Division and the Public Administrator's Office. Duties include monthly reconciliation of transactions, receipts, and maintenance of ledgers. To offset the cost, the vacant Clerk-Senior Level position #17282 is canceled as the duties and responsibilities are more in line with that of the Account Clerk classification.

CONSEQUENCE OF NEGATIVE ACTION:

There will not be adequate staffing to implement and manage critical programs in the Health, Housing and Homeless Services Division within the Health Services Department.

CHILDREN'S IMPACT STATEMENT:

n/a

ATTACHMENTS

P300 No. 22533

POSITION ADJUSTMENT REQUEST

NO. 22533
DATE 9/23/2019

Department Health Services Department No./
Budget Unit No. 0454 Org No. 0454 Agency No. 18
Action Requested: Add one Public Health Program Specialist I-Project (VBS2) position and one Account Clerk-Advanced Level (JDTD) position; and cancel Clerk Senior Level (JWXC) position #17282 in the Health Services Department.

Proposed Effective Date: _____

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$168,013.00 Net County Cost _____

Total this FY \$112,008.00 N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% State Funds - Grant Offset

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jo-Anne Linares

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard

10/1/2019

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

_____(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

David J. Twa, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department Health Services

Date 10/2/2019

No. xxxxxx

1. Project Positions Requested:
Public Health Program Specialist I
2. Explain Specific Duties of Position(s)
Oversight of several programs within the Health, Housing, and Homeless Services Program Division - Homeless Mentally Ill Outreach and Treatment Program; Housing Security Fund; CalWORKS Rapid Rehousing Program; Youth Rapid Rehousing and Mobile Outreach Program; and Housing for a Healthy CA Rental Subsidy Program.
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)
Same as Above Programs with funding sources from Department of Health Care Services (34%); Housing and Community Development (18%), Department of Social Services (14%); and Homeless Coordinating and Finance Council (34%)
4. Duration of the Project: Start Date 10/1/2019 End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.
on-going basis
5. Project Annual Cost
 - a. Salary & Benefits Costs: \$168,013.00
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____
6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implicationsThe Department will lose grant funds and will not have the appropriate staffing level to implement and manage several programs within the Health, Housing and Homeless Services Program Division.
7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.
8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted
October 2025
9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



**Contra
Costa
County**

To: Board of Supervisors
From: Dianne Dinsmore, Human Resources Director
Date: October 8, 2019

Subject: Establish the classification of Public Health Chief of Nursing and Clinical Services and add one position in the Health Services Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22078 to establish the classification of Public Health Chief of Nursing and Clinical Services (VVDB) (represented) at salary plan and grade level ZZX 1010 (\$11,779 - \$14,317) and add one (1) full-time position in the Health Services Department.

FISCAL IMPACT:

Upon approval, this action has an annual cost of approximately \$268,243 with pension costs of \$61,826 already included. This cost will be entirely offset with Whole Person Care Act grant funds.

BACKGROUND:

The Health Services Department is one of 19 counties who received funding from the California Department of Health Care Services (DHCS) to participate in the Whole Person Care Act Program, a statewide waiver pilot program for vulnerable Medi-Cal recipients. Now termed as 'CommunityConnect', the program resides in the Public Health Division with approximately 160 positions to coordinate health, behavioral health, and social services in a patient-centered manner; develop infrastructure to ensure long-term collaboration among participating entities, and improve

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Jo-Anne Linares, (925)
957-5240

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Dianne Dinsmore, Human Resources Director, Anna Roth, Director of Health Services

BACKGROUND: (CONT'D)

beneficiary health and well-being through more efficient and effective use of resources. The program's goal is to increase linkages and services outside of the health system into the larger community and targets Medi-Cal patients who are high risk and high utilizers of highly acuity medical services.

The Public Health Chief of Nursing and Clinical Services is a single-position classification primarily responsible to plan, organize and direct the overall administration and management of the Whole Person Care Act Program and all public health nursing programs and clinical services. It will also be designated as the County's Director of Public Health Nursing. Duties include developing goals, policies, and procedures in compliance with all applicable Federal, State, and local laws and regulations; providing professional assessment of multiple factors that affect the quality and efficiency of nursing care services; establishing and maintaining effective communications between medical, professional, clinical and technical staff in the county and in other local, state, and federal agencies, and acts as the liaison with other departments, and agencies for delivery of joint-venture, multi-service programs involving public health.

The Department is requesting to allocate the salary 5% above the Public Health Director of Clinical Services in order to maintain appropriate internal classification and salary relationships.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, Health Services will not have the appropriate management staff to effectively administer the Whole Person Care Act Program and manage all nursing personnel, programs and services within Public Health Division.

ATTACHMENTS

P300 No. 22078

POSITION ADJUSTMENT REQUEST

NO. 22078
DATE 5/2/2017

Department Health Services Department No./
Budget Unit No. 0450 Org No. 6377 Agency No. A18

Action Requested: Establish the classification of Public Health Chief of Nursing and Clinical Services; allocate it on the salary schedule and add one permanent full-time position in the Health Services Department.

Proposed Effective Date: 7/1/2017

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$245,687.04 Net County Cost _____
Total this FY \$81,895.68 N.C.C. this FY _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Whole Person Care Act Grant Funds

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Jo-Anne Linares

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Enid Mendoza

5/1/2019

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 9/27/2019

Establish the classification of Public Health Chief of Nursing and Clinical Services (VVDB) at salary plan and grade level ZZX 1010 (\$11,779 - \$14,317) and add one full-time position

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.

10/1/19 (Date)

Gladys Scott Reid

10/1/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

10/1/2019

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: _____

Lisa Driscoll

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

David J. Twa, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 10/1/2019

No. xxxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Retitle and reallocate the salary of the Fleet Services Center Supervisor in the Public Works Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 22497 to retitle and reallocate the salary of the classification Fleet Services Center Supervisor (PMHC) (represented) from salary plan and grade level ZA5 1651 (\$6,549 – \$7,220) to Fleet Services Supervisor (PMHC) (represented) at salary plan and grade level ZA5 1651 (\$7,403 - \$8,516) in the Public Works Department.

FISCAL IMPACT:

The total increased annual cost is estimated at \$9,045, including increased pension costs of \$1,676. This action will be funded 100% Fleet Internal Service Fund.

BACKGROUND:

The Fleet Services Center Supervisor is a single-class position responsible for supervising and assigning the work of subordinate staff responsible for the maintenance, service and repair of county vehicles and equipment in the Public Works Fleet Services Division. Retitling this position to Fleet Services Supervisor will provide a more concise job title.

Reallocation of salary is necessary to correct

-
- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Adrienne Todd,
925-313-2108

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Adrienne Todd

BACKGROUND: (CONT'D)

the salary inversion issue with the subordinate position, Lead Fleet Technician. The inversion of salary was created when a pay equity adjustment for the Lead Fleet Technician position was negotiated and implemented in July 2009. The last incumbent Fleet Services Center Supervisor vacated the position in December 2003 and the position has remained vacant since then. With the increase in operational workload, there is a current need to recruit a Fleet Services Supervisor. A salary reallocation is necessary to ensure that the position is compensated in alignment with the unit's organizational structure.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to adjust the salary for this classification will negatively impact the Department's ability to recruit highly qualified candidates to fill the vacant Fleet Services Supervisor position.

ATTACHMENTS

P300 No 22497

POSITION ADJUSTMENT REQUEST

NO. 22497
DATE 7/10/2019

Department Public Works Department No./
Budget Unit No. 0064 Org No. 4282 Agency No. 65

Action Requested: Retitle and reallocate the salary of the classification of Fleet Services Center Supervisor (PHMC) (represented) position #17118, from salary plan and grade level ZA5 1651 (\$6,550 – \$7,221) to Fleet Services Supervisor (PHMC) (represented) at salary plan and grade level XXX XXXX (\$7,006 - \$8,516) in the Public Works Department.

Proposed Effective Date: 7/1/2019

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: _____

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$9,045.00 Net County Cost \$0.00
Total this FY \$7,538.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Fleet Internal Service Fund

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Brian M. Balbas

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

L. Strobel

7/18/19

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 8/22/2019

Retitle and reallocate the salary of the classification of Fleet Services Center Supervisor (PMHC) (represented), from salary plan and grade level ZA5 1651 (\$6,549 – \$7,220) to Fleet Services Supervisor (PMHC) (represented) at salary plan and grade level ZA5 1651 (\$7,724 - \$8,516).

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.
 _____(Date)

Tanya Williams

8/22/2019

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE _____

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: _____

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED DISAPPROVED

David J. Twa, Clerk of the Board of Supervisors
and County Administrator

DATE _____

BY _____

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows:

REQUEST FOR PROJECT POSITIONS

Department _____

Date 8/22/2019

No. xxxxxx

1. Project Positions Requested:

2. Explain Specific Duties of Position(s)

3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)

4. Duration of the Project: Start Date _____ End Date _____
Is funding for a specified period of time (i.e. 2 years) or on a year-to-year basis? Please explain.

5. Project Annual Cost
 - a. Salary & Benefits Costs: _____
 - b. Support Costs: _____
(services, supplies, equipment, etc.)
 - c. Less revenue or expenditure: _____
 - d. Net cost to General or other fund: _____

6. Briefly explain the consequences of not filling the project position(s) in terms of:
 - a. potential future costs
 - b. legal implications
 - c. financial implications
 - d. political implications
 - e. organizational implications

7. Briefly describe the alternative approaches to delivering the services which you have considered. Indicate why these alternatives were not chosen.

8. Departments requesting new project positions must submit an updated cost benefit analysis of each project position at the halfway point of the project duration. This report is to be submitted to the Human Resources Department, which will forward the report to the Board of Supervisors. Indicate the date that your cost / benefit analysis will be submitted

9. How will the project position(s) be filled?
 - a. Competitive examination(s)
 - b. Existing employment list(s) Which one(s)? _____
 - c. Direct appointment of:
 1. Merit System employee who will be placed on leave from current job
 2. Non-County employee

Provide a justification if filling position(s) by C1 or C2

USE ADDITIONAL PAPER IF NECESSARY



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services
Date: October 8, 2019

Subject: 2019-2021 Low Income Home Energy Assistance Program funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with the California Department of Community Services and Development to pay the County an amount not to exceed \$2,099,274 for Low Income Home Energy Assistance Programs for the period October 1, 2019 through June 30, 2021.

FISCAL IMPACT:

This grant is 100% funded with federal dollars passed through California Department of Community Services and Development. The CFDA number is 93.568, and no County match is required. The state agreement number is 20B-2005; County agreement number is 39-806-42.

BACKGROUND:

Contra Costa County has received funding from the State Department of Community Services and Development for 27 years wherein the County provides energy bill assistance payments and weatherization services to county residents who are income-eligible to receive said services. The funding sources include Low Income Home Energy Assistance Program (LIHEAP), the Energy Crisis Intervention Program (ECIP), and the Department

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: CSB,
925-681-6304

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Nelly Ige, Sam Mendoza

BACKGROUND: (CONT'D)

of Energy (DOE), the Low Income Weatherization Program (LIWP) and the Toilet Retrofit Program (TRP).

The Employment and Human Services Department (EHSD) partners with the County Department of Conservation and Development to provide energy saving home improvements to low-income families throughout unincorporated Contra Costa County, as well as the County's nineteen cities.

The energy savings measures may provide homes with hot water heaters, furnaces, refrigerators, microwaves, doors, windows, fluorescent light bulbs, weather stripping, ceiling fans, and attic insulation. Homes receive a blower door test (a diagnostic tool to locate and correct air infiltration), and homes with gas appliances receive a combustion appliance safety test that checks for carbon monoxide gas leakage. Homes with gas appliances are provided with a carbon monoxide alarm.

This funding also includes the Home Energy Assistance Program (HEAP) where residents of the County can qualify for a credit on their energy bills.

Both programs use income based eligibility. The income levels are based on the Federal Fiscal Year 2019 Poverty Guidelines. Once eligibility is determined, clients with no hot water, no heat, or are in danger of having their power shut off are served as emergencies. Service is then based on clients with the lowest income, highest energy burden and families with at least one resident who is considered vulnerable population.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, County may not receive funding to operate LIHEAP.

CHILDREN'S IMPACT STATEMENT:

The Employment and Human Services Department, Community Services Bureau energy program supports one Contra Costa County community outcome - Outcome #4: "Families that are Safe, Stable and Nurturing." This outcome is supported by the provision of home energy assistance to keep households warm in winter and to increase household energy efficiency.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Agreement #29-388-59 with the California Department of Public Health

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Standard Agreement #29-388-59 (State #19-10412) with the California Department of Public Health, to pay County an amount not to exceed \$863,405 for the County Public Health HIV Surveillance Program to implement HIV surveillance activities, for the period from July 1, 2019 through June 30, 2024.

FISCAL IMPACT:

Approval of this Agreement will result in an amount not to exceed \$863,405 of funding from the California Department of Public Health, for the period July 1, 2019 through June 30, 2024. No County funds are required.

BACKGROUND:

On March 28, 2017, the Board of Supervisors approved Standard Agreement #29-388-58 with the California Department of Public Health, for the County's AIDS Programs, including testing services, surveillance, case management, prevention education, outreach, social marketing, and services to women, for the period from July 1, 2016 through June 30, 2019.

Approval of this Standard Agreement #29-388-59

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Dan Peddycord,
925-313-6712

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

will establish and enhance active and passive HIV case surveillance for the County's HIV Surveillance Program through June 30, 2024. The Agreement includes County's agreeing to indemnify and hold the State harmless for claims arising out of the County's performance under the Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not receive the necessary funding to support the reduction in transmission of HIV, provide case management services that will reduce hospitalization and support to HIV positive individuals to live at home or allow for compliance with State and Federal requirements for reporting of communicable disease.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Interagency Agreement #28-903 with Contra Costa County Office of Education

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Interagency Agreement #28-903 with Contra Costa County Office of Education, an Educational Institution, to pay County in an amount not to exceed \$38,000, to provide year-round schooling to participants enrolled in dual diagnosis treatment at the Center for Recovery and Empowerment (CORE), for the period August 15, 2019 through August 14, 2020.

FISCAL IMPACT:

Approval of this Interagency Agreement will result in funding up to \$38,000 from the Contra Costa County Office of Education. No County match is required.

BACKGROUND:

This Interagency Agreement will enable Contra Costa Behavioral Health Services to partner with CORE and establish year-round school to participants enrolled in CORE to continue their education while in treatment.

Under Interagency Agreement #28-903 County will receive an amount not to exceed \$38,000 to

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Suzanne Tavano, Ph.D.,
925-957-5212

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

provide year-round school to participants enrolled in dual diagnosis treatment at CORE, through August 14, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved CORE participants will not receive year-round education.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: October 8, 2019

Subject: California State Library for Library Family Literacy Services Grant for FY 2019 - 2020

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Librarian, or designee, to apply for and accept California State Library grant funding in an amount not to exceed \$25,000 to meet the operational and services expenses required by Project Second Chance (PSC), the Contra Costa County Library adult literacy program, to provide family literacy services for the period July 1, 2019 through June 30, 2020.

FISCAL IMPACT:

Funds committed to Project Second Chance by the Contra Costa County Library, foundation grants, and private donations will be matched by the California State Library using a funding formula that is based on: The State Library's budget for adult literacy, the number of students served by Project Second Chance and the total amount of local funding that the Contra Costa County Library certifies will be allocated to support Project Second Chance. For fiscal year 2019/20, the Library has pledged adult and family literacy funds currently budgeted in the amount of \$596,606 (88% Library fund and 12% California State Library).

BACKGROUND:

Project Second Chance was founded in 1984 with a grant from the California State Library. In 2003, AB 1266 was passed. Article 4.6, Section 18880-18884 of that bill, established the California Library Literacy

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- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Walt Beveridge
925-608-7730

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

and English Acquisition Services Program and the formula that determines how local funds, generated by individual library jurisdictions, are matched by the California State Library, using funds legislated specifically for this purpose.

CHILDREN'S IMPACT STATEMENT:

If approved, funding will provide programming and materials to assist in meeting the Children's Impact Statement Goal 4, families that are safe, stable, and nurturing. Grant activities will provide engaging, family-focused programming to support reading across the lifespan.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: October 8, 2019

Subject: Prison to Employment Initiative Funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, on behalf of the Workforce Development Board of Contra Costa County to execute a contract with Oakland Private Industry Council to pay County an amount not to exceed \$20,225 to provide Prison to Employment Initiative services from September 1, 2019 through March 31, 2020.

FISCAL IMPACT:

County to receive \$20,225, which is the Workforce Development Board of Contra Costa County's share of a regional planning grant. The grant funding is entirely from the State, with no County match required.

BACKGROUND:

The Prison to Employment Initiative (P2E) was a grant program included in the California Governor's 2018 Budget proposal, which included \$37 million over three budget years to operationalize integration of workforce and reentry services in the state's 14 labor regions. The goal is to improve labor market outcomes by creating a systemic and ongoing partnership between rehabilitative programs within California

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Elaine Burres
608-4960

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Department of Corrections and Rehabilitation (CDCR), and the state work system by bringing CDCR under the policy umbrella of the State Workforce Plan.

Of the \$37 million budget, \$1.7 million was allocated for planning purposes and distributed between the 14 state designated work force labor regions. The East Bay Regional Planning Unit (EBRPU) was awarded \$95,000 for P2E planning purposes. Alameda County is serving as the Fiscal lead for the EBRU for this funding and will distribute through the Oakland Private Industry Council \$20,225 to each Workforce Development Board (WDB) in the regions: Richmond, Oakland, and Contra Costa County. The funding expires March 31, 2020

CONSEQUENCE OF NEGATIVE ACTION:

The Workforce Development Board of Contra Costa County will not be able to fulfill the commitment to the work outlined in the Prison to Employment Initiative and ultimately, local residents will lose much needed services.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Arts and Culture Commission State-Local Partnership Grant

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator, or designee, to apply for and accept funding from the California Arts Council, a State agency, in an amount not to exceed \$89,000 for the State-Local Partnership Grant, which enables the County to provide advocacy for the advancement of arts, for the period July 1, 2020 through June 30, 2022.

FISCAL IMPACT:

Upon approval, the County will be eligible for up to \$89,000 of State funds, to be paid over two fiscal years, 2020-21 and 2021-22. The grant funds are to support art advancement programs. Grant requirements include a dollar for dollar match, of which, up to 50% can be from in-kind goods and services and donations. The General Fund allocation for the Arts Commission and the in-kind resources available to meet these efforts will meet the matching fund requirements of the grant.

BACKGROUND:

Established by the Board of Supervisors in December of 1994 as an official County commission and the authorized County partner with the California Arts Council, the Arts and Culture Commission of Contra Costa County (AC5) first applied for and received funding from the State-Local Partnership program in July 1995 for fiscal year 1995-96. Since that time, the Board of Supervisors has designated and reaffirmed AC5 as the authorized partner of the State-Local Partnership program of the California Arts Council. This

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Julia Taylor,
925.335.1043

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

designation allows the County to apply for and accept funding from the State to enhance art and culture programs in the county.

The goals of the State-Local Partnership Program are to promote public value of and participation in the arts; leverage public and private support for the arts; encourage and promote arts in education; foster local and regional partnership and collaboration; create, present, and preserve the arts of all cultures; promote inclusiveness and equity in the arts for all communities; and encourage cultural development and preservation of California's diverse communities.

The maximum amount State-Local Partners may request is up to \$90,000 for general arts and culture advancements. Approval of this Board action will allow AC5 to apply for up to \$89,000 in State-Local Partner grant funds for fiscal years 2020-21 and 2021-22.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the County will not compete for grant funding that supports the advancement of arts and advocacy efforts of AC5 and the majority of AC5's budget.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Agreement #29-825-1 with AAA Northern California, Nevada & Utah

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Agreement #29-825-1 with AAA Northern California, Nevada & Utah, to pay County an amount of \$1,000, to provide car seats and car seat boosters to low income families under the AAA Child Passenger Safety Donation Program for the period from of July 12, 2019 through December 13, 2019.

FISCAL IMPACT:

Approval of this agreement will allow County to receive an amount not to exceed \$1,000 from AAA Northern California, Nevada & Utah. No County match is required.

BACKGROUND:

The purpose of the collaboration is to facilitate distribution of car seats and booster seats to the Public Health Division's Clinic Services program and partnering agencies including First 5, family resource centers, hospitals, head start, community and outreach programs. The recipients of the car seats and car seat boosters will receive education on how to properly use them from a certified Public Health Division employee.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Dan Peddycord,
925-313-6712

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

On July 23, 2019 the Board of Supervisors approved Grant Agreement #29-825 with AAA Northern California, Nevada & Utah the County to distribute child car seats and car seat boosters to low income families in Contra Costa County for the period July 12, 2019 through December 13, 2019. This Agreement included agreeing to mutually indemnify and hold the AAA Northern California, Nevada & Utah harmless from any claims arising out of the performance of this Contract.

Approval of Agreement #29-825-1 will allow County to receive additional funds for the CPS Donation Program through December 13, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, Health Services Department will not receive additional child passenger safety seats from AAA's Child Passenger Safety Seat Donation Program.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include fewer injuries in car accidents.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Grant Agreement #28-900-1 with California Institute for Behavioral Health Solutions

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Grant Agreement #28-900-1, including agreeing to indemnify California Institute for Behavioral Health Solutions to pay the County an amount not to exceed \$503,403, for prevention screening, intervention, and treatment services to reduce Opioid Use Disorder (OUD) for youth in East and West Contra Costa County, for the period August 1, 2019 through August 31, 2020.

FISCAL IMPACT:

Approval of this agreement will result in an amount not to exceed \$503,403 payable to the County. No County match.

BACKGROUND:

This Grant is needed to expand access to youth-friendly prevention, screening, intervention and treatment services to reduce OUD among youth ages 13 through 24 years. Services will be provided to high school youth in Antioch, Pittsburg and West Contra Costa Unified School Districts, Juvenile Hall, Golden Gate Community Schools operated by Contra Costa Office of Education,

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Dan Peddycord,
925-313-6712

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

Calli House Youth Shelter and Concord Homeless Shelter. Data from the California Opioid Overdose Surveillance Dashboard show that areas of West and East Contra Costa, including Richmond, Pittsburg and Antioch, have some of the highest rates of opioid overdose deaths for all ages in the county, indicating that misuse of opioids and OUD is an issue in these areas. Because most adults with OUD started using opioids before age 25, misuse of opioids and OUD among youth and young adults in these areas is a concern.

Approval of Grant Agreement #28-900-1 with allow County to receive funds for prevention screening, intervention, and treatment services for youth to reduce OUD through August 31, 2020. The County is agreeing to indemnify and hold harmless the Contractor for claims arising out of County's performance under this Contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, County will not receive funds to reduce opioid use disorder and opioid overdose among youth in East and West Contra Costa County.

CHILDREN'S IMPACT STATEMENT:

ATTACHMENTS



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Grant Agreement #28-902 with University of California, San Francisco

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Grant Agreement #28-902 containing mutual indemnification with University of California, San Francisco (UCSF) to pay County an amount not to exceed \$10,000, to provide education and training services to interprofessional healthcare providers and family medicine residents, in connection with the Geriatric Workforce Enhancement Program (GWEP), for the period July 1, 2019 through June 30, 2020.

FISCAL IMPACT:

Approval of this Agreement will result in an amount not to exceed \$10,000 payable to the County. No County match.

BACKGROUND:

The UCSF GWEP team will partner with Contra Costa Health Services to provide interprofessional healthcare providers and family medicine residents with 4M framework education and trainings, facilitate collection and reporting of required patient outcome measures, and develop and implement a train the trainer program.

Approval of Grant Agreement #28-

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Dan Peddycord,
925-313-6712

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

902 with allow County to receive funds to provide education and training to interprofessional healthcare providers and family medicine residents through June 30, 2020. This Contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this Contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, County will not receive funds to educate and train interprofessional healthcare providers and family medicine residents.



Contra
Costa
County

To: Board of Supervisors
From: Transportation Water and Infrastructure Committee
Date: October 8, 2019

Subject: ADOPT Resolution for Grant Acceptance with State Coastal Conservancy for the North Richmond Watershed Connections Project.

RECOMMENDATION(S):

ADOPT Resolution No. 2019/584 authorizing the Public Works Director, or designee, to accept the grant award from the State Coastal Conservancy ("Conservancy") to receive an amount not to exceed \$884,000 for the North Richmond Watershed Connections ("the Project"), as recommended by the Transportation, Water and Infrastructure Committee (TWI Committee), Richmond area.

FISCAL IMPACT:

The grant award and agreement with the Conservancy will provide funding up to \$884,000 for the installation of rain gardens and bioswales, street trees, and other watershed-focused public trail amenities along Fred Jackson Way in North Richmond. Because of the Project's location in a disadvantaged community, the grant program does not require matching funds, though there is a total match of \$224,000 from various funds. The approval of this grant from the Conservancy would obligate limited County Watershed Program/PWD staff time to administer it. (100% State Coastal Conservancy)

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: John Steere, (925)
313-2281

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Laura Strobel, County Administrator's Office, Allison Knapp, Deputy Public Works Director, Tim Jensen, Flood Control, Michelle Mancuso, County Watershed Program, John Steere, Flood Control, Catherine Windham, Flood Control

BACKGROUND:

The Public Works Department (PWD)—Watershed Program, in partnership with two community-based nonprofits, the Watershed Project and Urban Tilth, submitted a Prop 1 Urban Greening grant proposal in February 2017 to the Conservancy for the Project. In June 2017, the Conservancy staff notified the PWD—Watershed Program that it had nominated the County to receive a grant of \$884,000 for the Project. On August 22, 2019, the Conservancy’s Board of Directors voted unanimously to award this grant to the County PWD. The Project will implement a suite of multiple-benefit urban greening projects in the unincorporated community of North Richmond to improve water quality and enhance the health of San Pablo and Wildcat Creeks and their watersheds, while expanding the urban forest, reducing heat islands, and improving this disadvantaged community’s awareness of and safe access to their local natural resources with a 1.75-mile long “Walkable Watersheds” urban trail. See Attachment 1 for a graphic of this urban greening/green infrastructure demonstration project.

The Project is comprised of three subprojects and is a collaboration of Contra Costa County Transportation Engineering, the PWD—Watershed Program, and two local nonprofits, including Urban Tilth and the Watershed Project. These subprojects, as shown in Attachment 1 (map/graphic), are:

1. Fred Jackson Way Raingardens — adjacent to the North Richmond Urban Farm (led by Urban Tilth).
2. Fred Jackson Way First Mile/Last Mile Urban Greening, a Green/Complete Streets project (led by PWD—Transportation Engineering).
3. Clean and Green Adopt-a-Tree and “Walkable Watersheds” (led by the Watershed Project), whose features include:
 - Increasing the urban canopy by planting 30 street trees in the public right-of-way and 25 trees on private property where no tree opportunity site exists.
 - Improve watershed awareness, access and walkability with wayfinding, artwork and interpretive elements along the North Richmond Watershed Connections route, including “jewel boxes” on utility boxes.

The Project was previously reviewed, accepted, and referred to the Board by the TWI Committee on July 18, 2019.

The Project grant went before the Conservancy’s Board of Directors on August 22, 2019, and received its unanimous approval. See Attachment 2 for the Project Budget by Task/subproject, along with matching funds. It has been delayed for approval in order to allow for conducting and concluding the environmental review/CEQA requirements for its three subprojects, which have just been completed. In the interim, the Project was awarded the 2018 “Leadership in Sustainability” Award by Sustainable Contra Costa.

CONSEQUENCE OF NEGATIVE ACTION:

Without the Board’s approval, the County will void the receipt of \$884,000 in grant funds for implementation of an important green infrastructure and urban greening project in North Richmond.

ATTACHMENTS

Resolution No. 2019/584

Attachment 1-Map/Graphic

Attachment 2-Project Budget by Task/subproject

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 10/08/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2019/584

In the Matter Of: Approving the Grant of Funds from the State Coastal Conservancy for the North Richmond Watershed Connections.

WHEREAS, the Legislature of the State of California has established the State Coastal Conservancy (“Conservancy”) under Division 21 of the California Public Resources Code and has authorized the Conservancy to award grants to public agencies and nonprofit organizations to implement the provisions of Division 21; and

WHEREAS, the Conservancy awards grants for projects that it determines are consistent with Division 21 of the Public Resources Code and with the Conservancy’s Strategic Plan and that best achieve the Conservancy’s statutory objectives, in light of limited funding.

WHEREAS, at its August 22, 2019, meeting, the Conservancy adopted a resolution authorizing a grant to Contra Costa County Public Works Department (“grantee”) for the North Richmond Watershed Connections (the “Project”). The resolution was adopted by the Conservancy pursuant to and is included in the Conservancy August 22, 2019, staff recommendation, a copy of which is on file with the grantee and with the Conservancy.

WHEREAS, the Conservancy requires that governing body of the grantee certify through a resolution that it approves the award of Conservancy grant funding and authorizes the execution by a representative of the grantee of a grant agreement on terms and conditions required by the Conservancy grant agreement.

NOW, THEREFORE, be it resolved that the grantee hereby:

1. Approves the award of grant funding from the Conservancy for the Project.
2. Recognizes that the Project’s partners are Urban Tilth and The Watershed Project, with whom the grantee will award sole-source contracts to accomplish their assigned budget and Project tasks.
3. Acknowledges that it has or will have sufficient funds to complete the Project, and if any property is acquired as part of the Project, to operate and maintain the property, and if any facilities are constructed as a part of the Project, to operate and maintain the facilities for a reasonable period, not less than the useful life of the facilities.
4. Agrees to be bound by all terms and conditions of the grant agreement and any other agreement or instrument as may be required by the Conservancy and as may be necessary to fulfill the terms of the grant agreement and to complete the Project.
5. Authorizes any of the following named officers and employees of the grantee to act as a representative of the grantee, to negotiate and execute on behalf of the grantee all agreements and instruments necessary to complete the Project and to comply with the Conservancy’s grant requirements, including, without limitation, the grant agreement: Brian Balbas, Director, Contra Costa Public Works Department and all Deputy Directors of the Public Works Department.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

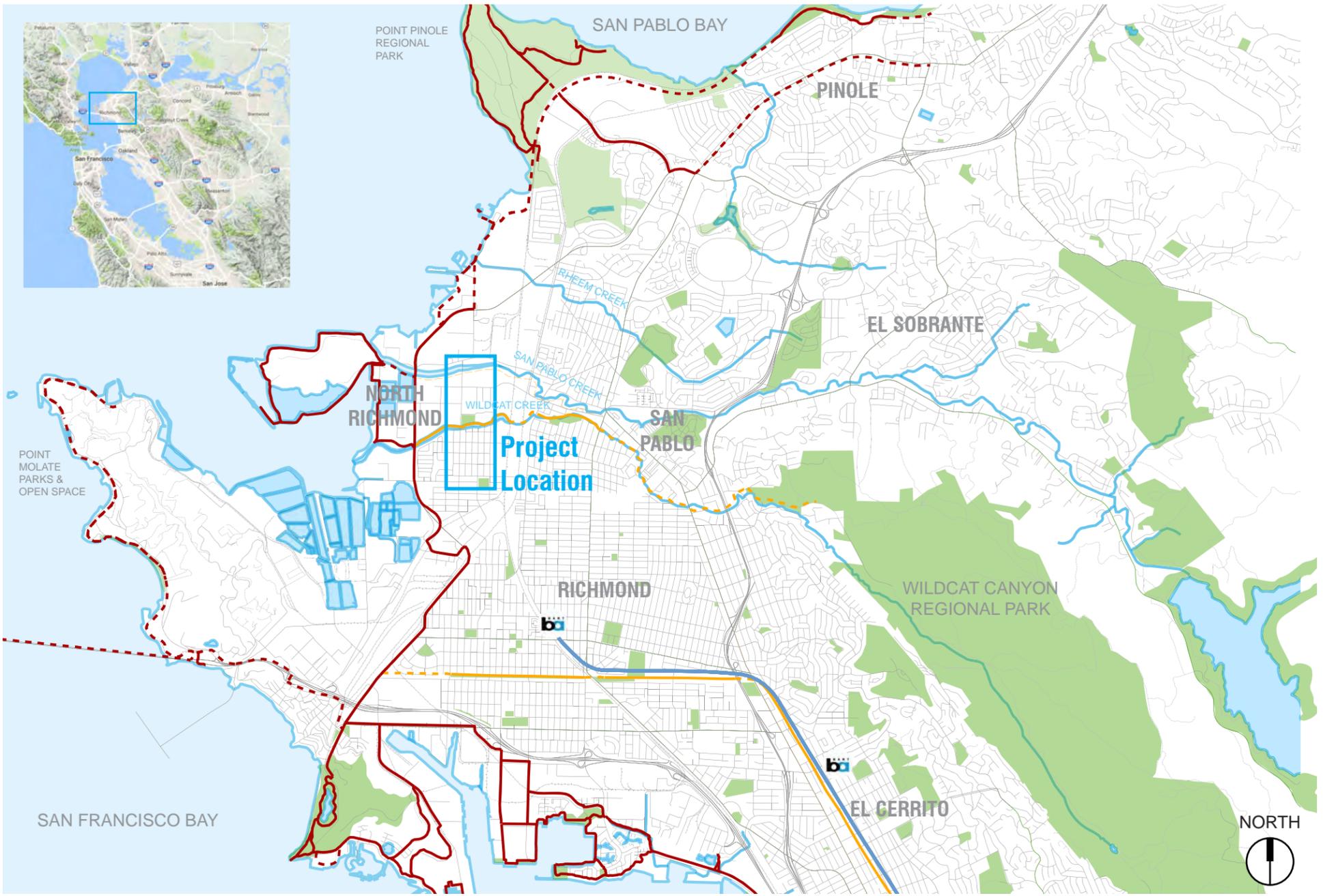
David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: John Steere, (925) 313-2281

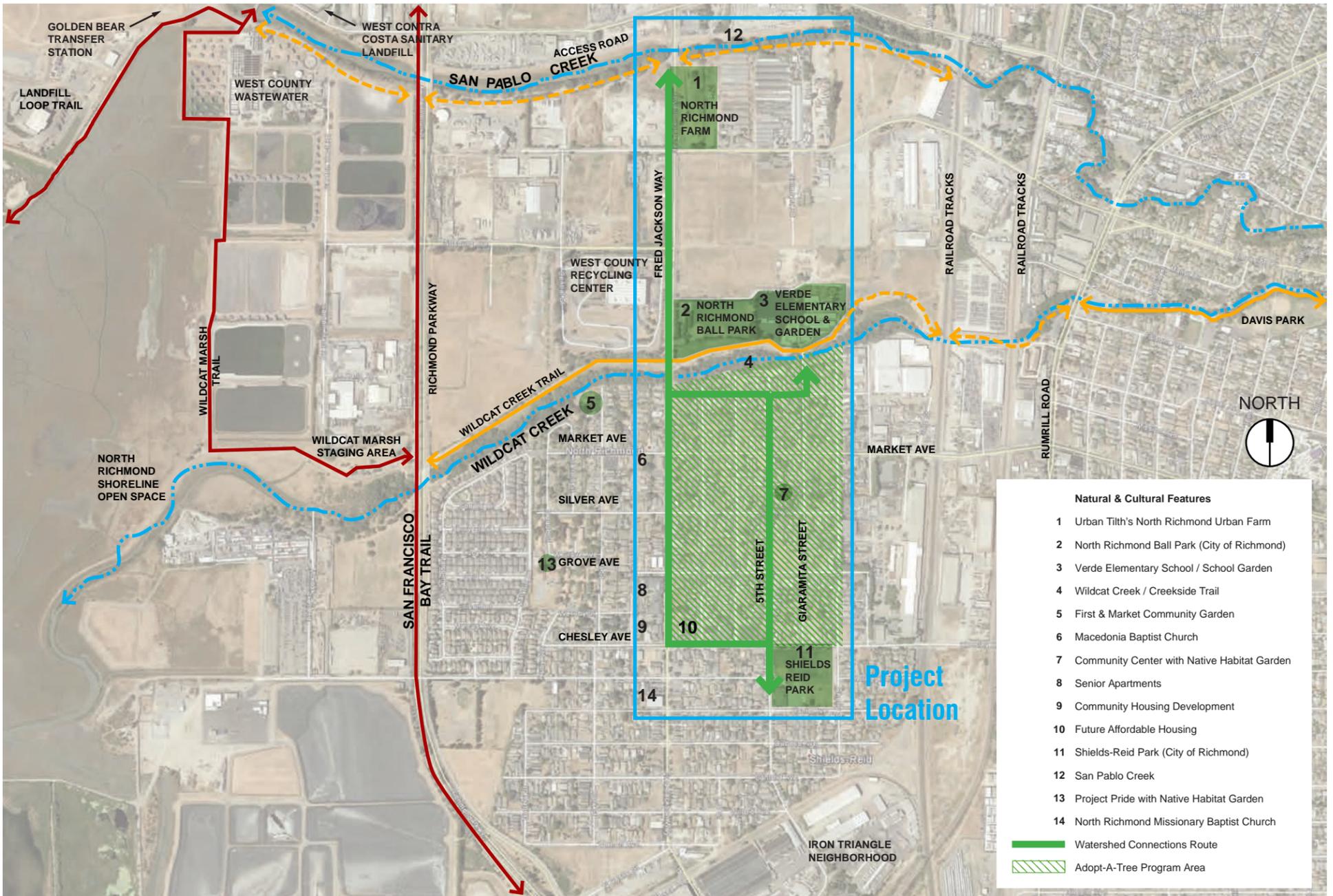
By: , Deputy

cc: Laura Strobel, County Administrator's Office, Allison Knapp, Deputy Public Works Director, Tim Jensen, Flood Control, Michelle Mancuso, County Watershed Program, John Steere, Flood Control, Catherine Windham, Flood Control

ATTACHMENT 1: PROJECT MAPS AND GRAPHICS



Regional Map: North Richmond and Vicinity



Neighborhood Scale Map

NORTH RICHMOND WATERSHED CONNECTIONS A MULTI-BENEFIT URBAN GREENING DEMONSTRATION PROJECT

Trail Legend	
	Bay Trail - Complete
	Bay Trail - Incomplete
	Connector Trail - Complete
	Connector Trail - Incomplete



Fred Jackson Way Rain Gardens

Project Lead: Urban Tilth

- Urban Greening: 6 Trees, 3,475 s.f. planting area with native species
- Stormwater Management: 3,475 s.f. rain garden treats 3,110,400 gallons of stormwater annually



Fred Jackson Way
Complete Streets integrate urban greening, sustainable features, stormwater management and active transportation

Rain Garden
Stormwater management becomes a neighborhood amenity, featuring native plants and pollinators as well as street trees to lower urban temperatures

Pedestrian Sidewalk

Interpretive Signage
This sign describes the bioswale design and how a healthy watershed benefits the farm

Urban Tilth's North Richmond Urban Farm
In Summer of 2012 Urban Tilth began work with County Supervisor John Gioia's office on developing the North Richmond Farm at the corner of Fred Jackson Way and Brookside Dr.

Limit of Work
SCC Prop 1 Grant Request



Fred Jackson Way First Mile/Last Mile Urban Greening

Project Lead: Contra Costa County Public Works Department

- Urban Greening: 37 Trees (shown conceptually, see design plan for layout)
- This is a Contra Costa County Department of Public Works Project. The ATP-funded project includes ADA accessible sidewalks with street trees along 0.3-mile roadway from Grove Avenue to Wildcat Creek Trail. It extends an additional 0.3 miles northerly to Brookside Drive to construct sidewalk and Class II bike lanes for a total of 0.6 miles of continuous pedestrian and bicycle access.



Clean & Green Adopt-a-Tree Program & Walkable Watersheds

Project Lead: The Watershed Project

- Urban Greening: Adopt-a-Tree Program / 50 Trees (refer to design plan for opportunity sites)
- Walkable Watersheds: 4 interpretive features, 15 wayfinding markers, painted pavements, art
- Water Quality / Litter Reduction: 3 "jewel boxes" (litter/recycling receptacles with mosaic art)



Complete Streets
Integrate urban greening, sustainable features, stormwater management and active transportation

Pavement Marking
playful stormwater art highlights the connection between clean streets and water quality

Adopt-a-Tree Program
a sustainable program to plant street trees in collaboration with home owners and maintain them

Wayfinding & Distance Markers
improves walkability; encourages exercise; identifies safe routes; calls out multi-benefit green infrastructure features

Interpretive Signage
references natural and cultural features; promotes watershed awareness

Trail Signage
encourages active transportation and mode choice; improves bicycle safety

Jewel Box Litter/Recycling

Utility Box Art

Wayfinding & Distance Markers

Interpretive Signage small

Interpretive Signage large



NORTH RICHMOND WATERSHED CONNECTIONS A MULTI-BENEFIT URBAN GREENING DEMONSTRATION PROJECT



Attachment 2

North Richmond Watershed Connections - Revised Project Budget

(Presented by SCC staff report to their Board of Directors for the SCC 8/22/19 BOD meeting)

			REQUEST	MATCHING FUNDS		
Task #	Task	Completion Date	State Coastal Conservancy	Applicant's Funding (includes in-kind)	Other Funds	Total Cost
1	Fred Jackson Way Rain Gardens	12/01/2020	\$422,000	\$0	\$22,000	\$443,000
2	First Mile/Last Mile Tree Installations	10/1/2021	\$234,000	\$0	\$224,000	\$458,000
3	Adopt-a-Tree Program	12/01/2020	\$70,000	\$0	\$0	\$70,000
4	TWP Clean and Green Adopt-a-Block Cleanups	12/01/2020	\$0	\$100,000	\$0	\$100,000
5	Wayfinding, interpretive elements, and mosaic trash cans	12/01/2020	\$80,000	\$0	\$0	\$80,000
6	Project Administration, Evaluation and Reporting	12/01/2021	\$78,400	\$50,000	\$0	\$78,400 (128,400)
TOTAL			\$884,000	\$150,000	\$224,000	\$1,301,600 (1,258,400)



Contra
Costa
County

To: Board of Supervisors
From: David O. Livingston, Sheriff-Coroner
Date: October 8, 2019

Subject: Applying for and Accepting the 2019 Emergency Management Performance Grant

RECOMMENDATION(S):

ADOPT Resolution No. 2019/585 authorizing the Sheriff-Coroner, or designee, to apply for and accept the California Governor's Office of Emergency Services' 2019 Emergency Management Performance Grant in an initial allocation of \$356,936 to develop and maintain the level of capability to prepare for, mitigate, respond to, and recover from emergencies and disasters for the period July 1, 2019 through the end of grant funding availability.

FISCAL IMPACT:

\$356,936; 100% Federal with the State as the fiscal agent. Grant requires in-kind match in the amount of the grant award, which is currently budgeted. (CFDA# 97.042)

BACKGROUND:

The mission of this grant is to assist State, Local and Tribal governments in preparing for all-hazards. This grant supports a comprehensive, all-hazards emergency preparedness system by building and sustain emergency management capabilities locally. The Operational Area of Contra Costa County has received Emergency Management Performance Grant (EMPG) funds from the California Governor's Office of Emergency Services for several years. The continuation of this program

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Sandra Brown
925-335-1553

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

is critical to maintaining the quality and quantity of emergency management programs provided within the County. This funding will allow for enhanced coordination and communication among the disciplines within the Operational Area to maximize protective actions, emergency preparedness, and the effective response to emergencies and disasters. The initial EMPG program allocation provided to the County by the U.S. Department of Homeland Security and sub-granted through the State of California is \$356,936 with possible additional funding.

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff's Office will not be authorized to apply for and accept the grant funding.

ATTACHMENTS

Resolution 2019/585

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 10/08/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2019/585

IN THE MATTER OF: Applying for and Accepting the 2019 Emergency Management Performance Grant.

WHEREAS, the County of Contra Costa is seeking funds available through the Emergency Management Performance Grant program administered by the California Governor's Office of Emergency Services (CalOES):

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors authorizes the Sheriff-Coroner, the Undersheriff or the Sheriff's Chief of Management Services-Exempt, to execute for and on behalf of the County of Contra Costa, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining Federal financial assistance including grant modification and extensions, provided by the U. S. Department of Homeland Security and sub-granted through the State of California.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Sandra Brown 925-335-1553

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services
Date: October 8, 2019

Subject: 2019-2020 Low Income Home Energy Assistance Program DAP funding

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with the California Department of Community Services and Development to pay the County an amount not to exceed \$164,594 for Low Income Home Energy Assistance Disbursement Assistance Program for the period October 1, 2019 through December 31, 2020.

FISCAL IMPACT:

This grant is 100% funded from a settlement agreement for the State of California involving Barclays Bank PLC (Barclays) and the Federal Energy Regulatory Commission. There is no county match. The state agreement number is 20D-1005; county agreement number is 39-808.

BACKGROUND:

Contra Costa County has received funding from the State Department of Community Services and Development for 25 years wherein the County provides energy bill assistance payments and weatherization services to county residents who are income-eligible to receive said services. The funding sources include Low Income Home Energy Assistance Program (LIHEAP), the Energy Crisis Intervention Program (ECIP), and the Department of Energy (DOE), the Low Income Weatherization

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: CSB,
925-681-6334

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Nelly Ige, Sam Mendoza

BACKGROUND: (CONT'D)

Program (ILIWP) and the Toilet Retrofit Program (TRP). On September 17, 2019, the department was informed of additional funding for the LIHEAP program via a settlement agreement between Barclays Bank PLC and the Federal Energy Regulatory Commission. The settlement was to resolve allegations that Barclays participated in a scheme to manipulate the western energy markets. The settlement is a one-time lump sum payment to California. The California Department of Community Services and Development Department, in turn, disbursed the money to LIHEAP recipients throughout the state. This board order is to accept the allocation for Contra Costa County.

The Employment and Human Services Department (EHSD) partners with the County Department of Conservation and Development to provide energy saving home improvements to low-income families throughout unincorporated Contra Costa County, as well as the County's nineteen cities.

The energy savings measures may provide homes with hot water heaters, furnaces, refrigerators, microwaves, doors, windows, fluorescent light bulbs, weather stripping, ceiling fans, and attic insulation. Homes receive a blower door test (a diagnostic tool to locate and correct air infiltration), and homes with gas appliances receive a combustion appliance safety test that checks for carbon monoxide gas leakage. Homes with gas appliances are provided with a carbon monoxide alarm.

This funding also includes the Home Energy Assistance Program (HEAP) where residents of the County can qualify for a credit on their energy bills.

Both programs use income based eligibility. The income levels are based on the Federal Fiscal Year 2019 Poverty Guidelines. Once eligibility is determined, clients with no hot water, no heat, or are in danger of having their power shut off are served as emergencies. Service is then based on clients with the lowest income, highest energy burden and families with at least one resident who is considered vulnerable population.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, County may not receive funding to operate LIHEAP.

CHILDREN'S IMPACT STATEMENT:

The Employment and Human Services Department, Community Services Bureau energy program supports one Contra Costa County community outcome - Outcome #4: "Families that are Safe, Stable and Nurturing." This outcome is supported by the provision of home energy assistance to keep households warm in winter and to increase household energy efficiency.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Agreement #28-511-40 with the California Department of Resources Recycling and Recovery

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee (Randy Sawyer), to execute on behalf of the County Grant Agreement #28-511-40 (EA30-19-0071) with the California Department of Resources Recycling and Recovery (CalRecycle), to pay County an amount not to exceed \$25,129, for continuation of the Local Enforcement Agency (LEA) assistance funds for the Department's Environmental Health Division Solid Waste Program, for the period July 1, 2019 through October 29, 2020.

FISCAL IMPACT:

Approval of this Agreement will result in a payment to the County of \$25,129 for the Department's Solid Waste Program. No County match required.

BACKGROUND:

On October 18, 2018, the Board of Supervisors approved Grant Agreement #28-511-38 from CalRecycle for the LEA Grant Program, to provide funding for the Department's Environmental Health Division Solid Waste Program, for the period from July 1, 2018 through October 29, 2019. On May 7, 2019, the Board of Supervisors authorized the Health Services Department to submit funding application #28-511-39 for continuation of funding for the Solid Waste Program.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Randall Sawyer,
925-335-3210

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Marcy Wilhelm

BACKGROUND: (CONT'D)

Approval of this Grant Agreement #28-511-40 will allow the County to use the funds solely for the support of the solid waste facilities permit and inspection programs, including personnel, training, equipment, supplies, and technical support. The Agreement was received by the County from CalRecycle on August 28, 2019. This Agreement includes agreeing to indemnify and hold harmless the Grantor from any claims arising out of the performance of this Grant Agreement, through October 29, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this Agreement is not approved, the County will not receive funds to support its solid waste facilities permit and inspection programs.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: October 8, 2019

Subject: Elder Abuse Prevention Project Grant Funding

RECOMMENDATION(S):

APPROVE AND AUTHORIZE the Employment and Human Services Director, or designee, on behalf of the Adult Protective Services (APS) division to apply for and accept grant funding from the California Governor's Office of Emergency Services (Cal OES), Victim Services Branch (XC), in an amount not to exceed \$388,417 for the period January 1, 2020 through December 31, 2020.

FISCAL IMPACT:

County to receive an amount not to exceed \$388,417 from the Governor's California Office of Emergency Services to fund the Elder Abuse Prevention Project for one year period. The Program is supported through the Victims of Crime Act (VOCA) Victim Assistance formula Grant Program, which requires a cash and/or in-kind match equal to 20 percent of the total project cost, which is \$485,521.25. Therefore, Employment and Human Services Department will match \$97,104.

BACKGROUND:

The goal of the Elder Abuse Prevention Project (EAPP) is to bridge the gap in services addressing elder abuse. EAPP is

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: N. Hager, (925)
608-4966

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

designed to provide direct services to elders in a coordinated manner. The program design takes into account the approximately 6,000 annual APS caseload, and focuses on the areas where direct service is most required: financial abuse, case management, and counseling. This focus will increase justice for, and safety of, elder residents of Contra Costa County. The EAPP also allows the County to utilize data from EmpowerDB to ensure these cases are handled in a coordinated fashion.

This grant funding will be used to: 1) Continue identification and early intervention of financial abuse of the elderly in Contra Costa County; 2) Increase victim safety through linkages to mental health services and civil legal services; 3) Strengthen linkages and working relationships among agency partners working with APS clients to better meet the needs of vulnerable elders at risk of abuse; and 4) Increase community awareness and understanding of elder abuse leading to better identification of cases by community members.

CONSEQUENCE OF NEGATIVE ACTION:

Without funding, programs designed to bridge the gap in services addressing elder abuse could not be implemented.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Agreement #28-370-1 with California Green Business Network

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Grant Agreement #28-370-1, including agreeing to indemnify the California Green Business Network, a nonprofit corporation, to pay County in an amount not to exceed \$20,000 to promote and help businesses adopt environmentally preferable practices, such as reducing hazardous and non-hazardous waste and increasing water and energy conservation, for the period from March 1, 2019 through March 1, 2020.

FISCAL IMPACT:

Approval of this agreement will result in a maximum amount of \$20,000 from California Green Business Network for green practices. No County funds required.

BACKGROUND:

This grant is a sub-award under California Air Resources Board Contract with California Green Business Network. In collaboration with program partners, County will certify

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Randy Sawyer,
925-335-3210

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

new businesses, report outcomes and participate in working committees for green practices including reducing hazardous and non-hazardous waste and good water and energy conservation practices.

Approval of Grant Agreement #28-370-1 will allow County to receive funds from the California Green Business Network through March 1, 2020. The County received notice of the grant award amount in June, 2019. The County is agreeing to indemnify and hold harmless the Contractor for claims arising out of County's performance under this Contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not receive funding for green practices.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Contract with Hawley, Peterson & Snyder, Architects

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Hawley, Peterson & Snyder, Architects in an amount not to exceed \$750,000 to provide on-call architectural services for various facilities projects for the period October 8, 2019 through October 8, 2022 (with a one-year extension option), which may be extended to October 8, 2023 if elected by the Public Works Director.

FISCAL IMPACT:

100% Various Funds. Project will be assigned to the on-call architect when there is an approved project and funding.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Ramesh Kanzaria
925-957-2480

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND:

The purpose of the on-call contract is to provide architectural services for various County facilities projects as they occur during the agreement period. When the Public Works Department receives a project request, it will be determined at the time whether or not it would be prudent to utilize this on-call architect. The on-call architect will provide typical architectural services, such as programming, design and construction administration. The type, size, and location of projects will vary. Typical projects may include new construction, building renovations/modernizations, remodeling of an entire building or specific areas within a building, tenant improvements, exterior building restorations, Mechanical-Electrical-Plumbing upgrades, structural improvements, code-related improvements and deferred maintenance projects. Project may also include fire district building projects. Having this on-call agreement in place will save the county time and money when compared to the time and expense in conducting a consultant selection process on a project-by-project basis and allow the design phase to commence sooner and provide for a shorter project completion schedule. Hawley, Peterson & Snyder, Architects was selected through a competitive qualifications-based selection process. The Public Works Department requested Statements of Qualifications ("SOQ'S") and received twenty eight SOQ's, and ten firms were short-listed. A selection committee comprised of County staff conducted interviews and ranked the short-listed firms. It is recommended that the above firm, who is in the ten highest ranked firms, be awarded the agreement and that the on-call agreement be approved at this time. The agreement includes a one year extension option that can be exercised by the Public Works Director if he chooses. Government Code Section 31000 authorizes the County to contract for services including the type of architectural services that Hawley, Peterson & Snyder, Architects provides.

The proposed Contract will have personnel hourly rates that may be increased every calendar year by 3% during the term of this Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved, the County will not be able to take advantage of the time and cost savings possible through the utilization of on-call architectural service agreement.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Contract with RossDrulisCusenbery, Architecture, Inc. for on-call Architectural Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with RossDrulisCusenberry, Architecture, Inc. in an amount not to exceed \$750,000 to provide on-call architectural services for various facilities projects for the period October 8, 2019 through October 8, 2022 (with a one-year extension option), which may be extended to October 8, 2023 if elected by the Public Works Director.

FISCAL IMPACT:

100% Various Funds. Projects will be assigned to the on-call architect when there is an approved project and funding.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Ramesh Kanzaria
925-957-2480

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND:

The purpose of the on-call contract is to provide architectural services for various County facilities projects as they occur during the agreement period. When the Public Works Department receives a project request, it will be determined at the time whether or not it would be prudent to utilize this on-call architect. The on-call architect will provide typical architectural services, such as programming, design, and construction administration. The type, size, and location of projects will vary. Typical projects may include new construction, building renovations/modernizations, remodeling of an entire building or specific areas within a building, tenant improvements, exterior building restorations, Mechanical-Electrical-Plumbing upgrades, structural improvements, code-related improvements and deferred maintenance projects. Projects may also include fire district buildings projects. Having this on-call agreement in place will save the county time and money when compared to the time and expense in conducting a consultant selection process on a project-by-project basis, and allow the design phase to commence sooner and provide for a shorter project completion schedule. RossDrulisCusenberry, Architecture, Inc. was selected through a competitive qualifications-based selection process. The Public Works Department requested Statements of Qualifications (“SOQ’s”) and received twenty eight SOQ’s and ten firms were short-listed. A selection committee comprised of County staff conducted interviews and ranked the short-listed firms. It is recommended that the above firm, who is in the ten highest ranked firms, be awarded the agreement and that the on-call agreement be approved at this time. The agreement includes a one-year extension option that can be exercised by the Public Works Director if he chooses. Government Code Section 31000 authorizes the County to contract for services including the type of architectural services that RossDrulisCusenberry, Architecture, Inc. provides.

The proposed Contract will have personnel hourly rates that may be increased every calendar year by 3% during the term of this Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved, the County will not be able to take advantage of the time and cost savings possible through the utilization of on-call architectural service agreement.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Contract with Kava Massih Architects for on-call Architectural Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Kava Massih Architects in an amount not to exceed \$750,000 to provide on-call architectural services for various facilities projects for the period October 8, 2019 through October 8, 2022 (with a one-year extension option), which may be extended to October 8, 2023 if elected by the Public Works Director.

FISCAL IMPACT:

100% Various Funds. Projects will be assigned to the on-call architect when there is an approved project and funding.

BACKGROUND:

The purpose of the on-call contract is to provide architectural services for various County facilities projects as they

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Ramesh Kanzaria
925-957-2480

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

occur during the agreement period. When the Public Works Department receives a project request, it will be determined at the time whether or not it would be prudent to utilize this on-call architect. The on-call architect will provide typical architectural services, such as programming, design, and construction administration. The type, size, and location of projects will vary. Typical projects may include new construction, building renovations/modernizations, remodeling of an entire building or specific areas within a building, tenant improvements, exterior building restorations, Mechanical-Electrical-Plumbing upgrades, structural improvements, code-related improvements and deferred maintenance projects. Projects may also include fire district buildings projects. Having this on-call agreement in place will save the county time and money when compared to the time and expense in conducting a consultant selection process on a project-by-project basis, and allow the design phase to commence sooner and provide for a shorter project completion schedule. Kava Massih Architects was selected through a competitive qualifications-based selection process. The Public Works Department requested Statements of Qualifications (“SOQ’s”) and received twenty eight SOQ’s and ten firms were short-listed. A selection committee comprised of County staff conducted interviews and ranked the short-listed firms. It is recommended that the above firm, who is in the ten highest ranked firms, be awarded the agreement and that the on-call agreement be approved at this time. The agreement includes a one-year extension option that can be exercised by the Public Works Director if he chooses. Government Code Section 31000 authorizes the County to contract for services including the type of architectural services that Kava Massih Architects provides.

The proposed Contract will have personnel hourly rates that may be increased every calendar year by 3% during the term of this Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved, the County will not be able to take advantage of the time and cost savings possible through the utilization of on-call architectural service agreement.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Contract with TBP/Architecture, Inc. for on-call Architectural Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with TBP/Architecture Inc. in an amount not to exceed \$750,000 to provide on-call architectural services for various facilities projects for the period October 8, 2019 through October 8, 2022 (with a one-year extension option), which may be extended to October 8, 2023 if elected by the Public Works Director.

FISCAL IMPACT:

100% Various Funds. Projects will be assigned to the on-call architect when there is an approved project and funding.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Ramesh Kanzaria
925-957-2480

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND:

The purpose of the on-call contract is to provide architectural services for various County facilities projects as they occur during the agreement period. When the Public Works Department receives a project request, it will be determined at the time whether or not it would be prudent to utilize this on-call architect. The on-call architect will provide typical architectural services, such as programming, design, and construction administration. The type, size, and location of projects will vary. Typical projects may include new construction, building renovations/modernizations, remodeling of an entire building or specific areas within a building, tenant improvements, exterior building restorations, Mechanical-Electrical-Plumbing upgrades, structural improvements, code-related improvements and deferred maintenance projects. Projects may also include fire district buildings projects. Having this on-call agreement in place will save the county time and money when compared to the time and expense in conducting a consultant selection process on a project-by-project basis, and allow the design phase to commence sooner and provide for a shorter project completion schedule. TBP/Architecture, Inc. was selected through a competitive qualifications-based selection process. The Public Works Department requested Statements of Qualifications (“SOQ’s”) and received twenty eight SOQ’s and ten firms were short-listed. A selection committee comprised of County staff conducted interviews and ranked the short-listed firms. It is recommended that the above firm, who is in the ten highest ranked firms, be awarded the agreement and that the on-call agreement be approved at this time. The agreement includes a one-year extension option that can be exercised by the Public Works Director if he chooses. Government Code Section 31000 authorizes the County to contract for services including the type of architectural services that TBP Architecture, Inc. provides.

The proposed Contract will have personnel hourly rates that may be increased every calendar year by 3% during the term of this Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If the agreement is not approved, the County will not be able to take advantage of the time and cost savings possible through the utilization of on-call architectural service agreement.



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: October 8, 2019

Subject: Contract Amendment #3 with Engineered Soil Repairs, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Engineered Soil Repairs, Inc., to increase the payment limit by \$400,000 to a new payment limit of \$1,000,000, with no change to the term December 6, 2018 to December 6, 2019 for the 2017 On-Call Contract(s) for Various Road, Flood Control, and Airport Maintenance Work, Countywide.

FISCAL IMPACT:

100% Local Road, Flood Control District, and Airport Enterprise Funds.

BACKGROUND:

On December 6, 2016,

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- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Ron Thai 925
313-7003

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

the County awarded three on-call contracts for various road, flood control, and airport maintenance work to supplement the maintenance crews' routine and emergency work while they are busy with other activities, and to perform work that is typically time-sensitive and may require specialized equipment and skills.

Contract Amendment #1, which was approved by the Board of Supervisors on December 5, 2017, extended the completion dates for each contract from December 6, 2017 to December 6, 2018. Contract Amendment #1 also increased the maximum payment limits for GradeTech, Inc. and Hess Construction Co., Inc. from \$500,000 to \$1,000,000 each, and Engineered Soil Repairs, Inc. from \$300,000 to \$600,000.

Contract Amendment #2, which was approved by the Board of Supervisors on December 4, 2018, extended the completion dates for each contract from December 6, 2018 to December 6, 2019. There were no changes to the maximum payment limits.

Due to the retirement of Hess Construction Co., Inc., in May 2019, additional funds are required so that Engineered Soil Repairs, Inc. may perform work that would have otherwise been performed by Hess Construction Co., Inc. The Public Works Director recommends that the Board approve Contract Amendment #3 and authorize the Public Works Director, or designee, to sign Contract Amendment #3 for the County. Contract Amendment #3 will increase the maximum payment limit for Engineered Soil Repairs, Inc. from \$600,000 to \$1,000,000.

CONSEQUENCE OF NEGATIVE ACTION:

These contracts originally had a term of one year, with the option of two one-year extensions. Contract Amendment #1 authorized one one-year extension and increased the payment limits of each contract. Contract Amendment #2 authorized the use of the remaining one-year extension. Contract Amendment #3 increases the payment limit of the contract with Engineered Soil Repairs, Inc. to ensure sufficient funds to complete this year's projects in light of Hess Construction Co., Inc.'s retirement. Failure to approve Contract Amendment #3 may prevent the Public Works Department from completing routine road, flood control, and airport maintenance work in a timely manner.



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Increase Limit of the Contract with Rubicon Programs, Inc., for the Operation of the Reentry Success Center

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract amendment, subject to approval as to form by County Counsel, with Rubicon Programs, Inc., to increase the payment limit by \$65,000 to a new payment limit of \$626,335 for the operation of West County Reentry Resource Center, for the period July 1, 2019 through June 30, 2020.

FISCAL IMPACT:

The contract increase of \$65,000 is funded by SB 678-California Community Corrections Performance Incentives Act revenue budgeted in the Probation Department for FY 2019-20.

BACKGROUND:

On December 7, 2018, the Community Corrections Partnership Executive Committee adopted a FY 2019-20 AB 109 Public Safety Realignment Budget for recommendation to the Board of Supervisors. The Public Protection Committee of the Board of Supervisors considered this recommended budget during its January 28, 2019, Special Session and February 4, 2019, meeting. After consideration of the matter, a budget was recommended to the Board of Supervisors that included recommendations to fund the AB 109 Community Programs for FY 2019-20.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Donte Blue,
925-335-1022

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

On June 18, 2019, the Board approved and authorized the County Administrator or designee to execute a variety of contracts for the AB 109 Community Programs. Among these was a contract with Rubicon Programs for FY 2019-20 in the amount of \$561,335 for the management of West County Reentry Resource Center operating as the Reentry Success Center in Richmond.

Based on this direction, a contract was executed with Rubicon Programs effective July 1, 2019 through June 30, 2020. The current request is for the increase of the current contractual funding to extend the Reentry Success Center's hours during the remainder of the contract term. This extension of hours will allow the Reentry Success Center to provide evening services to those requiring support outside of the regular business hours.

After in-depth discussions among the representatives of the Community Advisory Board on Public Safety Realignment, Office of Reentry and Justice, Probation Department and County Administrator's Office, the Reentry Success Center has proposed extending its hours to meet the specific needs of its clientele. Instead of operating Monday through Friday 8:30 a.m. – 5:00 p.m., the Reentry Success Center would at least operate Monday through Friday 8:30 a.m. – 8:30 p.m. These extended hours will be intended to provide additional services to the following populations:

1. Individuals released from custody in local jails after 5:00 pm
2. Individuals who are attempting to access County systems of support after hours
3. Individuals who wish to engage in pro-social activities in the evening
4. Employed individuals seeking support after work
5. Family members with evening availability to attend services with their loved ones

The additional evening hours would also allow the Reentry Success Center to act as a bridge to the Warming Center for the homeless residents in West County. It begins taking reservation calls at 6:00 p.m. and opens its doors at 8:00 p.m. each night. Without these extended hours, many individuals who utilize both the Reentry Success Center and Warming Center do not have a place to go between the 5:00 p.m. closing of the Reentry Success Center and the Warming Center's 8:00 p.m. opening. Approving this contract amendment will provide critical evening services to an at-risk population in the County.

CONSEQUENCE OF NEGATIVE ACTION:

Reentry services in West County will not be available during critical evening hours.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #77-005-5 with David S. Gee, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-005-5 with David S. Gee, M.D., an individual, in an amount not to exceed \$250,000, to provide consultation and technical assistance to the Contra Costa Health Plan (CCHP) Medical Management team, for the period from December 1, 2019 through November 30, 2020.

FISCAL IMPACT:

This Contract is funded 100% by CCHP Enterprise Fund II. (Rate increase)

BACKGROUND:

On November 13, 2018, the Board of Supervisors approved Contract #77-005-4 with David S. Gee, M.D., to provide consultation and technical assistance to the CCHP Medical Management team, for the period from December 1, 2018 through November 30, 2019.

Approval of Contract #77-005-5 will allow the Contractor to continue providing consultation and technical assistance to the CCHP Medical Management team through November 30, 2020.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Sharron Mackey,
925-313-6104

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the CCHP Medical Management Team will not receive the benefits of consultation and technical assistance from the Contractor.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #77-255 with Suncrest Hospice San Jose, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-255 with Suncrest Hospice San Jose, LLC, a limited liability company, in an amount not to exceed \$700,000, to provide hospice services for Contra Costa Health Plan (CCHP) members, for the period December 1, 2019 through November 30, 2020.

FISCAL IMPACT:

This Contract is funded 100% by CCHP Enterprise Fund II.

BACKGROUND:

Under Contract #77-255, the Contractor will provide hospice services for CCHP members, for the period December 1, 2019 through November 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CCHP members will not receive the benefits of hospice services from the Contractor.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Sharron Mackey,
925-313-6004

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: K Cyr, M Wilhelm



Contra
Costa
County

To: Board of Supervisors
From: Beth Ward, Animal Services Director
Date: October 8, 2019

Subject: Contra Costa Animal Services and Tiburon, Inc Contract

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Animal Services Director, or designee, to execute a contract, including modified indemnification, with Tiburon, Inc., in the amount not to exceed \$165,000 to provide a computer aided dispatch system for the Contra Costa County Animal Services Department for the period of October 1, 2019 to September 30, 2020.

FISCAL IMPACT:

The contract cost is \$165,000 which is 100% funded by the General Fund, budgeted.

BACKGROUND:

Under this contract, Tiburon, Inc. will implement a Computer Aided Dispatch (CAD) system for dispatching the Animal Services Department's Field Operations unit. Presently, the Department utilizes the Contra Costa County Office of the Sheriff (CCCOS) for dispatch services from 1700 to 0800 Tuesday — Friday and all day Sunday and Monday.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Arturo Castillo,
925-608-8470

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

This contract will integrate with the CCCOS's dispatch unit system called Tiburon. The proposed Animal Services Department service contract will include the initial dispatch system equipment and planning phase for the Department to establish the Tiburon CAD system.

The contract includes modifications to the County's general conditions. In Section 3 (Records), modifications extend confidentiality to the inspection of contractor records. Section 5 (Termination and Cancellation) was revised to provide a 30 day period for either party to cure default and a 30 day notice requirement for the County to notify the contractor of lack of funding. Section 18 (Indemnification) was revised to specify that under the Contract, the Contractor's liability will be limited to the total amount paid under the contract, or in the instance of death or personal injury, \$1,000,000, which is contractor's insurance limit. Section 25 (Copyrights, Rights in Data and Works Made for Hire) was revised to remove the Works Made for Hire requirements.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this contract will affect the Department's capacity to provide Field Services for contracted Cities with the Contra Costa County.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #27-565-21 with DocuStream, Inc

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-565-21 with DocuStream, Inc., a corporation, in an amount not to exceed \$1,100,000, to provide electronic claims processing services, and to license related software to County for the Contra Costa Health Plan (CCHP) and Behavioral Health Services Division (BHSD), for the period from November 1, 2019 through October 31, 2020.

FISCAL IMPACT:

This Contract is funded by 80% CCHP Enterprise Fund II and 20% Mental Health Services Act. (No rate increase)

BACKGROUND:

On November 6, 2018, the Board of Supervisors approved Contract #27-565-20 with DocuStream, Inc., to provide claims processing services including, scanning, storage encryption and retrieval for the period from November 1, 2018 through October 31, 2019.

Approval of Contract #27-565-21 will allow Contractor to continue to provide claims processing to CCHP and BHSD through October 31, 2020.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Sharron Mackey,
925-313-6104

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CCHP and BHSD will not receive electronic claims processing services from Contractor. Providers may experience delays in payment and CCHP may be out of compliance and subject to sanctions and civil penalties per California and Federal law.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #23-455-16 with Atos Digital Healthcare Solutions, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-455-16 containing mutual indemnification with Atos Digital Healthcare Solutions, Inc., a corporation, in an amount not to exceed \$788,000, to provide consulting and technical support for the Health Services Department’s Information System Unit, for the period from July 1, 2019 through June 30, 2020.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On July 24, 2018, the Board of Supervisors approved Contract #23-455-14 (as amended by Amendment Agreement #23-455-15) with Atos Digital Healthcare Solutions, Inc., to provide consulting and technical support to the Health Services Department’s Information Systems Unit for the Laboratory and Materials Management System for Contra Costa Regional Medical Center and Contra Costa Health Centers, for the period from July 1, 2018 through June 30, 2019.

Approval of Contract #23-455-16, will allow the Contractor to continue to provide consulting and technical support, through June 30, 2020. This contract includes mutual indemnification.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Patrick Wilson,
925-335-8700

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, Contractor will not be able to provide support services for the Department's Information Systems unit.

ATTACHMENTS



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Purchase Order with Citrix Systems, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a Purchase Order with Citrix Systems Inc., in an amount not to exceed \$294,245, to purchase Citrix software licensing support and hardware maintenance services, for the period October 31, 2019 through October 31, 2020.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

The Epic Electronic Health Record (EHR) system requires the use of Citrix Terminal Services. Citrix software allows the Health Services Department (HSD) staff access to the Epic EHR system. Citrix also improves remote access to the Epic EHR for the Contra Costa Regional Medical Center on-call clinical staff. HSD needs to renew Citrix Subscription Advantage support and appliance maintenance to comply with Epic mandated continued support requirements. This year Citrix consolidated products to unify their portfolio offerings, which is reflected in the consolidation of previous Purchase Orders F013786 and F013570.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Patrick Wilson,
925-335-8700

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Marcy Wilhelm

BACKGROUND: (CONT'D)

The End User License Agreement dated January 1, 2019 obligates the County to indemnify Citrix Systems, Inc. for claims infringing upon patent, copyright or trade secrets.

CONSEQUENCE OF NEGATIVE ACTION:

Without ongoing maintenance, support and technical assistance from Citrix, HSD's critical infrastructure would not be covered in the event of a hardware, software or technical issue, thereby resulting in EHR accessibility issues and potential connectivity failures.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Purchase Order with Optiv Security, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a Purchase Order with Optiv Security, Inc., in an amount not to exceed \$320,355, for Proofpoint email protection software, support and maintenance services, for the period November 8, 2019 through November 7, 2022.

FISCAL IMPACT:

100% funding is included in the Hospital Enterprise Fund I budget.

BACKGROUND:

Proofpoint email protection software stops malware and non-malware threats such as impostor email. Proofpoint software protects Health Services Department systems and data against advanced threats and compliance risks and allows for sending encrypted email for protection of sensitive data. The County is party to an existing General Terms and Conditions agreement signed December 27, 2016 with Proofpoint, Inc. that governs the license and support of the software. This purchase is to renew existing Purchase Order F009978 set to expire November 7, 2019.

The incorporated Product Exhibit contains an indemnity

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Patrick Wilson,
925-335-8700

By: , Deputy

cc: Marcy Wilhelm, Renee Nunez

BACKGROUND: (CONT'D)

provision that County will indemnify Proofpoint, Inc. for claims or losses arising from County's misuse of the software.

CONSEQUENCE OF NEGATIVE ACTION:

If the Purchase Order renewal is not approved, the Department will not be able to pay for continuance of email protections and support.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #27-282-7 with Inview Imaging Diagnostics Inc., A Professional Medical Corporation

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-282-7 with Inview Imaging Diagnostics, Inc., A Professional Medical Corporation, in an amount not to exceed \$3,000,000, to provide diagnostic imaging services for Contra Costa Health Plan (CCHP) members, for the period November 1, 2019 through October 31, 2021.

FISCAL IMPACT:

This Contract is funded 100% CCHP Enterprise Fund II. (Rate Increase)

BACKGROUND:

On November 7, 2017, the Board of Supervisors approved Contract #27-282-4 with Antioch Magnetic Imaging, A California Limited Partnership, for the provision of diagnostic imaging services for CCHP members, for the period November 1, 2017 through October 31, 2021. In July 2018, the County Administrator approved Assignment Agreement #27-282-5 to assign the Contract #27-282-4 to California Predictive Imaging, LLC effective March 1, 2018. On December 4, 2018, the Board of Supervisors approved Amendment Agreement #27-282-6 to amend Contract #27-282-4 (as amended by Assignment Agreement #27-282-5).

Approval of Contract #27-282-7 will allow Contractor to continue providing diagnostic imaging services for CCHP members, under the new name of Inview Imaging Diagnostics, Inc., a Professional Medical Corporation, through October 31, 2021.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Sharron Mackey,
925-313-6104

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: K Cyr, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CCHP members will not receive the benefits of diagnostic imaging services from the Contractor.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Safeway Gift Cards for Consumer Participation of Mental Health Services Act -Prop 63

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to purchase, on behalf of the Health Services Director, Safeway Gift Cards for incentives for consumer participation in Mental Health Services Act (MHSA) - Prop 63 planning processes, in the amount of \$9,975 (700 cards at \$15.00/each (\$10,500) minus a 5% government discount of \$525).

FISCAL IMPACT:

100% MHSA-Prop 63. No County General Funds.

BACKGROUND:

Proposition 63, the Mental Health Services Act, was passed by voters on November 2, 2004. This proposition imposes an additional 1% tax on taxable personal income above \$1 million to provide dedicated funding for expansion of mental health services and programs. Gift Cards are provided to mental health consumers and family members as an incentive for ongoing and meaningful participation and involvement as full partners in the MHSA planning processes, from the inception of the planning through implementation and evaluation of identified activities. State Department of Mental Health Letter Number 05-01 requires the participation of mental health consumers and family members in this process. Additionally, counties must continue to be engaged in ongoing community planning processes for MHSA annual plan updates and for any new MHSA plan. As such, to obtain broader

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Suzanne Tavano, PhD.,
925-957-5512

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Marcy Wilhelm, Lisa Cabral

BACKGROUND: (CONT'D)

stakeholder input, gift cards allow the county to provide a way to reward those mental health consumers and their family members who so willingly volunteer many hours to participate in the myriad MHSA planning processes. Gift cards enable volunteer participants to cover the expenses of their transportation to and from planning meetings and covers the expenses of their meals when they need to be away from home. The gift cards allow the county to relieve the financial burden of those volunteer mental health consumer and family members who may not have the extra funds to allow their participation. The gift cards will be administered in accordance with the requirements outlined in Administrative Bulletin #615.

CONSEQUENCE OF NEGATIVE ACTION:

If there are no incentives available, Consumer and Family member participation and involvement will decrease during the Community Program Planning Process, which is a required component for the MHSA Three-Year Program and Expenditure Plan



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: October 8, 2019

Subject: Amend Contract with Goodwill Industries of the Greater Bay Area, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Goodwill Industries of the Greater East Bay, Inc., effective October 1, 2019, to increase the payment limit by \$345,025 to a new payment limit of \$1,382,150 for additional Subsidized Temporary Experience with/without Pay for the Under-Employed Program (STEP-UP) services, with no change in the term through December 31, 2019.

FISCAL IMPACT:

Funded with \$1,382,150 California Work Opportunity and Responsibility to Kids (CalWORKs) and Expanded Subsidized Employment Single Allocations, which is 85% Federal and 15% State revenue.

BACKGROUND:

Goodwill Industries of the Greater East Bay, Inc. (Goodwill) was selected from a competitive procurement, Request for Proposal 1161 to provide STEP-UP services County-wide. STEP-UP is designed to provide entry-level work experience to designated CalWORKs Welfare-to-Work (WTW) participants who are not meeting their WTW participation requirements, by immediately placing them into Work Experience (WEX) assignments for up to 180 days. The goal of STEP-UP, when coupled with

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Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: L. Pacheco,
925-608-4963

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

necessary WTW activities and services, is to immediately engage participants by providing exposure to work and basic job skills and ultimately leading to a participant's successful, long-term job placement.

Under this Contract, Goodwill develops, implements, and monitors countywide paid and unpaid WEX opportunities. Provisions of this Contract include two components: Acting as the Employer of Record and Job Development/Placement for both paid and unpaid WEX assignment.

The amendment will provide additional STEP-UP services.

CONSEQUENCE OF NEGATIVE ACTION:

Contra Costa County will not be able to provide the federally mandated STEP-UP Program of CalWORKs.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #77-274 with Herbert A. Holman, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-274 with Herbert A. Holman, M.D., an individual, in an amount not to exceed \$300,000, to provide dermatology services for Contra Costa Health Plan (CCHP) members, for the period December 1, 2019 through November 30, 2021.

FISCAL IMPACT:

This Contract is funded 100% by CCHP Enterprise Fund II.

BACKGROUND:

Under Contract #77-274, the Contractor will provide dermatology services for CCHP members, for the period December 1, 2019 through November 30, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, CCHP members will not receive the benefits of dermatology services from the Contractor.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Sharron Mackey,
925-313-6004

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: T Scott, Marcy Wilhelm



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: October 8, 2019

Subject: Amend Contract with CocoKids, Inc. for the Emergency Child Care Bridge Program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with CocoKids, Inc., a non-profit public benefit corporation, effective October 1, 2019 to increase the payment limit by \$232,980 to a new payment limit of \$907,278 to provide additional Emergency Child Care Bridge Program for Foster Children services, with no change to term July 1, 2019 through June 30, 2020.

FISCAL IMPACT:

This will increase department expenditures by \$232,980 for a total department expenditure of \$907,278, funded by 83% State Capped Allocation funds and 17% Federal Title IV-E funding.

BACKGROUND:

The lack of access to childcare for potential eligible families seeking to take in a foster child is one of the top barriers to placing young foster children with families. The passage of Senate Bill (SB) 89, established the Emergency Child Care Bridge Program for Foster Children (Bridge Program). The contract provided Bridge Program services during Fiscal 2018-2019 and this contract represents a renewal contract for Fiscal 2019-2020. The contractor provides Bridge

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Gina Chenoweth
8-4961

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

Program services that include six-month payment (or voucher) for childcare, as well as assistance from childcare navigator for eligible relative caregivers, eligible families or parenting youth in foster care. The contractor also provides trauma-informed care training and coaching to childcare providers who care for children in foster care.

The purpose of this program is to increase the number of foster children successfully placed in home-based family care, increase capacity of childcare programs to meet the needs of foster children in their care, and maximize funding to support the childcare needs of eligible families.

The original contract, in the amount of \$674,298, was approved by the Board of Supervisors at its May 21, 2019 meeting (c.71). This contract amendment will increase the payment limit due to the County receiving additional funds from the State. As the State continues to implement the program, the number of counties participating has fluctuated and thus the final allocation increased as of July 25, 2019.

CONSEQUENCE OF NEGATIVE ACTION:

Availability of ideal placement of foster children with eligible families may be limited.

CHILDREN'S IMPACT STATEMENT:

This contract supports all five of the community outcomes established in the Children's Report Card: 1) "Children Ready for and Succeeding in School"; 2) "Children and Youth Healthy and Preparing for Productive Adulthood"; 3) "Families that are Economically Self Sufficient"; 4) "Families that are Safe, Stable and Nurturing"; and 5) "Communities that are Safe and Provide a High Quality of Life for Children and Families" by providing safe housing and support to assist youth in foster care.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: October 8, 2019

Subject: Aspiranet Contract Amendment

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Aspiranet, effective October 1, 2019 to increase the payment limit by \$788,938 to a new payment limit of \$1,830,561 to provide emergency shelter receiving center services for children taken into protective custody or transitioning through foster placements, with no change to term July 1, 2019 through June 30, 2020.

FISCAL IMPACT:

The funds allocated for this contract are 70% State 2011 Realignment and 30% County General Fund.

BACKGROUND:

The Receiving Centers serve as the hub of the Employment and Human Services Department (EHSD) emergency shelter system. They provide temporary care to children who have been taken into protective custody and children and youth who are transitioning into resource family (foster) placements. The Receiving Centers offer a homelike setting and are designed to promote stability in placement, focus on the needs of the individual

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: L. Pacheco,
925-608-4963

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

child, minimize move, and support permanence at the early stages of EHSD intervention.

The original contract, in the amount of \$1,041,623, was approved by the Board of Supervisors at its July 9, 2019 meeting (c.97).

CONSEQUENCE OF NEGATIVE ACTION:

Emergency shelter will not be available to temporarily care for children taken into protective custody.

CHILDREN'S IMPACT STATEMENT:

This contract supports all five community outcomes established in the Children's Report Card: 1) "Children Ready for and Succeeding in School"; 2) "Children and Youth Healthy and Preparing for Productive Adulthood"; 3) "Families that are Economically Self Sufficient"; 4) "Families that are Safe, Stable and Nurturing"; and 5) "Communities that are Safe and Provide a High Quality of Life for Children and Families", by providing a homelike environment for children entering the Child Welfare System.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #26-881-22 with Craig Nielsen, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of County Contract #26-881-22 with Craig Nielsen, M.D., an individual, in an amount not to exceed \$261,000, to provide anesthesia services for patients at Contra Costa Regional Medical Center (CCRMC) and Health Centers patients, for the period October 1, 2019 through September 30, 2022.

FISCAL IMPACT:

This Contract is funded 100% Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On September 13, 2016, the Board of Supervisors approved Contract #26-881-20 (as amended by Contract Amendment Agreement #26-881-21) with Craig Nielsen, M.D., for the provision of anesthesia services, including, but not limited to clinical coverage, consultation, training, on-call and surgical procedures, for patients at CCRMC for the period from October 1, 2016 through September 30, 2019.

Approval of Contract #26-881-22 will allow Contractor to continue providing anesthesia services at CCRMC, through September 30, 2022.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Samir Shah, M.D.,
925-370-5525

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: A Floyd, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring anesthesia services at CCRMC will not have access to Contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #26-689-8 with Jeffrey J. Saadi, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of County Contract #26-689-8 with Jeffrey J. Saadi, M.D., an individual, in an amount not to exceed \$1,215,000, to provide anesthesia services for Contra Costa Regional Medical Center (CCRMC) and Health Centers patients, for the period October 1, 2019 through September 30, 2022.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On September 13, 2016, the Board of Supervisors approved Contract #26-689-6 (as amended by Amendment Agreement #26-689-7) with Jeffrey J. Saadi, M.D, to provide anesthesia services to CCRMC and Contra Costa Health Center patients including consultation, on-call and clinic coverage, for the period from October 1, 2016 through September 30, 2019.

Approval of Contract #26-689-8 will allow Contractor to continue to provide anesthesia services to CCRMC and Contra Costa Health Center patients through September 30, 2022.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Samir Shah, M.D.,
925-370-5525

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: A Floyd , M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved Contractor will be unable to provide anesthesia services to CCRMC and Health Centers patients.



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #76-563-3 with Norman M. Price, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of County Contract #76-563-3 with Norman M. Price, M.D., an individual, in an amount not to exceed \$240,000, to provide dermatology services for Contra Costa Regional Medical Center (CCRMC) and Health Centers patients, for the period November 1, 2019 through October 31, 2022.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No Rate Increase)

BACKGROUND:

In September 2018, the County Administrator approved and the Purchasing Services Manager executed Contract #76-563-2 with Norman M. Price, M.D., to provide dermatology services at CCRMC and Health Centers, for the period November 1, 2018 through October 31, 2019.

Approval of Contract #76-563-3 will allow Contractor to continue to provide dermatology services at CCRMC and Health Centers through October 31, 2022.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Samir Shah, M.D.,
925-370-5525

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: A Floyd, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring dermatology services at CCRMC and Contra Costa Health Centers will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Amendment Agreement #26-786-8 with Peter A.Castillo, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #26-786-8 with Peter A. Castillo, M.D., Inc., a corporation, effective October 1, 2019, to amend Contract #26-786-7 to increase the payment limit by \$123,000, from \$759,000 to a new payment limit of \$882,000, with no change in the term of December 1, 2018 through November 30, 2021.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On November 6, 2018, the Board of Supervisors approved Contract #26-786-7 with Peter A. Castillo, M.D., Inc., for the period from December 1, 2018 through November 30, 2021, for the provision of urogynecology surgery and clinic services including, but not limited to clinic coverage, consultation, inpatient sessions, training, on-call coverage, and reading cardiology studies at Contra Costa Regional Medical Center (CCRMC).

Approval of Contract Amendment Agreement #26-786-8 will allow Contractor to provide additional urogynecology surgery and clinic services at CCRMC through November 30, 2021.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Samir Shah, M.D.,
925-370-5525

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: A Floyd, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract amendment agreement is not approved, patients requiring urogynecology services will not have access to this provider's services.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #26-642-14 with Chiu-Hung Tung, M.D., Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of County Contract #26-642-14 with Chiu-Hung Tung, M.D., Inc., a corporation, in an amount not to exceed \$450,000 to provide anesthesia services for Contra Costa Regional Medical Center (CCRMC) and Health Center patients, for the period October 1, 2019 through September 30, 2022.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No rate increase)

BACKGROUND:

On September 13, 2016, the Board of Supervisors approved Contract #26-642-12 (as amended by Contract Amendment Agreement #26-642-13) with Chiu-Hung Tung, M.D., Inc., to provide anesthesia services, including, but not limited to clinical coverage, consultation, training, on-call and surgical procedures for CCRMC and Contra Costa Health Centers, for the period October 1, 2016 through September 30, 2019.

Approval of Contract #26-642-14 will allow Contractor to continue to provide anesthesia services to CCRMC and Contra Costa Health Center patients through September 30, 2022.

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- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Samir Shah, M.D.,
925-370-5525

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: A Floyd, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring anesthesia services at CCRMC will not have access to Contractor's services.



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: October 8, 2019

Subject: Aspiranet, Inc. Reimbursement for CalWORKs Home Visiting Initiative Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract on behalf of the County with Aspiranet, Inc. in an amount not to exceed \$144,298 to provide reimbursement for start-up costs for CalWORKS Home Visiting Initiative (HVI) services incurred between March 1, 2019 through June 30, 2019.

FISCAL IMPACT:

This contract is entirely funded by State CalWORKS HVI funding from California Department of Social Services.

BACKGROUND:

This contract is to reimburse Aspiranet, Inc. for costs incurred by hiring personnel, acquiring office space, equipment, and materials for a new program providing CalWORKS HVI services. This program is continuing into the 2019-2020 fiscal year. If this Board action is approved, County will reimburse Aspiranet an amount not to exceed \$144,298 for allowable start-up costs incurred between March 1, 2019 through June 30, 2019, related to this expansion of their Early Head Start Program to include CalWORKS HVI services.

CONSEQUENCE OF NEGATIVE ACTION:

Without Board approval, Contractor will not receive reimbursement for costs related to delivering new CalWORKS Home Visiting Initiative services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Elaine Burres
608-4960

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #76-596-5 with Quanmei Deng, M.D.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of County Contract #76-596-5 with Quanmei Deng, M.D., an individual, in an amount not to exceed \$858,000, to provide anesthesia services for Contra Costa Regional Medical Center (CCRMC) and Health Centers patients, for the period November 1, 2019 through October 31, 2022.

FISCAL IMPACT:

This Contract is funded 100% by Hospital Enterprise Fund I. (No Rate Increase)

BACKGROUND:

On September 25, 2018, the Board of Supervisors approved Contract #76-596-2 (as amended by Contract Amendment Agreements #76-596-3 and #76-596-4) with Quanmei Deng, M.D., to provide anesthesia services at CCRMC and Health Centers for the period November 1, 2018 through October 31, 2019.

Approval of Contract #76-596-5 will allow Contractor to continue to anesthesia services at CCRMC and Health Centers through October 31, 2022.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Samir Shah, M.D.,
925-370-5525

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: A Floyd , M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, patients requiring anesthesia services at CCRMC and Contra Costa Health Centers will not have access to Contractor's services.



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: October 8, 2019

Subject: Martinez Early Childhood Center Maintenance of Effort (MOE)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Auditor-Controller, or designee, on behalf of Employment and Human Services, to pay \$28,665 to Martinez Early Childhood Center for child care services from July 1, 2018 through June 30, 2019, as recommended by the Employment and Human Services Department Director.

FISCAL IMPACT:

The payment, not to exceed \$28,665, is for documented child care services delivered by Contractor between July 1, 2018 through June 30, 2019. Payment will be funded with 100% county funds.

BACKGROUND:

The Employment and Human Services Department (EHSD) has been collaborating with Martinez Early Childhood Center to provide child care services to infants, toddlers and preschoolers since 2007 as part of the maintenance of effort (MOE) outlined in Education Code 8279 and 8279.1. During Fiscal Year 2018-19, the Contractor continued to provide services without having a contract to authorize the services and in good faith the Department would renew FY18-19 contract accordingly. This oversight was recently recognized by EHSD when Martinez Early Childhood Center submitted

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Cassandra Youngblood
608-4964

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

an invoice for services completed for Fiscal Year 2018-19. The Contractor is entitled to payment for the reasonable value of their services under the equitable relief theory of quantum merit. This theory provides that where a person has been asked to provide services without a valid contract and does so to the benefit of the recipient, the provider is entitled to recover the reasonable value of those services. This Board Order seeks to rectify the oversight by providing payment for services rendered. Payment will be made upon receipt of documentation of days, hours and number of children cared for.

CONSEQUENCE OF NEGATIVE ACTION:

Contractor will not be paid for services rendered to the Employment and Human Services Department.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #23-518-3 with the Reach Air Medical Services, LLC

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute Contract #23-518-3 which contains mutual indemnification with Reach Air Medical Services, LLC, a limited liability company, to provide air ambulance patient transport services as requested by County’s Emergency Medical Services (EMS) Division, for the period from January 1, 2020 through December 31, 2021.

FISCAL IMPACT:

This is a non-financial agreement. The Contractor agrees to pay the required initial and the renewal authorization fees as specified in the Contra Costa EMS Agency Fee Policy for each year of this agreement.

BACKGROUND:

Contractor provides air ambulance patient transport services within the jurisdiction of Contra Costa County without interruption, twenty-four (24) hours per day, seven (7) days per week, and fifty-two (52) weeks per year. This Contractor is recognized as a multi-jurisdictional air provider, whose jurisdiction of origin is headquartered out of Sacramento County with a base of operations in Concord, Vacaville and Sacramento. Contractor will work cooperatively with the EMS Agency, allowing the County’s EMS Division, to utilize air ambulance patient transport services.

-
- APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Patricia Frost,
925-608-5437

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: L Walker, M Wilhelm

BACKGROUND: (CONT'D)

On February 7, 2017, the Board of Supervisors approved Contract #23-518-2, with Reach Air Medical Services, LLC for the provision of air ambulance patient transport services, through December 31, 2019.

Approval of Contract #23-518-3 will allow the Contractor to continue to provide ambulance patient transport services through December 31, 2021. This Contract includes mutual indemnification to hold harmless both parties for any claims arising out of the performance of this Contract.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County EMS Division will not be able to utilize the vendor's service and the County will have to find other means of patient transport services within the jurisdiction of Contra Costa County.



**Contra
Costa
County**

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Reaffirm the Contra Costa County Arts and Culture Commission as the Authorized State-Local Partner

RECOMMENDATION(S):

ADOPT Resolution No. 2019/595 approving the designation of the Arts and Culture Commission of Contra Costa County as the authorized partner of the State-Local Partnership Program of the California Arts Council for the 2020-21 and 2021-22 fiscal years.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

Arts and Culture Commission of Contra Costa County (AC5) has, since its inception in 1994, derived financial assistance from the California Arts Council (CAC) through its State-Local Partnership Program. AC5 is the official agency that represents arts organizations throughout the County and develops programs that support and promote the arts.

CONSEQUENCE OF NEGATIVE ACTION:

The Contra Costa County Board of Supervisors' recognition of AC5 as a State-Local Partner is a necessity for CAC's continued financial assistance through its State-Local Partnership Program. Negative action will make AC5 ineligible to continue receiving CAC funding.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Julia Taylor,
925.335.1043

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

ATTACHMENTS

Resolution

2019/595

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 10/08/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2019/595

IN THE MATTER OF AUTHORIZING THE CONTRA COSTA ARTS AND CULTURE COMMISSION TO CONTINUE AS THE AUTHORIZED PARTNER IN THE STATE-LOCAL PARTNERSHIP PROGRAM OF THE CALIFORNIA ARTS COUNCIL FOR FISCAL YEARS 2020-21 AND 2021-2022, FOR THE GRANT PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2022

WHEREAS, the Contra Costa County Board of Supervisors established the Arts and Culture Commission of Contra Costa County in 1994; and

WHEREAS, the Commission is the official agency that represents arts organizations throughout the County and develops programs which support and promote the arts; and

WHEREAS, the Arts and Culture Commission of Contra Costa County has, since its inception, derived financial assistance from the California Arts Council through its State-Local Partnership Program; and

WHEREAS, the Arts and Culture Commission of Contra Costa County relies on such assistance on a continuing basis to carry out its mission; and

WHEREAS, the Contra Costa County Board of Supervisors recognizes the necessity for continued financial assistance to ensure the viability of the Arts and Culture Commission of Contra Costa County.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Contra Costa County does hereby reaffirm the Arts and Culture Commission of Contra Costa County as the authorized partner of the State-Local Partnership Program of the California Arts Council for the 2020-2021 and 2021-22 fiscal years.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Julia Taylor, 925.335.1043

By: , Deputy

cc:



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Clarification for Contract #24-681-82(13) with Modesto Residential Living Center, Inc.

RECOMMENDATION(S):

APPROVE clarification of Board Action of September 10, 2019 (Item C.111), which authorized the Health Services Director to execute a contract with Modesto RLC, LLC., for the period September 1, 2019 through August 31, 2020, to change the vendor name from Modesto RLC, LLC. to Modesto Residential Living Center, Inc.

FISCAL IMPACT:

This Contract is funded 100% by Mental Health Services Act. (Rate increase)

BACKGROUND:

On September 10, 2019, the Board of Supervisors approved Contract #24-681-82(13) with Modesto Residential Living Center, Inc., for the provision of augmented board and care services for County-referred mentally disordered clients, for the period from September 1, 2019 through August 31, 2020. The Behavioral Health Services Division staff was notified after the Board Order approval of the Contractor's name change. The purpose of this Board Order is to correct name of the Contractor to Modesto Residential Living Center, Inc.

CONSEQUENCE OF NEGATIVE ACTION:

If this correction is not approved, the auditor's office will not pay demands received from this Contractor.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Suzanne Tavano, Ph.D.,
925-957-5212

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: A Floyd, M Wilhelm



**Contra
Costa
County**

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Approve clarification of Board Action of July 23, 2019 (C.65)

RECOMMENDATION(S):

APPROVE clarification of Board action of July 23, 2019 (C.65) which authorized the Health Services Director to execute Novation Contract #24-927-26 with Community Health for Asian Americans, a non-profit corporation, to correct the termination date of the automatic extension from December 31, 2019 to December 31, 2020, with no change in the automatic extension payment limit of \$862,116.

FISCAL IMPACT:

This Contract is funded by 49% Federal Medi-Cal, 49% Mental Health Realignment Funds and 2% Non-Medi-Cal Mental Health Realignment Funds.

BACKGROUND:

On July 23, 2019, the Board of Supervisors approved Novation Contract #24-927-26 with Community Health for Asian Americans for the provision of mental health services including wraparound and outpatient treatment to children in West County, for the period from July 1, 2019 through June 30, 2020, which included a six-month automatic extension through December 31, 2019.

The purpose of this Board Order is to correct an administrative error in the termination date of the automatic extension, which should read December 31, 2020, instead of December 31, 2019.

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

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ATTESTED: October 8, 2019

Contact: Suzanne Tavano, PhD.,
925-957-5212

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: L Walker, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this correction is not approved, Asian American and other ethnic groups receiving services at four programs in West County would not have access to mental health services in school, drug court and clinic settings through December 31, 2020.

CHILDREN'S IMPACT STATEMENT:

This Early and Periodic Screening Diagnostic and Treatment Program supports the following Board of Supervisors' community outcomes: "Children Ready for and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS) and a decrease in juvenile offender recidivism as measured by probation database information.



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Medical Staff Appointments and Reappointments – September 2019

RECOMMENDATION(S):

APPROVE the medical staff appointments and reappointments, additional privileges, advancements, and voluntary resignations as recommend by the Medical Staff Executive Committee, at their September 16, 2019 meeting, and by the Health Services Director.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

The Joint Commission on Accreditation of Healthcare Organizations has requested that evidence of Board of Supervisors approval for each Medical Staff member will be placed in his or her Credentials File. The above recommendations for appointment/reappointment were reviewed by the Credentials Committee and approved by the Medical Executive Committee.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Contra Costa Regional Medical and Contra Costa Health Centers' medical staff would not be appropriately credentialed and not be in compliance with The Joint Commission on Accreditation of Healthcare Organizations.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Japreet Benepal,
925-370-5101

By: , Deputy

cc: Marcy Wilhelm, James Ham

ATTACHMENTS

September List

A. New Medical Staff Members

Law, Jason, MD Internal Medicine-Nephrology

B. Travis Residents-Family Medicine

Glaser, Brian, MD

C. Request for Additional Privileges

	<u>Department</u>	<u>Requesting</u>
Bergman, Kevin, MD	Emergency Medicine	Emergency Medicine ANE 3A & ANE 3B

D. Advances to Non-Provisional

Aragam, Gowri, MD Psychiatry/Psychology

E. Biennial Reappointments

Almaraz, Gilbert, MD	Anesthesia	C
Barron, Danica, MD	Emergency Medicine	A
Clark, Andrea, PhD	Psychiatry/Psychology	A
Gaschler, Wesley, MD	Emergency Medicine	C
Hanlin, Douglas, MD	Psychiatry/Psychology	A
Hennigan, Patricia, PhD	Psychiatry/Psychology	A
Hsu, Carl, MD	Emergency Medicine	A
Khan, Shahbaz, MD	Psychiatry/Psychology	C
Kuruville, Pramita, MD	Hospital Medicine	A
Kwok, Bonnie, MD	DFAM	A
Lehman, Trang, MD	DFAM	A
Leskovar, Tomislav, MD	Diagnostic Imaging	A
Marinoff, David, MD	Obstetrics & Gynecology	C
Moring-Paris, Daniel, MD	DFAM	A
Nguyen, Minh Hiep, MD	Critical Care	C
Nicholas, Constantine, MD	Surgery	A
Porteous, Ashley, MD	Hospital Medicine	A
Price, Norman, MD	Internal Medicine	C
Tai, Denice, MD	DFAM	A
Tsang, Jennifer, MD	Hospital Medicine	A
Walls, James, MD	DFAM	A
Wassef, Sherif, MD	Diagnostic Imaging	C
Willingham, Jon, DDS	Dental	A

E. Tele radiologist (vRad) Reappointments

Phillips, Karen, MD Diagnostic Imaging (vRad)

F. Voluntary Resignations

Adler, Frederick, MD	Emergency Medicine
Gibbons, Nora, MD	DFAM
Hirschtritt, Matthew, MD	Psychiatry/Psychology
Houts, Frederick, MD	Psychiatry/Psychology
Hyer, Bryan, MD	Psychiatry/Psychology
Raese, Joachim, MD	Psychiatry/Psychology
Reilly, Brenda, MD	Emergency Medicine
Schultz, Donald, MD	Diagnostic Imaging
Strych, Deborah, NP	DFAM
Vance, Brandon, MD	Psychiatry/Psychology
Wallace, Ian, MD	DFAM



**Contra
Costa
County**

To: Board of Supervisors
From: FAMILY & HUMAN SERVICES COMMITTEE
Date: October 8, 2019

Subject: Update from Behavioral Health Services and the Mental Health Commission on the Public Mental Health Care System

RECOMMENDATION(S):

ACCEPT the joint update report from Behavioral Health Services and the Mental Health Commission on the public mental health care system, child and teen psychiatric services.

FISCAL IMPACT:

None. This is an informational report.

BACKGROUND:

On October 30, 2017, the Family and Human Services Committee (FHS) accepted a report from the Health Services Department addressing various mental health services issues and concerns raised by the FHS, the Board of Supervisors, the Mental Health Commission, the Civil Grand Jury, and members of the public. These issues and concerns centered upon the difficulty in accessing mental health care, particularly for children and youth experiencing serious emotional disturbances. Indicative of this lack of access was the 1) increase in Psychiatric Emergency Services visits, 2) long wait times to access care, and 3) shortage of clinical staff, especially psychiatrists. The Health Services Department report addressed these issues and concerns, and reported upon the initiatives and progress made to date. The FHS asked the Department to provide an update to the Mental Health Commission in six months, and to the FHS annually thereafter. The last status report made to FHS was on September 24, 2018.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Julie DiMaggio Enea
(925) 335-1077

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: FHS Staff, CAO-Muni Svcs Deputy, Behavioral Health Director, Warren Hayes, BH Medical Director

BACKGROUND: (CONT'D)

On September 23, 2019, FHS accepted the attached report that updates issues identified in the report entitled, "Contra Costa County Mental Health Commission Response to Behavioral Health Services Update to Grand Jury Report No. 1703 and Referrals 115 and 116".

Behavioral Health Director Suzanne Tavano summarized the staff report, advising that under Managed Care, the County must meet certain State compliance standards. She reported that the County has met the standards for the required number of providers but fell slightly short of the standard for timeliness in consultations and medication. She noted that there had been incremental improvement, with non-psychiatry wait times meeting the 10-day standard and psychiatry wait times close to meeting the 15-day standard. She highlighted the expansion of tele-psychiatry as one of the strategies used by the department to reduce wait times.

Ms. Tavano discussed how the department has analyzed the flow of people through the behavioral health system and determined that housing is a serious bottleneck and should be the focus of current attention. Behavioral Health works closely with the County's Homeless (H3) program to smooth the transition of people from hospital to locked facility to community housing settings. She noted that funding and regulatory silos hinder these efforts. She observed that the lack of adequate step-down programs result in lengthier hospital stays than are strictly necessary.

Supervisor Gioia noted that H3 has been working with the City of San Pablo to leverage HUD funding to construct 60-70 units of housing with supportive services in San Pablo. He praised the City of San Pablo for its strong collaboration with the County on the housing project, a library, a fire station, a WIC (Women, Infants and Children) site, and the West County Health Center.

Ms. Tavano commented that the County's open-door policy to psychiatric emergency services (PES) is generous when compared to other counties, noting that the majority of counties do not have crisis stabilization units (CSUs) as does Contra Costa County. She noted that the average daily population at PES is 40, which is a challenge in that limited space. She remarked on the push and pull between PES beds and hospital beds, and the way cost reimbursement influences that relationship. She reported visiting adult and children CSUs and thought that the Willow Rock CSU (Alameda Co.) might be a good model to implement in this county if separate space for a children's facility could be identified. She noted how traumatizing it can be for a child to witness a W&I 5150 (psychiatric emergency) event. She concluded by stating that the County and its community contractors struggle to find qualified providers due to lack of competitive salaries.

Barbara Serwin spoke on behalf of the Mental Health (MH) Commission, praising the new Behavioral Health leadership and their fresh approach to solving old problems. She appreciates the division of responsibilities among the new leadership. She is of the opinion that PES redesign should be the priority, citing the findings in a 2019 grand jury report. She reported that the MH Commission will reach out to community partners to collate best practice concepts and bring those to the FHS Committee for consideration.

Douglas Dunn provided a handout (attached) that discusses the impacts of a shortage of step-down programs and housing for persons discharged from locked facilities. He claimed that the County's locked facility budget was balanced only by a temporary savings in other programs. He recommended that the County support the repeal of the Medi-Cal reimbursement exclusion.

The following people spoke about the need of community-based mental health services providers for

additional funding, and of their struggles to maintain staffing and services with uncompetitive salaries: Dan Geiger, Rich Wengal, David Bergeson, Susanna Marshland, Leticia Galyean, Antoinette Harris, Pete Caldwell, and Jay Berlin.

Supervisor Gioia assured the speakers that the Board of Supervisors is aware of their predicament and, earlier this year, authorized the formation of a work group to study the problem. He advised that Health Services Director Anna Roth will contact the agencies soon. He observed that Contra Costa County has a lower tax base than neighboring counties and also lacks a local sales tax that many other counties enjoy. He advised that the Board's Finance Committee is studying a proposal for a local sales tax initiative and, should it be pursued, will need the help of community partners to raise awareness of the need. Ms. Tavano added that HSD has already begun gathering salary data from the County's community contractors and has also engaged an outside consultant to assist with the study effort.

The Committee accepted the report and directed Health Services-Behavioral Health to report back in one year.

ATTACHMENTS

2019 Public MH Care System Joint Update Report to FHS

Public Comment of Douglas Dunn

Joint Update Report from Behavioral Health Services and the Mental Health Commission on Referral Nos. 115/116

This is a joint report of the Mental Health Commission (MHC) and Contra Costa Behavioral Health Services (BHS), and provides an update on identified areas of opportunity to provide better public mental health services in Contra Costa County.

Background

In 2016 an MHC and Grand Jury report focused attention on the public's difficulty in accessing the mental health care provided by BHS. A significant correlation was made between the rise in Psychiatric Emergency Services (PES) visits and the lengthening wait time for consumers to receive care at BHS clinics. A number of factors that contributed to this access difficulty were examined and partially addressed in 2017, to include staffing shortages, especially psychiatry time, and additional treatment staff focused on children, youth and their families. These efforts were chronicled in a series of reports presented to the FHS Committee in October of 2017. While a number of issues were successfully resolved the FHS recognized that adding additional treatment staff for children, youth and their families, increasing available psychiatry time, and changes to intake and assessment procedures would take longer to demonstrate significant reductions in wait times for mental health care. The FHS requested that BHS provide updates to the MHC, and an update report was provided to the FHC on September 24, 2018 on progress made. BHS has continued to meet with the MHC on a regular basis to report on changes and progress made.

Update

The following represents current updates to issues identified in the report entitled, *Contra Costa County Mental Health Commission Response to Behavioral Health Services Update to Grand Jury Report No. 1703 and Referrals 115 and 116*:

Upgrading the Current West County Children's Clinic Facility

Last year the West County Children's clinic resolved immediate needs, such as roof repairs, interior paint, carpet replacement, ADA compliance, asbestos issues and the acquisition of new furniture. The Children's clinic, along with the West County Adult mental health clinic, are scheduled to move to San Pablo in March 2020 and occupy separate floors in a new building being constructed next door to the West County Health clinic. Current project activities on the new building include painting, door and window installation, and information technology connectivity.

Acquiring a New Location for First Hope

The First Hope youth prevention and early intervention program has expanded and moved to a new location in Pleasant Hill. Initially, First Hope's "clinical high risk" program focused on preventing conversion to psychosis for youth who experience a first break. It now also serves as an early intervention program for youth who experience a first onset of psychosis.

This expanded program, now roughly double in size, will significantly add quality care to prevent youth from becoming life-long consumers of public mental health services. It will improve access to care and will reduce the need for psychiatric emergency services (PES) and in-patient psychiatric hospitalizations for the youth population.

Addressing the Shortage of Psychiatrists

BHS continues its proactive efforts to incrementally increase psychiatrist participation in clinical care. BHS has continued its recruiting and retention efforts by 1) significantly increasing psychiatry pay by 20% for contract psychiatrists (who make up the majority of the current work-force), 2) expanding tele-psychiatry to now include East and West County adult clinics and East and Central children's clinics, 3) contracting with additional psychiatry staffing organizations to provide additional psychiatry time, 4) continuing our student loan repayment program, and 5) recruiting psychiatric mental health nurse practitioners as alternate psychotropic medication prescribers. In the last twelve months the vacancy rate for psychiatrists has decreased from 31 to 17 percent. Since hiring a new Medical Director in March 2018, we have had a net increase of 5.5 FTEs of psychiatry, despite several retirements. Wait time to see a psychiatrist has been cut in half, from over a month to two weeks. Recruiting and retention efforts will continue to be a priority, as there continues to be both a regional and national significant shortage of psychiatrists.

While meeting state standards for provider adequacy, BHS continues to work toward building capacity to meet the increasing demand for intensive out-patient care and timely psychotropic medication prescriptions from the community. The need for more psychiatry time will continue to be closely monitored to ensure BHS provides sufficient, timely prescriptions for psychotropic medications.

Filling the Vacant Position of Medical Director

In March 2018 Matthew White, MD, was appointed Medical Director and Acting Behavioral Health Services Director. Until June of this year Dr. White had been providing day-to-day leadership for BHS as well as devoting attention to the above recruitment and retention of psychiatrists and improvement in the provision of quality mental health care, such as multiple Value Stream Mapping and Rapid Improvement Events that have occurred in the last year.

In June of this year Suzanne Tavano, PhD, was appointed Director of BHS, thereby enabling quality senior leadership in both key positions. Dr. Tavano has quickly focused BHS attention on the clinical integration of mental health and substance use disorders with accompanying drug Medi-Cal waivers, reviewing the use and costs of institutional care, reviewing and adjusting the network of residential service providers, addressing supportive housing needs, and reorganizing core administrative functions.

Behavioral Health Services now has both leadership positions filled with individuals dedicated to consumer and family centered care who actively partner with all our stakeholders in the County.

Legacy Planning for High Level Positions

County hiring practices do not permit a Department to interview and fill a position until the incumbent has vacated the position. The MHC and BHS join in advocating for the County to consider entertaining a process for approving appropriate requests for staffing overlap, especially senior leadership positions and positions considered critical for continued operations.

Relief to Impacted Psychiatric Emergency Services (PES): PES Internal Adjustments

BHS and CCRMC have implemented internal staffing additions to respond to the volume of client admissions to PES. The monthly average number of visits for the year has averaged 866, which has trended slightly down from previous years. CCRMC, which has operational control of PES, has increased staffing in the morning to allow for more re-evaluations of overnight clients to be accomplished within the same time frame. This has resulted in clients with a slightly reduced length of stay, and thus reduced daily census. BHS has continued to position one of their substance use disorder clinicians at PES in order to facilitate linking dually diagnosed clients to appropriate alcohol and other drug services. Two MHSA funded Community Support Workers facilitate discharge planning, assist in connecting consumers to outpatient clinic care, and provide support to family members of consumers at PES. The establishment of Electronic Health Record System for BHS assists clinicians at PES to connect and follow the disposition of where PES patients receive their follow up and treatment in the BHS systems of care.

Relief to Impacted Psychiatric Emergency Services (PES): Addressing Children's Needs for the Facility

Space allocation and facility planning and operations within PES are under the control of CCRMC, and our understanding is that CCRMC is continuing to look at ways to improve the current situation to have children and adult services be more segregated. The MHC and BHS join in recommending PES facility changes that will improve treatment space for children, and enable separate access, waiting area, family consultation, and exit for children and their families. The MHC and our other stakeholder bodies view these modifications as a top priority and are currently preparing a joint report of recommendations for changes to the PES facility. They have engaged senior leadership at CCRMC in order to actively participate in the planning process, to include the requisite resources needed to effect facility changes.

Relief to Impacted Psychiatric Emergency Services (PES): Expanded Mobile Relief Services

The Adult Mobile Crisis Response Team has been live since July of 2018 and has added staff to increase availability after hours and on weekends. This enables a rapid response to individuals experiencing a mental health crisis in the community. Metrics have been developed to track and project number of crisis interventions in the field and resulting PES diversions.

For the Children's System of Care Seneca has added hours of availability for their MHSA funded START team to respond to children and their families in crisis. The expanded hours are now from seven A.M. to eleven P.M., seven days a week. It is anticipated that the full

implementation of these new and additional services will have a significant impact on the volume of children and adults being brought to PES.

Unclear Staffing Needs of the Children’s Division

The MHC White Paper and Referral Nos. 115/116 expressed concern that authorized and actual staffing levels for Children’s services may not be sufficient to fully meet the needs of several new mandates, such as the recent Continuum of Care Reform legislation. Within the last year BHS has implemented an additional \$5 million in programming in the Children’s System of Care. This has included additional clinical staffing in the county operated clinics, as well as enhanced contracting with established community based organizations who specialize in serving children and youth, such as Seneca, Youth Homes and Lincoln Child Center.

BHS has been tracking the positive impact of this additional programming by utilizing the state Mental Health Plan standards for length of time from initial request to offered psychiatry and non-psychiatry appointment (clinics), and Network Adequacy Standards (individual service providers). In April of this year BHS submitted its annual Network Adequacy data, which indicated that BHS met the yearly certification requirements of both sufficient mental health providers in the County as well as offered appointment times.

Improvements to Family Support Services

The Family Support Volunteer Network officially opened their doors in August of last year. This MHSA funded program provides a structure of NAMI – Contra Costa professionals to recruit, train and support a cadre of volunteers to support families whose loved ones are compromised by mental health issues. This new resource was a culmination of intensive mutual planning by BHS in partnership with families, consumers and other stakeholders to identify the need, establish a time line for implementation, and develop a training curriculum. In addition, the County’s adult and children Family Support Coordinators and the Office for Consumer Empowerment meet regularly with NAMI to ensure efficient and effective coordination is built into this new and improved support network for families. All peer and family support county positions within the children and adult clinics are now filled.

Determination of Wait Times at Clinics

The MHC White Paper and Referral Nos. 115/116 expressed concern that requests for services at the County’s children and adult clinics resulted in lengthy wait times for a first appointment, with even longer wait times to see a psychiatrist. Incremental improvement has been realized, with non-psychiatry wait times meeting the standard of 10 days, and psychiatry wait times close to meeting the standard of 15 days. Telepsychiatry has expanded in the last year to now include the East and West County Adult Clinics as well as East and Central Children’s clinics. In March 2018 the initial telepsychiatry pilot in the East County Adult Clinic had 20 scheduled appointments. A total of 147 child and adult telepsychiatry appointments were scheduled throughout the county in June of this year.

BHS has now established Client and Service Information (CSI) timeliness metrics with standards that are consistent with state and federal requirements for offering assessment and treatment appointments to new clients. These metrics track progress in reducing wait times at all clinics, to include psychiatry visits, are reported on a monthly basis to the Department of Health Care Services, and are being incorporated as a regular area of communication with the MHC.

Reduction of Wait Times for CBO and Private Therapist Appointments

BHS has implemented Network Adequacy Standards with metrics to measure the capacity of our service providers to respond to requests for mental health care in the County.

As required by AB 205 BHS is providing quarterly and annual demonstrations of network adequacy standards that tracks a client's time and distance to psychiatry and out-patient mental health services as well as beneficiary-to-provider ratios. BHS began submitting Network Adequacy data on a quarterly basis in April of 2018, with an annual submission in April of this year. Thus far BHS has been able to meet the 30 minute drive time or 15 mile distance standard for clients who request services during each reporting period. As of July of this year there are 794 qualified providers serving 16,758 clients throughout the county.

The Continued Need for a Children's Residential Treatment Center

Within the last year Youth Homes has obtained certification of its four Short Term Residential Treatment Programs (STRTPs) here in the County. However, the need for STRTP beds for our highest acuity children and youth remains and is shared by all county mental programs throughout California. Regional solutions are being explored by the County Behavioral Director's Association, where counties could share in a pool of beds, thereby sharing costs and decreasing the risk of any one treatment center having to cover the cost of an unfilled bed. In addition, BHS is examining all possible avenues to address this issue locally, such as re-purposing a lower acuity STRTP to enable serving the highest acuity children. BHS will be sharing any possible promising strategies that are financially feasible with the MHC as they surface.

The Need for Housing for Those with a Serious Mental Illness

BHS continues to work closely with stakeholders in increasing supportive housing for those individuals who experience serious mental illness, are participating in our most intensive community treatment, and are homeless or at risk for chronic homelessness. The Systems of Care committee of the Consolidated Planning Advisory Workgroup (CPAW) has been working closely with BHS staff to prepare for potential funding opportunities, such as No Place Like Home (NPLH) and the Special Needs Housing Program. In June of this year Contra Costa was awarded \$3.6 million toward construction of 30 affordable permanent supportive housing units in Pittsburg and is preparing for competing for round two of NPLH this Fall. Planning is underway to add master leasing and shared housing capacity to our Full Service Partnership Programs so that persons who are seriously mentally ill and homeless can be housed as part of their treatment plan.

These efforts will continue, as the need far outstrips the availability of affordable housing for individuals who are homeless and experiencing serious mental illness. This lack of availability severely impacts our ability to appropriately discharge into the community people who are being held in more costly in-patient psychiatric hospitals, such as State Hospitals, IMDs, psychiatric hospital facilities, CCRMC Ward 4-C, and out-of-plan hospitals.

Summary

Much has been done this past year to make progress on issues raised two years ago. However, as noted above several issues will continue to be a challenge, such as the overall shortage of psychiatrists, and affordable housing in the community for persons who are housed in our locked facilities. Most importantly, structural changes to Psychiatric Emergency Services are recommended that will segregate and improve access and treatment for children and adults.

Leaders of the MHC and BHS will continue to positively work together in addressing substantive, positive improvements that are within the purview of BHS. We will also continue to advocate for improvements in related programs and services that directly impact BHS consumers, especially PES and access to crisis residential treatment beds. Senior leadership from both Health Services and Behavioral Health continue to model open and participatory communication and problem solving with stakeholders that stresses client and family centered care throughout the health care system. The objective is to engage all interested stakeholders in continuously improving the quality of public mental health care provided in this County.

Moving forward we propose to seek time on the FHS Committee's agenda on an as needed basis.

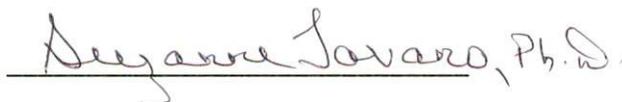
Respectfully submitted:



Matthew P. White, M.D.
Medical Director



Barbara Serwin, Chair
Mental Health Commission



Suzanne K. Tavano, Ph.D.
Behavioral Health Director

September 23, 2019 F&HS Comments—Douglas Dunn

My comments focus on the “downstream” effects of the lack of lower cost locked facility beds and the resultant lack of appropriate community step down programs and housing for persons discharged from these facilities, referenced on page 6 of this report. In the Mental Health Commission’s ad hoc Data Committee report efforts, we’ve been made aware that Adult locked facility costs are currently running \$10M above projected budget. We’re aware the total \$225M Behavioral Health budget is not “over” because the Children and Adolescent (C&A) budget of approx. \$59M is running “under” by \$10M. When the new C&A programs get fully up and running, this particular under budget situation will disappear.

From what we know, the current \$10M adult locked facility “overage” is driven by lack of available Institute of Mental Diseases (IMD) beds for persons who really need them. We’re aware 10-11 persons in the Contra Costa Regional Medical Center Psychiatric Ward (4C) have been there for 100-180 days there because there are no LPS Conservatorship or State Hospital beds available, despite their very high acuity needs. The “cascading” financial effect is as follows:

- Daily census of 40-45 persons in Psychiatric Emergency Services (PES)..
- 4C: Approx. \$1,500/day covered approx. 75-85% by Medicare/\$1,150/day, or Medi-Cal/\$1,250/day for 47 days (5151+5250+5270). After 47 days, covered costs drop to approx. \$400 or less Administrative Day rate.
- 6 Contracted hospitals in-patient psychiatric care: Approx. \$1,500/day because of the IMD Medi-Cal reimbursement exclusion for persons 21-64 years of age.
- Non-contract in-patient psychiatric care: +\$1,500/day to \$3,200/day—same IMD Medi-Cal reimbursement exclusion issue.

By contrast, LPS Conservatorship:

- 120-150 persons/year at \$300-\$600/day, depending on level of program care at each of the 13 out-of-county contracted facilities.
- Annual state Realignment cost: Approx. \$5.5M

State Hospitals

- 20 beds (14 Napa, 6 Metropolitan in Norwalk)—Mainly forensic (criminal justice) patients
- Annual state Realignment cost: \$5.5M or \$754/day/bed

The federal Health & Human Services dept. (HHS) currently has an up to 30 day IMD reimbursement waiver available to the states. However, there have been very few “takers.” The National Association of State Attorney’s General (NAAG), has written a letter signed by 39 AG’s (including Xavier Becerra, CA) urging Congress to completely repeal the IMD Medicaid (Medi-Cal) reimbursement exclusion. Repeal would mean at least \$25M annual additional available to this county primarily for badly needed community step-down programs and some additional lower cost locked facility beds.

The Commission and its MHSA-Finance Committee are taking a “deep dive” into this issue and will be seeking Board support for complete repeal of the IMD Medi-Cal reimbursement exclusion. The California State Assn. of Counties (CSAC) is in favor.



Contra
Costa
County

To: Board of Supervisors
From: INTERNAL OPERATIONS COMMITTEE
Date: October 8, 2019

Subject: Small Business Enterprise & Outreach Program and Local Bid Preference Program Reports for Jan-Jun 2019

RECOMMENDATION(S):

ACCEPT the Small Business Enterprise, Outreach, and Local Bid Preference Programs Report, reflecting departmental program data for the period January 1 through June 30, 2019.

FISCAL IMPACT:

None. This is an informational report.

BACKGROUND:

Contra Costa County values the contributions of small business in the County and has developed programs to assist in the solicitation and awarding of contracts. The Board of Supervisors has adopted these programs to enable small and local businesses to compete for a share of the County's purchasing transactions.

SBE and Outreach Programs. The Board of Supervisors has set a goal of awarding at least 50% of eligible product and service dollars to small businesses. The Small Business Enterprise (SBE) Program applies to: (1) county-funded construction contracts of \$100,000 or less; (2) purchasing transactions of \$100,000 or less; and (3) professional/personal service contracts of \$100,000 or less. The SBE Program's objective is to have at least 50% or more of the total eligible dollar base amounts be awarded to SBEs. A Small Business Enterprise, as defined by the California Government Code, Section 14837, Chapter 3.5 must be:

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Julie DiMaggio Enea
(925) 335-1077

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

BACKGROUND: (CONT'D)

- Independently owned and operated business, which is not dominant in its field of operation
- Principal office of which is located in California
- Officers of which are domiciled in California, and which together with affiliates, has 100 or fewer employees
- Average annual gross receipts of fourteen million dollars (\$15,000,000) or less over the previous three tax years, or a manufacturer with 100 or fewer employees.

Local Bid Preference Program. On August 10, 2004, the Board of Supervisors referred to the Internal Operations Committee (IOC) the creation of a policy to grant a five percent preference to Contra Costa County vendors on all sealed bids or proposals, except with respect to those contracts which state law requires to be granted to the lowest bidder, and review of an ordinance to be drafted by County Counsel to enact this policy. The 2005 IOC proposed a new ordinance to the Board of Supervisors, and the Board adopted the local bid preference ordinance to support small local business and stimulate the local economy at no additional cost to the County. The ordinance provides that if the low bid in a commodities purchase is not a local vendor, any responsive local vendor who submitted a bid over \$25,000 that was within 5% percent of the lowest bid has the option to submit a new bid. The local vendor will be awarded if the new bid is in an amount less than or equal to the lowest responsive bid, allowing the County to favor the local vendor but not at the expense of obtaining the lowest offered price.

The ordinance defines a local vendor as any business that has its headquarters, distribution point, or locally-owned franchise located within the county for at least six months immediately prior to the issuance of the request for bids, and holds a valid business license by a jurisdiction in Contra Costa County.

Reporting Requirements

It is the responsibility of each department to track and compile the data on purchasing and outreach activities so that a countywide report can be provided to the Board of Supervisors. It is the responsibility of the Purchasing Services Manager to comply with and report on the Local Bid Preference Program. The Board receives reports for six month increments, and the last report received by the Board was for the period ending December 2018.

Since adoption, the IOC has continued to monitor the effects of these programs through annual reports, currently prepared and presented by the Purchasing Services Manager. The IOC accepted the attached SBE, Outreach, and Local Bid Preference Programs report for the period January 1 through June 30, 2019 and requested the Purchasing Services Manager to send a report to all departments to inform them how each department's compliance compares against others.

ATTACHMENTS

SBE, Outreach, and Local Bid Preference Programs Report Jan-Jun 2019

SBE, Outreach and Local Bid Programs Report for January-June 2019- - Attachment A



Contra Costa County
Public Works
Department

Brian M. Balbas, Director
Deputy Directors
Stephen Kowalewski, Chief
Allison Knapp
Warren Lai
Carrie Ricci
Joe Yee

August 29, 2019

TO: Internal Operations Committee
Supervisor Diane Burgis, District III, Chair
Supervisor Candace Andersen, District II, Vice Chair

FROM: David Gould, Procurement Services Manager
David Gould

SUBJECT: Small Business Enterprise, Outreach, and Local Program Report for January-June 2019

RECOMMENDATION:

ACCEPT the SBE, Outreach, and Local Programs Report, reflecting departmental program data for the period: January 1 through June 30, 2019.

BACKGROUND:

Contra Costa County values the contributions of small business in the County and has developed programs to assist in the solicitation and awarding of contracts. The Board of Supervisors has adopted these programs to enable small and local businesses to compete for a share of the County's purchasing transactions.

The Board of Supervisors has set a goal of awarding at least 50% of eligible product and service dollars to small businesses. The Small Business Enterprise (SBE) Program applies to: (1) county-funded construction contracts of \$100,000 or less; (2) purchasing transactions of \$100,000 or less; and (3) professional/personal service contracts of \$100,000 or less.

The SBE Programs objective is to have at least 50% or more of the total eligible dollar base amounts be awarded to SBEs. A Small Business Enterprise, as defined by the California Government Code, Section 14837, Chapter 3.5 must be:

- Independently owned and operated business, which is not dominant in its field of operation
- Principal office of which is located in California
- Officers of which are domiciled in California, and which together with affiliates, has 100 or fewer employees
- Average annual gross receipts of fifteen million dollars (\$15,000,000) or less over the previous three tax years, or a manufacturer with 100 or fewer employees.

Reporting Requirements

It is the responsibility of each department to track and compile the data on these purchasing activities so that a countywide report can be provided to the Board of Supervisors. The Board receives reports for six month increments, and the last report received by the Board was for the period ending December 2018. Attachment A constitutes the report due for the time period of January 1- June 30, 2019.

Summary Findings

The table below summarizes the attached department activity on a countywide basis.

January - June 2019

ACTIVITY TYPE:	Total # of ALL Contracts	Total # of SBE Contracts	SBE Percent of Total	Total Dollar Value of ALL Contracts	Total Dollar Value of SBE Contracts	SBE Percent of Total
Professional/Personal Services	247	124	50.2	\$12,532,206	\$6,289,241	50.2%
Purchasing Transactions	1369	490	35.8%	\$28,600,320	\$8,272,693	28.9%
Construction Contracts	0	0	0%	\$0	\$0	0%

This information shows the County is directing a large volume of qualifying activity to SBE firms. For professional/personal services contracts, this activity exceeded the 50% goal for the dollar value and number of contracts. While the activity for purchasing transactions did not achieve the 50% goal, the dollar value of contracts awarded to SBE businesses exceeded \$8 million for the reporting period. No construction contracts were reported.

It is worth noting that the SBE participation goals of surrounding agencies are typically in the 20-25% range. By that measure, Contra Costa County's reported activity is above that threshold in every reporting category.

The Department of Conservation and Development, and the Library are commended for exceeding their goals in both professional services contracts and purchasing transactions.

Department/Activity	Total # of ALL Contracts	Total # of SBE Contracts	SBE Percent of Total	Total Dollar Value of ALL Contracts	Total Dollar Value of SBE Contracts	SBE Percent of Total
Department of Conservation & Development						
Professional/Personal Services	9	5	55.6%	\$433,955	\$269,595	62.1%
Purchasing Transactions	18	16	88.9%	\$270,396	\$150,397	55.6%
Library						
Professional/Personal Services	3	1	33.3%	\$61,500	\$55,000	89.4%
Purchasing Transactions	46	29	63.0%	\$237,375	\$165,895	69.9%

E-Outreach Report

In order to encourage the use of small, local, and disadvantaged businesses, the County's E-Outreach Program requires bids and Request for Proposals of \$10,000 or more to be solicited online. For this period there were 48 bids totaling \$20,823,971 that fell within the County's E-Outreach Program.

In addition, outreach data for all electronic solicitations is maintained and provided through the Purchasing Division of the Public Works Department reflecting outreach to small, women, minority-owned, local, disabled veteran, and disadvantaged business enterprises. During the reporting period, 48 bids were conducted using the BidSync e-outreach site. Notifications were sent to 276,222 businesses of which 39% are considered a small, local, or disadvantaged business enterprise.

E-Outreach
January 1, 2019 - June 30, 2019

Number of Solicitations	48
Total Notifications	276,222
Dollar Value	\$ 20,823,971

BUSINESS CATEGORY	Notifications	Percentage of Total
MBE - Minority Business Enterprise	18,022	6.5%
WBE - Women Business Enterprise	17,700	6.4%
SBE - Small Business Enterprise	53,949	19.5%
LBE - Local Business Enterprise	2,781	1.0%
DVBE - Disabled Veteran Business Enterprise	681	0.2%
DBE - Disadvantaged Business Enterprise	13,454	4.9%
Total	106,587	39%

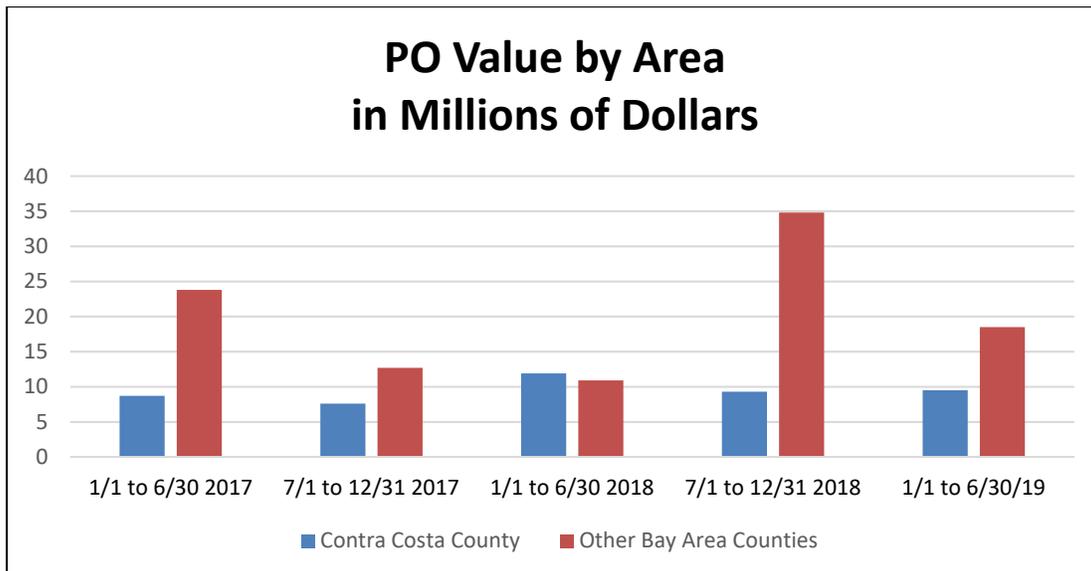
Local Business Preference

The Local Bid Preference Program allows a bidder in a commodity bid exceeding \$25,000, who is a low bidder, to submit a new bid if they are within 5% of the low bidder. There were no instances of the Bid Preference being utilized for this reporting period.

Dollar Value Awarded to Local and Bay Area Businesses

The dollar value of Purchase Orders issued for the period was \$99.7 million. The dollar value awarded to Contra Costa County businesses was \$9.45 million. The value awarded to other Bay Area businesses was 19% or \$18.4 million. This represents a significant contribution to the local economy.

Contra Costa County	\$9,450,327	9%
Other Bay Area Counties	\$18,461,968	19%
Other	\$71,784,762	72%
Total	\$99,697,057	100%



Conclusion

The County demonstrates continued commitment to achieving the 50% goal for participation by SBE firms in contract and purchasing activity. While the data for some departments is below this threshold, departments are showing greater interest in increasing the percentage of awarded contracts. Instruction is being provided on the search features of the purchasing system which identifies businesses in the small, local, women, minority, veteran and disadvantaged business categories.

ATTACHMENT A

SMALL BUSINESS ENTERPRISE - Program Activity report

January - June 2019

Reporting Period:

	<u>Total # of ALL contracts</u>	<u>Total # of SBE contracts</u>	<u>SBE percent of Total # of contracts</u>	<u>Total dollar value of ALL contracts</u>	<u>Total dollar value of SBE contracts</u>	<u>SBE percent of Total contracts value</u>
Agriculture						
Professional/Personal services contracts	2	0	0.0%	\$6,000	\$0	0.0%
Purchasing Transactions	21	1	4.8%	\$94,491	\$1,520	1.6%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Animal Services						
Professional/Personal services contracts	3	3	100.0%	\$32,200	\$32,200	100.0%
Purchasing Transactions	17	4	23.5%	\$165,846	\$10,972	6.6%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Assessor						
Professional/Personal services contracts	0	0	0.0%	\$0	\$0	0.0%
Purchasing Transactions	21	4	83.30%	\$341,552	\$28,576	8.4%
Construction contracts	0	0	0	\$0	\$0	0.0%
Auditor-Controller						
Professional/Personal services contracts	1	0	0.0%	\$596	\$0	0.0%
Purchasing Transactions	1	0	0.0%	\$437	\$0	0.0%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Clerk-Recorder-Elections						
Professional/Personal services contracts	13	2	15.4%	\$278,563	\$6,141	2.2%
Purchasing Transactions	11	5	45.5%	\$163,861	\$110,689	67.6%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Conservation and Development						
Professional/Personal services contracts	9	5	55.6%	\$433,955	\$269,595	62.1%
Purchasing Transactions	18	16	88.9%	\$270,396	\$150,397	55.6%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
County Administrator's Office - Administration						
Professional/Personal services contracts	2	0	0.0%	\$600,000	\$0	0.0%
Purchasing Transactions	2	1	50.0%	\$4,900	\$1,400	28.6%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%

ATTACHMENT A

SMALL BUSINESS ENTERPRISE - Program Activity report

January - June 2019

Reporting Period:

	<u>Total # of ALL contracts</u>	<u>Total # of SBE contracts</u>	<u>SBE percent of Total # of contracts</u>	<u>Total dollar value of ALL contracts</u>	<u>Total dollar value of SBE contracts</u>	<u>SBE percent of Total contracts value</u>
County Administrator's Office - Clerk of the Board						
Professional/Personal services contracts	0	0	0.0%	\$0	\$0	0.0%
Purchasing Transactions	5	3	60.0%	\$109,313	\$100,713	92.1%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
County Administrator's Office - Communications and Media						
Professional/Personal services contracts	2	0	0.0%	\$99,000	\$0	0.0%
Purchasing Transactions	12	6	50.0%	\$102,015	\$74,104	72.6%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
County Administrator's Office - Dept. of Information Technology (DoIT)						
Professional/Personal services contracts	0	0	0.0%	\$0	\$0	0.0%
Purchasing Transactions	54	19	35.2%	\$806,510	\$548,936	68.1%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
County Administrator's Office - Office of Reentry & Justice						
Professional/Personal services contracts	0	0	0.0%	\$0	\$0	0.0%
Purchasing Transactions	3	0	0.0%	\$2,388	\$0	0.0%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Dept. Child Support Services (DCSS)						
Professional/Personal services contracts	5	1	20.0%	\$181,000	\$99,000	54.7%
Purchasing Transactions	33	9	27.3%	\$706,732	\$172,270	24.4%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
County Counsel						
Professional/Personal services contracts	0	0	0.0%	\$0	\$0	0.0%
Purchasing Transactions	0	0	0.0%	\$0	\$0	0.0%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
District Attorney						
Professional/Personal services contracts	5	5	100.0%	\$62,434	\$62,434	100.0%
Purchasing Transactions	39	17	43.6%	\$588,502	\$275,380	46.8%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%

ATTACHMENT A
SMALL BUSINESS ENTERPRISE - Program Activity report
January - June 2019

Reporting Period:

	Total # of <u>ALL contracts</u>	Total # of <u>SBE contracts</u>	SBE percent of <u>Total # of contracts</u>	Total dollar value <u>of ALL contracts</u>	Total dollar value <u>of SBE contracts</u>	SBE percent of <u>Total contracts value</u>
Employment and Human Services						
Professional/Personal services contracts	27	13	48.1%	\$1,022,461	\$497,899	48.7%
Purchasing Transactions	152	57	37.5%	\$2,297,692	\$767,738	33.4%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Fire Protection District						
Professional/Personal services contracts	3	1	33.3%	\$99,400	\$8,280	8.3%
Purchasing Transactions	15	3	20.0%	\$397,991	\$99,295	24.9%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Health Services						
Professional/Personal services contracts	108	62	57.4%	\$6,037,596	\$3,582,428	59.3%
Purchasing Transactions	442	80	18.1%	\$10,047,878	\$1,821,054	18.1%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Human Resources						
Professional/Personal services contracts	5	5	100.0%	\$286,900	\$286,900	100.0%
Purchasing Transactions	9	0	0.0%	\$132,340	\$0	0.0%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Library						
Professional/Personal services contracts	3	1	33.3%	\$61,500	\$55,000	89.4%
Purchasing Transactions	46	29	63.0%	\$237,375	\$165,895	69.9%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Probation						
Professional/Personal services contracts	21	9	42.9%	\$308,377	\$189,471	61.4%
Purchasing Transactions	53	23	43.4%	\$394,890	\$180,046	45.6%
Construction contracts	1	0	0.0%	\$7,290	\$0	0.0%

ATTACHMENT A
SMALL BUSINESS ENTERPRISE - Program Activity report
January - June 2019

Reporting Period:

	Total # of <u>ALL contracts</u>	Total # of <u>SBE contracts</u>	SBE percent of <u>Total # of contracts</u>	Total dollar value <u>of ALL contracts</u>	Total dollar value <u>of SBE contracts</u>	SBE percent of <u>Total contracts value</u>
Public Defender						
Professional/Personal services contracts	0	0	0.0%	\$0	\$0	0.0%
Purchasing Transactions	9	1	11.1%	\$101,050	\$6,667	6.6%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Public Works						
Professional/Personal services contracts	26	15	57.7%	\$1,289,725	\$744,893	57.8%
Purchasing Transactions	227	157	69.2%	\$6,335,347	\$2,273,055	35.9%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Office of the Sheriff						
Professional/Personal services contracts	12	2	16.7%	\$1,732,499	\$455,000	26.3%
Purchasing Transactions	168	53	31.5%	\$5,245,220	\$1,475,986	28.1%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Treasurer - Tax Collector						
Professional/Personal services contracts	0	0	0.0%	\$0	\$0	0.0%
Purchasing Transactions	11	2	18.2%	\$53,594	\$8,000	14.9%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%
Veterans Services Office						
Professional/Personal services contracts	0	0	0.0%	\$0	\$0	0.0%
Purchasing Transactions	0	0	0.0%	\$0	\$0	0.0%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%

Total Activity Reported

Professional/Personal services contracts	247	124	50.2%	\$12,532,206	\$6,289,241	50.2%
Purchasing Transactions	1369	490	35.8%	\$28,600,320	\$8,272,693	28.9%
Construction contracts	0	0	0.0%	\$0	\$0	0.0%



Contra
Costa
County

To: Board of Supervisors
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Resolution No. 2019/590- DSA Probation and Probation Supervisors Units Side Letter - Joint Labor/Management Benefit Committee

RECOMMENDATION(S):

ADOPT Resolution No. 2019/590 approving a side letter between Contra Costa County and the Deputy Sheriffs' Association, Probation and Probation Supervisors Units, to modify Section 17 - Medical, Dental, & Life Insurance of the MOU to provide for membership in the Joint Labor/Management Benefit Committee and beginning in the 2020 plan year to replace current Health Net HMO plans with the new Health Net SmartCare HMO plans.

FISCAL IMPACT:

This is an administrative change to grant the Association membership in the Joint Labor/Management Benefit Committee. Additionally, the action acknowledges that effective January 1, 2020, Health Net HMO Plan A and Plan B will be replaced by new the Health Net SmartCare HMO Plan A and Health Net SmartCare HMO Plan B. There is no cost associated with the changes.

BACKGROUND:

The DSA and County agreed to a Side Letter to modify Section 17-Medical, Dental, & Life Insurance of the Memorandum of Understanding between the County and DSA Probation and Probation Supervisors Units

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Lisa Driscoll, County Finance
Director (925) 335-1023

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Dianne Dinsmore, Human Resources Director, Todd Billeci, County Probation Officer, Jim Bickert, Labor Relations Representative/Rains Lucia Stern

BACKGROUND: (CONT'D)

>

(July 1, 2019 – June 30, 2023) to replace paragraph D. of subsection 17.2 to include membership in the Joint Labor/Management Benefit Committee and eligibility for the new Health Net SmartCare HMO plans.

CONSEQUENCE OF NEGATIVE ACTION:

If the side letter is not approved, the Association will not be able to take part in the Joint Labor/Management Benefit Committee and eligible employees will not be able to enroll in the new Health Net SmartCare HMO plans.

ATTACHMENTS

Resolution 2019/590

Side Letter - DSA Probation and Probations Supervisors Units

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 10/08/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2019/590

In The Matter Of: Approving the Side Letter between Contra Costa County and the Deputy Sheriffs Association (DSA), Probation and Probation Supervisors Units, to modify Section 17- Medical, Dental, & Life Insurance of the Memorandum of Understanding between the County and DSA Probation and Probation Supervisors Units (July 1, 2019 – June 30, 2023) to replace paragraph D. of subsection 17.2 to include membership in the Joint Labor/Management Benefit Committee and eligibility for the new Health Net SmartCare HMO plans.

The Contra Costa County Board of Supervisors acting in its capacity as Governing Board of the County of Contra Costa and all districts of which it is the ex-officio governing Board **RESOLVES THAT:**

Effective after adoption by the Board of Supervisors, the attached Side Letter of Agreement dated September 27, 2019, between Contra Costa County and the Deputy Sheriffs Association, Probation and Probation Supervisors Units, be **ADOPTED**.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

**Contact: Lisa Driscoll, County Finance Director (925)
335-1023**

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Dianne Dinsmore, Human Resources Director, Todd Billeci, County Probation Officer, Jim Bickert, Labor Relations Representative/Rains Lucia Stern

**SIDE LETTER AGREEMENT
BETWEEN
CONTRA COSTA COUNTY
and
DEPUTY SHERIFFS ASSOCIATION PROBATION
AND PROBATION SUPERVISORS UNITS**

This Side Letter is by and between the County of Contra Costa ("County") and the Deputy Sheriffs Association ("DSA") on behalf of its Probation and Probation Supervisors Units and is effective following approval by the Board of Supervisors.

The County and DSA agree to modify Section 17- Medical, Dental, & Life Insurance of the Memorandum of Understanding ("MOU") between the County and DSA Probation and Probation Supervisors Units (July 1, 2019 – June 30, 2023) to replace paragraph D. of subsection 17.2 with the following new paragraph D.:

17.2 Monthly Premiums.

D. Joint Labor/Management Benefit Committee.

1. The Association will join the Joint Labor/Management Benefit Committee ("Benefit Committee") created in 2016. The Benefit Committee will be composed of two (2) representatives (not including Union/Association staff) from each Union/Association in the County and Management representatives to be determined. The Benefit Committee replaces the existing Healthcare Oversight Committee. The existing Healthcare Coalition will remain but may meet quarterly.
2. The Benefit Committee will convene in order to 1) select a replacement medical or dental plan in the event that a plan listed in this Section 17 is no longer available; 2) design a wellness program; 3) discuss future medical, dental, or vision plan design; or 4) assess the future impact of any excise tax pursuant to the federal Patient Protection and Affordable Care Act ("ACA") (42 U.S.C. § 18081) on any high cost medical plans offered by the County. If the Benefit Committee is selecting a replacement medical or dental plan for a plan that is no longer available, the selection must be unanimously agreed upon by the Union/Association representatives on the Committee and any such selected plan will be available to employees represented by the Unions/Associations and incorporated into their respective MOUs after ratification by each Union/Association.
3. The Association is a member of the Benefit Committee but is not a member of the Healthcare Coalition. The nine Healthcare Coalition Union/Association members of the Benefit Committee selected a replacement for the Health Net HMO Plan A and Plan B. Effective January 1, 2020, Health Net HMO Plan A and Plan B will be replaced by new the Health Net SmartCare HMO Plan A and Health Net SmartCare HMO Plan B.

4. Each year, the County will coordinate a team composed of the County, the County's benefits consultant, and Union/Association Benefit Committee representatives, to work as equal partners to provide input for the annual negotiations with the medical plan providers over the plan premiums for the next plan year. The team will have authority to make information requests, request and observe presentations by the County's healthcare consultant regarding premium rates and ask questions, and help guide the strategy of the County in the annual negotiations.
5. County and the Association will jointly work to educate employees regarding the cost benefits of lower cost plans, including the Kaiser High Deductible Health Plan.
6. County and Union/Association Benefit Committee representatives will jointly work as equal partners to seek plan design changes across all plans that would reduce costs and improve quality of care.

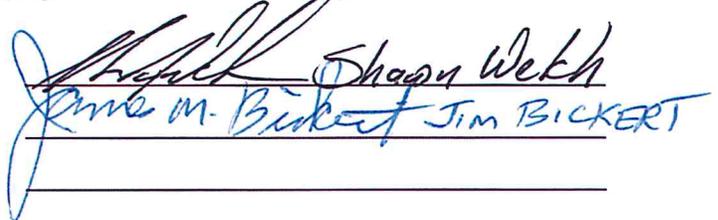
This Side Letter will remain in effect for the term of the current MOU between the County and DSA (July 1, 2019 – June 30, 2023). The terms of this Side Letter will be incorporated into the successor MOU unless otherwise negotiated by the parties. All other terms and conditions of the current MOU between the County and DSA Probation and Probation Supervisors Units remain unchanged by this Side Letter.

Date: September 27, 2019

Contra Costa County:
(Signature / Printed Name)



DSA Probation & Probation Supervisors Units:
(Signature / Printed Name)





**Contra
Costa
County**

To: In-Home Supportive Services Public Authority
From: David Twa, County Administrator
Date: October 8, 2019

Subject: Resolution No. 2019/591 Side Letter between IHSS Public Authority and SEIU Local 2015 Regarding Minimum Wage

RECOMMENDATION(S):

ADOPT Resolution No. 2019/591 approving the Side Letter between In-Home Supportive Services (IHSS) Public Authority and SEIU Local 2015 to pay providers California State minimum wage.

FISCAL IMPACT:

The IHSS MOE obligation for counties is adjusted to include costs associated with locally established wage and benefit increases; however, the actual fiscal impact will be determined at a later date dependent upon final contract negotiations and the level of State Participation in the minimum wage. The County will return to the Public Authority with a full fiscal impact upon ratification of a successor MOU with negotiated wages and benefits.

BACKGROUND:

The Public Authority recently began bargaining with SEIU Local 2015 for a successor Memorandum of Understanding (MOU). The current MOU expired on June 30, 2018. IHSS provider wages are mainly increased in two ways—(1) through collective bargaining at the local county level, and (2) in response to

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Lisa Driscoll, County Finance
Director (925) 335-1023

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Kathy Gallagher, EHSD Director

BACKGROUND: (CONT'D)

>

state minimum wage increases. County wages for IHSS providers must at least equal the state minimum wage. However, counties may provide IHSS wages above the state minimum wage—largely as a result of local collectively bargained agreements. Contra Costa County’s IHSS provider wages are currently above the state minimum wage of \$12.00. This Side Letter is required to implement the base wage increase from \$12.25 per hour to the California State minimum wage of \$13.00 per hour, which becomes effective January 1, 2020. The Public Authority will continue to bargain with SEIU Local 2015 over wages and benefits in a successor MOU.

CONSEQUENCE OF NEGATIVE ACTION:

If the side letter is not approved, the In-Home Supportive Services Public Authority will not be able to timely notice the State regarding agreement to pay providers minimum wage.

ATTACHMENTS

Resolution 2019/591

Side Letter - SEIU 2015

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 10/08/2019 by the following vote:

AYE:
NO:
ABSENT:
ABSTAIN:
RECUSE:



Resolution No. 2019/591

In the Matter of: Approving the Side Letter between In-Home Supportive Services (IHSS) Public Authority and SEIU Local 2015.

The Contra Costa County Board of Supervisors acting solely in its capacity as governing board of the In-Home Supportive Services Public Authority **RESOLVES THAT:**

The Side Letter between In-Home Supportive Services (IHSS) Public Authority and SEIU Local 2015 providing for the California minimum wage beginning January 1, 2020 is ADOPTED. A copy of the Side Letter (dated October 1, 2019) is attached.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

Contact: Lisa Driscoll, County Finance Director (925) 335-1023

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Kathy Gallagher, EHSD Director

SIDE LETTER AGREEMENT
BETWEEN
CONTRA COSTA COUNTY
IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
and
SEIU LOCAL 2015

This side letter is by and between the SEIU Local 2015 (SEIU) and Contra Costa County In-Home Supportive Services Public Authority ("Public Authority") and is effective upon adoption by the Board of Supervisors, unless otherwise stated.

Effective January 1, 2020, the base wage for all represented providers shall increase from \$12.25 per hour to \$13.00 per hour.

The terms of this side letter will be incorporated into Section 7 – Wages, of the successor Memorandum of Understanding between Contra Costa County In-Home Supportive Services Public Authority and SEIU, Local 2015.

Date: 10/1/19

IHSS PUBLIC AUTHORITY:

(Signature / Printed Name)

 Glynnis Hughes

/ _____
/ _____
/ _____
/ _____
/ _____
/ _____
/ _____

SEIU LOCAL 2015:

(Signature / Printed Name)

 Guadalupe Martinez

/ _____
/ _____
/ _____
/ _____
/ _____
/ _____
/ _____



Contra
Costa
County

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: October 8, 2019

Subject: August 2019 Operations Update of the Employment and Human Services Department, Community Services Bureau

RECOMMENDATION(S):

ACCEPT the August 2019 update of the Employment and Human Services Department, Community Services Bureau, as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

The Employment and Human Services Department submits a monthly report to the Contra Costa County Board of Supervisors (BOS) to ensure communication and updates to the County Administrator and BOS regarding any and all issues pertaining to the Head Start Program and Community Services Bureau.

CONSEQUENCE OF NEGATIVE ACTION:

Not applicable.

-
- APPROVE OTHER
 - RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE
-

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Elaine Burres
608-4960

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

ATTACHMENTS

CAD Aug 2019 CAO Report

CSB Aug 2019 HS Financial

CSB Aug 2019 EHS Financial

CSB Aug 2019 EHS CC Partnership
Report

CAB Aug 2019 CACFP Child Nutrition

CSB Aug 2019 LIHEAP

CSB Aug 2019 Menu

CSB Aug 2019 Strategic Goals Draft

CSB July 2019 Credit Card Report



To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: July 2019

News /Accomplishments

- The Community Services Bureau (CSB) received notice from The Office of Head Start that the CLASS (Classroom Assessment and Scoring System) federal review is scheduled the week of October 21, 2019. CLASS is an observation tool used to rate Pre-K Teacher-Child interactions on a 7-point scale in three domains: Emotional support, Classroom Organization and Instructional Support. A team of reviewers will visit a random sample of CSB, partner and delegate classrooms to observe staff in each of the domains. CSB staff eagerly anticipates this review.
- CSB held an all-staff Professional Development Day on August 28, 2019 at Centre Concord. Over 320 employees attended the training. Keynote speakers and presenters included, Kenneth Wesson, Robert Huffman, Mary Claire Heffron, and Terry Fulton. Workshops focused on stages of brain development, discovering and utilizing talents within the workplace, and building cohesive teams to list a few. CSB Division Managers introduced the Bureau's 2019-20 Strategic Goals and requested written feedback from the participants (see attachment *10_CSB 2019-20 Draft Strategic Goals*). The feedback will be compiled, analyzed and reviewed. The day was filled with fun, networking and learning new skills and concepts. Participants left the event feeling inspired and energized.
- The Program Information Report (PIR) was reviewed and submitted to the Office of Head Start. The report validates all of the important services that the Head Start program provides to families. Gathering and compiling this information for a program as large as CSB can be a challenge, but is accomplished through the collaborative efforts of many dedicated staff.
- The 2019-20 Policy Council Orientation will be held on September 28, 2019 at the Concord Hilton from 8:45-11:45 AM. Newly elected representatives will receive an overview of the Community Services Bureau, Head Start and the important role they will have in shared decision making.
- CSB's centralized enrollment unit is in the process of enrolling the last wave of the over 700 children transitioning into our program from the community. These children are replacing those who have moved on to Kindergarten.
- CSB, in collaboration with TeachStone, conducted all-day Early Head Start CLASS primer trainings for all partner sites. Trainings focused on Emotional Support, Classroom Support and Instructional Support.
- CSB Assistant Directors pulled all Year-End DRDP Assessment reports to analyze and compare data. The data was used to draft Child Outcomes Year-End reports for preschool and infants and toddlers. Drafted reports were presented to the Head Start


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94520


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www.cccounty.us/ehsd



(HS) Policy Council Program Committee for their input and feedback. Information will be analyzed and incorporated in the final report.

- Comprehensive Services center staff are welcoming families to the new 2019 – 20 school year. Staff members are working with families to complete health history questionnaires, and conduct 30 and 45-day screenings for height/weight and vision/hearing requirements.
- Family Engagement activity planning for the year is underway with the return of many meaningful activities from the previous year and with the addition of new activities.
- On August 21st, CSB celebrated the HS Policy Council for a successful 2018-19 program year. Representatives received appreciation awards and certificates for their contributions to our programs.
- Education Managers participated in a webinar on designing experiences for boys in the classroom that guide positive behavior. The information will be shared with Site Supervisors and teaching teams.
- The Economic Opportunity Council (EOC) met on August 3rd and created a highly actionable Strategic Plan focused on their four priority areas: housing, employment, nutrition, and health services. The day was facilitated by Renee Zeimer, EOC Chair, and was very productive.
- The EOC held its annual board training on August 8th which was presented by Lawrence Heiner, Director of Training and Technical Assistance for CalCAPA.

I. Status Updates:

a. Caseloads, workload (all programs)

- o Head Start enrollment: 97% Adjusted for open slots
- o Early Head Start enrollment: 97.2%
- o Early Head Start Child Care Partnership enrollment: 92%
- o Early Head Start Child Care Partnership # 2 enrollment: 98%
- o Head Start Average Daily Attendance: 76.4%
- o Early Head Start Average Daily Attendance: 84.4%
- o Early Head Start Child Care Partnership Attendance: 84.4%
- o Stage 2: 482 families and 706 children
- o CAPP: 128 families and 225 children
 - In total: 610 families and 931 children
 - Incoming transfers from Stage 1: 15 families and 20 children
- o LIHEAP: 202 households have been assisted
- o Weatherization: 20 households have been assisted

b. Staffing:

- o CSB is looking to fill vacancies for a permanent Site Supervisor II, Assistant Director, and Children Services Manager to meet the bureau's needs. The Bureau is also seeking to fill two permanent and two

cc: Policy Council Chair
Administration for Children and Families
Program Specialist, Chris Pflaumer

temporary Child Nutrition Services Transporter positions, several temporary clerical positions in the Personnel and Centralized Enrollment Units, and two temporary Building Services positions.

c. Labor Relations:

- There are updates to report at this time.

II. Emerging Issues and Hot Topics:

- CSB staff submitted a request to County Human Resources to conduct an in-depth salary study for several classifications within the bureau to ensure the program remains competitive with other Bay Area programs.

* Please note that the Credit Card financial report for July will be sent with next month's submission.

cc: Policy Council Chair
Administration for Children and Families
Program Specialist, Chris Pflaumer

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

HEAD START PROGRAM

BUDGET PERIOD JANUARY - DECEMBER 2019

AS OF JULY 2019

DESCRIPTION	JULY YTD Actual	Total Budget	Remaining Budget	58% %YTD
a. PERSONNEL	\$ 2,523,661	\$ 4,450,813	\$ 1,927,152	57%
b. FRINGE BENEFITS	1,629,847	2,769,062	1,139,215	59%
d. EQUIPMENT	-	24,000	24,000	0%
e. SUPPLIES	145,982	235,500	89,518	62%
f. CONTRACTUAL	1,528,604	2,770,400	1,241,796	55%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	1,294,618	5,761,049	4,466,431	22%
I. TOTAL DIRECT CHARGES	\$ 7,122,712	\$ 16,010,824	\$ 8,888,112	44%
j. INDIRECT COSTS	713,261	903,555	190,294	79%
k. TOTAL-ALL BUDGET CATEGORIES	\$ 7,835,972	\$ 16,914,379	\$ 9,078,407	46%
<i>In-Kind (Non-Federal Share)</i>	<i>\$ 2,420,930</i>	<i>\$ 4,228,595</i>	<i>\$ 1,807,665</i>	<i>57%</i>

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

HEAD START PROGRAM

BUDGET PERIOD JANUARY - DECEMBER 2019

AS OF JULY 2019

1	2	3	4	5	8
	Actual Jul-19	Total YTD Actual	Total Budget	Remaining Budget	58% % YTD
a. Salaries & Wages (Object Class 6a)					
Permanent 1011	286,311	2,304,522	4,010,723	1,706,201	57%
Temporary 1013	14,840	219,139	440,090	220,951	50%
a. PERSONNEL (Object class 6a)	301,151	2,523,661	4,450,813	1,927,152	57%
b. FRINGE (Object Class 6b)	189,319	1,629,847	2,769,062	1,139,215	59%
d. EQUIPMENT (Object Class 6d)	-	-	24,000	24,000	-
e. SUPPLIES (Object Class 6e)					
1. Office Supplies	1,396	41,756	85,000	43,244	49%
2. Child and Family Services Supplies (Includesclassroom Suppli	6,771	48,661	60,000	11,339	81%
4. Other Supplies					
Health and Safety Supplies	-	-	1,000	1,000	0%
Computer Supplies, Software Upgrades, Computer Replacem	-	44,104	60,000	15,896	74%
Health/Safety Supplies	-	1,943	7,000	5,057	28%
Mental helath/Diasabilities Supplies	-	-	1,000	1,000	
Miscellaneous Supplies	-	8,591	12,000	3,409	72%
Emergency Supplies	-	-	1,000	1,000	0%
Employee Morale	-	928	2,500	1,572	37%
Household Supplies	-	-	6,000	6,000	0%
TOTAL SUPPLIES (6e)	8,167	145,982	235,500	89,518	62%
f. CONTRACTUAL (Object Class 6f)					
1. Adm Svcs (e.g., Legal, Accounting, Temporary Contracts)	7,319	78,496	95,000	16,504	83%
Estimated Medical Revenue from Medi-Cal (Org 1432 - credit)	-	(61,135)	(630,000)	(568,865)	10%
Health Consultant	4,320	23,620	55,000	31,380	43%
5. Training & Technical Assistance - PA11					
Interaction	-	-	5,000	5,000	0%
Diane Godard (\$50,000/2)	-	8,050	9,000	950	89%
Josephine Lee (\$35,000/2)	-	1,612	5,000	3,388	32%
Susan Cooke (\$60,000/2)	-	-	10,000	10,000	0%
7. Delegate Agency Costs					
First Baptist Church Head Start PA22	-	1,025,310	2,194,788	1,169,478	47%
First Baptist Church Head Start PA20	-	-	8,000	8,000	0%
8. Other Contracts					
FB-Fairgrounds Partnership (Wrap)	-	35,976	74,212	38,236	48%
FB-Fairgrounds Partnership	-	79,875	163,600	83,725	49%
FB-E. Leland/Mercy Housing Partnership	-	10,800	20,000	9,200	54%
Martinez ECC (18 HS slots x \$225/mo x 12/mo)	-	54,000	108,000	54,000	50%
YMCA of the East Bay (20 HS slots x \$225/mo x 12/mo)	-	272,000	652,800	380,800	42%
f. CONTRACTUAL (Object Class 6f)	11,639	1,528,604	2,770,400	1,241,796	55%
h. OTHER (Object Class 6h)					
2. Bldg Occupancy Costs/Rents & Leases	31,109	280,735	396,000	115,265	71%
4. Utilities, Telephone	1,781	64,426	164,000	99,574	39%
5. Building and Child Liability Insurance	-	-	3,000	3,000	0%
6. Bldg. Maintenance/Repair and Other Occupancy	4,746	101,684	67,000	(34,684)	152%
8. Local Travel (55.5 cents per mile effective 1/1/2012)	1,469	20,969	62,000	41,031	34%
9. Nutrition Services					
Child Nutrition Costs	-	202,514	322,000	119,486	63%
(CCFP & USDA Reimbursements)	-	(100,588)	(85,000)	15,588	118%
13. Parent Services					
Parent Conference Registration - PA11	-	-	10,000	10,000	0%
Parent Resources (Parenting Books, Videos, etc.) - PA11	-	831	1,000	169	83%
PC Orientation, Trainings, Materials & Translation - PA11	-	739	7,600	6,861	10%
Policy Council Activities	-	1,286	2,000	714	64%
Male Involvement Activities	-	-	500	500	0%
Parent Activities (Sites, PC, BOS luncheon) & Appreciation	-	-	7,000	7,000	0%
Child Care/Mileage Reimbursement	-	3,099	7,500	4,401	41%
14. Accounting & Legal Services					
Auditor Controllers	-	3,062	5,000	1,938	61%
Data Processing/Other Services & Supplies	-	7,720	16,500	8,780	47%
15. Publications/Advertising/Printing					
Outreach/Printing	-	-	100	100	0%
Recruitment Advertising (Newspaper, Brochures)	-	-	1,400	1,400	0%
16. Training or Staff Development					
Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYI	4,500	34,880	41,959	7,079	83%
Staff Trainings/Dev. Conf. Registrations/Memberships - PA11	1,999	70,212	99,785	29,573	70%
17. Other					
Site Security Guards	-	17,594	47,000	29,406	37%
Dental/Medical Services	-	-	2,000	2,000	0%
Vehicle Operating/Maintenance & Repair	10,783	68,494	170,000	101,506	40%
Equipment Maintenance Repair & Rental	2,572	132,745	255,000	122,255	52%
Dept. of Health and Human Services-data Base (CORD)	-	5,008	9,500	4,492	53%
Field Trips	-	-	30,000	30,000	0%
Other Operating Expenses (Facs Admin/Other admin)	-	61,473	168,205	106,732	37%
Other Departmental Expenses	-	317,733	3,950,000	3,632,267	8%
h. OTHER (6h)	58,960	1,294,618	5,761,049	4,466,431	22%
I. TOTAL DIRECT CHARGES (6a-6h)	569,236	7,122,712	16,010,824	8,888,112	44%
j. INDIRECT COSTS	-	713,261	903,555	190,294	79%
k. TOTALS (ALL BUDGET CATEGORIES)	569,236	7,835,972	16,914,379	9,078,407	46%
Non-Federal Share (In-kind)	142,309	2,420,930	4,228,595	1,807,665	57%

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU
EARLY HEAD START PROGRAM
BUDGET PERIOD JANUARY - DECEMBER 2019
AS OF JULY 2019

DESCRIPTION	July YTD Actual	Total Budget	Remaining Budget	58% % YTD
a. PERSONNEL	\$ 135,694	\$ 294,506	\$ 158,812	46%
b. FRINGE BENEFITS	88,628	146,451	57,823	61%
d. EQUIPMENT	-	-	-	0%
e. SUPPLIES	11,134	17,300	6,166	64%
f. CONTRACTUAL	536,736	1,284,300	747,564	42%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	388,396	1,897,915	1,509,519	20%
I. TOTAL DIRECT CHARGES	\$ 1,160,589	\$ 3,640,472	\$ 2,479,883	32%
j. INDIRECT COSTS	48,988	50,672	1,684	97%
k. TOTAL-ALL BUDGET CATEGORIES	\$ 1,209,577	\$ 3,691,144	\$ 2,481,567	33%
<i>In-Kind (Non-Federal Share)</i>	<i>\$ 295,874</i>	<i>\$ 922,786</i>	<i>\$ 626,912</i>	<i>32%</i>

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

EARLY HEAD START PROGRAM

BUDGET PERIOD JANUARY - DECEMBER 2019

AS OF JULY 2019

	1	2	3	4	5	6
	Actual Jul-19	Total YTD Actual	Total Budget	Remaining Budget	58% % YTD	
Expenditures						
a. Salaries & Wages (Object Class 6a)						
Permanent 1011	15,720	121,032	233,399	112,367	52%	
Temporary 1013	419	14,662	61,107	46,445	24%	
a. PERSONNEL (Object class 6a)	16,139	135,694	294,506	158,812	46%	
b. FRINGE (Object Class 6b)	9,087	88,628	146,451	57,823	61%	
d. EQUIPMENT (Object Class 6d)	-	-	-	-		
e. SUPPLIES (Object Class 6e)						
1. Office Supplies	-	1,256	2,500	1,244	50%	
2. Child and Family Serv. Supplies/classroom St	-	8,259	7,000	(1,259)	118%	
4. Other Supplies	-	-	-	-		
Computer Supplies, Software Upgrades, Con	-	-	3,500	3,500	0%	
Health/Safety Supplies	-	-	700	700	0%	
Miscellaneous Supplies	-	1,540	2,100	560	73%	
Employee Morale	-	-	1,000	1,000	0%	
Household Supplies	-	80	500	420	16%	
e. SUPPLIES (Object Class 6e)	-	11,134	17,300	6,166	64%	
f. CONTRACTUAL (Object Class 6f)						
2. Health/Disabilities Services	-	-	-	-		
Health Consultant	1,440	(60)	7,800	7,860	-1%	
Other Health/Dental Services Costs	-	-	-	-		
5. Training & Technical Assistance - PA11	-	-	-	-		
Interaction	-	-	5,500	5,500	0%	
Diane Godard	-	-	7,500	7,500	0%	
Josephine Lee (\$35,000/2)	-	2,886	5,000	2,114	58%	
Susan Cooke (\$60,000/2)	-	-	6,500	6,500	0%	
8. Other Contracts	-	-	-	-		
FB-Fairgrounds Partnership	-	71,000	107,000	36,000	66%	
FB-E. Leland/Mercy Housing Partnership	-	55,000	145,000	90,000	38%	
Apiranet	-	413,000	708,000	295,000	58%	
Apiranet HVI	-	(159,882)	-	159,882		
Crossroads	-	82,000	152,000	70,000	54%	
Martinez ECC	-	72,792	140,000	67,208	52%	
f. CONTRACTUAL (Object Class 6f)	1,440	536,736	1,284,300	747,564	42%	
h. OTHER (Object Class 6h)						
2. Bldg Occupancy Costs/Rents & Leases (Rents & Leases/Other Income)	-	529	1,800	1,271	29%	
4. Utilities, Telephone	-	1,290	2,700	1,410	48%	
5. Building and Child Liability Insurance	-	-	-	-		
6. Bldg. Maintenance/Repair and Other Occupa	(27,669)	437	2,300	1,863	19%	
8. Local Travel (55.5 cents per mile)	75	2,249	4,100	1,851	55%	
9. Nutrition Services	-	-	-	-		
Child Nutrition Costs	-	-	300	300	0%	
(CCFP & USDA Reimbursements)	-	-	-	-		
13. Parent Services	-	-	-	-		
Parent Conference Registration - PA11	-	-	4,000	4,000	0%	
PC Orientation, Trainings, Materials & Trans	-	1,161	4,000	2,839	29%	
Policy Council Activities	-	-	100	100	0%	
Parent Activities (Sites, PC, BOS luncheon)	-	1,198	1,900	702	63%	
Child Care/Mileage Reimbursement	-	392	100	(292)	392%	
14. Accounting & Legal Services	-	-	-	-		
Auditor Controllers	-	-	500	500	0%	
Data Processing/Other Services & Supplies	-	2,043	3,000	957	68%	
15. Publications/Advertising/Printing	-	-	-	-		
Recruitment Advertising (Newspaper, Brochu	-	-	100	100		
16. Training or Staff Development	-	-	-	-		
Agency Memberships (WIPFLI, Meeting Fex	-	26	2,200	2,174	1%	
Staff Trainings/Dev. Conf. Registrations/Mer	-	9,174	48,244	39,070	19%	
17. Other	-	-	-	-		
Site Security Guards	-	1,453	2,000	547		
Field Trips	-	-	-	-		
Vehicle Operating/Maintenance & Repair	155	4,308	9,000	4,692	48%	
Equipment Maintenance Repair & Rental	-	1,872	5,000	3,128	37%	
Dept. of Health and Human Services-data Ba	-	-	1,000	1,000		
Other Operating Expenses (Facs Admin/Othc	-	992	5,000	4,008	20%	
Other Departmental Expenses	-	361,272	1,800,571	1,439,299		
h. OTHER (6h)	(27,439)	388,396	1,897,915	1,509,519	20%	
i. TOTAL DIRECT CHARGES (6a-6h)	(773)	1,160,589	3,640,472	2,479,883	32%	
j. INDIRECT COSTS	-	48,988	50,672	1,684	97%	
k. TOTALS - ALL BUDGET CATEGORIES	(773)	1,209,577	3,691,144	2,481,567	33%	

**CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU
 EARLY HEAD START PROGRAM
 BUDGET PERIOD JANUARY - DECEMBER 2019
 AS OF JULY 2019**

1	2	3	4	5	6
	Actual Jul-19	Total YTD Actual	Total Budget	Remaining Budget	58% % YTD
<i>Non-Federal Match (In-Kind)</i>	-	295,874	922,786	626,912	32%

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU

EARLY HEAD START- CC PARTNERSHIP #1

July 2019 Expenditures

DESCRIPTION	JULY YTD Actual	Total Budget	Remaining Budget	8% % YTD
a. PERSONNEL	\$ 19,714	\$ 305,109	\$ 285,395	6%
b. FRINGE BENEFITS	12,782	212,143	199,361	6%
c. TRAVEL	-	7,000	7,000	0%
d. EQUIPMENT	-	-	-	0%
e. SUPPLIES	-	24,100	24,100	0%
f. CONTRACTUAL	-	460,020	460,020	0%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	2,129	65,984	63,855	3%
I. TOTAL DIRECT CHARGES	\$ 34,625	\$ 1,074,356	\$ 1,039,731	3%
j. INDIRECT COSTS	-	64,073	64,073	0%
k. TOTAL-ALL BUDGET CATEGORIES	\$ 34,625	\$ 1,138,429	\$ 1,103,804	3%
<i>In-Kind (Non-Federal Share)</i>	\$ 8,656	\$ 289,444	\$ 280,788	3%

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU

EARLY HEAD START- CC PARTNERSHIP #1

July 2019 Expenditures

1	2	3	4	5	6
	Actual Jul-19	Total YTD Actual	Total Budget	Remaining Budget	8% YTD
Expenditures					
a. Salaries & Wages (Object Class 6a)					
Permanent 1011	19,714	19,714	291,762	272,048	7%
Temporary 1013	-	-	13,347	13,347	
TOTAL PERSONNEL (6a)	19,714	19,714	305,109	285,395	6%
b. FRINGE BENEFITS (Object Class 6b)					
Fringe Benefits	12,782	12,782	212,143	199,361	6%
TOTAL FRINGE (6b)	12,782	12,782	212,143	199,361	6%
c. Travel (Object Class 6c)					
1. Out-of-Town Travel					
	-	-	7,000	7,000	0%
TOTAL TRAVEL (6c)	-	-	7,000	7,000	0%
e. SUPPLIES (Object Class 6e)					
1. Office Supplies	-	-	2,100	2,100	0%
2. Child and Family Services Supplies (Incl.classroom Sup	-	-	15,000	15,000	0%
3. Other Supplies					
Computer Supplies, Software Upgrades, Computer Re	-	-	3,700	3,700	0%
Miscellaneous Supplies	-	-	200	200	0%
Household Supplies	-	-	3,100	3,100	0%
TOTAL SUPPLIES (6e)	-	-	24,100	24,100	0%
f. CONTRACTUAL (Object Class 6f)					
1. Adm Svcs (e.g., Legal, Accounting, Temporary Contrac	-	-	1,700	1,700	0%
2. Other Contracts					
COCOKids (52 slots x \$500 x 12 months)	-	-	315,120	315,120	0%
Loss of Subsidy	-	-	10,000	10,000	0%
Children and Family Supplies (Diapers, wipes, etc)	-	-	12,000	12,000	0%
First Baptist (20 slots x \$500 x 12 months)	-	-	121,200	121,200	0%
TOTAL CONTRACTUAL (6f)	-	-	460,020	460,020	0%
h. OTHER (Object Class 6h)					
1. Bldg Occupancy Costs/Rents & Leases	2,129	2,129	15,500	13,371	14%
2. Utilities, Telephone	-	-	15,000	15,000	0%
3. Bldg. Maintenance/Repair and Other Occupancy	-	-	1,400	1,400	0%
4. Local Travel (58 cents per mile effective 1/1/2019)	-	-	1,200	1,200	0%
5. Parent Services					
Parent Activities (Sites, PC, BOS luncheon, including f	-	-	500	500	0%
6. Accounting & Legal Services					
Auditor Controllers	-	-	200	200	0%
Data Processing/Other Services & Supplies	-	-	1,500	1,500	0%
7. Training or Staff Development					
Staff Trainings/Dev. Conf. Registrations/Memberships	-	-	18,907	18,907	0%
8. Other					
Equipment Maintenance Repair & Rental	-	-	800	800	0%
Other Operating Expenses (CSD Admin/Facs Mgt. Allc	-	-	10,977	10,977	0%
TOTAL OTHER (6h)	2,129	2,129	65,984	63,855	3%
I. TOTAL DIRECT CHARGES (6a-6h)	34,625	34,625	1,074,356	1,039,731	3%
j. INDIRECT COSTS	-	-	64,073	64,073	0%
k. TOTALS - ALL BUDGET CATEGORIES	34,625	34,625	1,138,429	1,103,804	3%
Non-Federal Match (In-Kind)	8,656	8,656	289,444	280,788	3%

CONTRA COSTA COUNTY
COMMUNITY SERVICES BUREAU

EARLY HEAD START- CC PARTNERSHIP #1

July 2019 Expenditures

1	2	3	4	5	6
	Actual Jul-19	Total YTD Actual	Total Budget	Remaining Budget	8% YTD

EMPLOYMENT & HUMAN SERVICES DEPARTMENT
 COMMUNITY SERVICES BUREAU
 CHILD NUTRITION FOOD SERVICES
 CHILD and ADULT CARE FOOD PROGRAM MEALS SERVED
 FY 2018-2019

Month covered	2019 June
Approved sites operated this month	14
Number of days meals served this month	20
Average daily participation	546
Child Care Center Meals Served:	
Breakfast	8,801
Lunch	10,926
Supplements	7,302
Total Number of Meals Served	<u>27,029</u>

**CAO Monthly Report
 CSBG and Weatherization Programs
 Year-to-Date Expenditures
 As of July 31, 2019**

1. 2019 LIHEAP WX

Contract # 19B-5005
 Term: Oct. 1, 2018 - June 30, 2020
 Amount: WX \$ 981,523

Total Contract	\$	981,523
Expenditures		(903,610)
Balance	\$	<u>77,913</u>
Expended		92%

2. 2019 LIHEAP ECIP/EHA 16

Contract # 19B-5005
 Term: Oct. 1, 2018 - June 30, 2020
 Amount: EHA 16 \$ 862,398

Total Contract	\$	862,398
Expenditures		(465,058)
Balance	\$	<u>397,340</u>
Expended		54%

3. 2017 Department of Energy (DOE)

Contract # 17C-4004
 Term: June 1, 2018 - June 30, 2020
 Amount: \$ 476,486

Total Contract	\$	476,486
Expenditures		(80,846)
Balance	\$	<u>395,640</u>
Expended		17%

4. 2019 COMMUNITY SERVICES BLOCK GRANT (CSBG)

Contract # 19F-4007
 Term: Jan. 1, 2019 - Dec. 31, 2019
 Amount: \$ 850,578

Total Contract	\$	850,578
Expenditures		(419,430)
Balance	\$	<u>431,148</u>
Expended		49%

August 2019 – COMMUNITY SERVICES BUREAU PRESCHOOL MENU

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>ALL BREAKFAST & LUNCH SERVED WITH ¾ c. 1% MILK</p> <p>*Indicates vegetable included in main dish</p> <p>WATER IS OFFERED THROUGHOUT THE DAY</p>			<p>1</p> <p>BREAKFAST</p> <p>1 ea. Fresh Banana ½ sl. Whole Wheat Cinnamon Bread</p> <p>LUNCH</p> <p>½ c. RED BEANS AND RICE ¼ c. Spinach Salad/Ranch Dressing ½ ea. Fresh Peach</p> <p>PM SNACK</p> <p>½ ea. Whole Wheat Pita Pocket Bread/Hummus ½ c. 1% Milk</p>	<p>2</p> <p>BREAKFAST</p> <p>½ c. Fresh Strawberries ½ c. Cheerios</p> <p>LUNCH</p> <p>1½ ozs. TURKEY HOAGIE SANDWICH Mayo & Mustard Dressing ¼ c. Zucchini Sticks ½ ea. Fresh Nectarine</p> <p>PM SNACK</p> <p>2 pkgs. Wheatworth Crackers 1 ea. Fresh Kiwi</p> 
<p>5</p> <p>BREAKFAST</p> <p>1 ea. Fresh Apple ⅓ c. Rice Chex</p> <p>LUNCH</p> <p>1 c. WHOLE GRAIN ROTINI & CHEESE ¼ c. Rainbow Coleslaw ½ ea. Fresh Orange</p> <p>PM SNACK</p> <p>½ c. Carrots & Celery Sticks ⅓ c. Bean Dip</p> 	<p>6</p> <p>BREAKFAST</p> <p>1 ea. Fresh Kiwi ⅓ c. Bran Cereal</p> <p>LUNCH</p> <p>1 c. *CHICKEN CHILAQUILES WITH WHOLE GRAIN CORN TORTILLA CHIPS ¼ c. Fresh Strawberries</p> <p>PM SNACK</p> <p>½ c. FRIENDS TRAIL MIX (kix, cheerios, corn chex, raisins, pretzels, & dried apricots) ½ c. 1% Milk</p>	<p>7</p> <p>BREAKFAST</p> <p>1 ea. Fresh Banana ⅓ c. Cornflakes</p> <p>LUNCH</p> <p>½ c. *TURKEY SPAGHETTI (ground turkey, tomato paste, onions with whole wheat spaghetti) ½ ea. Fresh Apple</p> <p>PM SNACK</p> <p>½ c. Fresh Broccoli & Cauliflower/Ranch Dip 6 ea. Wheat Thin Crackers</p> 	<p>8</p> <p>BREAKFAST</p> <p>1 ea. Fresh Orange ½ ea. English Muffin/Cream Cheese</p> <p>LUNCH</p> <p>1 piece *SPINACH EGG BAKE (spinach, eggs, & feta cheese) ¼ c. Fresh Cantaloupe 1 ea. Whole Wheat Tortilla</p> <p>PM SNACK – NUTRITION EXPERIENCE</p> <p>FRUITY SUNBUTTER PITAS 1 tbsp. Sunbutter ¼ c. Fresh Banana & ¼ c. Fresh Apple ½ ea. Whole Wheat Pita Bread</p> 	<p>9</p> <p>BREAKFAST</p> <p>½ c. Mango Chunks 1 sq. A – Z Bread</p> <p>LUNCH</p> <p>¾ c. GREEK STYLE CHICKEN SALAD (diced chicken, peppers, olives, parsley, & Feta cheese dressing) ¼ c. Carrot Sticks ¼ c. Fresh Strawberries ½ ea. Whole Wheat Pita Pocket Bread</p> <p>PM SNACK</p> <p>⅓ c. Cottage Cheese ½ c. Pineapple Tidbits</p>
<p>12</p> <p>BREAKFAST</p> <p>1 ea. Fresh Orange ⅓ c. Corn Chex</p> <p>LUNCH</p> <p>¾ c. *VEGETABLE CHILI (kidney beans, tomatoes, bulgur wheat, yogurt, & cheddar cheese) ½ ea. Fresh Apple 1 ea. Whole Wheat Tortilla</p> <p>PM SNACK</p> <p>6 ea. Wheat Thin Crackers 1 ea. String Cheese</p>	<p>13</p> <p>BREAKFAST</p> <p>1 ea. Fresh Kiwi ½ sl. Whole Wheat Cinnamon Bread 1 ea. Turkey Sausage</p> <p>LUNCH</p> <p>1½ oz. TURKEY TACOS WITH CHEESE ¼ c. Shredded Lettuce & Tomatoes ¼ c. Mango Chunks 2 ea. Mini Corn Tortilla</p> <p>PM SNACK</p> <p>½ c. Cucumber Slices & Carrot Sticks ⅓ c. Cottage Cheese Ranch Dip</p>	<p>14</p> <p>BREAKFAST</p> <p>1 ea. Fresh Banana ⅓ c. Cornflakes</p> <p>LUNCH</p> <p>1 ½ ozs. OVEN BAKED CHICKEN ¼ c. Broccoli Florets/Ranch Dressing ½ ea. Fresh Peach ¼ c. Spanish Quinoa</p> <p>PM SNACK</p> <p>EARLY CLOSURE</p> 	<p>15</p> <p>BREAKFAST</p> <p>½ c. Fresh Strawberries ½ ea. Whole Wheat English Muffin/Cream Cheese</p> <p>LUNCH</p> <p>¾ c. SEASONED BLACK EYE PEAS ¼ c. Collard Greens 1 sl. Fresh Honeydew Melon 1 sq. Homemade Whole Wheat Cornbread</p> <p>PM SNACK</p> <p>½ c. Cauliflower Florets & Zucchini Sticks/Ranch Dressing 2 pkgs. Wheatworth Crackers</p>	<p>16</p> <p>BREAKFAST</p> <p>1 ea. Fresh Banana ⅓ c. Cheerios</p> <p>LUNCH</p> <p>1½ ozs. TURKEY & SWISS CHEESE Mayo & Mustard Dressing ¼ c. Green Leaf Lettuce & Tomato Slice ½ ea. Fresh Apple 1 sl. Whole Wheat Bread</p> <p>PM SNACK – NUTRITION EXPERIENCE</p> <p>ANTS ON A LOG ¼ c. Celery Sticks 2 tbsp. Sunbutter (Raisins) ½ c. 1% Milk</p> 
<p>19</p> <p>BREAKFAST</p> <p>1 ea. Fresh Kiwi ⅓ c. Cornflakes</p> <p>LUNCH</p> <p>1 ea. *SOUTHWEST VEGGIE WRAP (coleslaw mix, cucumbers, black beans, salsa, romaine, spinach, and cheddar cheese) ¼ c. Fresh Strawberries 1 ea. Whole Wheat Tortilla</p> <p>PM SNACK</p> <p>1 ea. Fresh Apple 1 tbsp. Sunbutter</p> 	<p>20</p> <p>BREAKFAST</p> <p>1 ea. Fresh Orange ½ ea. Whole Wheat Bagel/Cream Cheese</p> <p>LUNCH</p> <p>1½ ozs. SLOPPY JOE (ground turkey) ¼ c. Spinach Salad/Ranch Dressing 1 sl. Fresh Honeydew Melon 1 ea. Whole Wheat Hamburger bun</p> <p>PM SNACK</p> <p>1 pkg. Goldfish Pretzel Crackers ½ c. 1% Milk</p>	<p>21</p> <p>BREAKFAST</p> <p>½ c. Pineapple Chunks 1 sq. Homemade Zucchini Bread</p> <p>LUNCH</p> <p>1 c. *STIR-FRY CHICKEN (diced chicken, shredded cabbage, carrots, & whole wheat spaghetti) ½ ea. Fresh Peach</p> <p>PM SNACK</p> <p>1 pkg. Animal Crackers ½ c. 1% Milk</p>	<p>22</p> <p>BREAKFAST</p> <p>1 ea. Fresh Banana ¼ c. Cinnamon Oatmeal With Vanilla & Raisins</p> <p>LUNCH</p> <p>1 ea. *MEXICAN PIZZA (refried beans, tomato paste, chunky salsa) ½ oz. Shredded Mozzarella Cheese 1 ea. Fresh Kiwi 1 ea. Whole Wheat Flour Tortilla</p> <p>PM SNACK</p> <p>½ c. Cucumber & Tomato Salad With Italian Dressing 2 pkgs. Wheatworth Crackers</p>	<p>23</p> <p>BREAKFAST</p> <p>1 ea. Fresh Apricot ½ sl. Whole Wheat Toast ⅓ c. Scrambled Eggs & Turkey Ham</p> <p>LUNCH</p> <p>½ c. CURRY CHICKEN SALAD ¼ c. Zucchini Sticks ¼ c. Fresh Strawberries ½ ea. Whole Wheat Pita Bread</p> <p>PM SNACK</p> <p>¼ c. Homemade Pico De Gallo 5 ea. Whole Grain Corn Tortilla Chips ½ c. 1% Milk</p> 
<p>26</p> <p>BREAKFAST</p> <p>1 ea. Fresh Apple ⅓ c. Kix Cereal</p> <p>LUNCH</p> <p>¾ c. *SANTA FE RICE & BEANS (pinto beans, tomatoes, salsa, cheese, sour cream, & brown rice) 1 ea. Fresh Kiwi</p> <p>PM SNACK</p> <p>1 pkg. Cheese Crackers ½ c. 1% Milk</p>	<p>27</p> <p>BREAKFAST</p> <p>1 ea. Fresh Nectarine ⅓ c. Bran Cereal</p> <p>LUNCH</p> <p>1 c. *WHITE CHICKEN CHILI ¼ c. Fresh Strawberries 5 ea. Whole Grain Corn Tortilla Chips</p> <p>PM SNACK</p> <p>½ c. Cucumber & Carrot Sticks/Ranch Dressing ½ c. 1% Milk</p>	<p>28</p> <p>NO SCHOOL TODAY</p>	<p>29</p> <p>BREAKFAST</p> <p>1 ea. Fresh Orange ½ ea. Whole Wheat Bagel/Cream Cheese</p> <p>LUNCH</p> <p>½ c. RED POZOLE SOUP (diced chicken, tomato paste, hominy) ¼ c. Shredded Cabbage & Cilantro ¼ c. Mango Chunks 1 ea. Whole Wheat Tortilla</p> <p>PM SNACK</p> <p>1 ea. Cauliflower Breadstick 2 pkgs. Wheatworth Crackers</p>	<p>30</p> <p>BREAKFAST</p> <p>1 ea. Fresh Peach ⅓ c. Rice Chex</p> <p>LUNCH</p> <p>¾ c. TUNA SALAD (tuna, eggs, mayo, relish, celery, onions) ¼ c. Spring Salad Mix/Italian Dressing ¼ c. Fresh Strawberries 1 sl. Whole Wheat Bread</p> <p>PM SNACK</p> <p>⅓ c. Lets Go Fishing Trail Mix (corn chex, pretzels, fish & cheese crackers) ½ c. 1% Milk</p> 

2019-20 DRAFT Strategic Goals



Strategic Goal 1: TECHNOLOGY

By June 2020, CSB will implement and refine current technology projects, ensuring that they meet the needs of the organization by streamlining processes and enhancing efficiency.

Strategic Goal 2: STAFF RETENTION & WELLNESS PROGRAM

By June 2020, CSB will develop and implement a comprehensive staff retention and wellness program to ensure that once hired, staff are invested in the interests of the program and find CSB a healthy and positive work environment.



Strategic Goal 3: STAFFING & PROFESSIONAL DEVELOPMENT

By June 2020, CSB will meet the staffing and professional development needs of the bureau by enhancing the *Grow-our-Own* programs, addressing compensation, and conducting innovative recruitment practices.



**COMMUNITY SERVICES BUREAU
SUMMARY CREDIT CARD EXPENDITURE
VISA/U.S.BANK
JUNE 2019**

Acct. code	Stat. Date	Card Account #	Amount	Program	Purpose/Description
2100	06/24/19	xxxx5045	231.56	Indirect Admin Costs	Office Exp
2100	06/24/19	xxxx1907	559.37	EHS-Child Care Partnership #2	Office Exp
			\$ 790.93		
2102	06/24/19	xxxx4959	3,019.80	EHS-Child Care Partnership #2	Books, Periodicals
2102	06/24/19	xxxx1416	229.08	EHS-Child Care Partnership #2	Books, Periodicals
2102	06/24/19	xxxx1907	1,188.00	Indirect Admin Costs	Books, Periodicals
2102	06/24/19	xxxx1907	384.00	HS Basic Grant	Books, Periodicals
2102	06/24/19	xxxx8798	63.48	Indirect Admin Costs	Books, Periodicals
			\$ 4,884.36		
2131	06/24/19	xxxx4959	1,098.68	EHS-Child Care Partnership #2	Minor Furniture/Equipment
2131	06/24/19	xxxx1907	245.50	EHS-Child Care Partnership #2	Minor Furniture/Equipment
2131	06/24/19	xxxx8798	108.16	CCTR Infant-Toddler / EHS Enhanced	Minor Furniture/Equipment
2131	06/24/19	xxxx0494	455.43	Child Nutrition Food Services	Minor Furniture/Equipment
			\$ 1,907.77		
2260	06/24/19	xxxx1416	125.00	EHS-Child Care Partnership #2	Rents & Leases - Property
			\$ 125.00		
2300	06/24/19	xxxx1416	2,495.84	EHS-Child Care Partnership #2	Transportation & Travel
			\$ 2,495.84		
2303	06/24/19	xxxx4959	(206.38)	EHS-Child Care Partnership #2	Other Travel Employees
2303	06/24/19	xxxx4959	1,005.84	EHS-Child Care Partnership #2	Other Travel Employees
2303	06/24/19	xxxx1907	7,402.20	EHS-Child Care Partnership #2	Other Travel Employees
2303	06/24/19	xxxx3016	1,415.30	FACS Mental Health Program	Other Travel Employees
			\$ 9,616.96		
2467	06/24/19	xxxx3016	1,780.00	FACS Mental Health Program	Training & Registration
2467	06/24/19	xxxx8777	125.00	EHS-Child Care Partnership #2	Training & Registration
			\$ 1,905.00		
2479	06/24/19	xxxx1899	(99.00)	Indirect Admin Costs	Other Special Dpmtal Exp
2479	06/24/19	xxxx1899	5,278.42	Indirect Admin Costs	Other Special Dpmtal Exp
			\$ 5,179.42		
2490	06/24/19	xxxx1416	57.93	EHS-Child Care Partnership #2	Misc Services/Supplies
2490	06/24/19	xxxx3016	413.03	HS Basic Grant	Misc Services/Supplies
2490	06/24/19	xxxx3016	306.31	FACS Mental Health Program	Misc Services/Supplies
2490	06/24/19	xxxx3016	871.56	EHS-Child Care Partnership #2	Misc Services/Supplies
2490	06/24/19	xxxx8777	31.92	EHS-Child Care Partnership #2	Misc Services/Supplies
			1,680.75		
		Total	\$ 28,586.03		



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: October 8, 2019

Subject: Multifamily Housing Revenue Bonds TEFRA - Coggins Square Apartments, Unincorporated County near Walnut Creek

RECOMMENDATION(S):

ADOPT Resolution No. 2019/568 authorizing the issuance of Multifamily Housing Revenue Bonds in an amount not to exceed \$33,000,000 to finance the acquisition and rehabilitation of Coggins Square Apartments, an 87-unit residential rental housing development located at 1316 Las Juntas Way (APN 148-500-056-4) in the unincorporated area of the County near Walnut Creek, California (the "Development"), including:

- 1) finding and declaring that the recitals contained in the proposed Resolution are true and correct;
- 2) for purposes of Section 147(f) of the Internal Revenue Code of 1986, authorizing the issuance of Multifamily Housing Revenue Bonds (the "Bonds") to finance the costs of the acquisition and rehabilitation of the Development subject to Board of Supervisors approval of all documents related to the Bonds to which the County is a party;
- 3) for Board Resolution No. 2019/568 approved at the September 24, 2019 meeting, amending the maximum principal amount of the bonds for the Development from \$25,000,000 to \$33,000,000;
- 4) acknowledging that the adoption of this resolution does not relieve or exempt the borrower from

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Kristen Lackey (925) 674-7888

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

RECOMMENDATION(S): (CONTD)

obtaining required permits or approvals, nor obligate the County to incur any obligation or provide financial assistance with respect to the Bonds or the Development; and

5) authorizing and directing any authorized officer of the County to do any and all things, take any and all actions, and execute and deliver any and all certificates, agreements, and other documents, which the officer may deem necessary or advisable in order to effectuate the intent of the Resolution.

FISCAL IMPACT:

No impact to the General Fund. In the event that the bonds are issued, the County is reimbursed for costs incurred in the issuance process. Annual expenses for monitoring of Regulatory Agreement provisions are provided for in the bond issue. The bonds will be secured solely by revenues (e.g. rents, reserves, etc.) pledged under the bond documents. No County funds are pledged to secure the bonds.

BACKGROUND:

Contra Costa County, through the Conservation and Development Department, operates a multifamily housing revenue bond financing program. The purpose of the program is to increase or preserve the supply of affordable rental housing available to lower income households and very low income households. The County program may be undertaken within the unincorporated County and within the cities.

The recommended action is the adoption of a Tax Equity and Fiscal Responsibility Act (TEFRA) Resolution by the Board, as the legislative body of the County, authorizing the issuance of Multifamily Housing Revenue Bonds, which will be used to finance the acquisition and rehabilitation of Coggins Square Apartments, an 87-unit residential rental housing development located at 1316 Las Juntas Way in the unincorporated area of the County near Walnut Creek (the "Development"). Coggins Square Apartments, L.P. will be the ownership entity, which is comprised of BRIDGE Housing, or an affiliate, as the managing general partner and to-be-named tax credit equity investor. The partnership proposes the use of housing revenue bonds to refinance and rehabilitate the Development, and extend the affordability term to 2075. All of the units will be reserved for families at or below 60% of the area median income, with sixteen units reserved for extremely low income households earning at or below 30% of the area median income. The proposed financing would implement County policies to increase the supply of affordable housing. The main purpose of the proposed Resolution is to acknowledge that a public hearing was held by the Affordable Housing Program Manager on September 30, 2019, with no public comment, and to meet other bond issuance requirements, which are specified in Section 147(f) of the Internal Revenue Code.

The Resolution also revises Reimbursement Resolution No. 2019/567 approved by the Board of Supervisors at its September 24, 2019 meeting. The Reimbursement Resolution conditionally provided for the issuance of housing revenue bonds in a principal amount not to exceed \$25,000,000. This resolution revises the maximum principal amount of the bonds to \$33,000,000.

The proposed bonds cannot be issued until a separate, future resolution is adopted by the Board of Supervisors specifically authorizing the sale of the bonds. Such separate resolution to authorize the sale of bonds would come before the Board after receipt of an allocation from the State of California for Private Activity Bond Authority. An application for Private Activity Bond Authority will be submitted to the California Debt Limit Allocation Committee on October 11, 2019. The expected timing for a Bond Sale Resolution would be March, 2020.

The proposed resolution would not relieve the Borrower from obtaining other required permits or

approvals required by law, nor obligate the County to incur any obligation or provide financial assistance with respect to the Bonds or the Project. Annual expenses of the County related to the monitoring of the Regulatory Agreement are provided for in the bond issue.

CONSEQUENCE OF NEGATIVE ACTION:

Negative action would prevent the County from meeting the public approval requirement of the Internal Revenue Code for issuing Multifamily Housing Revenue Bonds, and prior actions of officers and agents of the County would not be confirmed and ratified. As a result the Multifamily Housing Revenue Bonds could not be issued by the County.

CHILDREN'S IMPACT STATEMENT:

The recommendation supports one or more of the following children's outcomes: (1) Children Ready for and Succeeding in School; (2) Children and Youth Healthy and Preparing for Productive Adulthood; (3) Families that are Economically Self Sufficient; (4) Families that are Safe, Stable and Nurturing; and (5) Communities that are Safe and Provide a High Quality of Life for Children and Families.

ATTACHMENTS

Resolution 2019/568

Coggins TEFRA Transcript

Coggins TEFRA Proof of Publication

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board

Adopted this Resolution on 10/08/2019 by the following vote:

AYE:

NO:

ABSENT:

ABSTAIN:

RECUSE:



Resolution No. 2019/568

Resolution Authorizing the Issuance of Multifamily Housing Revenue Bonds in an Aggregate Principal Amount not to Exceed Thirty-Three Million Dollars (\$33,000,000) for the Purpose of Providing Financing for Certain Multifamily Rental Housing Facilities Located in the Unincorporated Area of the County near Walnut Creek, and Amending Prior Resolution.

WHEREAS, the County of Contra Costa (the "County") is authorized to issue multifamily housing revenue bonds pursuant to Section 52075 and following of the California Health and Safety Code; and

WHEREAS, the County desires to participate in financing costs of the acquisition and rehabilitation of 87 units of residential rental housing currently identified as Coggins Square Apartments located at 1316 Las Juntas Way in the unincorporated area of the County near Walnut Creek (the "Development"), which will be initially owned at the time of the financing by Coggins Square Apartments, L.P., a California limited partnership (the "Borrower"); and

WHEREAS, to assist in financing the Development, the County intends to sell and issue its multifamily housing revenue bonds (the "Bonds") and to loan the proceeds of the Bonds to the Borrower, thereby assisting in providing housing for low income persons; and

WHEREAS, on September 24, 2019, the Board of Supervisors of the County of Contra Costa (the "Board") adopted Resolution No. 2019/567 (the "Prior Resolution") expressing the intent of the County to issue the Bonds in a maximum principal amount of \$25,000,000, and the Borrower has now advised that it would like to increase the possible maximum principal amount of the Bonds to \$33,000,000; and

WHEREAS, in order for the interest on the Bonds to be tax-exempt, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), requires that the issuance of the Bonds by the County be approved by an applicable elected representative body with respect to the Development following the conduct of a public hearing on the proposed financing; and

WHEREAS, the Board, is the elected legislative body of the County and is one of the applicable elected representatives authorized to approve the issuance of the Bonds under Section 147(f) of the Code; and

WHEREAS, pursuant to Section 147(f) of the Code, the Affordable Housing Program Manager of the Department of Conservation and Development of the County has, following notice duly given, held a public hearing regarding the financing of the Development and the issuance of the Bonds, and a summary of any oral or written testimony received at the public hearing has been presented to the Board of Supervisors for its consideration; and

WHEREAS, the Board now desires to approve the issuance of the Bonds and to amend the Prior Resolution in respect of the requested increase in the maximum principal amount of the Bonds.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County of Contra Costa, as follows:

Section 1. The Board hereby finds and declares that the foregoing recitals are true and correct.

Section 2. For purposes of Section 147(f) of the Code, the Board hereby authorizes the issuance of Bonds by the County to provide financing for costs of the Development. The sale and delivery of the Bonds shall be subject to the approval by the Board of all documents related to the Bonds to which the County is a party.

Section 3. The maximum principal amount of the Bonds is \$33,000,000, and the Prior Resolution is hereby amended by revising references to "\$25,000,000" and "Twenty-Five Million Dollars" therein to be "\$33,000,000" and "Thirty-Three Million Dollars,"

respectively.

Section 4. The adoption of this Resolution does not (a) relieve or exempt the Borrower from obtaining any permits or approvals that are required by, or determined to be necessary from, the County in connection with the Development, nor (b) obligate the County to incur any obligation or provide financial assistance with respect to the Bonds or the Development.

Section 5. All actions heretofore taken by the officers and agents of the County with respect to the financing of the Development and the sale and issuance of Bonds are hereby approved, ratified and confirmed, and any authorized officer of the County is hereby authorized and directed, for and in the name and on behalf of the County, to do any and all things and take any and all actions and execute and deliver any and all certificates, agreements and other documents, which any such officer may deem necessary or advisable in order to effectuate the purposes of this Resolution.

Section 6. This Resolution shall take effect upon its adoption.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Kristen Lackey (925) 674-7888

By: , Deputy

cc:

TRANSCRIPT FOR THE TEFRA HEARING

September 30, 2019 9:00 a.m.

This noticed public hearing is required by Section 147(f) of the Internal Revenue Code of 1986, as amended. The hearing is on the proposed issuance by the County of Contra Costa of multifamily housing revenue bonds in an amount not to exceed Thirty-Three Million Dollars (\$33,000,000). Proceeds from the sale of the proposed bonds will be used to provide financing for costs of the acquisition and rehabilitation of 87 units of multifamily residential rental housing by Coggins Square Apartments, L.P., a California limited partnership. The housing units, currently identified as Coggins Square Apartments, are located at 1316 Las Juntas Way in the unincorporated area of the County of Contra Costa near Walnut Creek, California.

The Board of Supervisors may consider adoption of a resolution approving the issuance of the bonds on October 8, 2019. Any comments provided at this hearing will be made available to the Board of Supervisors prior to their taking action on October 8th or on such later date as the matter may be considered by the Board of Supervisors.

If there are parties present who wish to voice their opinion and provide comments on the proposed financing of the development or the issuance of the bonds, I would ask that they be recognized now by raising their hand. I will then let each person provide any written or oral testimony that they may wish to provide on this matter.

Opened hearing: 9:02 am
Speakers present: ∅
Closed hearing: 9:22 am

By: 
Kristen Lackey,
Affordable Housing Program Manager,
Contra Costa County Department of
Conservation and Development

Date: September 30, 2019

Contra Costa Times

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PROOF OF PUBLICATION

FILE NO. Coggins Square Apartments J16440

In the matter of

Contra Costa Times

I am a citizen of the United States. I am over the age of eighteen years and I am not a party to or interested in the above entitled matter. I am the Legal Advertising Clerk of the printer and publisher of the Contra Costa Times, a newspaper published in the English language in the City of Walnut Creek, County of Contra Costa, State of California.

I declare that the Contra Costa Times is a newspaper of general circulation as defined by the laws of the State of California as determined by court decree dated October 22, 1934, Case Number 19764. Said decree states that the Contra Costa Times is adjudged to be a newspaper of general circulation for the City of Walnut Creek, County of Contra Costa and State of California. Said order has not been revoked.

I declare that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

09/23/2019

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.
On this 23th day of September, 2019.


Signature

Legal No.

0006400825

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Affordable Housing Program Manager of the Contra Costa County Department of Conservation and Development on Monday, September 30, 2019 at the hour of 9:00 a.m., or as soon thereafter as the matter may be heard, in the offices of the Contra Costa County Department of Conservation and Development, 30 Muir Road, Martinez, California, will hold a public hearing in accordance with Section 147(f) of the Internal Revenue Code of 1986 with respect to the proposed issuance by the County of Contra Costa (the "County") of multifamily housing revenue bonds in an aggregate principal amount not to exceed \$33,000,000, in order to finance costs of the acquisition and rehabilitation by Coggins Square Apartments, L.P., a California limited partnership, of 87 units of multifamily rental housing currently identified as Coggins Square Apartments located at 1316 Las Juntas Way in the unincorporated area of the County near Walnut Creek (the "Development"). All or a portion of the units in the Development will be rented to persons and families of very low or low income.

Notice is further given that at said hearing, all proponents and opponents of the Development will have an opportunity to be heard on the question as to whether or not such multifamily housing revenue bonds should be issued by the County and all interested parties will be given the opportunity to be heard. Written comments may also be submitted at or before the hearing to Kristen Lackey, Affordable Housing Program Manager of the Contra Costa County Department of Conservation and Development, 30 Muir Road, Martinez, California 94553.

CCT #6400825; Sept. 23, 2019



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: October 8, 2019

Subject: Contract #26-358-8 with Donor Network West

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of County Contract #26-358-8, which contains mutual indemnification with Donor Network West, a corporation, to provide organ procurement services at Contra Costa Regional Medical Center (CCRMC) for the period November 1, 2019 through October 31, 2024.

FISCAL IMPACT:

This is a non-financial agreement.

BACKGROUND:

On February 10, 2015, the Board of Supervisors approved Contract #26-358-6 (as amended by Amendment Agreement #26-358-7) with Donor Network West, to provide organ procurement services for CCRMC, for the period from November 1, 2014 through October 31, 2019.

Approval of Contract #26-358-8 will allow the Contractor to continue to meet the requirements for participation in Medicare and Medicaid programs, provide broader access to various organs and tissues needed by surgeons and patients, and ultimately streamline the donation process, through October 31, 2024. This contract includes mutual indemnification.

APPROVE
 OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR
 RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **10/08/2019** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 8, 2019

Contact: Jaspreet Benepal,
925-370-5101

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: A Floyd, M Wilhelm

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, County will not be able to receive organ procurement services from this Contractor.