

CALENDAR FOR THE BOARD OF SUPERVISORS  
CONTRA COSTA COUNTY  
AND FOR SPECIAL DISTRICTS, AGENCIES, AND AUTHORITIES GOVERNED BY THE BOARD  
BOARD CHAMBERS, ADMINISTRATION BUILDING, 1025 ESCOBAR STREET  
MARTINEZ, CALIFORNIA 94553-1229

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

MONICA NINO, CLERK OF THE BOARD AND COUNTY ADMINISTRATOR, (925) 655-2075

PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA, MAY BE LIMITED TO TWO (2) MINUTES.  
A LUNCH BREAK MAY BE CALLED AT THE DISCRETION OF THE BOARD CHAIR.

**To slow the spread of COVID-19, the Health Officer's Shelter Order of September 14, 2020, prevents public gatherings ([Health Officer Order](#)). In lieu of a public gathering, the Board of Supervisors meeting will be accessible via television and live-streaming to all members of the public as permitted by the Governor's Executive Order N29-20. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov).**

PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA MAY CALL IN DURING THE MEETING BY DIALING **888-251-2949** FOLLOWED BY THE ACCESS CODE **1672589#**. To indicate you wish to speak on an agenda item, please push "#2" on your phone.

All telephone callers will be limited to two (2) minutes apiece. The Board Chair may reduce the amount of time allotted per telephone caller at the beginning of each item or public comment period depending on the number of calls 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](http://www.contracosta.ca.gov).

**ANNOTATED AGENDA & MINUTES**  
**January 19, 2021**

**9:00 A.M. Convene and announce adjournment to closed session in Room 168.**

**Closed Session**

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

Agency Negotiators: Monica Nino.

Employee Organizations and Unrepresented Employees: 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; Teamsters Local 856; and all unrepresented employees.

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

1. *BNSF Railway Company v. Alameda County, et al.*, United States District Court, Northern District of California, Case No. 19-cv-07230
2. *Gustave Kramer v. Board of Supervisors of Contra Costa County and County of Contra Costa*, Contra Costa County Superior Court Case No. MSN18-2076

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

Inspirational Thought- *"The ultimate measure of a man is not where he stands in moments of comfort and convenience, but where he stands at times of challenge and controversy."* ~Dr. Martin Luther King Jr.

Present: John Gioia, District I Supervisor; Candace Andersen, District II Supervisor; Diane Burgis, District III Supervisor; Karen Mitchoff, District IV Supervisor; Federal D. Glover, District V Supervisor

Staff Present: Monica Nino, County Administrator

**CONSIDER CONSENT ITEMS** (Items listed as C.1 through C.84 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)**

PRESENTATION recognizing Robert Doyle from the East Bay Regional Park District, on the occasion of his retirement. (Supervisor Burgis)

**DISCUSSION ITEMS**

**D.1** CONSIDER update on COVID 19; and PROVIDE direction to staff.

1. Health Department - Anna Roth, Director and Dr. Farnitano, Health Officer

**There were no requests to speak on this item.**

**The Board will be holding an ad-hoc committee meeting on Covid-19 on Thursday, January 21, 2021. The link to the meeting is on the County website.**

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**D.2** HEARING to consider adoption of Resolution of Necessity No. 2021/26 for acquisition by eminent domain of real property required for the Byron Highway/Byer Road Safety Improvements Project, as recommended by the Public Works Director, Byron area. (26% Highway Safety Improvement Program Funds, 3% Local Road Funds, 18% East County Area of Benefit Funds, 7% Discovery Bay Area of Benefit Funds, 46% Discovery Bay West Funds) (Jessica Dillingham, Public Works Department)

**Matter has been resolved. NO ACTION TAKEN**

**D.3** HEARING to consider the itemized costs of abatement for property located at 21 Sanford Avenue, Richmond, in unincorporated Contra Costa County. (Elizabeth S. Dalrymple, owner). (Jason Crapo, Conservation and Development Department)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**D.4** HEARING to consider the itemized costs of abatement for property located at 401 Market Avenue, Richmond, in unincorporated Contra Costa County (Harmon, Leona M. TRE, owner). (Jason Crapo, Conservation and Development Department)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**D.5** HEARING to consider the itemized costs of abatement for property located at 284 Vernon Avenue, Richmond, in unincorporated Contra Costa County (Estate of Matthew Marlborough C/O Joseph Malbrough). (Jason Crapo, Conservation and Development Department)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**D.6** CONSIDER adopting Resolution No. 2021/36 to authorize an annual vehicle license fee increase of \$1 for all motor vehicles registered in Contra Costa County and an additional \$2 for commercial vehicles to provide additional funding for the County's CAL-ID program, as recommended by the Sheriff-Coroner. (Thomas C. Chalk, Assistant Sheriff)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**D.7** CONSIDER adopting the Proposed 2021-22 State and Federal Legislative Platforms and accepting the 2020 Year-end reports on the County's legislative programs. (Lara DeLaney, County Administrator's Office)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**D.8** CONSIDER approving the creation of a 17-member Community Advisory Committee to recommend the budget allocation for 50% of the annual revenue received under Measure X funds. (Supervisors Mitchoff and Gioia)

**CONTINUED to February 2, 2021.**

**D. 9** CONSIDER Consent Items previously removed.

**There were no consent items removed for discussion.**

**D. 10** PUBLIC COMMENT (2 Minutes/Speaker)

**Lee Ballisteros, Indigo Skin Design requests review of a letter sent to the business from the Environmental Health Department regarding permits and requests investigation into permits paid for with none of the services being supplied by EH to administer the body arts program;**

**Monica Nino, County Administrator, will work with Environmental Health to immediately address these concerns; Hector Margido, Ensuring Opportunity Campaign, raised questions on AB 3088 and AB 15 to extend the eviction moratorium for lack of rent payment and wondered if the Board would consider a resolution to support extensions;**

**D. 11** CONSIDER reports of Board members.

**There were no items reported today.**

11:00 A.M.

**Contra Costa County 43rd Annual Dr. Martin Luther King Jr. Commemoration and Humanitarian of the Year Awards Virtual Ceremony**

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**Closed Session**

**There were no closed session announcements.**

ADJOURN in memory of  
**Tom Guarino**  
Public Relations Specialist, PG&E  
**Ken Sandy**  
Danville's 1st police chief  
**Marechal Duncan**  
Lafayette resident and former Citizen of the Year

## **CONSENT ITEMS**

### **Road and Transportation**

**C.1** ADOPT Resolution No. 2021/25 accepting as complete the contracted work performed by Columbia Electric, Inc., for the Walnut Creek Crosswalk Improvements Project, as recommended by the Public Works Director, Walnut Creek area. (38% Highway Safety Improvement Program Funds, 11% Transportation Development Act Funds, 51% Local Road Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.2** AUTHORIZE the Public Works Director, or designee, to advertise for the 2021 On-Call Sweeping Services Contract(s) for Various Road Maintenance Work, for routine maintenance of existing road pavement, Countywide. (100% Local Road Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.3** ADOPT Traffic Resolution No. 2021/5000 to prohibit stopping, standing, or parking on Lomas Cantadas (Road No. 2244C), as recommended by the Public Works Director, Orinda area. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.4** APPROVE and AUTHORIZE a notice of intention to assign utility easements to the Bay Area Infrastructure Financing Authority in connection with the I-680 North Express Lanes Project, as recommended by the Public Works Director, Martinez area. (100% Contra Costa Transportation Authority Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.5** APPROVE the Kirker Pass Road Northbound Truck Climbing Lane Project contingency fund increase of \$400,000 for a new contingency fund total of \$1,815,376, and a new payment limit of \$15,969,139, effective January 19, 2021, and AUTHORIZE the Public Works Director, or designee, to execute a contract change order with Granite Rock Company in an amount not to exceed \$400,000, Concord and Pittsburg areas. (13% Surface Transportation Improvement Program Funds, 6% One Bay Area Grant Local Streets and Road Program Funds, 9% State Match Program Funds, 41% Local Road Funds, 29% Measure J Regional Funds, 2% Measure J Return to Source Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

### **Special Districts & County Airports**

**C.6** APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with N10194 Aviation, LLC for a north-facing T-hangar at Buchanan Field Airport effective January 1, 2021 in the monthly amount of \$370, Pacheco area. (100% Airport Enterprise Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

### **Claims, Collections & Litigation**

C.7 DENY claims filed by Kevin Adams, Nickolas Emanuel Jeremiah Pitts (2), James H. Flournoy, Emilio Pacheco Avendano, California Casualty Indemnity Exchange, Crestbrook Insurance a subrogee of Miranda Gill, Kyung Seol Lee, Arunas Ngin and Kiran Kaur.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

### **Honors & Proclamations**

C.8 ADOPT Resolution No. 2021/29 proclaiming January 2021 as Human Trafficking Awareness Month in Contra Costa County, as recommended by the Employment and Human Services Director.

**Speakers: Dana from the District Attorney's Office thanked the Board for this resolution.**

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.9 ADOPT Resolution No. 2021/37 recognizing Robert Doyle for his many years of service with the East Bay Park District on the occasion of his retirement, as recommended by Supervisor Burgis.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

### **Hearing Dates**

C.10 RECEIVE the 2020-2021 property tax administrative cost recovery report of the Auditor-Controller, FIX March 2, 2021 at 9:30 a.m. for a public hearing on the determination of property tax administrative costs, and DIRECT the Clerk of the Board to notify affected local jurisdictions of the public hearing and to prepare and publish the required legal notice and make supporting documentation available for public inspection, as recommended by the County Administrator.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

### **Appointments & Resignations**

C.11 APPOINT Emilie Whelan to Alternate Seat 1 of the El Sobrante Municipal Advisory Council, as recommended by Supervisor Gioia.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.12 APPOINT Michael Swernoff to the District II Alternate seat of the Contra Costa County Library Commission, as recommended by Supervisor Andersen.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.13 REAPPOINT Leslie May to the Contra Costa County Mental Health Commission - Family Seat, as recommended by Supervisor Glover.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

C.14 REAPPOINT Bruce "Ole" Ohlson to the District V Seat on the Countywide Bicycle Advisory Committee, as recommended by Supervisor Glover.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.15** APPOINT Anita Pereira-Sekhon to the Family and Children's Trust Committee, as recommended by Supervisor Glover.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.16** APPOINT Genevieve Herron, David Barclay, Sharon Burke, Heather Chaput, Anne Struthers, Justin Gagnon, Sanjiv Bhandari, and Robert Mowat to the Alamo Municipal Advisory Council, as recommended by Supervisor Andersen.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.17** APPOINT Dan Wichlan to the District IV alternate seat on the County Library Commission, as recommended by Supervisor Mitchoff.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.18** APPOINT individuals to serve on the Racial Justice Oversight Body, as recommended by the Public Protection Committee.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

## **Personnel Actions**

**C.19** ADOPT Position Adjustment Resolution No. 25666 to establish the Child Nutrition Cook-Project and Child Nutrition Assistant-Project classifications and allocate salaries in the salary schedule; Abolish Child Nutrition Worker I-Project, Child Nutrition Worker II-Project, and Child Nutrition Worker-III -Project classes; Reclassify positions and incumbents to Child Nutrition Cook-Project and Child Nutrition Assistant-Project classifications in the Employment and Human Services Department, Community Services Bureau.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.20** ADOPT Position Adjustment Resolution No. 25675 to cancel one vacant Therapist Aide position (represented) and add one Clerk-Senior Level position (represented) in Health Services. (Cost savings)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.21** ADOPT Position Adjustment Resolution No. 25663 to reassign two Clerk – Specialist Level positions and incumbents, one Clerk – Senior Level position and incumbent, two Departmental Human Resources Analyst II positions and incumbents, and one Personnel Technician position from the Community Services Bureau to the Administrative Services Bureau in the Employment and Human Services Department.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.22** ADOPT Position Adjustment Resolution No. 25668 to reassign one Intermediate Level Clerk -Project position and incumbent from the Community Services Bureau to the Administrative Services Bureau in the Employment and Human Services Department, and transition the Intermediate Level Clerk-Project and incumbent into the Merit System classification of Clerk - Experience Level in the Administrative Services Bureau of the Employment and Human Services Department.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.23** ADOPT Position Adjustment Resolution No. 25676 to increase the hours of one Licensed Vocational Nurse position (represented) from 32/40 to fulltime in the Health Services Department. (100% General Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.24** ADOPT Position Adjustment Resolution No. 25677 to reassign one Public Health Program Specialist I-Project (represented) position and one Account Clerk-Advanced Level (represented) position and incumbent from Department 0454 (Public Administrator) to Department 0463 (Health, Housing, and Homeless Services) in the Health Services Department.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.25** ADOPT Position Adjustment Resolution No. 25669 to add one Program/Projects Coordinator position and cancel one Office of Reentry and Justice Senior Program Analyst position in the Probation Department. (100% AB 109)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.26** ADOPT Position Adjustment Resolution No. 25665 to reallocate the salaries of the following classifications on the salary schedule Teacher Assistant Trainee-Project; Associate Teacher-Project, Infant Toddler Associate Teacher-Project; Child Nutrition Food Services Transporter-Project, Community Services Building Service Worker-Project in the Employment and Human Services Department, Community Services Bureau. (100% Head Start/Early Head Start and Early Head Start Childcare Partnership revenues)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.27** ADOPT Position Adjustment Resolution No. 25670 to reassign five Eligibility Work Supervisor, thirty-seven Eligibility Worker III, and eleven Social Service Program Assistant positions from Community Services Bureau to Workforce Services Bureau in the Employment and Human Services Department.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.28** ADOPT Position Adjustment Resolution No. 25679 to establish the classification of Public Health Nurse Program Manager-Project (represented) and add five positions and add sixty Public Health Nurse-Project (represented) positions in the Health Services Department. (100% Federal and state emergency funds)

**CORRECTED TO READ: ADOPT Position Adjustment Resolution No. 25679 to establish the classification of Public Health Nurse Program Manager-Project (represented) and add five positions and add sixty Registered Nurse-Project (represented) positions in the Health Services Department. (100% Federal and state emergency funds)**

**C.29** ADOPT Resolution No. 2021/32 to adjust the salary steps for specified incumbents in the Probation Director classification from step five to step six of the salary range effective December 9, 2020, as recommended by the County Administrator. (100% General Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

## **Grants & Contracts**

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

**C.30** APPROVE and AUTHORIZE the Health Services Director, or designee, to submit a grant application to the California Department of Resources Recycling and Recovery, to pay the County an amount not to exceed \$450,000 to perform enforcement/compliance and surveillance activities at waste tire facilities for the Environmental Health Waste Tire Enforcement Program for the period June 29, 2021 through September 30, 2022. (No County match)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.31** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Mt. Diablo Unified School District, to pay County an amount not to exceed \$533,891 to provide professional school-based mental health services, crisis intervention, and day treatment services for certain special education and other students for the period July 1, 2020 through June 30, 2021. (No County match)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

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

**C.32** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with First Baptist Church of Pittsburg, California, in an amount not to exceed \$2,293,865 for Head Start Delegate Agency childcare services for the period January 1 through December 31, 2021.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.33** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Pyro-Comm Systems, Inc., to extend the term from January 31, 2021 to January 31, 2022 to continue to provide on-call fire sprinkler services to County facilities, with no change to the payment limit of \$800,000, Countywide. (100% General Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.34** APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the Public Works Director, a blanket purchase order with AAA Business Supplies and Interiors in an amount not to exceed \$1,000,000 for office products and supplies, for the period March 1, 2021 through May 31, 2024, Countywide. (100% Department User Fees)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.35** APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the Public Works Director, a blanket purchase order with Amazon Business in an amount not to exceed \$2,500,000 for office products and supplies, for the period February 1, 2021 through April 30, 2025, Countywide. (100% Department User Fees)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.36** APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with California Department of Food and Agriculture to reimburse the County in an amount not to exceed \$31,999 to implement and carry out strategic weed control and eradication for the period January 15, 2021 through June 30, 2022. (100% State)



AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 37** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Jackson & Coker Locumtenens, LLC, in an amount not to exceed \$1,218,336 to provide psychiatrists for temporary work and recruitment services at the County's Mental Health Outpatient Clinics for the period January 1 through December 31, 2021. (100% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 38** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Sierra Health and Wellness Centers, LLC, in an amount not to exceed \$225,000 to provide substance abuse rehabilitation services to Contra Costa Health Plan members for the period January 1, 2021 through December 31, 2023. (100% Contra Costa Health Plan Enterprise Fund II)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 39** AUTHORIZE the Public Works Director, or designee, to advertise for the 2021 On-Call Fencing Services Contract(s) for Various Road, Flood Control, Airport and Facilities Maintenance Work, for routine maintenance and repairs, Countywide. (100% Various Funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 40** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Locumtenens.com, to increase the payment limit by \$400,000 to a new payment limit of \$1,200,000 to provide additional temporary locum tenens physician services at Contra Costa Regional Medical and Health Centers with no change in the term of March 1, 2020 through February 28, 2021. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 41** APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Got Power, Inc. (dba California Diesel & Power - CD & Power), in an amount not to exceed \$1,000,000 to provide on-call generator maintenance and repair services at various County sites and facilities, for the period February 1, 2021 through January 31, 2024, Countywide. (100% General Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 42** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Medic Shuttle, LLC., to increase the payment limit by \$150,000 to a new payment limit of \$1,050,000 for additional non-emergency medical transport services for Contra Costa Health Plan members with no change in the term of April 1, 2020 through March 31, 2021. (100% Contra Costa Health Plan Enterprise Fund II)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 43** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Clark S. Tsai, M.D., Inc., in an amount not to exceed \$750,000 to provide ophthalmology services for Contra Costa Health Plan members for the period February 1, 2021 through January 31, 2024. (100% Contra Costa Health Plan Enterprise Fund II)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.44** APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Robert Half International Inc., in an amount not to exceed \$198,448, to provide a Technical Writer/Fiscal Analyst, for the period January 4, 2021 through December 31, 2021. (6% County; 36% State; 58% Federal)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.45** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Jamal J. Zaka, M.D., to increase the payment limit by \$65,000 to a new payment limit of \$300,000, to provide additional pulmonology services at Contra Costa Regional Medical Center and Health Centers with no change in the term April 1, 2020 through March 31, 2021. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.46** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with GE Precision Healthcare, LLC, in an amount not to exceed \$122,000 to provide preventive maintenance and repairs on Trophon Sterilizers located throughout Contra Costa County for the period August 19, 2020 through August 18, 2025. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.47** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Specialty Laboratories, Inc. (dba Quest Diagnostics Nichols Institute of Valencia), in an amount not to exceed \$7,000,000 to provide clinical laboratory services including COVID-19 testing for Contra Costa Regional Medical Center and Health Centers for the period January 1, 2021 through December 31, 2022. (71% Hospital Enterprise Fund I; 29% federal and state emergency funds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.48** APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, a purchase order amendment with Cintas Corporation, to increase the payment limit by \$201,000 to a new payment limit of \$400,000 for the purchase of janitorial supplies and minor equipment for the Contra Costa Regional Medical Center and Contra Costa Health Centers for the period August 1, 2020 through December 31, 2021. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.49** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Bateman Community Living, LLC (dba Trio Community Meals), to increase the payment limit by \$455,675 to a new payment limit of \$4,055,675, to provide additional emergency meals to seniors in need of meals due to the COVID-19 crisis with no change in the term July 1, 2020 through June 30, 2021 and increase the automatic extension payment limit by \$113,919 to a new payment limit of \$1,013,919 through September 30, 2021. (68% Federal, Title III C-1 and Title III C-2 of the Federal Older Americans Act of 1965; 11% Families First Coronavirus Response Act; 21% federal and state emergency funding)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.50** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Greater Richmond Inter-Faith Program, to increase the payment limit by \$687,458 to a new payment limit of \$3,296,639, to provide additional COVID-19 emergency shelter services to high risk individuals and families in West Contra Costa County with no change in the term October 1, 2019 through June 30, 2021. (63% Federal Emergency Management Agency; 18% federal and state emergency funding; 7% Housing and Urban Development; 5% Mental Health Realignment; 3% COVID-19 Homeless Housing Assistance and Prevention; 3% County General Fund; 1% Homeless Emergency Aid Program)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.51** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with La Cheim School, Inc., in an amount not to exceed \$1,316,538 to provide school-based services and a residential treatment program and related services for seriously emotionally disturbed youth ages 8-21 in West County for the period from January 1, 2021 through June 30, 2021, including a six-month automatic extension through December 31, 2021 in an amount not to exceed \$1,316,538. (50% Federal Medi-Cal; 50% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.52** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with John Muir Health, Inc. (dba Community Health Improvement), in an amount not to exceed \$3,000 for the County's use of a mobile van to provide healthcare services to low income families and individuals in Central, East and West Contra Costa County for the period January 1 through December 31, 2021. (100% Federal Healthcare for the Homeless Grant)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.53** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with YWCA of Contra Costa/Sacramento, in an amount not to exceed \$282,794 to provide mental health services for seriously emotionally disturbed children and adolescents for the period January 1 through June 30, 2021, including a six-month automatic extension through December 31, 2021, in an amount not to exceed \$282,794. (50% Federal Medi-Cal; 50% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.54** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Seneca Family of Agencies, in an amount not to exceed \$1,656,432 to provide mobile crisis response and community-based mental health services for seriously emotionally disturbed children for the period January 1 through June 30, 2021, including a six-month automatic extension through December 31, 2021 in an amount not to exceed \$1,656,432. (34% Federal Medi-Cal; 66% Mental Health Services Act)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.55** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Youth Homes Incorporated, in an amount not to exceed \$2,096,386 to provide residential treatment and therapeutic behavioral services for County-referred seriously emotionally disturbed children for the period January 1 through June 30, 2021, including a six-month automatic extension through December 31, 2021 in an amount not to exceed \$2,096,386. (50% Federal Medi-Cal; 50% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.56** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with The West Contra Costa Youth Services Bureau, in an amount not to exceed \$1,783,741 to provide mental health services to severely emotionally disturbed children for the period January 1 through June 30, 2021, including a six-month automatic extension through December 31, 2021 in an amount not to exceed \$1,783,741. (50% Federal Medi-Cal; 50% County Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.57** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Rainbow Community Center of Contra Costa County, in an amount not to exceed \$391,070 to provide Mental Health Services Act prevention and early intervention services to members of the Lesbian, Gay, Bisexual, Transgender and Questioning community for the period January 1 through June 30, 2021, including a six-month automatic extension through December 31, 2021 in an amount not to exceed \$391,070. (100% Mental Health Services Act)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.58** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Applied Remedial Services, Inc., to increase the payment limit by \$160,000 to a new payment limit of \$707,056, to provide additional removal of hazardous waste and chemical services from Contra Costa Regional Medical Center and Health Centers with no change in the term of January 1, 2021 through December 31, 2021. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.59** APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology (DoIT), or designee, to execute a contract with Workday, Inc., in the amount of \$9,998,362 for a subscription license to Workday's hosted financial management system, for the period January 11, 2021 through January 7, 2030. (100% General Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.60** APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology, or designee, to execute a contract with Leckey Consulting, Inc., in amount not to exceed \$948,500 to provide project management and consulting services to implement Workday, the County's financial management modernization software, for the period February 1, 2021 through November 30, 2022 (100% General Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.61** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Bay Area Community Services, Inc., in an amount not to exceed \$932,779 to operate COVID-19 housing in Richmond and Pittsburg for homeless individuals in Contra Costa County for the period January 1, 2021 through March 31, 2021. (75% Federal Emergency Management Agency; 16% Homeless Emergency Aid Program; 9% federal and state emergency funding)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.62** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Shelter Inc., to increase the payment limit by \$267,288 to a new payment limit of \$1,157,964 with no change in the term July 1, 2019 through June 30, 2021, for additional COVID-19 emergency shelter services to families in Contra Costa County. (65% Federal Emergency Management Agency, 12% by COVID-19 Homeless Housing and Assistance Program, 13% County General Fund, 10% federal and state emergency funding)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.63** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with The Center for Common Concerns, Inc. (dba HomeBase), to increase the payment limit by \$74,549 to a new payment limit of \$385,699, for additional consultation and technical assistance for County's Continuum of Care planning and resource development, with no change in the term July 1, 2020 through June 30, 2021. (57% Housing and Urban Development; 34% Federal Medi-Cal Administrative Activities; 9% Kaiser Foundation grant)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 64** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Jorge Pena (dba Jorge Pena Consulting), in an amount not to exceed \$939,908 to provide consultation, system planning, and project management services for County's Health Services Department's Information Technology Unit for the period January 1, 2021 through December 31, 2023. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 65** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Bayside Solutions, Inc., to modify the rates for temporary consulting, technical support and recruiting services for hard to fill information technology positions, with no change in the payment limit of \$2,000,000 or term July 1, 2020 through June 30, 2022. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 66** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with META Dynamic, Inc., in an amount not to exceed \$105,000 to provide guidance navigation system, related software, accessories and certified technicians in the surgical unit at Contra Costa Regional Medical Center for the period November 1, 2020 through October 31, 2023. (100% Hospital Enterprise Fund I)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

### **Other Actions**

**C. 67** ADOPT Resolution No. 2021/28 approving the Recognized Obligation Payment Schedule and administrative budget for the Successor (to the Contra Costa Redevelopment) Agency for the period July 1, 2021 through June 30, 2022, as recommended by the Conservation and Development Director. (100% Redevelopment Property Tax Trust Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 68** ACCEPT the 2020 Annual Report of the Contra Costa County Advisory Council on Aging as recommended by the Employment and Human Services Director.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 69** RECEIVE recommendation from the Sustainability Commission regarding community group suggestions for planning for a just transition to an economy that is less dependent on fossil fuels and REFER the matter to Sustainability Committee, as recommended by the Conservation and Development Director. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 70** APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay \$15,812 to Vasanta Venkat Giri, M.D., for providing additional telepsychiatry services to children in central Contra Costa County for the period December 1 through December 31, 2020. (50% Federal Medi-Cal, 50% Mental Health Realignment)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.71** DECLARE as surplus and AUTHORIZE the Purchasing Agent, or designee, to dispose of fully depreciated vehicles and equipment no longer needed for public use, as recommended by the Public Works Director, Countywide. (No fiscal impact)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.72** APPROVE the list of providers recommended by Contra Costa Health Plan's Medical Director and by the Health Services Director, as required by the State Department of Health Care Services and Managed Health Care, and the Centers for Medicare and Medicaid Services.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.73** APPROVE the medical staff appointments and reappointments, privileges, advancement, and voluntary resignations as recommend by the Medical Staff Executive Committee and by the Health Services Director.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.74** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with John Muir Health Inc. (dba John Muir Medical Center – Walnut Creek Campus), to be designated as a Primary Stroke Center for the period January 1, 2021 through December 31, 2023. (Non-financial agreement)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.75** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with John Muir Health Inc., (dba John Muir Medical Center – Concord Campus), to be designated as a Primary Stroke Center for the period January 1, 2021 through December 31, 2023. (Non-financial agreement)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.76** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Kaiser Foundation Hospitals, (dba Kaiser Permanente –Richmond), to be designated as a Primary Stroke Center for the period January 1, 2021 through December 31, 2023. (Non-financial agreement)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.77** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with San Ramon Regional Medical Center, LLC, to be designated as a Primary Stroke Center, for the period January 1, 2021 through December 31, 2023. (Non-financial agreement)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.78** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Kaiser Foundation Hospitals (dba Kaiser Permanente – Antioch), to be designated as a Primary Stroke Center for the period January 1, 2021 through December 31, 2023. (Non-financial agreement)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C.79** APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Kaiser Foundation Hospitals, (dba Kaiser Permanente – Walnut Creek), to be designated as a Primary Stroke Center for the period January 1, 2021 through December 31, 2023. (Non-financial agreement)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 80** Acting as the Governing Board of the Contra Costa County Housing Authority, APPROVE and AUTHORIZE the Housing Authority Executive Director, or designee, to execute a contract with McCandless and Associates Architects in an amount not to exceed \$191,500 to provide architectural and engineering services for the Alhambra Terrace Public Housing Modernization Project in Martinez, for the period January 19, 2021 through January 1, 2022. (100% Federal, HUD Capital Fund Program)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 81** ACCEPT the Contra Costa County Sustainability Commission 2020 Annual Report and 2021 Work Plan, and 2020 Climate Action Plan Progress Report, as recommended by the Sustainability Commission.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 82** Acting as the Governing Board of Contra Costa County, the Contra Costa County Flood Control and Water Conservation District and the Contra Costa County Water Agency, APPROVE and AUTHORIZE the County Administrator, or designee, to execute a Partial Release of Notice of Compensation Agreement Related to Real Property with the City of El Cerrito related to the disposition of certain properties formerly owned by the El Cerrito Redevelopment Agency, as recommended by the County Administrator. (100% Redevelopment Dissolution proceeds)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

**C. 83** ADOPT the FY 2021/22 Recommended Budget development schedule, as recommended by the County Administrator.

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

### **Successor Agency to the Contra Costa County Redevelopment Agency**

**C. 84** APPROVE the Third Amendment to the Agency Assistance Agreement dated December 19, 2005, between the Successor Agency to the Contra Costa County Redevelopment Agency, on one hand, and PHVP I, LP, and Pleasant Hill Transit Village Associates, LLC, on the other, to reflect that the property was development with rental units, as recommended by the Conservation and Development Director. (100% Redevelopment Property Tax Trust Fund)

AYE: District I Supervisor John Gioia, District II Supervisor Candace Andersen, District III Supervisor Diane Burgis, District IV Supervisor Karen Mitchoff, District V Supervisor Federal D. Glover

### **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 1025 Escobar Street, First Floor, 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, 1025 Escobar Street, First Floor, Martinez, CA 94553.

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) 655-2000. An assistive listening device is available from the Clerk, First Floor.

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) 655-2000, 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, 1025 Escobar Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 655-2000 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](http://www.co.contra-costa.ca.us)

### STANDING COMMITTEES

The **Airport Committee** (Supervisors Karen Mitchoff and Diane Burgis) 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 John Gioia and Candace Andersen) meets on the fourth Monday of the month at 9:00 a.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

The **Finance Committee** (Supervisors John Gioia and Karen Mitchoff) meets on the first Monday of the month at 9:00 a.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

The **Hiring Outreach Oversight Committee** (Supervisors Federal D. Glover and John Gioia) meets quarterly on the first Monday of the month at 10:30 a.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

The **Internal Operations Committee** (Supervisors Candace Andersen and Diane Burgis) meets on the second Monday of the month at 10:30 a.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

The **Legislation Committee** (Supervisors Karen Mitchoff and Diane Burgis) meets on the second Monday of the month at 1:00 p.m. in Room 110, County Administration Building, 1025 Street, Martinez.

The **Public Protection Committee** (Supervisors Andersen and Federal D. Glover) meets on the fourth Monday of the month at 10:30 a.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

The **Sustainability Committee** (Supervisors Federal D. Glover and John Gioia) meets on the fourth Monday of every other month at 1:00 p.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

The **Transportation, Water & Infrastructure Committee** (Supervisors Candace Andersen and Karen Mitchoff) meets on the second Monday of the month at 9:00 a.m. in Room 110, County Administration Building, 1025 Escobar Street, Martinez.

Airports Committee	March 10, 2021	11:00 a.m.	See above
Family & Human Services Committee	January 25, 2021	9:00 a.m.	See above
Finance Committee	March 1, 2021	9:00 a.m.	See above
Hiring Outreach Oversight Committee	TBD	TBD	See above
Internal Operations Committee	February 8, 2021	10:30 a.m.	See above
Legislation Committee	February 8, 2021	1:00 p.m.	See above
Public Protection Committee	January 25, 2021	10:30 a.m.	See above



Sustainability Committee	January 25, 2021	1:00 p.m.	See above
Transportation, Water & Infrastructure Committee	February 8, 2021	9:00 a.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 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  
**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 Syndrome  
**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  
**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  
**WCCTAC** West Contra Costa Transportation Advisory Committee



Contra  
Costa  
County

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: January 19, 2021

Subject: Update on COVID -19

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**RECOMMENDATION(S):**

CONSIDER update on COVID 19; and PROVIDE direction to staff.

1. Health Department - Anna Roth, Director and Dr. Farnitano, Health Officer

**FISCAL IMPACT:**

Administrative Reports with no specific fiscal impact.

**BACKGROUND:**

The Health Services Department has established a website dedicated to COVID-19, including daily updates. The site is located at: <https://www.coronavirus.cchealth.org/>

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Monica Nino

cc:

CLERK'S ADDENDUM

**There were no requests to speak on this item.**

The Board will be holding an ad-hoc committee meeting on Covid-19 on Thursday, January 21, 2021.  
The link to the meeting is on the County website.

AGENDA ATTACHMENTS

MINUTES ATTACHMENTS

Covid-19 Update

Covid-19 Update  
January 19 2021  
Anna Roth, Director Health Services

November was the deadliest month for Covid-19 since the pandemic began. More than a third of the deaths in Contra Costa County in 2020, occurred in December and three quarters of those deaths occurred in the last half of the month. January could see as many or more deaths from Covid-19. There are currently 268 Covid-19 patients hospitalized in the county, with a potential to exceed 300 next week.

The ICU capacity is around 3% at this time. This number has been fluctuating throughout the Bay Area. Today it is reported at 7.4%.

The Covid-19 has mutated. The new strain known as 452r is confirmed to be in the Bay Area and other parts of the state including the south and far north.

That's why with all of the efforts to get vaccine out to the most vulnerable, especially our long-term care facility residents and elderly, there has been new news that there are virus mutations circulating in California. This mutation in particular has been connected with several outbreaks. There is concern that this variant is more contagious but that is not yet confirmed. Research is being undertaken.

The appearance of a new variant serves to highlight the immense importance of wearing masks and social distancing until we have widespread availability and acceptance of a vaccine. The researchers are still studying to see if there is impact this variance or other variance have on the effectiveness of the vaccine.

Based on what is known about coronavirus and how the current Covid-19 vaccines work, experts say it would take dozens of mutations over multiple years for the virus to evolve enough for the vaccine to lose its effectiveness.

These viruses are very different from the flu which mutates more rapidly. That's why our flu vaccine has to change every year. It's not expected that the vaccine would lose its effectiveness in such a short period of time. We have full confidence in the vaccine at this time

It's more of a concern about whether the mutations affect the ability of the virus to spread.

There was another news item in the last 24 hours that there was a community vaccination clinic in another part of the state where ten people experienced an immediate allergic reaction. All part of the same lot as the Moderna vaccine. The state is starting the investigation to figure out what may have occurred. Nationwide, 1.3 million doses of the lot of Moderna vaccine distributed across the country. There have been so far no other reports of other reactions to the Moderna vaccine and to this lot of vaccine.

Contra Costa received 3700 doses of this lot. Contra Costa County Health Services has not administered any of this batch; one of our community partners did received approximately 600 doses, of which 320 doses were administered before the recall was announced.

They did not observe any reactions, any allergic reactions or unexpected reactions to any of the 320 individuals who got the vaccines. They pulled their remaining doses from the supply.

Allergic reactions can happen after both the Pfizer and Moderna vaccines. Overall, data nationwide shows that about 1 in 100,000 people might get an allergic reaction. They tend to happen in the first 10 to 15 minutes of someone getting the vaccine, so the standard protocol is to observe someone 15 minutes after they get the vaccine. If someone has a history of severe reactions, they are advised to wait 30 minutes. This lot was pulled because there were ten reactions, more than is expected.

Contra Costa County remains under the regional stay at home order. It will be lifted when the state models project capacity is improving above 14% four weeks from now or when they do the projection.

January 12th, the Sacramento region had their stay at home order restrictions. The state runs the model several times a week and will announce when the model has the bay area above 15%. We are running between 3 and 7% ICU capacity in the bay area currently.

We know most experts say to get to community level immunity where we keep the virus under control by vaccine alone, we have to vaccinate 70 to 80% of the population. One more reason we want to get vaccine out and especially vaccine out to the most vulnerable individuals.

A lot of experts say that if we got to 10% of the population vaccinated and protected and if we focused on the right 10%, those most vulnerable, those most at high risk of being hospitalized or dying from covid-19, that could mean a big break for the hospitals declining admissions, declining deaths.

It could lead to more rapidly lifting the stay at home order and eventually moving down to the color-coded state tiers to open businesses and outdoor restaurants and personal care services and other things. We have to do our social distancing and mask wearing. We would be moving back toward opening up society and businesses a lot quicker once we get to the 10% or so threshold. We are closing in at 4 to 5% of the population already.

Tonight, the beacon will be lit in honor of all of the people that lost their lives to Covid-19. That will be 5:30 p.m. today staying lit until 7:30 p.m. tomorrow, in coordination with the Washington Monument also lit up in memory of the Covid victims.



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: Resolution of Necessity Hearing for the Byron Highway/Byer Road Safety Improvements Project, Byron area.

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**RECOMMENDATION(S):**

OPEN the public hearing and ask if any notified property owners wish to be heard as to the four items specified in Section B below, CLOSE Public Hearing.

Upon completion and closing of the hearing, MAKE the findings and determinations listed under Section B below and ADOPT the attached Resolution of Necessity (No. 2021/26) to acquire the required property by eminent domain. Project No.: 0662-6R4147

**FISCAL IMPACT:**

In eminent domain actions the judgment will be the price paid for the property, and may include court costs which are regarded as a roughly calculable expense of property acquisition. Costs of acquisition in this case are 100% reimbursable from the following: 26% Highway Safety Improvement Program Funds, 3% Local Road Funds, 18% East County Area of Benefit Funds, 7% Discovery Bay Area of Benefit Funds and 46% Discovery Bay West Funds. (DCD - CP No. 18-04)

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  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: January 19, 2021

Contact: Jann Edmunds,  
925.957.2454

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:



## BACKGROUND:

### Proposed Project

This relates to right of way acquisition for Contra Costa County's ("County") Byron Highway/Byer Road Safety Improvements Project ("Project"), in the Byron area of east Contra Costa County.

Excelsior Middle School is located near the intersection of Byron Highway and Byer Road. Before traffic circulation changes on the middle school campus, traffic traveling south on Byron Highway would use a button-hook turning lane to turn left into the middle school parking lot. Due to circulation changes on the middle school campus, vehicles entering the middle school must turn left to Byer Road to access the parking lot, and then can exit onto Byron Highway. However, there is no left turn pocket dedicated to vehicles turning left onto Byer Road from Byron Highway.

The Project will widen Byron Highway between Hoffman Lane and a point 540 feet south of Byer Road, to provide a southbound left-turn pocket at the intersection with Byer Road, and 1,000 feet of a two-way-left-turn-lane between the left turn pocket and the Byron Highway/Hoffman Lane intersection. The Project also includes construction of a raised pedestrian refuge island within the crosswalk across Byron Highway at Byer Road, adding a third rectangular rapid flashing beacon at the crosswalk area that notifies vehicles of pedestrians using the crosswalk, and installing vehicle-speed feedback signs at both ends of the Project limits to notify drivers of their vehicles' speed. The purpose of the Project is to provide safety improvements by installing traffic calming measures such as the speed feedback sign, improving vehicle circulation of vehicles traveling on this segment of Byron Highway, addressing traffic safety concerns of vehicles turning left from Byron highway onto Byer Road (including a history of accidents), and improving pedestrian safety.

On December 4, 2018, the Board of Supervisors approved the Project and determined the Project was exempt from the California Environmental Quality Act (CEQA), under the Class 1(c) Categorical Exemption, pursuant to Article 19, Section 15301 of the CEQA Guidelines. The CEQA notice of exemption was filed on December 6, 2018.

In order to proceed with the project, it is necessary for the County to exercise its power of eminent domain. Pursuant to Section 1245.235 of the Code of Civil Procedure, notice was given to all persons listed on the attached Exhibit "A" whose names and addresses appear on the last equalized County Assessment Roll. This notice consisted of sending by first-class and certified mail on December 15, 2020 a Notice of Intention which notified these owners that a hearing is scheduled for January 19, 2021, at 9:30 a.m. in the Board's Chambers at 1025 Escobar Street, Martinez, California. Those notices indicated that, at the above time and place, the owners may appear to be heard on the matters referred to in the notice. A cover letter was mailed with the notices to advise the owners how they could arrange to appear and participate at the hearing via Zoom.

### B. Scope of Hearing Per C.C.P. Section 1245.235

#### 1. Public interest and necessity require the Project.

Byron Highway is a two-lane, heavily used, truck and commuter route that provides a vital transportation link between Contra Costa and Alameda Counties, as well as San Joaquin County. Excelsior Middle School fronts the east side of Byron Highway between Hoffman Lane and Byer Road. This segment of roadway has a history of accidents. Because of vehicle circulation changes on the

school's campus, ingress access to the school now is exclusively from Byer Road. The project includes road improvements to accommodate installation of a southbound left turn pocket at the Byer Road intersection, a two-way-left-turn-lane and speed feedback signs at both ends of the project. The project will also modify and improve the existing rectangular rapid flashing beacons at that crosswalk by installing a third rectangular rapid flashing beacon within a new pedestrian refuge island to improve traffic and pedestrian safety at this intersection.

2. The project is planned and located in the manner that will be most compatible with the greatest public good and the least private injury.

The design plan for this project is to provide a left turn pocket and a two-way-left-turn-lane between Hoffman Lane and Byer Road. The proposed improvements meet the current design standards. The project does not increase the number of through travel lanes and will therefore not increase the capacity of the roadway. The majority of the widening will occur along the west side of Byron Highway. During the preliminary planning phase, staff determined that widening for the Project could occur on the east side of Byron Highway or on the west side of Byron Highway. However, an alignment requiring widening primarily on the east side of Byron Highway would have required the relocation of PG&E utility poles and the acquisition of additional land rights for PG&E vegetation management purposes. Otherwise, the extent of right of way acquisition would be substantially similar when compared to widening on the west side of Byron highway. By widening on the west side of Byron Highway, the utility poles on the east side of the highway can remain in place and acquiring additional land rights to meet PG&E clearance requirements can be avoided.

3. The properties sought to be acquired is/are necessary for the project,

The property interests sought for this Project are necessary for the widening of Byron Highway to install the left turn pocket, two-way-left-turn-lane, and necessary tapers to conform back to the existing pavement width, as planned. All efforts have been made to reduce physical and operational impacts to adjacent properties both during and after construction. The Project cannot be constructed as planned without the acquisition of these property interests.

4. The offer of compensation required by Section 7267.2 of the Government Code has been made to the owner or owners of record.

The County, through the Real Estate Division of the Public Works Department, has made an offer of just compensation to the owner of record for the rights required for this project. The offers were based on an appraisal of the fair market value of the property rights being acquired. In this case, efforts were made to acquire each required property or property right through negotiated purchase and sale instead of condemnation. Attempts to negotiate a settlement involved discussions, and in some cases site visits with the owners of record and/or their representative. However, the negotiations were not successful, requiring the County to proceed with the adoption of this Resolution of Necessity.

CONSEQUENCE OF NEGATIVE ACTION:

The County will be unable to acquire the property rights necessary for the project.

CLERK'S ADDENDUM

**Matter has been resolved. NO ACTION TAKEN**

ATTACHMENTS

Resolution No. 2021/26

Exhibit A

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

Adopted this Resolution on 01/19/2021 by the following vote:

**AYE:**

**NO:**

**ABSENT:**

**ABSTAIN:**

**RECUSE:**



**Resolution No. 2021/26**

IN THE MATTER OF: Resolution of Necessity for acquisition by eminent domain of real property required for the Byron Highway/Byer Road Safety Improvements Project, Byron area. (Project No.: 0662-6R4147, Federal Project No.: HSIPL-5928 (143))

The Board of Supervisors of Contra Costa County, California, by vote of four-fifths or more of its members, **RESOLVES** that:

Pursuant to Government Code Section 25350.5 and Streets & Highways Code Section 943, Contra Costa County intends to construct the Byron Highway/Byer Road Safety Improvements ("Project") in the Byron area of Eastern Contra Costa County. The Project is a public improvement of county highway that consists of road improvements to accommodate a southbound left turn pocket at the intersection of Byron Highway and Byer Road and 1000 feet of two-way-left-turn lane between the end of the left turn pocket and the Hoffman Lane intersection. The Project includes construction of a raised pedestrian refuge island within the crosswalk across Byron Highway at Byer Road, adding a third rectangular rapid flashing beacon to the crosswalk area, installing speed feedback signs at both ends of the Project limits, and related activities. In connection with the Project, the County must acquire certain property and property interests described herein.

The property to be acquired consists of three (3) parcels that are generally located along Byron Highway in the Byron area of east Contra Costa County. The properties are more particularly described in Appendix "A", attached hereto and incorporated herein by this reference.

On December 15, 2020, notice of the County's intention to adopt a resolution of necessity for acquisition by eminent domain of the real property described in Appendix "A" was sent to persons whose names appear on the last equalized County Assessment Roll as owners of said property. The persons who received said notice are listed in Exhibit "A". The notice specified January 19, 2021, at 9:30 a.m., in the Board of Supervisors Chambers in the Administration Building, 1025 Escobar Street, Martinez, California 94553, as the date, time, and place for the hearing thereon.

The hearing was held on that date and at that time and place, and all interested parties were given an opportunity to be heard. Based upon the evidence presented to it, this Board finds, determines, and hereby declares the following:

1. The public interest and necessity require the proposed Project; and
2. The proposed Project is planned or located in the manner that will be most compatible with the greatest public good and the least private injury; and
3. The property described herein is necessary for the proposed Project; and
4. The offer required by Section 7267.2 of the Government Code was made to the owner or owners of record.
5. Insofar as any of the property described in this resolution has heretofore been dedicated to a public use, the acquisition and use of such property by Contra Costa County for the purposes identified herein is for a more necessary public use than the use to which the property has already been appropriated, or is for a compatible public use. This determination and finding is made and this resolution is adopted pursuant to Code of Civil Procedure Sections 1240.510 and 1240.610.
6. On December 4, 2018, this Board APPROVED the proposed Project and ADOPTED the California Environmental Quality Act (CEQA), Class 1(c) Categorical Exemption, pursuant to Article 19, Section 15301 of the CEQA Guidelines pertaining to this project that was filed on December 6, 2018.

NOW, THEREFORE, BE IT RESOLVED: The County Counsel of this County is hereby **AUTHORIZED** and **EMPOWERED**:

To acquire in the County's name, by condemnation, the titles, easements and rights of way hereinafter described in and to said real property or interest(s) therein, in accordance with the provisions for eminent domain in the Code of Civil Procedure and the Constitution of the State of California, all as more particularly described in Appendix "A":

Parcels 4 and 6 described in Appendix "A" are to be acquired in fee title;

Parcel 5 described in Appendix "A" is to be acquired as temporary construction easements for a period of eighteen (18) months between July 1, 2021 and December 31, 2022.

To prepare and prosecute in the County's name such proceedings in the proper court as are necessary for such acquisition; and

To deposit the probable amount of compensation based on an appraisal, and to apply to said court for an order permitting the County to take immediate possession and use said real property for said public uses and purposes.

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: January 19, 2021**

Monica Nino, County Administrator and Clerk of the Board of Supervisors

**Contact: Jann Edmunds, 925.957.2454**

By: , Deputy

**cc:**

## **EXHIBIT "A"**

Douglas Pagano  
P.O. Box 396  
Byron, CA 94514

Robert Pagano  
Pagano Properties  
P.O. Box 1237  
San Leandro, CA 94577

James C. & Angel S, Schmerker  
14500 Byron Highway  
Byron, CA 94514



Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: January 19, 2021

Subject: Cost Confirmation Hearing for Real Property Located at: 21 Sanford Avenue, Richmond, CA 94801

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**RECOMMENDATION(S):**

OPEN the hearing of the costs of abating a public nuisance on the real property located at 21 Sanford Avenue, Richmond, CA, Contra Costa County (APN: 409-032-015).

RECEIVE and CONSIDER the attached itemized report on the abatement costs and any objections thereto from the property owner or other persons with a legal interest in the property; and CLOSE the hearing.

DETERMINE the cost of all abatement work and all administrative costs to be \$2,289.50.

ORDER the itemized report confirmed and DIRECT that it be filed with the Clerk of the Board of Supervisors.

ORDER the costs to be specially assessed against the above-referenced property and AUTHORIZE the recordation of a Notice of Abatement Lien.

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

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jason Crapo (925)  
674-7722

cc:

FISCAL IMPACT:

No net fiscal impact. The costs as determined will be added to the tax roll as a special assessment on this property and will be collected at the same time and in the same manner as ordinary County taxes are collected.

BACKGROUND:

Contra Costa County Ordinance Article 14-6.4 and California Government Code Section 25845 authorize the recovery of abatement costs in public nuisance cases, the recordation of a Notice of Abatement Lien, and inclusion of abatement costs on the tax roll as a special assessment, upon approval of the Board of Supervisors.

The Notice and Order to abate was posted on the above-referenced property in the unincorporated area of Richmond for trash and debris along with weeds over 18 inches in height and was serviced on the property owner and all persons known to be in possession of the property by certified mail on June 10, 2020.

The property owner did not file an appeal of the Notice and Order to Abate. The County Abatement Officer abated the nuisance August 25, 2020.

The property owner was billed for the actual costs of the abatement and all administrative costs. The bill was sent by first-class mail to the property owner on September 8, 2020. The property owner did not pay the bill within 45 days of the date of mailing.

Notice of this Cost Hearing was sent to the property owner by certified mail by the Clerk of the Board. For proof of service, see Clerk of the Board at 1025 Escobar St., 1st Floor, Martinez, CA.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not be able to recover the costs for abatement on code violations for this property.

ATTACHMENTS

Itemized Abatement Costs  
Before and After Photos



**CONTRA COSTA COUNTY**

DATE: December 30, 2020  
TO: Clerk of the Board  
FROM: Department of Conservation & Development  
By: Andrew Gomer, Building Inspector I  
RE: Itemized Report of Abatement Costs

The following is an itemized report of the costs of abatement for the below described property pursuant to C.C.C. Ord. Code ' 14-6.428.

OWNER: Elizabeth S. Dalrymple

POSSESSOR: N/A

MORTGAGE HOLDER: N/A

ABATEMENT ORDERED DATE: June 10, 2020

ABATEMENT COMPLETED DATE: August 25, 2020

SITE ADDRESS: 21 Sanford Avenue, Richmond, CA 94801  
APN#: 409-032-015

PROPERTY DESCRIPTION: Residential

AMOUNT OF ABATEMENT COSTS (CCC ORDINANCE CODE 14-6.428)

<b><u>ITEM</u></b>	<b><u>EXPLANATION</u></b>
<b><u>COST</u></b>	
Notice to Comply (include first 2 inspections)	\$ 300.00
Site Visits (6 x \$150 @)	\$ 900.00
Recording Fee	\$ 17.00
PIRT (Title Search)	\$ 150.00
Certified Letter & Regular Mailings	\$ 37.50
Photos	\$ 10.00
Contractor hired for abatement	\$ 475.00
Final Site Inspection to Confirm Compliance	200.00
Compliance Report and Board Hearing	\$ 200.00
<b>Total</b>	<b>\$ 2,289.50</b>

Abatement costs can be paid at or mailed to Department of Conservation and Development, Building Inspection Division, 30 Muir Rd., Martinez, CA 94553.

21 Sanford Avenue

Richmond, CA 94801

Before Photos



21 Sanford Avenue

Richmond, CA 94801

After Photos







Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: January 19, 2021

Subject: Cost Confirmation Hearing for Real Property Located at 401 Market Avenue, Richmond, CA 94801

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**RECOMMENDATION(S):**

OPEN the hearing of the costs of abating a public nuisance on the real property located at 401 Market Street, Richmond, California, Contra Costa County (APN: 409-261-013);

RECEIVE and CONSIDER the attached itemized report on the abatement costs and any objections thereto from the property owner or other persons with a legal interest in the property; and CLOSE the hearing.

DETERMINE the cost of all abatement work and all the administrative costs to be \$2,364.50.

ORDER the itemized report confirmed and DIRECT that it be filed with the Clerk of the Board of Supervisors.

ORDER the costs to be specially assessed against the above-referenced property and AUTHORIZE the recordation of a Notice of Abatement Lien.

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jason Crapo (925)  
674-7722

cc:

FISCAL IMPACT:

No net fiscal impact. The costs as determined above will be added to the tax roll as a special assessment on this property and will be collected at the same time and in the same manner as ordinary County taxes are collected.

BACKGROUND:

Contra Costa County Ordinance Code Article 14-6.4 and California Governance Code Section 25845 authorize the recovery of abatement costs in public nuisance cases, the recordation of a Notice of Abatement Lien, and inclusion of abatement costs on the tax roll as a special assessment, upon approval of the Board of Supervisors.

The Notice and Order to Abate was posted on the above-referenced property in the unincorporated area of North Richmond for a vacant property whose premises contained weeds over 18 inches tall, and furniture, clothes, trash and debris, and was serviced on the property owner and all persons known to be in possession of the property by certified mail on June 10, 2020.

The property owner did not file an appeal of the Notice and Order to Abate. The County Abatement Officer abated the nuisance on August 25, 2020.

The property owner was billed for the actual cost of the abatement and all administrative costs. The bill was sent by first-class mail to the property owner on September 8, 2020. The property owner did not pay the bill within 45 days of the date of mailing.

Notice of this Cost Hearing was sent to the property owner by certified mail by the Clerk of the Board. For proof of service, see Clerk of the Board at 1025 Escobar St., 1st Floor, Martinez, CA

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not be able to recover costs for abatement on code violation for this property.

ATTACHMENTS

Itemized Abatement Costs  
Before and After Photos



**CONTRA COSTA COUNTY**

DATE: December 30, 2020  
TO: Clerk of the Board  
FROM: Department of Conservation & Development  
By: Andrew Gomer, Building Inspector I  
RE: Itemized Report of Abatement Costs

The following is an itemized report of the costs of abatement for the below described property pursuant to C.C.C. Ord. Code ' 14-6.428.

OWNER: Harmon, Leona M. TRE

POSSESSOR: N/A

MORTGAGE HOLDER: N/A

ABATEMENT ORDERED DATE: June 10, 2020

ABATEMENT COMPLETED DATE: August 25, 2020

SITE ADDRESS: 401 Market Avenue, Richmond, CA 94801  
APN#: 409-261-013

PROPERTY DESCRIPTION: Residential

AMOUNT OF ABATEMENT COSTS (CCC ORDINANCE CODE 14-6.428)

<b><u>ITEM</u></b>	<b><u>EXPLANATION</u></b>
<b><u>COST</u></b>	
Notice to Comply (include first 2 inspections)	\$ 300.00
Site Visits (6 x \$150 @)	\$ 900.00
Recording Fee	\$ 17.00
PIRT (Title Search)	\$ 150.00
Certified Letter & Regular Mailings	\$ 29.20
Photos	\$ 10.00
Contractor hired for abatement	\$ 550.00
Final Site Inspection to Confirm Compliance	200.00
Compliance Report and Board Hearing	\$ 200.00
<b>Total</b>	<b>\$ 2,364.50</b>

Abatement costs can be paid at or mailed to Department of Conservation and Development, Building Inspection Division, 30 Muir Rd., Martinez, CA 94553.

401 Market Avenue  
Richmond, CA 94801

Before Photos



401 Market Avenue

Richmond, CA 94801

After Photos





Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: January 19, 2021

Subject: Cost Confirmation Hearing for Real Property Located at: 284 Vernon Avenue, Richmond, CA 94801

---

**RECOMMENDATION(S):**

OPEN the hearing of the costs of abating a public nuisance on the real property located at 284 Vernon Avenue, Richmond, California, Contra Costa County (APN:409-021-019);

RECEIVE and CONSIDER the attached itemized report on the abatement costs and any objections thereto from the property owner or other persons with a legal interest in the property; and CLOSE the hearing.

DETERMINE the cost of all abatement work and all administrative costs to be \$29,489.30.

ORDER the itemized report confirmed and DIRECT that it be filed with the Clerk of the Board of Supervisors.

ORDER the costs to be specially assessed against the above-referenced property and AUTHORIZE the recordation of a Notice of Abatement Lien.

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jason Crapo (925)  
674-7722

cc:

FISCAL IMPACT:

No net fiscal impact. The costs as determined above will be added to the tax roll as a special assessment on this property and will be collected at the same time and in the same manner as ordinary County taxes are collected.

BACKGROUND:

Contra Costa County Ordinance Code Article 14-6.4 and California Government Code Section 25848 authorize the recovery of abatement costs in public nuisance cases, the recordation of a Notice of Assessment Lien, and inclusion of abatement costs on the tax roll as a special assessment, upon approval of the Board of Supervisors.

The Notice and Order to Abate was posted on the above-referenced property in the unincorporated area of North Richmond for a vacant, substandard residential building which was breached and severely damaged by fire after having been boarded up and was serviced on the property owner and all persons known to be in possession of the property by certified mail on March 14, 2019.

The property owner did not file an appeal of the Notice and Order to Abate. The County Abatement Officer abated the nuisance on May 6, 2020.

The property owner was billed for the actual cost of the abatement and all administrative costs. The bill was sent by first-class mail to the property owner on June 8, 2020. The property owner did not pay the bill within 45 days of the date of mailing.

Notice of this Cost Hearing was sent to the property owner by certified mail by the Clerk of the Board. For proof of service, see the Clerk of the Board at 1025 Escobar St., 1st Floor, Martinez, CA.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not be able to recover the costs for abatement on code violations for this property.

ATTACHMENTS

Itemized Abatement Costs  
Before and After Photos

**CONTRA COSTA COUNTY**

DATE: December 30, 2020  
TO: Clerk of the Board  
FROM: Department of Conservation & Development  
By: Andrew Gomer, Building Inspector I  
RE: Itemized Report of Abatement Costs

The following is an itemized report of the costs of abatement for the below described property pursuant to C.C.C. Ord. Code ' 14-6.428.

OWNER: Estate of Mathew Malbrough  
c/o Joseph Malbrough

POSSESSOR: N/A

MORTGAGE HOLDER: N/A

ABATEMENT ORDERED DATE: (Notice and Order to Abate) March 14, 2019

ABATEMENT COMPLETED DATE: (Date of Invoice) March 10, 2020

SITE ADDRESS: 284 Vernon Avenue, Richmond, CA 94801  
APN#: 425-013-022

PROPERTY DESCRIPTION: Residential

AMOUNT OF ABATEMENT COSTS (CCC ORDINANCE CODE 14-6.428)

<u>ITEM</u>	<u>EXPLANATION</u>
<u>COST</u>	
Site Visits (3 x \$100 @)	\$ 300.00
Certified Letter & Regular Mailings	\$ 7.30
Contractor hired for abatement	\$ 28,782.00
Final Site Inspection to Confirm Compliance	200.00
Compliance Report and Board Hearing	\$ 200.00
<b>Total</b>	<b>\$ 29,489.30</b>

Abatement costs can be paid at or mailed to Department of Conservation and Development, Building Inspection Division, 30 Muir Rd., Martinez, CA 94553.



284 Vernon Ave.

Richmond, CA 94801-1803

Before Photos



DEFENSIVE

PAID

ONLY STAY

MS

MS

244



**DANGER**

CONSTRUCTION AREA  
KEEP OUT

REPAIRS  
ST. OP  
ONLY

ONLY  
FL2

284 Vernon Ave.

Richmond, CA 94801-1803

After Photos







Contra  
Costa  
County

To: Board of Supervisors  
From: David O. Livingston, Sheriff-Coroner  
Date: January 19, 2021

Subject: Vehicle License Fee

---

**RECOMMENDATION(S):**

ADOPT Resolution No. 2021/36 to authorize an annual vehicle license fee increase of \$1 for all motor vehicles registered in Contra Costa County and an additional \$2 for commercial vehicles to provide additional funding for the County's CAL-ID program.

**FISCAL IMPACT:**

There will be a \$30,000 integration fee paid to the Department of Motor Vehicles (DMV). Initial revenue: \$1,100,000 generated by the fee increase to vehicle registration beginning August 1, 2021.

**BACKGROUND:**

In 1985, the legislature enacted California Penal Code section 11112.1. This law directed the California Department of Justice to develop a Statewide California Identification System, known as CAL-ID. The CAL-ID system provides funding for the Automated Fingerprint Identification System (AFIS), which facilitates the statewide telecommunications network dedicated to the transmission of fingerprint data throughout the state for the use of identification by law enforcement agencies.

The AFIS telecommunications

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Mary Jane Robb,  
925-655-0005

cc:

BACKGROUND: (CONT'D)

network is essential to public safety because it provides local law enforcement agencies the ability to automate mobile and fixed location fingerprint identification of individuals who may be involved in driving under the influence of drugs or alcohol, vehicular manslaughter, or any combination of those, and any other vehicle-related crime. All law enforcement agencies in Contra Costa County are required to utilize the AFIS telecommunications network.

On August 25, 2014, the Governor approved Assembly Bill No. 2393, which amended California Vehicle Code Section 9250.19. Prior to the amendment, existing law authorized counties, upon the adoption of a resolution by its Board of Supervisors, to impose a fee of \$1 on all motor vehicles. This fee is in addition to other fees imposed by the DMV for the registration of a vehicle. Additionally, existing law required registered owners of commercial vehicles to pay an additional \$2 fee.

California Vehicle Code section 9250.19 authorizes any county that previously adopted the existing resolution, to now increase that fee to \$2 for all motor vehicles in the same manner that it imposed the initial fee. This bill requires counties to submit a resolution authorizing increased fees pursuant to these provisions to the DMV at least six months prior to the fee's operative date.

After deducting administrative costs, existing law requires the DMV to pay those fees to the Controller quarterly. Existing law provides for the continuous appropriation of the money generated by these fees to the Controller for disbursement to each County that has adopted a resolution as described above, and limits the expenditure of the money so disbursed to designated purposes related to law enforcement such as CAL-ID.

The CAL-ID local governing body, known as the Remote Access Network (RAN) Board of Directors, unanimously voted to recommend the Board of Supervisors authorize the additional license fees.

CONSEQUENCE OF NEGATIVE ACTION:

A decision not to approve this increase will lead to the County's CAL-ID program to operate at a \$1,100,000 deficit each year moving forward.

AGENDA ATTACHMENTS

Resolution 2021/36

MINUTES ATTACHMENTS

Resolution No. 2021/36



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

Adopted this Resolution on 01/19/2021 by the following vote:

		<b>John Gioia</b>
		<b>Candace Andersen</b>
<b>AYE:</b>	<input type="text" value="5"/>	<b>Diane Burgis</b>
		<b>Karen Mitchoff</b>
		<b>Federal D. Glover</b>
<b>NO:</b>	<input type="text"/>	
<b>ABSENT:</b>	<input type="text"/>	
<b>ABSTAIN:</b>	<input type="text"/>	
<b>RECUSE:</b>	<input type="text"/>	



**Resolution No. 2021/36**

IN THE MATTER OF: Contra Costa County's participation in the Cal-ID Special Revenue Fund as authorized by California Vehicle Code 9250.19.

WHEREAS, California counties are authorized to operate fingerprint identification systems; and

WHEREAS, in 1997 Contra Costa County determined that funds were needed in the interest of public safety and efficient law enforcement to improve and expand the Automated Fingerprint Identification System (AFIS) capability including but not limited to: (i) Replacement of existing automated fingerprint systems; (ii) Purchase of live-scan devices and inkless digital fingerprint equipment; (iii) Purchase of newly emerging mobile and fixed fingerprint identification terminals; and (iv) Development of new local automated fingerprint system databases; and

WHEREAS, in 1997, Senate Bill 720 (codified as California Vehicle Code section 9250.19), gave the County Board of Supervisors the option to increase vehicle registration fees by one dollar (\$1) for each vehicle registered or renewed, to be used exclusively for the purchase and operation of new Cal-ID automated fingerprint identification equipment to identify individuals who may be involved in vehicle related crimes and other crimes committed while operating a motor vehicle; and

WHEREAS, the information from these fingerprint identification programs is to be made available by the local law enforcement agency to any local public agency that is required by law to obtain a criminal history background of persons as a condition of employment with that local public agency; and

WHEREAS, on December 9, 1997, Contra Costa County Resolution No. 97/668 was duly passed and adopted implementing California Vehicle Code section 9250.19 and thereby establishing a one dollar (\$1) vehicle registration fee for automated fingerprint systems; and

WHEREAS, effective January 1, 2015, section 9250.19 of the Vehicle Code was amended to allow counties who had previously adopted a resolution to impose a one dollar (\$1) vehicle registration fee, to increase the fee to two dollars (\$2) in the same manner as the imposition of the initial fee; and

WHEREAS, on August 31, 2020 the County's Remote Access Network Board of Directors determined that the additional funds are needed in the interest of public safety and efficient law enforcement to improve and expand the AFIS automated biometric capability including, but not limited to: (i) Replacement of existing outdated automated biometric systems; (ii) Purchase of live-scan devices and inkless biometric equipment; (iii) Purchase of updated mobile biometric identification terminals; (iv) Modernization of local automated biometric system databases; and (v) Purchase of emerging biometric systems and equipment; and

WHEREAS, section 9250.19(a)(2)(C) of the Vehicle Code requires that a Resolution increasing the vehicle registration fee to two dollars (\$2) be submitted to the State of California Department of Motor Vehicles at least six (6) months prior to the operative date of the fee increase; and

BE IT RESOLVED that the Board finds the purpose of imposition of the fee increase authorized by Vehicle Code section 9250.19(a)(2)(A) is to enhance the capacity of County law enforcement personnel to provide automated mobile and fixed location biometric identification of individuals involved in a vehicle related crimes and crimes committed while operating a motor vehicle;

and

BE IT FURTHER RESOLVED that the Board hereby formally requests the State of California Department of Motor Vehicles to increase the one dollar (\$1) vehicle registration fee authorized pursuant to section 9250.19(a)(1) of the Vehicle Code, to two dollars (\$2) pursuant to section 9250.19(a)(2)(A), and commence collection of the two dollar (\$2) fee on vehicle registrations within the County of Contra Costa, effective August 1, 2021.

BE IT FURTHER RESOLVED that the two dollars (\$2) shall be paid at the time of registration or renewal of a vehicle, and quarterly to the Controller pursuant to section 9250.19(a)(1).

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: January 19, 2021**

, County Administrator and Clerk of the Board of Supervisors

**Contact: Mary Jane Robb, 925-655-0005**

By: June McHuen, Deputy

**cc:**

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA**

**and for Special Districts, Agencies and Authorities Governed by the Board**

Adopted this Resolution on 01/19/2021 by the following vote:

**John Gioia**  
**Candace Andersen**  
**Diane Burgis**  
**Karen Mitchoff**  
**Federal D. Glover**

**AYE:**

**NO:**

**ABSENT:**

**ABSTAIN:**

**RECUSE:**



**Resolution No. 2021/36**

IN THE MATTER OF: Contra Costa County’s participation in the Cal-ID Special Revenue Fund as authorized by California Vehicle Code 9250.19.

WHEREAS, California counties are authorized to operate fingerprint identification systems; and

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BE IT RESOLVED that the Board finds the purpose of imposition of the fee increase authorized by Vehicle Code section 9250.19(a)(2)(A) is to enhance the capacity of County law enforcement personnel to provide automated mobile and fixed location biometric identification of individuals involved in a vehicle related crimes and crimes committed while operating a motor vehicle;

and

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BE IT FURTHER RESOLVED that the two dollars (\$2) shall be paid at the time of registration or renewal of a vehicle, and quarterly to the Controller pursuant to section 9250.19(a)(1).

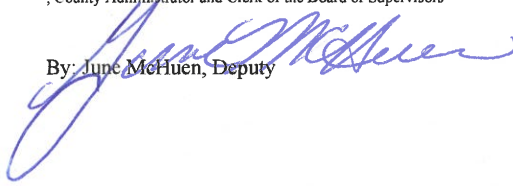
I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

Contact: Mary Jane Robb, 925-655-0005

ATTESTED: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy



cc:



**Contra  
Costa  
County**

To: Board of Supervisors  
From: LEGISLATION COMMITTEE  
Date: January 19, 2021

Subject: Proposed 2021-22 State and Federal Legislative Platforms and 2020 Year-end Legislative Advocacy Reports

---

**RECOMMENDATION(S):**

1. ACCEPT the Year-end Reports on the County's 2020 federal and state legislative advocacy efforts.  
(Attachments C and D)
2. ADOPT the Proposed 2021-22 State and Federal Legislative Platforms for Contra Costa County.  
(Attachments A and B)
3. DIRECT the County Administrator's Office to return to the Board of Supervisors, as necessary, to update the County's adopted 2021-22 Legislative Platforms to reflect intervening actions of the Board.
4. DIRECT the County Administrator's Office and Department staff to review proposed legislation that relates to the County's adopted legislative platforms and recommend appropriate positions on specific bills, ballot measures and regulations for consideration by the Board's Legislation Committee and/or the Board of Supervisors.
5. AUTHORIZE Board Members, the County's federal and state legislative representatives, and the County Administrator, or designee, to prepare and present information, position papers and testimony in support of the adopted 2021-22 Federal and State Legislative Platforms.

---

APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: L. DeLaney,  
925-655-2057

cc:

## RECOMMENDATION(S): (CONT'D)

### FISCAL IMPACT:

No direct impact to the County from the acceptance of the Year-end Reports and the adoption of the Legislative Platforms.

### BACKGROUND:

#### ***2020 Year-end Reports:***

In January of each year, Year-end Reports that summarize the County's legislative advocacy activities for the prior calendar year are submitted to the Board of Supervisors for their review and acceptance. The state 2020 Year-end Report was prepared by the County's state advocates, Mr. James Gross and Ms. Michelle Rubalcava of Nielsen Merksamer Parrinello Gross & Leoni LLP. (*Attachment C*) The federal 2020 Year-end Report was prepared by the County's federal advocates, Mr. Paul Schlesinger, Mr. Perrin Badini, and Ms. Mackenzie Dobson of Alcalde & Fay. (*Attachment D*) Despite the unprecedented challenges presented by the COVID-19 pandemic, the County's state advocacy program was successful in advancing its two sponsored bills to the Governor's desk, AB 2387 (Grayson), telephonic reassessments for In Home Supportive Services recipients, and SB 1349 (Glazer), authorization to enable a countywide sales tax vote. Ultimately, AB 2387 was vetoed by the Governor; however, SB 1349 was signed by Governor Newsom, and Measure X was placed on the November 3, 2020 ballot for Contra Costa County voters to decide. In 2020, Federal advocacy efforts continued for our federally-supported infrastructure needs, while pandemic relief and response support assumed a preeminent focus of advocacy efforts.

#### ***2021-22 State and Federal Legislative Platforms:***

At the beginning of each two-year legislative cycle, the Board of Supervisors is expected to adopt a State Legislative Platform that establishes Contra Costa County's priorities and policy positions with regard to potential state legislation and regulation. The State Legislative Platform includes County-sponsored bill proposals, legislative or regulatory advocacy priorities, and principles that provide direction and guidance for identification of and advocacy on bills, regulations and ballot measures which could affect the services, programs or finances of Contra Costa County. At the same time, the Board of Supervisors also adopts a Federal Legislative Platform that establishes federal funding needs and policy positions with regard to potential federal legislation and regulation. These Platform documents are utilized by the County's state and federal advocates, elected officials, and staff as the basis for the County's advocacy efforts.

The State and Federal Legislative Platforms are prepared by staff of the County Administrator's Office in collaboration and consultation with County department heads and other key staff, the County's state and federal advocates, and with input from the Board's commissions/committees and the public. For the 2021-22 Platforms, CAO staff conducted outreach in the fall of 2020, inviting input so that draft documents could be reviewed and considered by the Legislation Committee at their December 3, 2020 meeting. Elements of the Platforms related to the subject matter of the Transportation, Water and Infrastructure Committee (TWIC) were also reviewed by that committee prior to the Proposed Platforms being presented to the Board of Supervisors for adoption.

Subsequent to the Dec. 3, 2020 meeting of the Legislation Committee and their consideration of the Draft 2021-22 Platform, CAO staff received a request from the Employment and Human Services Department director, Kathy Gallagher, to add an additional state Platform principle: "SUPPORT funding and initiatives to support children's mental health and studies on the long-term impacts of COVID-19 on

the physical and mental health of adults and children." This principle has been added to the Proposed State Platform, page 20.

In addition, staff received language from Contra Costa Health Services regarding a sponsored bill by Assemblymember Rebecca Bauer-Kahan on which they wish to collaborate: Legislation to establish a pilot program for an alternative behavioral health crisis line for individuals to report issues related to mental health or a substance use disorder, and for individuals experiencing homelessness. This has been added to the Proposed Platform as "Sponsored Bill #2," replacing a proposal in the Draft Platform related to alternative management standards for treated wood waste.

Notable changes from the Adopted 2020 State Platform include the following:

1. Changed cover photos (added official photos of new County administration building throughout document) and document color (*from yellow to blue*)
2. Text Changes to County Profile: adding “the Capital of the Northern California Mega-Region.” (p. 3)
3. Changed photo in County Profile
4. Updated numbers and added graphs to Demographic Highlights: Race/ethnic composition 2000-2050; Educational Attainment for the population 25 and over 2000-2015 (p. 4)
5. Added text to Legislative Platform Purpose (p. 6)
6. Removed footnote link to *Delta Water Platform*. Removed footnote language incorporating 2019 Platform language.
7. **Sponsored Bills**: Added two new Sponsored Bills; deleted prior three bills; deleted one Budget Proposal related to increasing access to and enjoyment of state trust lands (p. 7)
8. **Advocacy Priorities**: (p. 7)
  - Added Covid-19 Response and Economic Recovery
  - Added Mental Health to Health Care
  - Removed “Transportation for Seniors/Persons with Disabilities”
9. **Principles and Policy Statements**: (*In addition to photos/graphic additions*)
  - Added “Weights & Measures” to Agriculture and two related principles; (p. 8)
  - Child Support Services: Condensed, emphasis on safety net program; (p. 9)
  - Climate Change: Added new principle related to Covid-19 recovery; added support for Green Business program; added support for studying the economic, workforce and social impacts of transitioning from fossil fuels; (p. 9)
  - Emergency Preparedness, Response: Added support for actions that increase the safety of shipment of hazardous materials by pipeline (*Hazardous Materials Commission request*); (p. 12)
  - Health Care: Added support for flexibilities in use of Telehealth services; rearranged principles to group similar together; (p. 14-17)
  - Homeless Services: Text changes to include equity, transparency, fair, data-informed decision making; acquisition; disaster planning and relief efforts; (p. 17-18)
  - Human Services: Text changes throughout (p. 18-21). Added principle related to flexibilities and waivers in benefits program administration; To Child Welfare Services, added support for restorative justice and healing-centered framework

initiatives and programs that seek to eliminate the school-to-prison pipeline and end criminalization of youth; added 3 principles related to Early Childhood Development; added 4 principles related to Violence Prevention; Added “Equity and Inclusion” to Immigration section and added 4 principles;

- Justice Systems: Added 4 principles from the Probation Chief related to reducing racial and ethnic disparities, reducing barriers to success for system-involved youth and adults; supporting youth engagement; legislation that recognizes the unique needs of Transition Aged Youth; supporting ongoing commitment to invest in community-based organizations and community alternatives to incarceration and detention; strikes “pretrial risk assessment tool” from bail system reform; (p. 22)
- Land Use: Added principles requested by Hazardous Materials Commission to reduce the risk to students from accidental release of hazardous materials, and support actions to evaluate, clean up and redevelop contaminated sites; (p. 23)
- Transportation: Added principle requested by Hazardous Materials Commission to support increased and improved waterborne transportation of goods when it increases safety; (p. 26)
- Veterans: Added support for funding to operate halls/facilities; increased funding level; (p. 26)
- Waste Management: Numerous principle additions, including recommendations from Hazardous Materials Commission. (p. 26-28)
- Workforce Development: 4 principle additions from Employment & Human Services staff (p. 28)

Notable changes from the Adopted 2020 Federal Platform include the following:

1. Changed cover photos
2. Text Changes to County Profile: adding “the Capital of the Northern California Mega-Region.”
3. Updated numbers and added graphs to Demographic Highlights: Race/ethnic composition 2000-2050; Educational Attainment for the population 25 and over 2000-2015
4. Added text to Legislative Platform Purpose
5. Removed footnote link to *Delta Water Platform*. Removed footnote language incorporating 2019 Platform language
6. **Program Specific Funding Needs**: Added text to Rail Safety, as recommended by Hazardous Materials Commission; added Flood Risk and Water Supply Forecasting, requested by Flood Control District staff. (p. 10-11)
7. **Priority Policy Statements**:
  - Text changes to Climate Change (p. 12)
  - Added policy statement to Health Care: ADVOCATE for federal resources to address local pandemic response efforts, including vaccination efforts, that provide direct allocations to local governments to offset revenue losses and maximize local flexibility for use of such funds.(p. 14)
  - Text changes to Homeless Services (*consistent with Proposed State Platform*) (p. 14)
  - Human Services added policy statements to Older Adults & Aging; Safety Net Programs; Immigration, Inclusion and Racial and Ethnic Equity; Violence



Prevention; and Workforce Development (p. 15-18)

- Added Land Use and policy, as requested by the Hazardous Materials Commission (p. 18)
- Added Pipeline Safety and policy, as requested by the Hazardous Materials Commission (p. 19)
- Added support for efforts to increase and improve waterborne transportation of goods when it increases safety to Transportation, as requested by the Hazardous Materials Commission (p. 20)
- Added Waste Management and policies, as requested by the Hazardous Materials Commission (p. 20).

CONSEQUENCE OF NEGATIVE ACTION:

Unless the Board of Supervisors adopts a State and Federal Legislative Platform, there will be no official document guiding the legislative and regulatory advocacy efforts of its staff and contract advocates.

ATTACHMENTS

Attachment A: 2021-22 Proposed State Legislative Platform

Attachment B: 2021-22 Proposed Federal Legislative Platform

Attachment C: State 2020 Year-End Report

Attachment D: Federal 2020 Year-End Report



# 2021-22 Proposed State Legislative Platform

## Contra Costa County

Website: [www.contracosta.ca.gov](http://www.contracosta.ca.gov)

January 19, 2021



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# INTRODUCTION

## County Profile

One of the original 27 counties established in California in 1850, Contra Costa County is home to more than one million people, making it the ninth most populous county in the state. Physically, Contra Costa is over 733 square miles and extends from the northeastern shore of the San Francisco Bay easterly about 50 miles to San Joaquin County. The County is bordered on the south and west by Alameda County



and on the north by the Suisun and San Pablo Bays. The western and northern shorelines are industrialized, while the interior sections are suburban/residential, commercial and light industrial.

About 40 percent of the county is under the jurisdiction of 19 incorporated cities and towns, and large portions of the remaining unincorporated area are part of public park systems and a habitat conservancy.

Contra Costa County is very diverse, with communities that range from small agricultural places like Byron, with a density of about 200 people per square mile, to urban population centers like Contra Costa Centre, a bustling transit village with a density of 8,400 people per square mile.

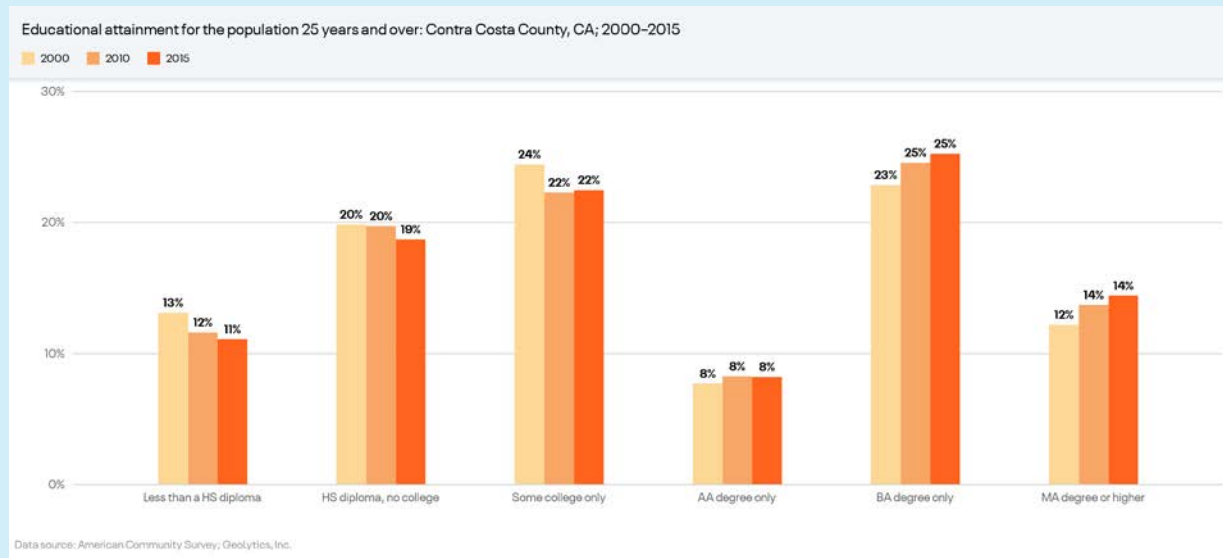
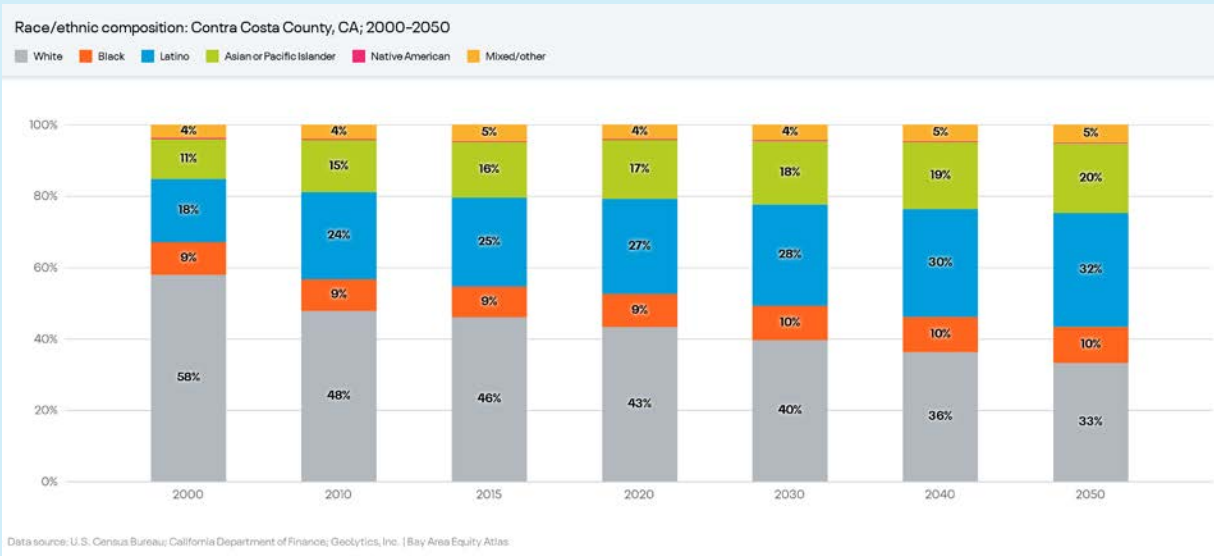


With its strategic location as **The Capital of The Northern California Mega-Region™** and easy access to suppliers and customers, Contra Costa is a business destination full of opportunity.

## Demographic Highlights

Approximately 1.1 million people live in Contra Costa County; only 15%, or about 172,513 people, reside in the unincorporated areas of the county. The median age of County residents is 39 years old. Our population of seniors age 60 or older is expected to grow by approximately 47% between 2020 and 2050, making this age group our fastest growing.

The majority (44%) of County residents are white, with significant proportions of Asian (16.5%) and African American (8%) people. The Census tracks Latinx ethnicity separately from other populations; in total, the Hispanic/Latino population makes up approximately 26% of the total population.

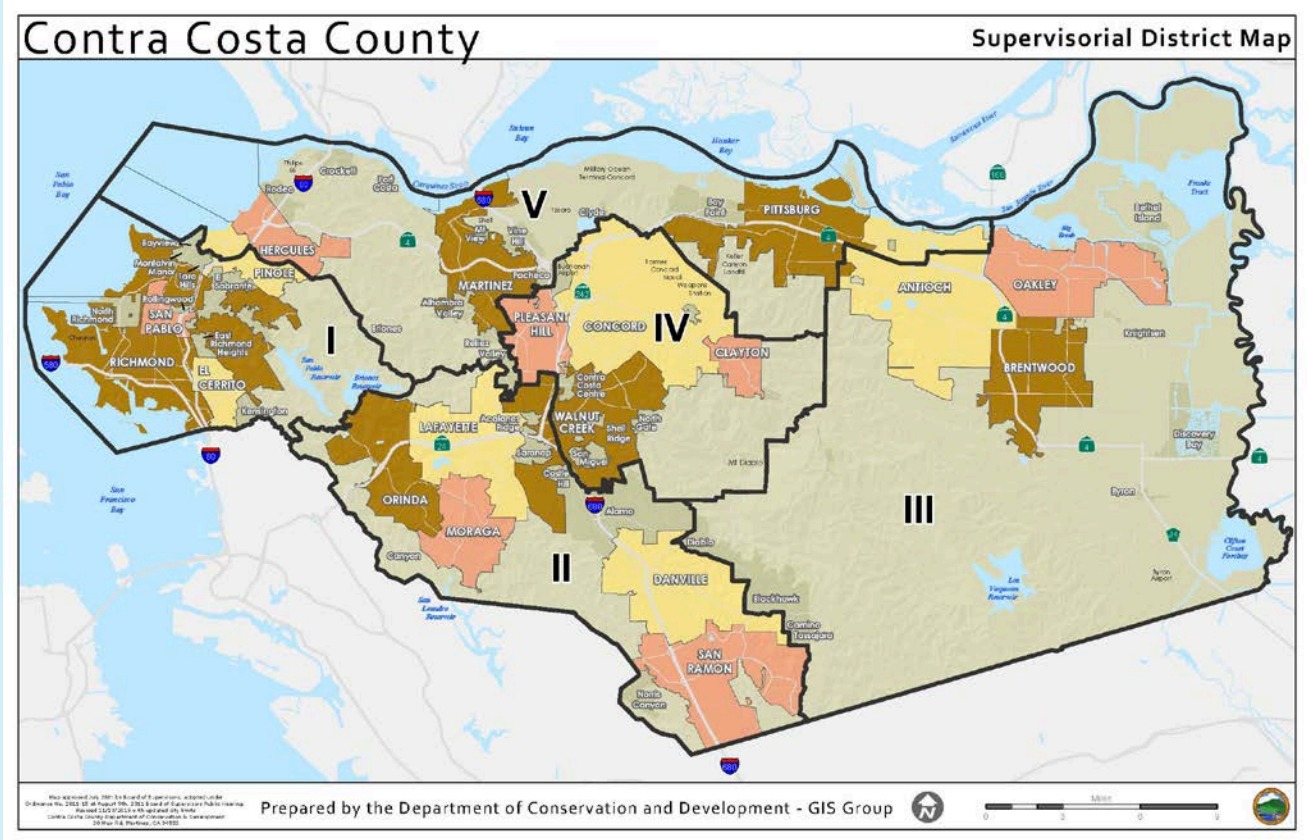


## Governance

A five-member Board of Supervisors, each elected to four-year terms, serves as the legislative body of the County, which has a general law form of government. Also elected are the County Assessor, Auditor-Controller, Clerk-Recorder, District Attorney, Sheriff-Coroner and Treasurer-Tax Collector. The County Administrator, Monica Nino, is appointed by the Board and is responsible for running the day-to-day business of the County.

**Contra Costa County Board of Supervisors:**

- District I: John M. Gioia
- District II: Candace Andersen
- District III: Diane Burgis
- District IV: Karen Mitchoff
- District V: Federal D. Glover



## Legislative Platform Purpose

The Legislative Platform establishes the priorities, principles, and policy statements of the Contra Costa County Board of Supervisors and creates the basis for its advocacy efforts, alerting our legislative partners of the greatest needs of our residents and where we need additional help. The Platform provides general direction to County departments and agencies, legislative advocates, delegation members, and the public on our positions on key policy matters that would impact the way the County does business. The Platform also includes new bill requests for which legislation is sought from Contra Costa County.

Throughout the legislative session, the County will review and take positions on various policy and State Budget items. When a recommended position is consistent with existing County policy, as adopted in the Platform, the CAO's office or department staff will prepare a County position letter for signature by the Board Chair.

Contra Costa County has also adopted a **Delta Water Platform** to identify and promote activities and policy positions that support the creation of a healthy Sacramento-San Joaquin Delta. Contra Costa County uses this Delta Water Platform to guide its actions and advocacy regarding the future of the Delta.

## Mission, Vision, and Values

Contra Costa County has adopted the following Mission, Vision and Values statement:



The graphic features the Contra Costa County seal in the top left corner. The title "Contra Costa County" is prominently displayed in a large, white, serif font. Below the title, the text is organized into three columns: Mission, Vision, and Values. The Mission section describes the county's dedication to public services and quality of life. The Vision section describes the county as a world-class service organization. The Values section lists six core values: Clients and communities, Partnerships, Quality Services, Accountability, Fiscal prudence, and Organizational excellence. At the bottom of the graphic is a large, diverse group of people representing various professions and community members.

**Mission**  
Contra Costa County is dedicated to providing public services which improve the **quality of life** of our residents and the economic viability of our businesses.

**Vision**  
Contra Costa County is recognized as a **world-class service organization** where innovation and partnerships merge to enable our residents to enjoy a safe, healthy and prosperous life.

**Values**  
Contra Costa County **serves people,** businesses and communities. Our organization and each one of our employees value:

- Clients and communities
- Partnerships
- Quality Services
- Accountability
- Fiscal prudence
- Organizational excellence

## SPONSORED BILLS AND LEGISLATIVE PRIORITIES

**Sponsored Bill #1:** Legislation to permit fire protection districts to establish by subcontract a partnership or alliance with a private emergency ambulance service provider for the provision of emergency ambulance services.

**Sponsored Bill #2:** Legislation to establish a pilot program for an alternative behavioral health crisis line for individuals to report issues related to mental health or a substance use disorder, and for individuals experiencing homelessness.

**Budget Proposal #1:** Budget request related to Contra Costa CARES to provide primary care services to undocumented adults in Contra Costa County.

### **Advocacy Priorities**

- ✓ **COVID-19 Response and Economic Recovery**
- ✓ **Climate Change**
- ✓ **Health Care, including Mental Health, Behavioral Health and Substance Use Disorder (SUD) services**
- ✓ **Housing and Homelessness**
- ✓ **Justice Reform**
- ✓ **The Delta/Water and Levees**





# PRINCIPLES AND POLICY STATEMENTS

## Agriculture and Weights & Measures

- SUPPORT actions to ensure sufficient state funding for pest and disease control and eradication efforts to protect both agriculture and the native environment.
- SUPPORT funding for agricultural land conservation programs and agricultural enterprise programs, and revisions to State school siting policies to protect and enhance the viability of local agriculture.
- SUPPORT legislation to facilitate the efforts by the California Department of Food and Agriculture and the Department of Boating and Waterways to survey and treat all infestations in the Delta of invasive aquatic species through integrated pest management.
- SUPPORT legislation that preserves the integrity of the Williamson Act, eliminates abuses resulting in unjustified and premature conversions of contracted land for development, and fully restores Williamson Act subventions.
- SUPPORT legislation that would preserve or enhance protections now afforded to consumers for commercial transactions involving commercial weighing or measuring devices (scales, meters and scanners) or computed by point-of-sale systems.
- SUPPORT efforts to ensure sufficient funding for weights and measures programs that protect consumers and promote fair competition in the marketplace.

## Animal Services

- SUPPORT actions to protect local revenue sources designated for use by the Animal Services Department; i.e., animal licensing, fines and fees.
- SUPPORT actions to protect or increase local control and flexibility over the scope and level of animal services. SUPPORT efforts to protect and/or increase County flexibility to provide animal services consistent with local needs and priorities.
- SUPPORT actions to protect against unfunded mandates in animal services or mandates that are not accompanied by specific revenue sources which completely offset the costs of the new mandates, both when adopted and in future years. SUPPORT efforts to ensure full funding of State animal services mandates.
- SUPPORT efforts to preserve the integrity of existing County policy relating to Animal Services (e.g., the Animal Control Ordinance and land use requirements).



## Child Support Services

- SUPPORT recognition, promotion and enhancement of the child support program as a safety net program.
- SUPPORT efforts that create new child support collection tools and methods or enhance existing child support collection tools and methods. OPPOSE efforts that eliminate or limit existing child support collection tools and methods.
- SUPPORT efforts to increase funding for the child support program. OPPOSE efforts to reduce funding for the child support program.
- SUPPORT efforts that enhance or create new data collection tools and methods. OPPOSE efforts that eliminate or limit existing data collection tools and methods.

## Climate Change

- ENSURE that the recovery from the COVID-19 pandemic supports the following:
  - ✓ Technologies that support the County's climate goals, including battery energy storage and microgrids, solar and wind energy, electric vehicles, and electric vehicle charging infrastructure;
  - ✓ Energy efficiency programs that encourage whole house retrofits and address asthma triggers in the built environment;
  - ✓ Planning work for adapting to rising sea levels;
  - ✓ Planning and implementation of microgrids;
  - ✓ Active transportation and green infrastructure programs;
  - ✓ Job training for careers in clean energy, clean transportation, and green infrastructure.
- SUPPORT actions that: address the impacts of climate change; support climate adaptation and resilience efforts; support the Green Business program; address the disproportionate impacts that some communities bear because they are located near large industrial facilities; reduce exposure to toxic air pollutants and greenhouse gases; study and recognize the health impacts of global and regional climate change; and study the economic, workforce and social impacts of transitioning away from fossil fuels.
- ENSURE that the implementation of AB 32 and successor bills results in harmony between the greenhouse gas reduction target created by the Air Resources Board for each regional/local agency, the housing needs numbers provided by the state Department of Housing and Community Development pursuant to housing element law, and the Sustainable Communities Strategy developed through the Regional Transportation Plan processes.



- SUPPORT efforts that favor allocation of funding and infrastructure from the California Climate Investments Program to jurisdictions within whose boundaries are the largest emitters of greenhouse gas, have vulnerable and/or disadvantaged communities that are disproportionately affected by climate change and environmental pollution, have Natural Community Conservation Plans or similar land conservation efforts that will address climate change and have demonstrated a local commitment to climate protection.
- SUPPORT revisions to the Public Resources Code and the Air Resources Board's Investment Plans to provide California Climate Investments funding for the conservation of natural lands, parks and open space through fee title acquisition as well as easements.
- SUPPORT efforts to expand eligible expenditures of the Climate Investments to investments in accessible transit/transportation systems (serving seniors, disabled, and veterans) which result in more efficient service and corresponding reductions in greenhouse gas production, and in investments in infrastructure and programs to promote active transportation, particularly bicycling and walking.
- OPPOSE changes to the California Environmental Protection Agency's protocols for designating disadvantaged communities which result in a reduction in the number or size of disadvantaged communities in Contra Costa County prioritized for receipt of California Climate Investment funds.
- SUPPORT efforts to ensure life-cycle costs are considered when planning new projects in the state.
- SUPPORT the autonomy of community choice aggregators (CCAs) in policymaking and decision-making. OPPOSE legislation and regulatory policies that unfairly disadvantage CCAs or CCA customers or reduce or undermine local decision-making autonomy by the CCA.
- SUPPORT continuing development of local renewable energy resources and supply, including protection of local autonomy to administer energy efficiency programs and install and utilize integrated distributed energy resources, and SUPPORT effective leveraging of energy efficiency programs tailored to address local needs and concerns.
- SUPPORT complete transparency of all energy procurement practices, stranded costs, and departing load charges; fair competition in statewide energy markets for community choice aggregators (CCAs) and municipal or other publicly owned utilities; legislation and regulatory policies that protect CCA customers from improper cost allocation; and OPPOSE legislation that conflicts with or diminishes CCA procurement autonomy.
- SUPPORT requirements for investor-owned and public energy utilities to provide local governments with energy usage data for all facilities in their jurisdictions for purposes of developing inventories of greenhouse gas emissions within their boundaries.
- SUPPORT resources for local governments to use in addressing impacts of rising water levels caused by a warming climate.



## The Delta

- PROTECTION and RESTORATION of a healthy sustainable Delta ecosystem including adequate water quality, inflow and outflow, and water supply, to support fisheries, wildlife and habitat in perpetuity and managing or eradicating invasive species.
- RESPECT and SAFEGUARD Delta Counties' responsibilities related to land use, water resources, flood management, tax revenues, public health and safety, economic development, agricultural stability, recreation, and environmental protection in any projects, policies, or operations.
- SUPPORT rehabilitation, improvement, and maintenance of levees throughout the Delta.
- SUPPORT the Delta pool concept, in which the common resource provides quality freshwater supply to all Delta users, requiring mutual responsibility to maintain, restore, and protect the common resource.
- REPRESENT and include local government in any governance structures for the Delta.
- OPPOSE isolated conveyance.

## Economic Development

- ADVOCATE for jobs-oriented incentive programs for jurisdictions that have met their Regional Housing Needs Assessment (RHNA) numbers. State legislators will continue to advance bills that make it easier to build housing, but it would also benefit the county to have those streamlining measures apply to jobs-oriented development like office and advanced manufacturing as well.
- SUPPORT an amendment to the California Competes Tax Credit program guidelines to consider qualifying low-income census tracts within unincorporated areas of a county in the enhanced scoring category.

## **Elections**

- SUPPORT full state reimbursement for state mandates imposed upon local registrars by the Secretary of State, including special state elections.

## **Emergency Preparedness, Emergency Response**

- ADVOCATE for disaster recovery funding that addresses tax backfills, debris removal, resiliency, forest health, and economic assistance. SUPPORT legislation that will improve forest management and emergency communications systems.
- SUPPORT funding for defensible space inspections, community wildfire risk mitigation, and for hardening of existing homes from wildfire exposure.
- SUPPORT more authority to train volunteers, provide funding for Community Emergency Response Training (CERT), and help clean-up oil spills without taking on additional legal liability.
- SUPPORT a sales tax exemption for public safety related apparatus and/or equipment over a certain value (e.g., \$250,000).
- SUPPORT exemptions from CEQA for wildfire risk mitigation projects and Essential Services Facilities (ESF) such as fire stations, and exemptions from fees and air quality limitations for emergency generators at fire stations.
- SUPPORT changes to EMS regulations that hinder the transport of patients to alternate destinations, provide community paramedicine programs, and engage in other programs that alter or enhance the delivery of 911 emergency ambulance transport.
- SUPPORT a permanent resolution to the reimbursement for air ambulance providers.
- ENSURE that development impact fees provide adequate funding for public safety facilities and ongoing operations.
- SUPPORT legislation to improve telephone access or back-up during emergencies.
- SUPPORT actions that increase the safety of the shipment of hazardous materials by pipeline through better monitoring, technical seismic vulnerability studies, leak detection, operational practices, and equipment.

## **Flood Control and Clean Water**

- SUPPORT legislation that would improve integration of planning between member agencies of an Integrated Regional Water Management Planning group, thereby increasing multi-benefit projects.
- SUPPORT legislation that would require Metropolitan Planning Organizations to integrate local and regional stormwater needs into their regional transportation planning process.


## General Revenues/Finance

- SUPPORT the State's effort to balance its budget through actions that do not adversely affect County revenues, services or ability to carry out its governmental responsibilities.
- OPPOSE any state-imposed redistribution, reduction or use restriction on general purpose revenue, sales taxes or property taxes unless financially beneficial to the County.
- OPPOSE efforts to limit local authority over transient occupancy taxes (TOT).
- OPPOSE any efforts to increase the County's share-of-cost, maintenance-of-effort requirements or other financing responsibility for state-mandated programs, absent new revenues sufficient to meet current and future program needs.
- SUPPORT efforts to ensure that Contra Costa County receives its fair share of state allocations.
- SUPPORT efforts to receive reimbursement for local tax revenues lost pursuant to sales and property tax exemptions approved by the Legislature and the State Board of Equalization.
- SUPPORT continued efforts to reform the state/local relationship in a way that makes both fiscal and programmatic sense for local government and conforms to the adopted 2010 CSAC Realignment Principles, with an emphasis on maximum flexibility for counties to manage the existing and realigned discretionary programs.
- SUPPORT a reduction in the 2/3rd vote requirement to 55% voter approval for locally-approved special taxes that fund health, education, economic, stormwater services, library, transportation and/or public safety programs and services.
- SUPPORT efforts to authorize counties to impose forfeitures for violations of ordinances, as authorized for cities.
- SUPPORT efforts to redefine the circumstances under which commercial and industrial property is reassessed to reduce the growing imbalance between the share of overall property tax paid by residential property owners versus commercial/industrial owners.
- SUPPORT efforts to reduce County costs for Workers' Compensation, including the ability to control excessive medical utilization and litigation.
- SUPPORT state actions that maximize federal and state revenues for county-run services and programs.



- SUPPORT legislative compliance with both the intent and language of Proposition 1A.
- OPPOSE efforts of the state to avoid state mandate claims through the practice of repealing the statutes then re-enacting them. SUPPORT timely, full payments to counties by the state for programs operated on their behalf or by mandate.
- SUPPORT full state participation in funding the County's retiree and retiree health care unfunded liability.
- OPPOSE the establishment of specific or stricter standards for the use of personal services contracts by counties that would make contracting with community-based organizations more difficult.

## Health Care

- SUPPORT legislation and administrative policy changes that will continue into the future the flexibilities in use of Telehealth services that have so benefited our community during the Public Health Emergency.
  - SUPPORT state action to increase health care access and affordability.
  - SUPPORT Medi-Cal reimbursement rate increases to incentivize providers to participate in the program.
  - SUPPORT Medi-Cal reimbursement rate increases through Proposition 56 funding to provide quality reproductive health care services.
- 
- SUPPORT reimbursement for a maximum of 2 visits taking place on the same day at one location if the patient suffers illness/ injury requiring additional diagnosis/ treatment, or if the patient has a medical visit and mental health or dental visit.
  - SUPPORT actions that address provider shortages (including physicians, particularly specialists, and nurses). Innovative programs, such as loan forgiveness programs, should be expanded.
  - SUPPORT actions that implement comprehensive systems of care, including case management, for frequent users of emergency care and those with chronic diseases and/or dual (or multiple) diagnoses.
  - SUPPORT actions that provide sufficient time for detailed data gathering of current safety net funding in the system and the impact of any redirection of funds on remaining county responsibilities.

- SUPPORT measures that maximize federal reimbursement from Medicaid and S-CHIP.
- SUPPORT state action to implement a Medi-Cal waiver in a manner that maximizes the drawdown of federal funds for services and facilities, provides flexibility, and ensures that counties receive their fair share of funding.
- SUPPORT actions to extend Drug Medi-Cal and Minor Consent Medi-Cal Coverage to incarcerated youths, many of whom are in custody due to drug related crimes.
- SUPPORT coverage of medically necessary alcohol and substance use related disorder treatment at the same level as other medical conditions.
- SUPPORT legislation that extends the restrictions and prohibitions against the smoking of, and exposure to, tobacco products; and the promotion of cessation among young people and adults.
- SUPPORT actions that further align a statewide regulatory framework for the commercial cannabis industry and that continue to authorize local jurisdictions to adopt more restrictive measures to protect the health, safety and welfare of their residents. OPPOSE legislation and state regulation that seeks to weaken or eliminate local control over the commercial cannabis industry.
- SUPPORT necessary County infrastructure and adequate funding related to education, regulation, testing and enforcement functions associated with cannabis regulatory controls.
- SUPPORT restricting the sale and use of powdered alcohol and other similar products marketed to youth; restrictions on advertising of marijuana products targeting youth and near places frequented by youth or alcohol and other drug treatment facilities.
- SUPPORT legislation that extends the restrictions and prohibitions against the smoking of, and exposure to, marijuana products in various places, including, but not limited to, places of employment, school campuses, public buildings, day care facilities, multi-family housing, health facilities, alcohol and other drug treatment facilities, and homeless shelters.
- SUPPORT actions to seek a state ban on electronic devices that deliver flavored e-liquids as well as the e-juice itself.
- SUPPORT actions aimed at reducing the misuse of prescription drugs, most especially opioids, and increase prevention and treatment of opioid disorders to eliminate overdoses and combat the opioid epidemic.
- SUPPORT population-based chronic disease prevention efforts such as the creation and funding of a State Wellness Trust.
- SUPPORT developing a workforce with gerontological expertise to manage the exponential growth in the chronically ill aging population.



- SUPPORT efforts that would advance a Health-In-All-Policies approach to policy work done across the County. This implies consideration of how health is influenced by the built environment and a connection with land use planning and development.
- SUPPORT ongoing study of the health impacts of global and regional climate change and ongoing countywide mitigation and adaptation efforts.
- SUPPORT actions that would preserve the nature and quality and continuity of care associated with safety net services historically provided at the local level, such as the California Children's Services (CCS) and Child Health and Disability Prevention (CHDP) programs, which are being transitioned into managed care at the state level.
- SUPPORT actions that promote aging in place through the utilization of long-term supports and services and caregiver support services.
- SUPPORT increasing the level of funding for Long-Term Services and Supports (LTSS) and Home and Community Based Services (HCBS) to meet the increase in cost to provide services and to meet the tremendous increase in the aging population.
- SUPPORT funding, streamlined processes, and greater flexibility for use of state and federal funding to respond to Public Health Emergency Preparedness initiatives including Pandemic Influenza, emerging diseases, and continued funding for all categories related to Public Health Preparedness.
- SUPPORT increased funding and policy changes for Tuberculosis (TB) prevention and treatment to reflect the increased risk of transmission faced across the Bay Area.
- SUPPORT increased funding for the public health infrastructure, capacity and prevention services as outlined in the public health components of the Affordable Care Act and the National Prevention and Public Health Fund.
- SUPPORT recognition of Local Public Health Departments as an authorized provider for direct billing reimbursement related to the provision of Immunization, Family Planning, HIV, STD and TB services.
- SUPPORT the reversal of the pre-emption language regarding local Menu-Labeling that is included in the Affordable Care Act.
- SUPPORT enhanced funding and capacity for public health programs.
- SUPPORT efforts to strengthen needle exchange programs as part of an overall program to combat the spread of HIV and other diseases.

- SUPPORT legislative efforts to reduce or eliminate lead and toxic substances in consumer products, particularly those used by infants and children.
- SUPPORT funding, policy and programs dedicated to suicide, injury and violence prevention.
- SUPPORT legislation to tax certain beverages that contain added sugars.
- SUPPORT legislation and efforts that support healthy meals, adequate meal time, and increased physical activity/education for school-age children.
- SUPPORT efforts to dedicate funding that sustains and expands non-infrastructure *Safe Routes to School* programs that educate students, parents, and school staff about safe walking and bicycling to school.
- SUPPORT efforts to address the underlying determinants of health and health equity, such as housing and prevention of displacement, educational attainment and livable wage jobs, and accessible transportation.

### Homeless Services

- SUPPORT the continuation and expansion of funding for fair and equitable affordable housing, homelessness assistance and prevention programs, and strategic local and regional responses to homelessness that promote transparency, equity and data informed decision-making and enhance access to resources that support the County's compliance with federal and state anti-homelessness and anti-poverty initiatives and requirements.
- SUPPORT increasing and maintaining affordable housing stock and housing stability by way of supporting funding, policy, or regulations that promote fair and equitable housing for the most vulnerable low, very low, and extremely low-income households, including the acquisition, production and preservation of various housing types and the protection of stable housing for vulnerable persons experiencing homelessness.
- SUPPORT removal of barriers in planning processes, regulatory frameworks, funding programs, healthcare access, and policy to promote increased equity, innovation, transparency and data-driven approaches to addressing homelessness and housing affordability, with the goals of increasing affordable housing and eliminating discrimination and disparate treatment of individuals based on race, ethnicity, gender, gender identity, sexual orientation, ability, housing status, income, or other household characteristics.
- SUPPORT wide variety of housing types and formats, for all persons regardless of personal characteristic or status, and actively promote the equitable distribution and access to affordable units and holistic services, in line with evidence-based practices, to ensure the elimination of



discrimination and disparate treatment of individuals, particularly vulnerable individuals and those from communities of color.

- SUPPORT increasing funding, policy, and regulations for disaster planning and relief efforts that allow the County and the County's homeless system to plan for and equitably respond to disasters and pandemics, including for purposes of supporting the health and safety of providers and persons experiencing homelessness, particularly the most vulnerable and those from communities of color.

## **Human Services**

### **Older Adults**

- SUPPORT actions that promote individual choice by easing access to In Home Supportive Services (IHSS). SUPPORT funding to reduce the intake wait-time for eligibility and delivery of in-home care.
- SUPPORT actions to allow counties to use alternative IHSS reassessment approaches including, but not limited to, telephonic reassessments.
- SUPPORT programs that increase seniors' access to technology and internet connection.
- SUPPORT fully funding the administration of IHSS.
- SUPPORT funding to recruit, train, and retain IHSS home health care workers. SUPPORT increased state investment in livable wages for IHSS care providers.
- SUPPORT actions to provide respite for caregivers.
- SUPPORT the creation of funding opportunities and policies which promote the development of aging-friendly communities.
- SUPPORT actions that strengthen the capacity and funding of Adult Protective Services (APS) to address all forms of abuse and neglect.
- SUPPORT funding to expand services for older adults and people with disabilities.
- SUPPORT actions to promote the safety of social workers and all in-home care providers.



### **Safety Net Programs**

- OPPOSE actions that result in reduced level of services to families, children, adults and seniors, or that lead to preemption of local control.

- SUPPORT continuous investment in safety net programs, including the California Earned Income Tax Credit (Cal EITC) and the Supplemental Security Income/State Supplementary Payment (SSI/SSP) Program.
- SUPPORT fully funding administrative costs for administering programs. SUPPORT continued flexibilities and waivers in benefits program administration for the benefit of individuals and families who are struggling.
- SUPPORT actions to improve and expand access to food, including emergency food assistance networks (e.g. local food banks, and food pantries), increasing the amount and flexibility of CalFresh and other local assistance programs.
- SUPPORT actions to streamline benefit applications, align verifications between programs, and have the same appointment for multiple applications.
- SUPPORT the ease of data sharing and coordination of care across safety net programs, including those administered by the Health Department, such as WIC.
- SUPPORT actions to ease access to Medi-Cal and its services.
- SUPPORT actions which would expand eligibility to CalWORKS.
- SUPPORT increased access to employment training programs and subsidized work programs for vulnerable populations, including access to community colleges.
- SUPPORT establishing a General Assistance Program with a state share of funding.
- SUPPORT actions to create whole family care through a more comprehensive safety net of services that enable families to be stable and have economic opportunities.
- SUPPORT research that describes and assesses local service needs and gaps.



### **Child Welfare Services**

- SUPPORT funding for services that stabilize children and families in the foster care system.
- SUPPORT full funding of efforts to support the Continuum of Care Reform.
- SUPPORT initiatives which would expand benefits and support for reunified families.

- SUPPORT restorative justice and healing-centered framework initiatives and programs that seek to eliminate the school-to-prison pipeline and end the criminalization of youth.
- SUPPORT funding and initiatives to support children's mental health and studies on the long-term impacts of COVID-19 on the physical and mental health of adults and children.

### **Early Childhood Development**

- SUPPORT legislation to expand early childcare, education, mental health and other comprehensive services and holistic approaches.
- SUPPORT increased funding and support preschool enrichment programs with family engagement to provide quality care and parent education in early life.
- SUPPORT policies and systems changes to foster holistic family and early childhood development and resilience.
- SUPPORT early childhood home visitation to enhance parenting skills and promote health child development.
- SUPPORT early childhood mental health and trauma prevention programs.



### **Violence Prevention**

- SUPPORT actions that seek to address the impact of gun violence, domestic violence, sexual assault, human trafficking, elder abuse and child abuse.
- SUPPORT actions that seek to prevent the underlying causes of all forms of violence and invest in upstream strategies.
- SUPPORT actions to increase cross-agency and cross-system collaboration on cases involving violence, including the sharing of confidential or protected information in multidisciplinary team settings.
- SUPPORT actions to reduce the effects of toxic stress, trauma, and adverse childhood experiences.
- SUPPORT alternatives to the criminal justice system that center community and survivor needs.
- SUPPORT actions to support successful transition from incarceration and detention to the community.

- SUPPORT increase in funding for Lethality Assessment Protocols and reallocation strategies to support other prevention and social services.

### **Immigration, Equity and Inclusion**

- SUPPORT the continued expansion of benefits and services for immigrants, refugees, and asylum seekers regardless of immigration status. SUPPORT efforts to expand full scope Medi-Cal to include Deferred Action for Childhood Arrivals (DACA) youth, seniors, and all remaining uninsured residents regardless of their immigration status.
- SUPPORT increased language access and culturally responsive social services for all immigrants. SUPPORT funding for the hiring and training of bilingual-bicultural social case workers.
- SUPPORT actions to assist immigrants who experience domestic or sexual assault to receive resources, including services to prevent homelessness, and legal resources to help attain citizenship.
- SUPPORT funds for education and outreach to engage immigrants, refugees, asylum-seekers, and non-legal status communities to help them access benefits, mitigate concerns around public charge, and address other issues related to their enrollment to safety net programs
- OPPOSE any changes that may penalize immigrants for using vital public benefits they are legally allowed to access. OPPOSE any changes to sponsor requirements which add limiting threshold criteria.
- SUPPORT funding and other resources for day labor programs and other workforce development programs that serve immigrant communities and undocumented workers.
- SUPPORT actions that would eliminate systemic racism and structural inequities, including efforts to refocus Medi-Cal and other social safety net programs toward reducing health disparities.



## Justice Systems



- SUPPORT justice reform efforts that reduce racial and ethnic disparities.
- SUPPORT justice reform efforts that reduce barriers to success for system-involved youth and adults. SUPPORT legislation that encourages and increases youth engagement.
- SUPPORT justice reform legislation that recognizes adolescent brain development and the unique needs of transition-aged youth.
- SUPPORT an ongoing commitment to investing in community based organizations and community alternatives to incarceration and detention.
- SUPPORT legislation to restore pretrial detainee access to federal health benefits.
- SUPPORT legislation raising the maximum age limit for juvenile court jurisdiction, allowing youths to remain on juvenile probation supervision through age 24, with an elevated focus on rehabilitation and restorative justice.
- SUPPORT local flexibility and funding to implement justice diversion programs.
- OPPOSE legislation that would shift the responsibility of parolees from the state to the counties without adequate notification, documentation and funding.
- SUPPORT legislation that will help counties implement 2011 Public Safety Realignment as long as the proposal would provide for county flexibility, eliminate redundant or unnecessary reporting, and would not transfer more responsibility without funding.
- SUPPORT legislation that will combat the negative impact that human trafficking has on victims in our communities, including the impact that this activity has on a range of County services and supports, and support additional tools, resources and funding to help counties address this growing problem.
- SUPPORT legislative reform of current bail provisions that will replace reliance on money bail with a system that incorporates evidence-based pretrial release decisions. ADVOCATE for funding for any new or revised responsibilities for counties, including the assessment and supervision of people charged with crimes.
- SUPPORT legislation that provides a solution to addressing the problems of metal theft and abandoned and trespassing vessels and ground tackle.

## Land Use/Community Development/Natural Resources

- ASSIST in the development and preservation of low and moderate income housing through support of programs that: 1) provide access to federal, state and local financing, 2) ensure timely review of residential projects, 3) provide financial and/or regulatory incentives where feasible and appropriate to offset or reduce the costs of affordable housing development, and 4) promote the re-use of existing publicly-owned assets.
- MAINTAIN local agency land use authority.
- SUPPORT ways to streamline overall compliance with State legislation, while opposing efforts to expedite a particular development project.
- ENSURE Contra Costa residents of all income categories have access to adequate housing.
- GROW more jobs countywide, particularly in those parts of the County with the longest commutes and most acute jobs-housing imbalance.
- SUPPORT historically under-invested communities in their equitable economic growth.
- IDENTIFY new or enhanced revenue to support residents' quality of life.
- ESTABLISH, fund and support locally-controlled resource permitting to streamline economic development activities and conserve and recover species and the habitats upon which they depend, natural resources, watersheds and open space.
- SUPPORT legislative actions that reduce the risk to students from the accidental release of hazardous materials by requiring risk assessments that account for all sources of hazardous materials as part of school siting and rebuilding decisions.
- SUPPORT legislative actions to evaluate, clean up, and redevelop contaminated sites.





## Library

- SUPPORT State funding for the operation of public libraries, including full funding of the Public Library Fund (PLF) and the California Research and Education Network (CalREN).
- SUPPORT State bonds for public library construction.
- SUPPORT funding for the California Library Literacy and English Acquisition Services Program, which provides matching funds for public library adult literacy programs that offer free, confidential, one-on-one basic literacy instruction to English-speaking adults who want to improve their reading, writing, and spelling skills.



## Telecommunications and Broadband

- SUPPORT preservation of local government ownership and control of the local public rights-of-way and ensure reasonable compensation for their use.
- SUPPORT continued funding for Public, Educational and Government Access (PEG) channels to provide local community access and benefits and increase flexibility in the use of PEG funds.
- ENSURE nondiscriminatory treatment of Public, Educational and Government Access Channels by Cable System Operators.
- SUPPORT the expansion of broadband (high speed internet service) to drive economic development and job opportunities, support county service delivery, and improve health, education and public safety outcomes for residents.

## Transportation

- PROVIDE an integrated, multi-modal transportation system that safely and efficiently meets the transportation needs of all economic and social segments of the County and provides for the transport of goods and services throughout Contra Costa County.
- EMPHASIZE the efficient use of the existing transportation system and cost-effective enhancements to this system. New and emerging policy direction includes an increase in the support for active transportation modes, support for the development of aging-friendly communities, and a decreasing emphasis on automotive capacity expanding projects which increase greenhouse gas production.
- SUPPORT the provision of a safe, reliable, efficient, and accessible transportation system that balances social, environmental, and economic needs of the County.
- SUPPORT increased flexibility in the use of transportation funds.

- Increased regional coordination, while reflecting local input, is necessary for public transit (paratransit and fixed route), roads, trails, advanced mobility technology, and greenhouse gas reduction related projects.
- ENSURE complete life-cycle costs, including an emphasis on environmentally friendly construction resources, are considered during state and local project development.
- SUPPORT improvements in safety throughout the transportation system, specifically for vulnerable users of the system (children, pedestrians, cyclists, etc.).
- PROMOTE the streamlining of transportation safety projects.
- SUPPORT actions to put in place local planning coordination mechanisms and requirements for state funded or regulated facilities such as schools, roads, courts, jails, and OPPOSE efforts to compromise the County's road authority and the ability to protect public health, safety, and welfare.
- SUPPORT regional, coordinated aviation transportation planning efforts to improve service delivery and to provide options to the surface transportation system for people and goods movement.
- SUPPORT actions to increase waterborne transport of goods, in particular relative to the San Francisco to Stockton Ship Channel.
- SUPPORT measures to enhance rail safety with an emphasis on; increased state oversight of railroad bridges, funding for first responder training, funding to improve rail safety and prevent rail trespass fatalities, improved regulations for tank car safety standards, and data sharing requirements between state emergency managers, local responders, and rail operators.
- OPPOSE linking transportation funding to housing production.
- OPPOSE reducing or eliminating development impact fees (without secured backfill) in an effort to increase housing production.
- INCREASE requirements for coordination between transportation agencies and utilities.
- SUPPORT funding increases for active transportation projects and planning with an emphasis on facilities and investments that increase the likelihood of a mode shift away from automobiles.



- PROVIDE resources to facilitate the deployment of electric vehicles and electric vehicle charging infrastructure, including funding for vehicles, chargers, and facility upgrades, and improvements to the electric distribution and transmission grids to safely accommodate increased load.
- SUPPORT actions to increase and improve waterborne transportation of goods when it increases safety.

### Veterans

- SUPPORT legislation and budget actions that will continue the state's annual local assistance for County Veterans Service Offices at a minimum of \$11 million.
- SUPPORT legislation and funding that will provide veterans organizations with resources to operate and make necessary repairs to, or replacement of, their meeting halls and facilities.
- SUPPORT legislation that will improve the timeliness and quality of both VA benefits claim decisions and VA healthcare services.



### Waste Management

- MAINTAIN the County's existing discretionary authority over matters pertaining to waste management, recovery and disposal. ENSURE new or expanded responsibilities are not imposed on the County, either directly or indirectly, without providing statutory authority to guarantee funding to implement actions necessary to adequately enforce or comply.
- SUPPORT legislation that provides new or additional funding sources for local implementation of applicable solid waste and waste diversion mandates.
- SUPPORT legislation to provide alternative management standards for the Treated Wood program at the Department of Toxic Substance Control so treated wood could be processed at Class II landfills and transfer stations with a composite line.
- SUPPORT legislation that:
  - ✓ Protects local decision-making authority regarding solid waste facility siting;
  - ✓ Protects local solid waste franchising authority;
  - ✓ Expands local solid waste and recycling fee-setting authority;
  - ✓ Protects local governments' authority to direct the flow of waste; and
  - ✓ Seeks to remedy lack of sufficient authority to address statutory responsibilities.
- SUPPORT legislation promoting the diversion of recyclables and organics from landfills unless burdensome or impractical for local governments to implement.

- SEEK more robust local regulatory and enforcement authority relative to the storage, transport, processing, recovery and disposal of waste within our jurisdictional boundaries.
- SUPPORT statewide regulation for hauling solid waste and enforcing increased penalties for illegal dumping.
- SUPPORT legislation that prioritizes, incentivizes, and innovates waste reduction and reuse practices of the waste hierarchy over traditional recycling.
- SUPPORT actions to improve and diversify markets for recyclable materials and that encourages:
  - ✓ Solutions to global policy reforms and development of local recycling markets;
  - ✓ Creation of economic incentives for the use of recycled materials;
  - ✓ Increased use of recycled content in products manufactured or sold in California; and
  - ✓ Increased use of materials that are biodegradable and compostable.
- OPPOSE legislation that requires diversion of materials for which there is not adequate markets.
- ENSURE manufacturers are held accountable for proper end-of-life management of products and packing materials they produce, including pharmaceuticals, batteries, sharps, and veterinary medicine, to create effective producer-lead reduction, reuse and recycling programs and foster more environmentally sustainable product/packaging design and reduce the quantity of harmful pharmaceuticals (including veterinary medicine) that ultimately enter wastewater treatment facilities, bodies of water, and landfills.
- SUPPORT actions that will shift the financial burden of end-of-life management of products from individuals to producers and sellers.
- SUPPORT statewide regulation and enforcement to limit production or sale of items that negatively impact the environment or human health.
- SUPPORT legislation that protects human health and the environment from exposure to hazardous materials and hazardous wastes.
- OPPOSE actions that require counties to site, fund, approve, build and/or operate organic processing facilities, including composting operations.
- SUPPORT actions to protect and expand waste diversion credits or disposal reduction credits.



- SUPPORT the development of conversion technologies as an alternative to land filling and provides state funding to local jurisdictions for such projects; and, provides that all energy produced by such projects be designated as renewable energy.
- SUPPORT new or additional funding for expanded recycling and organics processing infrastructure.
- SUPPORT funding for CalRecycle to assist in the implementation of laws focused on diverting organic and recyclable waste from landfill.
- SUPPORT state investment in expanded clean composting, anaerobic digestion and recyclable materials manufacturing.
- SUPPORT legislation to enable additional food rescue and recovery of edible food, including expansion of good Samaritan laws, and support legislation that establishes funding for food recovery programs and develops policies for safe but consistent food date labeling.
- SUPPORT legislation that provides for less burdensome recovery of Household Hazardous Waste.

### Workforce Development

- SUPPORT increasing the flexibility of Workforce Development Board spending and ability to partner with community agencies and other county bureaus to increase supportive services and respond to local workforce needs.
- SUPPORT establishing a higher minimum wage. SUPPORT paid and job-protected leave policies.
- SUPPORT funding for wage stipends for COVID positive workers and other direct cash assistance to COVID impacted families, most critically for ethnic-racial minority front line workers in the non-benefited employment sector.
- SUPPORT increased teacher training and education, including funding to support employees to obtain a teaching credential.
- SUPPORT policies and programs that increase economic opportunity for women and improve gender equity.
- SUPPORT actions that promote training, capacity building and deeper understanding for students, educators and county staff on trauma informed care, interpersonal violence, adverse childhood experiences, and healthy workplaces and schools.
- SUPPORT expansion of education and educational materials in multiple languages related to labor rights, wage theft, proper compensation, and other work-related issues for all workers.





# 2021-22 Proposed Federal Platform

## Contra Costa County

Website: [www.contracosta.ca.gov](http://www.contracosta.ca.gov)

January 19, 2021



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# INTRODUCTION

## County Profile

One of the original 27 counties established in California in 1850, Contra Costa County is home to more than one million people, making it the ninth most populous county in the state. Physically, Contra Costa is over 733 square miles and extends from the northeastern shore of the San Francisco Bay easterly about 50 miles to San Joaquin County. The County is bordered on the south and west by Alameda County and on the north by the Suisun and San Pablo Bays. The western and northern shorelines are highly industrialized, while the interior sections are suburban/residential, commercial and light industrial.



About 40 percent of the county is under the jurisdiction of 19 incorporated cities and towns, and large portions of the remaining unincorporated area are part of public park systems. Most of the population is consolidated along the major transportation corridors--Interstates 80 and 680, Highways 4 and 24, and the BART lines. Contra Costa County is also very diverse, with communities that range from small agricultural towns like Byron, with a population density of about 200 people

per square mile, to urban population centers like Contra Costa Centre, a bustling transit village with a population density of 8,400 people per square mile.

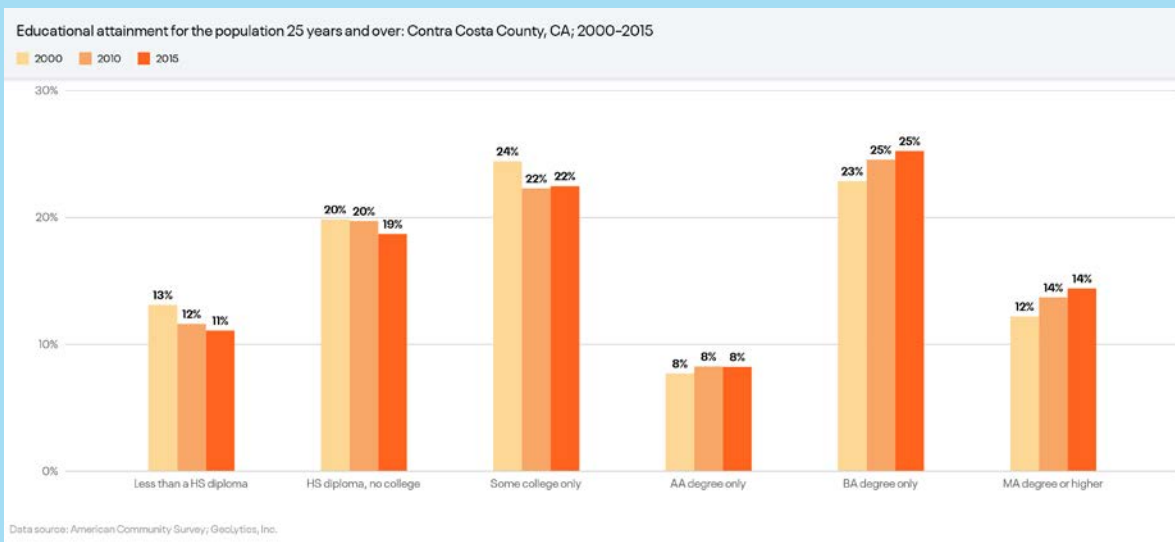
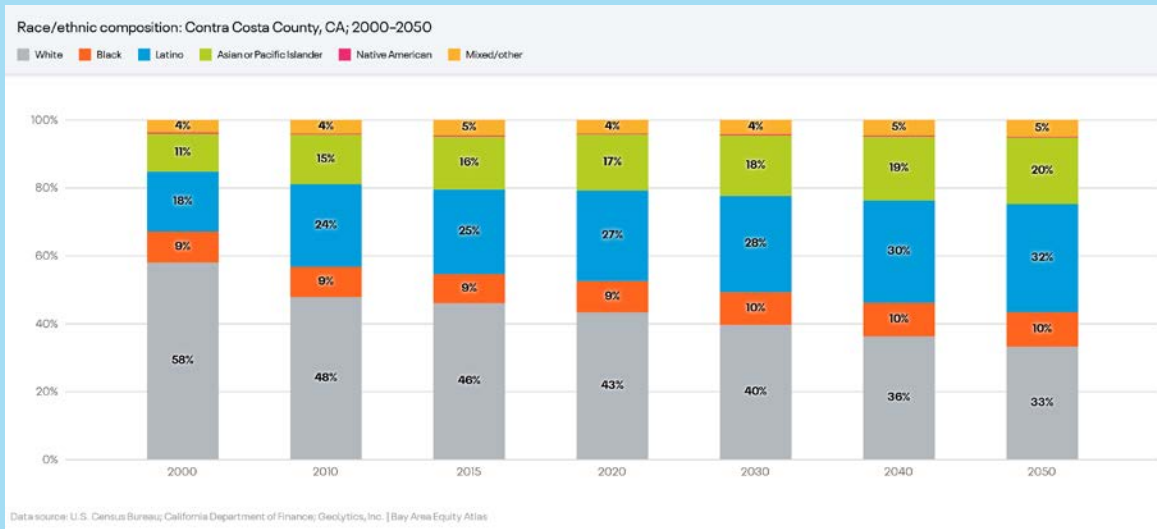
With its strategic location as **The Capital of The Northern California Mega-Region™** and easy access to suppliers and customers, Contra Costa County is a business destination full of opportunity.

## Demographic Highlights

Approximately 1.1 million people live in Contra Costa County; only 15%, or about 172,513 people, reside in the unincorporated areas of the county. The median age of Contra Costa County residents is 39 years old. Our population of seniors age 60 or older is expected to grow by approximately 47% between 2020 and 2050, making this age group our fastest growing.



The majority (44%) of County residents are white, with significant proportions of Asian (16.5%) and African American (8%) people. The Census tracks Latinx ethnicity separately from other populations; in total, the Hispanic/Latino population makes up approximately 26% of the total population.

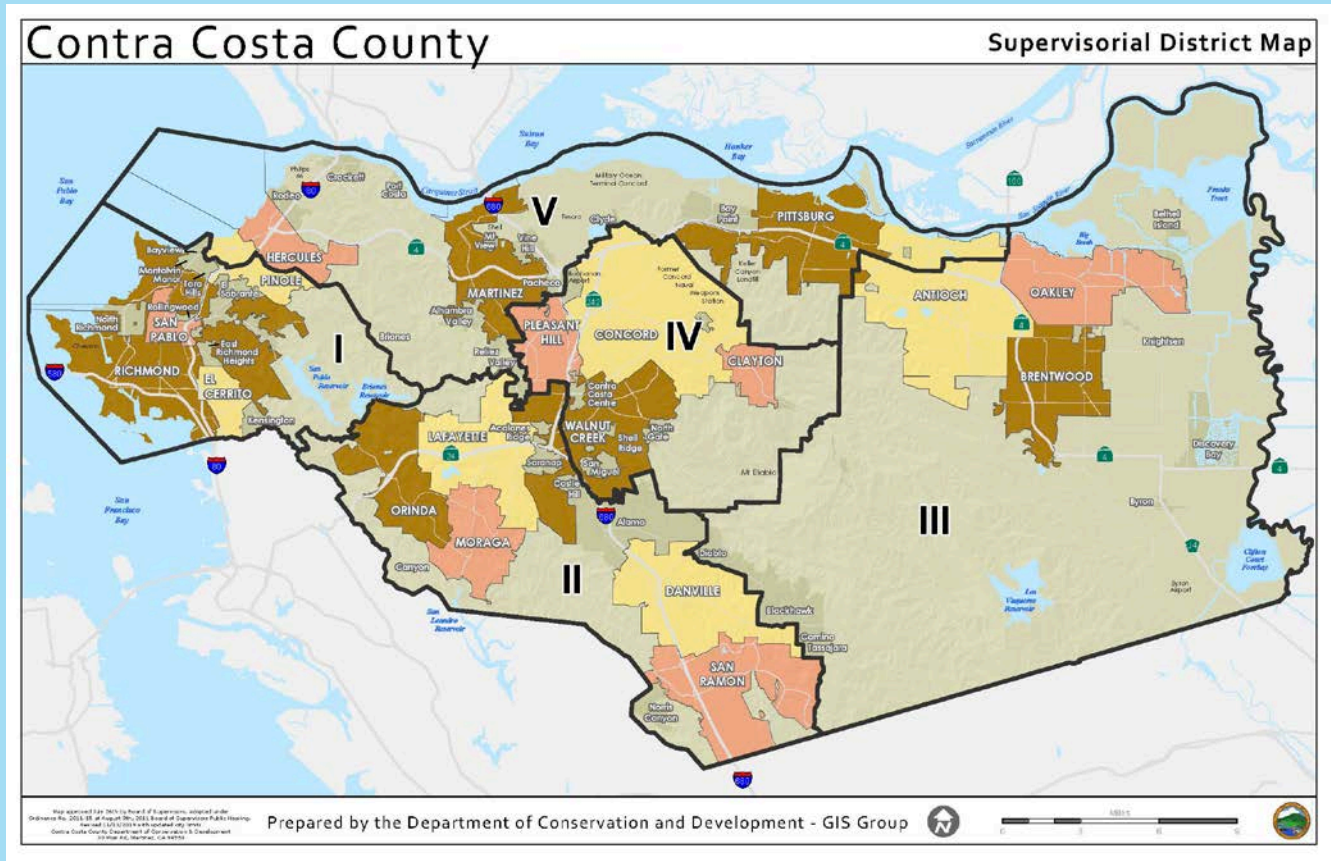


## Governance

A five-member Board of Supervisors, each elected to four-year terms, serves as the legislative body of the County, which has a general law form of government. Also elected are the County Assessor, Auditor-Controller, Clerk-Recorder, District Attorney, Sheriff-Coroner and Treasurer-Tax Collector. The County Administrator, Monica Nino, is appointed by the Board and is responsible for running the day-to-day business of the County.

**Contra Costa County Board of Supervisors:**

- District I: John M. Gioia
- District II: Candace Andersen
- District III: Diane Burgis
- District IV: Karen Mitchoff
- District V: Federal D. Glover



## Legislative Platform Purpose

The Legislative Platform establishes the priorities, principles, and policy statements of the Contra Costa County Board of Supervisors and establishes the basis for its advocacy efforts, alerting our legislative partners of the greatest needs of our residents and where we need additional help. The Platform also provides general direction to County departments and agencies, legislative advocates, delegation members, and the public on our positions on key policy matters that would impact the way the County does business.

Throughout the legislative session, the County will review and take positions on various policy and regulatory proposals. When a recommended position is consistent with existing County policy, as adopted in the Platform, the CAO's office or department staff will prepare a County position letter for signature by the Board Chair.

Contra Costa County has also adopted a **Delta Water Platform** to identify and promote activities and policy positions that support the creation of a healthy Sacramento-San Joaquin Delta. Contra Costa County uses this Delta Water Platform to guide its actions and advocacy regarding the future of the Delta.

## Mission, Vision, and Values

Contra Costa County has adopted the following Mission, Vision and Values statement:

The graphic features the Contra Costa County seal in the top left corner. The title "Contra Costa County" is prominently displayed in a large, white, serif font. Below the title, the text is organized into three columns: Mission, Vision, and Values. The bottom of the graphic is a collage of diverse people in various professional and community roles, including a firefighter, a woman with a dog, a construction worker, a man with a keyboard, a woman with books, a woman with a child, a nurse, a police officer, and a man with a tool.

**Mission**  
Contra Costa County is dedicated to providing public services which improve the **quality of life** of our residents and the economic viability of our businesses.

**Vision**  
Contra Costa County is recognized as a **world-class service organization** where innovation and partnerships merge to enable our residents to enjoy a safe, healthy and prosperous life.

**Values**  
Contra Costa County **serves people,** businesses and communities. Our organization and each one of our employees value:

- Clients and communities
- Partnerships
- Quality Services
- Accountability
- Fiscal prudence
- Organizational excellence

## FEDERAL FUNDING NEEDS: *PROJECT SPECIFIC*

1. Secure funding for the Army Corps' *annual maintenance dredging of the federal channels* along the County's borders that maintain the ship channel to the authorized depth of -35 feet.
2. Advocate for and support the *San Francisco to Stockton Navigation Improvement Project* that proposes to deepen the ship channel to realize transportation efficiencies.
3. *Mount Diablo Mercury Mine*. Support legislation in the Water Resources Development Act that would give authority to the Army Corps of Engineers to build remediation projects in the Remediation of Abandoned Mine Sites program.
4. *Buchanan Field and Byron Airports*: Secure funding for Master Plan/Business Plan Implementation.





### Surface Transportation Funding Needs

- ✓ **Vasco Road Safety Improvements:** Project components (barriers, shoulders, passing facilities) will eliminate cross median collisions, wildlife undercrossing/overcrossing will preserve migration patterns.
- ✓ **North Richmond Community Supportive Transportation Improvements:** Alternate truck route/regulations, trail/school access improvements to address community safety, public health and livability needs, and general transportation improvements to support job growth and priority development area access.
- ✓ **Eastern Contra Costa Multi-use Trail Network:** Active mode access improvements for planned and existing mass transit stations, schools, and activity centers.
- ✓ **Brentwood Intermodal Transit Center:** Multimodal station access improvements and the extension of mass transit from the Antioch BART station.
- ✓ **Iron Horse Corridor Enhancement Program:** Improvements to trail access (to/from activity center and other regional trails), additional facilities for different active modes, overcrossings, and at grade intersection improvements.



- ✓ **State Route 4 / Old River Bridge Study:** The existing structure is narrow; improvements would address safety and traffic flow.
- ✓ **West Contra Costa High Capacity Transit:** Implementation of the WCCTAC High Capacity Transit Study.
- ✓ **Kirker Pass Truck Climbing Lane (southbound) and Turn Channelization:** Needed for improved traffic flow and safety.
- ✓ **Vasco Road – Byron Highway Connector:** Connection between two major arterials improving connectivity while removing through/truck traffic from the Byron community.



## FEDERAL FUNDING NEEDS: *PROGRAM SPECIFIC*

1. **Housing:** Support funding for economic development and affordable housing for local agencies engaged in building stronger, more economically viable communities.
2. **Local Cost Share.** Support legislation that would give the Army Corps of Engineers the authority to reduce the project cost share in disadvantaged communities to 10% local match.
3. **Multimodal National Freight Network:** Support increases in funding for National Freight Strategic Plan implementation specifically to fulfill the goals of the Northern Waterfront initiative and to address congestion in the I-680 Corridor.

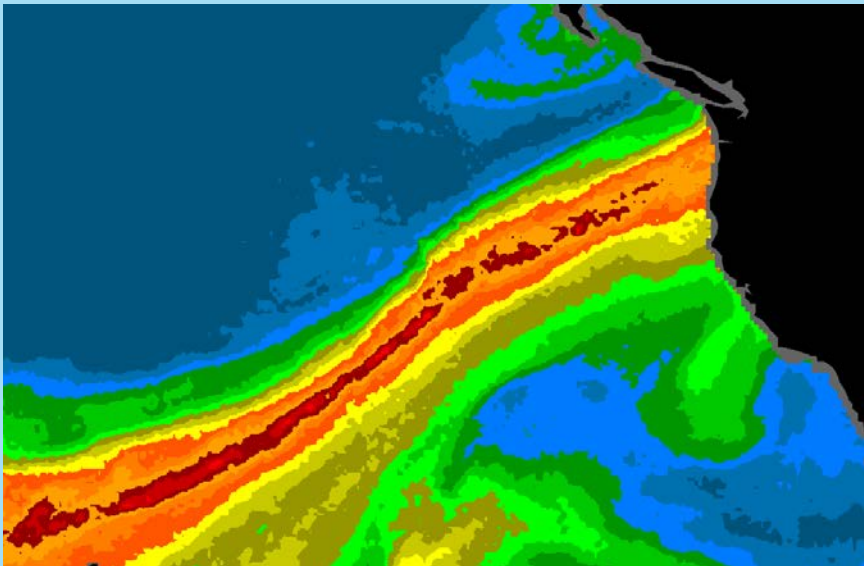
4. **Rail Safety:** Support measures to enhance the safety of rail transportation of hazardous materials with an emphasis on: increased state oversight of railroad bridges; funding for first responder training; funding to improve rail safety and prevent rail trespass fatalities; funding to improve the rail system to address the impacts of Sea Level Rise; improved regulations for tank car safety standards for hazardous materials; funding for enforcement; data sharing requirements between state emergency managers, local responders



and rail operators; support for improved partnerships between state and federal regulators; and addressing the enhanced hazard from incompatible hazardous materials being stored or transported in proximity to each other.

5. **Rural Road Funding Program:** Support the creation of a new program to modernize rural roads consistent with emerging safety, complete streets, active mode policies.
6. **Stormwater Program Funding:** Support additional funding through the EPA to enable compliance with the Clean Water Act.

7. **Surface Transportation Program/Increases in Highway (road/rail) Bridge Funding:** Consistent with the National Association of Counties (NACo) position, regulation changes are needed that allow for direct funding to qualified local jurisdictions to expedite economic benefits, increase purchasing power, and bolster travel, business and economic growth.
8. **Transportation Funding for Disabled, Low-income, and Elderly Persons:** Support increased capital and operations funding, in addition to funding and policy changes that would address local, state, and federally identified needs for coordination improvements.
9. **Flood Risk and Water Supply Forecasting:** Support coordination and funding for the Advanced Quantitative Precipitation Information (AQPI) radar system. <https://psl.noaa.gov/aqpi/>





## PRIORITY POLICY STATEMENTS

### Climate Change

- SUPPORT legislative and administrative efforts that: address the impacts of climate change; support climate adaptation and resilience efforts; support the Green Business program; address the disproportionate impacts that some communities bear because they are located near large industrial facilities; reduce exposure to toxic air pollutants and reduce greenhouse gases; study and recognize the health impacts of global and regional climate change; and study the economic, workforce and social impacts of transitioning away from fossil fuels.
- SUPPORT the concept of establishing a national price on carbon-based fuels to address the costs to society of emissions from those fuels.



### Criminal Justice and Mental Health

- SUPPORT policies and approaches that would enhance the ability of county officials and our partners to prevent and treat mental health and substance use disorders, both in the community and within the confines of the criminal justice system.
- SUPPORT policies and programs that divert non-violent individuals struggling with mental illness and/or substance use disorders from local jails into more appropriate treatment programs.
- SUPPORT legislation and regulations that would amend the federal Medicaid Inmate Exclusion Policy (MIEP) and allow non-convicted individuals to have continued access to necessary treatment through federal health benefits such as Medicaid, Medicare, CHIP and VA health benefits.

### The Delta

- SUPPORT protection and restoration of a healthy sustainable Delta ecosystem including adequate water quality, inflow and outflow, and water supply, to support fisheries, wildlife and habitat in perpetuity and managing or eradicating invasive species.
- SAFEGUARD Delta Counties' responsibilities related to land use, water resources, flood management, tax revenues, public health and safety, economic development, agricultural stability, recreation, and environmental protection in any projects, policies, or operations.
- SUPPORT rehabilitation, improvement, and maintenance of levees throughout the Delta.
- SUPPORT the Delta pool concept, in which the common resource provides quality freshwater supply to all Delta users, requiring mutual responsibility to maintain, restore, and protect the common resource.

- REPRESENT and include local government in any governance structures for the Delta.
- OPPOSE isolated conveyance.



## Health Care

- SUPPORT full funding of the Federal Medicaid program. OPPOSE federal efforts to reduce Medicaid funding or restrict access to Medicaid benefits and services. OPPOSE federal legislation and administrative efforts to privatize Medicaid and/or to impose work requirements as a condition of Medicaid (Medi-Cal) eligibility.
- OPPOSE efforts to repeal the Affordable Care Act or to replace it with any proposals that represent significant, permanent structural alterations to current subsidized segments of the health care system. SUPPORT efforts to strengthen the ACA and expand eligibility, regardless of immigration status.
- OPPOSE new block-granting proposals, harsh cuts, or proposals that will significantly and/or permanently shift the structure of health and human service funding and programming that would lead to the restriction or elimination of safety-net programs.



- OPPOSE efforts to eliminate or reduce funding for essential public health services, inclusive of funding for immunization, HIV/Ryan White, Communicable Disease and Tuberculosis Control, Hansen's Disease, Teen Pregnancy, Public Health Preparedness and Maternal Child Health Funding.
- OPPOSE changes to Title X Family Planning Program, enacted in 1970, dedicated solely to providing individuals with comprehensive family planning and related preventive health services.

- OPPOSE efforts to privatize Medicaid and/or impose work requirement as a condition of Medicaid (Medi-Cal) eligibility.
- SUPPORT Medicaid (Medi-Cal) funding for same day mental health appointments
- SUPPORT reauthorization of funding for HIV/Ryan White Care, Maternal Child Health Funding including Maternal Infant Early Childhood Home Visiting (MIECHV), and CHIP (Children's Health Insurance Program).
- SUPPORT legislation and administrative changes that will enhance counties' ability to provide comprehensive Behavioral Health Services.
- PROTECT funding for core local public health and prevention efforts.
- ADVOCATE for federal resources to address local pandemic response efforts, including vaccination efforts, that provide direct allocations to local governments to offset revenue losses and maximize local flexibility for use of such funds.

### Homeless Services

- SUPPORT the continuation and expansion of funding for fair and equitable affordable housing, homelessness assistance and prevention programs, and strategic local and regional responses to homelessness that promote transparency, equity and data informed decision-making and enhance access to resources that support the County's compliance with federal and state anti-homelessness and anti-poverty initiatives and requirements.
- SUPPORT increasing and maintaining affordable housing stock and housing stability by way of supporting funding, policy, or regulations that promote fair and equitable housing for the most vulnerable low, very low, and extremely low-income households, including the production and preservation of various housing types and the protection of stable housing for vulnerable persons experiencing homelessness.
- SUPPORT removal of barriers in planning processes, regulatory frameworks, funding programs, healthcare access, and policy to promote increased equity, innovation, transparency and data-driven approaches to addressing homelessness and housing affordability, with the goals of increasing affordable housing and eliminating discrimination and disparate treatment of individuals based on race, ethnicity, gender, gender identify, sexual orientation, ability, housing status, income, or other household characteristics.
- SUPPORT wide variety of housing types and formats, for all persons regardless of personal characteristic or status, and actively promote the equitable distribution and access to affordable



units and holistic services, in line with evidence-based practices, to ensure the elimination of discrimination and disparate treatment of individuals, particularly vulnerable individuals and those from communities of color.

- SUPPORT increasing funding, policy, and regulations for disaster planning and relief efforts that allow the County and the County's homeless system to plan for and equitably respond to disasters and pandemics, including for purposes of supporting the health and safety of providers and persons experiencing homelessness, particularly the most vulnerable and those from communities of color.

## **Human Services**

### ***Older Adults and Aging***

- OPPOSE elimination or cuts to funding for older adult programs and services. SUPPORT funding for programs that support older adults, veterans, disabled individuals, the homeless, and low-income individuals, especially the most vulnerable in racial minority communities.
- SUPPORT funding and policies to provide older adults with holistic (culturally appropriate) services and treatment modalities that support well-being, health, and mental health.
- SUPPORT health insurance programs that maintain or expand current services and protections under Medicare, Medicaid and the Affordable Care Act (ACA), including – but not limited to – protections for preexisting conditions.
- SUPPORT funding to maintain or increase Social Security.
- SUPPORT funding to maintain SSI and Federal Disability programs.



### ***Safety Net Programs***

- SUPPORT funding for entitlement programs that help low-income families, especially the ethnic minority communities, to reach self-sufficiency. This includes efforts to expand eligibility to the Earned Income Tax Credit (EITC) program to all tax filers regardless of immigration status.
- SUPPORT funding for retroactive and future COVID-19 related expenses at the state, and ideally, county level, with flexibility to address county-specific needs and ensure protections and the access to treatment modalities in the racial and ethnic communities disproportionately impacted by COVID-19.
- SUPPORT the extension of flexibilities and waivers for benefit program administration.

- OPPOSE actions that would result in cost shifts on federal entitlement programs to state and localities or which would result in greater dependency on county-funded programs.
- SUPPORT efforts to increase SNAP benefit amounts to better meet recipients' nutritional needs, adjust SNAP eligibility requirements to include populations with significant need, and remove current federal barriers that prevent some nutrition programs from employing EBT technology.
- OPPOSE efforts to eliminate states' flexibility in taking high cost of living into eligibility determinations; OPPOSE restoration of asset tests for SNAP.
- OPPOSE funding cuts or block granting benefit programs, including SNAP and Medicaid.
- SUPPORT efforts that allow people to apply for benefits while incarcerated. OPPOSE efforts to limit eligibility for individuals with certain criminal records or to impose work requirements on them for benefit programs, including SNAP and Medicaid.
- SUPPORT efforts to eliminate time limits for TANF recipients and provide families who are working with modest cash assistance grants to supplement low earnings.
- SUPPORT reauthorization and increase the TANF Block Grant. OPPOSE changes to TANF that will require counties to invest new funds to administer the program.
- OPPOSE efforts to restrict allowable state maintenance-of-effort expenditures and end federal efforts to impose a national TANF error rate.
- SUPPORT federal and state financial assistance to aid county and local government efforts to meet unfunded federal mandates.
- OPPOSE elimination and reduction in funding for programs that help low-income families pay their heating bills and reduce energy bills by making homes more energy efficient, including LIHEAP and WAP.

### ***Child Welfare Services***

- SUPPORT legislation that increases and protects the safety and well-being of children at risk of abuse, neglect and exploitation.
- OPPOSE the elimination or cuts to funding streams for child welfare programs.
- SUPPORT increasing prevention dollars to help children who are victims of abuse, neglect and exploitation remain safely in their own homes or family-based settings and provide support to their caregivers.
- SUPPORT efforts to provide states with financial incentives, as opposed to monetary penalties, and minimize the significant administrative burden associated with child welfare review processes.

### ***Early Childhood Development***

- SUPPORT efforts that ensure all children have access to quality care by expanding high quality learning opportunities for children, expanding subsidized childcare and tax credits, increasing new childcare slots, increasing access to home visiting programs, and making funding available for First 5 commissions, increasing wages and supporting infrastructure of ECE programs.
- SUPPORT policies that increase or align eligibility guidelines to ensure more access of services for low income working families to programs such as Head Start.
- OPPOSE actions that would reduce funding for early childhood education, including Head Start and Early Head Start programs.
- SUPPORT funding and initiatives to support children's mental health and studies on the long-term impacts of COVID-19 on the physical and mental health of adults and children



### ***Immigration, Inclusion, and Racial and Ethnic Equity***

- OPPOSE actions to repeal DACA (Deferred Action for Childhood Arrivals) as well as legislation and administrative efforts that negatively target immigrants.
- OPPOSE actions which discourage or prevent immigrant populations from accessing public benefits and housing, including proposed changes to the Public Charge rule.
- OPPOSE any efforts that would restrict a full Census count from including all residents of the county regardless of immigration status. SUPPORT efforts to fully canvas hard-to-count communities.
- SUPPORT the inclusion of historically marginalized communities in the development of housing, workforce and health policies including COVID vaccine allocation strategies and clinical trials.
- SUPPORT legislation and administrative actions that address inequities in health, education, economic development, reentry and criminal justice.

### ***Violence Prevention***

- SUPPORT efforts to prevent, interrupt and end gun violence, child abuse, domestic violence, sexual assault, elder abuse and human trafficking in all its forms.

- OPPOSE any elimination and cuts to grant programs for violence prevention, human/labor trafficking, victim services, and federal grants related to the Violence Against Women Act.
- SUPPORT efforts that increase access to cultural responsiveness and language support for victims of crime.
- SUPPORT efforts to protect housing access and employment rights for victims of harassment and survivors of interpersonal violence.
- SUPPORT programs and actions that address suicide, injury and violence prevention.
- SUPPORT efforts aimed at reducing health disparities and inequities associated with violence against women, communities of color, and the LGBTQ+ community.
- SUPPORT increased funding for Lethality Assessment Protocols (LAP) and reallocation strategies to support other prevention programs and social services.

### ***Workforce Development***

- SUPPORT policies that meet the needs of serving businesses, workers, job seekers, and youth under the Workforce Innovation & Opportunity Act (WIOA) that preserve local decision-making relative to spending, direction of work, and other functions of local workforce boards.
- SUPPORT establishing a higher minimum wage.
- SUPPORT additional funding for WIOA programs and activities including education, training, apprenticeships, job seeker support, and job placements. SUPPORT additional funding for racial-ethnic minority communities impacted by COVID job loss and displacement.
- SUPPORT policies that increase access to training and education for social workers and staff in Aging, including programs that assist students in obtaining a social work degree.
- SUPPORT policies that drive innovation in training and apprenticeships for jobs of the future and expansion of equitable economic opportunity.



### **Land Use**

- SUPPORT legislative efforts to evaluate, clean up and redevelop contaminated sites.

## Library Services

- SUPPORT funding for the Institute of Museum and Library Services (IMLS), the primary source of federal support for the nation's approximately 120,000 libraries and 35,000 museums and related organizations.
- SUPPORT the reauthorization and funding for the Library Services and Technology Act (LSTA) including the Museum and Library Services Act.



## Natural Resources/Permit Streamlining

- SUPPORT locally-controlled resource permitting to streamline economic development activities and conserve and recover species and the habitats upon which they depend, natural resources, watersheds and open space.

## Pipeline Safety

- SUPPORT legislative efforts that increase the safety of the shipment of hazardous materials by pipeline through better monitoring, technical seismic vulnerability studies, leak detection, operational practices and equipment.

## Telecommunications and Broadband

- SUPPORT the expansion of broadband (high speed internet service) and the deployment of emergency technologies, such as small cell 5G, to drive economic development and job opportunities, support county service delivery, and improve health, education and public safety outcomes for residents.
- SUPPORT the restoration of net neutrality to ensure open and nondiscriminatory access to online information.
- SUPPORT preservation of local government ownership and control of the local public rights-of-way and ensure reasonable compensation for their use.
- OPPOSE Federal Communications Commission (FCC) rulemaking that would reduce franchise fee obligations which fund community television operations and the General Fund.
- ENSURE nondiscriminatory treatment of Public, Educational and Government (PEG) channels by cable system operators. SUPPORT continued funding for PEG channels.
- SUPPORT local decision-making and accountability of local elected officials and OPPOSE any actions that would preempt or limit the zoning and siting authority of local governments.



## Transportation, Mobility Management and Coordination

- SUPPORT and seek opportunities to streamline the regulatory process as well as encourage the development of regulations that are appropriate and flexible.
- SUPPORT policies, programs and funding increases that enable new technologies, practices, and services to improve mobility to vulnerable populations.
- SUPPORT legislative efforts to increase and improve waterborne transportation of goods when it increases safety.

## Veterans

- SUPPORT legislation to increase availability, accessibility, and utilization of Veterans Benefits.
- SUPPORT legislation to provide America's veterans organizations with resources to make necessary repairs to or replacement of their meeting halls and facilities.



## Waste Management

- SUPPORT legislation that protects human health and the environment from exposure to hazardous materials and hazardous wastes.
- SUPPORT legislative efforts that establish producer responsibility for management of products at the end of their useful life including pharmaceuticals, batteries, sharps, and veterinary medicine.
- SUPPORT legislative efforts that reduce the quantity of harmful pharmaceuticals (including veterinary medicine) that ultimately enter wastewater treatment facilities, bodies of water, and landfills.



VIA PDF E-MAIL

TO: Monica Nino, Chief Administrative Officer  
Lara Delaney, Senior Deputy County Administrator

FROM: Michelle Rubalcava and Jim Gross  
Nielsen Merksamer

DATE: January 13, 2021

RE: 2020 Contra Costa Year End Wrap Up

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It is not an overstatement to characterize 2020 as the most chaotic and destructive year in most of our memories. COVID 19 hit with almost no warning and has tested the resiliency of every person as well as the institutions of government at every level. The year commenced like any other legislative year, and Contra Costa had an ambitious but realistic legislative agenda. By April, we were forced to reassess and reprioritize.

In the final analysis, our legislative efforts in 2020 were successful. First and foremost, the county maintained an active dialogue with its legislative delegation, and the legislators and their staffs have come to rely on the calls and the county's briefings. Our legislative delegation is very supportive of the county and actively engaged in issues affecting the county and its needs. We were also successful in our pursuit of legislation. While we did have to put aside a couple of our budget asks, we were successful in getting out two sponsored bills to the Governor's desk. SB 1349 by Senator Glazer authorized the county to pursue a countywide tax increase. The Governor signed it and Measure X was passed by the electorate. AB 2387 by Assembly member Grayson also reached the Governor's desk but was vetoed. However, the veto did not affect our Department of Social Services from using telephonic assessments as that authority still exists via the Governor's COVID executive order.

The county supported numerous bills and budget proposals that were successful. One of the most significant was the so called "backfill" of realignment funds. While the amount adopted in the budget of \$1 billion, was reduced to \$750 million because of the failure of Congress to pass a relief package containing direct state and local relief, the overall effort was a victory for counties. We were very active on a number of other budget issues affecting the county, much of that in partnership with CSAC and Urban County Caucus.

Of course, the Legislature and Governor also had to shift gears in April. The Governor and his Department of Finance predicted a \$54 million deficit as a result of

COVID. Thankfully, that was a significant overestimate. However, the Governor did propose massive cuts in his May Revise premised on that estimate. In what was the first test of the Legislature's ability to assert itself as a co-equal partner, the legislature rejected most of those cuts and maintained support for local government safety net programs and for Medi-Cal and related services.

COVID did result in the Legislature not being able to do business on its normal schedule and reduced its ability to be in session. Ultimately, this had an adverse effect on pursuit of priorities such as housing legislation, comprehensive rent relief, wildfire prevention and mitigation and certain environmental issues. This was accompanied by significant tension between the Democrats in the two houses. That tension resulted in a number of significant pieces of legislation failing at the eleventh hour.

Of course, there was also an election in 2020. Aside from the success of Measure X, all of our legislative delegation was reelected, ensured continuity and experience for county representation. There were some surprises in the legislative races statewide. The Democrats picked up two seats in the state Senate (total of 31) but lost a seat in the Assembly. Many predicted a 'blue wave' that would net the Democrats more seats in the Assembly, but that did not occur. Below you will find a list of changes in legislative seats.

We survived 2020, and while 2021 has already shown we will continue to battle unprecedented challenges, we are well positioned in Sacramento to address county priorities.

**2020 General Election – New Members** (11/19/20)

DISTRICT NUMBER	TERMED / RETIRING / OTHER	REPLACED BY
AD 13	Susan Talamantes Eggman (D)	Carlos Villapudua (D)
AD 25	Kansen Chu (D)	Alex Lee (D)
AD 33	Jay Obernolte (R)	Thurston “Smitty” Smith (R)
AD 37	Monique Limón (D)	Steve Bennett (D)
AD 38	Christy Smith (D)	Suzette Martinez Valladares (R)
AD 57	Ian Calderon (D)	Lisa Calderon (D)
AD 67	Open / Melissa Melendez (R)	Kelly Seyarto (R)
AD 72	Tyler Diep (R) (lost primary)	<b>Janet Nguyen (R)</b>
AD 73	Bill Brough (R) (lost primary)	Laurie Davies (R)
AD 78	Todd Gloria (D)	Chris Ward (D)
SD 5	Cathleen Galgiani (D) (termed)	<b>Susan Talamantes Eggman (D)</b>
SD 13	Jerry Hill (D) (termed)	Josh Becker (D)
SD 15	Jim Beall (D) (termed)	Dave Cortese (D)
SD 17	Bill Monning (D) (termed)	<b>John Laird (D)</b>
SD 19	Hannah-Beth Jackson (D) (termed)	<b>Monique Limón (D)</b>
SD 23	Mike Morell (R) (termed)	Rosilicie Ochoa Bogh (R)
SD 29	Ling Ling Chang (incumbent)	<b>Josh Newman (D)</b>
SD 37	Moorlach (incumbent)	Dave Min (D)

Highlighted – Previous Member

## **Contra Costa County 2020 Legislative Advocacy**

**AB 465 (Eggman)** - Requires any program permitting mental health professionals to respond to emergency mental health crisis calls in collaboration with law enforcement to ensure the program is supervised by a licensed mental health professional, including a licensed clinical social worker.

Position: Support

*Status: Signed by Governor, Chapter 137, Statutes of 2020*

**AB 826 (Santiago)** - Establishes a program to provide emergency food assistance during the coronavirus public health emergency. It requires, upon the appropriation of funds, the Department of Social Services to contract with a Feeding America partner state organization with the capacity to provide a food assistance benefit statewide, or another nonprofit entity, to issue food assistance benefits in the form of a one-time use, prepaid card preloaded with a specified amount for use at retailers that sell groceries.

Position: Support

*Status: Vetoed*

**AB 1544 (Gipson)** - Establishes the Community Paramedicine or Triage to Alternate Destination Act and authorizes a local EMS agency to develop a community paramedicine or triage to alternate destination program to provide specified community paramedicine services. It also requires the Emergency Medical Services Authority to develop, and after approval by the Commission on Emergency Medical Services, adopt regulations and establish minimum standards for the development of those programs.

Position: Oppose Unless Amended

*Status: Signed by Governor, Chapter 138, Statutes of 2020*

**AB 1845 (Luz Rivas)** - Creates, within the Governor's office, the Office to End Homelessness, which would be administered by the Secretary on Homelessness appointed by the Governor. It requires that the Office serve the Governor as the lead entity for ending homelessness in the state and tasks the Office with coordinating homeless programs, services, data, and policies between federal, state, and local agencies, among other responsibilities.

Position: Support

*Status: Vetoed*

**AB 2054 (Kamlager)** - Enacts the Community Response Initiative to Strengthen Emergency Systems Act, or the C.R.I.S.E.S. Act, for the purpose of creating, implementing, and evaluating the C.R.I.S.E.S. Act Grant Pilot Program. It also requires the Office of Emergency Services to establish rules and regulations for the Act with the goal of making grants to community organizations and provides for the C.R.I.S.E.S. Advisory Committee.

Position: Support

*Status: Vetoed*

**AB 2387 (Grayson)** - Authorizes counties to perform the needs reassessment using telehealth, including video conference or telephone, if certain conditions are met, including that the recipient has had at least one in person assessment since the initial program intake and the recipient has had at least one in person assessment in the past twelve months. It also requires the county to notify recipients within a certain number of days of a proposed assessment by video conference or telephone.

Position: Support

*Status: Vetoed*

**AB 2688 (Cervantes)** - Appropriates \$11,000,000 from the General Fund to the Department of Veterans Affairs for allocation to counties for county veterans service officers based upon a workload unit performance formula to be developed by the department. It also requires the department to develop performance metrics to demonstrate the effective use of appropriated funds.

Position: Support

*Status: Died in Assembly Veterans Affairs - Not Heard*

**AB 2959 (Calderon)** - Reauthorizes local governmental entities to exercise authority with regard to the hauling of byproducts from the processing of food or beverages if those byproducts originate from a retail or commercial establishment such as supermarket, grocer, restaurant, or other retail food establishment. It also prohibits those entities from exercising that authority if those byproducts originate from a winegrower or brandy manufacturer.

Position: Support

*Status: Died in Senate Environmental Quality*

**AB 3300 (Santiago)** - Enacts the Access to Housing and Services Act. and establishes the Access to Housing and Services Fund. It requires the Comptroller to transfer a specified amount from the General Fund to the Fund and requires the Department of Housing and Community Development and the State Department of Social Services to jointly administer the Fund pursuant to a memorandum of understanding, to provide for services to the homeless.

Position: Support

*Status: Died in Senate Housing – Not Heard*

**SB 29 (Durazo)** - Extends eligibility for Medi-Cal benefits to individuals who are a specified age or older, and who are otherwise eligible for those benefits but for their immigration status. It also expands the requirements of the eligibility and enrollment plan, such as ensuring that an individual maintains their primary care provider without disruption.

Position: Support

*Status: Died on Assembly Inactive File*

**SB 207 (Hurtado)** - Permits a voter, from a certain number of days immediately preceding an election until the close of polls on election day, in lieu of executing a new affidavit of registration, to change the voter's residence address or political party preference by submitting, to the voter's county elections official, a written request containing the new residence address or political party preference and signed under penalty of perjury.

Position: Support

*Status: Signed by Governor, Chapter 1, Statutes of 2020*

**SB 409 (Wilk)** - Makes it a crime to transport waste matter, rocks, concrete, asphalt or dirt for the purpose of dumping it in public or private highways or roads, upon private property without the consent of the owner, or in or upon a public park or other public property. It also increases the fines for violating these prohibitions.

Position: Support

*Status: Died on Assembly Appropriations Suspense*

**SB 793 (Hill)** - Amends the Stop Tobacco Access to Kids Enforcement Act and prohibits a tobacco retailer, or any of the tobacco retailer's agents or employees, from selling, offering for sale, or possessing with the intent to sell or offer for sale, a flavored tobacco product or a tobacco product flavor enhancer. It also makes a violation punishable as an infraction with specified penalties.

Position: Support

*Status: Signed by Governor, Chapter 34, Statutes of 2020*

**SB 1349 (Glazer)** - Provides that, notwithstanding the combined rate limit under the Transactions and Use Tax Law, neither a transaction and use tax rate imposed in the County of Contra Costa by a specified transportation authority nor a transactions and use tax rate imposed by the San Francisco Bay Area Rapid Transit District will be considered for purposes of that combined rate limit within the County.

Position: Support

*Status: Signed by Governor, Chapter 369, Statutes of 2020*

**SCR 77 (Glazer)** - Renames the fourth bore of the Caldecott Tunnel as the Representative Ellen O'Kane Tauscher Memorial Bore.

Position: Support

*Status: Chaptered by Secretary of State, Resolution Chapter 2020-32*



## ALCALDE &amp; FAY

GOVERNMENT &amp; PUBLIC AFFAIRS CONSULTANTS

January 13, 2021

**To: Contra Costa County Board of Supervisors**

**From: Paul Schlesinger  
Perrin Badini  
Mackenzie Dobson**

**Re: 2020 Federal Year End Report**

---

Despite a horribly partisan Congress immobilized by internal and external factors and marked by the historic impeachment proceedings, the even rarer and all-pervasive COVID-19 pandemic, the corrosive impact of a late-term Supreme Court nomination, and the complete polarization created by perhaps the ugliest election cycle in our history, and despite Congress's continuation of its self-imposed ban on earmarks, we are pleased to report significant progress on several fronts important to Contra Costa County.

### Ongoing Army Corps Projects

Funding was obtained for water resources projects that are high on the County's priority list. In the years since Congress imposed an earmark ban on itself, there are two ways to secure Army Corps funding for local priorities: (1) work with the Administration to have them budgeted in the Administration's budget request, whereafter such amounts are routinely approved by Congress, and (2) utilize provisions funded in appropriations bills which provide additional, unallocated funding for the Army Corps, with instructions that the Corps itself determine how these additional monies are spent as part of a work plan to be submitted to Congress.

The Omnibus Appropriations measure funding the government for FY '20 included \$5.774 million for Suisun Bay dredging, compared to \$5.8 million in FY '20, and \$3.005 million for the maintenance dredging of San Pablo Bay and Mare Island Strait, up from \$2.88 million the previous year.

Additionally, as described above, the Omnibus Appropriations legislation instructed the Army Corps to submit a work plan to Congress within 60 days of the bill's enactment. With the President having signed the legislation on December 27, we are now working to ascertain whether there is a possibility of getting the funding of these projects increased, or whether they have already been funded at levels that match the capability of the Corps to work on them this year.

## **Advocacy related to the Sacramento-San Joaquin Delta**

We have been pleased to work extensively with County officials and staff in advocating before the federal government to achieve the County's objectives with regard to the Delta. These efforts have generally been in conjunction with other federal advocates working on behalf of their clients; the other members of the Delta Counties Coalition (DCC).

Of particular note, when some in the DCC seemed to want to focus on promoting the development of new water resources, we worked with County staff to try and assure that the DCC keep as its priority focus its very *raison d'être*: the rejection of the Delta Conveyance project. We also worked with staff to assure that the DCC continued to vigorously oppose the San Luis Drain settlement.

## **Funding for Mount Diablo Mercury Mine Clean-up**

We continued to keep alive federal funding sources for the clean-up of the Mount Diablo Mercury Mine. Given the moratorium on earmarks, we recognized several years ago that it would not be possible to secure a line-item appropriation for this important project. So, we worked to include language in the Statement of Managers accompanying a Water Resources Development Act (WRDA), specifically directing the Army Corps to give priority consideration to the Mount Diablo Cleanup when allocating funds made available for the Remediation of Abandoned Mine Sites program (RAMS). With this, we remain comfortable that any funding made available in Appropriations bills for the general RAMS program is virtually certain to be provided for our project whenever we may be ready for it.

We are pleased that, despite the fact that the Administration failed to recommend any funding for the RAMS program, at the County's request, Congress included \$2 million in its final appropriations bill for FY '21. Senator Feinstein, in her role as ranking Democrat on the Senate Appropriations Subcommittee on Energy and Water Development, has been a champion in securing funding for this program. Her staff has been quite explicit in telling us that the funding is intended to assist with our project.

Moreover, the Water Resources Development Act (additional information immediately following) increased by \$10 million the total amount authorized for RAMS projects.

## **Water Resources Development Act (WRDA)**

It has been the general intent of Congressional leadership to pass, every two years, a Water Resources Development Act (WRDA) authorizing projects and programs for the Army Corps of Engineers. In 2019, we were told by County staff of their concern that existing law posed an impediment to pursuing worthwhile projects in distressed communities in the County. In some cases, the County would serve as the nonfederal sponsor on a project, but existing law required that the County put up its 50% share of the cost of a feasibility study (local share generally capped at \$1.5 million) which it hesitates to do because of the uncertainty that the study will conclude that the project is

economically feasible (having a positive benefit-cost ratio) sufficient to allow it to move forward.

Working with House Committee staff, a provision was developed providing that for projects in disadvantaged communities, the Corps will review the economic feasibility of a project and let the community know if it is likely to be economically feasible before the feasibility study (which reviews both the economic and technical feasibility of a project) is begun. If it appears that a project may not be economically feasible (would produce a negative benefit-cost ratio) they will inform the community of modifications that might make it so. So, no cost share needs to be provided for a project that is not likely to be economically feasible. This provision is also likely to reduce the cost of a feasibility study, since this work has been undertaken prior to the initiation of the study. WRDA, in a separate section, clarifies that for the purposes of this provision, a disadvantaged community can be part of a larger community, such as a county, that is not disadvantaged and which is the local sponsor.

Another provision of the bill directs the Corps to prioritize planning projects related to climate change and extreme weather resiliency in disadvantaged communities.

Additionally, we worked with Congressman DeSaulnier's office to amend WRDA in its markup by the House Transportation and Infrastructure Committee to assist the County with its harmful algal bloom predicament.

Upon the Committee's release of its draft bill shortly before markup, we noted that the Great Lakes, the tidal and inland waters of the State of New Jersey, and Lake Okeechobee, Florida were specifically named as locations where the Corps should carry out "a demonstration program to determine the causes of, and impement measures to effectively detect, prevent, treat, and eliminate, harmful algal blooms". When we called this provision to the attention of Congressman DeSaulnier's office, and asked if he could add the County's waterways to the designated list, they readily agreed. Then, when Congressman Garamendi's office learned of our efforts, as a Committee Member he suggested that all the waterways of each of the five counties of the Delta Counties Coalition be similarly included. Congressman DeSaulnier offered the amendment in that form, and it was adopted. The provision became law with the President's signature on December 27.

Finally, WRDA includes a construction authorization for an ecosystem restoration project at Big Break utilizing the beneficial reuse of dredged materials from the Stockton Deep Water Ship Channel to restore 340 acres of intertidal marsh, a historical marsh previously converted into farmland until a levee break in 1928 inundated the island. Since then, Big Break has remained unvegetated open water. The project authorizes about \$16.7 million in federal funding toward the \$25.7 million total project cost. The State Department of Water Resources is the nonfederal sponsor.

## **Other Advocacy Projects**

From the County's extensive legislative program, we were asked to focus particularly on several appropriations issues. The following indicates our request and the outcome for each:

- **USDA Supplemental Nutrition Assistance Program (SNAP)**: Increase funding to \$73.477 billion from the FY 2020 level of \$67.866 billion and the Administration's budget request of \$68.281 billion
  - **House**: \$68.277 billion for SNAP
  - **Senate**: \$68.323 billion for SNAP
  - **FINAL**: \$114.04 billion for SNAP
  
- **Medicaid**: Reject the Administration's proposed 16% cut over 10 years (\$920 billion) and maintain program status quo. Medicaid funding was increased by 4%.
  
- **HUD Community Development Block Grant (CDBG)**: Maintain the FY 2020 funding level of \$3.425 billion and reject the Administration's budget proposal to zero out funding for the program
  - **House**: \$3.525 billion for CDBG
    - *The House-passed T-HUD bill includes an additional \$4 billion for the CDBG program to support recovery from the pandemic*
  - **Senate**: \$3.425 billion for CDBG
  - **FINAL**: \$3.45 billion for CDBG
  
- **HUD Homeless assistance grants**: Increase funding to \$2.9 billion from the FY 2020 level of \$2.777 billion and the Administration's budget request of \$2.773 billion
  - **House**: \$3.415 billion for Homeless Assistance Grants
  - **Senate**: \$2.951 billion for Homeless Assistance Grants
  - **FINAL**: \$3 billion for Homeless Assistance Grants
  
- **HHS/Administration for Children & Families – Temporary Aid to Needy Families (TANF)**: Increase funding to \$17.715 billion from the FY 2020 level of \$16.512 billion and the Administration's budget request of \$15.715 billion. FY '20 funding level of \$16.512 billion was maintained.
  
- **DOJ Offender Re-entry Program (Second Chance Act programs)**: Maintain the FY 2020 funding level of \$90 million and reject the Administration's budget proposal to cut funding for the program by \$2.5 million.
  - **House**: \$100 million for Second Chance Act grants
  - **Senate**: \$100 million for Second Chance Act grants
  - **FINAL**: \$100 million for Second Chance Act grants

In addition to managing the issues on the County's legislative platform, and given the dynamic nature of events in Washington, we have also brought various matters of interest to the County's attention and assisted the County when new matters surfaced that required communication with, or the input of, our delegation.

Some of the diverse issues we have called to the County's attention, worked on at the County's behalf, or simply informed our Congressional delegation about, include:

- our COVID-related needs which, of course, required our consistent and ongoing monitoring, communication, and advocacy since mid-March;
- refugee resettlement in the County;
- habitat conservation planning;
- our opposition to SNAP rules changes;
- cybersecurity legislation;
- legislation on VA benefits for survivors;
- Build America Bonds;
- Congresswoman Speier's San Francisco Bay Restoration Act;
- broadband development legislation; and
- the BNSF Railway presence at Miller-Knox Regional Shoreline.

Activities such as these certainly contribute to the long-held perception around Capitol Hill and elsewhere in Washington that Alcalde & Fay serves as the County's office here in town; a place that these offices can call, trusting that they will be communicating, if through an agent, with appropriate County officials.

As always, it has been a privilege to represent the County with its efforts as they relate to the federal government. We would be pleased to elaborate on any aspect of this work, and look forward to continuing work on your behalf in the year ahead.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Karen Mitchoff, District IV Supervisor  
Date: January 19, 2021

Subject: Establishment of a Community Advisory Committee for Measure X

---

**RECOMMENDATION(S):**

APPROVE the creation of a 17-member Community Advisory Committee to recommend the budget allocation for 50% of the annual revenue received under Measure X funds as set forth in this Board Order; and

DIRECT the County Administrator to return to the Board by February 9, 2021 with a process to move forward in soliciting applications and seating members on the Community Advisory Committee by mid-March 2021 consistent with the process set forth in this Board Order.

**FISCAL IMPACT:**

No fiscal impact at this time. Once the Community Advisory Committee is formed and begins to meet, staff time will need to be allocated to the work of the committee for the third and fourth quarters of FY 20-21.

**BACKGROUND:**

The voters passed Measure X, a ½ cent sales tax levied countywide (exempting food sales), in November 2020. Collection of the sales tax will begin in April 2021 and will be available for distribution in FY 2021-22.

---

APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  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: January 19, 2021

Contact: Chris Wikler, (925)  
521-7100

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

## BACKGROUND: (CONT'D)

A needs assessment was performed in 2019, and the following services were identified as high priorities:

- Fire and Emergency Services
- Hospital and Community Health
- Early Childhood and Youth Services
- Senior Services
- Safety Net Services; e.g., expanding access to shelter, expanding food security, homelessness assistance programs, etc.

Now that the measure has passed, it is appropriate to bring together community members and various other stakeholders as members of a Community Advisory Committee to make recommendations on Measure X expenditures.

The stakeholder group that met prior to putting Measure X on the ballot recently held discussions as to the makeup of an Oversight Committee; however, a Community Advisory Committee must first be appointed in order to make recommendations to the Board of Supervisors on how some of the funds should be allocated based on the needs assessment. An Oversight Committee will be created by the beginning of the FY 2021-22 (August 2021) so that as tax proceeds are received and allocated, the Oversight Committee can meet on a quarterly basis to review revenues and expenditures to determine that funds were appropriately received and spent. This Board Order specifically deals with creating the Community Advisory Committee at this time; the process for appointing the Oversight Committee will be discussed in May or June 2021.

### **Amount of Revenue to be Allocated:**

- The Community Advisory Committee shall make budget allocation recommendations to the Board of Supervisors for 50% of the annual revenue received under Measure X based on Measure X priorities/needs as identified in the most recent Needs Assessment
- The Board of Supervisors shall make budget allocations for 45% of the annual revenue received under Measure X in an open transparent process with public input and comment and based on Measure X priorities/principles and as identified in the most recent Needs Assessment; and
- 5% of the annual revenue be set aside in a special interest-bearing reserve account for unanticipated needs that arise during a given fiscal year. These funds could only be expended by a four-fifths (4/5<sup>th</sup>'s) vote of the Board of Supervisors.

**Responsibilities:** The Community Advisory Committee's main responsibilities:

- Overseeing an annual assessment of community needs, focusing primarily on the priority areas identified in this year's Needs Assessment, including emergency response (fire/medical), health care, safety net services, preventative care, affordable housing, and supports for early childhood, youth, families, and seniors.
- Creating detailed priority lists of the top ten service gaps (county- and community-provided) based on the results from the needs assessment.
- Using the assessment to make general funding priority recommendations to the Board

of Supervisors on 50% of the revenue generated by Measure X.

- Providing an annual report on the outcomes and impact of allocated funds.
- The committee shall initially meet as needed to develop a recommended annual budget allocation plan, and thereafter shall meet quarterly.

**Membership:** The Community Advisory Committee shall be composed of 17 individuals and its membership should represent broad and diverse voices, perspectives and expertise, including but not exclusive to: budget justice advocacy, children’s services, community health, consumer advocacy, faith leadership, senior services, fire and public safety protection, housing and homelessness, labor union representation, legal advocacy, local businesses, mental health services, non-partisan civic organizations, policy organizations, public health, racial justice and equity, safety net services, senior services, substance use services, taxpayers, and youth services.

- Committee members should have expertise in an area outlined above or that is otherwise in accordance with the priorities set by the ballot measure and needs assessment.
- Representation on the committee shall be from community-based organizations and residents from across the county who have received county- and community-provided services in the areas identified.
- Committee members shall either live or work in Contra Costa County, with a majority being residents of the County.

**Appointment Process:** The County will solicit applications to fill the 17 member committee. Applications shall be referred to the Board Finance Committee which shall make recommendations to the full Board of Supervisors on appointments to the Community Advisory Committee. The Board shall make every effort to insure that there is representation from the broadest cross-section of stakeholders as described in the “Membership” section above, as well as geographic, racial and ethnic representation reflecting the County’s diversity.

**Terms:** The initial members of the Community Advisory Committee shall serve staggered terms of two or three years, and subsequent appointments serving three-year terms, with a maximum of six years served consecutively by any member.

CLERK'S ADDENDUM

**CONTINUED to February 2, 2021.**





Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: Notice of Completion for the Walnut Creek Crosswalk Improvements Project, Walnut Creek area.

---

**RECOMMENDATION(S):**

ADOPT Resolution No. 2021/25 accepting as complete the contracted work performed by Columbia Electric, Inc., for the Walnut Creek Crosswalk Improvements Project, as recommended by the Public Works Director, Walnut Creek area. County Project No. 0662-6R4154, Federal Project No. HSIPL-5928 (144) (District I)

**FISCAL IMPACT:**

The Project was funded by 37.8% Highway Safety Improvement Program Funds, 10.7% Transportation Development Act Funds, and 51.5% Local Road Funds.

**BACKGROUND:**

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of October 28, 2020.

**CONSEQUENCE OF NEGATIVE ACTION:**

The contractor will not be paid and acceptance notification will not be recorded.

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Kevin Emigh,  
925.313.2233

cc:

AGENDA ATTACHMENTS

Resolution No. 2021/25

MINUTES ATTACHMENTS

Signed: Resolution No.

2021/25

Recorded at the request of: Clerk of the Board

Return To: Public Works Dept., Design/Const.

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

Adopted this Resolution on 01/19/2021 by the following vote:

AYE: John Gioia, District I Supervisor Candace Andersen, District II Supervisor Diane Burgis, District III Supervisor Karen Mitchoff, District IV Supervisor Federal D. Glover, District V Supervisor

NO:

ABSENT:

ABSTAIN:

RECUSE:

Resolution No. 2021/25

The Board of Supervisors RESOLVES that:

Owner (sole): Contra Costa County, 255 Glacier Drive, Martinez, CA 94553

Nature of Stated Owner: fee and/or easement

Project No.: 0662-6R4154, Federal Project No. HSIPL-5928 (144)

Project Name: Walnut Creek Crosswalk Improvements Project

Date of Work Completion: October 28, 2020

Description: Contra Costa County on March 31, 2020 contracted with Columbia Electric, Inc., for the work generally consisting of installing Rectangular Rapid Flashing Beacons (RRFBs) at two crosswalk locations in unincorporated Walnut Creek; the intersection of Olympic Boulevard and Bridgefield Road (Site 1) and the intersection of Walden Road and Westcliffe Lane (Site 2), all in accordance with the plans, drawings, special provisions and/or specifications prepared by or for the Public Works Director and in accordance with the accepted bid proposal. The project was located in the Walnut Creek area, with Western Surety Company, as surety, for work to be performed on the grounds of the County; and

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of October 28, 2020.

Identification of real property: Walnut Creek area at: the intersection of Olympic Boulevard and Bridgefield Road (Site 1) and the intersection of Walden Road and Westcliffe Lane (Site 2).

Fees: none

Legal References: none

Comments: none

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: Kevin Emigh, 925.313.2233

ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

cc:

C.1

Recorded at the request of: Clerk of the Board  
Return To: Public Works Dept., Design/Const.

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

Adopted this Resolution on 01/19/2021 by the following vote:

<b>AYE:</b>	John Gioia, District I Supervisor Candace Andersen, District II Supervisor Diane Burgis, District III Supervisor Karen Mitchoff, District IV Supervisor Federal D. Glover, District V Supervisor
<b>NO:</b>	<input type="checkbox"/>
<b>ABSENT:</b>	<input type="checkbox"/>
<b>ABSTAIN:</b>	<input type="checkbox"/>
<b>RECUSE:</b>	<input type="checkbox"/>

Resolution No. 2021/25

The Board of Supervisors RESOLVES that:

Owner (sole): Contra Costa County, 255 Glacier Drive, Martinez, CA 94553

Nature of Stated Owner: fee and/or easement

Project No.: 0662-6R4154, Federal Project No. HSIPL-5928 (144)

Project Name: Walnut Creek Crosswalk Improvements Project

Date of Work Completion: October 28, 2020

Description: Contra Costa County on March 31, 2020 contracted with Columbia Electric, Inc., for the work generally consisting of installing Rectangular Rapid Flashing Beacons (RRFBs) at two crosswalk locations in unincorporated Walnut Creek; the intersection of Olympic Boulevard and Bridgefield Road (Site 1) and the intersection of Walden Road and Westcliffe Lane (Site 2), all in accordance with the plans, drawings, special provisions and/or specifications prepared by or for the Public Works Director and in accordance with the accepted bid proposal. The project was located in the Walnut Creek area, with Western Surety Company, as surety, for work to be performed on the grounds of the County; and

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of October 28, 2020.

Identification of real property: Walnut Creek area at: the intersection of Olympic Boulevard and Bridgefield Road (Site 1) and the intersection of Walden Road and Westcliffe Lane (Site 2).

Fees: none

Legal References: none

Comments: none

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: Kevin Emigh, 925.313.2233

ATTESTED: January 19, 2021  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: *Stacey M. Boyd*  
Stacey M. Boyd, Deputy



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: Advertise the 2021 On-Call Sweeping Services Contract(s) for Various Road Maintenance Work, Countrywide

---

**RECOMMENDATION(S):**

AUTHORIZE the Public Works Director, or designee, to advertise for the 2021 On-Call Sweeping Services Contract(s) for Various Road Maintenance Work, for routine maintenance of existing road pavement, Countywide. (100% Local Road Funds)

**FISCAL IMPACT:**

100% Local Road Funds.

**BACKGROUND:**

The Public Works Department will use the 2021 On-Call Sweeping Services Contract(s) for Various Road Maintenance Work to provide supplemental sweeping services, as needed, to Public Works Maintenance crews for routine road maintenance and repairs in various locations within Contra Costa County.

The Public Works Department intends to award at least one (1) \$600,000 contract, but not more than four (4) \$600,000 contracts, to the responsible bidder(s). Each contract will have a term of one year with the option of two (2) one-year extensions, and will be used, as needed, without a minimum amount that has to be spent.

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Caroline Tom, 925  
313-7007

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not advertised and awarded, the Public Works Department may be unable to complete routine road maintenance work in a timely manner.



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: Prohibit parking at all times on both sides of Lomas Cantadas (Road No. 2244C), Orinda area.

---

**RECOMMENDATION(S):**

ADOPT Traffic Resolution No. 2021/5000 to prohibit stopping, standing, or parking on Lomas Cantadas (Road No. 2244C), as recommended by the Public Works Director, Orinda area. (District II)

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

The City of Orinda and the Orinda Police Department have received several calls and complaints from residents in the area, who have stated that they observe high-risk behavior at turnouts on Lomas Cantadas. Based on the statements made by the residents, enforcement agency observations, as well as the fire danger presented by the conditions in the Grizzly Peak area, and resulting requests from the multi-agencies of Moraga-Orinda Fire Department, County Sheriff's Department, and the Orinda Police Department, the County Public Works Department Transportation Division recommends enacting a traffic resolution to restrict parking on Lomas Cantadas in the Orinda area.

**CONSEQUENCE OF NEGATIVE ACTION:**

Parking will remain unrestricted and enforcement authorities will be unable to enforce parking violations.

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

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE:
- John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Monish Sen,  
925.313.2187

cc:



AGENDA ATTACHMENTS

Letter of Support

Traffic Resolution 2021/5000

MINUTES ATTACHMENTS

Signed: Traffic Resolution No.  
2021/5000



Date: November 24, 2020

Monish Sen  
Senior Civil Engineer  
Contra Costa Public Works  
255 Glacier Drive  
Martinez, CA 94553

Subject: Lomas Cantadas Roadside Turnout Closure Request

Dear Mr. Sen,

As you may be aware, our agencies have received a significant number of public complaints regarding large crowds gathering on Lomas Cantadas in unincorporated Contra Costa County just East of Grizzly Peak. This area has a significant history of roadside fires started from the numerous pull outs along the shoulder. In response to this history and the increased popularity of these areas for social gatherings due to COVID-19 restrictions closing alternative locations turnouts along Grizzly Peak have recently been closed by EBRPD by placing logs along the roadway.

A fire start in the light flashy fuels and brush which predominate in these areas has the potential to rapidly spread to the East under normal weather conditions. A fire moving East threatens the El Toyonal neighborhood of Orinda. Built in the 1920s, this area is defined by steep slopes, a single winding evacuation route, and heavy fuel loading. In short, an evacuation of El Toyonal in the face of a fire starting on Lomas Cantadas represents a significant threat to both lives and property. Under Diablo Wind conditions, this same fire start has the potential to recreate the fire conditions of the 1991 Tunnel Fire and the 1923 Berkeley Hills Fire, both of which were the most destructive in state history at their time.

Over the last couple months, the Oakland Police Department has organized multi-agency operations on Grizzly Peak in response to reports of large gatherings with fires, fireworks, gunfire and other high-risk behavior in the turnouts. These operations have resulted in the contact of hundreds of people with parked cars on Grizzly Peak. Lomas Cantadas is a road that runs south from Grizzly Peak Road in the immediate vicinity, through Contra Costa County jurisdiction into the City of Orinda. The City of Orinda and the Orinda Police Department have received several calls and complaints from residents in the area, who have stated they observe high-risk behavior at turnouts on the upper Lomas Cantadas. Residents also report they go to the turnouts on Lomas Cantadas and pick up trash left by people who stay in these turnouts overnight. Based on the statements of residents of high-risk behavior, coupled with the extreme fire danger presented by the conditions in the area of Grizzly Peak, parking restrictions for the turnouts in the County area of upper Lomas Cantadas seem reasonable.

In closing, we collectively urge you to enact a parking resolution to restrict access to these turnouts during hours of darkness as defined by the California Vehicle Code, to reduce the risk of wildfire in our area.

David Winnacker  
Fire Chief  
Moraga-Orinda Fire District

Lieutenant Brian Sliger  
Contra Costa Sheriff's Office  
Valley Station Commander

David Cook  
Chief of Police  
City of Orinda

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA**

Adopted this Traffic Resolution on January 19, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

TRAFFIC RESOLUTION NO. 2021/5000  
Supervisory District II

---

SUBJECT: Prohibit stopping, standing, or parking of vehicles on Lomas Cantadas (Road No. 2244C), Orinda 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, standing, or parking is hereby declared to be prohibited on both sides of Lomas Cantadas (Road No. 2244C), as recommended by the Public Works Director, Orinda area.

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.

MS:sr

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

cc: California Highway Patrol  
Sheriff Department

ATTESTED: \_\_\_\_\_  
Monica Nino, Clerk of the Board of Supervisors and County Administrator

By \_\_\_\_\_, Deputy

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA**

Adopted this Traffic Resolution on January 19, 2021 by the following vote:

AYES: Gioia, Andersen, Burgis, Mitchoff, Glover

NOES: None

ABSENT: None

ABSTAIN: None

**TRAFFIC RESOLUTION NO. 2021/5000**  
**Supervisory District II**

---

**SUBJECT:** Prohibit stopping, standing, or parking of vehicles on Lomas Cantadas (Road No. 2244C), Orinda 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, standing, or parking is hereby declared to be prohibited on both sides of Lomas Cantadas (Road No. 2244C), as recommended by the Public Works Director, Orinda area.

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.

MS:sr

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

cc: California Highway Patrol  
Sheriff Department

ATTESTED: January 19, 2021  
Monica Nino, Clerk of the Board of Supervisors and County Administrator

By Stacey M. Boyd, Deputy



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: APPROVE Notice of Intention to assign utility easements to the Bay Area Infrastructure Financing Authority, Martinez area.

**RECOMMENDATION(S):**

APPROVE Notice of Intention to assign two utility easements to the Bay Area Infrastructure Financing Authority (BAIFA), located in the City of Martinez and described within the boundaries of Parcel 63538-1 and 63539-1 pursuant to Government Code Section 25365. [Project No. 4660-6X4172-(CP#16-47-SCH#2013102020)].

DECLARE that this Board will meet on February 2, 2021 at 10:00 a.m. or thereafter, in the Board's Chambers, County Administration Building, 1025 Escobar Street, Martinez, California 94553, to consummate the assignment.

DIRECT the Real Estate Division of the Public Works Department to publish the attached notice in the Contra Costa Times pursuant to Government Code Section 6061.

**FISCAL IMPACT:**

100% Contra Costa Transportation Authority Funds.

**BACKGROUND:**

The County acquired property rights in connection with the I-680 North Express Lanes Project on behalf of the Contra Costa Transportation Authority (CCTA). CCTA does not

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Jewel Lopez, 925.  
957-2485

cc:

BACKGROUND: (CONT'D)

have the ability to hold title. In order for the easements described within the boundaries of 63538-1 and 63539-1 to be properly maintained, it is necessary for the County to assign said easement rights to BAIFA.

On November 15, 2016, the Board of Supervisors adopted the previously approved Initial Study Negative Declaration/Environmental Assessment with Finding of No Significant Impact for the I-680 North Express Lanes Project.

CONSEQUENCE OF NEGATIVE ACTION:

BAIFA will not have the necessary rights to properly maintain and repair the above described easements, that are part of the high occupancy vehicle express lanes off of I-680, and the County will continue to hold and be responsible for these rights unnecessarily.

ATTACHMENTS

Publication for Notice of Intention - Assignment of Easements

# **PUBLICATION REQUEST**

## **Real Estate Division**

**TO:** Real Estate Clerk

**FROM:** Jewel Lopez  
Real Estate Division – Public Works  
(925) 957-2485

**PROJECT NAME:** I-680 North Express Lanes Project – Assignment of Easements

**PROJECT NO.:** 4660-6X4172

**BOS MTG. DATE:** January 19, 2021

**REQUESTED PUBLICATION DATE(S):** January 23, 2021

**REQUESTED PUBLISHING PAPER(S):** Contra Costa Times

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### **REQUIRED ATTACHMENTS:**

- Board Order
- Documents to be published

***Do not type/write below this line – Publication language on following page***

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RP TECHNICAL ASST. \_\_\_\_\_

BOS APPROVED ON \_\_\_\_\_

SUBMITTED FOR PUBLICATION ON \_\_\_\_\_

PUBLICATION CONFIRMATION SENT TO:

- ✓ Finance
- ✓ Requesting Division
- ✓ Chief Clerk BOS

CONTRA COSTA COUNTY  
**PUBLIC WORKS DEPARTMENT**  
**255 Glacier Drive**  
Martinez, CA 94553

**NOTICE OF INTENTION TO ASSIGN EASEMENTS**

The Board of Supervisors of Contra Costa County declares its intention to assign to the Bay Area Infrastructure Financing Authority (BAIFA) utility easements and incidents thereto, located in the City of Martinez within the boundaries of Parcel 63538-1 and 63539-1 in connection to the I-680 North Express Lanes Project. Descriptions of the proposed easements to be assigned are available at the Contra Costa County Public Works Department, 255 Glacier Drive, Martinez, California. The Board will meet on Tuesday, February 2, 2021 at 10:00 a.m. in its Chambers, County Administration Building, 1025 Escobar Street, Martinez, California 94553, to consummate the assignment.

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: \_\_\_\_\_  
Monica Nino, Clerk of the Board of Supervisors and County Administrator

By \_\_\_\_\_, Deputy





**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: Contingency Fund Increase and Contract Change Order for the Kirker Pass Road Northbound Truck Climbing Lane Project, Concord and Pittsburg areas.

---

**RECOMMENDATION(S):**

APPROVE the Kirker Pass Road Northbound Truck Climbing Lane Project contingency fund increase of \$400,000 for a new contingency fund total of \$1,815,376.30, and a new payment limit of \$15,969,139.30, and

AUTHORIZE the Public Works Director, or designee, to execute Contract Change Order No. 6 Supplemental 1, with Granite Rock Company, effective January 19, 2021, in an amount not to exceed \$400,000. Project No. 0662-6R4052 (District IV and V)

**FISCAL IMPACT:**

The construction contract and associated fees of this project will be funded by 13% Surface Transportation Improvement Program Funds, 6% One Bay Area Grant Local Streets and Road Program Funds, 9% State Match Program Funds, 41% Local Road Funds, 29% Measure J Regional Funds, 2% Measure J Return to Source Funds.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Kevin Emigh,  
925.313.2233

cc:

**BACKGROUND:**

Contract Change Order No. 6 Supplemental 1 is necessary to pay the contractor, Granite Rock Company, for additional costs incurred as a result of revisions to a retaining wall to accommodate the close proximity of an adjacent creek.

The contingency fund increase is necessary to compensate the contractor for unforeseen extra work necessary for construction of the project.

**CONSEQUENCE OF NEGATIVE ACTION:**

The lack of approval would prevent successful completion of this contract and prevent payment for the additional work performed by the contractor.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: January 19, 2021

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 N10194 Aviation, LLC for a north-facing T-hangar at Buchanan Field Airport effective January 1, 2021 in the monthly amount of \$370.00, Pacheco area (District IV).

**FISCAL IMPACT:**

The Airport Enterprise Fund will realize \$4,440.00 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.

On September 1, 2000, the ninety-three

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Beth Lee  
(925)681-4200

cc:

BACKGROUND: (CONT'D)

(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

T-Hangar Agmt - E-11 N10194 Aviation, LLC

## CONTRA COSTA COUNTY - BUCHANAN FIELD AIRPORT

### T-HANGAR AND SHADE HANGAR RENTAL AGREEMENT

1. **PARTIES:** January 1, 2021 ("Effective Date"), the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("Airport"), **N10194 Aviation, 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 # **E-11** 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 **January 1, 2021**, 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 \$ **370.00** 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: Monica Nino, County Administrator  
Date: January 19, 2021

Subject: claims

---

**RECOMMENDATION(S):**

DENY claims filed by Kevin Adams, Nickolas Emanuel Jeremiah Pitts (2), James H. Flournoy, Emilio Pacheco Avendano, California Casualty Indemnity Exchange, Crestbrook Insurance a subrogee of Miranda Gill, Kyung Seol Lee, Arunas Ngin and Kiran Kaur.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

Kevin Adams: Personal injury claim related to bicycle accident in an undisclosed amount.

Nickolas Emanuel Jeremiah Pitts: Personal injury claim based on conditions at West County Detention Facility in the amount of \$300,000.

Nickolas Emanuel Jeremiah Pitts: Personal injury claim related to altercation in County jail in the amount of \$200,000.

James H. Flournoy: Personal claim for injuries sustained in wheelchair accident while in custody in a negotiable amount.

Emilio Pacheco Avendano:

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Scott Selby, Risk Management

cc:





BACKGROUND: (CONT'D)

Personal injury claim related to auto accident in the amount of \$5,000,000.

California Casualty Indemnity Exchange: Indemnity property claim for damage to insured vehicle in the amount of \$3,135.12.

Crestbrook Insurance a subrogee of Miranda Gill: Indemnity property claim for damage to insured vehicle in the amount of \$10,634.35.

Kyung Seol Lee: Personal injury claim related to auto accident in unknown amount.

Arunas Ngin: Property damage claim related to auto accident in an undisclosed amount.

Kiran Kaur: Property damage claim related to auto accident in the amount of \$6,500.



Contra  
Costa  
County

To: Board of Supervisors  
From: Kathy Gallagher, Employment & Human Services Director  
Date: January 19, 2021

Subject: Proclaim the Month of January 2021 as Human Trafficking Awareness Month in Contra Costa County

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Joellen Bergamini, Deputy

Contact: Tish Gallegos - 84808

cc:

CLERK'S ADDENDUM

**Speakers: Dana from the District Attorney's Office thanked the Board for this resolution.**

ATTACHMENTS

Resolution 2021/29

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

In the matter of:

**Resolution No. 2021/29**

Proclaiming January 2021 as Human Trafficking Awareness Month in Contra Costa County

WHEREAS, human trafficking is a form of abuse in which force, fraud or coercion is used to manipulate victims for the purpose of commercial sexual or labor exploitation; that occurs in every industry and affects individuals of all genders, ages and of all backgrounds; and

WHEREAS, human trafficking is a lucrative industry and the fastest growing criminal industry in the world; and uses violent and exploitive tactics to target vulnerable members of our communities; and

WHEREAS, the crime of human trafficking violates an individual's privacy, dignity, security and humanity due to the systematic use of physical, emotional, sexual, psychological and economic exploitation, control and/or abuse; and

WHEREAS, the impact of human trafficking is wide-ranging, directly affecting foreign nationals as well as US citizens, and society as a whole; victims experience trauma, violence, lies and coercion at the hands of their traffickers. It is often the most at risk members of our communities who are affected by human trafficking; and

WHEREAS, as of from January 1, 2019 to December 31, 2019, 11,500 human trafficking cases were reported nationally to the National Human Trafficking Resource Center; of those reports, the majority of cases were reported in California. Contra Costa County is not immune to human trafficking. While underreported, over the last four years the Contra Costa Human Trafficking Coalition and several partner agencies including Community Violence Solutions, STAND! for Families Free of Violence, Bay Area Legal Aid, International Rescue Committee and Calli House, identified and served over 500 victims of human trafficking.

WHEREAS, the County's Alliance to End Abuse acknowledges that fighting exploitation and human trafficking is a shared community responsibility and therefore has worked with numerous public and private agencies to establish the Contra Costa Human Trafficking Coalition and the Contra Costa Human Trafficking Task Force in partnership with the District Attorney's office, in order to strengthen the County's comprehensive response to human trafficking initiated by county departments, law enforcement agencies, and numerous community and faith-based organizations; and continuing to build its collaboration by linking with local, regional and federal agencies; and

WHEREAS, Contra Costa County is working to raise awareness so individuals will become more informed, identify ways their behavior contributes to a patriarchal culture that supports and tolerates the systemic abuse of vulnerable populations that include women and people of color; and take action to end human trafficking in their communities.

that the County of Contra Costa does hereby proclaim January 2021 as HUMAN TRAFFICKING AWARENESS MONTH, and urges all residents to actively participate in the efforts to both raise awareness of, and end, all forms of human trafficking in our communities. During Human Trafficking Awareness Month, let us recognize the survivors of trafficking, and let us resolve to build a future in which no people are denied their inherent human rights of freedom and dignity. Let us make it known that human trafficking has no place in this city, this county, this nation or this world.

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**DIANE BURGIS**  
Chair, District III Supervisor

---

**JOHN GIOIA**  
District I Supervisor

---

**CANDACE ANDERSEN**  
District II 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: January 19, 2021

Monica Nino,

By: \_\_\_\_\_, Deputy



Contra  
Costa  
County

To: Board of Supervisors  
From: Diane Burgis, District III Supervisor  
Date: January 19, 2021

Subject: Recognizing Robert Doyle

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

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE:
- John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Joellen Bergamini, Deputy

Contact: Lea Castleberry

cc:

ATTACHMENTS

Resolution

2021/37

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

In the matter of:

**Resolution No. 2021/37**

recognizing Robert Doyle and his retirement with the East Bay Regional Park District

WHEREAS, Robert Doyle advanced park funding strategies for the Park District and State-wide through creative, strategic efforts; enhancing the Park District's stewardship of taxpayer funds through insightful, calculated risk-taking; and development of cutting-edge model partnerships, efforts which have taught and inspired others about possibilities for development of park funding.

WHEREAS, Robert Doyle increased public land and trail acquisitions throughout the East Bay Regional Park District by expanding the Park District's acreage by 61,000+ acres. This effort has provided increased access for residents throughout the Park District's two counties, especially in the more rural eastern areas; promoted smart development within urban limit lines through strategic purchases of small parcels which also protect(ed) potential future open space acquisition targets from encroaching development; and advanced biodiversity through a focus on contiguous land preservation - protecting the greenbelt.

WHEREAS, as General Manager, overseeing the greatest diversification of the Park District's user base through his leadership to implement innovative management models, such as expanding the Regional Parks Foundation to champion private fundraising in support of park access for disadvantaged youth; embracing multicultural outreach efforts, providing support, funding, and staff for community based engagement efforts; the development of youth outreach programs such as Kids Healthy Outdoor Challenge; the expansion of the Healthy Parks Healthy People initiative through partnering with the NPS; and working with hospitals on science based health outreach through programs such as the Parks Rx SHINE (Stay Healthy in Nature Every day), Walk with a Doc, and partnerships with local hospitals in response to the science that overwhelmingly shows time in nature has multiple health benefits, and a view that parks are an important part of the health care system; and

WHEREAS, before and during his time with EBRPD Robert helped form, and served on, various diverse parks and open space committees such as: founding member and Executive Committee Member of the Bay Area Open Space Council, founding Board member of Save Mt. Diablo, , founding Board member of the East Bay Conservation Corps, Contra Costa County Agricultural Trust Board of Directors; and

WHEREAS, even as a youth in high-school, Robert's social and volunteer activities revolved around raising money to protect open space, serving as the president of Save America's Natural Environment (SANE), a youth group in Contra Costa County that worked to acquire and preserve Las Trampas Ridge to save it from slated development.

NOW THEREFORE, BE IT RESOLVED, THAT THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS DOES HEREBY RECOGNIZE ROBERT DOYLE AND HIS WORK WITH THE EAST BAY REGIONAL PARK DISTRICT BY ENSURING PARKS AND LANDS ARE PRESERVED, RESTORED, MAINTAINED AND ACCESSIBLE TO THE RESIDENTS OF CONTRA COSTA COUNTY.

---

**DIANE BURGIS**



Chair, District III Supervisor

\_\_\_\_\_  
**JOHN GIOIA**

District I Supervisor

\_\_\_\_\_  
**CANDACE ANDERSEN**

District II 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: January 19, 2021

Monica Nino,

By: \_\_\_\_\_, Deputy



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: January 19, 2021

Subject: Property Tax Administrative Cost Recovery

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**RECOMMENDATION(S):**

1. RECEIVE the 2020-2021 report of the Auditor-Controller that contains the property tax-related costs of the Assessor, Tax Collector, Auditor and Assessment Appeals Board for the 2019-2020 fiscal year, as required by Resolution No. 97/129;
2. FIX March 2, 2021 at 9:30 a.m. for a public hearing on the determination of property tax administrative costs;
3. DIRECT the Clerk of the Board to notify affected local jurisdictions of the public hearing; and
4. DIRECT the Clerk of the Board to prepare and publish the required legal notice and make supporting documentation available for public inspection.

**FISCAL IMPACT:**

None. The report details the property tax-related costs of the County in fiscal year 2019-2020 in order to determine the amount of cost recovery in fiscal year 2020-2021. The determination of the property tax administrative costs will occur at the hearing on March 2, 2021.

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Lisa Driscoll (925)  
335-1023

cc:

BACKGROUND:

In 1997, the Board of Supervisors adopted Resolution No. 97/129 which provides procedures for property tax administrative cost recovery. The recommended actions are necessary for implementation of Resolution No. 97/129 for the current fiscal year.

CONSEQUENCE OF NEGATIVE ACTION:

If the hearing is not set to consider and adopt the finding of property tax costs, the costs cannot be recovered, resulting in a loss of General Fund revenue in the current fiscal year.

ATTACHMENTS

2020-21 Property Tax Administration Charges

Office of the Auditor-Controller  
Contra Costa County


Robert R. Campbell  
Auditor-Controller



Harjit S. Nahal  
Assistant Auditor-Controller

625 Court Street  
Martinez, California 94553-1282  
Phone (925) 335-8600  
Fax (925) 646-2649

January 7, 2021

TO: Contra Costa County Board of Supervisors  
FROM: Robert Campbell, Auditor-Controller   
SUBJECT: **2020-2021 Property Tax Administration Charges**

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Commencing with the 1990-91 fiscal year, Revenue and Taxation Code §95.3 (replacing R&T §97.5), provides for the County Auditor-Controller to annually determine property tax administration costs proportionately attributable to incorporated cities and local jurisdictions for fiscal year 1989-90 and thereafter. For purposes of this section, property tax administration costs are the property tax related costs of the Assessor, Tax Collector, County Assessment Appeals Board, and Auditor-Controller, including applicable administrative overhead costs as permitted by Federal OMB Circular A-87 standards.

The following attachments comprise the 2020-21 Property Tax Administration report of the Auditor-Controller pursuant to the County Board of Supervisors' Resolution No. 97/129.

**Attachment I** summarizes the direct and overhead costs of the Assessor, Tax Collector, Assessment Appeals Board, and Auditor-Controller for the 2019-20 fiscal year. Also included are all offsetting revenues received by the County for providing property tax related services. The 2019-20 net cost of property tax administration was \$17,599,506. This amounts to approximately .56% of all 2019-20 property taxes levied countywide.

**Attachment II** allocates the \$17,599,506 net cost to each incorporated city and to each local jurisdiction receiving property tax revenues during the 2020-21 fiscal year. This cost allocation to each entity is based on the net revenues of each entity as a percentage of total revenues. School districts, community college districts, and the County Office of Education are exempt from those provisions authorizing County recovery of their proportionate share of property tax administrative costs. As a result, the County absorbs the Schools' share, which, this year, amounts to \$8,436,409.

**CONTRA COSTA COUNTY**

**AUDITOR-CONTROLLER'S REPORT**

on

**2020-2021 Property Tax Administration Charges**

Table of Contents

*Attachment I*

- 3 Summary Calculations
- 4 Assessor's Department
- 5 Treasurer-Tax Collector's Department
- 6 Auditor-Controller's Department
- 7 Assessment Appeals Board
- 8 Federal A-87 Overhead Allocation
- 9 Revenue Offsets

*Attachment II*

- 10 Administrative Cost Allocation

**CONTRA COSTA COUNTY**

**2020-2021 Property Tax Administration Charges**

**SUMMARY CALCULATIONS**

**NOTE:** Per Revenue and Taxation Code Section 95.3, the property tax administration fee to be charged in the 2020-21 Fiscal Year shall be based on the 2019-20 property tax related costs of the Assessor, Tax Collector, Auditor-Controller, and Assessment Appeals Board including applicable overhead costs as permitted by Federal Circular A-87 standards.

**Property Tax Related Cost:**

Assessor	\$ 15,991,184	
Tax Collector	3,922,237	
Auditor-Controller	1,334,327	
Assessment Appeals Board	118,221	
Total		<b>\$ 21,365,969</b>

**Overhead Cost per Circular A-87:**

Assessor	1,893,724	
Tax Collector	568,420	
Auditor-Controller	195,743	
Total		<b>2,657,887</b>

**Less: Fees Received for Property Tax Related Services:**

County General	2,593,386	
Assessor	403,919	
Tax Collector	2,293,193	
Auditor-Controller	1,133,852	
Total		<b><u>6,424,350</u></b>

**Net Property Tax Administration Cost,  
2020-2021 Fiscal Year** **\$ 17,599,506**

**CONTRA COSTA COUNTY**  
**2020-2021 Property Tax Administration Charges**  
**ASSESSOR'S DEPARTMENT**

<u>DIRECT AND INDIRECT DEPARTMENTAL COST</u>	<u>ACTUAL 2019-2020</u>
Salaries & Employee Benefits	\$ 13,700,122
Services & Supplies	2,456,130
Gross Cost	<u>16,156,252</u>
LESS:	
** Intrafund Transfers	<u>165,068</u>
<b>TOTAL ASSESSOR COST</b>	<b>15,991,184</b>
LESS: ASSESSOR REVENUE OFFSETS	<u>403,919</u>
<b>NET ASSESSOR DEPARTMENT COST</b>	<b><u>\$ 15,587,265</u></b>

\*\* Costs are related to preparing maps for LAFCO and County GIS related expenses.

## CONTRA COSTA COUNTY

## 2020-2021 Property Tax Administration Charges

TREASURER-TAX COLLECTOR'S DEPARTMENT

<u>DIRECT AND INDIRECT DEPARTMENTAL COST</u>	<u>ACTUAL 2019-2020</u>
Salaries & Employee Benefits	\$ 3,811,453
Services & Supplies	1,728,739
Capital Assets	11,101
Other Charges	5,964
Gross Cost	<u>5,557,257</u>
LESS:	
* Capital Assets	11,101
Intrafund Transfers	(2,067)
Treasury Function Costs	1,463,050
Business License Program	<u>162,936</u>
<b>TOTAL TAX COLLECTOR COST</b>	<b><u>3,922,237</u></b>
LESS: TAX COLLECTOR REVENUE OFFSETS	<u>2,293,193</u>
<b>NET TAX COLLECTOR COST</b>	<b><u>\$ 1,629,044</u></b>

\*Capital asset costs included in the A-87 allocation are excluded from direct costs.



**CONTRA COSTA COUNTY**

**2020-2021 Property Tax Administration Charges**

**AUDITOR-CONTROLLER'S DEPARTMENT**

<b><u>PROPERTY TAX FUNCTION - DIRECT AND INDIRECT DEPARTMENT COSTS</u></b>	<b><u>ACTUAL 2019-2020</u></b>
Salaries & Employee Benefits	\$ 711,763
Information Technology Costs	515,879
Other Services and Supplies	(26,374)
Accounts Payable - Supplemental & Other Tax Refunds	3,410
Department Overhead Allocation	<u>129,649</u>
<b>TOTAL PROPERTY TAX FUNCTION COSTS</b>	<b><u>1,334,327</u></b>
<b>LESS: TOTAL PROPERTY TAX FUNCTION REVENUE OFFSETS</b>	<b><u>1,133,852</u></b>
<b>NET AUDITOR-CONTROLLER COST</b>	<b><u><u>\$ 200,475</u></u></b>

**CONTRA COSTA COUNTY**  
**2020-2021 Property Tax Administration Charges**  
**ASSESSMENT APPEALS BOARD**

<u>DIRECT AND INDIRECT COSTS</u>	<u>ACTUAL</u> <u>2019-2020</u>
Clerk of the Board	\$ 77,716
Assessment Appeals Board - allowances and postage	16,929
County Counsel	<u>23,576</u>
<b>TOTAL ASSESSMENT APPEALS BOARD COST</b>	<b><u>\$ 118,221</u></b>

**CONTRA COSTA COUNTY**  
**2020-2021 Property Tax Administration Charges**  
**FEDERAL A-87 OVERHEAD ALLOCATION**

<u>Department</u>	<u>A-87 Plan 2019-2020 Actual</u>	<u>Percent Property Tax Related</u>	<u>Net to Allocate</u>
Assessor	\$ 1,893,724	100%	\$ 1,893,724
Tax Collector	800,591	71%	568,420
Auditor-Controller(Tax Division)	<u>195,743</u>	100%	<u>195,743</u>
<b>TOTALS</b>	<b><u>\$ 2,890,058</u></b>		<b><u>\$ 2,657,887</u></b>

## CONTRA COSTA COUNTY

## 2020-2021 Property Tax Administration Charges

REVENUE OFFSETSCounty General

0005	9608	Supplemental Tax Administration Fees	\$ 2,593,386	
				\$ 2,593,386

Assessor

0016	1600	Administration	859,469	
	1600	Excludable Revenues (Direct credits and non-property tax related revenues)	(735,798)	
0016	1605	Drafting	1,095	
	1647	Roll Maintenance	279,153	
				<u>403,919</u>

Tax Collector

0015		Tax Collector Revenue	3,388,764	
		Excludable Revenues (Direct credits and non-property tax related revenues)	<u>(1,095,571)</u>	
				<u>2,293,193</u>

Auditor-Controller

0010	1004	Tax & Cost Accounting Division Revenue	1,599,057	
		Excludable Revenues (Direct credits and non-property tax related revenues)	<u>(465,205)</u>	
				<u>1,133,852</u>

<b>TOTAL REVENUE OFFSETS</b>				<b><u>\$ 6,424,350</u></b>
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CONTRA COSTA COUNTY  
2020-2021 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2020-2021 AB 8 Allocation	2020-2021 Unitary Allocation	2020-2021 Pass-thru H&S 33676	Net Revenue	2020-2021 Adj Allocation Factors	\$ 17,599,506 to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)
1003	County General	\$ 264,367,517	6,473,972	394,815	\$ 271,236,304	0.1183976245199	\$ 2,083,742
<u>COUNTY GOVERNED SPECIAL DISTRICTS</u>							
1206	County Library	30,055,791	416,590	40,510	30,512,891	0.0133192120526	234,412
2135	West CCC Healthcare	4,021,839	54,033	0	4,075,872	0.0017791628740	31,312
2020	Contra Costa Fire	124,192,884	1,192,254	101,190	125,486,328	0.0547761596971	964,033
2028	Crockett Carquinez Fire	607,883	9,360	0	617,243	0.0002694332803	4,742
3060	East Contra Costa Fire	15,350,200	95,496	0	15,445,696	0.0067422159057	118,660
2401	Service Area L-100	1,031,342	16,299	38,821	1,086,462	0.0004742524857	8,347
2470	Service Area M-1	63,674	1,178	0	64,852	0.0000283088195	498
2475	Service Area M-29	317,318	689	0	318,007	0.0001388135859	2,443
2488	Service Area M-16 Clyde	32,471	258	0	32,729	0.0000142864107	251
2489	Service Area M-17 Montalvin	207,221	1,924	0	209,145	0.0000912939532	1,607
2492	Service Area M-20 Rodeo	13,366	130	0	13,496	0.0000058912700	104
2494	Svc Area RD4 Bethel Isle	7,025	385	0	7,410	0.0000032344590	57
2496	Svc Area M23 Blackhawk	2,406,685	18,359	0	2,425,044	0.0010585581236	18,630
2505	Flood Control CCC Water	3,735,272	52,663	4,753	3,792,688	0.0016555501586	29,137
2520	Flood Control Zone 3B	6,302,573	62,017	0	6,364,590	0.0027782134857	48,895
2521	Flood Cont Z1 Marsh Ck	2,442,815	17,124	0	2,459,939	0.0010737905932	18,898
2527	Flood Control Zone 7	68,555	1,141	2,869	72,565	0.0000316754060	557
2530	Flood Control Zone 8	21,401	424	0	21,825	0.0000095269307	168
2531	Flood Control Zone 8A	27,772	367	0	28,139	0.0000122829737	216
2550	Flood Cont Drainage 290	2,364	24	0	2,388	0.0000010424362	18
2551	Flood Cont Drainage 300	5,485	86	0	5,571	0.0000024319773	43
2552	Flood Cont Drainage A13	394,508	2,754	0	397,262	0.0001734090322	3,052
2554	Flood Cont Drainage 10	420,753	2,835	0	423,588	0.0001849007119	3,254
2563	Flood Cont Drainage 127	15,643	211	0	15,854	0.0000069203621	122
2583	Flood Cont Drainage 16	96,478	707	0	97,185	0.0000424221361	747

CONTRA COSTA COUNTY  
2020-2021 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2020-2021 AB 8 Allocation (1)	2020-2021 Unitary Allocation (2)	2020-2021 Pass-thru H&S 33676 (3)	Net Revenue (4)	2020-2021 Adj Allocation Factors (5)	\$ 17,599,506 to Allocate (6)
2652	S/A Pl 2 Danville	498	90	0	588	0.0000002568169	5
2653	S/A Pl-2 Zone A	161,361	1,213	0	162,574	0.0000709654798	1,249
2655	S/A Pl 5 Round Hill	284,105	2,457	0	286,562	0.0001250876641	2,201
2656	S/A Police-6	4,651,713	1,096,278	0	5,747,991	0.0025090612181	44,158
2657	S/A Pl-2 Zone B	227,292	1,951	0	229,243	0.0001000669203	1,761
2702	S/A Lib-2 El Sobrante	134,177	2,063	0	136,241	0.0000594704958	1,047
2710	S/A Lib-10 Pinole	1,370	17	0	1,387	0.0000006055673	11
2712	S/A Lib-12 Moraga	11,192	314	0	11,506	0.0000050226787	88
2713	S/A Lib-13 Ygnacio	166,369	1,453	0	167,822	0.0000732562720	1,289
2751	Svc Area R-4 Moraga	32,684	1,002	0	33,686	0.0000147044354	259
2758	Svc Area R-7 Zone A	1,317,915	10,736	0	1,328,651	0.0005799707871	10,207
2825	Co Co Co Water Agency	708,960	18,933	1,221	729,114	0.0003182661781	5,601
							<u>1,558,079</u>

AUTONOMOUS SPECIAL DISTRICTS

3005	San Ramon Valley Fire	77,424,156	924,092	398,122	78,746,370	0.0343736551862	604,959
3007	Kensington Fire	4,458,120	26,705	0	4,484,825	0.0019576752695	34,454
3011	Rodeo-Hercules Fire	3,388,370	60,231	0	3,448,601	0.0015053522965	26,493
3074	Moraga-Orinda Fire District	26,821,493	188,367	0	27,009,860	0.0117901005945	207,500
3102	Co Co Resource Cons	304,718	4,489	1,132	310,339	0.0001354664198	2,384
3255	Kensington Community Svc	2,006,619	12,760	0	2,019,379	0.0008814810155	15,514
3260	Diablo Community Svc	500,790	3,117	0	503,907	0.0002199609375	3,871
3301	CCC Mosquito Abate Dst1	5,844,868	88,669	2,136	5,935,673	0.0025909862532	45,600
3406	Central CC Sanitary	19,136,564	265,862	48,502	19,450,928	0.0084905433910	149,429
3409	Mt View Sanitary	434,921	9,174	0	444,095	0.0001938521377	3,412
3411	Ironhouse Sanitary	324,685	5,156	0	329,841	0.0001439790604	2,534
3414	Rodeo Sanitary	283,224	4,769	0	287,993	0.0001257118966	2,212
3416	West Co Wastewater	1,332,268	16,723	6,678	1,355,669	0.0005917644407	10,415
3418	Stage Sanitary	512,727	5,049	0	517,776	0.0002260149083	3,978

CONTRA COSTA COUNTY  
2020-2021 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2020-2021 AB 8 Allocation (1)	2020-2021 Utility Allocation (2)	2020-2021 Pass-thru H&S 33676 (3)	Net Revenue (4)	2020-2021 Adj Allocation Factors (5)	\$ 17,599,506 to Allocate (6)
3422	Byron Sanitary	45,119	751	0	45,870	0.0000200228110	352
3240	Crockett-Valona Sanitary	398,720	9,005	0	407,725	0.0001779762553	3,132
3430	Twn of Discovery Bay (Comm Svc Dist)	712,088	5,728	0	717,816	0.0003133344160	5,515
3480	Delta Diablo Z1 W Pittsburg	372,393	12,394	94,986	479,773	0.0002094262951	3,686
3481	Delta Diablo Z2 Pittsburg	544,337	5,455	75	549,867	0.0002400229821	4,224
3482	Delta Diablo Z3 Antioch	1,391,149	15,827	0	1,406,976	0.0006141604701	10,809
3515	Los Medanos Healthcare	870,000	94,814	25,490	990,304	0.0004322786769	7,608
3520	Mt Diablo Healthcare	334,482	2,022	0	336,504	0.0001468878168	2,585
3601	Alamo-Lafayette Cemetery	370,674	3,460	0	374,134	0.0001633136769	2,874
3603	B B K Union Cemetery	702,095	6,630	0	708,725	0.0003093663478	5,445
3700	Ambrose Rec & Park	535,838	14,755	79,424	630,017	0.0002750093283	4,840
3715	Green Valley Rec & Park	66,423	444	0	66,867	0.0000291881752	514
3735	Pleasant Hill Rec & Park	3,906,922	44,073	1,136	3,952,131	0.0017251484904	30,362
3770	Bethel Isle Muni Imp	550,927	7,659	0	558,586	0.0002438288078	4,291
3803	Co Co Co Water	3,174,908	87,478	6,490	3,268,876	0.0014269003959	25,113
3830	Castle Rock Co Water	16,404	123	0	16,527	0.0000072140685	127
4001	East Bay Muni Utility	16,632,384	199,252	64,310	16,895,946	0.0073752659053	129,801
4002	EBMUD Special District 1	479,399	3,771	0	483,170	0.0002109087955	3,712
4007	A-C Transit Spec District 1	9,918,208	121,641	0	10,039,849	0.0043825044264	77,130
4009	BART	13,464,661	186,407	21,928	13,672,996	0.0059684130430	105,041
4010	Bay Area Air Management	3,924,741	54,340	0	3,979,081	0.0017369126534	30,569
4025	Dublin San Ramon Svcs	790,769	2,348	0	793,117	0.0003462040898	6,093
4026	East Bay Regional Park	57,219,342	832,959	52,457	58,104,758	0.0253633645901	446,383
4110	Reclamation Dist 800 Exp	990,917	9,098	0	1,000,015	0.0004365174561	7,682
4111	Discovery Bay Recl/Drain	56,073	506	0	56,579	0.0000246972673	435
4180	East Co Co Irrigation	3,715,993	28,516	0	3,744,509	0.0016345194962	28,767
4181	Byron-Bethany Irrigation	373,609	11,091	0	384,700	0.0001679256991	2,955
							<b>2,062,800</b>

CONTRA COSTA COUNTY  
2020-2021 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2020-2021 AB 8 Allocation	2020-2021 Unitary Allocation	2020-2021 Pass-thru H&S 33676	Net Revenue	2020-2021 Adj Allocation Factors	\$ 17,599,506 to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)
<b>CITIES &amp; CITY SPECIAL DISTRICTS</b>							
4201	City of Clayton	1,055,239	14,413	71,854	1,141,506	0.0004982798702	8,769
4202	City of Concord	16,986,472	216,420	0	17,202,892	0.0075092510761	132,159
4203	City of Brentwood	12,308,858	69,963	28,837	12,407,658	0.0054160788398	95,320
4204	City of San Pablo	348,701	12,439	0	361,140	0.0001576414088	2,774
4205	City of El Cerrito	9,100,854	84,884	0	9,185,738	0.0040096753145	70,568
4206	City of Walnut Creek	18,850,930	214,755	0	19,065,685	0.0083223808498	146,470
4207	City of Pleasant Hill	3,519,189	25,552	0	3,544,741	0.0015473181870	27,232
4208	City of Martinez	9,805,612	125,771	0	9,931,383	0.0043351577961	76,297
4209	City of Antioch	12,812,435	148,727	0	12,961,162	0.00565768994647	99,573
4210	City of Pittsburg	4,292,547	57,434	0	4,349,981	0.0018988146756	33,418
4211	City of Hercules	1,361,728	33,340	0	1,395,068	0.0006089623272	10,717
4212	City of Pinole	2,740,227	29,544	0	2,769,771	0.0012090353309	21,278
4213	Richmond Tax District 1	27,014,292	488,687	0	27,502,979	0.0120053521286	211,288
4214	City of Lafayette	5,502,050	31,512	0	5,533,562	0.0024154604004	42,511
4215	Town of Moraga	2,499,717	25,236	0	2,524,953	0.0011021696473	19,398
4216	Town of Danville	10,837,288	86,432	0	10,923,720	0.0047683236161	83,920
4217	City of San Ramon	17,188,801	312,942	0	17,501,743	0.0076397029232	134,455
4218	City of Orinda	5,727,103	52,111	0	5,779,214	0.0025226903698	44,398
4219	City of Oakley	3,135,868	16,741	0	3,198,011	0.0013959668446	24,568
4227	Richmond Tax District 3	10,740,086	112,530	0	10,852,616	0.0047372862101	83,374
4230	Richmond Sewer 1	239,619	4,077	0	243,696	0.0001063758309	1,872
4231	Brentwood Rec & Park District	2,477,816	13,125	0	2,490,941	0.0010873229923	19,136
4232	San Ramon M-29	3,434,531	10,563	0	3,445,094	0.0015038213696	26,467
4240	Pleasant Hill Lgt Dist 1	594,433	4,694	0	599,127	0.0002615254212	4,603
4241	Svc Area R-8 Walnut Creek	758,908	6,792	0	765,700	0.0003342362378	5,882
4248	Clayton Light Mice 1	41,180	411	0	41,591	0.0000181549368	320
4252	Martinez Pine Ridge Mice	8,104	81	0	8,185	0.0000035729297	63
4253	Martinez Parking District 1	79,108	611	0	79,719	0.0000347981750	612



**CONTRA COSTA COUNTY  
2020-2021 ADMINISTRATIVE COST ALLOCATION**

Fund No	Jurisdiction	Adjusted	2020-2021	2020-2021	Net Revenue	2020-2021	Adl Allocation Factors	\$	17,599,506	to Allocate
		2020-2021 AB 8 Allocation	Unitary Allocation	Pass-thru H&S 33676		(5)				
4263	Lafayette Core Area Mtc	(1) 66,075	(2) 2,585	(3) 0	(4) 68,660	(5) 0.0000299710315				527
4264	Lafayette St Lt Mice Z1	10,245	75	0	10,320	0.0000045049068				79
4271	Concord Vly Terr SLLMtc	3,241	40	0	3,281	0.0000014320223				25
4272	Concord Kirkwood Mice 1	65,440	531	0	65,971	0.0000287969217				507
4274	Concord Blhn Terr St Lt	869	15	0	884	0.0000003856836				7
4275	Pl Hill-Diablo Vista Wtr	242,033	1,678	0	243,711	0.0001063825096				1,872
4280	Antioch Parking Mice 1A	46,293	418	0	46,711	0.0000203897072				359
4285	Moraga St Lt Mice 1	187,243	1,251	0	188,494	0.0000822798095				1,448
4294	Oakley Police Services	546,682	1,843	0	548,525	0.0002394373720				4,214
<b>REDEVELOPMENT SUCCESSOR AGENCIES</b>										<b>1,436,480</b>

4701	Antioch	5,459,135	139,122	0	5,598,257	.0024437005217				43,008
4702	Antioch Project 2	1,201,732	6,011	0	1,207,743	.0005271930086				9,278
4703	Antioch Project 3	48,054	424	(16,245)	32,233	.0000140700191				248
4704	Antioch Project 4	951,811	9,241	(62,248)	898,804	.0003923376038				6,905
4705	Antioch Project 4, Amd 1	759,825	3,775	(27,042)	736,558	.0003215157055				5,659
4706	Brentwood Project	3,052,942	25,478	0	3,078,420	.0013437640515				23,650
4707	Brentwood Amendment 1	946,009	10,352	0	956,361	.0004174620931				7,347
4708	North Brentwood	6,114,447	20,098	(31,273)	6,103,272	.0026641451527				46,888
4709	North Brwd Amd 2	348,701	1,196	0	349,897	.0001527339953				2,688
4710	Central Concord	21,915,155	840,340	0	22,755,495	.0099330232915				174,816
4711	Concord Commerce	789,808	9,755	0	799,563	.0003490178440				6,143
4712	Cent Concord RDA Amd	1,500,564	2,140	0	1,502,704	.0006559465966				11,544
4714	Clayton	8,102,913	38,716	(136,884)	8,004,745	.0034941590837				61,495
4716	Hercules Dynamite	10,152,274	63,964	0	10,216,238	.0044595002355				78,485
4717	Hercules RDA Proj 2	6,064,317	24,215	0	6,088,532	.0026577109634				46,774
4720	El Cerrito	8,704,188	76,236	0	8,780,424	.0038327513388				67,455
4721	El Cerrito Area II	1,962	89	0	2,051	.0000008950745				16
4725	Pinole Vista	8,065,226	82,939	0	8,148,165	.0035567636192				62,597

CONTRA COSTA COUNTY  
2020-2021 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2020-2021 AB 8 Allocation (1)	2020-2021 Unitary Allocation (2)	2020-2021 Pass-thru H&S 33676 (3)	Net Revenue (4)	2020-2021 Adj Allocation Factors (5)	\$ 17,589,506 to Allocate (6)
4726	Pinole Vista 81	5,401,953	42,172	0	5,444,125	.0023764201811	41,824
4728	Oakley RDA Proj 2	251,901	669	0	252,570	.0001102497044	1,940
4730	Pittsburg Marina	0	1,346	0	1,346	.0000005877358	10
4731	Pittsburg Riverside	569,971	6,785	0	576,756	.0002517601905	4,431
4732	Pittsburg Neighborhood I	1,547,778	12,065	0	1,559,843	.0006808884935	11,983
4733	Pittsburg Neighborhood II	687,222	6,990	0	694,212	.00033030313513	5,333
4734	Pittsburg/Los Medanos I	31,267,699	399,114	0	31,666,813	.0138229113768	243,276
4735	Pittsburg/Los Medanos II	4,328,529	68,723	0	4,397,252	.0019194487591	33,781
4736	Pittsburg/Los Medanos III	16,083,769	58,844	0	16,142,613	.0070464277704	124,014
4737	Richmond 8A RDA 2000 Amnd	1,880,655	6,079	0	1,886,734	.0008235799513	14,495
4738	Richmond 10A RDA 2000 Amnd	1,231,259	2,982	0	1,234,241	.0005387588423	9,482
4739	Richmond 1A RDA 2000 Amnd	207,373	574	0	207,947	.0000907711222	1,598
4740	Richmond 1A	636,677	11,069	0	647,746	.0002827484278	4,976
4741	Richmond 8A	1,074,062	9,263	0	1,083,325	.0004728834607	8,323
4742	Richmond 10A	1,206,986	21,979	0	1,228,965	.0005364565005	9,441
4743	Richmond 10B	121,896	2,964	0	124,860	.0000545027957	959
4744	Richmond 11A	16,434,777	84,404	0	16,519,181	.0072108039980	126,907
4745	Richmond 12A	151,804	1,616	0	153,420	.0000669695492	1,179
4746	Richmond 8A Henley	74,919	696	0	75,615	.0000330067383	581
4747	Richmond 1B	186,114	880	0	186,994	.0000816247462	1,437
4748	Richmond 1C-Potero	1,524,969	8,017	0	1,532,986	.0006691651836	11,777
4749	Richmond 3A	1,256,446	6,633	0	1,263,079	.0005513479197	9,703
4750	Walnut Creek-So Broadway	1,651,186	11,718	0	1,662,904	.0007258758474	12,775
4751	Walnut Creek-Mt Diablo	0	13,958	0	13,958	.0000060930254	107
4752	Richmond 6A RDA 2000 Amnd	82,478	196	0	82,674	.0000360878904	635
4753	Richmond 10B RDA 2000 Amnd	32,414	131	0	32,545	.0000142062672	250
4754	Richmond 6-A Amend 1	1,086,984	1,130	0	1,088,114	.0004749737153	8,359
4755	Richmond 6-A	586,336	4,040	0	590,376	.0002577055005	4,535
4756	Danville Downtown	4,933,716	33,185	(402,948)	4,563,953	.0019922157895	35,062

CONTRA COSTA COUNTY  
2020-2021 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2020-2021 AB 8 Allocation	2020-2021 Unitary Allocation	2020-2021 Pass-thru H&S 33676	Net Revenue	2020-2021 Adj Allocation Factors	\$ to Allocate
		(1)	(2)	(3)	(4)	(5)	(6)
4757	Richmond 11A RDA 2000 Amnd	502,920	988	0	503,908	.0002199615530	3,871
4758	Richmond 10B RDA 2006 Amnd	6,500,842	11,191	0	6,512,033	.0028425740000	50,028
4760	San Pablo-So Entrance	491,726	7,360	0	499,086	.0002178565050	3,834
4761	San Pablo-El Portal	3,484,190	45,988	0	3,530,178	.0015409612514	27,120
4762	San Pablo-El Portal 79	4,720,145	50,755	0	4,770,900	.0020825502873	36,652
4763	San Pablo-Oak Park	1,174,180	10,715	0	1,184,895	.0005172195970	9,103
4764	San Pablo-Sheffield	531,545	4,964	0	536,509	.0002341919549	4,122
4765	San Pablo-Bayview	2,684,021	21,445	0	2,705,466	.0011809654051	20,784
4766	San Pablo-El Portal 80	2,069,267	24,611	0	2,093,878	.0009140008607	16,086
4767	San Pablo-Oak Park 79	60,888	586	0	61,474	.0000268340584	472
4768	San Pablo-Bayview 80	125,126	807	0	125,933	.0000549710497	967
4769	San Pablo-Legacy RDA	2,542,789	7,862	0	2,550,651	.0011133871719	19,595
4770	Pleasant Hill Commons	4,130,404	27,605	0	4,158,009	.0018150166373	31,943
4771	Pleasant Hill Commons 1A	154,624	1,121	0	155,745	.0000679845245	1,196
4772	Plsnt Hill Schoolyard Anx	1,476,707	8,261	0	1,484,968	.0006482049697	11,408
4773	Plsnt Hill Comm 2001 Amnd	1,219,820	3,640	0	1,223,460	.0005340538742	9,399
4774	Pleasant Hill Commons 2009 Amnd	97,882	0	0	97,882	.0000427265676	752
4775	Lafayette RDA	9,564,037	21,602	0	9,585,639	.0041842365131	73,640
4777	San Ramon	13,417,588	59,533	(1,159,754)	12,317,367	.0053766661108	94,627
4780	CoCoCo Pleasant Hill BART	10,687,952	56,534	0	10,744,486	.0046900860511	82,543
4781	CoCoCo West Pittsburg	5,391,832	24,314	(996,086)	4,420,061	.0019294050332	33,957
4782	CoCoCo North Richmond	4,279,606	14,897	(388,739)	3,905,764	.0017049088208	30,006
4783	CoCoCo PI/HBART Amnd 1	1,034,302	7,512	(12,587)	1,029,227	.0004492688235	7,907
4784	Oakley	4,854,582	23,065	(112,021)	4,765,626	.0020802482331	36,611
4785	Rodeo	3,522,439	13,649	(313,524)	3,222,564	.0014066847431	24,757
4786	CoCoCo Montalvin	837,102	2,119	0	839,221	.0003663293150	6,447
							2,021,996
<b>Sub-Total: Recoverable Cost</b>							<b>7,079,355</b>

CONTRA COSTA COUNTY  
2020-2021 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2020-2021 AB 8 Allocation (1)	2020-2021 Unitary Allocation (2)	2020-2021 Pass-thru H&S 33676 (3)	Net Revenue (4)	2020-2021 Adj Allocation Factors (5)	\$ 17,589,506 to Allocate (6)
<u>SCHOOL DISTRICTS - EXEMPT FROM COST ALLOCATION</u>							
4016	Ed Phys Handic'd Elem	6,076	1,122	0	7,198	.0000031418009	55
4018	Livermore Jt Unified	290,887	53,364	0	344,251	.0001502692709	2,645
4020	Chabtl-Las Positas Com College	338,505	7,817	0	346,322	.0001511733637	2,661
4022	Dev Ctr Handi'd Minor	1,088	201	0	1,289	.0000005625579	10
4029	Trainable M.R. Alameda	2,741	506	0	3,247	.0000014173119	25
5001	Acalanes Union Hi Gen	51,528,933	456,399	0	51,985,332	.0226921681176	399,371
5101	Canyon Elementary Gen	83,213	1,174	0	84,387	.0000368358999	648
5201	Lafayette Elementary Gen	19,473,309	158,243	0	19,631,552	.0085693881035	150,817
5301	Moraga Elementary Gen	9,604,922	84,213	0	9,689,135	.0042294139414	74,436
5401	Orinda Elementary Gen	12,458,422	129,285	0	12,587,707	.0054946721089	96,704
5501	Walnut Creek General	25,337,626	223,510	0	25,561,136	.0111577166553	196,370
6001	Liberty Union Hi Gen	33,279,145	259,355	0	33,538,500	.0146399235228	257,655
6101	Brentwood Elem Gen	18,228,906	122,133	11,575	18,362,614	.0080154826747	141,069
6201	Byron Elementary Gen	5,112,285	51,720	6,781	5,170,786	.0022571050255	39,724
6301	Knightsen Elementary Gen	2,259,860	22,304	4,838	2,287,002	.0009983015065	17,570
6401	Oakley Elementary Gen	14,028,076	109,180	0	14,137,256	.0061710672805	108,608
6901	County Schools Gen	34,042,882	476,462	90,977	34,610,321	.0151077852390	265,890
6999	ERAF K - 12	272,789,845	0	0	272,789,845	.1190757620994	2,095,675
7101	Antioch Unified Gen	36,003,565	831,533	79,864	36,914,962	.0161137862142	283,595
7201	John Swett General	6,811,357	149,393	141,397	7,102,147	.00310016499950	54,561
7401	Martinez Unified Gen	19,435,892	269,102	0	19,704,994	.0086014461245	151,381
7501	Mt Diablo Unified Gen	128,557,986	1,520,186	405,754	130,483,926	.0569576663999	1,002,427
7601	Pittsburg Unified Gen	5,751,724	1,155,274	18,577	6,925,575	.0030230895706	53,205
7701	West Co Co Unified Gen	77,093,563	953,862	161,826	78,209,251	.0341391965012	600,833

CONTRA COSTA COUNTY  
2020-2021 ADMINISTRATIVE COST ALLOCATION

Fund No	Jurisdiction	Adjusted 2020-2021 AB 8 Allocation	2020-2021 Unitary Allocation	2020-2021 Pass-thru H&S 33676	Net Revenue	2020-2021 Adj Allocation Factors	2020-2021 Allocation to
		(1)	(2)	(3)	(4)	(5)	(6)
7801	San Ramon Valley Unif	173,792,173	1,956,294	879,770	176,628,237	.0771001646515	1,356,925
7901	Co Co Comm College Gen	98,749,336	1,354,196	324,850	100,428,382	.0438380912541	771,529
7999	ERAF Community College	40,614,993	0	0	40,614,993	.0177288903263	312,020
<b>TOTALS</b>		<b>\$ 2,262,781,147</b>	<b>28,111,980</b>	<b>(0)</b>	<b>\$ 2,290,893,127</b>	<b>1.0000000000000</b>	<b>\$ 17,599,506</b>
<b>Sub-Total: Exempt School Share</b>							<b>8,436,409</b>



Contra  
Costa  
County

To: Board of Supervisors  
From: John Gioia, District I Supervisor  
Date: January 19, 2021

Subject: APPOINT Emilie Whelan to Alternate Seat 1 of the El Sobrante Municipal Advisory Council

---

**RECOMMENDATION(S):**

APPOINT Emilie Whelan to Alternate Seat 1 of the El Sobrante Municipal Advisory Council to a term expiring December 31, 2022, as recommended by Supervisor Gioia.

**FISCAL IMPACT:**

None

**BACKGROUND:**

The council shall advise the Board of Supervisors on 1) Services which are or may be provided to unincorporated El Sobrante by the County or other local governmental agencies. Such services include, but are not limited to, public health, safety, welfare, public works, and planning, 2) the feasibility of organizing the existing special districts serving unincorporated El Sobrante in order to more efficiently provide public services such as, but not limited to, water, sewer, fire, and parks and recreation, 3) representing unincorporated El Sobrante before the Local Agency Formation Commission on proposed boundary changes affecting the community, 4) representing unincorporated El Sobrante before the County Planning Commission(s) and the Zoning Administrator on land use and other planning matters affecting the community. In this regard, the Council shall cooperate

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: James Lyons,  
510-231-8692

cc:

BACKGROUND: (CONT'D)

with any other planning advisory bodies in unincorporated El Sobrante in order to avoid duplication and delay in the planning process, 5) Provide input and reports to the Board of Supervisors, County staff, or any other County hearing body on issues of concern to unincorporated El Sobrante, and 6) representing unincorporated El Sobrante before other public entities and agencies. It is understood that the Board of Supervisors is the final decision making authority with respect to issues concerning unincorporated El Sobrante and that the Council shall solely in an advisory capacity.

Supervisor Gioia recruits for his advisory body openings in a number of ways including through his website, blasts, newsletters, and the traditional media; interviewing eligible candidates.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain vacant.



Contra  
Costa  
County

To: Board of Supervisors  
From: Candace Andersen, District II Supervisor  
Date: January 19, 2021

Subject: APPOINTMENT TO THE CONTRA COSTA COUNTY LIBRARY COMMISSION

---

**RECOMMENDATION(S):**

APPOINT the following person to the District II Alternate seat of the Contra Costa County Library Commission for a term that expires on June 30, 2021, as recommended by Supervisor Candace Andersen:  
Michael Swernoff  
Orinda, CA 94563

**FISCAL IMPACT:**

NONE

**BACKGROUND:**

The Contra Costa County Library Commission was established by the Contra Costa County Board of Supervisors in March 1991. The Commission was created to serve in an advisory capacity to the Board of Supervisors and the County Librarian. The Library Commission is comprised of 29 members:

- 18 members representing the cities/towns in Contra Costa County - these Commissioners are appointed by the city/town councils
- 5 members represent Contra Costa County - each member of the Board of Supervisors appoints one Commissioner and one Alternate Commissioner

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Jill Ray,  
925-957-8860



BACKGROUND: (CONT'D)

• 5 members represent the Central Labor Council, the Contra Costa Council, the Contra Costa Youth Commission, the Superintendent of Schools, and the Friends Council.

Per Board Policy, Supervisor Andersen published an announcement regarding the volunteer opportunity. Two applications were received and reviewed. After meeting with the applicants, Supervisor Andersen felt that Mr. Swernoff would make an excellent addition to the commission.

CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain vacant

CHILDREN'S IMPACT STATEMENT:

NONE



Contra  
Costa  
County

To: Board of Supervisors  
From: Federal D. Glover, District V Supervisor  
Date: January 19, 2021

Subject: RE-APPOINT Leslie May to the Contra Costa County Mental Health Commission - Family Seat

---

**RECOMMENDATION(S):**

RE-APPOINT Leslie May to the District V, Family Seat on the Contra Costa County Mental Health Commission with a term expiring December 31, 2023 as recommended by Supervisor Federal D. Glover.

**FISCAL IMPACT:**

None.

**BACKGROUND:**

To review and assess the community's mental health needs, services, facilities, and special problems, in order to advise the Board of Supervisors concerning local mental health services and programs.

**CONSEQUENCE OF NEGATIVE ACTION:**

The seat would remain vacant.

**CHILDREN'S IMPACT STATEMENT:**

None.

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

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE:
- John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Vincent Manuel (925)  
608-4200

cc:



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Federal D. Glover, District V Supervisor  
Date: January 19, 2021

Subject: RE-APPOINT Bruce "Ole" Ohlson to the District V Seat on the Countywide Bicycle Advisory Committee

---

**RECOMMENDATION(S):**

RE-APPOINT Bruce "Ole" Ohlson to the District V Seat on the Countywide Bicycle Advisory Committee to a term ending December 31, 2022, as recommended by Supervisor Federal D. Glover.

**FISCAL IMPACT:**

None.

**BACKGROUND:**

The Countywide Bicycle Advisory Committee provides input to the County and the cities of the County on bicycle projects for Transportation Development Act (TDA) funds to construct bicycle/pedestrian projects and also provides advice to cities and the County on bicycle planning matters.

**CONSEQUENCE OF NEGATIVE ACTION:**

The seat would remain vacant.

**CHILDREN'S IMPACT STATEMENT:**

None.

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

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Vincent Manuel (925)  
608-4200

cc:



Contra  
Costa  
County

To: Board of Supervisors  
From: Federal D. Glover, District V Supervisor  
Date: January 19, 2021

Subject: APPOINT Anita Pereira-Sekhon to the Family and Children's Trust Committee

---

**RECOMMENDATION(S):**

APPOINT Anita Pereira-Sekhon to the Family and Children's Trust Committee with a term to expire December 31, 2022 as recommended by Supervisor Federal D. Glover.

**FISCAL IMPACT:**

None.

**BACKGROUND:**

The Family and Children’s Trust Committee (FACT) was established in 1985 by the Contra Costa County Board of Supervisors to make funding recommendations on the allocation of specific funds for the prevention and treatment of child abuse and neglect and supportive services for families and children. Funding for FACT supported projects derived from federal and state program legislation, and donations to the County’s Family and Children’s Trust Fund.

**CONSEQUENCE OF NEGATIVE ACTION:**

Position would remain vacant.

**CHILDREN'S IMPACT STATEMENT:**

None.

---

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Vincent Manuel (925)  
608-4200

cc:





Contra  
Costa  
County

To: Board of Supervisors  
From: Candace Andersen, District II Supervisor  
Date: January 19, 2021

Subject: APPOINTMENT TO THE ALAMO MUNICIPAL ADVISORY COUNCIL

---

**RECOMMENDATION(S):**

APPOINT the following individuals to the following seats of the Alamo Municipal Advisory Council for four-year terms with an expiration date of December 31, 2024, as recommended by Supervisor Candace Andersen:

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

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Jill Ray,  
925-957-8860

RECOMMENDATION(S): (CONTD)

Youth Representative: Genevieve Herron, Alamo, CA 94507

Appointee 1: David Barclay, Alamo, CA 94507

Appointee 2: Sharon Burke, Alamo, CA 94507

Appointee 3: Heather Chaput, Alamo, CA 94507

Appointee 4: Anne Struthers, Alamo, CA 94507

Appointee 5: Justin Gagnon, Alamo, CA 94507

Appointee 6: Sanjiv Bhandari, Alamo, CA 94507

Appointee 7: Robert Mowat, Alamo, CA 94507

FISCAL IMPACT:

NONE

BACKGROUND:

The Alamo MAC may advise the Board of Supervisors on services that are or may be provided to the Alamo community by Contra Costa County or other local government agencies. Such services include, but are not limited to, parks and recreation, lighting and landscaping, public health, safety, welfare, public works, code enforcement, land use and planning, transportation and other infrastructure. The Council may also provide input and reports to the District Supervisor, Board of Supervisors, County staff or any County hearing body on issues of concern to the community. The Council may represent the Alamo community before the Board of Supervisors, County Planning Commission and the Zoning Administrator. The Council may also represent the Alamo community before the Local Agency Formation Commission on proposed boundary changes effecting the community. The Council may advocate on parks and recreation issues to the Town of Danville and the San Ramon Valley Unified School District.

CONSEQUENCE OF NEGATIVE ACTION:

The Alamo MAC will be unable to meet as all the seats will be vacant.



Contra  
Costa  
County

To: Board of Supervisors  
From: Karen Mitchoff, District IV Supervisor  
Date: January 19, 2021

Subject: APPOINT Dan Wichlan to the District IV Alternate Seat on the County Library Commission

---

**RECOMMENDATION(S):**

APPOINT the following individual to the District IV alternate seat on the County Library Commission to a term ending on June 30, 2023, as recommended by Supervisor Karen Mitchoff:  
Dan Wichlan  
Pleasant Hill, CA

**FISCAL IMPACT:**

none

**BACKGROUND:**

The Library Commission was established in 1991 to serve in an advisory capacity to the Board of Supervisors and the County Librarian; to provide a community linkage to the County Library; to establish a forum for the community to express its views regarding goals and operations of the County Library; to assist the Board of Supervisors and the County Librarian to provide library services based on assessed public needs; and to develop and recommend proposals to the Board of Supervisors and the County Librarian for the betterment of the County Library including, but not limited to, such efforts as insuring a stable and adequate funding level for the libraries in the County.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Colleen Awad,  
925-521-7100

cc:



CONSEQUENCE OF NEGATIVE ACTION:

The seat will remain vacant



Contra  
Costa  
County

To: Board of Supervisors  
From: PUBLIC PROTECTION COMMITTEE  
Date: January 19, 2021

Subject: Racial Justice Oversight Body Appointments

---

**RECOMMENDATION(S):**

APPOINT the individuals identified in Attachment A to serve on the Racial Justice Oversight Body for a two-year term.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

The Racial Justice Oversight Body (RJOB) is a multi-agency advisory body established by the your Board on July 24, 2018 to oversee the implementation of the recommendations made by the Racial Justice Task Force to reduce racial disparities in the criminal and juvenile justice systems. Comprised of 18 representatives, two-year appointments are made for those who are not ex-officio members. This request is to appoint 11 members, including 7 community members, to the RJOB for the term of January 1, 2021 to December 31, 2022.

**CONSEQUENCE OF NEGATIVE ACTION:**

The Racial Justice Oversight body will be unable to establish quorum to make recommendations to your Board.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Melissa Crockett, (925)  
655-2048

cc:

ATTACHMENTS

Attachment A - RJOB Membership

## Attachment A - Racial Justice Oversight Body Appointments

<u>Seat</u>	<u>Appointee</u>	<u>Term Expiration</u>
Local Law Enforcement representative	Bisa French, Richmond Police Chief	December 31, 2022
Local School District Representative	LaShante Smith, West Contra Costa Unified School District	December 31, 2022
CBO Representative, Seat 1	Tamisha Walker	December 31, 2022
CBO Representative, Seat 2	Jeff Landau	December 31, 2022
CBO Representative, Seat 3	Michael Pierson	December 31, 2022
CBO Representative, Seat 4	Chala Bonner	December 31, 2022
CBO Representative, Seat 5	Stephanie Medley	December 31, 2022
CBO Representative, Seat 6	Ronell Ellis	December 31, 2022
CBO Representative, Seat 7	Cheryl Sudduth	December 31, 2022
CBO Representative, Seat 8	Apollo Sulse	December 31, 2022
CBO Representative, Seat 9	Noe Gudino	December 31, 2022



Contra  
Costa  
County

To: Board of Supervisors  
From: Kathy Gallagher, Employment & Human Services Director  
Date: January 19, 2021

Subject: Establish Child Nutrition Cook and Child Nutrition Assistant Project classes; allocate it in the salary schedule; Abolish Child Nutrition Series

**RECOMMENDATION(S):**

ADOPT Position Resolution No. 25666 to establish the Child Nutrition Cook-Project at salary plan and grade QH5 0632 (\$3,235-\$3,932) and Child Nutrition Assistant-Project at salary plan and grade QH5 0295 (\$3,023-\$3,675) classifications and allocate salaries in the salary schedule; Abolish Child Nutrition Worker I-Project (98W1), Child Nutrition Worker II-Project (98G1), and Child Nutrition Worker III-Project (98G2) classes; Reclassify positions #1055 and #1225 and incumbents to Child Nutrition Cook-Project; Reclassify positions #1060, #12165, #1059, and incumbents to Child Nutrition Assistant-Project in the Employment and Human Services Department, Community Services Bureau.

**FISCAL IMPACT:**

Upon approval, this action has an annual cost of approximately \$76,755 based on the number of budgeted positions in the department. The costs for the incremental wage and fringe benefits increase is entirely offset with 100% Head Start/Early Head Start and Early Head Start Childcare Partnership revenues. This action has no impact to county general fund.

Specifically, the annual incremental

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE: John Gioia, 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: January 19, 2021  
, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Eva Gaipa, DHRA II,  
925.608-5024

cc: Eva Gaipa

### FISCAL IMPACT: (CONT'D)

salary and fringe benefits increase for the Child Nutrition Worker I-Project (per position) is \$17,384 and for the Child Nutrition Worker III to be reclassified as a Child Nutrition Cook-Project (per position) is \$12,301. The Child Nutrition Worker II classification is eliminated as a result of collapsing the classification into the new Child Nutrition Cook classification and therefore has no direct fiscal impact

### BACKGROUND:

Contra Costa County employers are currently offering more competitive salaries for both entry level and skilled food service positions making it difficult to fill vacancies and retain staff due to the high cost of living in the Bay Area and the current below-median salaries of these classifications. In October 2018 the Family and Human Services Committee requested the county to conduct classification and compensation studies for twelve (12) classifications in Employment and Human Services Department (EHSD), Community Services Bureau (CSB). The main reasons for this request were the lack of staffing and feedback received for candidates that the salary was too low to accept the position offered and feedback from resigning staff that they could no longer afford to hold the position while living in the area. In addition, there are Head Start salary studies which confirmed that the average salaries of some of our Head Start services support classifications are lower in comparison to other regional agencies. In March 2020 Human Resources completed the classification and compensation studies within the nine Bay Area and adjacent counties; the studies recommended varying levels of salary increases for 8 of the 12 classifications to bring them up to median market, livable, and competitive salary levels. Human Resources additionally recommends collapsing Child Nutrition Worker II and Child Nutrition Worker III classifications into one Child Nutrition Cook classification due to the similar job descriptions and minimum qualifications. For this purpose, the department is submitting this P300 Board Order Request addressing the three (3) classifications of Child Nutrition Worker I-Project (98W1); Child Nutrition Worker II-Project (98G1); and Child Nutrition Worker III-Project (98G2). Hence, the proposed salary increases and the collapsing of Child Nutrition Worker II –Project and Child Nutrition III-Project levels into one Child Nutrition Cook-Project job classification are aligned with Human Resources Compensation Salary Studies and resulting recommendation by Human Resources staff. Full and robust staffing ensures compliance with strict child nutrition mandates of state and federal funders. The proposed adjustment and reallocation of the above salaries will support improved recruitment, hiring and retention efforts.

### CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, CSB will continue to be at high risk for vacancies and high turn-over in these positions that are essential to child nutrition unit operation and required services, which will place the program in non-compliance for meeting state regulations and federal funder requirements to provide daily nutritional requirements for the children.

### CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the EHSD's Head Start, Early Head Start and Early Head Start Childcare Partnership programs support three (3) of Contra Costa County's community outcomes - Outcome 1: Children Ready for and Succeeding in School, Outcome 3: Families that are Economically Self-sufficient, and Outcome 4: Families that are Safe, Stable, and Nurturing. These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.

### AGENDA ATTACHMENTS

Fiscal Analysis

Child Nutrition Cook-Project Job Specification Proposed Draft

AIR 43893\_P300 25666 - Child Nutrition Series - BOS 1.19.21

P300 25666-Child Nutrition Workers

MINUTES ATTACHMENTS

Signed P300 25666

**INCREMENTAL WAGE/FB INCREASE PER JOB CLASSIFICATION  
FOR CHILD NUTRITION WORKERS/COOK BASED ON APPROVED COUNTY PERSONNE**

<b>ASSIST Request #</b>	<b>TBD</b>
Date:	11/24/2020
Annualization Factor	12
Benefit Percentage	69.70%
Pension Percentage	27.55%

**NET SALARY/FB INCREASE**

	<i>COST PER BUDGETED CLASSIFICATION</i>	
Classification	<b>Child Nutrition Worker I - Project</b>	
<b>Step 5</b> Monthly Salary Increase per position	\$	854
Benefit Increase per position	\$	595
Salary + Benefit Increase per position	\$	1,449
Annualized Sal+ Ben Cost Increase per position	\$	17,384
Effective Mo's		12
Upcoming Yr. Cost per position	\$	17,384
Federal Percentage		100.00%
Federal Cost	\$	17,384
State Percentage		0.00%
State Cost	\$	-
Other Funding	\$	-
County Percentage		0.00%
County Cost	\$	-
Annualized Pension Cost per position	\$	2,822
<b>Number of Positions</b>		<b>3</b>
<b>Total Annualized Salary Increase</b>	<b>\$</b>	<b>30,732</b>
<b>Total Annualized Benefit Increase</b>	<b>\$</b>	<b>21,420</b>
<b>Total Annualized Salary + Benefit Increase</b>	<b>\$</b>	<b>52,152</b>

**Monthly salary increase: 30.3%**

Fiscal Officer: V. Wetzel

Fiscal Analysis/Impact:

Based on a 2020 HR Salary Study, this position was recommended for a monthly salary increase from \$2,821 to \$3,675 (step 5) to bring wages up to livable and competitive level. The Child Nutrition Worker I **incremental** wage/fb increase will be funded 100% with Federal revenue. Approval of this incremental wage/fb increase will have no effect on CSB's NCC.

**Child Nutrition Worker I - Project - Recommendation to Increase the monthly salary by 30.3% based on HRs salary study findings. The incremental wage/fb increase will be funded by Federal Head Start revenue.**



Additional pension cost	\$	8,467
<b>Total pension cost (if needed with the analysis)</b>	\$	<b>12,461</b>

<b>TOTAL PROJECTED SALARY/FB INCREASE FOR CHILD NUTRITION WORKER POSITIONS (EXCLUDING PENSION COSTS):</b>	<b>\$</b>	<b>76,755</b>
---	-----------	---------------

fn: P-300 ASSIST Req Calc Form

As noted on Budget sheet:

	76,755
	389,173
	465,928
	530,551
	64,623

## EL SALARY STUDY

### ASSIST Request #

Date:

Annualization Factor

Benefit Percentage

Pension Percentage

### NET SALARY/FB INCREASE

Classification (will be eliminated)

**Step 5 Monthly Salary Increase per position**

Benefit Increase per position

Salary + Benefit Increase per position

Annualized Sal+ Ben Cost Increase per position

Effective Mo's

Upcoming Yr. Cost per position

Federal Percentage

Federal Cost

State Percentage

State Cost

Other Funding

County Percentage

County Cost

Annualized Pension Cost per position

### Number of Positions

**Total Annualized Salary Increase**

**Total Annualized Benefit Increase**

**Total Annualized Salary + Benefit Increase**

### Monthly salary increase:

Fiscal Officer:

Fiscal Analysis/Impact:

Not only did the 2020 HR Salary Study recommend a :  
also collapse the Child Nutrition Worker II into a "Child  
Therefore, this classification will be eliminated and the  
**Child Nutrition Worker II - Project - Recommendation  
into the new Child Nutrition Cook classification. N**

P300 Child Nutrition Workers  
P300 Transporter-Building Services Worker-Teachers  
Total for all positions check  
QI funding available  
QI funding remaining (will absorb increase in pension costs)

TBD

11/24/2020
12
69.70%
27.55%

ASSIST Req

Date:
Annualization F
Benefit Percent
Pension Percent

COST PER BUDGETED CLASSIFICATION

Child Nutrition Worker II - Project

\$	604
\$	421
\$	1,025
\$	12,301
	12
\$	12,301
	100.00%
\$	12,301
	0.00%
\$	-
\$	-
	0.00%
\$	-
\$	1,997
	0
\$	-
\$	-
\$	-

18.15%

NET SALARY/F

NEW Classificat

Step 5 Monthly
Benefit Increase
Salary + Benefit
Annualized Sal
Effective Mo's
Upcoming Yr. C
Federal Percent
Federal Cost
State Percentag
State Cost
Other Funding
County Percent
County Cost

Annualized Pen

Number of Pos
Total Annualiz
Total Annualiz
Total Annualiz

Monthly salary

V. Wetzel

salary increase to this position but to  
d Nutrition Cook" new classification.  
ere is no fiscal impact as noted above.

ion to collapse the Child Nutrition Worker II  
o fiscal impact.

Fiscal Officer:

Fiscal Analysis/  
Not only did the  
classification bu  
Based on the 20  
\$3,328 to \$3,93  
The Child Nutrit  
Approval of this  
Child Nutrition

\$

-

**18.2% based on  
Federal Head S**

<b>quest #</b>	<b>TBD</b>	11/24/2020
actor		12
age		69.70%
tage		27.55%

**FB INCREASE**

*COST PER BUDGETED CLASSIFICATION*

ion (listed prior as Child Nutrition Worker III - P)	<b>Child Nutrition Cook - Project</b>	
Salary Increase per position	\$	604
Benefit Increase per position	\$	421
Total Increase per position	\$	1,025
Position Ben Cost Increase per position	\$	12,301
		12
Cost per position	\$	12,301
Percentage		100.00%
	\$	12,301
		0.00%
	\$	-
	\$	-
Percentage		0.00%
	\$	-
Position Cost per position	\$	1,997
<b>Positions</b>		<b>2</b>
<b>Total Salary Increase</b>	<b>\$</b>	<b>14,497</b>
<b>Total Benefit Increase</b>	<b>\$</b>	<b>10,105</b>
<b>Total Salary + Benefit Increase</b>	<b>\$</b>	<b>24,602</b>

**Percentage Increase:** **18.2%**

V. Wetzel

**Impact:**

2020 HR Salary Study recommend a salary increase to the Child Nutrition Worker III position to reclassify/rename the position as a "Child Nutrition Cook - Project".  
 2020 HR Salary Study, this position was recommended for a monthly salary increase from \$12,301 (step 5) to bring wages up to livable and competitive level.  
 The incremental wage/fb increase will be funded 100% with Federal revenue.  
 The incremental wage/fb increase will have no effect on CSB's NCC.

**Cook - Project - Recommendation to increase the monthly salary by**

n HRs salary study findings. The incremental wage/fb increase will be funded by  
start revenue.

\$

3,994.04

Job Title	Job Code	Number of Steps	Number of Employees	Step 1 Monthly Salary	Step 2 Monthly Salary	Step 3 Monthly Salary	Step 4 Monthly Salary	Step 5 Monthly Salary	Average Monthly Salary for On-Call Employees	Percentage of Monthly Salary	# of Months	Approx. Annual Salary Cost	Approx. Annual Benefits Cost	Approx. Current Total Salaries & Benefits Cost	CAO Rec Monthly Salary	Approx. Annual Salaries Cost (w/ increased salary rate)	Approx. Annual Benefits Cost (w/ increased salary rate)	Approx. Current Total Salaries & Benefits Cost (w/ increased salary rate)	Total Salaries	Total Benefits	Total Salaries and Benefits
																			Annual Increase	Annual Increase	Annual Increase
Teacher Assistant Trainee - Project (Full-Time)	CJK1	3	20	\$2,321	\$2,437	\$2,559	N/A	N/A			12	\$614,118.05	\$62,763	\$676,881	\$3,081	\$739,440.00	\$75,570.77	\$815,011	\$125,322	\$12,808	\$138,130
Teacher Assistant Trainee - Project (On-Call)	CJK1	3	10	2,321	2,437	2,559	N/A	N/A	\$835.00	33%	12	\$100,200	10,240	110,440	3,081	120,648	12,330	132,978	20,448	2,090	22,537
Child Nutrition Worker I - Project	98W1	5	3	2,321	2,437	2,559	\$2,687	\$2,821			12	101,560	70,787	172,347	3,675	132,292	92,207	224,499	30,732	21,420	52,152
Child Nutrition Worker III-Project (new title will be CN-Cook)	98G2	5	2	2,738	2,875	3,019	\$3,169	\$3,328			12	79,871	55,670	135,540	3,932	94,368	65,774	160,142	14,497	10,105	24,602
Child Nutrition Food Service Transporter - Project	98W2	5	4	2,321	2,437	2,559	2,687	2,821			12	135,413	94,383	229,796	3,334	160,032	111,542	271,574	24,619	17,160	41,779
Community Services Building Services Worker - Project	9KV8	5	2	2,455	2,578	2,707	2,842	2,985			12	71,628	49,925	121,554	3,757	90,168	62,847	153,015	18,540	12,922	31,462
Associate Teacher - Project	CJW1	5	55	2,562	2,690	2,825	2,966	3,114			12	2,055,464	1,432,659	3,488,123	3,216	2,122,560	1,479,424	3,601,984	67,096	46,766	113,861
Infant Toddler (IT) Associate Teacher	CJW2	5	20	2,562	2,690	2,825	2,966	3,114			12	747,442	520,967	1,268,408	3,216	771,840	537,972	1,309,812	24,398	17,006	41,404
<b>Total:</b>			<b>116</b>									<b>\$3,905,695</b>	<b>\$2,297,393</b>	<b>\$6,203,089</b>		<b>\$4,231,347</b>	<b>\$2,437,669</b>	<b>\$6,669,016</b>	<b>\$325,652</b>	<b>\$140,276</b>	<b>\$465,927</b>

**Notes:**

- Annual cost is using highest step rate for each job classification; No COLA has been reflected.
- Teacher Assistant Trainee On-Call monthly salary based on average from February 2020 and March 2020 Payroll Cost Detail Report.
- Annual benefits cost calculated at 69.7% of total salaries for Perm staff; 10.22% for Temp staff.
- CAO Recommended Monthly Salary based on highest step for each job classification; adjusted CN-Cook/CN-Assistant positions top step per Tina Pruet/Central HR.
- \*Adjusted based on 34% of monthly salary (used March 2020 actuals).
- Number of Employees is based on BUDGETED TAT, Associate Teacher and IT Associate Teacher positions; split between TAT Full-time and On-Call were estimated.

Salary increase

	%
Teacher Assistant Trainee - Project (Full-Time)	20.41%
Teacher Assistant Trainee - Project (On-Call)	20.41%
Child Nutrition Worker I - Project	30.26%
Child Nutrition Worker III-Project (new title will be Cool	18.15%
Child Nutrition Food Service Transporter - Project	18.18%
Community Services Building Services Worker - Proje	25.88%
Associate Teacher - Project	3.28%
IT Associate Teacher	3.26%

PROGRAMS	QUALITY IMPROVEMENT (QI)
EHS-CCP	\$104,540
Head Start	\$359,366
Early Head Start	\$113,826
Total QI Funding	\$577,732
First Baptist Head Start	\$ (47,181)
<b>QI Funding available</b>	<b>\$530,551</b>

<b>Total Budget for Teacher/Nutrition Worker Salary Increase</b>	<b>\$ 465,927</b>
QI funding remaining	\$ 64,624



## **CHILD NUTRITION COOK- PROJECT**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Class specifications are not intended to reflect all duties performed within the job.*

### **DEFINITION:**

Under supervision, prepares and packages for transport meals and snacks for children at Community Services educational sites; participates in maintenance and cleaning of the central kitchen; maintains inventory of stock on hand; maintains inventory of sample food plates; ensures that appropriate food substituted are sent to children with food allergies; converts standardized recipes to appropriate quantities for number of children being served; assists Child nutrition Food Operations Supervisor in preparing and maintaining product and transport records, placing orders and determining work assignments; and works in his/her place when needed; performs other related work as required

### **DISTINGUISHING CHARACTERISTICS:**

Child Nutrition Cook-Project incumbents are assigned to the Community Services Department. Incumbents work in a central kitchen providing food services primarily for children enrolled in Head Start, Child Development and Preschool educational programs. Child Nutrition Cook is fully qualified experienced level class in food preparation series and is distinguished from Child Nutrition Worker -Project in that the latter is the entry-training level, assisting in food preparation activities. On-site supervision is provided by the Child Nutrition Food Operations Supervisor.

Incumbents in this class are exempt from the classified service and work in State and/or Federally funded project positions administered by Contra Costa County.

### **TYPICAL TASKS:**

- Prepares and cooks breakfast, lunch and snacks primarily for children enrolled in Community Services education programs
- Packages meals for transport to remote sites, ensuring that proper sanitary procedures are followed
- Receives, lifts and stores food deliveries, along with boxes, crates and other containers., ensuring that proper storage procedures are followed to maintain quality, freshness and cleanliness
- Monitors temperatures in refrigerators and freezers
- Maintains records of food transported, consumed and in storage
- May transport meals and snacks to remote program sites
- As required, provides work direction and assistance to other workers
- Takes and maintains inventory of stock hand as directed.
- Ensures that all children with food modifications are sent appropriate quantities for number of children being served.
- Converts standardized recipes to appropriate quantities for number of children being served.

- Assist Food Operations Supervisor, as required, in the areas of maintenance of production and transport records, placing of orders and determining work assignments.
- Performs off-site culinary services as required

**MINIMUM QUALIFICATIONS:**

**License Required:** Possession and maintain a current, valid California Motor Vehicle Operator's license throughout the duration of employment. Out of state valid motor vehicle operator's license will be accepted during the application process.

**Education:** Possession of a high school diploma, G.E.D. proficiency, or high school equivalency certificate.

**Experience:** Three year of full time experience preparing and serving meals in an institutional setting (such as school, hospital, detention facility, armed forces, cafeteria, commercial high volume food service corporation, hotel, restaurant or similar facility) preparing meals for large groups of fifty or more.

**Certification: Possession of a valid Culinary Certificate.** Appointees must successfully complete a Safe Food Handler Training course and obtain a Food Handler card issued by the State of California within three (3) months upon hire.

**Other Requirements:** As required by law, all appointees must successfully pass fingerprint, tuberculosis clearance and a current physical examination. All appointees must have current required immunizations upon hire.

**KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:**

- The proper methods of preparing and cooking large quantities of food
- Problems in preparing food in large quantities
- Kitchen sanitation and the methods of cleaning and caring for kitchen equipment
- Occupational hazards and safety precautions
- Food values and proper food combinations
- Special diets and preparation
- Kitchen sanitation and the methods of cleaning and care of kitchen equipment
- The different types and cuts of meat and proper preparation
- The equipment, tools, and language used in the food preparation profession
- Food values and proper food combination
- Basic computer concepts and data entry
- Basic first aid

**Ability to:**

- Read and follow recipes for preparing food in large quantities
- Perform arithmetic computations of addition, subtraction, multiplication and division using whole numbers and fractions

- Follow oral and written instructions
- Work harmoniously with others
- Write clearly and concisely
- Lift and move items weighing approximately fifty pounds
- Read, understand, and apply departmental policy and California Retail Food Code
- Calculate the amount of food, based on the approved menu to be ordered from suppliers
- When needed, operate a motor vehicle in a safe and efficient manner to meet the demands of a scheduled route with multiple stops

**Established: November 1994**

**Revised: May 2001**

**Revised: November 2017**

**Revised: October 2020**

**POSITION ADJUSTMENT REQUEST**

NO. 25666  
DATE 11/20/2020

Department EHSD-CSB Department No./  
Budget Unit No. 0588 Org No. 1417 Agency No. 19

Action Requested: Establish the Child Nutrition Cook-Prjct and Child Nutrition Assistant-Prjct classes; allocate it in the salary schedule; Abolish Child Nutrition Worker I-Prjct, Child Nutrition Worker II-Prjct, and Child Nutrition Worker III-Prjct classes; Reclassify positions #1055, #1225 and incumbents to Child Nutrition Cook-Prjct; Reclassify positions #1060, #12165, #1059 and incumbents to Child Nutrition Assistant-Prjct.

Proposed Effective Date: 12/3/2020

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 \$76,755.00 Net County Cost \$0.00  
Total this FY \$44,773.75 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A

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

Eva Gaipa

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dennis Bozanich

12/17/2020

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/5/2021

Establish the Child Nutrition Cook-Prjct and Child Nutrition Assistant-Prjct classes; allocate it in the salary schedule; Abolish Child Nutrition Worker I-Prjct, Child Nutrition Worker II-Prjct, and Child Nutrition Worker III-Prjct classes; Reclassify positions #1055, #1225 and incumbents to Child Nutrition Cook-Prjct; Reclassify positions #1060, #12165, #1059 and incumbents to Child Nutrition Assistant-Prjct.

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

Effective:  Day following Board Action.  
 \_\_\_\_\_(Date)

Amanda Monson

1/5/2021

\_\_\_\_\_  
(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:

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

Adjustment is APPROVED  DISAPPROVED

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 1/5/2021

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

POSITION ADJUSTMENT REQUEST

NO. 25666  
DATE 11/20/2020

Department EHSD-CSB Department No./  
Budget Unit No. 0588 Org No. 1417 Agency No. 19

Action Requested: Establish Child Nutrition Cook-Prjct and Child Nutrition Assistant-Prjct classifications; allocate it in the salary schedule; Abolish Child Nutrition Worker I-Prjct; Child Nutrition Worker II-Prjct; and Child Nutrition Worker III-Prjct. Reclassify postiiions #1055 and #1224 and incumbents to Child Nutrition Cook-Project. Reclassify positions.#1060;#12165, & #1059 and incumbents to Child Nutrition Assistant-Prjct.

Proposed Effective Date: 12/3/2020

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 \$76,755.00 Net County Cost \$0.00  
Total this FY \$44,773.75 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A

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

Eva Gaipa

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

  
Deputy County Administrator

12-17-2020  
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 \_\_\_\_\_

Date 11/24/2020

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

# POSITION ADJUSTMENT REQUEST

NO. 25666  
DATE 11/20/2020

Department EHSD-CSB Department No./  
Budget Unit No. 0588 Org No. 1417 Agency No. 19

Action Requested: Establish Child Nutrition Cook-Prjct and Child Nutrition Assistant-Prjct classifications; allocate it in the salary schedule; Abolish Child Nutrition Worker I-Prjct; Child Nutrition Worker II-Prjct; and Child Nutrition Worker III-Prjct. Reclassify postions #1055 and #1224 and incumbents to Child Nutrition Cook-Project. Reclassify positions.#1060;#12165, & #1059 and incumbents to Child Nutrition Assistant-Prjct.

Proposed Effective Date: 12/3/2020

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 \$76,755.00

Net County Cost \$0.00

Total this FY \$44,773.75

N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A

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

Eva Gaipa

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

[Signature]  
Deputy County Administrator

12-17-2020  
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~~

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 01-19-2021

By [Signature]

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 Director  
Date: January 19, 2021

Subject: Add one Clerk-Senior Level Position and Cancel one Therapist Aide Position in Health Services Department

---

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25675 to add one Clerk – Senior Level (JWXC) position at salary plan and grade level 3RX-1156 (\$4,121-\$5,263) and cancel one vacant Therapist Aide (V5WA) position #8481 at salary plan and grade level TA5-1179 (\$4,227- 5,138) in the Health Services Department. (Represented)

**FISCAL IMPACT:**

Upon approval, this action has an approximately cost saving of \$8,734 with \$2,123 in pension costs already included.

**BACKGROUND:**

The Health Services Department is requesting to add one Clerk – Senior Level and cancel one vacant Therapist Aide position #8481 in the California Children’s Services (CCS)/Medical Therapy Program within its Public Health Division. The new position will be responsible for performing varied and complex clerical work in support of contracts and fiscal information in CCS Medical Therapy Program. CCS is a statewide funded program that serves a specific population and assists with paying for their client's medical care, equipment and rehabilitation needs. The Department has deemed that the Therapist Aide position no longer meets the operational needs of the CCS program.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Sabrina Pearson, (925)  
957-5240

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, California Children's Services Program within the Health Services Department will not have adequate clerical support staff to meet its operational needs.

AGENDA ATTACHMENTS

P300 No. 25675 HSD

MINUTES ATTACHMENTS

Signed P300 25675

**POSITION ADJUSTMENT REQUEST**

NO. 25675  
DATE 1/11/2021

Department Health Services Department Department No./  
Budget Unit No. 0460 Org No. 5891 Agency No. A18

Action Requested: Cancel one vacant Therapist Aide (V5WA) position #8481 and add one Clerk-Senior Level (JWXC) position in the Health Services Department.

Proposed Effective Date: 1/20/2021

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 (\$8,734.00) Net County Cost \$0.00  
Total this FY (\$2,119.00) N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Savings

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

Sabrina Pearson

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

1/11/2021

\_\_\_\_\_  
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

1/14/2021

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: Approve as recommended by the department.

Enid Mendoza

\_\_\_\_\_  
(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 1/14/2021

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

# POSITION ADJUSTMENT REQUEST

NO. 25675  
DATE 1/11/2021

Department Health Services Department Department No./  
Budget Unit No. 0460 Org No. 5891 Agency No. A18

Action Requested: Cancel one vacant Therapist Aide (V5WA) position #8481 and add one Clerk-Senior Level (JWXC) position in the Health Services Department.

Proposed Effective Date: 1/20/2021

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 (\$8,734.00) Net County Cost \$0.00  
Total this FY (\$2,119.00) N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Cost Savings

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

Sabrina Pearson

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

1/11/2021

\_\_\_\_\_  
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

1/14/2021

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: Approve as recommended by the department.

Enid Mendoza

\_\_\_\_\_  
(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED  ~~DISAPPROVED~~

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 01-19-2021

By *June Walker*

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: Kathy Gallagher, Employment & Human Services Director  
Date: January 19, 2021

Subject: Reassign positions and incumbents from Community Services Bureau to Administrative Services Bureau in the Employment and Human Services Dept.

---

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25663 to reassign two (2) Clerk – Specialist Level (JWXD) (represented) position numbers 12605 and 12601 at Salary Plan and Grade 3RX 1156 (\$4,122 - \$5,263) and incumbents, one (1) Clerk – Senior Level (JWXC) (represented) position number 14171 at Salary Plan and Grade 3RX 1033 (\$3,649 - \$4,660) and incumbent, two (2) Departmental Human Resources Analyst II (ARTA) (not represented) position numbers 1122 and 11577 at Salary Plan and Grade B85 1631 (\$6,873 - \$9,211) and incumbents, and one (1) vacant Personnel Technician (AP7B) (unrepresented) position number 18246 at Salary Plan and Grade B85 1308 (\$5,297 - \$6,439) from the Community Services Bureau to the Administrative Services Bureau in the Employment and Human Services Department.

**FISCAL IMPACT:**

Upon approval, this action will have a salary and benefit cost shift from the Community Services Bureau (0588) to the Administrative Services Bureau (0501). Actual costs for these positions have been journaled to the correct department and org. This action will eliminate

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021  
, County Administrator and Clerk of the Board of Supervisors

Contact: Reni Radeva (925) 6008-5036;  
rradeva@ehsd.cccounty.us

By: June McHuen, Deputy

cc: Reni Radeva

FISCAL IMPACT: (CONT'D)

the need for future correction journals.

These positions will time certify and the appropriate costs will be allocated to the Community Services Bureau and the Administrative Services Bureau.

BACKGROUND:

In August 2006, the Board of Supervisors approved a proposal to integrate the Community Services Department into the Employment and Human Services Department (EHSD). In January 2007, the Board gave final approval to the merger and the integration of the Community Services Bureau Chart of Accounts into the EHSD Chart of Accounts. The Board took this action in order to increase administrative efficiencies and improve the coordination of services to common customer populations.

To improve Personnel efficiency, Community Services Department Personnel and EHSD Personnel have been merged in a single Personnel Unit in the Administrative Services Bureau in EHSD. All Personnel staff will report to the Department Personnel Officer to provide back-up services and eliminate duplication.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the Department's budget will not align with its position management data, and the County will not be able to maximize efficiency in administering Personnel functions.

ATTACHMENTS

AIR 44039 - budget

P300 25663 - Reassignment

**ASSIST Request -**

Date:	7-Dec-20			County
Annualization Factor	12	Annualization Factor	12	Cost
Benefit Percentage	61.42%	Benefit Percentage	61.42%	Increase
Pension Percentage	30.15%	Pension Percentage	30.15%	(Decrease)

**Budget Unit/Bureau No: 0501 5101**

Currently filled by: Marcella A Clark

**TRANSFERRED POSITIONS (New Organization No. 0501)**

**OLD POSITION (Old Organization No. 0588-1401)**

Classification		Departmental HR Analyst II		Classification		Departmental HR Analyst II		
<b>Budgeted Monthly Salary</b>	\$	8,991		<b>Budgeted Monthly Salary</b>	\$	8,991		
Benefit Amount	\$	4,895		Benefit Amount	\$	4,895		
Salary + Benefit	\$	13,887		Salary + Benefit	\$	13,887		
Annualized Sal+ Ben Cost	\$	166,641		Annualized Sal+ Ben Cost	\$	166,641		
Effective Mo's		6		Current Yr. Effective Mo's		6		
Upcoming Yr. Cost	\$	83,320		Current Yr. Cost	\$	83,320		
Federal Percentage		32.00%		Federal Percentage		73.00%		
Federal Cost	\$	26,663		Federal Cost	\$	60,824	\$	(34,161)
State Percentage		62.00%		State Percentage		27.00%		
State Cost	\$	51,659		State Cost	\$	22,497	\$	29,162
Other Funding 100%	\$	-		Other Funding 100%	\$	-		
County Percentage		6.00%		County Percentage		0.00%		
County Cost	\$	4,999		County Cost	\$	-	\$	4,999
Annual Pension Cost	\$	13,601		Annual Pension Cost	\$	13,601	\$	-

Fiscal Analyst: Lisa Epps

Explanation: Request to move Departmental HR Analyst II (0588-1401) to Departmental HR Analyst II in Personnel (0501-5101)

Step 1			Step 1		
Step 2			Step 2		
Step 3			Step 3		
Step 4			Step 4		
Step 5	\$	8,991.23 *	Step 5	\$	8,991.23 *
Step 6			Step 6		
Step 7			Step 7		
Step 8			Step 8		
Step 9			Step 9		
Step 10			Step 10		
Step 11			Step 11		
Federal		32%	Federal		73%
State		62%	State		27%
State 2011 Realign			State 2011 Realign		0%
State 91/92 Realign			State 91/92 Realign		0%
Fed/Health			Fed/Health		0%
County		6%	County		0%
		<u>100%</u>			<u>100%</u>

\* Receives 2.5% longevity pay



**ASSIST Request -**

Date:	7-Dec-20			County Cost Increase (Decrease)
Annualization Factor	12	Annualization Factor	12	
Benefit Percentage	61.42%	Benefit Percentage	61.42%	
Pension Percentage	30.15%	Pension Percentage	30.15%	

**Budget Unit/Bureau No: 0501 5101**

Currently filled by: Reni K Radeva

**TRANSFERRED POSITIONS (New Organization No. 0501)**

**OLD POSITION (Old Organization No. 0588-1401)**

Old Position Number: 11577

Departmental HR Analyst II		Departmental HR Analyst II		
Classification	Departmental HR Analyst II	Classification	Departmental HR Analyst II	
<b>Budgeted Monthly Salary</b>	\$ 8,991	<b>Budgeted Monthly Salary</b>	\$ 8,991	
Benefit Amount	\$ 4,895	Benefit Amount	\$ 4,895	
<b>Salary + Benefit</b>	\$ 13,887	<b>Salary + Benefit</b>	\$ 13,887	
<b>Annualized Sal+ Ben Cost</b>	\$ 166,641	<b>Annualized Sal+ Ben Cost</b>	\$ 166,641	
Effective Mo's	6	Current Yr. Effective Mo's	6	
<b>Upcoming Yr. Cost</b>	\$ 83,320	<b>Current Yr. Cost</b>	\$ 83,320	
<b>Federal Percentage</b>	32.00%	<b>Federal Percentage</b>	73.00%	
Federal Cost	\$ 26,663	Federal Cost	\$ 60,824	\$ (34,161)
<b>State Percentage</b>	62.00%	<b>State Percentage</b>	27.00%	
State Cost	\$ 51,659	State Cost	\$ 22,497	\$ 29,162
<b>Other Funding 100%</b>	\$ -	<b>Other Funding 100%</b>	\$ -	
County Percentage	6.00%	County Percentage	0.00%	
<b>County Cost</b>	\$ 4,999	<b>County Cost</b>	\$ -	\$ 4,999
<b>Annual Pension Cost</b>	\$ 13,601	<b>Annual Pension Cost</b>	\$ 13,601	\$ -

Fiscal Analyst: Lisa Epps

Explanation: Request to move Departmental HR Analyst II (0588-1401) to Departmental HR Analyst II in Personnel (0501-5101)

Step	Step
Step 1	Step 1
Step 2	Step 2
Step 3	Step 3
Step 4	Step 4
Step 5 \$ 8,991.23 *	Step 5 \$ 8,991.23 *
Step 6	Step 6
Step 7	Step 7
Step 8	Step 8
Step 9	Step 9
Step 10	Step 10
Step 11	Step 11
Federal 32%	Federal 73%
State 62%	State 27%
State 2011 Realign	State 2011 Realign 0%
State 91/92 Realign	State 91/92 Realign 0%
Fed/Health	Fed/Health 0%
County 6%	County 0%
<u>100%</u>	<u>100%</u>

\* Receives 2.5% longevity pay

**ASSIST Request -**

Date:	7-Dec-20	Annualization Factor	12	Annualization Factor	12	County Cost Increase (Decrease)
Benefit Percentage	61.42%	Benefit Percentage	61.42%	Benefit Percentage	61.42%	
Pension Percentage	30.15%	Pension Percentage	30.15%	Pension Percentage	30.15%	

**Budget Unit/Bureau No: 0501 5101**

Currently filled by: Shawn D Delatorre

**TRANSFERRED POSITIONS (New Organization No. 0501)**

**OLD POSITION (Old Organization No. 0588-1401)**

Old Position Number: 12601

TRANSFERRED POSITIONS (New Organization No. 0501)			OLD POSITION (Old Organization No. 0588-1401)			
Classification	Clerk-Specialist Level		Classification	Clerk-Specialist Level		
<b>Budgeted Monthly Salary</b>	\$	5,395	<b>Budgeted Monthly Salary</b>	\$	5,395	
Benefit Amount	\$	3,129	Benefit Amount	\$	3,129	
Salary + Benefit	\$	8,524	Salary + Benefit	\$	8,524	
Annualized Sal+ Ben Cost	\$	102,292	Annualized Sal+ Ben Cost	\$	102,292	
Effective Mo's		6	Current Yr. Effective Mo's		6	
Upcoming Yr. Cost	\$	51,146	Current Yr. Cost	\$	51,146	
Federal Percentage		32.00%	Federal Percentage		73.00%	
Federal Cost	\$	16,367	Federal Cost	\$	37,337	\$ (20,970)
State Percentage		62.00%	State Percentage		27.00%	
State Cost	\$	31,711	State Cost	\$	13,809	\$ 17,901
Other Funding 100%	\$	-	Other Funding 100%	\$	-	
County Percentage		6.00%	County Percentage		0.00%	
County Cost	\$	3,069	County Cost	\$	-	\$ 3,069
Annual Pension Cost	\$	20,593	Annual Pension Cost	\$	20,593	\$ -

Fiscal Analyst: Lisa Epps

Explanation: Request to move Clerk Specialist Level in Personnel (0588-1401) to Clerk Specialist Level in Personnel (0501-5101)

Step	Rate	Funding	Step	Rate	Funding
Step 1			Step 1		
Step 2			Step 2		
Step 3			Step 3		
Step 4			Step 4		
Step 5	\$ 5,395.08 *		Step 5	\$ 5,395.08 *	
Step 6			Step 6		
Step 7			Step 7		
Step 8			Step 8		
Step 9			Step 9		
Step 10			Step 10		
Step 11			Step 11		
Federal	32%		Federal	73%	
State	62%		State	27%	
State 2011 Realign			State 2011 Realign	0%	
State 91/92 Realign			State 91/92 Realign	0%	
Fed/Health			Fed/Health	0%	
County	6%		County	0%	
	<u>100%</u>			<u>100%</u>	

\* Receives 2.5% longevity pay

**ASSIST Request -**

Date:	7-Dec-20	Annualization Factor	12	Annualization Factor	12	County Cost Increase (Decrease)
Annualization Factor	12	Benefit Percentage	61.42%	Benefit Percentage	61.42%	
Benefit Percentage	61.42%	Pension Percentage	30.15%	Pension Percentage	30.15%	

**Budget Unit/Bureau No: 0501 5101**

Currently filled by: Ivygay M Bushnell-Jackson

**TRANSFERRED POSITIONS (New Organization No. 0501)**

**OLD POSITION (Old Organization No. 0588-1401)**

TRANSFERRED POSITIONS (New Organization No. 0501)			OLD POSITION (Old Organization No. 0588-1401)			
Classification	Clerk-Specialist Level		Classification	Clerk-Specialist Level		
<b>Budgeted Monthly Salary</b>	\$	5,395	<b>Budgeted Monthly Salary</b>	\$	5,395	
Benefit Amount	\$	4,035	Benefit Amount	\$	4,035	
Salary + Benefit	\$	9,430	Salary + Benefit	\$	9,430	
Annualized Sal+ Ben Cost	\$	113,161	Annualized Sal+ Ben Cost	\$	113,161	
Effective Mo's		6	Current Yr. Effective Mo's		6	
Upcoming Yr. Cost	\$	56,581	Current Yr. Cost	\$	56,581	
Federal Percentage		32.00%	Federal Percentage		73.00%	
Federal Cost	\$	18,106	Federal Cost	\$	41,304	\$ (23,198)
State Percentage		62.00%	State Percentage		27.00%	
State Cost	\$	35,080	State Cost	\$	15,277	\$ 19,803
Other Funding 100%	\$	-	Other Funding 100%	\$	-	
County Percentage		6.00%	County Percentage		0.00%	
County Cost	\$	3,395	County Cost	\$	-	\$ 3,395
Annual Pension Cost	\$	20,593	Annual Pension Cost	\$	20,593	\$ -

Fiscal Analyst: Lisa Epps

Explanation: Request to move Clerk Specialist Level in Personnel (0588-1401) to Clerk Specialist Level in Personnel (0501-5101)

Step	Rate	Step	Rate
Step 1		Step 1	
Step 2		Step 2	
Step 3		Step 3	
Step 4		Step 4	
Step 5	\$ 5,395.08 *	Step 5	\$ 5,395.08 *
Step 6		Step 6	
Step 7		Step 7	
Step 8		Step 8	
Step 9		Step 9	
Step 10		Step 10	
Step 11		Step 11	
Federal	32%	Federal	73%
State	62%	State	27%
State 2011 Realign		State 2011 Realign	0%
State 91/92 Realign		State 91/92 Realign	0%
Fed/Health		Fed/Health	0%
County	6%	County	0%
	<u>100%</u>		<u>100%</u>

\* Receives 2.5% longevity pay

**ASSIST Request -**

Date:	7-Dec-20	Annualization Factor	12	Annualization Factor	12	County Cost Increase (Decrease)
Annualization Factor	12	Benefit Percentage	61.42%	Benefit Percentage	61.42%	
Benefit Percentage	61.42%	Pension Percentage	30.15%	Pension Percentage	30.15%	

**Budget Unit/Bureau No: 0501 5101**

Currently filled by: Shirly H Naoom

**TRANSFERRED POSITIONS (New Organization No. 0501)**

**OLD POSITION (Old Organization No. 0588-1401)**

Old Position Number: 14171

TRANSFERRED POSITIONS (New Organization No. 0501)			OLD POSITION (Old Organization No. 0588-1401)			
Classification	Clerk-Senior Level		Classification	Clerk-Senior Level		
<b>Budgeted Monthly Salary</b>	\$	4,546	<b>Budgeted Monthly Salary</b>	\$	4,546	
Benefit Amount	\$	4,102	Benefit Amount	\$	4,102	
Salary + Benefit	\$	8,649	Salary + Benefit	\$	8,649	
Annualized Sal+ Ben Cost	\$	103,783	Annualized Sal+ Ben Cost	\$	103,783	
Effective Mo's		6	Current Yr. Effective Mo's		6	
Upcoming Yr. Cost	\$	51,891	Current Yr. Cost	\$	51,891	
Federal Percentage		32.00%	Federal Percentage		73.00%	
Federal Cost	\$	16,605	Federal Cost	\$	37,881	\$ (21,275)
State Percentage		62.00%	State Percentage		27.00%	
State Cost	\$	32,173	State Cost	\$	14,011	\$ 18,162
Other Funding 100%	\$	-	Other Funding 100%	\$	-	
County Percentage		6.00%	County Percentage		0.00%	
County Cost	\$	3,113	County Cost	\$	-	\$ 3,113
Annual Pension Cost	\$	14,648	Annual Pension Cost	\$	14,648	\$ -

Fiscal Analyst: Lisa Epps

Explanation: Request to move Clerk Senior Level in Personnel (0588-1401) to Clerk Senior Level in Personnel (0501-5101)

Step	Rate	Step	Rate
Step 1		Step 1	
Step 2		Step 2	
Step 3		Step 3	
Step 4		Step 4	
Step 5	\$ 4,546.31	Step 5	\$ 4,546.31
Step 6		Step 6	
Step 7		Step 7	
Step 8		Step 8	
Step 9		Step 9	
Step 10		Step 10	
Step 11		Step 11	
Federal	32%	Federal	73%
State	62%	State	27%
State 2011 Realign		State 2011 Realign	0%
State 91/92 Realign		State 91/92 Realign	0%
Fed/Health		Fed/Health	0%
County	6%	County	0%
	<u>100%</u>		<u>100%</u>

**ASSIST Request -**

Date:	7-Dec-20	Annualization Factor	12	County Cost Increase (Decrease)	Percentages per Sam Mendoza Analysis
Annualization Factor	12	Benefit Percentage	70.00%		
Benefit Percentage	70.00%	Pension Percentage	27.55%		
Pension Percentage	27.55%				

**Budget Unit/Bureau No: 0501 5101**

Currently filled by: VACANT

**TRANSFERRED POSITIONS (New Organization No. 0501)**

**OLD POSITION (Old Organization No. 0588-1401)**

Old Position Number: 18246

Classification	Personnel Technician	Classification	Personnel Technician	
<b>Budgeted Monthly Salary</b>	\$ 5,298	<b>Budgeted Monthly Salary</b>	\$ 5,298	
Benefit Amount	\$ 3,709	Benefit Amount	\$ 3,709	
Salary + Benefit	\$ 9,006	Salary + Benefit	\$ 9,006	
Annualized Sal+ Ben Cost	\$ 108,077	Annualized Sal+ Ben Cost	\$ 108,077	
Effective Mo's	6	Current Yr. Effective Mo's	6	
Upcoming Yr. Cost	\$ 54,038	Current Yr. Cost	\$ 54,038	
Federal Percentage	32.00%	Federal Percentage	58.00%	
Federal Cost	\$ 17,292	Federal Cost	\$ 31,342	\$ (14,050)
State Percentage	62.00%	State Percentage	36.00%	
State Cost	\$ 33,504	State Cost	\$ 19,454	\$ 14,050
Other Funding 100%	\$ -	Other Funding 100%	\$ -	
County Percentage	6.00%	County Percentage	6.00%	
County Cost	\$ 3,242	County Cost	\$ 3,242	\$ -
Annual Pension Cost	\$ 17,515	Annual Pension Cost	\$ 17,515	\$ -

Fiscal Analyst: Lisa Epps



Step 1	\$	5,297.87	Step 1	\$	5,297.87
Step 2	\$	5,562.76	Step 2	\$	5,562.76
Step 3	\$	5,840.90	Step 3	\$	5,840.90
Step 4	\$	6,132.95	Step 4	\$	6,132.95
Step 5	\$	6,439.59	Step 5	\$	6,439.59
Step 6			Step 6		
Step 7			Step 7		
Step 8			Step 8		
Step 9			Step 9		
Step 10			Step 10		
Step 11			Step 11		

Federal	32%	Federal	58%
State	62%	State	36%
State 2011 Realign		State 2011 Realign	0%
State 91/92 Realign		State 91/92 Realign	0%
Fed/Health		Fed/Health	0%
County	6%	County	6%
	<u>100%</u>		<u>100%</u>

## Board Order 1

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POSITION	EMPLOYEE NAME	EMPLID (LINK ID)	JOB TITLE
1122	Marcella A Clark	71070	Departmental HR Analyst II
11577	Reni K Radeva	60036	Departmental HR Analyst II
12601	Shawn D Delatorre	61867	Clerk-Specialist Level
12605	Ivygay M Bushnell-Jackson	74370	Clerk-Specialist Level
14171	Shirly H Naoom	79289	Clerk-Senior Level
18246	VACANT		Personnel Technician

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<b>Federal Share</b>	<b>State Share</b>	<b>County Share</b>	<b>Total</b>	<b>Annual Pension Cost</b>
(34,161)	29,162	4,999	-	13,601
(34,161)	29,162	4,999	-	13,601
(20,970)	17,901	3,069	-	20,593
(23,198)	19,803	3,395	-	20,593
(21,275)	18,162	3,113	-	14,648
(14,050)	14,050	-	-	17,515
(147,815)	128,240	19,575	-	100,551

POSITION ADJUSTMENT REQUEST

NO. 25663
DATE 12/7/2020

Department Employment and Human Services
Department No./ Budget Unit No. 0501 Org No. 5101 Agency No. 19

Action Requested: ADOPT Position Adjustment Resolution No. 25 to reassign two (2) Clerk – Specialist Level (JWXD) position numbers 12605 and 12601 and incumbents, one (1) Clerk – Senior Level (JWXC) position number 14171 and incumbent, two (2) Departmental Human Resources Analyst II (ARTA) position numbers 1122 and 11577 and incumbents, and one (1) vacant Personnel Technician (AP7B) position number 18246 from CSB to Admin Burea

Proposed Effective Date: 1/1/2021

Classification Questionnaire attached: Yes [ ] No [x] / Cost is within Department’s budget: Yes [x] No [ ]

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

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 (58% Federal, 36% State and 6% County)

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

Reni Radeva 12/7/2020

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/23/2020

ADOPT Position Adjustment Resolution No. 25663 to reassign two (2) Clerk – Specialist Level positions and incumbents, one (1) Clerk – Senior Level position and incumbent, two (2) Departmental Human Resources Analyst II positions and incumbents, and one (1) vacant Personnel Technician position from Community Services Bureau to the Administrative Services Bureau

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

Effective: [x] Day following Board Action.
[ ] (Date)

Elizabeth Loud

12/23/2020

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 1-11-2021

- [x] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[ ] Other:

[Signature]

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

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

Adjustment is APPROVED [ ] DISAPPROVED [ ]

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 12/23/2020

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: January 19, 2021

Subject: Reassign a project position and incumbent from CSB to Admin Bureau and transition the project position and incumbent into the merit system

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25668 to reassign one (1) Intermediate Level Clerk -Project (99J3) (represented) position number 1206 at Salary Plan and Grade QH5 0946 (\$3,459 -\$4,204) and incumbent from the Community Services Bureau to the Administrative Services Bureau in the Employment and Human Services Department; Transition one (1) Intermediate Level Clerk -Project (99J3) (represented) position number 1206 at Salary Plan and Grade QH5 0946 (\$3,459 -\$4,204) and incumbent into the Merit System classification of Clerk - Experience Level (JWXB) (represented) at salary plan and grade 3RH 0750 (\$3,302- \$4,097) in the Administrative Services Bureau of the Employment and Human Services Department.

**FISCAL IMPACT:**

Upon approval, this action will result in an annual Net County Cost increase by \$2,953.00. Further, the action will result in an annual salary and benefits saving by \$2,501.00 and will have a salary and benefit cost shift from the Community Services Bureau (0588) to the Administrative Services Bureau (0501). Actual cost for this position has been journaled to the correct department and org. This action will eliminate the need for future correction journals. This position will time certify and the appropriate cost will be allocated to the Community Services Bureau and the Administrative Services Bureau.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

Contact: Reni Radeva (925) 608-5036;  
rradeva@ehsd.cccounty.us

By: June McHuen, Deputy

cc: Reni Radeva

## BACKGROUND:

Employment and Human Services Department is requesting to reassign one (1) Intermediate Level Clerk - Project position and incumbent from the Personnel Unit of the Community Services Bureau (CSB) to the Administrative Services Bureau of the Department. This is consistent with the merger between CSB and the rest of the bureaus of the EHSD. This will support the coordination of assignments and effectiveness of the EHSD Personnel Unit.

Further, the Employment and Human Services Department (EHSD) is requesting to transition the Intermediate Level Clerk - Project position and incumbent into the merit system. The incumbent has met the provisions for transition from project to the merit system in accordance with PMR Section 1603.1 - Project Positions Transfer and 1603.10 - Requirement for Competitive Examination.

Section 1603.1 of the Personnel Management Regulations states that when the Board of Supervisors establishes as regular service a program initially established by the Board for a specific limited period as part of an approved project, employees who have served in project positions at least one (1) year shall be included in the merit system if the Director of Human Resources recommends such inclusion, the Board of Supervisors approves the classification and its addition to the merit system, and the employee(s) was originally appointed to the project position from an eligible list on an open competitive basis. Human Resources has verified that the incumbent in position was appointed to the Project Position on April 24, 2018, from an eligibility list on an open competitive basis and has served for more than one (1) year.

## CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the incumbent will not receive the benefits of being a Merit System employee. This may also create some inequalities since this clerical position is part of the Personnel Unit where all the rest of the positions/employees are part of the merit system.

## AGENDA ATTACHMENTS

AIR 44043 - budget

P300 25668 - Reassignment

## MINUTES ATTACHMENTS

Signed P300 25668

PCN	Name	Classification	EE#	Position	TSB	ORG	9/1/2020					Days	Years
Z700	Boutte, Debora	Dept Pers Officer - Exempt	83910	12068	Yes	5101	\$ -	\$ 10,752.01	\$ 5,743.71	\$ 16,495.72			
Z0D0	Radeva, Reni	Departmental HR Analyst II	60036	11577		1401	\$ -	\$ 9,210.53	\$ 4,176.75	\$ 13,387.28			
Z0D1	Bushnell-Jackson, Ivy	Clerk Specialist Level	74370	12605		1401	\$ -	\$ 5,395.08	\$ 3,788.34	\$ 9,183.42			
Z0D3	Andalon, Andrea	Intermediate Clerk-Prj		1206						\$ -			
Z0D5	Naoom, Shirley	Clerk Senior Level	79289	14171		1401	\$ -	\$ 4,546.31	\$ 3,678.48	\$ 8,224.79			
Z0D7	DeLaTorre, Shawn	Clerk Specialist Level	61867	12601		1401	\$ -	\$ 5,395.08	\$ 2,953.64	\$ 8,348.72			
	Garcia, Lupe	Teacher-Project	64792	10718	LOA	01/02/18				\$ -	1,065	2.96	
	Halvorson, Rebecca	Associated Teacher-Project	72397	13331	LOA	02/17/17				\$ -	1,380	3.83	
	Ndah Fingesi, Nene	Infant Toddler Teacher-Project	74192	14174	LOA	09/15/18				\$ -	812	2.26	
	Rodas, Collette	Associated Teacher-Project	68908	1067	LOA	02/24/14				\$ -	2,453	6.81	
	Vacant	Children Svcs Mgr-Project		12585						\$ -			
	Vacant	Intermediate Clerk-Prj		12606						\$ -			
	Vacant	Associated Teacher-Project		6809						\$ -			
Z707	Hill, Jonathan	Contract/Temp Worker								\$ -			
Z708	Gaipa, Eva	Departmental HR Analyst II	71910	4814	Yes	5101	\$ -	\$ 9,440.79	\$ 4,907.86	\$ 14,348.65			
Z70A	Bloxham, Julie	Secretary-Advanced Level	84482	17413	Yes	5101	\$ -	\$ 5,487.63	\$ 3,582.65	\$ 9,070.28			
Z70B	Tran, Bao	Departmental HR Analyst II	87267	12745	Yes	5101	\$ -	\$ 8,354.22	\$ 4,806.33	\$ 13,160.55			
Z70C	Clark, Marcella	Departmental HR Analyst II	71070	1122	Yes	1401	\$ -	\$ 8,991.23	\$ 4,678.11	\$ 13,669.34			
Z70D	Bates, Robin	Departmental HR Analyst II	88235	6393	Yes	5101	\$ -	\$ 8,771.93	\$ 4,761.56	\$ 13,533.49			
Z70E	Clay Rachele	Departmental HR Analyst II	87263	4339	Yes	5101	\$ -	\$ 7,956.40	\$ 5,019.56	\$ 12,975.96			
Z703	Santos, Shalise	Clerk Experienced Level	82392	13394	Yes	5101	\$ -	\$ 4,097.33	\$ 1,523.38	\$ 5,620.71			
Z709	Lopez, Angela	Contract/Temp Worker								\$ -			
Z70J	Ellis, Jonique	Contract/Temp Worker								\$ -			
Z70F	Harris, Lisa	Departmental HR Analyst II	84477	14900	Yes	5101	\$ -	\$ 8,771.93	\$ 4,053.96	\$ 12,825.89			
Z70G	Fregoso, Michelle	Departmental HR Analyst II	78637	4427	Yes	5101	\$ -	\$ 8,771.93	\$ 5,686.04	\$ 14,457.97			
Z701	Legaspi, Cynthia	Personnel Technician	84593	14783	Yes	5101	\$ 156.56	\$ 6,289.51	\$ 2,713.57	\$ 9,003.08			
Z702	Moore, Katrese	Clerk Senior Level	74362	16031	Yes	5101	\$ -	\$ 4,659.96	\$ 2,587.84	\$ 7,247.80			
Z704	Ramos, Erika	Personnel Technician	74787	16029	Yes	5101	\$ 240.68	\$ 5,803.44	\$ 3,365.44	\$ 9,168.88			
Z705	Davis, Melissa	Clerk Specialist Level	75095	15173	Yes	5101	\$ -	\$ 5,395.08	\$ 2,473.00	\$ 7,868.08			
Z706	Jewell, Cameron	Clerk Senior Level	87046	16030	Yes	5101	\$ -	\$ 3,831.48	\$ 2,272.35	\$ 6,103.83			
Z70H	Leonor, Cheryl	Administrative Svcs Asst III	78870	5103	Yes	5101	\$ -	\$ 8,039.08	\$ 3,244.80	\$ 11,283.88			
Z70L	Rethage, Lorie	Departmental HR Analyst II	CT37116		Yes	5101	\$ -	\$ 3,855.80	\$ 394.07	\$ 4,249.87			
Z7A0	McDaniel, Cheryl	Account Clerk Supervisor	62387	5254	Yes	5101	\$ -	\$ 6,315.32	\$ 4,084.45	\$ 10,399.77			
Z7A1	Trammel, Rashanda	Account Clerk Advanced Level	78924	3963	Yes	5101	\$ 1,688.08	\$ 6,585.15	\$ 2,848.51	\$ 9,433.66			
Z7A2	Ayala, Manuel	Account Clerk Advanced Level	78852	3962	Yes	5101	\$ 1,342.29	\$ 5,767.80	\$ 1,828.00	\$ 7,595.80			
Z7A3	Kelly, Fay	Account Clerk Advanced Level	RT28204		Yes	5101	\$ -	\$ 3,532.23	\$ 361.01	\$ 3,893.24			
Z7A4	Diatta, Baboucar	Account Clerk Experienced Level	79440	4356	Yes	5101	\$ 1,790.64	\$ 6,288.87	\$ 3,974.67	\$ 10,263.54			
Z7A5	Axel, William	Account Clerk Advanced Level	78015	15321	Yes	5101	\$ 1,409.92	\$ 6,554.90	\$ 2,808.01	\$ 9,362.91			
Z7A6	Medley, Charisse	Contract/Temp Worker								\$ -			
Z7A7	Castaneda, Rose	Account Clerk Advanced Level		4481						\$ -			
Z7B0	Shandera-Smith, Natalie	Account Clerk Supervisor	44796	17407	Yes	5101	\$ -	\$ 6,315.33	\$ 4,885.22	\$ 11,200.55			
	Vacant	Account Clerk Advanced Level		1025						\$ -			
							\$ 6,628.17	\$ 185,176.35	\$ 97,201.31	\$ 282,377.66			

<b>ID</b>	<b>ORG Shift</b>	<b>DEPT</b>	<b>ORG</b>	<b>BS ORG</b>	<b>EMPLOYEE NAME</b>	<b>STATUS</b>
1	0	588	1401	588	Andrea Andalon	FILLED

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JOB TITLE	POSITION I	EMPLID (LINK ID)	OPTION	CC STD HOURS	FTE
Intermediate Clerk-Prj	1206	86873	CSB	40	1

PCN	UNIT ACTI\	FULL/PART	PERM/TEN	Step	SELECTED MONTHLY RATE	1011	1011	1044
						ANNZ.SALAR Y	SUPPLEME NTAL	RETIRE- MENT
CSB	CSB	FULL	Regu	5	4,203.96	50,447.49	1,120.00	13,600.64

1060	1060	1060	1060	1015	1063	1070	1042	1042
<b>HEALTH</b>	<b>DENTAL</b>	<b>LIFE INSURANCE</b>	<b>LTD</b>	<b>Deferred Comp</b>	<b>UNEMPLO YMENT</b>	<b>WORKERS COMP</b>	<b>FICAOASDI</b>	<b>MEDICARE</b>
26,350.00	1,116.00	15.00	-	1,800.00	51.57	1,273.72	3,197.18	747.73



TOTAL	Benefits	Pension
99,719.33	0.954494	0.2696

	1011	1044	1060	1015
Permanent Salaries	30,081.04			
Retirement Expense		7,933.71		
Employee Group Insurance			16,030.58	
Deferred Comp Cty Contrb				1,050.00
	30,081.04	7,933.71	16,030.58	1,050.00

1063      1070      1042

Unemploy ment Insurance	Workers Compensa tion Ins	FICA	
30.08	743.00	2,301.20	58,169.61
30.08	743.00	2,301.20	58,169.61

**ASSIST Request -**

Date:	7-Dec-20	Annualization Factor	12	Annualization Factor	12	County Cost Increase (Decrease)
Annualization Factor	12	Benefit Percentage	61.42%	Benefit Percentage	61.42%	
Benefit Percentage	61.42%	Pension Percentage	30.15%	Pension Percentage	30.15%	

**Budget Unit/Bureau No: 0501 5101**

Currently filled by: Adrea Andalon

**TRANSFERRED POSITIONS (New Organization No. 0501)**

**OLD POSITION (Old Organization No. 0588-1401)**

Classification	Clerk-Experienced Level	Classification	Intermediate Clerk-Prj
<b>Budgeted Monthly Salary</b>	\$ 4,197	<b>Budgeted Monthly Salary</b>	\$ 4,304
Benefit Amount	\$ 4,006	Benefit Amount	\$ 4,108
Salary + Benefit	\$ 8,204	Salary + Benefit	\$ 8,412
Annualized Sal+ Ben Cost	\$ 98,444	Annualized Sal+ Ben Cost	\$ 100,945
Effective Mo's	6	Current Yr. Effective Mo's	6
Upcoming Yr. Cost	\$ 49,222	Current Yr. Cost	\$ 50,472
Federal Percentage	32.00%	Federal Percentage	73.00%
Federal Cost	\$ 15,751	Federal Cost	\$ 36,845
State Percentage	62.00%	State Percentage	27.00%
State Cost	\$ 30,518	State Cost	\$ 13,628
Other Funding 100%	\$ -	Other Funding 100%	\$ -
County Percentage	6.00%	County Percentage	0.00%
County Cost	\$ 2,953	County Cost	\$ -
Annual Pension Cost	\$ 13,601	Annual Pension Cost	\$ 13,601

Fiscal Analyst: Lisa Epps

Explanation: Request to move Intermediate Clerk Project in Personnel (0588-1401) to Clerk-Experienced Level in Personnel (0501-5101)

Step 1	\$ 3,302.32	Step 1	
Step 2	\$ 3,468.12	Step 2	
Step 3	\$ 3,642.07	Step 3	
Step 4	\$ 3,825.53	Step 4	
Step 5	\$ 4,197.33 *	Step 5	\$ 4,303.96 *
Step 6		Step 6	
Step 7		Step 7	
Step 8		Step 8	
Step 9		Step 9	
Step 10		Step 10	
Step 11		Step 11	
Federal	32%	Federal	73%
State	62%	State	27%
State 2011 Realign		State 2011 Realign	0%
State 91/92 Realign		State 91/92 Realign	0%
Fed/Health		Fed/Health	0%
County	6%	County	0%
	<u>100%</u>		<u>100%</u>

\* Receives bi-lingual pay.

## Board Order 2

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**POSITION | EMPLOYEE NAME**

**EMPLID | JOB TITLE**  
**(LINK ID)**

1206

Andrea Andalon

86873

Intermediate Clerk-Prj

<b>Federal Share</b>	<b>State Share</b>	<b>County Share</b>	<b>Total</b>	<b>Annual Pension Cost</b>
(21,094)	16,890	2,953	(1,251)	13,601

POSITION ADJUSTMENT REQUEST

NO. 25668
DATE 12/7/2020

Department Employment and Human Services
Department No./ Budget Unit No. 0501 Org No. 5101 Agency No. 19
Action Requested: ADOPT Position Adjustment Resolution No. 25668 to reassign one (1) Intermediate Level Clerk -Project (99J3) position number 1206 and incumbent from CSB to the Administrative Services Bureau in the EHSD; Transition one (1) Intermediate Level Clerk -Project (99J3) position number 1206 and incumbent into the Merit System classification of Clerk - Experience Level (JWXB) in the Admin. Bureau in EHSD.

Proposed Effective Date: 1/16/2021

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

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

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

Total annual cost (\$2,501.00) Net County Cost \$2,953.00
Total this FY (\$1,250.00) N.C.C. this FY \$1,477.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT (58% Federal, 36% State and 6% County)

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

Reni Radeva 12/17/2020

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/24/2020

ADOPT Position Adjustment Resolution No. 25668 to reassign one (1) Intermediate Level Clerk -Project (99J3) position number 1206 and incumbent from Community Services Bureau to the Administrative Services Bureau in the Employment and Human Servi; Transition one (1) Intermediate Level Clerk -Project (99J3) position number 1206 and incumbent into the Merit System classification of Clerk - Experience Level (JWXB) in the Admini Bureau in EHSD.

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 1-11-2021

[x] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[ ] Other: \_\_\_\_\_

David Bayl

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

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

Adjustment is APPROVED [ ] DISAPPROVED [ ]

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 12/24/2020

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

# POSITION ADJUSTMENT REQUEST

NO. 25668  
DATE 12/7/2020

Department Employment and Human Services Department No./  
Budget Unit No. 0501 Org No. 5101 Agency No. 19

Action Requested: ADOPT Position Adjustment Resolution No. ~~300~~ <sup>25668</sup> to reassign one (1) Intermediate Level Clerk -Project (99J3) position number 1206 and incumbent from CSB to the Administrative Services Bureau in the EHSD; Transition one (1) Intermediate Level Clerk -Project (99J3) position number 1206 and incumbent into the Merit System classification of Clerk - Experience Level (JWXB) in the Admin. Bureau in EHSD.

Proposed Effective Date: 1/16/2021

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	<u>(\$2,501.00)</u>	Net County Cost	<u>\$2,953.00</u>
Total this FY	<u>(\$1,250.00)</u>	N.C.C. this FY	<u>\$1,477.00</u>

SOURCE OF FUNDING TO OFFSET ADJUSTMENT (58% Federal, 36% State and 6% County)

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

Reni Radeva 12/17/2020

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

## HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/24/2020

ADOPT Position Adjustment Resolution No. 25668 to reassign one (1) Intermediate Level Clerk -Project (99J3) position number 1206 and incumbent from Community Services Bureau to the Administrative Services Bureau in the Employment and Human Serv; Transition one (1) Intermediate Level Clerk -Project (99J3) position number 1206 and incumbent into the Merit System classification of Clerk - Experience Level (JWXB) in the Admini Bureau in EHSD.

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

Effective:  Day following Board Action.

(Date) 01-16-2021

\_\_\_\_\_  
(for) Director of Human Resources

\_\_\_\_\_  
Date

## COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 1-11-2021

- 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~~

[ Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 01-19-2021

BBy 

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: January 19, 2021

Subject: Increase Position Hours of one Licensed Vocational Nurse in the Health Services Department

---

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25676 to increase the hours of one Licensed Vocational Nurse (VT7G) position #8911 at salary plan and grade level TAX-1287 (\$4,692-\$5,992) from 32/40 to 40/40 in the Health Services Department.(Represented)

**FISCAL IMPACT:**

Upon approval, this action has an approximate annual cost of \$22,864 with \$8,867 in pension costs already included. The increased hours will be funded 100% by the department's General Fund allocation.

**BACKGROUND:**

The Health Services Department is requesting to increase the hours of one Licensed Vocational Nurse position #8911 from 32/40 to 40/40 in the Health Services Department. The incumbent has been working full-time hours over the last six months and per Teamsters MOU (page 94, section 48), is requesting to formally increase their position hours. The department has confirmed there is an ongoing need for the increased hours, based on increase in nursing duties/needing coverage as a result of COVID-19 and covering hours for staff who are on leave.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this action is not approved, Detention Nursing within the Health Services Department will not have adequate staffing to meet the demand and volume of patient care needed for those we serve.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Sabrina Pearson, (925)  
957-5240

cc:



AGENDA

ATTACHMENTS

P300 No. 25676 HSD

MINUTES

ATTACHMENTS

Signed P300 25676

**POSITION ADJUSTMENT REQUEST**

NO. 25676  
DATE 1/11/2021

Department Health Services Department Department No./  
Budget Unit No. 0301 Org No. 5700 Agency No. A18  
Action Requested: Increase the hours of one Licensed Vocational Nurse (VT7G) position #8911 from 32/40 to 40/40 in the Health Services Department

Proposed Effective Date: 1/20/2021

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 \$22,863.84 Net County Cost \$0.00  
Total this FY \$7,621.28 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% General Fund

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

Sabrina Pearson

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

1/11/2021

\_\_\_\_\_  
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

1/14/2021

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: Approve as recommended by the department.

Enid Mendoza

\_\_\_\_\_  
(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 1/14/2021

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

POSITION ADJUSTMENT REQUEST

NO. 25676
DATE 1/11/2021

Department Health Services Department

Department No./ Budget Unit No. 0301 Org No. 5700 Agency No. A18

Action Requested: Increase the hours of one Licensed Vocational Nurse (VT7G) position #8911 from 32/40 to 40/40 in the Health Services Department

Proposed Effective Date: 1/20/2021

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

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

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

Total annual cost \$22,863.84 Net County Cost \$0.00
Total this FY \$7,621.28 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% General Fund

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

Sabrina Pearson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

1/11/2021

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: [x] Day following Board Action.

[ ] \_\_\_\_\_(Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

1/14/2021

- [ ] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[x] Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [x] DISAPPROVED [ ]

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

DATE 01-19-2021

BY [Signature]

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: January 19, 2021

Subject: Reassign one Public Health Program Specialist I-Project and one Account Clerk-Advanced Level positions in Health Services

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25677 to reassign Account Clerk-Advanced Level (JDTD) position #17873 and incumbent, and Public Health Program Specialist I-Project (VBS2) position #17872 from Department 0454 (Public Administrator) to Department 0463 (Health, Housing, and Homeless Services) in the Health Services Department. (Represented)

**FISCAL IMPACT:**

Upon approval of this action, an approximate annual salary and benefit cost of \$252,146 will increase in Department 0463 (Health, Housing, and Homeless Services) and decrease by \$252,146 in Department 0454 (Public Administrator). (100% cost neutral within the Health Services agency)

**BACKGROUND:**

The Department is requesting to reassign the two positions to the Health, Housing and Homeless Services as they were initially added to the Public Administrator Program in error. Consequently, HS Finance has been manually adjusting the positions' funding sources each month to the correct department budget org. The Public Health Program Specialist I-Project position implements several programs including the Homeless Mentally Ill Outreach and Treatment, Housing Security Fund Administration, and CalWORKs Rapid Rehousing Program; and the Account Clerk-Advanced Level position supports the invoicing and procurement activities in the Health, Housing and Homeless Services.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Sabrina Pearson, (925)  
957-5240

cc:

CONSEQUENCE OF NEGATIVE ACTION:

These two positions will remain in the incorrect department and Health Services Finance staff will continue to manually adjust the funding sources each month which may lead to potential accounting errors.

AGENDA ATTACHMENTS

P300 No. 25677 HSD

MINUTES ATTACHMENTS

Signed P300 25677



POSITION ADJUSTMENT REQUEST

NO. 25677
DATE 1/11/2021

Department Health Services
Department No./ Budget Unit No. 0463 Org No. 5731 Agency No. A18
Action Requested: Reassign vacant Public Health Program Specialist I-Project (VBS2) position #17872 and Account Clerk-Advanced Level (JDTD) position #17873 and incumbent from Department 0454 to 0463 in the Health Services Department.

Proposed Effective Date: 1/20/2021

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

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

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

Total annual cost \$272,216.76 Net County Cost \$0
Total this FY \$90,738.92 N.C.C. this FY \$0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Cost neutral

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

Sabrina Pearson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

1/11/2021

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE

Exempt from Human Resource 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 1/14/2021

- [ ] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[x] Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

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

Adjustment is APPROVED [ ] DISAPPROVED [ ]

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 \_\_\_\_\_

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

POSITION ADJUSTMENT REQUEST

C24

NO. 25677
DATE 1/11/2021

Department Health Services

Department No./
Budget Unit No. 0463 Org No. 5731 Agency No. A18

Action Requested: Reassign vacant Public Health Program Specialist I-Project (VBS2) position #17872 and Account Clerk-Advanced Level (JDTD) position #17873 and incumbent from Department 0454 to 0463 in the Health Services Department.

Proposed Effective Date: 1/20/2021

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

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

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

Total annual cost \$272,216.76 Net County Cost \$0
Total this FY \$90,738.92 N.C.C. this FY \$0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Cost neutral

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

Sabrina Pearson

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Sarah Kennard for

1/11/2021

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE

Exempt from Human Resource review under delegated authority.

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

Effective: [x] Day following Board Action.

[ ] (Date)

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 1/14/2021

- [ ] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[x] Other: Approve as recommended by the department.

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED [x] DISAPPROVED [ ]

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 01-19-2021

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: Esa Ehmen-Krause, County Probation Officer  
Date: January 19, 2021

Subject: Add one Program/Projects Coordinator position and cancel one Office of Reentry and Justice Senior Program Analyst

---

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25669 to add one (1) full-time Program/Projects Coordinator (APHA) (represented) position at salary plan and grade ZA2 1771 (\$93,923.40- \$114,436.44) and cancel one (1) vacant Office of Reentry and Justice Senior Program Analyst (APTD) (unrepresented) position in the Probation Department.

**FISCAL IMPACT:**

Upon approval, this request has an annual cost of \$8,745, including approximately \$1,954 in pension costs. This position is 100% funded by AB109 criminal justice realignment revenue.

**BACKGROUND:**

The Office of Reentry and Justice (ORJ) is in the process of completing staffing updates to centralize the department's contracting, vendor oversight, and fiscal reporting activities. The newly added staff will allow the ORJ to focus its efforts on the successful coordination, implementation, and support for the various programs and projects that comprise the County's reentry system of care. In support of these evolving endeavors, the immediate hiring of the Program and Projects Coordinator is necessary. The staffing update also includes the canceling of a vacant Office of Reentry and Justice Senior Program Analyst (unrepresented) position.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Danielle Fokkema,  
925-313-4195

cc: Sylvia Wong Tam

CONSEQUENCE OF NEGATIVE ACTION:

Without this position, the ORJ will struggle to effectively manage the existing programs the Probation Department is responsible for; and just as importantly, the department will not have the ability to seek out and take advantage of opportunities for new projects that can help provide its clients with the essential services they require.

AGENDA ATTACHMENTS

P300 No. 25669

MINUTES ATTACHMENTS

Signed P300 25669

**POSITION ADJUSTMENT REQUEST**

NO. 25669  
DATE 12/21/2020

Department Probation

Department No./  
Budget Unit No. 0308 Org No. 3022 Agency No. 30

Action Requested: ADOPT Position Adjustment Resolution No. 25669 to add one (1) Program/Projects Coordinator (APHA) (represented) position and cancel one (1) Office of Reentry and Justice Senior Program Analyst (APTD) (unrepresented) position in the Probation Department.

Proposed Effective Date: 1/6/2020

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 \$8,754.00 Net County Cost \$0.00  
Total this FY \$4,377.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT AB109 Realignment Revenue

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

Danielle Fokkema

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Melissa Crockett for Paul Reyes

12/23/2020

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/24/2020

Add one (1) Program/Projects Coordinator (APHA) (represented) position and cancel one (1) Office of Reentry and Justice Senior Program Analyst (APTD) (unrepresented) position in the Probation Department.

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

Effective:  Day following Board Action.  
 \_\_\_\_\_(Date)

Alexandra Austin

12/24/2020

\_\_\_\_\_  
(for) Director of Human Resources

\_\_\_\_\_  
Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

1/12/2021

Approve Recommendation of Director of Human Resources  
 Disapprove Recommendation of Director of Human Resources  
 Other: \_\_\_\_\_

Paul Reyes

\_\_\_\_\_  
(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 1/12/2021

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

# POSITION ADJUSTMENT REQUEST

NO. 25669  
DATE 12/21/2020

Department Probation Department No./ Budget Unit No. 0308 Org No. 3022 Agency No. 30  
Action Requested: ADOPT Position Adjustment Resolution No. 25669 to add one (1) Program/Projects Coordinator (APHA) (represented) position and cancel one (1) Office of Reentry and Justice Senior Program Analyst (APTD) (unrepresented) position in the Probation Department.

Proposed Effective Date: 1/6/2020

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 \$8,754.00 Net County Cost \$0.00  
Total this FY \$4,377.00 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT AB109 Realignment Revenue

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

Danielle Fokkema

\_\_\_\_\_  
(for) Department Head

## REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Melissa Crockett for Paul Reyes

12/23/2020

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

## HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 12/24/2020

Add one (1) Program/Projects Coordinator (APHA) (represented) position and cancel one (1) Office of Reentry and Justice Senior Program Analyst (APTD) (unrepresented) position in the Probation Department.

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

Effective:  Day following Board Action.  
 \_\_\_\_\_ (Date)

Alexandra Austin

12/24/2020

\_\_\_\_\_  
(for) Director of Human Resources

\_\_\_\_\_  
Date

## COUNTY ADMINISTRATOR RECOMMENDATION:

DATE

1/12/2021

- Approve Recommendation of Director of Human Resources
- Disapprove Recommendation of Director of Human Resources
- Other: \_\_\_\_\_

Paul Reyes

\_\_\_\_\_  
(for) County Administrator

## BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED  ~~DISAPPROVED~~

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 01-19-2021

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: Kathy Gallagher, Employment & Human Services Director  
Date: January 19, 2021

Subject: Reallocate the salaries of five (5) classifications on the Salary Schedule

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25665 to reallocate the salaries of the following classifications Teacher Assistant Trainee-Project (CJK1) from Salary Plan and Grade QH5 0284 (\$2,320.93- \$2,558.83) to Salary Plan and Grade QH5 0284 (\$2,794 - \$3,081); Associate Teacher – Project (CJW1) from Salary Plan and Grade QH5 0643 (\$2,562.17 - \$3,114.34) to Salary Plan and Grade QH5 0643 (\$2,645 - \$3,216); Infant-Toddler Associate Teacher – Project (CJW2) from Salary Plan and Grade QH5 0643 (\$2,562.17 - \$3,114.34 ) to Salary Plan and Grade QH5 0643 (\$ 2,645- \$3,216); Child Nutrition Food Service Transporter-Project (98W2) from Salary Plan and Grade QH5 0485 (\$2,320.93 - \$2,821.11) to Salary Plan and Grade QH5 0485 (\$2,742 - \$3,334); and Community Services Building Service Worker-Project (9KV8) from Salary Plan and Grade QH5 0600 (\$2,455.38 - \$2,984.52) to Salary Plan and Grade QH5 0600 (\$3,090 - \$3,757) In the Employment and Human Services-Community Services Bureau.

**FISCAL IMPACT:**

Upon approval, this action has an annual cost of approximately \$389,173 based on the number of budgeted positions in the department. The costs for the incremental wage and fringe benefits increase is entirely offset with

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Eva Gaipa  
925.608-5024

cc: Eva Gaipa

### FISCAL IMPACT: (CONT'D)

100% Head Start/Early Head Start and Early Head Start Childcare Partnership revenues. This action has no impact to county general fund.

Specifically, the annual incremental salary and fringe benefits increase for the Child Nutrition Food Service Transporter-Project (per position) is \$10,445, for the Community Services Building Services Worker-Project (per position) is \$15,731, for the Associate Teacher-Project (per position) is \$2,070, for the Infant Toddler (I/T) Associate Teacher-Project (per position) is \$2,070 and for the Teacher Assistant Trainee-Project (per position) is \$6,906.

### BACKGROUND:

For several years Community Services Bureau (CSB) has hovered at a 10% shortage in its teaching positions; primarily Associate Teacher positions and particularly those serving Infants and Toddlers in West County. CSB has also been unable to fully fill the Child Nutrition Food Service Transporter vacant positions for the past several years. Contra Costa surrounding school districts and other employers are currently offering more competitive salaries making it difficult to fill vacancies and retain staff due to the high cost of living in the Bay Area and the current below-median salaries of these classifications. In 2019 CSB closed Crescent Park Center due to low staffing in an effort to transfer staff to other vacancies to meet enrollment and attendance requirements county-wide.

In October 2019 the Family and Human Services Committee requested the county to conduct classification and compensation studies for twelve (12) classifications in Employment and Human Services Department (EHSD), Community Services Bureau (CSB). The main reasons for this request were the lack of staffing and feedback received from candidates that the salary was too low to accept the position offered and feedback from resigning staff that they could no longer afford to hold the position while living in the area. In addition, there are Head Start salary studies which confirmed that the average salaries of some of our teaching classifications are lower in comparison to other regional agencies. In March 2020 Human Resources completed the classification and compensation studies in nine Bay Area and adjacent counties; the studies recommends varying levels of salary increases for 8 of the 12 classifications to bring them up to median market, livable, and competitive salary levels. For this purpose, the department is submitting two (2) P300 Board Orders; this P300 request addresses the first five (5) classifications as follow:

1. Teacher Assistant Trainee-Project (CJK1));
2. Child Nutrition Food Service Transporter-Project (98W2);
3. Community Services Building Services Worker-Project (9KV8);
4. Associate Teacher-Project (CJW1);
5. Infant-Toddler (IT) Associate Teacher (CJW2);

The proposed salary increases for these specifically noted five (5) classifications are aligned with Human Resources Compensation Salary Studies and resulting recommendation by Human Resources staff. Full and robust staffing ensures mandated teacher-child ratios are met which ensures compliance with strict attendance and enrollment mandates of state and federal funders. The proposed adjustment and reallocation of the above salaries will support improved recruitment, hiring and retention efforts.

### CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, CSB will continue to have vacancies and high turn-over in these positions essential to childcare and child nutrition unit operation and services. When teaching positions remain unfilled, basic mandates for rations, attendance and enrollment cannot be met. These unmet needs lead to persistent non-compliance with regulations and adverse impact to county families and children who cannot be enrolled and/or are not able to attend class due to low classroom staffing. When Transporter positions remain vacant, child nutrition operation is impacted while other unit shift to cover this essential daily tasks and food may not be delivered timely, which may place the program in non-compliance for meeting daily nutritional requirements for the children. If Building Service Workers salaries are not increased to meet the median income ranges the program will be unable to retain current staff and fill resulting vacancies, leaving the centers without essential facility support to meet state and federal health and safety requirements on a daily basis.

CHILDREN'S IMPACT STATEMENT:

AGENDA ATTACHMENTS

Fiscal Analysis

P300 Attachment

P300 - Reallocation of Teachers and Transporters

AIR 43885\_P300 25665\_Salary Reallocation\_BOS 1.19.21

MINUTES ATTACHMENTS

Signed P300 25665

**INCREMENTAL WAGE/FB INCREASE PER JOB CLASSIFICATION  
FOR CHILD NUTRITION FOOD SERVICE TRANSPORTER, BUILDING SERVICES WORKER, AND SPECIFIC TEACHERS BASED ON APPROVED C**

<b>ASSIST Request #</b>	<b>TBD</b>
Date:	11/24/2020
Annualization Factor	12
Benefit Percentage	69.70%
Pension Percentage	27.55%

<b>ASSIST Request #</b>
Date:
Annualization Factor
Benefit Percentage
Pension Percentage

<b>NET SALARY/FB INCREASE</b>	<i>COST PER BUDGETED CLASSIFICATION</i>	
	<b>Child Nutrition Food Service Transporter - Project</b>	
Classification		
<b>Step 5</b> Monthly Salary Increase per position	\$	513
Benefit Increase per position	\$	357
Salary + Benefit Increase per position	\$	870
Annualized Sal+ Ben Cost Increase per position	\$	10,445
Effective Mo's		12
Upcoming Yr. Cost per position	\$	10,445
Federal Percentage		100.00%
Federal Cost	\$	10,445
State Percentage		0.00%
State Cost	\$	-
Other Funding	\$	-
County Percentage		0.00%
County Cost	\$	-
Annualized Pension Cost per position	\$	1,696
<b>Number of Positions</b>		<b>4</b>
<b>Total Annualized Salary Increase</b>	<b>\$</b>	<b>24,619</b>
<b>Total Annualized Benefit Increase</b>	<b>\$</b>	<b>17,160</b>
<b>Total Annualized Salary + Benefit Increase</b>	<b>\$</b>	<b>41,779</b>

<b>NET SALARY/FB INCREASE</b>
Classification
<b>Step 5</b> Monthly Salary Increase per position
Benefit Increase per position
Salary + Benefit Increase per position
Annualized Sal+ Ben Cost Increase per position
Effective Mo's
Upcoming Yr. Cost per position
Federal Percentage
Federal Cost
State Percentage
State Cost
Other Funding
County Percentage
County Cost
Annualized Pension Cost per position
<b>Number of Positions</b>
<b>Total Annualized Salary Increase</b>
<b>Total Annualized Benefit Increase</b>
<b>Total Annualized Salary + Benefit Increase</b>

**Monthly salary increase:**

**18.2%**

Fiscal Officer:

V. Wetzel

**Fiscal Analysis/Impact:**

Based on a 2020 HR Salary Study, this position was recommended for a monthly salary increase from \$2,821 to \$3,334 (step 5) to bring wages up to livable and competitive level.

The Child Nutrition Food Service Transporter **incremental** wage/fb increase will be funded with 100% Federal revenue.

Approval of this incremental wage/fb increase will have no effect on CSB's NCC.

**Child Nutrition Food Service Transporter - Project - Recommendation to increase the monthly salary by 18.2 based on HRs salary study findings. The incremental wage/fb increase will be funded by Federal Head Start revenue.**

Additional pension cost	\$	6,783
<b>Total pension cost (if needed with the analysis)</b>	<b>\$</b>	<b>37,097</b>

<b>TOTAL PROJECTED SALARY/FB INCREASE FOR TRANSPORTER, BUILDING WORKER AND TEACHER POSITIONS (EXCLUDING PENSION COSTS):</b>	<b>\$</b>	<b>389,173</b>
---	-----------	----------------

fn: P-300 ASSIST Req Calc Form

As noted on Budget sheet:

76,755	P300 Child Nutrition Workers
389,173	P300 Transporter-Building Services Worker-Teachers
465,928	Total for all positions check
530,551	QI funding available
64,623	QI funding remaining (will aborb increase in pension costs)

**Monthly salary increase:**

Fiscal Officer:

**Fiscal Analysis/Impact:**

Based on a 2020 HR Salary Study, this position was recomm \$2,985 to \$3,757 (step 5) to bring wages up to livable and cor

The Community Services Building Servs Worker **incrementa** Federal revenue.

Approval of this incremental wage/fb increase will have no eff

**Community Services Building Services Worker - Project monthly salary by 25.9% based on HRs salary study findi be funded by Federal Head Start revenue.**

**COUNTY PERSONNEL SALARY STUDY**

TBD	ASSIST Request #	TBD
11/24/2020	Date:	11/24/2020
12	Annualization Factor	12
69.70%	Benefit Percentage	69.70%
27.55%	Pension Percentage	27.55%
<b>NET SALARY/FB INCREASE</b>		
<i>COST PER BUDGETED CLASSIFICATION</i>	Classification	<i>COST PER BUDGETED CLASSIFICATION</i>
<b>Community Services Building Services</b>		<b>Associate Teacher - Project</b>
<b>Worker - Project</b>		
\$ 772	<b>Step 5</b> Monthly Salary Increase per position	\$ 102
\$ 538	Benefit Increase per position	\$ 71
\$ 1,311	Salary + Benefit Increase per position	\$ 173
\$ 15,731	Annualized Sal+ Ben Cost Increase per position	\$ 2,070
12	Effective Mo's	12
\$ 15,731	Upcoming Yr. Cost per position	\$ 2,070
100.00%	Federal Percentage	100.00%
\$ 15,731	Federal Cost	\$ 2,070
0.00%	State Percentage	0.00%
\$ -	State Cost	\$ -
\$ -	Other Funding	\$ -
0.00%	County Percentage	0.00%
\$ -	County Cost	\$ -
\$ 2,554	Annualized Pension Cost per position	\$ 336
2	<b>Number of Positions</b>	55
\$ 18,540	<b>Total Annualized Salary Increase</b>	\$ 67,096
\$ 12,922	<b>Total Annualized Benefit Increase</b>	\$ 46,766
\$ 31,462	<b>Total Annualized Salary + Benefit Increase</b>	\$ 113,861

25.9% Monthly salary increase:

3.3%

V. Wetzel

Fiscal Officer:

V. Wetzel

ended for a monthly salary increase from  
mpetitive level.  
il wage/fb increase will be funded with 100%

Fiscal Analysis/Impact:

Based on a 2020 HR Salary Study, this position was recommended for a monthly salary increase from  
\$3,114 to \$3,216 (step 5) to bring wages up to livable and competitive level.  
The Associate Teacher **incremental** wage/fb increase will be funded with 100% Federal revenue.  
Approval of this incremental wage/fb increase will have no effect on CSB's NCC.

fect on CSB's NCC.

**- Recommendation to increase the  
ings. The incremental wage/fb increase will**

**Associate Teacher - Project - Recommendation to increase the monthly  
salary by 3.3% based on HRs salary study findings. The incremental wage/fb increase will  
be funded by Federal Head Start revenue.**

\$

5,107.64

\$

18,484.84

**ASSIST Request #****TBD**

Date:	11/24/2020
Annualization Factor	12
Benefit Percentage	69.70%
Pension Percentage	27.55%

**NET SALARY/FB INCREASE***COST PER BUDGETED CLASSIFICATION*

Classification

**Infant Toddler (IT) Associate Teacher - Project**

<b>Step 5</b> Monthly Salary Increase per position	\$	102
Benefit Increase per position	\$	71
Salary + Benefit Increase per position	\$	173
Annualized Sal+ Ben Cost Increase per position	\$	2,070
Effective Mo's		12
Upcoming Yr. Cost per position	\$	2,070
Federal Percentage		100.00%
Federal Cost	\$	2,070
State Percentage		0.00%
State Cost	\$	-
Other Funding	\$	-
County Percentage		0.00%
County Cost	\$	-
Annualized Pension Cost per position	\$	336
<b>Number of Positions</b>		<b>20</b>
<b>Total Annualized Salary Increase</b>	<b>\$</b>	<b>24,398</b>
<b>Total Annualized Benefit Increase</b>	<b>\$</b>	<b>17,006</b>
<b>Total Annualized Salary + Benefit Increase</b>	<b>\$</b>	<b>41,404</b>

**ASSIST Request #**

Date:	
Annualization Factor	
Benefit Percentage	
Pension Percentage	

**NET SALARY/FB INCREASE**

Classification

<b>Step 3</b> Monthly Salary Increase per temp position		
Benefit Increase per position		
Salary + Benefit Increase per position		
Annualized Sal+ Ben Cost Increase per position		
Effective Mo's		
Upcoming Yr. Cost per position		
Federal Percentage		
Federal Cost		
State Percentage		
State Cost		
Other Funding		
County Percentage		
County Cost		
Annualized Pension Cost per position		
<b>Number of Positions</b>		
<b>Total Annualized Salary Increase</b>		
<b>Total Annualized Benefit Increase</b>		
<b>Total Annualized Salary + Benefit Increase</b>		



**Monthly salary increase:**

**3.3%**

Fiscal Officer:

V. Wetzel

Fiscal Analysis/Impact:

Based on a 2020 HR Salary Study, this position was recommended for a monthly salary increase from \$3,114 to \$3,216 (step 5) to bring wages up to livable and competitive level.

The Infant Toddler (IT) Associate Teacher **incremental** wage/fb increase will be funded with 100% Federal revenue.

Approval of this incremental wage/fb increase will have no effect on CSB's NCC.

**Infant Toddler (IT) Associate Teacher - Project - Recommendation to increase the monthly salary by 3.3% based on HRs salary study findings. The incremental wage/fb increase will be funded by Federal Head Start revenue.**

\$

6,721.76

**Monthly salary increase:**

Fiscal Officer:

Fiscal Analysis/Impact:

Based on a 2020 HR Salary Study, this position was recommended for a monthly salary increase from \$2,559 to \$3,081 (step 3) to bring wages up to livable and competitive level.

The Teacher Assistant Trainee **incremental** wage/fb increase will be funded with 100% Federal revenue. The # of Positions considered Full-Time was determined based on the # of TAT's considered On-Call (Personnel placement).

Approval of this incremental wage/fb increase will have no effect on CSB's NCC.  
**Teacher Assistant Trainee (TAT) - (Full-Time) Project - Recommendation to increase the monthly salary by 20.4% based on HRs salary study findings. The incremental wage/fb increase will be funded by Federal Head Start revenue.**

TBD

11/24/2020  
12  
10.22%  
0.00%

*COST PER BUDGETED CLASSIFICATION*

**Teacher Assistant Trainee - Project (Full-Time)**

\$	522
\$	53
\$	576
\$	6,906
	12
\$	6,906
	100.00%
\$	6,906
	0.00%
\$	-
\$	-
	0.00%
\$	-
	-
	20
\$	125,322
\$	12,808
\$	138,130

**ASSIST Request #**

TBD

Date:	11/24/2020
Annualization Factor	12
Benefit Percentage	10.22%
Pension Percentage	0.00%

**NET SALARY/FB INCREASE**

Classification

**Step 3** Estimated Monthly Salary (33% of Full-Time TAT)

Benefit Increase per position

Salary + Benefit Increase per position

Annualized Sal+ Ben Cost Increase per position

Effective Mo's

Upcoming Yr. Cost per position

Federal Percentage

Federal Cost

State Percentage

State Cost

Other Funding

County Percentage

County Cost

Annualized Pension Cost per position

**Number of Positions**

**Total Annualized Salary Increase**

**Total Annualized Benefit Increase**

**Total Annualized Salary + Benefit Increase**

*COST PER BUDGETED CLASSIFICATION*

**Teacher Assistant Trainee - Project (On-Call)**

\$	170
\$	17
\$	188
\$	2,254
	12
\$	2,254
	100.00%
\$	2,254
	0.00%
\$	-
\$	-
	0.00%
\$	-
	-
	10
\$	20,448
\$	2,090
\$	22,537

20.4%

V. Wetzel

ended for a monthly salary increase from  
mpetitive level.  
e will be funded with 100% Federal revenue.  
n total # of Budgeted positions minus  
fect on CSB's NCC.  
**Recommendation to increase the  
ngs. The incremental wage/fb increase**

0

**Monthly salary increase:**

Fiscal Officer:

Fiscal Analysis/Impact:

Based on a 2020 HR Salary Study, this position was recommended for a monthly salary increase from  
\$2,559 to \$3,081 (step 3) to bring wages up to livable and competitive level.  
The Teacher Assistant Trainee **incremental** wage/fb increase will be funded with 100% Federal revenue.  
# of Positions considered On-Call was estimated based on Personnel placement.  
Monthly salary for TAT On-Call was adjusted to 33% of monthly TAT Full-Time salary  
based on actuals (PCD Report).  
Approval of this incremental wage/fb increase will have no effect on CSB's NCC.  
**Teacher Assistant Trainee (TAT) - (On-Call) Project - Recommendation to increase the  
monthly salary by 20.4% based on HRs salary study findings. The incremental wage/fb increase  
will be funded by Federal Head Start revenue.**

V. Wetzel

20.4%

0

Job Title	Job Code	Number of Steps	Number of Employees	Step 1 Monthly Salary	Step 2 Monthly Salary	Step 3 Monthly Salary	Step 4 Monthly Salary	Step 5 Monthly Salary	Average Monthly Salary for On-Call Employees	Percentage of Monthly Salary	# of Months	Approx. Annual Salary Cost	Approx. Annual Benefits Cost	Approx. Current Total Salaries & Benefits Cost	CAO Rec Monthly Salary	Approx. Annual Salaries Cost (w/ increased salary rate)	Approx. Annual Benefits Cost (w/ increased salary rate)	Approx. Current Total Salaries & Benefits Cost (w/ increased salary rate)	Total Salaries Annual Increase	Total Benefits Annual Increase	Total Salaries and Benefits Annual Increase
Teacher Assistant Trainee - Project (Full-Time)	CJK1	3	20	\$2,321	\$2,437	\$2,559	N/A	N/A			12	\$614,118.05	\$62,763	\$676,881	\$3,081	\$739,440.00	\$75,570.77	\$815,011	\$125,322	\$12,808	\$138,130
Teacher Assistant Trainee - Project (On-Call)	CJK1	3	10	2,321	2,437	2,559	N/A	N/A	\$835.00	33%	12	\$100,200	10,240	110,440	3,081	120,648	12,330	132,978	20,448	2,090	22,537
Child Nutrition Worker I - Project	98W1	5	3	2,321	2,437	2,559	\$2,687	\$2,821			12	101,560	70,787	172,347	3,675	132,292	92,207	224,499	30,732	21,420	52,152
Child Nutrition Worker III-Project (new title will be CN-Cook)	98G2	5	2	2,738	2,875	3,019	\$3,169	\$3,328			12	79,871	55,670	135,540	3,932	94,368	65,774	160,142	14,497	10,105	24,602
Child Nutrition Food Service Transporter - Project	98W2	5	4	2,321	2,437	2,559	2,687	2,821			12	135,413	94,383	229,796	3,334	160,032	111,542	271,574	24,619	17,160	41,779
Community Services Building Services Worker - Project	9KV8	5	2	2,455	2,578	2,707	2,842	2,985			12	71,628	49,925	121,554	3,757	90,168	62,847	153,015	18,540	12,922	31,462
Associate Teacher - Project	CJW1	5	55	2,562	2,690	2,825	2,966	3,114			12	2,055,464	1,432,659	3,488,123	3,216	2,122,560	1,479,424	3,601,984	67,096	46,766	113,861
Infant Toddler (IT) Associate Teacher	CJW2	5	20	2,562	2,690	2,825	2,966	3,114			12	747,442	520,967	1,268,408	3,216	771,840	537,972	1,309,812	24,398	17,006	41,404
<b>Total:</b>			<b>116</b>									<b>\$3,905,695</b>	<b>\$2,297,393</b>	<b>\$6,203,089</b>		<b>\$4,231,347</b>	<b>\$2,437,669</b>	<b>\$6,669,016</b>	<b>\$325,652</b>	<b>\$140,276</b>	<b>\$465,927</b>

**Notes:**

- Annual cost is using highest step rate for each job classification; NO COLA has been reflected.
- Teacher Assistant Trainee On-Call monthly salary based on average from February 2020 and March 2020 Payroll Cost Detail Report.
- Annual benefits cost calculated at 69.7% of total salaries for Perm staff; 10.22% for Temp staff.
- CAO Recommended Monthly Salary based on highest step for each job classification; adjusted CN-Cook/CN-Assistant positions top step per Tina Pruet/Central HR.
- \*Adjusted based on 34% of monthly salary (used March 2020 actuals).
- Number of Employees is based on BUDGETED TAT, Associate Teacher and IT Associate Teacher positions; split between TAT Full-time and On-Call were estimated.

Salary increase	%
Teacher Assistant Trainee - Project (Full-Time)	20.41%
Teacher Assistant Trainee - Project (On-Call)	20.41%
Child Nutrition Worker I - Project	30.26%
Child Nutrition Worker III-Project (new title will be Cool)	18.15%
Child Nutrition Food Service Transporter - Project	18.18%
Community Services Building Services Worker - Proje	25.88%
Associate Teacher - Project	3.26%
IT Associate Teacher	3.26%

PROGRAMS	QUALITY IMPROVEMENT (QI)
EHS-CCP	\$104,540
Head Start	\$359,366
Early Head Start	\$113,826
Total QI Funding	\$577,732
First Baptist Head Start	\$ (47,181)
<b>QI Funding available</b>	<b>\$530,551</b>

<b>Total Budget for Teacher/Nutrition Worker Salary Increase</b>	<b>\$ 465,927</b>
QI funding remaining	\$ 64,624

**P300 ATTACHMENT**  
UPDATED November 20, 2020 (Rev)

ADOPT Position Adjustment Resolution No. XXXX to reallocate the salaries of the following classifications:

Teacher Assistant Trainee-Project (CJK1) at salary (\$2,320.933-\$2,558.829) to salary plan and grade XXX-XXX (\$ - \$3,081);

Associate Teacher – Project (CJW1) at salary (\$2,562.174-\$3,114.335) to salary plan and grade XXX-XXXX (\$ - \$3,216);

Infant-Toddler Associate Teacher – Project at salary (CJW2) (\$2,562.174-\$3,114.335) to salary plan and grade XXX-XXXX (\$ - \$3,216);

Child Nutrition Food Service Transporter-Project at salary (98W2) (\$2,320.933-\$2,821.109) to salary plan and grade level XXX-XXXX (\$ - \$3,334); and

Community Services Building Service Worker-Project (9KV8) at salary (\$2,455.377-\$2,984.524) to salary plan and grade XXX-XXXX (\$ - \$3,757).

POSITION ADJUSTMENT REQUEST

NO. 25665  
DATE 11/20/2020

Department EHSD-CSB Department No./ Budget Unit No. 0588 Org No. 1417 Agency No. 19  
Action Requested: Reallocate in the Salary Schedule the following classifications: Teacher Assistant Trainee-Project; Infant Toddler Associate Teacher-Prjt; Child Nutrition Food Services Transporter-Prjct; Community Services Building Services Worker-Project in the Employment and Human Services, Community Services Bureau.

Proposed Effective Date: 12/3/2020

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

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

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

Total annual cost \$389,173.00 Net County Cost \$0.00  
Total this FY \$227,017.58 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A

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

Eva Gaipa

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

*Dei Byl*  
Deputy County Administrator

12-17-2020  
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 \_\_\_\_\_

Date 11/24/2020

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

**POSITION ADJUSTMENT REQUEST**

NO. 25665  
DATE 11/20/2020

Department EHSD-CSB Department No./  
Budget Unit No. 0588 Org No. 1417 Agency No. 19  
Action Requested: Reallocate in the Salary Schedule the following classifications: Teacher Assistant Trainee-Project, Infant Toddler Associate Teacher-Prjct, Child Nutrition Food Services Transporter-Prjct, Community Services Building Services Worker-Project in the Employment and Human Services, Community Services Bureau.

Proposed Effective Date: 12/3/2020

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 \$389,173.00 Net County Cost \$0.00  
Total this FY \$227,017.58 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A

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

Eva Gaipa

\_\_\_\_\_  
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dennis Bozanich

12/17/2020

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/6/2021

Reallocate the salaries of the following classifications on the salary schedule: Teacher Assistant Trainee-Project; Associate Teacher-Project, Infant Toddler Associate Teacher-Project; Child Nutrition Food Services Transporter-Project, Community Services Building Service Worker-Project in the Employment and Human Services Department, Community Services Bureau. (100% Offset)

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

Effective:  Day following Board Action.

\_\_\_\_\_(Date)

Amanda Monson

1/6/2021

\_\_\_\_\_  
(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 1/6/2021

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

POSITION ADJUSTMENT REQUEST

NO. 25665  
DATE 11/20/2020

Department EHSD-CSB Department No./  
Budget Unit No. 0588 Org No. 1417 Agency No. 19

Action Requested: Reallocate in the Salary Schedule the following classifications: Teacher Assistant Trainee-Project, Infant Toddler Associate Teacher-Prjct, Child Nutrition Food Services Transporter-Prjct, Community Services Building Services Worker-Project in the Employment and Human Services, Community Services Bureau.

Proposed Effective Date: 12/3/2020

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 \$389,173.00 Net County Cost \$0.00  
Total this FY \$227,017.58 N.C.C. this FY \$0.00

SOURCE OF FUNDING TO OFFSET ADJUSTMENT N/A

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

Eva Gaipa

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Dennis Bozanich

12/17/2020

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/6/2021

Reallocate the salaries of the following classifications on the salary schedule: Teacher Assistant Trainee-Project; Associate Teacher-Project, Infant Toddler Associate Teacher-Project; Child Nutrition Food Services Transporter-Project, Community Services Building Service Worker-Project in the Employment and Human Services Department, Community Services Bureau. (100% Offset)

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

Effective:  Day following Board Action.  
 \_\_\_\_\_(Date)

Amanda Monson

1/6/2021

(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~~

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE 01-09-2021

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: Kathy Gallagher, Employment & Human Services Director  
Date: January 19, 2021

Subject: Reassign five vacant Eligibility Work Supervisor, thirty-seven vacant Eligibility Worker III, and eleven vacant Social Service Program Assistant

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25670 to reassign five Eligibility Work Supervisor (XHHA), thirty-seven Eligibility Worker III (XHTB), and eleven Social Service Program Assistant (XOSA) positions from Community Services Bureau (Department number 0588) to Workforce Services Bureau (Department number 0504) in the Employment and Human Services Department.

**FISCAL IMPACT:**

The approval of this action will not result in any cost to the Workforce Services Bureau in the Employment and Human Services Department as the cost to add the positions was previously approved on November 10, 2020. This request is only to make the administrative adjustment to the Department No.

**BACKGROUND:**

Position Adjustment Resolution No. 25642 was adopted by the Board of Supervisors on November 10, 2020 authorizing Employment and Human Services Department to add five (5) Eligibility Work Supervisor I, thirty-seven (37) Eligibility Worker III and eleven (11) Social Services Program Assistant positions in the Employment and Human Services Department, Workforce Services

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Michelle Fregoso,  
925-608-5025

cc: Michelle Fregoso

BACKGROUND: (CONT'D)

Bureau. Due to administrative error, the original request was submitted with the wrong organizational unit number, and as a result the positions were added to Community Services Bureau Department No. 0588. This request is to correct department unit number to Workforce Services Department No. 0504 and Org. No. 5455. See Attachment A.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved to correct the department org number, there will be unauthorized positions allocated to the Community Services Bureau.

AGENDA ATTACHMENTS

Attachment A

P300 Form

Fiscal Analysis

MINUTES ATTACHMENTS

Signed P300 25670

<b>Classification</b>	<b>Position Numbers</b>	<b>Department No.</b>	<b>Org No.</b>
Eligibility Work Supervisor I	18156, 18157, 18158, 18159, 18160	0504	5455
SS Program Assistant	18161, 18162, 18163, 18164, 18165, 18166, 18167, 18168, 18169, 18170, 18171	0504	5455
Eligibility Worker III	18172, 18173, 18174, 18175, 18176, 18177, 18178, 18179, 18180, 18181, 18182, 18183, 18184, 18185, 18186, 18187, 18188, 18189, 18190, 18191, 18192, 18193, 18194, 18195, 18196, 18197, 18198, 18199, 18200, 18201, 18202, 18203, 18204, 18205, 18206, 18207, 18208	0504	5455

**POSITION ADJUSTMENT REQUEST**

NO. 25670  
DATE 12/22/2020

Department Employment and Human Services Department No./  
Budget Unit No. 0504 Org No. 5455 Agency No. A19

Action Requested: Reassign five vacant Eligibility Work Supervisor (XHHA), thirty-seven vacant Eligibility Worker III (XHTB), and eleven vacant Social Service Program Assistant (XOSA) positions from Community Services Bureau to Workforce Services Bureau of the Employment and Human Services Department.

Proposed Effective Date: 11/10/2020

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

**SOURCE OF FUNDING TO OFFSET ADJUSTMENT**

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

Michelle Fregoso 925-608-5025

\_\_\_\_\_  
(for) Department Head

**REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT**

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

**HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS**

DATE 1/5/2021

ADOPT Position Adjustment Resolution No. 25670 to reassign five Eligibility Work Supervisor, thirty-seven Eligibility Worker III, and eleven Social Service Program Assistant positions from Community Services Bureau to Workforce Services Bureau in the Employment and Human Services Department.

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

Effective:  Day following Board Action.

1/1/2021(Date)

Elizabeth Loud

1/5/2021

\_\_\_\_\_  
(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 1/5/2021

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

**ASSIST Request - 57052**

Date:	10-Nov-20			County Cost
Annualization Factor	12		Annualization Factor	12
Benefit Percentage	62.53%		Benefit Percentage	62.53%
Pension Percentage	31.60%		Pension Percentage	31.60%
				Increase (Decrease)

**Budget Unit/Bureau No: 504** xxxx

Currently filled by: VACANT

**Requests for new positions**

		# of positions	
Classification	<b>Soc Svc Program Assistant</b>	<b>11</b>	
<b>Budgeted Monthly Salary</b>	\$ 5,709	\$ 62,795.22	
Benefit Amount	\$ 3,570	\$ 39,265.85	
Salary + Benefit	\$ 9,278	\$ 102,061.08	
Annualized Sal+ Ben Cost	\$ 111,339	\$ 1,224,732.95	
Effective Mo's	12		
Upcoming Yr. Cost	\$ 111,339	\$ 1,224,732.95	
Federal Percentage	46.00%		
Federal Cost	\$ 51,216	\$ 563,377.16	
State Percentage	48.00%		
State Cost	\$ 53,443	\$ 587,871.81	
Other Funding 100%	\$ -		
County Percentage	6.00%		
County Cost	\$ 6,680	\$ 73,483.98	
		\$ -	
Annual Pension Cost	\$ 35,183	\$ 387,015.61	

**OLD POSITION (Old Organization No. 0502)**

Old Position Num			
Classification			
<b>Budgeted Monthly Salary</b>			-
Benefit Amount			-
Salary + Benefit			-
Annualized Sal+ Ben Cost			-
Effective Mo's			
Current Yr. Cost			-
Federal Percentage			-
Federal Cost	\$ -	\$ 563,377	
State Percentage			-
State Cost	\$ -	\$ 587,872	
Other Funding 100%			-
County Percentage			-
County Cost	\$ -	\$ 73,484	
		\$ -	
Annual Pension Cost	\$ -	\$ 387,016	

N/A  
New position request

Fiscal Analyst: Tracy Story

Explanation: Requesting to add 11 Soc Svc Program Assistant positions, benefitting multiple programs. Medi-Cal and CalWORKS received additional funding in FY 20-21 than was initially budgeted and can support the cost. Additional net county cost is not being requested.

Step 1	5,177.92	
Step 2	5,436.82	
Step 3	5,708.66	
Step 4	5,994.09	
Step 5	6,293.79	
Federal		46%
State*		48%
State 2011 Realign		
State 91/92 Realign		
Fed/Health		
County		6%
		<hr/> 100%

Step 1		
Step 2		
Step 3		
Step 4		
Step 5		
Federal		
State		
State 2011 Realign		
State 91/92 Realign		
Fed/Health		
County		
		<hr/> 0%

Note:  
\* State percentage includes: CalWORKs State portion and Medi-Cal funding



**ASSIST Request - 57053**

Date:	10-Nov-20			County
Annualization Factor	12	Annualization Factor	12	Cost
Benefit Percentage	62.53%	Benefit Percentage	62.53%	Increase
Pension Percentage	31.60%	Pension Percentage	31.60%	(Decrease)

**Budget Unit/Bureau No: 504**      **xxxx**

Currently filled by: VACANT

**Requests for new position**

	Eligibility Work Supervisor I		OLD POSITION (Old Organization No. 0502)		
Classification			Classification		
<b>Budgeted Monthly Salary</b>	\$ 6,426		<b>Budgeted Monthly Salary</b>	-	
Benefit Amount	\$ 4,018		Benefit Amount	-	
<b>Salary + Benefit</b>	\$ 10,444		<b>Salary + Benefit</b>	-	
<b>Annualized Sal+ Ben Cost</b>	\$ 125,333		<b>Annualized Sal+ Ben Cost</b>	-	
Effective Mo's	12		Current Yr. Effective Mo's	-	
<b>Upcoming Yr. Cost</b>	\$ 125,333		<b>Upcoming Yr. Cost</b>	-	
<b>Federal Percentage</b>	46.00%		<b>Federal Percentage</b>	-	
Federal Cost	\$ 57,653		Federal Cost	\$ -	\$ 57,653
<b>State Percentage</b>	48.00%		<b>State Percentage</b>	-	
State Cost	\$ 60,160		State Cost	\$ -	\$ 60,160
<b>Other Funding 100%</b>	-		<b>Other Funding 100%</b>	-	
County Percentage	6.00%		County Percentage	-	
County Cost	\$ 7,520		County Cost	\$ -	\$ 7,520
<b>Annual Pension Cost</b>	\$ 39,605		<b>Annual Pension Cost</b>	\$ -	\$ 39,605

N/A  
New position request

Fiscal Analyst: Tracy Story

**Explanation: Requesting to add one Eligibility Work Supervisor I to oversee SSPAs, benefitting multiple programs. Medi-Cal and CalWORKs received additional funding in FY 20-21 than was initially budgeted and can support the cost. Additional net county cost is not requested.**

Step 1	5,828.71
Step 2	6,120.15
Step 3	6,426.15
Step 4	6,747.46
Step 5	7,084.83
Step 6	7,439.08
Step 7	7,811.03

Step 1	
Step 2	
Step 3	
Step 4	
Step 5	
Step 6	
Step 7	

Federal	46%
State*	48%
State 2011 Realign	
State 91/92 Realign	
Fed/Health	
County	6%
<hr/>	
	100%

Federal	
State	
State 2011 Realign	
State 91/92 Realign	
Fed/Health	
County	0%
<hr/>	
	0%

Note:  
\* State percentage includes: CalWORKs State portion and Medi-Cal funding

**ASSIST Request - 57050**

Date:	10-Nov-20	Annualization Factor	12	County Cost
Annualization Factor	12	Benefit Percentage	62.53%	Increase
Benefit Percentage	62.53%	Pension Percentage	31.60%	(Decrease)
Pension Percentage	31.60%			

**Budget Unit/Bureau No: 504** xxxx

Currently filled by: VACANT

**Request for new positions**

	Eligibility Worker III	# of positions	
Classification		37	
<b>Budgeted Monthly Salary</b>	\$ 5,433	\$	201,018
Benefit Amount	\$ 3,397	\$	125,697
Salary + Benefit	\$ 8,830	\$	326,715
Annualized Sal+ Ben Cost	\$ 105,962	\$	3,920,577
Effective Mo's	12		
Upcoming Yr. Cost	\$ 105,962	\$	3,920,577
Federal Percentage	0.00%		
Federal Cost	\$ -	\$	-
State Percentage	100.00%		
State Cost	\$ 105,962	\$	3,920,577
Other Funding 100%	\$ -		
County Percentage	0.00%		
County Cost	\$ -	\$	-
Annual Pension Cost	\$ 33,484	\$	1,238,902

**OLD POSITION (Old Organization No. 0502)**

Old Position Num			
Classification			
<b>Budgeted Monthly Salary</b>			-
Benefit Amount			-
Salary + Benefit			-
Annualized Sal+ Ben Cost			-
Current Yr. Effective Mo's			
Current Yr. Cost			-
Federal Percentage			
Federal Cost	\$ -	\$	-
State Percentage			
State Cost	\$ -	\$	3,920,577
Other Funding 100%			
County Percentage			
County Cost	\$ -	\$	-
Annual Pension Cost	\$ -	\$	1,238,902

N/A  
New position request

Fiscal Analyst: Tracy Story

Explanation: Request is to add 37 new Eligibility Worker III positions for the Medi-Cal program. This program is 100% State funded and results in no additional net county cost.

- Step 1 4,927.82
- Step 2 5,174.21
- Step 3 5,432.92
- Step 4 5,704.57
- Step 5 5,989.80

- Step 1
- Step 2
- Step 3
- Step 4
- Step 5
- Step 6
- Step 7
- Step 8
- Step 9
- Step 10
- Step 11

Federal	100%
State	
State 2011 Realign	
State 91/92 Realign	
Fed/Health	
County	0%
<hr/>	
	100%

Federal	
State	
State 2011 Realign	
State 91/92 Realign	
Fed/Health	
County	0%
<hr/>	
	0%

**ASSIST Request - 57051**

Date:	10-Nov-20		County
Annualization Factor	12	Annualization Factor	12
Benefit Percentage	62.53%	Benefit Percentage	62.53%
Pension Percentage	31.60%	Pension Percentage	31.60%
			Cost Increase (Decrease)

**Budget Unit/Bureau No: 504**      **xxxx**

Currently filled by: VACANT

**Request for new positions**

	Eligibility Work Supervisor I	# of positions	
Classification		4	
<b>Budgeted Monthly Salary</b>	\$ 6,426	\$ 25,704.61	
Benefit Amount	\$ 4,018	\$ 16,073.09	
Salary + Benefit	\$ 10,444	\$ 41,777.70	
Annualized Sal+ Ben Cost	\$ 125,333	\$ 501,332.45	
Effective Mo's	12		
Upcoming Yr. Cost	\$ 125,333	\$ 501,332.45	
Federal Percentage	0.00%		
Federal Cost	\$ -	\$ -	
State Percentage	100.00%		
State Cost	\$ 125,333	\$ 501,332.45	
Other Funding 100%	\$ -	\$ -	
County Percentage	0.00%		
County Cost	\$ -	\$ -	
Annual Pension Cost	\$ 39,605	\$ 158,421.06	

**OLD POSITION (Old Organization No. 0502)**

Old Position Num			
Classification			
<b>Budgeted Monthly Salary</b>			
Benefit Amount			
Salary + Benefit			
Annualized Sal+ Ben Cost			
Current Yr. Effective mo			
Current Yr. Cost			
Federal Percentage			
Federal Cost	\$ -	\$ -	\$ -
State Percentage			
State Cost	\$ -	\$ -	\$ 501,332
Other Funding 100%			
County Percentage			
County Cost	\$ -	\$ -	\$ -
Annual Pension Cost	\$ -	\$ -	\$ 158,421

N/A  
New position request

Fiscal Analyst: Tracy Story

Explanation: Request is to add 4 new Eligibility Work Supervisor I positions for the Medi-Cal program. This program is 100% State funded and results in no additional net county cost.

Step 1	5,828.71		Step 1	
Step 2	6,120.15		Step 2	
Step 3	6,426.15		Step 3	
Step 4	6,747.46		Step 4	
Step 5	7,084.83		Step 5	
Step 6	7,439.08		Step 6	
Step 7	7,811.03		Step 7	
			Step 8	
			Step 9	
			Step 10	
			Step 11	
Federal	100%		Federal	
State	0%		State	
State 2011 Realign			State 2011 Realign	
State 91/92 Realign			State 91/92 Realign	
Fed/Health			Fed/Health	
County	0%		County	
	<u>100%</u>			<u>0%</u>

10/8/2020: Request for 53 new positions

Breakdown:

- 11 SSPAs MultiProgram
- 1 EW Supervisor MultiProgram
- 37 EWs Medi-Cal
- 4 EW Supervisor Medi-Cal

SSPA	Step	Salary	Increase	Total
	1	5,177.92	1.05	5,436.82
	2	5,436.82	1.05	5,708.66
	3	5,708.66	1.05	5,994.09
	4	5,994.09	1.05	6,293.79
	5	6,293.79	1.05	6,608.48

EW Sup	Step	Salary	Increase	Total
	1	5,828.71	1.05	6,120.15
	2	6,120.15	1.05	6,426.15
	3	6,426.15	1.05	6,747.46
	4	6,747.46	1.05	7,084.83
	5	7,084.83	1.05	7,439.08
	6	7,439.08	1.05	7,811.03
	7	7,811.03	1.05	8,201.58

EW III	Step	Salary	Increase	Total
	1	4,927.82	1.05	5,174.21
	2	5,174.21	1.05	5,432.92
	3	5,432.92	1.05	5,704.57
	4	5,704.57	1.05	5,989.80
	5	5,989.80	1.05	6,289.29

**Salary data by classification: (source: PS Salary Schedule from HR Website, dated 8/6/2020) - USED for P300**

Multi-Program													
	Min	Max	# of steps	STEP 3	*62.53%	Total Monthly	Annually	# of positions requested	Federal	State	County	Total Cost - Annual	Total Cost - 6 mths
SSPA	5,178	6,294	5	5,709	3,570	9,278	111,339	11	563,377	587,872	73,484	1,224,733	612,366
EW Sup	5,829	7,444	7	6,426	4,018	10,444	125,333.11	1	57,653	60,160	7,520	125,333	62,667
							236,672		621,030	648,032	81,004	1,350,066	675,033

Medi-Cal													
	Min	Max	# of steps	STEP 3	*62.53%	Total Monthly	Annually	# of positions requested	Federal	State	County	Total Cost - Annual	Total Cost - 6 mths
EW III	4,928	5,990	5	5,433	3,397	8,830	105,961.53	37	-	3,920,577	-	3,920,577	1,960,288
EW Sup	5,829	7,444	7	6,426	4,018	10,444	125,333	4	-	501,332	-	501,332	250,666
							105,962			3,920,577		4,421,909.02	1,960,288

**Total Cost \$ 5,771,975.08**

**Salary data by classification: (source: PS Mod1, dated 9/1/2020) - For comparison only**

	Avg Step 3	*62.53%	Total Monthly	Annually	# of positions requested	Total Cost - Annual	Total Cost - 6 mths
SSPA	5,708.66	3,569.63	9,278.29	111,339.42	11	1,224,733.63	612,366.82
EW Sup	6,426.15	4,018.27	10,444.42	125,333.06	5	626,665.30	313,332.65
EW III	5,432.92	3,397.20	8,830.12	105,961.50	37	3,920,575.44	1,960,287.72
				342,633.98		5,771,974.37	2,885,987.19

POSITION ADJUSTMENT REQUEST

NO. 25670
DATE 12/22/2020

Department Employment and Human Services
Department No./ Budget Unit No. 0504 Org No. 5455 Agency No. A19

Action Requested: Reassign five vacant Eligibility Work Supervisor (XHHA), thirty-seven vacant Eligibility Worker III (XHTB), and eleven vacant Social Service Program Assistant (XOSA) positions from Community Services Bureau to Workforce Services Bureau of the Employment and Human Services Department.

Proposed Effective Date: 11/10/2020

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

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

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

SOURCE OF FUNDING TO OFFSET ADJUSTMENT

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

Michelle Fregoso 925-608-5025

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/5/2021

ADOPT Position Adjustment Resolution No. 25670 to reassign five Eligibility Work Supervisor, thirty-seven Eligibility Worker III, and eleven Social Service Program Assistant positions from Community Services Bureau to Workforce Services Bureau in the Employment and Human Services Department.

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

Effective: [ ] Day following Board Action.
[x] 1/1/2021 (Date)

Elizabeth Loud

1/5/2021

(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 [x] DISAPPROVED [ ]

Monica Nino, Clerk of the Board of Supervisors and County Administrator

DATE [Signature]

BY [Signature]

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 Director  
Date: January 19, 2021

Subject: Establish a Project classification and Add positions in the Health Services Department

---

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25679 to establish the classification of Public Health Nurse Program Manager-Project (VWH2) at salary plan and grade level ZZX-1006 (\$11,778 - \$14,317) and add five (5) positions; and add sixty (60) Registered Nurse-Project (VVX5) positions at salary plan and grade level LT2-1832 (\$10,918 - \$13,635) in the Health Services Department. (Represented)

**FISCAL IMPACT:**

This request has an annual cost of approximately \$17,066,897.21 with pension costs of \$3,958,957 already included. These positions will be 100% funded by Federal and State emergency funding.

**BACKGROUND:**

As part of the COVID-19 response, the Health Services Department is requesting to establish the Public Health Nurse Program Manager-Project classification and add five (5) positions; and add sixty (60) Public Health Nurse-Project positions allocated to the Vaccine Branch to administer mass vaccinations. The department will fill positions as needed, but is also partnering with local pharmacies, health providers, fire agencies, and private health systems to increase vaccine administration efforts.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  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: January 19, 2021

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

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc: Sylvia Wong-Tam, Jo-Anne Linares

CONSEQUENCE OF NEGATIVE ACTION:

There will not be sufficient staff to administer COVID-19 vaccines, which negatively impacts the health and safety of County residents.

CLERK'S ADDENDUM

**CORRECTED TO READ: ADOPT Position Adjustment Resolution No. 25679 to establish the classification of Public Health Nurse Program Manager-Project (represented) and add five positions and add sixty Registered Nurse-Project (represented) positions in the Health Services Department. (100% Federal and state emergency funds)**

AGENDA ATTACHMENTS

P300 No. 25679 HSD

MINUTES ATTACHMENTS

Signed P300 25679

**POSITION ADJUSTMENT REQUEST**

NO. 25679  
DATE 1/11/2021  
Department No./  
Agency No. A18

Department Health Services

Budget Unit No. 0450 Org No. 5752

Action Requested: Establish Public Health Nurse Program Manager-Project (VWH2) classification and add 5 positions; and add 60 Public Health Nurse-Project (VVX1) positions in the Health Services Department.

Proposed Effective Date: 1/20/21

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 \$17,066,897.00

Net County Cost 0

Total this FY \$7,111,207.

N.C.C. this FY \$0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% CARES Act 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

Sarah Kennard for

1/13/2021

\_\_\_\_\_  
Deputy County Administrator

\_\_\_\_\_  
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/14/21

Establish Public Health Nurse Program Manager-Project (VWH2) classification and add 5 positions; and add 60 Public Health Nurse-Project (VVX1) positions in the Health Services Department.

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

Effective:  Day following Board Action.

\_\_\_\_\_(Date)

Alycia Leach

1/14/21

\_\_\_\_\_  
(for) Director of Human Resources

\_\_\_\_\_  
Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 01/14/2021

Approve Recommendation of Director of Human Resources

Disapprove Recommendation of Director of Human Resources

Other: \_\_\_\_\_

Enid Mendoza

\_\_\_\_\_  
(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 10/27/20

No. xxxxxx

1. Project Positions Requested:  
65
2. Explain Specific Duties of Position(s)  
Perform duties/responsibilities in response to the COVID Pandemic
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)  
CARES Act funds
4. Duration of the Project: Start Date Feb 2021 End Date Dec 2021  
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 implicationsThe County will not have sufficient staff in response to COVID Pandemic
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

C.28

POSITION ADJUSTMENT REQUEST

NO. 25679
DATE 1/11/2021
Department No./
Agency No. A18

Department Health Services

Budget Unit No.0450 Org No. 5752

Action Requested: Establish Public Health Nurse Program Manager-Project (VWH2) classification and add 5 positions; and add 60 Registered Nurse-Project (VWX5) positions in the Health Services Department.

Proposed Effective Date: 1/20/21

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

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

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

Total annual cost \$17,066,897.00 Net County Cost 0
Total this FY \$7,111,207. N.C.C. this FY \$0

SOURCE OF FUNDING TO OFFSET ADJUSTMENT: 100% federal and state emergency funding

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 for

1/13/2021

Deputy County Administrator

Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE 1/14/21

Establish Public Health Nurse Program Manager-Project (VWH2) classification and add 5 positions; and add 60 Registered Nurse-Project (VWX5) positions in the Health Services Department.

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

Effective: [x] Day following Board Action.

[ ] (Date)

Alycia Leach

1/14/21

(for) Director of Human Resources

Date

COUNTY ADMINISTRATOR RECOMMENDATION:

DATE 01/14/2021

- [x] Approve Recommendation of Director of Human Resources
[ ] Disapprove Recommendation of Director of Human Resources
[ ] Other:

Enid Mendoza

(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Monica Nino, Clerk of the Board of Supervisors and County Administrator

Adjustment is APPROVED [x] DISAPPROVED [ ]

DATE 01-19-2021

BY [Signature]

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 10/27/20

No. xxxxxx

1. Project Positions Requested:  
65
2. Explain Specific Duties of Position(s)  
Perform duties/responsibilities in response to the COVID Pandemic
3. Name / Purpose of Project and Funding Source (do not use acronyms i.e. SB40 Project or SDSS Funds)  
CARES Act funds
4. Duration of the Project: Start Date Feb 2021 End Date Dec 2021  
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 implicationsThe County will not have sufficient staff in response to COVID Pandemic
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: Monica Nino, County Administrator  
Date: January 19, 2021

Subject: Resolution No. 2021/32 reclassifying positions and incumbents of Probation Director classification to Step 6

---

**RECOMMENDATION(S):**

ADOPT Resolution No. 2021/32 to reclassify the positions and incumbents of the Probation Director (7BFA) classification and adjust the salary step placement for Employees #60746 (Pos #13282), #56447 (Pos #13281), and #51187 (Pos #13491), from step five to step six of the salary range B25-1972 (\$9,729.93 - \$12,418.12), effective December 9, 2020, as requested by Probation and recommended by the County Administrator.

**FISCAL IMPACT:**

Upon approval, this action will result in an increased annual cost of approximately \$58,671, which includes \$25,196 in pension costs.

**BACKGROUND:**

In 2008, the Probation Director position was created to oversee Field Investigation and Supervision Services for Probation Department operations. At the time of its creation, the position was a promotion from the Probation Manager classification, but lower in the command structure than the higher ranking Chief Deputy Probation Officer. Between 2008 and 2019 roles and responsibilities of the Probation Director position evolved and eventually encompassed many of the

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Melissa Crockett, (925)  
655-2048

cc:

BACKGROUND: (CONT'D)

former responsibilities of the Chief Deputy Probation Officer, including oversight of the two Probation Department juvenile detention facilities and new broadened field aspects, such as those mandated through criminal justice realignments in both Juvenile Services (2007) and Adult Services (2011). With the elimination of the Chief Deputy Probation Officer classification, and the shifting of some duties to the Probation Director, your Board added an additional merit pay step to the salary range for the Probation Director on December 8, 2020 to allow the County to compensate the Probation Directors appropriately. This action reclassifies the Probation Director positions and incumbents into the step six placement.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the salary will not properly compensate executive staff for the additional work that they assume in their positions.

AGENDA ATTACHMENTS

Resolution 2021/32

MINUTES ATTACHMENTS

Signed Resolution No. 2021/32

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

Adopted this Resolution on 01/19/2021 by the following vote:

		<b>John Gioia</b>
		<b>Candace Andersen</b>
<b>AYE:</b>	<input type="text" value="5"/>	<b>Diane Burgis</b>
		<b>Karen Mitchoff</b>
		<b>Federal D. Glover</b>
<b>NO:</b>	<input type="text" value="/"/>	
<b>ABSENT:</b>	<input type="text" value="/"/>	
<b>ABSTAIN:</b>	<input type="text" value="/"/>	
<b>RECUSE:</b>	<input type="text" value="/"/>	



**Resolution No. 2021/32**

In The Matter Of: Adjusting the Salary Step Placement for Certain Probation Directors.

THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS in its capacity as governing Board of the County of Contra Costa RESOLVES THAT:

Effective December 9, 2020, reclassify the positions and incumbents of the Probation Director (7BFA) classification and adjust the salary step placement for Employees #60746 (Pos #13282), #56447 (Pos #13281), and #51187 (Pos #13491), from step five to step six of the salary range B25-1972 (\$9,729.93 - \$12,418.12).

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: Melissa Crockett, (925) 655-2048

**ATTESTED: January 19, 2021**  
Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: *June McHuen*  
June McHuen, Deputy

cc:

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

Adopted this Resolution on 01/19/2021 by the following vote:

**John Gioia**  
**Candace Andersen**  
**AYE:**  **5** **Diane Burgis**  
**Karen Mitchoff**  
**Federal D. Glover**  
**NO:**   
**ABSENT:**   
**ABSTAIN:**   
**RECUSE:**



**Resolution No. 2021/32**

In The Matter Of: Adjusting the Salary Step Placement for Certain Probation Directors.

THE CONTRA COSTA COUNTY BOARD OF SUPERVISORS in its capacity as governing Board of the County of Contra Costa RESOLVES THAT:

Effective December 9, 2020, reclassify the positions and incumbents of the Probation Director (7BFA) classification and adjust the salary step placement for Employees #60746 (Pos #13282), #56447 (Pos #13281), and #51187 (Pos #13491), from step five to step six of the salary range B25-1972 (\$9,729.93 - \$12,418.12).

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: Melissa Crockett, (925) 655-2048**

**ATTESTED: January 19, 2021**

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

**cc:**



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Submission of Grant Application #28-759-25 to the California Department of Resources Recycling and Recovery (CalRecycle)

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee (the Director of Environmental Health or Assistant Director of Health Services), to submit Grant Application #28-759-25 (TEA-28), to the California Department of Resources Recycling and Recovery (CalRecycle), to pay the County in an amount not to exceed \$450,000, for the Environmental Health Waste Tire Enforcement Program, for the period from June 29, 2021 through September 30, 2022.

**FISCAL IMPACT:**

Approval of this application will result in an amount not to exceed \$450,000 from CalRecycle for the Environmental Health Waste Tire Enforcement Program. The funds are allocated and available from CalRecycle for grants to solid waste Local Enforcement Agencies (LEA) and cities and counties with regulatory authority within the city and county government to perform enforcement/compliance and surveillance activities at waste tire facilities. No County match required.

**BACKGROUND:**

Contra Costa Environmental Health/General Programs is the solid waste LEA for the entire county, including all incorporated cities except for the City of Pittsburg. CalRecycle has been delegated the responsibility for the administration of the program within the state, setting up necessary procedures

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Jocelyn Stortz,  
925-608-5500

cc: Marcy Wilhelm



BACKGROUND: (CONT'D)

governing application by cities and counties under the program. Since 2007, Contra Costa County has demonstrated it has sufficient staff resources, technical expertise, and/or experience to carry out the proposed program. The Program allows the County to monitor and reduce illegal waste tire practices, educate and enforce proper waste tire management and assist in reducing potential vector problems and prevention of tire fires and otherwise protecting public health safety.

On January 7, 2020, the Board of Supervisors approved submission of the LEA Application #28-759-23, for the period from June 29, 2020 through September 30, 2021. On May 12, 2020, the Board of Supervisors approved Grant Agreement #28-759-24 which awarded \$263,044 in funds to the County for the Environmental Health Waste Tire Enforcement Program, through September 30, 2021.

Approval of Application #28-759-25 will allow Contra Costa County Environmental Health services to apply for funds to continue implementing the Environmental Health Waste Tire Enforcement Program through September 30, 2022.

CONSEQUENCE OF NEGATIVE ACTION:

If this grant is not approved, the County will not be able to monitor and reduce illegal waste tire practices, educate and enforce proper waste tire management throughout the County, assist in reducing potential vector problems and prevent tire fires, nor protect public health and safety.



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Interagency Agreement #29-513-23 with Mt. Diablo Unified School District

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Interagency Agreement #29-513-23 with Mt. Diablo Unified School District, a government agency, to pay the County an amount not to exceed \$533,891 to provide professional school-based mental health services, crisis intervention, and day treatment for seriously emotionally disturbed students for the period from July 1, 2020 through June 30, 2021.

**FISCAL IMPACT:**

Approval of this Interagency Agreement will result in a total payment to the County not to exceed \$533,891. There is no County match required.

**BACKGROUND:**

Fred Finch Youth Center, Families First and Seneca Residential & Day Treatment Center for Children work collaboratively with the County and school district personnel in developing program services and policies. The primary goal of the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) Program and non-Medi-Cal mental health programs are to continue to provide seriously emotionally disturbed children with the services and the support they need to function effectively in school, at home, and in the community. Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Suzanne Tavano, PhD.,  
925-957-5212

BACKGROUND: (CONT'D)

On September 10, 2019, the Board of Supervisors approved Interagency Agreement #29-513-22 with Mt. Diablo Unified School District, for the provision of professional school-based mental health services for the period from July 1, 2019 through June 30, 2020.

Approval of Interagency Agreement #29-513-23 will allow Agency to offer continuous mental health services, crisis intervention services and day treatment to its seriously emotionally disturbed students, through June 30, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, seriously emotionally disturbed students will not receive school-based mental health and crisis intervention services.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: (1) Children Ready for and Succeeding in School; (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.



Contra  
Costa  
County

To: Board of Supervisors  
From: Kathy Gallagher, Employment & Human Services Director  
Date: January 19, 2021

Subject: Contract with First Baptist Church Head Start Delegate Agency

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment and Human Services Department Director, or designee, to execute a contract with First Baptist Church of Pittsburg, California, in an amount not to exceed \$2,293,865 for Head Start Delegate Agency childcare services for the period of January 1, 2021 through December 31, 2021.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Lisa Gonzales,  
925-608-4968

cc: Lisa Gonzales, Theo Trinh, Haydee Ilan

FISCAL IMPACT: (CONT'D)

This contract is 100% federally funded by the U.S. Department of Health and Human Services, Administration for Children and Families (ACF). The Contractor is responsible for the local, non-cash, in-kind match of \$573,466 (Non Federal Share). Non Federal share is 20% of Total Federal and Non Federal grant amount as calculated as follows:

\$2,293,865 - Federal grant

\$573,466 - Non Federal share (20% of \$2,867,331)

\$2,867,331 - Total Federal and Non Federal grant amount.

These services require no additional pension costs to the County.

CFDA #93.600

Contra Costa County Contract #33-499-54

BACKGROUND:

On September 22, 2020, the Board authorized the submission of the 2021 Head Start grant application to the U.S. Department of Health and Human Services, ACF, to continue the provision of Head Start services in Contra Costa County. The grant included the plan submitted by the County's Head Start Delegate Agency, First Baptist Church of Pittsburg, California. This Board Order approves the funding for the Delegate Agency for the 2021 program year.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, contract will not be executed and Head Start services will not be provided by the First Baptist Church of Pittsburg, California.

CHILDREN'S IMPACT STATEMENT:

This contract supports three of Contra Costa County Employment and Human Services Department Community Services Bureau's community outcomes - Outcome 1: Children Ready for and Succeeding in School, Outcome 3: Families that are Economically Self-sufficient, and Outcome 4: Families that are Safe, Stable, and Nurturing. These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: APPROVE and AUTHORIZE Amendment No. 1 to the Contract with Pyro-Comm Systems, Inc., to extend On-Call Fire Sprinkler Services.

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Pyro-Comm Systems, Inc., to extend the term from January 31, 2021 to January 31, 2022, to continue to provide on-call fire sprinkler services to County facilities, with no change to the payment limit of \$800,000, Countywide.

**FISCAL IMPACT:**

Facilities Maintenance Budget. (100% General Fund)

**BACKGROUND:**

Public Works Facilities Services is responsible for maintaining, repairing and certifying fire sprinkler systems at various County facilities to assure County systems are in compliance. Pyro-Comm Systems, Inc. provides fire sprinkler inspections, repairs, testing and certifications.

The contract with Pyro-Comm Systems, Inc. is due to expire January 31, 2021. The Public Works Department is requesting authorization to extend this contract to January 31, 2022, to assure there are fire sprinkler services available while conducting a formal solicitation for new on-call fire sprinkler services contracts.

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Kevin Lachapelle, (925)  
313-7082

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, fire sprinkler services with Pyro-Comm Systems, Inc., will be discontinued.



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: Blanket Purchase Order with AAA Business Supplies and Interiors

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a blanket purchase order with AAA Business Supplies and Interiors, in an amount not to exceed \$1,000,000, for office products and supplies to be used throughout the County, for the period March 1, 2021 through May 31, 2024.

**FISCAL IMPACT:**

Office supply costs to be paid by County Departments. (100% Department User Fees)

**BACKGROUND:**

Contra Costa County Purchasing Services is requesting approval of a blanket purchase order to be used by County departments for the ordering of office products and supplies. Prices are based on the Omnia Partners Cooperative Purchasing Contract #R190301. The blanket purchase order covering all departments will allow the County to consolidate purchases, and maximize savings.

**CONSEQUENCE OF NEGATIVE ACTION:**

Without a blanket purchase order in place, departments would select their own office supply vendors, thereby increasing costs by not taking advantage of cooperative purchasing discounts.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Cynthia Shehorn,  
925-957-2495

cc:





Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: Blanket Purchase Order for Countywide Amazon Business Account

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a blanket purchase order with Amazon Business in the amount of \$2,500,000 for the purchase of office products and supplies to be used throughout the County, for the period February 1, 2021 through April 30, 2025.

**FISCAL IMPACT:**

Office supply costs to be paid by County Departments. (100% Department User Fees)

**BACKGROUND:**

Contra Costa County Purchasing Services is requesting approval of a blanket purchase order to initiate a Countywide business account with Amazon Business for the purchase of a variety of business-related products and to offer an alternative to the current office supply providers. This order is in conjunction with an Omnia Partner Cooperative agreement #MA3457 and is in effect through April 2025.

By securing this order, we have the opportunity to save the County a substantial amount of revenue by offering Business-only discounts or quantity discounts, reducing or eliminating the cost of shipping,

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Cynthia Shehorn,  
925-957-2495

cc:

BACKGROUND: (CONT'D)

implementing account controls and routing approvals, offering order history reporting with better tracking, and having a mechanism to track and record our spending with our Small Business Enterprise community. Ultimately, this will offer a better option to the current process, save money and better serve our County in the long term.

CONSEQUENCE OF NEGATIVE ACTION:

Without a blanket purchase order in place, departments will not take advantage of the financial benefits associated with initiating a Business account, and the County would not reduce or eliminate shipping costs.



Contra  
Costa  
County

To: Board of Supervisors  
From: Matt Slattengren, Ag Commissioner/Weights & Measures Director  
Date: January 19, 2021

Subject: Noxious Weed Grant Program #20-0969-000SA

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute an agreement with California Department of Food and Agriculture to reimburse the County in an amount not to exceed \$31,999 to implement and carry out strategic weed control and eradication for the period January 15, 2021 through June 30, 2022.

**FISCAL IMPACT:**

This agreement will reimburse the department for costs to implement and carry out strategic weed control and eradication of weeds and controlling problematic infestations of noxious weeds for an amount not to exceed \$31,999.

**BACKGROUND:**

Contra Costa County Agriculture/Weights & Measures Department has a long history of weed management and weed abatement. The department has worked closely with state parks, regional parks districts, regional water districts, various other entities, and private landowners

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: 608-6600

cc:

BACKGROUND: (CONT'D)

to control noxious weeds. The department will be implementing control methods and mapping noxious weeds that will protect endangered species as well as promote regrowth of native and desirable plants. The agreement requires the County to defend and indemnify the California Department of Food and Agriculture for any claims or losses of a property owner arising out of the County's performance of the agreement.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action would decrease the Departments revenue an increase the spread of noxious weeds that are not native to California.



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #74-277-23 with Jackson & Coker Locumtenens, LLC

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-277-23 with Jackson & Coker Locumtenens, LLC, a limited liability company, in an amount not to exceed \$1,218,336, to provide psychiatrists for temporary work and recruitment services at the County's Mental Health Outpatient Clinics, for the period from January 1, 2021 through December 31, 2021.

**FISCAL IMPACT:**

Approval of this contract will result in annual expenditures of up to \$1,218,336 and will be funded as budgeted by the department, by 100% Mental Health Realignment funds. (Rate increase)

**BACKGROUND:**

The County's Behavioral Health Services Division/Mental Health has an obligation to provide psychiatric physician services to patients. Therefore, the County contracts with temporary help firms to ensure patient care is provided during peak loads, temporary absences, vacations or emergency situations when full staffing is required. This contractor has been providing locum tenens staffing and recruitment services since 2007.

---

APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
 Candace Andersen, District II Supervisor  
 Diane Burgis, District III Supervisor  
 Karen Mitchoff, District IV Supervisor  
 Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Suzanne Tavano, PhD.,  
925-957-5212

BACKGROUND: (CONT'D)

On January 7, 2020, the Board of Supervisors approved Contract #74-277-22, with Jackson & Coker Locumtenens, LLC, in the amount of \$1,218,336 to provide psychiatrists for temporary work and recruitment services at the County's Mental Health Outpatient Clinics, to cover vacations, sick and extended leaves and emergency situations, for the period from January 1, 2020 through December 31, 2020.

Approval of Contract #74-277-23 will allow the contractor to continue to provide services through December 31, 2021. The contract deletes Paragraph 18. (Indemnification) of the General Conditions.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County's Mental Health Outpatient Clinics would not have access to contractor's services and psychiatrist staffing requirements may not be met.



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #77-312 with Sierra Health and Wellness Centers, LLC

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-312 with Sierra Health and Wellness Centers, LLC, a limited liability company, in an amount not to exceed \$225,000, to provide substance abuse rehabilitation services to Contra Costa Health Plan (CCHP) members, for the period from January 1, 2021 through December 31, 2023.

**FISCAL IMPACT:**

This contract will result in budgeted expenditures of up to \$225,000 over a 2 year period and will be funded 100% by CCHP Enterprise Fund II revenues.

**BACKGROUND:**

The CCHP has an obligation to provide certain specialized professional health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County. CCHP allows all qualified community providers to join its Community Provider Network.

Under this new Contract #77-312, Contractor will provide substance abuse rehabilitation services for chemical dependency

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Sharron Mackey,  
925-313-6104

cc: K Cyr, M Wilhelm

BACKGROUND: (CONT'D)

diagnosis including detoxification, residential treatment and intensive outpatient treatment program services to CCHP members, for the period from January 1, 2021 through December 31, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialty health care services will not be available to CCHP members in accordance with their membership contracts.





Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: Advertise the 2021 On-Call Fencing Services Contract(s) for Various Road, Flood Control, Airport, and Facilities Maintenance Work, Countywide

**RECOMMENDATION(S):**

AUTHORIZE the Public Works Director, or designee, to advertise for 2021 On-Call Fencing Services Contract(s) for Various Road, Flood Control, Airport and Facilities Maintenance Work, Project No. 94031A-21, for routine maintenance and repairs, Countywide.

**FISCAL IMPACT:**

100% Various Road, Flood Control, Airport Enterprise and General Funds.

**BACKGROUND:**

The Public Works Department will use the 2021 On-Call Fencing Services Contract(s) for Various Road, Flood Control, Airport and Facilities Maintenance Work to provide supplemental fencing services as needed to Public Works Maintenance and Facilities Maintenance crews for routine road, flood control, airport and facilities maintenance and repairs in various locations within Contra Costa County.

The Public Works Department intends to award at least one (1) \$400,000 contract, but not more than four (4) \$400,000 contracts, to the responsible bidder(s). Each contract will have a term of one year with the option of two (2) one-year extensions, and will be used, as needed, without a minimum amount that has to be spent.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Caroline Tom, 925  
313-7007

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not advertised and awarded, the Public Works Department may be unable to complete routine road, flood control, airport and facilities maintenance work in a timely manner.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Amendment #26-395-23 with Locumtenens.com, LLC

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #26-395-23, with Locumtenens.com, LLC, effective December 1, 2020, to amend Contract #26-395-22, to increase the payment limit by \$400,000, from \$800,000 to a new payment limit of \$1,200,000, with no change in the term of March 1, 2020 through February 28, 2021.

**FISCAL IMPACT:**

Approval of this contract amendment will result in additional contractual service expenditures of up to \$400,000 and will be funded 100% by Hospital Enterprise Fund I. (No rate increase)

**BACKGROUND:**

Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers have an obligation to provide physician services to patients. Therefore, the county contracts with temporary help firms to ensure patient care is provided during peak loads, temporary absences, vacations and emergency situations when additional staffing is required. The county has been using this contractor to provide locum tenens staffing services since 2001.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,  
925-313-5101

BACKGROUND: (CONT'D)

On March 31, 2020, the Board of Supervisors approved Contract #26-395-22, with Locumtenens.com, LLC, in the amount of \$800,000 to provide temporary locum tenens physician services at CCRMC and Health Centers during peak loads, temporary absences, vacations or emergency situations, for the period March 1, 2020 through February 28, 2021.

Approval of Contract Amendment Agreement #26-395-23 will allow the contractor to provide temporary staffing in the gastroenterology, anesthesiology, emergency medicine and pediatric specialties through February 28, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the County will not receive additional hours of services from this contractor and physician staffing requirements may not be met.



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: Contract with Got Power, Inc. dba California Diesel & Power (CD & Power), a California Corporation, Countywide.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Got Power, Inc. dba California Diesel & Power (CD & Power), in an amount not to exceed \$1,000,000, to provide on-call generator maintenance and repair services at various County sites and facilities, for the period February 1, 2021 through January 31, 2024, Countywide.

**FISCAL IMPACT:**

Facilities Maintenance Budget. (100% General Fund)

**BACKGROUND:**

Public Works Facilities Services is responsible for maintenance and repairs of all County properties. Work done under this contract will consist of scheduled routine maintenance and repairs as needed to assure County generators are functioning as designed.

Originally bid on BidSync #2010-435, Got Power, Inc. dba California Diesel & Power (CD & Power), was one of two lowest, responsive and responsible

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

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

- AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Kevin Lachapelle, (925) 313-7082

cc:

BACKGROUND: (CONT'D)

vendors awarded for this work. The contract will have a term of three (3) years with the option of two (2) one-year extensions and will be used as needed, with no minimum amount that has to be spent.

Government Code Section 25358 authorizes the County to contract for maintenance and upkeep of County facilities. Facilities Services is requesting a contract with Got Power, Inc. dba California Diesel & Power (CD & Power), to be approved for a period covering three years.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, generator maintenance and repair services with Got Power, Inc. dba California Diesel & Power (CD & Power), will be discontinued.



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Amendment #77-062-4 with Medic Shuttle, LLC

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #77-062-4 with Medic Shuttle, LLC., a limited liability company, effective December 1, 2020, to amend Contract #77-062-3 to increase the payment limit by \$150,000, from \$900,000 to a new payment limit of \$1,050,000, with no change in the original term of April 1, 2020 through March 31, 2021.

**FISCAL IMPACT:**

Approval of this contract amendment will result in additional expenditures of up to \$150,000 for these contracted services and will be funded by 100% Contra Costa Health Plan (CCHP) Enterprise Fund II revenues. (No rate increase)

**BACKGROUND:**

The Health Plan has an obligation to provide certain specialized professional health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County. This contractor is part of the CCHP Provider Network and has been providing non-emergency medical transportation services to CCHP members since 2017.

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Sharron Mackey,  
925-313-6104

BACKGROUND: (CONT'D)

On March 12, 2019, the Board of Supervisors approved Contract #77-062-3 with Medic Shuttle, LLC, in the amount of \$900,000 for the provision of non-emergency medical transport services for CCHP members for the period April 1, 2020 through March 31, 2021.

Approval of Contract Amendment Agreement #77-062-4 will allow the contractor to provide additional non-emergency medical transport services through March 31, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, the contractor will not be able to provide additional non-emergency medical transport services to CCHP members that have no other means of transport.





Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #27-572-9 with Clark S. Tsai, M.D., Inc.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-572-9 with Clark S. Tsai, M.D., Inc., a corporation, in an amount not to exceed \$750,000, to provide ophthalmology services for Contra Costa Health Plan (CCHP) members, for the period February 1, 2021 through January 31, 2024.

**FISCAL IMPACT:**

Approval of this contract will result in contractual service expenditures of up to \$750,000 over a three-year period and will be funded 100% by CCHP Enterprise Fund II revenues. (Rate increase)

**BACKGROUND:**

The CCHP has an obligation to provide certain specialized professional health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County. This contractor has been part of the CCHP Provider Network since 2004. This Contractor continues to provide services to CCHP members because he is well established and CCHP members continually schedule return visits with this provider.

On January 15, 2019, the Board of Supervisors approved Contract #27-572-8 with Clark S. Tsai, M.D., Inc. in the amount of \$800,000 to provide ophthalmology services to CCHP members for the period from February 1, 2019 through January 31, 2021.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Sharron Mackey,  
925-313-6104



BACKGROUND: (CONT'D)

Approval of Contract #27-572-9 will allow the contractor to continue to provide ophthalmology services for CCHP members through January 31, 2024.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, certain specialized health care services will not be provided to members in accordance with their membership contracts.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Kathy Gallagher, Employment & Human Services Director  
Date: January 19, 2021

Subject: Contract with Robert Half International Inc. for Temporary Administrative Support Staff Services

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Robert Half International Inc., in an amount not to exceed \$198,448, to provide a Technical Writer/Fiscal Analyst, for the period January 4, 2021 through December 31, 2021.

**FISCAL IMPACT:**

This will increase department expenditures by \$198,488, funded by 6% County; 36% State, 58% Federal revenues as administrative overhead expense.

**BACKGROUND:**

The Employment and Human Services Department (EHSD) has been searching for a temporary technical writer with fiscal expertise to document EHSD's fiscal processes flow. There are no positions within Fiscal who currently perform this type of work. In March of 2020, EHSD reached out to other temporary employment agencies. Robert Half International was the only agency to propose a resource with the broad knowledge of fiscal operations and technical fiscal writing as well as experience in interviewing fiscal staff and recording operational information in technical terms. This position will not continue beyond the completion of the project.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Gina Chenoweth (925)  
812-6795

cc:

BACKGROUND: (CONT'D)

This Contract contains modified indemnification language. This Contract has been approved by County Counsel and Risk Management.

CONSEQUENCE OF NEGATIVE ACTION:

EHSD Fiscal does not have staff with the technical expertise to develop and create documentation for fiscal procedures and protocols.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Amendment #76-579-5 with Jamal J. Zaka, M.D.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #76-579-5 with Jamal J. Zaka, M.D., an individual, effective January 1, 2021, to amend Contract #76-579-4 to increase the payment limit by \$65,000, from \$235,000 to a new payment limit of \$300,000, with no change in the term of April 1, 2020 through March 31, 2021.

**FISCAL IMPACT:**

Approval of this amendment will result in additional contractual expenditures of up to \$65,000 and will be funded 100% by Hospital Enterprise Fund I.

**BACKGROUND:**

Due to the limited number of specialty providers available within the community, Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers relies on contracts to provide necessary specialty health services to its patients. CCRMC has contracted with Dr. Zaka for pulmonology specialty services since 2017.

On March 10, 2020, the Board of Supervisors approved Contract #76-579-4 with Jamal J. Zaka, M.D., for the provision of pulmonology services including, but not limited to clinical coverage, consultation, training and on-call services at CCRMC and Health Centers for the period from April 1, 2020 through March 31, 2021.

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,  
925-370-5101

Approval

BACKGROUND: (CONT'D)

of Contract Amendment Agreement #76-579-5 will allow the contractor to provide additional pulmonology services including clinic coverage for the critical care unit. Dr. Zaka's pulmonology clinic coverage increased due to COVID-19 related services.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, CCRMC and Health Centers will not have access to the contractor's additional pulmonology clinic services.





Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #76-696 with GE Precision Healthcare, LLC

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-696 containing mutual indemnification with GE Precision Healthcare, LLC, a limited liability company, in an amount not to exceed \$122,000, to provide preventive maintenance and repairs on Trophon Sterilizers located throughout Contra Costa County for the period August 19, 2020 through August 18, 2025.

**FISCAL IMPACT:**

This contract is funded 100% Hospital Enterprise Fund I.

**BACKGROUND:**

Trophon sterilizers are used to sterilize medical instruments at health facilities all over the County. Sterilization is crucial to keep instruments clean and to protect patients from infection. This contract will cover preventive maintenance and repairs over the next five years.

Under this new Contract #76-696 the contractor will provide preventive maintenance and repairs on Trophon Sterilizers located throughout Contra Costa County for the period August 19, 2020 through August 18, 2025. This contract includes mutual indemnification.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Samir Shah, M.D.,  
925-370-5525

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, some medical facilities located within the County will not have access to the contractor's sterilization services which could result in risk of spreading infection to patients.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #26-583-30 Specialty Laboratories, Inc. (dba Quest Diagnostics Nichols Institute of Valencia)

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-583-30 with Specialty Laboratories, Inc. (dba Quest Diagnostics Nichols Institute of Valencia), a corporation, in an amount not to exceed \$7,000,000, to provide clinical laboratory testing services at Contra Costa Regional Medical Center (CCRMC) and Health Centers, for the period from January 1, 2021 through December 31, 2022.

**FISCAL IMPACT:**

This contract will result in contractual service expenditures of up to \$7,000,00 over a 2 year period and will be funded 71% by Hospital Enterprise Fund I and 29% applicable federal and state emergency funding.

**BACKGROUND:**

Certain laboratory tests require equipment not available at CCRMC's laboratory and are rarely requested tests. Because of the large number and diversity of laboratory tests used by the medical community to make diagnoses, most hospitals have to utilize outside laboratories as it is too cost prohibitive to provide tests on site. The County has contracted with this laboratory for specialized laboratories since 2007.

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Samir Shah, M.D.,  
925-370-5525

cc: Marcy Wilhelm

BACKGROUND: (CONT'D)

On January 15, 2019, the Board of Supervisors approved Contract #26-583-25 with Specialty Laboratories Inc. (dba Quest Diagnostics Nichols Institute of Valencia) in an amount not to exceed \$4,650,000, to provide clinical laboratory services, including but not limited to diagnostic testing services requested by CCRMC and Health Centers, for the period from January 1, 2019 through December 31, 2020.

On March 31, 2020, the Board of Supervisors approved Amendment Agreement #26-583-26 to increase the payment limit by \$350,000 to a new total of \$5,000,000 for COVID-19 testing with no change in the original term. On July 28, 2020, the Board of Supervisors approved Amendment Agreement #26-583-27 to increase the payment Limit by \$4,000,000 to a new total of \$9,000,000 for additional COVID-19 testing with no change in the original term. On October 13, 2020, the Board of Supervisors approved Amendment Agreement #26-583-28 to increase the payment limit by \$8,000,000 to a new total of \$17,000,000 for additional COVID-19 testing services with no change in the original term.

Approval of Contract #26-583-30 will allow the contractor to continue to provide clinical laboratory services including COVID-19 testing at CCRMC and Health Centers through December 31, 2022.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, essential clinical laboratory services necessary to treat patients at CCRMC and Health Centers will not be available.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Purchase Order Amendment with Cintas Corporation

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Health Services Director, an amendment to purchase order #F15283 with Cintas Corporation, to increase the payment limit by \$201,000 to a new payment limit of \$400,000 for the purchase of janitorial supplies and minor equipment as well as repair and labor for the Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period from August 1, 2020 through December 31, 2021.

**FISCAL IMPACT:**

This purchase order will result in additional expenditures of up to \$201,000 and will be funded 100% by Hospital Enterprise Fund I revenues.

**BACKGROUND:**

Cintas Corporation provides janitorial supplies, parts, gloves, uniforms, minor equipment, non-medical supplies, mats, microfiber mops, microfiber wipes, curtain wash, roll-off soil totes and other products to ensure that CCRMC and Health Centers are sanitary. Cintas Corporation is currently being utilized for the specifics given with exceptional customer satisfactions. Since CCRMC already purchase supplies from this company they would like to amend the current purchase order to prevent any gap in services and goods provided.

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,  
925-370-5101

cc: Margaret Harris

CONSEQUENCE OF NEGATIVE ACTION:

If this purchase order is not approved, then the CCRMC and Health Centers will be unable to keep the facilities clean which may impact patient care and our license to operate as a hospital. It may not be feasible to find an alternate supplier in time to prevent negative consequences.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Amendment #22-219-66 with Bateman Community Living, LLC (dba Trio Community Meals)

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Amendment #22-219-66 with Bateman Community Living, LLC (dba Trio Community Meals), a limited liability company, to amend Novation Contract #22-219-65, effective November 1, 2020, to increase the payment limit by \$455,675, from \$3,600,000 to a new payment limit of \$4,055,675, with no change in the original term of July 1, 2020 through June 30, 2021, and to increase the automatic extension payment limit by \$113,919 from \$900,000 to a new payment limit of \$1,013,919 through September 30, 2021.

**FISCAL IMPACT:**

Approval of this amendment will result in additional expenditures of up to \$455,675, and will be funded by 68% Federal Title III C-1 and Title III C-2 of the Federal Older Americans Act of 1965 (\$2,731,736), 11% Families First Coronavirus Response Act (\$455,675), and 21% applicable federal and state emergency funding (\$868,264). (No rate Increase)

**BACKGROUND:**

This contractor was selected to provide meals for the Senior Nutrition Program through a competitive bid process. This contract meets the social needs of the County's population. If approved, the contractor will prepare and deliver approximately 760,480 prepackaged, frozen meals to county homebound seniors via 106 Meals on Wheels routes and ambulatory seniors through

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Daniel Peddycord,  
925-313-6712





BACKGROUND: (CONT'D)

18 congregate cafes in take-out/home-delivered senior centers throughout the County.

On July 28, 2020, the Board of Supervisors approved Novation Contract #22-219-65 with Bateman Community Living, LLC (dba Trio Community Meals), for the provision of meal services for the County's Senior Nutrition Program, for the period from July 1, 2020 through June 30, 2021, which included a three-month automatic extension through September 30, 2021.

Approval of Amendment #22-219-66 will allow the contractor to provide additional emergency meals for food insecure seniors in need of meals due the COVID-19 crisis through June 30, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, homebound seniors and ambulatory seniors of Contra Costa County participating in the Senior Nutrition Program may not receive the appropriate meals or nutrition.

ATTACHMENTS



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Amendment #25-042-30 with Greater Richmond Inter-Faith Program

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #25-042-30 with Greater Richmond Inter-Faith Program, a non-profit corporation, effective January 1, 2021, to amend Contract #25-042-27, as amended by Amendment Agreements #25-042-28 and #25-042-29, to increase the payment limit by \$687,458, from \$2,609,181 to a new payment limit of \$3,296,639, with no change in the term of October 1, 2019 through June 30, 2021.

**FISCAL IMPACT:**

Approval of this contract will result in additional expenditures of up to \$687,458 and will be funded by 63% Federal Emergency Management Agency (FEMA) (\$2,062,375), 18% CARES Act (\$595,012), 7% Housing and Urban Development (HUD) (\$273,438), 5% Mental Health Realignment (\$112,119), 3% COVID-19 Homeless Housing Assistance and Prevention (HHAP) (\$92,447), 3% County General Fund (\$131,250), and 1% Homeless Emergency Aid Program (HEAP) (\$30,000).

**BACKGROUND:**

This contract meets the social needs of the County's population by providing emergency shelter services, twenty-four hours per day, seven days per week, to homeless adults in west county and will

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Lavonna Martin,  
925-608-6701

BACKGROUND: (CONT'D)

operate the West County CARE Center, Warming Center, Emergency Family Shelter and the COVID-19 Emergency Hotel Program for the Homeless Coordinated Entry System of Care providing support services to Contra Costa County families that are homeless, including case management, day shelter services, transportation needs, mental health assessment and crisis intervention.

On December 10, 2019, the Board of Supervisors approved Contract #25-042-27 with Greater Richmond Inter-Faith Program to provide emergency shelter services at the Emergency Family Shelter for homeless families and operate the West County CARE Center for the Homeless Coordinated Entry System of Care, for the period from October 1, 2019 through June 30, 2021.

On May 26, 2020, the Board of Supervisors approved Amendment Agreement #25-042-28 to increase the payment limit by \$758,837 to a new payment limit of \$1,546,878 to provide emergency COVID-19 housing with no change in the term. On September 8, 2020, the Board of Supervisors approved Amendment Agreement #25-042-29 to increase the payment limit by \$1,062,303 to a new payment limit of \$2,609,181 to provide additional emergency COVID-19 housing with no change in the term.

Approval of Amendment Agreement #25-042-30 will allow the contractor to provide additional emergency shelter services for individuals and families at high risk of COVID-19, through June 30, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County's homeless who are at high risk of COVID-19 will not receive emergency housing services.

CHILDREN'S IMPACT STATEMENT:

The recommendation supports the following children's outcome(s): (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.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #24-133-74 with La Cheim School, Inc.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #24-133-74 with La Cheim School, Inc., a non-profit corporation, in an amount not to exceed \$1,316,538, to provide school-based services and a residential treatment program which includes mental health services, case management, crisis intervention, medication support and Therapeutic Behavioral Services (TBS) for Seriously Emotionally Disturbed (SED) youth ages 8-21 in West County, for the period from January 1, 2021 through June 30, 2021, which includes a six-month automatic extension through December 31, 2021, in an amount not to exceed \$1,316,538.

**FISCAL IMPACT:**

Approval of this contract will result in budgeted expenditures of up to \$1,316,538 and will be funded by 50% Federal Medi-Cal (\$658,269) and 50% Mental Health Realignment (\$658,269) revenues.

**BACKGROUND:**

The Behavioral Health Services Department has been contracting with La Cheim, Inc. since 1979 for these services. This contract meets the social needs of County's population by providing school-based services and a residential treatment program which includes mental health services, case management, crisis intervention, medication support and TBS for SED youth ages 8-21 in West County who are eligible for services according to the Federal Individuals with Disabilities Education Act (IDEA) or who are

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Suzanne Tavano, PhD.,  
925-957-5212

**BACKGROUND: (CONT'D)**

wards or dependents of the Contra Costa County Juvenile Court. This contractor also provides TBS to County-referred children. Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

On July 23, 2019 the Board of Supervisors approved Novation Contract #24-133-70 with La Cheim School, Inc., for school-based services and a residential treatment program for SED youth ages 8-21 in west county for the provision of case management, school based mental health services and TBS, for the period July 1, 2019 through June 30, 2020, which included a six-month automatic extension through December 31, 2020.

On March 10, 2020, the Board of Supervisors approved Amendment Agreement #24-133-71, to increase the contract payment limit by \$68,392 to a new payment limit of \$2,633,076. On April 28, 2020, the Board of Supervisors approved Amendment Agreement #24-133-72, to modify the rate schedule for the period April 1, 2020 through June 30, 2020 due to COVID-19. On July 28, 2020, the Board of Supervisors approved Amendment Agreement #24-133-73 to modify the rate schedule for the period July 1, 2020 through December 31, 2020 due to COVID-19.

Approval of Contract #24-133-74 will allow the contractor to continue providing TBS for SED youth, through June 30, 2021.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, there will be fewer treatment options for wards of the Contra Costa County Juvenile Court and County's SED clients in West Contra Costa County. This may result in delays in the provisions of these treatment services as required by the Federal IDEA Act.

**CHILDREN'S IMPACT STATEMENT:**

This program supports the following Board of Supervisors' community outcomes: (1) Children Ready for and Succeeding in School; (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.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #22-780-20 with John Muir Health, Inc. (dba Community Health Improvement)

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #22-780-20 containing mutual indemnification with John Muir Health, Inc. (dba Community Health Improvement), a non-profit corporation, in an amount not to exceed \$3,000, for the County's use of a mobile van to provide healthcare services to low income families and individuals, in Central, East and West Contra Costa County, for the period from January 1, 2021 through December 31, 2021.

**FISCAL IMPACT:**

Approval of this contract will result in budgeted expenditures of up to \$3,000 and will be funded 100% by Federal Healthcare for the Homeless Grant revenues.

**BACKGROUND:**

The Public Health Division has been contracting with John Muir Health, Inc. (dba Community Health Improvement), since August 2000 for the County's use of a mobile van to provide healthcare services to low income families and individuals. Health care services include, but are not limited to, immunizations, routine physical assessments, basic treatment of primary health problems such as minor wounds and skin conditions, respiratory problems, tuberculosis, acute communicable disease, pregnancy testing, and pediatric well and sick care.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Daniel Peddycord,  
925-313-6712

BACKGROUND: (CONT'D)

On January 7, 2020, the Board of Supervisors approved Contract #22-780-19 with John Muir Health, Inc., (dba Community Health Improvement) for the County's use of a mobile van to conduct regularly scheduled clinics which offer much needed health care services to low-income families and disadvantaged individuals in Central, East and West Contra Costa County, for the period from January 1, 2020 through December 31, 2020.

Approval of Contract #22-780-20 will allow the County continuous use of John Muir Health, Inc., (dba Community Health Improvement) mobile van, through December 31, 2021. This contract includes mutual indemnification. Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, many low-income families and disadvantaged individuals in Contra Costa County will not receive much needed health services.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: (1) Children Ready for and Succeeding in School; (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.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #74-543-6 with YWCA of Contra Costa/Sacramento

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-543-6 with YWCA of Contra Costa/Sacramento, a non-profit corporation, in an amount not to exceed \$282,794 to provide mental health services for Seriously Emotionally Disturbed (SED) children and adolescents, for the period from January 1, 2021 through June 30, 2021, which includes a six-month automatic extension through December 31, 2021, in an amount not to exceed \$282,794.

**FISCAL IMPACT:**

Approval of this contract will result in budgeted expenditures of up to \$282,794 and will be funded by 50% Federal Medi-Cal (\$141,397) and 50% Mental Realignment (\$141,397) revenues.

**BACKGROUND:**

The Behavioral Health Services Department has been contracting with YWCA of Contra Costa/Sacramento, since April 2017 to provide mental health services for SED children and adolescents. This contract meets the social needs of County's population by providing mental health services to adolescents with emotional and behavioral problems to improve school performance, reduce unsafe behavioral practices, and reduce the need for out-of-home placements. Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS). On July 23, 2019, the Board of Supervisors approved

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, Ph.D.,  
925-957-5212

By: Laura Cassell, Deputy



**BACKGROUND: (CONT'D)**

Contract #74-543-2, with YWCA of Contra Costa/Sacramento to provide mental health services for SED children and adolescents for the period July 1, 2019 through June 30, 2020, which included a six-month automatic extension through December 31, 2020. On March 10, 2020, the Board of Supervisors approved Amendment Agreement #74-543-3, to increase the contract payment limit by \$14,691 to a new payment limit of \$565,589. On April 28, 2020, the Board of Supervisors approved Amendment Agreement #74-543-4, to modify the rate schedule for the period April 1, 2020 through June 30, 2020, due to COVID-19. On July 28, 2020, the Board of Supervisors approved Amendment Agreement #74-543-5, to modify the rate schedule for the period July 1, 2020 through December 31, 2020, due to COVID-19. Approval of Contract #74-543-6 will allow the contractor to continue providing mental health services through June 30, 2021.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, SED children and adolescents will not have access to mental health services provided by the contractor.

**CHILDREN'S IMPACT STATEMENT:**

This program supports the following Board of Supervisors' community outcomes: (1) Children Ready for and Succeeding in School; (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.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #74-577-2 with Seneca Family of Agencies

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-577-2 with Seneca Family of Agencies, a non-profit corporation, in an amount not to exceed \$1,656,432, to provide mobile crisis response and community-based mental health services for Seriously Emotionally Disturbed (SED) children for the period from January 1, 2021 through June 30, 2021, which includes a six-month automatic extension through December 31, 2021, in an amount not to exceed \$1,656,432.

**FISCAL IMPACT:**

Approval of this contract will result in contractual expenditures of up to \$1,656,432 and will be funded by 34% Federal Medi-Cal (\$563,187) and 66% Mental Health Services Act (\$1,093,245) revenues. (No rate increase)

**BACKGROUND:**

The Behavioral Health Services Department has been contracting with Seneca Family of Agencies, since July 2018 to provide mobile crisis response and community-based mental health services for SED children. This contract meets the social needs of the County's population by providing mental health services to adolescents with emotional and behavioral problems to improve school performance, reduce unsafe behavioral practices, and reduce the need for out-of-home placements. Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, Ph.D.,  
925-957-5212

By: Laura Cassell, Deputy



BACKGROUND: (CONT'D)

On December 10, 2019, the Board of Supervisors approved Contract #74-577-1 with Seneca Family of Agencies to provide mobile crisis response and children's specialty mental health services for SED children, for the period July 1, 2019 through June 30, 2020, which included a six-month automatic extension through December 31, 2020.

Approval of Contract #74-577-2 will allow the contractor to continue providing mobile crisis response and children's specialty mental health services through June 30, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, SED children throughout the County will not have access to the contractor's mobile crisis, and community-based mental health services, possibly resulting in the need for higher levels of care.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: (1) Children Ready for and Succeeding in School; (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.



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #74-322-20 with Youth Homes Incorporated

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-322-20 with Youth Homes Incorporated, a non-profit corporation, in an amount not to exceed \$2,096,386, to provide residential treatment and Therapeutic Behavioral Services (TBS) to children who are Seriously Emotionally Disturbed (SED), for the period from January 1, 2021 through June 30, 2021, which includes a six-month automatic extension through December 31, 2021, in an amount not to exceed \$2,096,386.

**FISCAL IMPACT:**

Approval of this contract will result in contractual expenditures of up to \$2,096,386 and will be funded by 50% Federal Medi-Cal (\$1,048,193) and 50% Mental Health Realignment (\$1,048,193) revenues.

**BACKGROUND:**

The Behavioral Health Services Department has been contracting with Youth Homes Incorporated, since January 2007 to provide residential treatment and TBS to children who are SED. This contract meets the social needs of the County's population by providing residential day treatment therapeutic behavioral services, including medication, support, crisis intervention and other mental health services to children who are seriously emotionally disturbed, and their families in order to keep them out of higher levels of placement. Expected program outcomes include an increase in positive social and emotional development

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Suzanne Tavano, Ph.D,  
925-957-5212



BACKGROUND: (CONT'D)

as measured by the Child and Adolescent Functional Assessment Scale (CAFAS) and placement at discharge to a lower level of care. On December 10, 2019, the Board of Supervisors approved Novation Contract #74-322-16 with Youth Homes Incorporated for the provision of residential treatment and TBS to SED children for the period from July 1, 2019 through June 30, 2020, which included a six month automatic extension through December 31, 2020.

On March 10, 2020, the Board of Supervisors approved Amendment Agreement #74-322-17, to increase the payment limit by \$108,903 to a new payment limit of \$4,192,771. On April 28, 2020, the Board of Supervisors approved Amendment Agreement #74-322-18 to modify the rate schedule due to COVID-19 for the period April 1, 2020 through June 30, 2020. On July 28, 2020, the Board of Supervisors approved Amendment Agreement #74-322-18 to modify the rate schedule due to COVID-19 for the period July 1, 2020 through December 31, 2020.

Approval of Contract #74-322-20 will allow the contractor to continue providing services through June 30, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, there would be fewer step-down group home options available in the County and SED children who are requiring this level of care may experience out of State placement.

CHILDREN'S IMPACT STATEMENT:

This contract supports the following Board of Supervisors' community outcomes: (1) Children Ready for and Succeeding in School; (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.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #24-409-43 with West Contra Costa Youth Services Bureau

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #24-409-43 with West Contra Costa Youth Services Bureau, a non-profit corporation, in an amount not to exceed \$1,783,741, to provide mental health services to Severely Emotionally Disturbed (SED) children and their families in West Contra Costa County, for the period from January 1, 2021 through June 30, 2021, which includes a six-month automatic extension through December 31, 2021, in an amount not to exceed \$1,783,741.

**FISCAL IMPACT:**

Approval of this contract will result in contractual expenditures of up to \$1,783,741 and will be funded by 50% Federal Medi-Cal (\$891,870) and 50% Mental Health Realignment (\$891,870) revenues.

**BACKGROUND:**

The Behavioral Health Services Department has been contracting with The West Contra Costa Youth Services Bureau, since 1987 to provide mental health services to SED children and their families in West Contra Costa County. This contract meets the social needs of the County's population by providing community based mental health services to families of children with SED in West Contra Costa County. This contractor facilitates multi-agency collaborative service delivery and minimizes the need for crisis services and involvement with the Juvenile Justice System. Expected outcomes include all goals identified by Children's Statewide System of Care guidelines including an increase in positive social and emotional

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, Ph.D.,  
925-957-5212

By: Laura Cassell, Deputy





BACKGROUND: (CONT'D)

development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS) and decreased use of acute care system.

On August 23, 2019, the Board of Supervisors approved Novation Contract #24-409-39, with The West Contra Costa Youth Services Bureau, for the provision of wraparound mental health services for SED children in West Contra Costa County for the period from July 1, 2019 through June 30, 2020, which included a six-month automatic extension through December 31, 2020. On March 10, 2020, the Board of Supervisors approved Amendment Agreement #24-409-40, to increase the contract payment limit by \$91,363 to a new payment limit of \$3,517,481. On April 28, 2020, the Board of Supervisors approved Amendment Agreement #24-409-41, to modify the rate schedule for the period April 1, 2020 through June 30, 2020 due to COVID-19. On July 28, 2020, the Board of Supervisors approved Amendment Agreement #24-409-42 to modify the rate schedule for the period July 1, 2020 through December 31, 2020 due to COVID-19.

Approval of Contract #24-409-43 will allow the contractor to continue providing mental health services to SED children, through June 30, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, there will be fewer community based mental health services available in West Contra Costa County to children and their families.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors community outcomes: (1) Children Ready for and Succeeding in School; (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.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #74-375-11 with Rainbow Community Center of Contra Costa County

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-375-11 with Rainbow Community Center of Contra Costa County, a non-profit corporation, in an amount not to exceed \$391,070, to provide Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) services to members of the Lesbian, Gay, Bisexual, Transgender and Questioning (LGBTQ) community, for the period from January 1, 2021 through June 30, 2021, which includes a six-month automatic extension through December 31, 2021, in an amount not to exceed \$391,070.

**FISCAL IMPACT:**

Approval of this contract will result in budgeted expenditures of up to \$391,070 and will be funded by 100% Mental Health Service Act revenues.

**BACKGROUND:**

The Behavioral Health Services Department has been contracting with Rainbow Community Center of Contra Costa County, since July 2009 to provide MHSA and PEI services. This contract meets the social needs of the County's population by providing a community-based social support program designed to decrease isolation, depression and suicidal ideation among members of the LGBTQ community residing in Contra Costa County.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, Ph.D.,  
925-957-5212

By: Laura Cassell, Deputy



**BACKGROUND: (CONT'D)**

Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

On October 22, 2019, the Board of Supervisors approved Novation Contract #74-375-10 with Rainbow Community Center of Contra Costa County, for the provision of MHSA PEI services for the period from July 1, 2019 through June 30, 2020, which included a six-month automatic extension through December 31, 2020.

Approval of Contract #74-375-11 will allow the contractor to continue providing MHSA and PEI services, through June 30, 2021.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, this contractor will not provide outreach and community engagement events, support groups, in-services, and counseling to the LGBTQ community and their families.

**CHILDREN'S IMPACT STATEMENT:**

This program supports the following Board of Supervisors' community outcomes: (1) Children Ready for and Succeeding in School; (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.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Amendment #26-692-20 with Applied Remedial Services, Inc.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #26-692-20 with Applied Remedial Services, Inc., a corporation, effective January 1, 2021, to amend Contract #26-692-19 to increase the payment limit by \$160,000, from \$547,056 to a new payment limit of \$707,056, with no change in the term of January 1, 2021 through December 31, 2021.

**FISCAL IMPACT:**

Approval of this amendment will result in additional expenditures of up to \$160,000 and will be funded 100% by Hospital Enterprise Fund I revenues.

**BACKGROUND:**

Contra Regional Medical Center (CCRMC) has been contracting with Applied Remedial Services, Inc., since April 2011 to provide removal and disposal of hazardous waste materials, in addition to audit reporting and annual in-service staff education services to comply with State and Federal Regulations. CCRMC and Health Centers are monitored on a quarterly basis to ensure hazardous waste is being disposed properly. The contractor has its own laboratory in which the chemist inspects and prepares profile reports and documents for disposal facilities, and waste research with disposal facility. They inventory hazardous;

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Jaspreet Benepal,  
925-370-5101

BACKGROUND: (CONT'D)

sort and package chemical waste and clean up spilled material. They deliver supplies, package chemical waste from the morgue, pharmacy, public health, pathology and the hazardous waste shed. On November 17, 2020, the Board of Supervisors approved Contract #26-692-19 with Applied Remedial Services, Inc., for the provision of removal and disposal of hazardous waste and chemicals for CCRMC and Contra Costa Health Centers, for the period from January 1, 2021 through December 31, 2021. Approval of Contract Amendment #26-692-20 will allow the Contractor to provide additional removal of hazardous waste and chemical services through December 31, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this amendment is not approved, CCRMC will not have access to contractor's services, and will not be compliant with mandatory State and Federal Regulations.



**AIR-44281**

**Consent**

**BOARD OF SUPERVISORS**

**Contracts & Grants - Payable**

**Meeting Date:** 01/19/2021

**Time (Duration):**

Countywide Financial Modernization Project – Workday, Inc.

**Submitted For:** Marc Shorr, Chief Information Officer

**Department:** Department of Information Technology

**Noticed Public Hearing:** No

**Official Body:** Board of Supervisors

**Presenter/Phone, if applicable:**

**Audio-Visual Needs:**

**Handling Instructions:**

**District:** All Districts

**Contact, Phone:** Marc Shorr  
925-608-4071

**Information**

**Recommendation(s):**

APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology (DoIT), or designee, to execute a Master Subscription Agreement with Workday, Inc., for a subscription license to Workday's hosted financial management system, for the period January 11, 2021 through January 7, 2030, in the amount of \$9,998,362.00.

**Fiscal Impact:**

Initial implementation of the new Finance System will be funded by General Fund reserves. Ongoing subscription fees will be charged to user departments and allowable costs will be recovered through the cost plan.

The cost for the first year of the agreement is \$702,869, increasing to \$1,083,016 in year two with 2% increases thereafter for the remaining seven (7) years of the agreement.

**Background:**



DoIT, Auditor-Controller's Office, and the Tax Collectors Office are requesting authority to subscribe to Workday's hosted financial management system to replace the County's legacy financial system.

The Auditor-Controller's Office oversees the financial operations of Contra Costa County. The Auditor- Controller's Office utilizes the Accounting Resource Management System (ARMS) to provide accounting, budgeting, and financial services to County departments, school districts, special districts and cities as defined under Government Code.

The current Finance system was initially implemented in 1978 as an enterprise solution for submitting financial transactions, making inquiries and running reports in a real-time environment. The existing system is at the end of its useful life and does not support new hardware or software enhancements. As a result, support costs for maintaining the legacy system have increased annually. In addition, new business functionalities and reporting capabilities necessary to comply with federal and state regulatory or statutory requirements are being performed manually with non-standardized business tools.

In 2020, a business case evaluating the feasibility of replacing the County's financial system with a new system was completed by consultant Gartner, Inc. and presented to the PeopleSoft Steering Committee. The PeopleSoft Steering Committee is comprised of executive members from the County Administrators Office, Auditor-Controller's Office, Tax Collectors Office, Human Resources and DoIT. The business case identified the following three alternative solutions for the County's consideration:

1. Remaining on the current legacy systems.
2. Replace the legacy mainframe financial system with an off the shelf system.
3. Develop a new in-house system.

Subsequently, the three alternatives were reviewed and evaluated by members of the PeopleSoft Steering Committee to identify the overall cost and benefits of the proposed alternatives, which best met the County's current and future needs.

At the conclusion of their review, it was determined that a single new finance system has-the-ability to support the functionality identified below and would best meet the County's Finance needs:

Enhance internal communications through-the-use of information technology and improved business processes.

Support continual innovation to encourage implementation of best business practices (i.e. encourage streamlining and automation of standard business transactions, enhanced processing and on-line capabilities, etc.).

Obtain enhanced features and functionality to support increased automation and operational efficiencies (i.e. workflow, self-service, document imaging, employee expense reimbursement, grant management, etc.).

Encourage the implementation of standard functionality and best business practices embedded in the solution to reduce long-term maintenance impacts and avoid or minimize customizations.

Improve quality and accessibility of information through standard reports, ad hoc tools and the ability to create new reports. Information access must be perceived by the County's average user as intuitive and efficient.

Reduce redundant data entry, storage, and paper processing.

Ensure that the finance platform remains viable and is supported by an achievable product roadmap.

Utilize technology investment to reduce cost, waste and duplication while increasing productivity, and workflow efficiency overall.

The proposed finance system should provide integrated functionality, meaning that the individual components of the system utilize a shared repository of information and processes to ensure all users have access to the same information, redundant data entry is not required, reduces departmental reliance on stand-alone systems, and that each of the components has a similar "look and feel".

**PROCUREMENT PROCESS:** DoIT enlisted the assistance of the Procurement Division to develop a Request for Proposal (RFP) for the selection and procurement of a new finance system. The RFP was issued on August 20, 2020, posted to the County's Procurement website and notices sent to three firms advising them of the RFP. The Procurement Division received two responsive proposals.

An evaluation panel comprised of representatives from DoIT, Tax Collectors Office, and Auditor-Controller's Office reviewed the responses in accordance with the evaluation criteria contained within the RFP. Based on the evaluation of the proposals received, the panel determined that the two firms met the County's requirements and were recommended for interviews. These firms included Workday Inc. of Pleasanton, CA; Oracle Public Sector, of Los Angeles. At the conclusion of the final interviews, Workday, Inc. was identified as the application that best met the County's requirements.

The Master Subscription Agreement will give the County rights to the following services:

- Core Financials: Financial management, accounting and reporting, financial consolidation
- Grants management: Tracking and managing sponsors, awards, grants and grant hierarchies
- Prism Analytics: Data repository for storage and management of data and tools for the blending and analysis of data from various sources
- Project management: Ability to build project plans and utilize project breakdown structures that includes phases, tasks and milestones
- Expenses: Self-service and administrative functions to support employee expense reporting and reimbursement

The system will be hosted by Workday on its servers, but the County will engage a separate third party contractor to implement the system.

The County can only cancel the contract if Workday breaches the contract, files bankruptcy, or the board of supervisors fails to appropriate funds for a third party financial management system in any fiscal year.

If an unauthorized party accesses County's data on the Workday hosted system, Workday will reimburse the County for (a) its costs of forensic investigation to determine the cause of the breach, (b) providing notification of the security breach to government agencies, and to individuals whose personal data may have been accessed or acquired, (c) providing credit monitoring service to individuals whose personal data may have been accessed or acquired for a period of one year after the date on which such individuals were notified of the unauthorized access or acquisition for such individuals who elected such credit monitoring service, and (d) operating a call center to respond to questions from individuals whose personal data may have been accessed or acquired for a period of one year after.

Workday's liability for a breach of County data caused by their failure to perform under the agreement is limited to reimbursement of the costs listed in the foregoing sentence, and two times the amount paid by County for the service in the preceding year, approximately \$2,000,000.

**Consequence of Negative Action:**

The current financial system is at end of life. It has become a challenge to hire or contract support staff to support the system as the programming language is no longer being taught in schools and there are very few individuals with the skill set in the workforce. If the current system is not replaced the County will continue to endure elevated support costs and could face significant downtime in the event of a system failure.

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**Attachments**

*No file(s) attached.*

**Minutes Attachments**

*No file(s) attached.*

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**Contra  
Costa  
County**

To: Board of Supervisors  
From: Marc Shorr, Chief Information Officer  
Date: January 19, 2021

Subject: Execute a contract with Leckey Consulting, Inc.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Chief Information Officer, Department of Information Technology, or designee, to execute a contract with Leckey Consulting, Inc. in amount not to exceed \$948,500, for the period of February 1, 2021 through November 30, 2022 to provide project management and consulting services to implement Workday, the County's financial management modernization software.

**FISCAL IMPACT:**

100% General Fund

**BACKGROUND:**

In July 2019, the County contracted with a third-party to assess our legacy financial management system. The contractor had numerous meetings and interviews with the various stakeholders of the system and thereafter submitted a System Modernization Analysis Report. This report concluded that the County would be best served by replacing the entire system rather than update it. Subsequently, a Request for Proposal (RFP) was issued to qualified bidders who could provide a comprehensive financial management software system and the firm Workday was chosen as the successful bidder.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Marc Shorr  
925-608-4071

cc:

BACKGROUND: (CONT'D)

The process to implement Workday will be a labor-intensive effort and will require someone to provide a day-to-day, hands-on management approach without having to address any outside competing responsibilities or obligations. Because of the complexity of the project and the need to adhere to a tight timeframe and budget, the County has opted to hire an independent project manager to oversee and lead the implementation effort. Another RFP was issued and the successful bidder is Leckey Consulting, Inc. Steve Leckey, President of Leckey Consulting, Inc. will lead this project and Mr. Leckey has been involved with over 29 Enterprise Resource Planning Financial Management modernization projects consisting of assessments of current systems, software selection, executive oversight, quality assurance services and/or as the project manager for implementations or upgrades. Mr. Leckey is a certified Project Management Professional and has over 25 year of combined consulting and public sector experience. In the past several years, Mr. Leckey has successfully completed financial management software implementations for Sonoma and Placer Counties.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will need to find a way to provide the necessary resources to lead this initiative which could significantly delay the project would not be cost-effective.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #25-085-2 with Bay Area Community Services, Inc.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #25-085-2 with Bay Area Community Services, Inc., a non-profit corporation, in an amount not to exceed \$932,779 to operate COVID-19 housing in Richmond and Pittsburg for homeless individuals in Contra Costa County, for the period from January 1, 2021 through March 31, 2021.

**FISCAL IMPACT:**

Approval of this contract will result in expenditures of up to \$932,779 and will be funded by 75% Federal Emergency Management Agency (FEMA) (\$699,584), 16% COVID-19 Homeless Emergency Aid Program (HEAP) (\$153,507), and 9% federal and state emergency funding (\$79,688). (No rate increase)

**BACKGROUND:**

On March 10, 2020, the Board of Supervisors requested that the Governor proclaim a State of Emergency in Contra Costa County (Gov. Code Section 8625) due to COVID-19. The Health Department must use all available preventative measures to combat the spread of COVID-19. The department must enter into contracts for these services and competitive bidding requirements are suspended to the extent necessary to address the effects of COVID-19.

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
 Candace Andersen, District II Supervisor  
 Diane Burgis, District III Supervisor  
 Karen Mitchoff, District IV Supervisor  
 Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Lavonna Martin,  
925-608-6701

BACKGROUND: (CONT'D)

Contractor will operate COVID-19 isolation and non-isolation housing for homeless individuals at the SureStay Plus Hotel by Best Western in Richmond and Motel 6 in Pittsburg. The contractor will provide staffing twenty-four (24) hours a day, seven (7) days a week which includes, but is not limited to, coordinating admissions and exits, coordinating meal services, providing onsite wellness checks and ensuring individuals have their basic needs met with clothes, food, and hygiene supplies.

On April 14, 2020, the Board of Supervisors approved Contract #25-085 with Bay Area Community Services, Inc. to operate COVID-19 isolation housing for homeless individuals in Contra Costa County for the period from April 1, 2020 through July 31, 2020. On September 8, 2020, the Board of Supervisors approved Amendment/Extension #25-085-1 to increase the payment limit amount by \$2,053,968, to a new payment limit not to exceed \$2,478,968 and to extend the termination date from July 31, 2020 to December 31, 2020.

Approval of Contract #25-085-2 will allow the contractor to continue to provide COVID-19 housing through March 31, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County's homeless individuals will not receive additional housing during the COVID-19 pandemic, further putting the community at risk.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Amendment #25-038-12 with Shelter Inc.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #25-038-12 with Shelter Inc., a non-profit corporation, to amend Contract #25-038-9 (as amended by Amendment/Extension Agreement #25-038-10 and Amendment Agreement #25-038-11), effective January 1, 2021, to increase the payment limit by \$267,288, from \$890,676 to a new payment limit of \$1,157,964, with no change in the term of July 1, 2019 through June 30, 2021, for additional COVID-19 emergency shelter services to families in Contra Costa County.

**FISCAL IMPACT:**

Approval of this amendment will result in additional expenditures of up to \$267,288 and will be funded by 65% Federal Emergency Management Agency (FEMA) (\$755,973), 12% by COVID-19 Homeless Housing and Assistance Program (HHAP) funds (\$139,067), 13% County General Fund (\$150,000), and 10% federal and state emergency funding (\$112,924). (No rate increase)

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Lavonna Martin,  
925-608-6701



**BACKGROUND:**

On March 10, 2020, the Board of Supervisors requested that the Governor proclaim a State of Emergency in Contra Costa County (Gov. Code Section 8625) due to COVID-19. The Health Department must use all available preventative measures to combat the spread of COVID-19 which includes testing and vaccine administration. The Department must enter into contracts for these services and competitive bidding requirements are suspended to the extent necessary to address the effects of COVID-19.

In August 2019, the County Administrator approved and the Purchasing Service Manager executed Contract #25-038-9 with Shelter Inc. to provide emergency shelter services to families in Contra Costa County for the period from July 1, 2019 through June 30, 2021.

On April 28, 2020, the Board of Supervisors approved Amendment/Extension Agreement #25-038-10 to increase the payment limit by \$370,196 to a new payment limit of \$445,196 and to extend the termination date from June 30, 2020 to June 30, 2021. On September 8, 2020, the Board of Supervisors approved Amendment Agreement #25-038-11 to increase the payment limit by \$445,480 to a new payment limit of \$890,676 with no change in the term July 1, 2019 through June 30, 2021.

Approval of Amendment Agreement #25-038-12 will allow the contractor to provide additional COVID-19 emergency shelter services to families in Contra Costa County through June 30, 2021.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, county's homeless individuals will not receive COVID-19 emergency shelter services housing during the COVID-19 pandemic, further putting the community at risk.



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Amendment #25-012-42 with The Center for Common Concerns, Inc. (dba HomeBase)

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #25-012-42 with The Center for Common Concerns, Inc. (dba HomeBase), a non-profit corporation, effective December 1, 2020, to amend Contract #25-012-40, to increase the payment limit by \$74,549, from \$311,150 to a new payment limit of \$385,699, for additional consultation and technical assistance to the department on the Continuum of Care planning and resource development, with no change in the original term of July 1, 2020 through June 30, 2021.

**FISCAL IMPACT:**

Approval of this amendment will result in additional expenditures of up to \$74,549 and will be funded by 57% by Housing and Urban Development (\$220,726), 34% by Federal Medi-Cal Administrative Activities (MAA) (\$130,048), and 9% Kaiser Foundation grant funding (\$34,925). (No rate increase)

**BACKGROUND:**

This contractor provides support to the County's Health Housing and Homeless Services Division in applying for grant opportunities, including work plan development, research and analysis, project design, and preparation and submission of the final proposal. The contractor also provides consultation and technical assistance to the Health Housing and Homeless Services Division with regard to the

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Lavonna Martin,  
925-608-6701



BACKGROUND: (CONT'D)

development and implementation of the County's Health, Housing and Homeless Program, responding to disasters such as COVID-19, local policy such as continuing to support the Contra Costa Countywide Base Conversion Collaborative, and technical assistance to the Council on Homelessness.

On July 28, 2020, the Board of Supervisors approved Contract #25-012-41 with The Center for Common Concerns, Inc. (dba HomeBase), in an amount of \$311,150 for the provision of consultation and technical assistance to the department with regard to the Continuum of Care planning and resource development, including grant-writing services for county's McKinney-Vento application for the period from July 1, 2019 through June 30, 2020.

Approval of Contract Amendment Agreement #25-012-42 will allow the contractor to provide additional consultation and technical assistance for county's Continuum of Care planning and resource development through June 30, 2021.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, county will no longer have the expertise needed to meet all federal guidelines to secure maximum McKinney-Vento funding required to implement the 10-year plan to eliminate homelessness in Contra Costa County.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #23-667-1 with Jorge Pena (dba Jorge Pena Consulting)

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-667-1 with Jorge Pena (dba Jorge Pena Consulting), an individual, in an amount not to exceed \$939,908, to provide consultation, system planning, and project management for County's Health Services Department's Information Technology Unit, for the period January 1, 2021 through December 31, 2023.

**FISCAL IMPACT:**

This contract will result in contractual expenditures of up to \$939,908 over a 3-year period and will be funded 100% by Hospital Enterprise Fund I revenues.

**BACKGROUND:**

On January 21, 2020, the Board of Supervisors approved contract #23-667 with Jorge Pena (dba Jorge Pena Consulting), in the amount of \$320,000 for the provision of consultation, technical support, training, system planning, and project management regarding the Department's information systems, including the Behavioral Health billing system and Contra Costa Health Plan's Utilization Review and Hospital billing system for the period January 1, 2020 through December 31, 2020.

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Patrick Wilson,  
925-335-8777

BACKGROUND: (CONT'D)

This contractor provides integral expertise to the Behavioral Health Services Information Technology team, bringing in depth knowledge of the Behavioral Health processes including the legacy system as well as the current system being used by Behavioral Health.

Approval of Contract #23-667-1 will allow the contractor to continue to provide consultation and technical support to the County's Health Services Department's Information Technology Unit through December 31, 2023.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the County will not have access to the contractor's expertise in data analytics consulting and technical assistance needed to support the Health Services Department's Information Technology Unit.



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract Amendment Agreement #23-613-6 with Bayside Solutions, Inc.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment Agreement #23-613-6 with Bayside Solutions, Inc., a corporation, effective January 1, 2021, to amend Contract #23-613-5 to modify the rates to continue to provide temporary consulting, technical support and recruiting services for hard to fill positions to the Health Services Department's Information Technology Unit, with no change in the original payment limit of \$2,000,000, and no change in the original term of July 1, 2020 through June 30, 2022.

**FISCAL IMPACT:**

There is no change to contract payment limit, and the contract funding will remain as budgeted by 100% Hospital Enterprise Fund I revenues.

**BACKGROUND:**

This contractor has been contracting with the department since January 2017 under Contract #23-613, for the provision of temporary specialized project management staff, for their Project Management Office. The department relies on temporary staffing and recruitment agencies for coverage during staff absences/leaves and to find qualified candidates for specialized and hard to fill positions.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Patrick Wilson,  
925-335-8777

BACKGROUND: (CONT'D)

On April 28, 2020, the Board of Supervisors approved Contract #23-613-5, with Bayside Solutions, Inc., in the amount of \$2,000,000 for the provision of qualified temporary consulting and technical support services, and contract-to-hire and/or direct placement candidates for hard to fill positions in the Health Services Department's Information Systems Unit for the period January 1, 2020 through June 30, 2022.

Approval of Contract Amendment Agreement #23-613-6 will allow Contractor to continue providing temporary consulting, technical support and recruiting services for hard to fill positions to the Health Services Department's Information Technology Unit also allowing the Unit to respond to the increasing needs of other Health Services departments due to the onset of COVID-19, through June 30, 2022.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the Health Services Information Technology Unit will not be able to add the necessary temporary staff as needs arise and would not be able to respond to the needs of all of health services in a timely manner.





Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #26-874-5 with META Dynamic, Inc.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-874-5 containing mutual indemnification with META Dynamic, Inc., a corporation, in an amount not to exceed \$105,000, to provide a guidance navigation system, related software, accessories and certified technicians for locating tumors in the Surgical Unit at Contra Costa Regional Medical Center (CCRMC), for the period November 1, 2020 through October 31, 2023.

**FISCAL IMPACT:**

This contract will result in contractual service expenditures of up to \$105,000 over a 3 year period and will be funded 100% by Hospital Enterprise Fund I revenues. (Rate increase)

**BACKGROUND:**

CCRMC has been contracting with META Dynamic, Inc., since November 2015 for their expertise in tumor locating services. This contractor employs individuals that are specially trained, experienced, competent, certified and licensed to perform medical services using the Surgical Image Guidance Navigation System (IGS) plus related software and accessories, and/or the Ultrasonic Aspirator (UA) to locate throat tumors in patients in the Surgical Unit at CCRMC.

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Samir Shah, M.D.  
925-370-5525

BACKGROUND: (CONT'D)

On November 5, 2019, the Board of Supervisors approved Contract #26-874-4 with META Dynamic, Inc., for the provision of guidance navigation system, related software, accessories and certified technicians for locating tumors in the Surgical Unit at CCRMC, for the period from November 1, 2019 through October 31, 2020.

Approval of Contract #26-874-5 will allow the contractor to continue to provide tumor locating services through October 31, 2023. 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, patients of the Surgical Unit at Contra Costa Regional Medical requiring tumor locating procedures will not have access to the contractor's services.



Contra  
Costa  
County

To: Successor to the Contra Costa County Redevelopment Agency  
From: Maureen Toms, Oversight Board Secretary  
Date: January 19, 2021

Subject: Recognized Obligation Payment Schedule (ROPS) and Administrative Budget for July 1, 2021 - June 30, 2022

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**RECOMMENDATION(S):**

ADOPT Resolution No. 2021/28 approving the Recognized Obligation Payment Schedule (“ROPS 21-22”) and administrative budget for the Successor Agency (“Administrative Budget”) for the period of July 1, 2021 through June 30, 2022.

**FISCAL IMPACT:**

No impact to the General Fund. Since the Contra Costa County Redevelopment Agency dissolved (the “Dissolved RDA”), the tax allotment is now deposited in the Redevelopment Property Tax Trust Fund (“RPTTF”), which is administered by the County Auditor-Controller. Distributions are made semi-annually from the RPTTF to the Successor Agency by the County Auditor-Controller to fund the Successor Agency's administrative budget and Recognized Obligation Payment Schedule. These funds are distinct and separate from other funds used by the Department of Conservation and Development. According to State law, any obligation of the Successor Agency that cannot be funded by the RPTTF would not be an obligation of the County.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Maureen Toms (925)  
674-7878

cc:

BACKGROUND:

**Recognized Obligation Payment Schedule 21-22**

Resolution No. 2021/28 adopts ROPS 21-22, which is included as Exhibit A to this report. After adoption by the Successor Agency, ROPS 21-22 will be submitted to the Countywide Oversight Board for approval. The Oversight Board is scheduled to meet on January 25, 2021. As required under Health and Safety Code Section 34179.6, ROPS 21-22 will be submitted to the State Controller's Office, Department of Finance (DOF) and the County Auditor-Controller, and will be posted on the Successor Agency's website. The DOF must receive ROPS 21-22 no later than February 1, 2021.

**Administrative Budget**

Pursuant to Health & Safety Code Section 34177, the Successor Agency staff prepares a budget for the fiscal year. The state statute specifies a minimum administrative cost allowance to the Successor Agency for its administrative costs, using a percentage of property tax revenue allocated by the County Auditor-Controller to the Successor Agency to meet enforceable obligations. The County Auditor-Controller calculates the allowance using three percent of the distribution to be received by the Successor Agency from the Redevelopment Property Tax Trust Funds (RPTTF) or \$250,000 for the fiscal year, whichever amount is greater. The Successor Agency will budget for the minimum \$250,000 for FY 21-22. The administrative budget is attached as Exhibit B.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to adopt the resolution would require the Board to consider other options for providing and funding staff support for the Successor Agency. Without approving the Recognized Obligation Payment Schedule, the County Auditor-Controller would not be able to allocate funds to the Successor Agency for staffing services and payment of recognized obligations during this twelve-month period, and the Successor Agency would risk defaulting on enforceable obligations.

AGENDA ATTACHMENTS

Resolution 2021/28

Attachment Ex.A-ROPS 21-22

Exhibit B-Administrative Budget

MINUTES ATTACHMENTS

Signed Resolution NO. 2021/28

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

Adopted this Resolution on 01/19/2021 by the following vote:

		<b>John Gioia</b>
		<b>Candace Andersen</b>
<b>AYE:</b>	<input type="text" value="5"/>	<b>Diane Burgis</b>
		<b>Karen Mitchoff</b>
		<b>Federal D. Glover</b>
<b>NO:</b>	<input type="text"/>	
<b>ABSENT:</b>	<input type="text"/>	
<b>ABSTAIN:</b>	<input type="text"/>	
<b>RECUSE:</b>	<input type="text"/>	



**Resolution No. 2021/28**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF CONTRA COSTA ACTING AS THE GOVERNING BOARD OF THE SUCCESSOR AGENCY FOR THE CONTRA COSTA COUNTY REDEVELOPMENT, A SEPARATE LEGAL ENTITY, APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022 ("ROPS 21-22") AND THE ADMINISTRATIVE BUDGET FOR FISCAL YEAR 21-22, AND DIRECTING THE COUNTY ADMINISTRATOR TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE REQUIREMENTS ASSOCIATED WITH THIS APPROVAL

WHEREAS, pursuant to ABx1 26 as amended by AB 1484 (the "Dissolution Act"), the separate legal entity known as the Successor Agency of the Contra Costa County Redevelopment Agency (the "Successor Agency") must prepare "Recognized Obligation Payment Schedules" ("ROPS") that enumerates the enforceable obligations and expenses of the Successor Agency for each successive fiscal period until the wind down and disposition of assets of the dissolved Contra Costa County Redevelopment Agency (the "Dissolved RDA") has been completed; and

WHEREAS, the Successor Agency staff has prepared a ROPS for the 12-month fiscal period commencing on July 1, 2021 and continuing through June 30, 2022 ("ROPS 21-22"); and

WHEREAS, the Successor Agency staff has prepared an administrative budget for the fiscal period commencing on July 1, 2021 and continuing through June 30, 2022 ("FY 21-22 Administrative Budget"); and

WHEREAS, the Successor Agency is entitled to an administrative cost allowance (the "Administrative Cost Allowance") pursuant to Health and Safety Code Sections 34171(b) and 34183(a)(3) in the approximate amount of \$250,000 for the 2021-22 fiscal year; and

WHEREAS, under the Dissolution Act, ROPS 21-22 must be approved by the Countywide Oversight Board (the "Oversight Board") to enable the Successor Agency to continue to make payments on enforceable obligations and to pay for administrative costs of the Successor Agency; and

WHEREAS, the Board of Supervisors, acting as the Governing Board of the Successor Agency, has considered and desires to approve the following documents, copies of which are on file with the Clerk of the Board of Supervisors (acting on behalf of the Successor Agency): 1. The ROPS 21-22; and 2. The FY 21-22 Administrative Budget; and

WHEREAS, the ROPS 21-22 will be submitted by the Successor Agency to the Oversight Board for the Oversight Board's approval in accordance with Health and Safety Code Sections 34177 and 34180(g); and

WHEREAS, the ROPS 21-22 will also be submitted by the Successor Agency to the Contra Costa County Administrative Officer, the Contra Costa County Auditor-Controller, and the State Department of Finance in accordance with Health and Safety Code Section 34179.6; and

WHEREAS, approval of the ROPS 21-22 and the FY 21-22 Administrative Budget is exempt from the requirements of the California Environmental Quality Act and the applicable state and local implementing guidelines ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3); and

WHEREAS, the accompanying staff report provides supporting information upon which the actions set forth in this Resolution are based.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors, acting as the Governing Board of the Successor Agency and in accordance with the Dissolution Act, hereby finds, resolves, and determines that the foregoing recitals are true and correct, and, together with information provided by the Successor Agency staff and the public, form the basis for the approvals, findings, resolutions, and determinations set forth below; and

BE IT FURTHER RESOLVED that the Board of Supervisors hereby approves the ROPS 21-22 and the FY 21-22 Administrative Budget, in the respective forms on file with the Clerk of the Board of Supervisors (acting on behalf of the Successor Agency); and

BE IT FURTHER RESOLVED that the Successor Agency is authorized and directed to enter into any agreements and amendments to agreements consistent with the Dissolution Act and necessary to memorialize and implement the agreements and obligations in ROPS 21-22 and the FY 21-22 Administrative Budget as herein approved by the Successor Agency; and

BE IT FURTHER RESOLVED that the Board of Supervisors hereby authorizes and directs the Successor Agency staff, acting on behalf of the Successor Agency, to file, post, mail or otherwise deliver via electronic mail, internet posting, and/or hardcopy, all notices and transmittals necessary or convenient in connection with the approval of the ROPS 21-22 and the FY 21-22 Administrative Budget, and to take any other actions necessary to ensure the validity of the ROPS and the validity of any enforceable obligation listed thereon and the validity of the Administrative Budget and corresponding Administrative Cost Allowance. In addition, the Board of Supervisors authorizes and directs the Successor Agency staff to make such non-substantive revisions to ROPS 21-22 as may be necessary to submit ROPS 21-22 in any modified form required by the DOF, and ROPS 21-22 as so modified shall thereupon constitute ROPS 21-22 as approved by the Board of Supervisors pursuant to this Resolution; and

BE IT FURTHER RESOLVED that nothing in this Resolution shall abrogate, waive, impair or in any other manner affect the right or ability of the County, as a political subdivision of the State of California, or the Successor Agency, as a separate legal entity, to initiate and prosecute any litigation with respect to any agreement or other arrangement of the Dissolved RDA, including, without limitation, any litigation contesting the purported invalidity of such agreement or arrangement pursuant to the Dissolution Act; and

BE IT FURTHER RESOLVED that this Resolution shall take effect at the time and in the manner prescribed in Health and Safety Code Section 34179(h).

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: January 19, 2021**

Monica Nino, County Administrator and Clerk of the Board of Supervisors

**Contact: Maureen Toms (925) 674-7878**

By: June McHuen, Deputy

**cc:**

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

Adopted this Resolution on 01/19/2021 by the following vote:

		<b>John Gioia</b>
		<b>Candace Andersen</b>
<b>AYE:</b>	<input type="text" value="5"/>	<b>Diane Burgis</b>
		<b>Karen Mitchoff</b>
		<b>Federal D. Glover</b>
<b>NO:</b>	<input type="text" value="/"/>	
<b>ABSENT:</b>	<input type="text" value="/"/>	
<b>ABSTAIN:</b>	<input type="text" value="/"/>	
<b>RECUSE:</b>	<input type="text" value="/"/>	



**Resolution No. 2021/28**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF CONTRA COSTA ACTING AS THE GOVERNING BOARD OF THE SUCCESSOR AGENCY FOR THE CONTRA COSTA COUNTY REDEVELOPMENT, A SEPARATE LEGAL ENTITY, APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022 ("ROPS 21-22") AND THE ADMINISTRATIVE BUDGET FOR FISCAL YEAR 21-22, AND DIRECTING THE COUNTY ADMINISTRATOR TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE REQUIREMENTS ASSOCIATED WITH THIS APPROVAL

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WHEREAS, the Successor Agency staff has prepared a ROPS for the 12-month fiscal period commencing on July 1, 2021 and continuing through June 30, 2022 ("ROPS 21-22"); and

WHEREAS, the Successor Agency staff has prepared an administrative budget for the fiscal period commencing on July 1, 2021 and continuing through June 30, 2022 ("FY 21-22 Administrative Budget"); and

WHEREAS, the Successor Agency is entitled to an administrative cost allowance (the "Administrative Cost Allowance") pursuant to Health and Safety Code Sections 34171(b) and 34183(a)(3) in the approximate amount of \$250,000 for the 2021-22 fiscal year; and

WHEREAS, under the Dissolution Act, ROPS 21-22 must be approved by the Countywide Oversight Board (the "Oversight Board") to enable the Successor Agency to continue to make payments on enforceable obligations and to pay for administrative costs of the Successor Agency; and

WHEREAS, the Board of Supervisors, acting as the Governing Board of the Successor Agency, has considered and desires to approve the following documents, copies of which are on file with the Clerk of the Board of Supervisors (acting on behalf of the Successor Agency): 1. The ROPS 21-22; and 2. The FY 21-22 Administrative Budget; and

WHEREAS, the ROPS 21-22 will be submitted by the Successor Agency to the Oversight Board for the Oversight Board's approval in accordance with Health and Safety Code Sections 34177 and 34180(g); and

WHEREAS, the ROPS 21-22 will also be submitted by the Successor Agency to the Contra Costa County Administrative Officer, the Contra Costa County Auditor-Controller, and the State Department of Finance in accordance with Health and Safety Code Section 34179.6; and

WHEREAS, approval of the ROPS 21-22 and the FY 21-22 Administrative Budget is exempt from the requirements of the California Environmental Quality Act and the applicable state and local implementing guidelines ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3); and

WHEREAS, the accompanying staff report provides supporting information upon which the actions set forth in this Resolution are based.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors, acting as the Governing Board of the Successor Agency and in accordance with the Dissolution Act, hereby finds, resolves, and determines that the foregoing recitals are true and correct, and, together with information provided by the Successor Agency staff and the public, form the basis for the approvals, findings, resolutions, and determinations set forth below; and

BE IT FURTHER RESOLVED that the Board of Supervisors hereby approves the ROPS 21-22 and the FY 21-22 Administrative Budget, in the respective forms on file with the Clerk of the Board of Supervisors (acting on behalf of the Successor Agency); and

BE IT FURTHER RESOLVED that the Successor Agency is authorized and directed to enter into any agreements and amendments to agreements consistent with the Dissolution Act and necessary to memorialize and implement the agreements and obligations in ROPS 21-22 and the FY 21-22 Administrative Budget as herein approved by the Successor Agency; and

BE IT FURTHER RESOLVED that the Board of Supervisors hereby authorizes and directs the Successor Agency staff, acting on behalf of the Successor Agency, to file, post, mail or otherwise deliver via electronic mail, internet posting, and/or hardcopy, all notices and transmittals necessary or convenient in connection with the approval of the ROPS 21-22 and the FY 21-22 Administrative Budget, and to take any other actions necessary to ensure the validity of the ROPS and the validity of any enforceable obligation listed thereon and the validity of the Administrative Budget and corresponding Administrative Cost Allowance. In addition, the Board of Supervisors authorizes and directs the Successor Agency staff to make such non-substantive revisions to ROPS 21-22 as may be necessary to submit ROPS 21-22 in any modified form required by the DOF, and ROPS 21-22 as so modified shall thereupon constitute ROPS 21-22 as approved by the Board of Supervisors pursuant to this Resolution; and

BE IT FURTHER RESOLVED that nothing in this Resolution shall abrogate, waive, impair or in any other manner affect the right or ability of the County, as a political subdivision of the State of California, or the Successor Agency, as a separate legal entity, to initiate and prosecute any litigation with respect to any agreement or other arrangement of the Dissolved RDA, including, without limitation, any litigation contesting the purported invalidity of such agreement or arrangement pursuant to the Dissolution Act; and

BE IT FURTHER RESOLVED that this Resolution shall take effect at the time and in the manner prescribed in Health and Safety Code Section 34179(h).

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: January 19, 2021**

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Maureen Toms (925) 674-7878

By: June McHuen, Deputy

cc:



**Recognized Obligation Payment Schedule (ROPS 21-22) - Summary  
Filed for the July 1, 2021 through June 30, 2022 Period**

**Successor Agency:** Contra Costa County

**County:** Contra Costa

<b>Current Period Requested Funding for Enforceable Obligations (ROPS Detail)</b>	<b>21-22A Total (July - December)</b>	<b>21-22B Total (January - June)</b>	<b>ROPS 21-22 Total</b>
<b>A Enforceable Obligations Funded as Follows (B+C+D)</b>	<b>\$ 280,000</b>	<b>\$ -</b>	<b>\$ 280,000</b>
B Bond Proceeds	-	-	-
C Reserve Balance	280,000	-	280,000
D Other Funds	-	-	-
<b>E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)</b>	<b>\$ 3,831,047</b>	<b>\$ 4,433,306</b>	<b>\$ 8,264,353</b>
F RPTTF	3,706,047	4,308,306	8,014,353
G Administrative RPTTF	125,000	125,000	250,000
<b>H Current Period Enforceable Obligations (A+E)</b>	<b>\$ 4,111,047</b>	<b>\$ 4,433,306</b>	<b>\$ 8,544,353</b>

**Certification of Oversight Board Chairman:**

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

\_\_\_\_\_  
Name Title

/s/ \_\_\_\_\_  
Signature Date

**Contra Costa County**  
**Recognized Obligation Payment Schedule (ROPS 21-22) - ROPS Detail**  
**July 1, 2021 through June 30, 2022**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 21-22 Total	ROPS 21-22A (Jul - Dec)					21-22A Total	ROPS 21-22B (Jan - Jun)					21-22B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
								\$138,308,140		\$8,544,353	\$-	\$280,000	\$-	\$3,706,047	\$125,000	\$4,111,047	\$-	\$-	\$-	\$4,308,306	\$125,000	\$4,433,306
46	Placemaking Transit Village	OPA/DDA/ Construction	12/19/ 2005	07/10/2026	Avalon Bay	Placemaking improvements (i.e. parks, etc.)	C	280,000	N	\$280,000	-	280,000	-	-	-	\$280,000	-	-	-	-	-	\$-
60	Bond-License agreement	Professional Services	03/31/ 2006	03/31/2038	DAC	Document repository for bond issues	ALL	45,500	N	\$4,000	-	-	-	4,000	-	\$4,000	-	-	-	-	-	\$-
61	Bond-Treasurer fees	Fees	07/10/ 1984	08/01/2037	CCC Treasurer	Cash management for bond issues	ALL	9,580	N	\$100	-	-	-	100	-	\$100	-	-	-	-	-	\$-
63	Hookston Station Remediation	Remediation	11/05/ 1997	08/01/2037	Bank Of Amer, Trustee	Remediation of hazardous material	C	1,165,351	N	\$350,903	-	-	-	350,903	-	\$350,903	-	-	-	-	-	\$-
77	Financial Assistance	OPA/DDA/ Construction	11/01/ 1998	11/01/2028	Bridge Housing	Agency assistance	C	700,000	N	\$100,000	-	-	-	100,000	-	\$100,000	-	-	-	-	-	\$-
78	Financial Assistance	OPA/DDA/ Construction	12/19/ 2005	05/01/2036	Avalon Bay	Agency assistance.	C	18,589,368	N	\$1,327,812	-	-	-	-	-	\$-	-	-	-	1,327,812	-	\$1,327,812
82	I H Trail/ Hookston Remediation (IH Hookston Station)	Professional Services	08/15/ 2012	12/31/2027	Contra Costa County - County Counsel	Remediation of I H corridor parcels (IH Hookston Station)	C	37,316	N	\$5,000	-	-	-	5,000	-	\$5,000	-	-	-	-	-	\$-
91	Hookston Station Remediation (IH Hookston Station)	Professional Services	01/23/ 2012	06/15/2017	Ensafe	Administrator of haz-mat remediation fund. (IH Hookston Station)	C	42,158	N	\$9,000	-	-	-	9,000	-	\$9,000	-	-	-	-	-	\$-
94	Administrative Allowance	Admin Costs	07/01/ 2016	05/01/2037	Contra Costa County	Administrative Allowance	ALL	4,250,000	N	\$250,000	-	-	-	-	125,000	\$125,000	-	-	-	-	125,000	\$125,000
104	Iron Horse (IH) Corridor Remediation (IH Hookston Station)	Professional Services	07/01/ 2013	05/01/2027	Contra Costa County	Direct costs for IH Corridor properties, remediation	C	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
110	Disclosure Statements	Fees	04/20/ 1999	03/01/2038	Fraser & Associates/	Disclosure Statements	ALL	85,000	N	\$5,000	-	-	-	5,000	-	\$5,000	-	-	-	-	-	\$-

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 21-22 Total	ROPS 21-22A (Jul - Dec)					21-22A Total	ROPS 21-22B (Jan - Jun)					21-22B Total	
											Fund Sources						Fund Sources						
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		
	Reporting Compliance				Schiff Harden	Compliance Services																	
125	Financial Assistance-Escrow	OPA/DDA/Construction	12/19/2005	05/01/2036	Banking/Escrow Fund TBD	Related to #78, but the escrow payee portion		23,326,527	N	\$247,850	-	-	-	247,850	-	\$247,850	-	-	-	-	-	-	\$-
126	2017 Series A&B Debt Service	Refunding Bonds Issued After 6/27/12	08/01/2018	08/01/2037	US BANK	Series 2017 A&B Tax Allocation Bonds		89,715,340	N	\$5,959,688	-	-	-	2,979,194	-	\$2,979,194	-	-	-	2,980,494	-	\$2,980,494	
127	Trustee fees for 2017 Series A&B	Fees	08/01/2018	08/01/2038	US BANK	Annual administration fees - 2017 Series A&B		62,000	N	\$5,000	-	-	-	5,000	-	\$5,000	-	-	-	-	-	\$-	

**Contra Costa County**  
**Recognized Obligation Payment Schedule (ROPS 21-22) - Report of Cash Balances**  
**July 1, 2018 through June 30, 2019**  
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation.

A	B	C	D	E	F	G	H
		<b>Fund Sources</b>					
		<b>Bond Proceeds</b>		<b>Reserve Balance</b>	<b>Other Funds</b>	<b>RPTTF</b>	
	<b>ROPS 18-19 Cash Balances (07/01/18 - 06/30/19)</b>	Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS RPTTF and Reserve Balances retained for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	<b>Comments</b>
1	<b>Beginning Available Cash Balance (Actual 07/01/18)</b> RPTTF amount should exclude "A" period distribution amount.		881,674	2,034,274	101		
2	<b>Revenue/Income (Actual 06/30/19)</b> RPTTF amount should tie to the ROPS 18-19 total distribution from the County Auditor-Controller		5,877,161	293,621	97	6,330,392	
3	<b>Expenditures for ROPS 18-19 Enforceable Obligations (Actual 06/30/19)</b>		5,234,588	1,343,550		6,259,466	
4	<b>Retention of Available Cash Balance (Actual 06/30/19)</b> RPTTF amount retained should only include the amounts distributed as reserve for future period(s)						
5	<b>ROPS 18-19 RPTTF Prior Period Adjustment</b> RPTTF amount should tie to the Agency's ROPS 18-19 PPA form submitted to the CAC		No entry required				
6	<b>Ending Actual Available Cash Balance (06/30/19)</b> C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$-	\$1,524,247	\$984,345	\$198	\$70,926	

**Contra Costa County**  
**Recognized Obligation Payment Schedule (ROPS 21-22) - Notes**  
**July 1, 2021 through June 30, 2022**

Item #	Notes/Comments
46	
60	
61	
63	
77	
78	
82	In-house counsel will be providing support for implementation of settlement agreements.
91	
94	
104	
110	
125	
126	
127	

Exhibit B

Administrative Budget for Contra Costa County Successor Agency

	21-22A	21-22B	Total
<b>Admin/Non Admin Staff Expenses</b>			
Space Rent	\$19,500	\$19,500	\$39,000
Salary/Overhead	\$104,500	\$104,500	\$209,000
Various Admin Expenses	\$1,000	\$1,000	\$2,000
<b>TOTAL ADMIN EXPENSES</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$250,000</b>
<b>Revenue</b>			
<b>TOTAL ADMIN REVENUES</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$250,000</b>



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Kathy Gallagher, Employment & Human Services Director  
Date: January 19, 2021

Subject: 2020 Advisory Council on Aging Annual Report

---

**RECOMMENDATION(S):**

ACCEPT the 2020 Annual Report of the Contra Costa County Advisory Council on Aging as recommended by the Employment and Human Services Department Director.

**FISCAL IMPACT:**

There is no fiscal impact.

**BACKGROUND:**

On January 7, 2020, the Contra Costa County Board of Supervisors (BOS) adopted Resolution No. 2020/1, which requires that each advisory board, commission, or committee report annually to the Board on its activities, accomplishments, membership attendance, required training/certification, and proposed work plan or objectives for the following year. The attached report is submitted to fulfill that requirement for the Advisory Council on Aging (ACOA).

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Elaine Burres  
608-4960

cc:

ATTACHMENTS  
ACOA 2020 Annual  
Report



**CONTRA COSTA COUNTY**  
**ADVISORY COUNCIL ON AGING**  
**ANNUAL REPORT**



**JANUARY – DECEMBER 2020**



# Advisory Council on Aging

## Officers:

- Susan Frederick, President – 2nd Term
- James Donnelly, First Vice President – 2nd Term
- Gail Garrett, Second Vice President – 2nd Term
- Richard Nahm, Secretary/Treasurer – 1<sup>st</sup> Term

## Current Roster of Members as of November 30, 2020:

Martin Aufhauser  
Jagjit Bhambra  
Mary Bruns  
Deborah Card  
Megan Casey  
James Donnelly  
Kevin Donovan  
Jennifer Doran  
Rudy Fernandez  
Susan Frederick  
Gail Garrett  
Arthur Kee  
Joanna Kim-Selby  
Jill Kleiner  
Shirley Krohn  
Nancy Leasure  
Steve Lipson

Frank Napoli  
Nuru Neemuchwalla  
Brian O'Toole  
Erin Partridge  
Gerald Richards  
Sam Sakai-Miller  
Summer Selleck  
Sara Shafiabady  
Frances Smith  
Ron Tervelt  
Thompson, Kathie  
Terri Tobey  
Lorna Van Ackeren  
Dennis Yee

## Advisory Council Objectives

The Council shall provide a means for countywide planning, cooperation and coordination for individuals and groups interested in improving and developing services and opportunities for older residents of this county. The Council provides leadership and advocacy on behalf of older persons and serves as a channel of communication and information on aging issues.

The Council advises each: the Area Agency on Aging on the development of its Area Plan, the Bureau of Aging and Adult Services, Employment and Human Services and the Board of Supervisors. The basis of the Area Agency on Aging Area Plan is on unmet needs and priorities experienced by older persons, as determined by assessments and input from the senior network throughout the County.

**ANNUAL REPORT**  
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This has been a year of both disappointment and success. Disappointment because we were unable to meet in person and success because we learned how to use Zoom.

Once we were able to meet, we got right to work. All the committees revised their Duties and Responsibilities Document so that it more clearly reflects the work of the committees and work groups.

We had a developed conference focusing on retirement for August 2020. The author of Elderhood, Louise Aronson and Fiona Ma, State Treasurer, confirmed to take part in the program. The conference center was booked, and the expected audience was to be around 450. Due to the COVID19 Pandemic, the conference was cancelled. We are hoping that we will be able to have our conference in 2021. Fortunately, all the participants are willing to be a part of the conference in 2021.

We had some member resignations but were happy to welcome new members to the council. We developed a process to support new members who might be interested in running for office. I am happy to say we have new members running for office and others who offered to run if we were unable to fill the slate. I think that our process has been successful.

The Elder Abuse Prevention Work Group has a new workgroup chair. The workgroup is working with Adult Protective Services to update its presentation, which it hopes to present via zoom.

I had a goal for this year to increase our diversity so that the council reflects those whom we serve. It is difficult as we are all sheltering in place, which limits our connections to organizations, churches etc. I have set up an Ad Hoc committee that will work with the Membership Committee to brainstorm and see if we can come up with some innovative solutions.

This is my last year of two terms as President. It has been a pleasure to work with such hard-working volunteers who are supporting the Elders of Contra Costa County. I look forward to working with our new council President and concentrating my efforts on the Membership Committee to increase the diversity of the Council.

Susan Frederick,  
Executive Committee Chair  
Advisory Council on Aging President

**CURRENT PLANNING COMMITTEE ROSTER**

- Debbie Card
- James Donnelly
- Kevin Donovan (chair)
- Susan Frederick
- Arthur Kee
- Ron Tervelt (co-chair)
- Dennis Yee

The Committee received strong support from Employment and Human Services Department staff members Glenda Pacha and Anthony Macias and former AAA program manager, Laura Cepoi.

**ACTIVITIES**

The COVID-19 virus and the shelter in place order materially influenced the Committee’s 2020 activities. As a result, monthly in-person meetings were held from January through March. From April to June no meetings were held with meetings resuming in July on a Zoom meeting basis. Generally meeting attendance was 100% of the Committee’s members.

**ACOMPLISHMENTS**

For the first three months of 2020 the Committee’s focus was primarily on contractor reviews and initiating a discussion on identifying under-served senior needs and how well seniors are supported on a regional basis. Upon the resumption of monthly meetings on a Zoom basis in July, our July meeting provided County staff with an in-depth review of the AAA’s 2020-2024 Four-Year Area Plan on Aging. In August, the focus returned to reviewing senior needs and the services with a detailed discussion of the sources of funding (largely Federal government Title III programs) and how these funds were awarded to the County’s various non-profit contractors. This analysis included the sizable one-time funding, \$2,152,096, from the Federal government’s Families First Coronavirus Response Act (FFCRA) and Coronavirus Aid, Relief, and Economic Security (CARES) Act and the distribution of these funds. In the latter part of the year, the committee’s focus returned to determining under-served seniors on both the services needed and regional coverage.

**2021 WORK PLAN**

Consistent with Committee activities in the later part of 2020, the 2021 work plan will focus on determining senior needs and how well these needs are being met. Through reviewing prior surveys and plans, reaching out to County agencies and staff who work with the senior community as well as municipal directors of senior services throughout the County and discussing with our contractors what needs they see in the senior community, the Committee intends to develop an understanding of unmet needs of older adults. With this understanding, we would next work with our current contractors and potentially other service providers so that the programs we support and the services they provide are closely aligned with the needs of the senior community throughout the County.

***Kevin Donovan***

Planning Committee, chair



**CURRENT MEMBERSHIP COMMITTEE ROSTER (INCLUDES NOMINATING)**

- Jennifer Doran (Chair) District V Membership Committee
- Rudy Fernandez District III Membership
- Susan Frederick District I Membership Committee
- Richard Nahm (President’s appointment) District III Membership Committee
- Nuru Neemuchwalla District IV Membership/Nominating Committee
- Nancy Leasure District II Membership Committee
- Jagjit Bhambra District V Nominating Committee
- Arthur Kee District III Nominating Committee
- Steve Lipson District I Nominating Committee
- Terri Tobey District II Nominating Committee

**ACTIVITIES**

- Monthly Meetings
- Membership Recruitment
- Attendance Reviews
- Membership Retention
- Review Orientation Presentation
- Appointments/Resignations
- Eligibility Reviews
- Applicant Reviews
- Report to Executive Committee

**ACOMPLISHMENTS**

At the January, 2020 meeting, the Advisory Council caucused to seat 2 new members of the membership committee, representing Districts 1 and 2.

At that meeting, the Council’s membership vacancies included 2 MAL seats and 8 city seats. After appointments and resignations, CY 2020 ended with vacancies in 2 MAL seats and 5 City seats.

The committee met in January and February. No meetings were held in March-June, 2020, due to COVID-19. A June special meeting was held via zoom to interview an applicant. Monthly meetings resumed in July, 2020. All of the seven CY 2020 meetings had quorums.

Recruitment activities during the year included:

1. Placing a recruitment message in three of the Board of Supervisors’ newsletters listing city vacancies in their respective districts.
2. Sending recruitment encouragement letters to 3 mayors of cities which have long-standing vacancies on the council- Orinda, San Pablo, and Pittsburg.
3. Developing, approving, and using a recruitment message on Nextdoor platform as a way of recruiting seniors during pandemic.

Other administrative activities:

1. Updating and revising Membership Committee’s Description including purpose, organization, and duties.
2. Revising officers’ duty statements.
3. Maintaining and updating list of new members/mentors.
4. Meeting with nominating committee to insure slate of officers for December election.
5. Tracking BOS approval of ACOA by-laws Revision.

## **2021 WORK PLAN**

- Maintain a full Advisory Council on Aging membership with emphasis on increasing diversity. .
- Apply and track membership eligibility requirement.
- Address individual membership eligibility requirements.
- Address individual attendance issues.
- Insure provision of Member’s Expectations list to each member.
- Review Bylaws and make requested recommendations.
- Maintain mentor assignments list.
- Report to the Executive Committee.

### ***Jennifer Doran***

Membership Committee Chair

## **HOUSING WORK GROUP REPORT**

*January – December 2020*

### **CURRENT HOUSING WORK GROUP ROSTER**

- Gerald Richards\* (Chair)
  - Lenore McDonald (Center for Elders’ Independence) (Co-Chair)
  - Nhang Luong (AAA Staff Support)
  - Julie Berry (Independent Living Resources of Contra Costa and Solano Counties)
  - Marge Cortes (Choice in Aging)
  - Jim Donnelly\*
  - Lisa Hicks (Independent Living Resources of Contra Costa and Solano Counties)
  - Lisa Hammon (Choice in Aging)
  - Michael Hopfe (Independent Living Resources)
  - Bertha Lopez (The Hume Center)
  - Rosa Loya (Meals on Wheels Diablo Region)
  - Hector Malvido (Ensuring Opportunity Campaign to End Poverty in Contra Costa)
  - Mariana Moore (Ensuring Opportunity Campaign to End Poverty in Contra Costa)
  - Delia Pedroza (ECHO Fair Housing)
  - Gabriela Perez (Covia – Home Match)
  - Laura Salcido (Habitat for Humanity East Bay/Silicon Valley)
  - Caitlin Sly (Meals on Wheels Diablo Region)
  - Frances Smith\*
  - Victoria Snyder (Contra Costa Senior Legal Services)
  - Dennis Yee\*
- \*Council Member

### **ACTIVITIES**

- 2 Regular Monthly Meetings
- 5 Zoom Monthly Meetings
- 9 Educational Presentations from Local and Regional Programs with Housing Related Expertise

### **2020 ACCOMPLISHMENTS**

- Due to COVID-19, the Housing Workgroup suspended meeting for a couple of months. Then we pivoted to meeting on Zoom to resume advocacy and information sharing about critical housing services, as more people need help during these uncertain economic times.

- Economic impacts of COVID-19 include housing insecurity brought on by loss of income from employment. The Workgroup invited Season of Sharing Program Manager to present information on emergency funds to help renters in need. There was also productive discussion about softening eligibility requirements.
- Mitigating the spread of COVID-19 in homeless communities, particularly among the elderly and individuals with underlying medical conditions, was a major concern of the Workgroup. Community Engagement Specialist from Health, Housing, and Homeless Services spoke with the Workgroup about Project Room Key, which houses the most vulnerable homeless individuals in motels to prevent the spread of COVID-19.
- The Workgroup received periodic reports from Contra Costa Senior Legal Services, updating the changes in County Superior Court activism in supporting the Governor’s Executive Orders to suspend eviction of renters for failure to pay rent during the continuing COVID-19 Pandemic.
- The Workgroup Chair and Co-Chair made a brief presentation to the Advisory Council at a Council meeting to raise awareness of the housing shortages and homelessness among older adults in the County.
- The Workgroup will be engaging the representatives of the County’s Cities on the Council to use the Housing White Paper and the Infographic the Workgroup developed to increase the awareness of City Council members to homelessness among older adults.
- With the recommendation by the Housing Workgroup, the full Advisory Council joined the Board of Supervisors in recommending Measure X on the November Ballot.
- The home sharing program, Home Match, became a permanent program funded by Covia. The program now has a new Covia Project Director to manage the program in Contra Costa County. There have been 15 matches this year.
- Work on the Housing White Paper was disrupted by the pandemic
- After receiving an overview of the status of the Concord Naval Weapons Center development by the City of Concord, we learned that the design contractor withdrew from the project and work has stopped.

### **2021 Work Plan**

- Work with City Representatives to encourage City Leaders to support and fund the Home Match Program operated and funded by COVIA to expand throughout the County.
- Begin work to create a Contra Costa Land Trust to acquire property within the County to create housing that is truly affordable by the low-income County residents and keep that property affordable in perpetuity.
- Continue learning from other nonprofit organizations and government agencies that work directly or indirectly in housing funding, construction, or assistance.
- Complete Housing White Paper and use it with “No Place to Call Home” infographic to outreach to cities, Board of Supervisors, service providers, and the public. Plan a convening to present the White Paper.
- Members will incorporate our older adult housing inventory data from the Housing White Paper into the overall County housing data.
- Appoint a representative to Measure X Oversight Committee to represent the interest of older adults and to assure that affordable housing needs are addressed.

***Gerald Richards, Chair***

***Lenore McDonald, Co-Chair***

**CURRENT HEALTH WORK GROUP ROSTER**

- Susan Frederick (Chair)
- Jennifer Doran (Co-Chair)
- Fred Adams
- Brian O’Toole
- Joanna Kim-Selby
- Nancy Leasure
- Dennis Yee
- Terri Tobey
- Lenore McDonald (CEI)
- Nuru Neemuchwalla
- Kathie Thompson
- Sara Shafiabady
- Caitlin Sly (MOWDR)

**ACTIVITIES**

- Regular monthly meetings
- Educational presentations: Video of NBC report regarding illegal discharges from nursing homes; Alzheimer’s video “Tour of the Brain”.
- Continued member’s reports on: AARP, Legislation, Dementia/Alzheimer’s, Nursing homes, Caregiver resources.

**ACCOMPLISHMENTS**

- The “Good Neighbor Flyer” was revised with the Executive Committee to address the COVID19 pandemic. It was altered to include food resources for seniors and information on how to check on neighbors while social distancing.
- Reviewed and rewrote workgroup “Purpose and Responsibility” document.

**2021 Work Plan - GROUP GOALS**

- Continue member presentations.
- Work to accomplish our Meals on Discharge Plan. This project will provide to recently discharged senior and/or disabled patients, one a day meal for thirty days, higher incidents of complications, readmissions, mortality rates and higher cost of care are consistent in malnourished patients. Many elder patients are unable to obtain adequate nutrition after discharge from the hospital due to a variety of reasons, weakness, lack of transportation, lack of understanding of nutrition and insufficient funds are some causes. We will be working with Caitlin Sly, ED, of Meals on Wheels Diablo Region to see if we can set up a “temporary eligibility” for newly discharged patients.
- Identify issues as the year progresses and define appropriate actions plans.
- Development and planning of projects specific to issues related to senior health and nutrition.

*Susan Frederick, Chair*  
*Jennifer Doran, co-Chair*

**LEGISLATIVE ADVOCACY WORK GROUP**

**January – December 2020**

**CURRENT LEGISLATIVE WORK GROUP ROSTER**

- Shirley Krohn (Co-Chair)
- Jagjit Bhambra
- Nancy Leasure

- Due to the COVID-19 pandemic the Legislative work group did not meet.

### **2021 Work Plan - GROUP GOALS**

- The Legislative work Group will be restructured when it meets in January 2021.

**Shirley Krohn**, Chair

### **TRANSPORTATION WORK GROUP**

*January – December 2020*

#### **(SMAC-Senior Mobility Action Council)**

#### **CURRENT TRANSPORTATION WORK GROUP ROSTER**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Mike Awadalla (Care Patrol)))</li> <li>• Mary Bruns - Chair<br/>(Lamorinda Spirit; ACOA)</li> <li>• John Cunningham (CCTA)</li> <li>• Zee DeLeon (San Pablo Senior Center)</li> <li>• Jim Donnelly (ACOA)</li> <li>• Ralph Dennis (Rossmoor)</li> <li>• Peter Engel (CCTA)</li> <li>• Meredith Gerhardt (CCC OES)</li> <li>• Ken Gray (Tri Delta)</li> <li>• Lisa Hammon (Choice in Aging)</li> <li>• Rashida Kamana (County Connection)</li> <li>• Shirley Krohn (ACOA)</li> </ul> | <ul style="list-style-type: none"> <li>• Kathryn Monroy (Concord Senior Ctr)</li> <li>• Mica McFadden (WestCat)</li> <li>• Jessica Mosquera (Humana)</li> <li>• Joanna Pallock (WCCTAC)</li> <li>• David Pittman (Monument Shuttle)</li> <li>• Drennen Shelton (Bay Area Metro)</li> <li>• Debbie Toth (Choice in Aging)</li> <li>• Lorna Van Ackren – co-Chair<br/>(Hillendale; ACOA)</li> <li>• Elaine Welch (Mobility Matters)</li> <li>• Kate Wiley (Senior Around Town)</li> <li>• Ray Zenoni (Mobility Matters)</li> </ul> |
|--|--|

### **ACTIVITIES**

- Ten Monthly Meetings of 12-15 people from a diverse network of Contra Costa agencies.
- Provided advocacy for transportation for older adults and people with disabilities.

### **2020 ACCOMPLISHMENTS**

- Provided advocacy for: Mobility Management in Contra Costa; city-based transportation programs; increased volunteerism in senior transportation; legislation that supports, preserves, and encourages senior mobility. Provided leadership and support at conferences, workshops, and committees related to Senior Mobility. Supported CSL endeavors.
- Stayed connected with CCTA and Regional Transportation Organizations.
- Kept abreast of trends in transportation that affect older adults and people with disabilities.
- Participated in ACOA/SMAC event planning. (Unable to hold event due to COVID – 19.)
- Educated public on Transportation Sales Tax Measure and Transportation Expenditure plan proposed for March 2020 ballot.
- Produced 2020 Transportation Infographic.
- Produced 2020 SMAC Newsletter.
- Played an active role in the Accessible Transportation Strategic Plan Committee.
- Supported further development of the Master Plan on Aging.

- Provided updates of services for people in need of transportation services during COVID.
- Updated SMAC’s roles and responsibility document.

**2021 Work Plan - GROUP GOALS**

- Ongoing Goals: Provide advocacy for Mobility Management in Contra Costa; city-based transportation programs; increased volunteerism in senior transportation; legislation that supports, preserves, and encourages Senior Mobility. Provide leadership and support at conferences, workshops, and committees related to Senior Mobility. Continue to publish SMAC Newsletter at least once per year and support California Senior Legislature endeavors.
- Keep abreast of trends in transportation and provide ongoing updates of services to people in need during the COVID – 19 pandemic.
- Participate in the continued planning and possible execution of ACOA/SMAC event.
- Stay connected with CCTA and Regional Transportation Organizations.
- Track and participate in Master Plan for Aging transportation recommendations.
- Participate in the possible implementation of the Accessible Transportation Strategic Plan.
- Perform outreach to new and former members of SMAC.

**Mary Bruns**, Transportation Work Group (SMAC) Chair

**Elder Abuse Prevention Work Group (EAPWG)**

**January – December 2020**

**CURRENT ELDER ABUSE PREVENTION WORK GROUP ROSTER**

- Jim Donnelly (chair)
- Frank Napoli (co-chair)
- Susan Frederick
- Shirley Krohn
- Gerald Richards
- Summer Selleck
- Terri Tobey
- Michelle Bleke (APS)
- Margueriette Walker (APS)

**2020 ACCOMPLISHMENTS**

- In 2020, due to the Corona virus the WG was limited to a total of four meetings, one in person and three via Zoom.
- With the Corona virus and the resignation of the WG chair in mid-year the WG was dormant until October at which time it was reconstituted and an interim chair was elected until the end of the year.
- The EAPWG Duties and Responsibilities document was revised to include additional meetings and to focus on collaboration with other entities involved with elder abuse prevention.

- A revised Elder Abuse Presentation has been prepared for use by the WG in future presentations. The presentation was expanded to include other types of elder abuse rather than only financial elder abuse.

### **2021 WORK PLAN**

- In the upcoming year, EAPWG plans to continue the overall goal of increasing community awareness and education of prevention of all forms of elder abuse.
- In order to increase collaboration with other entities involved with elder abuse the EAPWG plans to invite speakers from other groups to present at EAPWG meetings.

*Jim Donnelly*, Interim Chair

### **Technology Work Group**

*January – December 2020*

### **CURRENT Technology WORK GROUP ROSTER**

- Steve Lipson (Chair)
- Jill Kleiner (Co-Chair)
- Jim Donnelly
- Kevin Donovan
- Gail Garrett
- Sam Sakai-Miller
- Sara Shafiabady

### **ACTIVITIES:**

- Regular Monthly Meetings
- Speakers/Educational Presentations
- Website and Technology Assessment
- Website Edits/Additions/Pruning
- Senior Center Outreach/Resource Inventory/Assessment and Collaboration

### **2020: Adjusting to the Covid-19 Pandemic**

This year, the ACOA Technology Work Group’s agenda and work were driven by the Covid-19 pandemic. Because virtually all meetings and communications went remote/online, the importance of computer/mobile technology literacy for older adults, including for ACOA members, became abundantly clear. To follow public health guidelines and because of social distancing mandates and the need to reduce [physical] social contact, mobile/computer technologies represent the best means for people to stay engaged and connected within the community. In 2020 and in light of the pandemic, The Technology Work Group has focused on ways to better connect (and inform) older adults via these technologies.

### **The ACOA Web Presence**

Working with EHSD's Community/Media Relations Manager Director, Tish Gallegos, EHSD Web Administrator, Kevin Balderston, and Anthony Macias, the Tech Work Group has been making changes to the county/ACOA Web site as well as identifying and developing new content relevant to older adults within the county. The workgroup began identifying and removing redundant, outdated, and abandoned links and content and continues with the addition of new content and more easily navigated pages. The new content includes a guide to online resources available through all of the various senior centers across the county.

### **2021 Technology Work Group Goals**

- The Tech Work Group expects to spend part of 2021 continuing its work on the ACOA web site with ongoing recommendations/changes, and new and updated content.
- In 2021, the Technology Work Group will work to connect county senior centers and all of their online resources and classes so that older adults can take advantage of any of these offerings remotely, regardless of where the older adult resides.

***Steve Lipson***, Chair



Advisory Council on  
Aging  
2020 Annual Report



Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: January 19, 2021

Subject: RECEIVE Recommendation from Sustainability Commission Regarding Planning for Just Transition and REFER Matter to Sustainability Committee

**RECOMMENDATION(S):**

RECEIVE recommendation from Sustainability Commission regarding community group suggestions for planning for a just transition to an economy that is less dependent on fossil fuels and REFER the matter to the Sustainability Committee.

**FISCAL IMPACT:**

No fiscal impact. Informational report only.

**BACKGROUND:**

On September 22, 2020, the Board of Supervisors (Board) adopted a Climate Emergency Resolution that, among other things, resolves that the Board of Supervisors and the County Sustainability Commission seek input from the community, workers, and business/industry to help the County anticipate and plan for an economy that is less dependent on fossil fuels, helps plan for a “Just Transition” away from a fossil-fuel dependent economy, and considers how the County’s recovery from the COVID-19 pandemic can incorporate the County’s climate goals.

On November 20, 2020, the Board received a letter from 60 organizations that commends the Board for the Climate Emergency Resolution and urges the Board to: (1) secure commitments from Marathon and Phillips 66 to cover direct and indirect costs associated with downsizing and ultimate decommissioning of

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jody London,  
925-674-7871

cc:

BACKGROUND: (CONT'D)

their refineries in Contra Costa County, and to pay their fair share of the costs for just transitions for workers and communities; (2) pass an ordinance or resolution that aims to establish financial accountability requirements for refineries and other fossil fuel infrastructure; and (3) strongly advocate for state action supporting just transitions for fossil fuel workers and communities, as well as full site cleanups to unrestricted use. The letter is attached.

At its December 14, 2020, meeting the Sustainability Commission reviewed the November 20 letter. The Sustainability Commission believes that the letter raises significant issues that should be considered. The Sustainability Commission recommends that the Board refer the letter to the Sustainability Committee for investigation and report back to the Board.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to refer the letter to the Sustainability Committee or otherwise respond to the letter would result in the County missing an opportunity to engage with the community on Just Transition issues.

ATTACHMENTS

November 20, 2020 Letter from Community Groups

## BY ELECTRONIC MAIL

11/20/2020

Candace Anderson, Diane Burgis, John Gioia,  
Karen Mitchoff, and Federal D. Glover  
Contra Costa County Board of Supervisors  
651 Pine Street, Room 107  
Martinez, CA 94553

Dear Chair Anderson, Vice-Chair Burgis, and Supervisors Gioia, Mitchoff, and Glover,

The undersigned organizations applaud your recent Declaration of a Climate Emergency in Contra Costa County, which underlines the need to "plan for a 'Just Transition' away from a fossil-fuel dependent economy." In furtherance of this goal, we seek your immediate action to ensure just transitions for workers and communities threatened with sudden abandonment by refineries located in the County. We believe climate protection must go hand in hand with environmental and economic justice. All of this is now at risk in the Contra Costa County oil belt.

As you know, Marathon abruptly announced in August the immediate permanent end to crude processing at its Martinez refinery. Phillips 66 followed suit with notice of the impending partial closure of its San Francisco Refinery Complex facilities in Rodeo, Franklin Canyon, and Arroyo Grande. Both companies proposed switching to significantly downsized production of non-petroleum fuels, which will involve following of large portions of the refineries. Neither announcement identified any explicit commitment to full cleanups of the contaminated industrial sites. Of even more immediate concern, neither company committed to support the wages, health care, or pensions of all whose jobs these facility closures threaten.

These refinery downsizings—which may well be a harbinger of additional closures in the future—will jeopardize not just the livelihoods of the refinery employees, but those of thousands of families in the surrounding communities whose jobs are indirectly dependent upon the existence of the refineries. Refinery downsizing and shutdown also threaten a significant portion of the tax base upon which community government and essential services depend. Ultimately at risk are future prospects for environmentally healthy and economically sustainable development in communities hosting the decommissioned plant sites.

Accordingly, we strongly urge you to take three immediate actions:

First, we urge you to use your local land use authority to secure commitments from Marathon and Phillips 66 to cover direct and indirect costs associated with downsizing and ultimate decommissioning; and to pay their fair share of the cost for just transitions for workers and communities. At this critical juncture, when the companies are submitting permit applications seeking your approval of unprecedented land use changes in your jurisdiction, you should establish permit conditions setting stringent cleanup standards, requiring financial accountability for meeting those standards, and assessing fees to fund a just transition. Specifically, permit conditions should require that decommissioned refinery sites be remediated to a level allowing unrestricted use. Your decisive action in this regard would echo in concept the requirement under California state law (Public Resources Code §§ 3204–5) that owners of oil wells and other fossil fuel facilities post bonds or otherwise establish financial accountability up front to cover costs of decommissioning and remediation. The County should take like steps to ensure that Marathon and Phillips 66 demonstrate up-front accountability for closure-related costs.

Second, to prepare for the anticipated rising tide of future decommissioning, we urge you to pass an ordinance or resolution similar to those passed in [King County](#)<sup>1</sup> (Seattle) and [Multnomah County](#)<sup>2</sup> (Portland) that aim to establish financial accountability requirements for refineries and other fossil fuel infrastructure as part of a holistic risk management and just transition strategy. The new plans by Marathon and Phillips 66 to transition from oil to biofuels production highlight the financial shakiness of California's fading oil industry, and the risk that further downsizing of oil refining capacity—which will ultimately be essential in any case for a livable climate—may leave the County and its taxpayers holding the bag for decommissioning-related costs and economic losses.

Third, we urge you to strongly advocate for state action supporting just transitions for fossil fuel workers and communities, as well as full site cleanups to unrestricted use. Governor Newsom's Executive Order N-79-20 provides for your consultation on state oil facility transition policy. Your Climate Emergency Declaration, Resolution 2020/256, calls for "urgent action by all levels of government" to address our climate emergency, while committing the County to develop just transition strategies locally. And as shown by the County's landmark Industrial Safety Ordinance, upon which statewide refinery process safety management policies are now largely modeled, your leadership is important.

The large oil companies who have for so long made their profits in our communities ought to be the ones to pay the steep cost associated with their departure. All levels of government should consider taking action akin to the State of Colorado's [Draft Just Transition Plan](#)<sup>3</sup> to assist dislocated coal workers and affected communities. California also reached a [collaborative agreement](#)<sup>4</sup> with workers, PG&E and the community for the safe and responsible closure of the Diablo Canyon Nuclear Plant. Governments around the world provide additional examples of just transition strategies, having supplemented unemployment or paid full salaries to workers laid off due to COVID, and, in some cases, supported COVID-idled workers at full salary.

We look forward to your response to this request for worker and community protection and stand ready to further support immediate action to address these urgent environmental and economic needs.

Sincerely,

**Corresponding authors:**

Andrés Soto  
Communities for a Better Environment  
[andres@cbeval.org](mailto:andres@cbeval.org)

Ann Alexander  
NRDC  
[aalexander@nrdc.org](mailto:aalexander@nrdc.org)

---

<sup>1</sup> King County, <https://tinyurl.com/y2pd6d58>

<sup>2</sup> Multnomah County, <https://tinyurl.com/y569d4x3>

<sup>3</sup> State of Colorado House Bill 19-1314, May 28, 2019, <https://tinyurl.com/y476scfx>;  
Draft Colorado Just Transition Plan, <https://tinyurl.com/y6crujwa>

<sup>4</sup> Diablo Canyon Nuclear Power Plant, <https://tinyurl.com/zegu5p7>

**Signatories:**

Ann Alexander  
NRDC

Greg Karras  
Community Energy reSource

Janet Pygeorge  
Rodeo Citizens Association

Ben Eichenberg  
San Francisco Baykeeper

Matt Krogh  
Stand.earth

Steve Nadel  
Sunflower Alliance

Nancy Rieser  
Crockett-Rodeo United in Defense of the  
Environment

Gary Hughes  
Biofuelwatch

Jan Warren  
Interfaith Climate Action Network of Contra  
Costa County

Laura Neish  
350 Bay Area

Ellie Cohen  
The Climate Center

Jackie Garcia Mann  
350 Contra Costa

Janet Johnson  
No Coal In Richmond

Marilyn Bardet  
Good Neighbor Steering Committee (Benicia)

Zoe Siegel  
Greenbelt Alliance

Kathy Dervin  
350 East Bay

Councilmember Eduardo Martinez  
Richmond City Council

Liore Milgrom-Gartner  
California Interfaith Power and Light

Sylvia Chi  
Asian Pacific Environmental Network

Isabella Zizi  
Idle No More SF Bay

Neena Mohan  
California Environmental Justice Alliance

Ernesto Arevalo  
Communities for a Better Environment

Kevin Hamilton  
Central California Asthma Collaborative

Tom Kelly  
KyotoUSA

Pennie Opal Plant  
Movement Rights

Gopal Shanker  
Récolte Energy

Jennifer Thompson  
Sustainable Silicon Valley

Carol Cross  
Fossil-Free Mid Peninsula

Sean Armstrong  
Redwood Energy

Paulina Torres  
Center on Race, Poverty, and the Environment

Alexandra Nagy  
Food & Water Watch

Don Osborne  
Fresh Air Vallejo

Sabrina Hall  
Bayview Hunters Point Mothers and Fathers  
Committee

Cynthia Mahoney  
Climate Health Now

Desmond D'sa  
South Durban Community Environmental  
Alliance

Lauren Weston  
Acterra: Action for a Healthy Planet

Jacob Klein  
Sierra Club, San Francisco Bay Chapter

David Gassman  
Bay Area-System Change not Climate Change  
(BA-SCnCC)

Jennifer Krill  
Earthworks

Nicole Ghio  
Friends of the Earth

David Braun  
Rootskeeper

Jovita Kerner  
Social Justice Alliance of the Interfaith Council  
of Contra Costa County

Mary Alice Lucchetti  
Climate Action Committee on behalf of Mt.  
Diablo Unitarian Universalist Church

Bob Joe  
Sustainable Walnut Creek

Rochelle Towers  
1000 Grandmothers for Future Generations

Barbara Sattler  
Alliance of Nurses for Healthy Environments

Sherri Norris  
California Indian Environmental Alliance

Stew Plock  
Silicon Valley Climate Action Now (SV-CAN!)

Frances Aubrey  
Alameda Interfaith Climate Action Network

Marj Plumb  
Breast Cancer Action

Sheilah Fish  
Contra Costa MoveOn

Amanda Bancroft  
350 SV San Jose

Elaine Maltz  
SanDiego350

Alyssa Kang  
California Nurses Association

Sandy Emerson  
Fossil Free California

Brian Haberly  
350 Silicon Valley

Benjamin Smith  
Greenpeace USA

Patty Purvis-Thielman  
Climate Action Task Force of Mt. Diablo  
Unitarian Universalist Church

Copy: U.S. Congressman Mark DeSaulnier  
U.S. Congressman Mike Thompson  
John Kopchik, Director, Contra Costa County Department of Conservation and Development  
Jody London, Contra Costa County Sustainability Coordinator





Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Payment for Services Provided by Vasanta Venkat Giri, M.D.

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay \$15,812 to Vasanta Venkat Giri, M.D., an individual, for providing telepsychiatry services for children in central Contra Costa County, for the period December 1, 2020 through December 31, 2020.

**FISCAL IMPACT:**

Approval of this payment will result in expenditures of up to \$15,812 and will be funded by 50% Federal Medi-Cal and 50% Mental Health Realignment.

**BACKGROUND:**

On November 17, 2019, the Board of Supervisors approved Contract #74-438-13, with Vasanta Venkat Giri, M.D., for the provision of telepsychiatry services, including diagnosing, counseling, evaluating and medical and therapeutic treatment to children, for the period from January 1, 2020 through December 31, 2020.

Due to staff attrition gaps and retirements, contractor agreed to temporarily increase hours to prevent breaks in telepsychiatry services for children and adolescents in central county; however, the contract was not amended to reflect agreed upon services increase while in effect.

---

APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Suzanne Tavano, Ph.D.,  
925-957-5212

By: June McHuen, Deputy

BACKGROUND: (CONT'D)

Therefore, the County has determined that Vasanta Venkat Giri, M.D. is entitled to payment for the reasonable value of their services under the equitable relief theory of quantum meruit. That theory provides that where a person has been asked to provide services without a valid contract, and the provider does so to the benefit of the recipient, the provider is entitled to recover the reasonable value of those services.

Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

CONSEQUENCE OF NEGATIVE ACTION:

If this contract is not approved, the contractor will not get paid for telepsychiatry services already rendered.

CHILDREN'S IMPACT STATEMENT:

This program supports the following Board of Supervisors' community outcomes: (1) Children Ready for and Succeeding in School; (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



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: January 19, 2021

Subject: Disposal of Surplus Property

---

**RECOMMENDATION(S):**

DECLARE as surplus and AUTHORIZE the Purchasing Agent, or designee, to dispose of fully depreciated vehicles and equipment no longer needed for public use, as recommended by the Public Works Director, Countywide.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

Section 1108-2.212 of the County Ordinance Code authorizes the Purchasing Agent to dispose of any personal property belonging to Contra Costa County and found by the Board of Supervisors not to be required for public use. The property for disposal is either obsolete, worn out, beyond economical repair, or damaged beyond repair.

**CONSEQUENCE OF NEGATIVE ACTION:**

Public Works would not be able to dispose of surplus vehicles and equipment.

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Nida Rivera, (925) 313-2124

cc:

ATTACHMENTS

Surplus Vehicles & Equipment

ATTACHMENT TO BOARD ORDER JANUARY 19, 2021

Department	Description/Unit/Make/Model	Serial No.	Condition A. Obsolete B. Worn Out C. Beyond economical repair D. Damaged beyond repair
PUBLIC WORKS	1998 BROCE BROOM # 7806 ( 1465 HOURS)	S/N 89153	B. WORN OUT
PUBLIC WORKS	2008 CHEVY EXPRESS VAN# 4666 (91398 MILES)	1GNFG154881231135	B. WORN OUT
PUBLIC WORKS	2012 CRAFTCO MODEL 200 #9147 ( )	S/N 125056	C. BEYOND ECONOMICAL REPAIR
PUBLIC WORKS	2012 CRAFTCO MODEL 200 #9148 ( )	S/N 125057	C. BEYOND ECONOMICAL REPAIR
PUBLIC WORKS	2003 CRAFTCO MODEL 200 #9005 ( )	S/N 033023	C. BEYOND ECONOMICAL REPAIR
PUBLIC WORKS	1990 WISCONSIN T-10 TRAILER # 8526 ( )	1W91SC0XK2008344	B. WORN OUT
PUBLIC WORKS	2003 CIMLINE PCR-25 # 9089 ( )	S/N 98-11074	C. BEYOND ECONOMICAL REPAIR
PUBLIC WORKS	2008 HONDA CIVIC CNG # 0287 (101108 MILES)	1HGFA46528L001065	B. WORN OUT
SHERIFF	2003 FORD E-250 CARGO VAN # 4630 (51175 MILES)	1FTNE24LX3HA80100	B. WORN OUT
SHERIFF	2007 VER-MAC SIGN TRAILER # 8609 ( )	2S9US31177S132001	C. BEYOND ECONOMICAL REPAIR
SHERIFF	2014 FORD FUSION # 0823 (96170 MILES)	3FA6P0H96ER179280	B. WORN OUT
SHERIFF	2013 FORD ESCAPE # 3727 (60917 MILES)	1FMCU0G98DUB09614	B. WORN OUT
SHERIFF	2015 FORD INTERCEPTOR SEDAN # 2547 (127311 MILES)	1FAHP2MT6FG151817	B. WORN OUT
SHERIFF	2016 FORD INTERCEPTOR SUV # 3611 (106334 MILES)	1FM5K8AT1GGC42235	B. WORN OUT
SHERIFF	2017 FORD INTERCEPTOR SUV # 3614 (37652 MILES)	1FM5K8AT8HGC66775	D. DAMAGED BEYOND REPAIR
EHS/COMM SERVICES	2009 FORD E-250 CARGO VAN # 4673 (128855 MILES)	1FTNE24L19DA89686	C. BEYOND ECONOMICAL REPAIR
EHS/COMM SERVICES	2001 FORD TAURUS SEDAN # 0497 (88749 MILES)	1FAFP52291G241345	B. WORN OUT
CROCKETT FIRE DISTRICT	2001 FORD F-150 TRUCK # 206 (126349 MILES)	1FTRW07W81KA91931	B. WORN OUT
AGRICULTURE	2007 FORD RANGER TRUCK # 5058 (109228 MILES)	1FTYR10E97PA10568	B. WORN OUT
PUBLIC WORKS	2010 FORD EXPLORER # 3708 (119297 MILES)	1FMEU7DE9AUA04174	C. BEYOND ECONOMIAL REPAIR
DISTRICT ATTORNEY	2013 TOYOTA CAMRY HYB. # 1257 (138891 MILES)	4T1BD1FKXDU080199	B. WORN OUT
COUNTY ADMINISTRATOR	1998 FORD ECONOLINE 250 # 4504 (102417 MILES)	1FTPE24L4WHC16234	B. WORN OUT
SHERIFF	2003 CLUB CAR # 9318 ( )	5J5LD22B92A202259	C. BEYOND ECONOMICAL REPAIR
SHERIFF	TAYLOR DUNN (COUNTY TAG # 138978)	S/N 156619	B. WORN OUT
PUBLIC WORKS	2000 GMC SIERRA TRUCK # 5549 (78804 MILES)	1GTGC24R0YF475277	B. WORN OUT
SHERIFF	2012 TOYOTA CAMRY HYB. # 1248 (87150 MILES)	4T1BD1FK3CU007397	B. WORN OUT
PUBLIC WORKS	2014 FORD F-250 TRUCK # 5587 (29168 MILES)	1FTBF2A62EEB02898	D. DAMAGED BEYOND REPAIR



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Approve New and Recredentialing Providers in Contra Costa Health Plan's Community Provider Network

---

**RECOMMENDATION(S):**

APPROVE the list of providers recommended by Contra Costa Health Plan's Medical Director on December 15th and 23rd of 2020 and by the Health Services Director, as required by the State Department of Health Care Services and Managed Health Care, and the Centers for Medicare and Medicaid Services.

**FISCAL IMPACT:**

There is no fiscal impact for this action.

**BACKGROUND:**

The National Committee on Quality Assurance (NCQA) requires that evidence of Board of Supervisors approval must be contained within each CCHP provider's credentials file. Approval of this list of providers as recommended by the CCHP Medical Director will enable the CCHP to comply with this requirement.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this action is not approved, CCHP's providers would not be appropriately credentialed and not be in compliance with the NCQA.

---

APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Sharon Mackey,  
925-313-6104

cc: Terri Bostick, Marcy Wilhelm

ATTACHMENTS

Provider List

**Contra Costa Health Plan  
Providers Approved by Medical Director  
December 15, 2020**

<b>CREDENTIALING PROVIDERS DECEMBER 2020</b>	
<b>Name</b>	<b>Specialty</b>
Ambekar, Apurva, DPT	Physical Therapy
Au, Florence, DMD	Endodontics
Bass, Erica, MD	Primary Care Internal Medicine
Brown, Meche, BA	Qualified Autism Professional
Cayabyab, Francisco, RBT, BA	Qualified Autism Professional
Chahal, Jasdeep, MD	Ophthalmology
Chawla, Varun, MD	Nephrology
Elmi, Eman, DPM	Podiatry
Hansen, Karen, MFT	Mental Health Services
Huang, Yu-En, BCBA	Qualified Autism Provider
Hunter, Alyssa, BCBA	Qualified Autism Provider
Kaufman, Amy, MD	Wound Care
Kaur, Ravdeep, MD	Allergy & Immunology
Koziol, Kali, PA	Mid-Level Orthopedic Surgery Assistant



Contra Costa Health Plan  
 Providers Approved by Medical Director  
 December 15th & 23rd, of 2020

<b>CREDENTIALING PROVIDERS DECEMBER 2020</b>	
<b>Name</b>	<b>Specialty</b>
Kuyanov, Yulia, RBT, BA	Qualified Autism Professional
Lee, Peter, MD	Nephrology
Lewis, Michele, BS	Qualified Autism Professional
Li, Judy BCBA, M.Ed	Qualified Autism Provider
Murtiny, Padmaja, PA	Primary care Internal Medicine
Navarro, Elizabeth, BCaBa, BA	Qualified Autism Professional
Ricks, Maria Therese, M.Ed	Qualified Autism Provider
Rodelo, Lisa, MD	Primary Care Family Medicine
Roth, Kevin, MD	Surgery- Orthopedic
Sanchez, Maria, BA	Qualified Autism Professional
Sodager, Shahnaz, BCBA	
Thomas, Rene, MD	Psychiatry
Vallecillo, Moses, RBT	Qualified Autism Professional
Zhou, Francine, M.Ed	Qualified Autism Provider

Contra Costa Health Plan  
 Providers Approved by Medical Director  
 December 15th & 23rd, of 2020

<b>CREDENTIALING ORGANIZATIONAL PROVIDER DECEMBER 2020</b>		
<b>Provider Name</b>	<b>Provide the Following Services</b>	<b>Location</b>
GIMAG Hospice & Palliative Care	Hospice & Palliative Care	Livermore
Pathways Home Health & Hospice	Home Health	South San Francisco
Pathways Home Health & Hospice	Home Health	Sunnyvale

<b>RE-CREDENTIALING PROVIDERS DECEMBER 2020</b>	
<b>Name</b>	<b>Specialty</b>
Addes, Shirley, DPM	Podiatry
Cave, Christine, NP	Primary Care Family Medicine
Doud, Robert, MD	Nephrology
Downey, Christine, NP	Primary Care Internal Medicine / Endocrinology

Contra Costa Health Plan  
 Providers Approved by Medical Director  
 December 15th & 23rd, of 2020

Driscoll, Michelle, BCBA	Qualified Autism Provider
<b>RECREREDENTIALING PROVIDERS DECEMBER 2020</b>	
<b>Name</b>	<b>Specialty</b>
Gavrilis, Gina, BCBA	Qualified Autism Provider
Gupta, Vipul, MD	Interventional Cardiology
Hamilton, Jessica, MD	Family Planning
Hoh, David, OD	Optometry
Hom, Charles, OD	Optometry
Hsu, Margaret, NP	Primary Care Family Medicine
Jew, Jenny, MD	Gastroenterology
Kern, Anna, MFT, MS	Qualified Autism Provider
Liu, Renu, MD	Radiology
Miller, Keiko, PsyD	Qualified Autism Provider
Moorthy, Krishna, MD	Cardiovascular Disease

<b>RECREREDENTIALING PROVIDERS DECEMBER 2020</b>	
<b>Name</b>	<b>Specialty</b>
Ryazantseva, Mariya, NP	Mid-Level Oncology
Sallee, Jenee, NP	Mid-Level Family Planning
Shafovaloff, Anna, BCBA	Qualified Autism Provider
Snyder, Mark, PT	Physical Therapy
Swamy, Uma, MD	Radiation Oncology
Swenson, Stephanie, NP	Primary Care Pediatrics
Tannura, Laila, NP	Primary Care Family Medicine
Thompson, Melissa, BCBC	Qualified Autism Provider
Traverso, Angela, DPT	Physical Therapy
Vu, Tina, BCBA	Qualified Autism Provider
Woon, Sarah, MD	Nephrology
Young, April, PhD	Mental Health Services

Contra Costa Health Plan  
 Providers Approved by Medical Director  
 December 15th & 23rd, of 2020

<b>RECREREDENTIALING ORGANIZATIONAL PROVIDERS DECEMBER 2020</b>		
<b>Provider Name</b>	<b>Provide the Following Services</b>	<b>Location</b>
Fresenius Medical Care Diablo Nephrology Clinics, LLC dba: Fresenius Medical Care Diablo East Antioch	Dialysis	Antioch
Seva Home Care, LLC dba: Alliance Home Health Care	Home Health	Pleasanton
Optum Women's and Children's Health LLC	Home Health and Home Infusion	Fresno
Amara Hospice LLC dba: Bridge Hospice Bay Area	Hospice	Fremont
Canyon Pinole Surgery Center, LP dba: Canyon Pinole Surgery	Outpatient Surgery	Pinole

**Contra Costa Health Plan  
 Provider Approved by Medical Director  
 December 23, 2020**

<b>RECREREDENTIALING PROVIDERS OCTOBER 2020</b>	
<b>Name</b>	<b>Specialty</b>
Quismaorio, William, MD	Internal Medicine

Bop1-December 15<sup>th</sup> and 23rd, 2020



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Medical Staff Appointments and Reappointments – December, 2020

---

**RECOMMENDATION(S):**

APPROVE the medical staff appointments and reappointments, privileges, advancement, and voluntary resignations as recommend by the Medical Staff Executive Committee, at their December 21, 2020 meeting, and by the Health Services Director.

**FISCAL IMPACT:**

There is no fiscal impact for this action.

**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 attached recommendations for appointment/reappointment were reviewed by the Credentials Committee and approved by the Medical Executive Committee.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jaspreet Benepal,  
925-370-5101

ATTACHMENTS

December List



**A. New Medical Staff Members**

Anderson, Orson, MD	DFAM
Doctorvaladan, Sahar, MD	OB/GYN

**B. Application for Staff Affiliation**

None

**C. 1<sup>st</sup> year Residents**

None

**D. Travis Residents-Family Medicine**

None

**E. Request for Additional Privileges**

	<u>Department</u>	<u>Requesting</u>
Rodgers, Angela, MD	Emergency Medicine	ANE 03, 03A, 03B
Wagner, Ariel, MD	OB/GYN	DFAM

**F. Advance to Non-Provisional**

Holoyda, Brian, MD	Psychiatry/Psychology
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**G. Biennial Reappointments**

Carpenter, James, MD	Pediatrics	A
Chung, Johanna, DDS	Dental	A
Dosanjh, Sandeep, MD	DFAM	A
Huang, Cathy, MD	Pediatrics	A
Joseph, Mary, MD	Pediatrics	A
Lai, Karen, MD	Psychiatry/Psychology	A
Lutrin, Calvin, MD	Diagnostic Imaging	C
Miles, Jennifer, MD	Psychiatry/Psychology	A
Pyrkova, Irina, MD	DFAM	A
Rehman, Naima, MD	DFAM	C
Roark, John, MD	Internal Medicine	C
Sethi, Harleen, DMD	Dental	A
Shah, Naman, MD	Emergency Medicine	A
Shah, Samir, MD	Surgery	A
Slawsky, Richard, MD	Psychiatry/Psychology	C
Standish, Jessica, MD	Hospital Medicine	C
Tang, Joyce, MD	DFAM	A
Truong, Victor, DDS	Dental	A





**H. Biennial Renewal of Privileges**

Blackman, Jenny, FNP	DFAM	AFF
Medina, Gina, FNP	Pediatrics	AFF
Moghaddam, Amannah, NP	DFAM	AFF

**I. Teleradiologist (VRAD) Reappointments**

Bold, Jonathan, MD	Diagnostic Imaging
Kim, Shawn, MD	Diagnostic Imaging
Novick, Michael, MD	Diagnostic Imaging

**J. Voluntary Resignations**

Eadula, Sekhar, MD	DFAM
Green, Marcel, MD	Psychiatry/Psychology
Griffith, Qyana, MD	Psychiatry/Psychology
Jones, John, MD	Psychiatry/Psychology
Knoll, Michael, DDS	Dental
Shen, Haniel, MD	Psychiatry/Psychology



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #23-493-3 with John Muir Health, Inc. (dba John Muir Medical Center – Walnut Creek Campus)

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-493-3 with John Muir Health Inc., (dba John Muir Medical Center – Walnut Creek Campus), a non-profit corporation, including mutual indemnification, to act as a designated Primary Stroke Center (PSC) to assist patients who have been assessed by ambulance personnel as suffering from a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

**FISCAL IMPACT:**

This contract is a non-financial agreement. Emergency Medical Services (EMS) staff costs will be covered under County Service Area EM-1 and charges to participating hospitals.

**BACKGROUND:**

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS have been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research

---

APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

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ATTESTED: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Marshall Bennett,  
925-608-5454

BACKGROUND: (CONT'D)

has shown significant reduction in mortality and morbidity when stroke patients are identified in the field and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide primary stroke center intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a primary stroke center. All ambulance and Fire first responder paramedics in the County have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On December 12, 2017, the Board of Supervisors approved Contract #23-493-2 with John Muir Health Inc. (dba John Muir Medical Center-Walnut Creek Campus), to act as a designated PSC to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2018 through December 31, 2020.

Approval of Contract #23-493-3 will allow John Muir Medical Center – Walnut Creek Campus to continue as a designated PSC that is prepared to respond with emergency department teams in consultation with neurologists, to promptly intervene when notified of the pending arrival of a stroke patient, through December 31, 2023. 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, designation of this facility as a Primary Stroke Center will impede the implementation of a coordinated stroke system in Contra Costa County.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Contract #23-494-3 with John Muir Health, Inc. (dba John Muir Medical Center – Concord Campus)

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-494-3 with John Muir Health Inc., (dba John Muir Medical Center – Concord Campus), a non-profit corporation, including mutual indemnification, to act as a designated Primary Stroke Center (PSC) to assist patients who have been assessed by ambulance personnel as suffering from a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

**FISCAL IMPACT:**

This is a nonfinancial agreement. Emergency Medical Services (EMS) staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

**BACKGROUND:**

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS have been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research has shown significant reduction in mortality and morbidity when stroke patients are identified in the field

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Marshall Bennett,  
925-608-5454

BACKGROUND: (CONT'D)

and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide primary stroke center intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a primary stroke center. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On December 12, 2017, the Board of Supervisors approved Contract #23-494-2 with John Muir Health Inc. (dba John Muir Medical Center-Concord Campus), to act as a designated PSC to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2018 through December 31, 2020.

Approval of Contract #23-494-3 will allow John Muir Medical Center – Concord Campus to continue as a designated PSC that is prepared to respond with emergency department teams in consultation with neurologists, to promptly intervene when notified of the pending arrival of a stroke patient, through December 31, 2023. 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, designation of this facility as a Primary Stroke Center will impede the implementation of a coordinated stroke system in Contra Costa County.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Approval of Contract #23-497-4 with Kaiser Foundation Hospitals (dba Kaiser Permanente – Richmond)

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-497-4 with Kaiser Foundation Hospitals, (dba Kaiser Permanente – Richmond), a non-profit corporation, including mutual indemnification, to act as a designated primary stroke center to assist patients who have been assessed by ambulance personnel as suffering from a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

**FISCAL IMPACT:**

This contract is a nonfinancial agreement. Emergency Medical Service (EMS) staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

**BACKGROUND:**

In collaboration with hospitals, Fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS have been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Marshall Bennett,  
925-608-5454

BACKGROUND: (CONT'D)

has shown significant reduction in mortality and morbidity when stroke patients are identified in the field and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide primary stroke center intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a primary stroke center. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On December 5, 2017, the Board of Supervisors approved Contract #23-497-2 with Kaiser Foundation Hospitals (dba Kaiser Permanente-Richmond), to act as a designated center to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2018 through December 31, 2020. On April 17, 2018, the Board of Supervisors approved Amendment Agreement #23-497-3 to include Contractor's Business Associate Agreement (BAA) with no change in the term of January 1, 2018 through December 31, 2020.

Approval of Contract #23-497-4 will allow Kaiser Permanente – Richmond to continue to act as a Primary Stroke Center through December 31, 2023. 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, designation of this facility as a Primary Stroke Center will impede the implementation of a coordinated stroke system in Contra Costa County.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Approval of Contract #23-516-3 with San Ramon Regional Medical Center, LLC

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-516-3 with San Ramon Regional Medical Center, LLC, a Limited Liability Company, including mutual indemnification, to act as a designated primary stroke center to assist patients who have been assessed by ambulance personnel as suffering from a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

**FISCAL IMPACT:**

This contract is a nonfinancial agreement. Emergency Medical Services (EMS), staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

**BACKGROUND:**

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS have been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research has shown significant reduction in mortality and morbidity when stroke patients are identified in the field and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Marshall Bennett,  
925-608-5454



BACKGROUND: (CONT'D)

care. A nationally-recognized goal is to provide primary stroke center intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a primary stroke center. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On October 17, 2017, the Board of Supervisors approved Contract #23-516-2 with San Ramon Regional Medical Center, LLC to act as a designated center to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2018 through December 31, 2020.

Approval of Contract #23-516-3 will designate San Ramon Regional Medical Center, LLC as a Primary Stroke Center that is prepared to respond with emergency department teams in consultation with neurologists, to promptly intervene when notified of the pending arrival of a stroke patient, through December 31, 2023. 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, designation of this facility as a Primary Stroke Center will impede the implementation of a coordinated stroke system in Contra Costa County



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Approval of Contract #23-496-3 with Kaiser Foundation Hospitals (dba Kaiser Permanente – Antioch)

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-496-3 with Kaiser Foundation Hospitals, (dba Kaiser Permanente – Antioch), a non-profit corporation, including mutual indemnification, to act as a designated primary stroke center to assist patients who have been assessed by ambulance personnel as suffering with a suspected stroke, for the period from January, 1 2021 through December 31, 2023.

**FISCAL IMPACT:**

This contract is a nonfinancial agreement. Emergency Medical Service (EMS) staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

**BACKGROUND:**

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS have been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research has shown significant reduction in mortality and morbidity when stroke patients are identified in the field

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Marshall Bennett,  
925-608-5454

BACKGROUND: (CONT'D)

and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide primary stroke center intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a primary stroke center. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On December 5, 2017, the Board of Supervisors approved Contract #23-496-2 with Kaiser Foundation Hospitals (dba Kaiser Permanente-Antioch), to act as a designated center to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2018 through December 31, 2020.

Approval of Contract #23-496-3 will allow Kaiser Permanente – Antioch to continue to act as a Primary Stroke Center through December 31, 2023. 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, designation of this facility as a Primary Stroke Center will impede the implementation of a coordinated stroke system in Contra Costa County.



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: January 19, 2021

Subject: Approval of Contract #23-495-3 with Kaiser Foundation Hospitals (dba Kaiser Permanente – Walnut Creek)

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-495-3 with Kaiser Foundation Hospitals, (dba Kaiser Permanente –Walnut Creek), a non-profit corporation, including mutual indemnification, to act as a designated primary stroke center to assist patients who have been assessed by ambulance personnel as suffering with a suspected stroke, for the period from January 1, 2021 through December 31, 2023.

**FISCAL IMPACT:**

This contract is a nonfinancial agreement. Emergency Medical Service (EMS) staff costs to be covered under County Service Area EM-1 and charges to participating hospitals.

**BACKGROUND:**

In collaboration with hospitals, fire first-responders and emergency ambulance services, Contra Costa Emergency Medical Care Committee, Contra Costa Stroke Advisory Committee, and Contra Costa EMS have been working towards implementation of a program that will provide quicker access to definitive care for patients with symptoms of acute stroke. Strokes occur when blood flow to the brain has been disrupted due to a blockage in a vessel (ischemic stroke) or bleeding in the brain (hemorrhagic stroke). Research has shown significant reduction in mortality and morbidity when stroke patients are identified in the field

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Marshall Bennett,  
925-608-5454

BACKGROUND: (CONT'D)

and transported, with advance notification, to a hospital staffed and equipped to provide rapid stroke care. A nationally-recognized goal is to provide primary stroke center intervention within three to four and one half hours of onset of symptoms. Identification of a suspected stroke patient begins in the field and requires rapid identification and subsequent triage to a primary stroke center. All ambulance and fire first responder paramedics in the county have been trained in the rapid recognition of stroke patients using the Cincinnati Stroke Scale.

On December 5, 2017, the Board of Supervisors approved Contract #23-495-2 with Kaiser Foundation Hospitals, (dba Kaiser Permanente –Walnut Creek) to act as a designated center to assist patients who have been assessed by ambulance personnel with a suspected stroke, for the period from January 1, 2018 through December 31, 2020.

Approval of Contract #23-495-3 will allow Kaiser Permanente – Walnut Creek to continue to act as a Primary Stroke Center through December 31, 2023. 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, designation of this facility as a Primary Stroke Center will impede the implementation of a coordinated stroke system in Contra Costa County.



To: Board of Supervisors  
From: Joseph Villarreal, Housing Authority  
Date: January 19, 2021

Subject: CONTRACT WITH MCCANDLESS AND ASSOCIATES FOR ARCHITECTURAL AND ENGINEERING SERVICES AT ALHAMBRA TERRACE, MARTINEZ, CALIFORNIA

---

### **RECOMMENDATIONS**

Acting as the Governing Board of the Contra Costa County Housing Authority, APPROVE and AUTHORIZE the Housing Authority of the County of Contra Costa's (HACCC) Executive Director, or his designee, to execute a contract with McCandless and Associates Architects (McCandless) to provide architectural and engineering services for the Alhambra Terrace Public Housing Modernization Project in Martinez, CA in a total amount not to exceed \$191,500 for January 19, 2021, through January 1, 2022.

### **BACKGROUND**

Alhambra Terrace (APN 376-010-010) is a 50-unit public housing development that sits on 19.65 acres. It comprises 14 one-bedroom units (544 square feet), 24 two-bedroom units (684 square feet), and 12 three-bedroom units (891 square feet). The development also has walkways, parking/driveways, and rear patios. Alhambra Terrace has not received comprehensive modernization since 1990. It needs significant repairs in order to continue serving public housing residents. These repairs include electrical system upgrades, foundation repairs, new window installation, weatherization improvements, and updated ADA modifications.

Housing Authorities are allowed to enter into intergovernmental purchasing agreements without competitive procurement to secure certain services (piggyback). Intergovernmental purchasing agreements foster greater economy and efficiency. HACCC staff found three architectural/engineering firms that had

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

### **VOTE OF COMMISSIONERS**

AYE: John Gioia, 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: January 19, 2021

Joseph Villarreal, Executive Director

By: June McHuen, Deputy

Contact: 925-957-8028

cc:

### BACKGROUND (CONT'D)

been competitively-solicited by a local public housing authority (PHA) and were available to enter into an interagency purchasing agreement with HACCC. Of the three firms, McCandless was determined to have the lowest total fee and highest recommendation from the local PHA. McCandless will provide HACCC with the necessary design development and construction document preparation for the Alhambra Terrace Public Housing Modernization Project to address the above-mentioned needed repairs.

### FISCAL IMPACT

This contract is funded by HUD's Capital Fund Program (CFP). The amount of the contract is within the amounts budgeted.

### CONSEQUENCE OF NEGATIVE ACTION

If the contract is not approved, HACCC will be unable to perform the necessary repairs and it could jeopardize the funding allocated to the project.



Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: January 19, 2021

Subject: ACCEPT Sustainability Commission 2020 Annual Report and 2021 Work Plan, and 2020 Climate Action Plan Progress Report

**RECOMMENDATION(S):**

ACCEPT the Contra Costa County Sustainability Commission 2020 Annual Report and 2021 Work Plan, and 2020 Climate Action Plan Progress Report, as recommended by the Sustainability Commission.

**FISCAL IMPACT:**

None.

**BACKGROUND:**

On June 18, 2002, the Board of Supervisors adopted Resolution No. 2002/377, which requires that each regular and ongoing board, commission, or committee report annually to the Board of Supervisors. The Sustainability Commission also includes as part of its report an annual update on the County's progress in meeting the goals of the County's 2015 Climate Action Plan. The attached reports presented for Board consideration were approved by the Sustainability Commission on December 14, 2020.

**CONSEQUENCE OF NEGATIVE ACTION:**

Failure to adopt the Annual Report and Work Plan of the Sustainability Commission means the annual reporting requirement to the Board of Supervisors would not be fulfilled.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jody London,  
925-674-7871

cc:



## ATTACHMENTS

Sustainability Commission 2020 Annual Report and 2021 Work Plan

2020 Climate Action Plan Progress Report



# CONTRA COSTA COUNTY SUSTAINABILITY COMMISSION 2020 ANNUAL REPORT AND 2021 WORK PLAN

## 2020 ANNUAL REPORT

The current members of the Sustainability Commission are:<sup>1</sup>

Howdy Goudey, At-Large, Community Group, Chair	Charles Davidson, Member, District 5
Wes Sullens, Member, District 4, Vice Chair	Renee Fernandez-Lipp, Alternate, District 5
Nick Despota, Member, District 1	Harry Thurston, At-Large, Community Group
Shoshana Wechsler, Alternate, District 1	Russell Driver, At-Large, Business
Victoria Smith, Member, District 2	Vacant, At-Large, Business
Ryan Buckley, Alternate, District 2	Vacant, Environmental Justice
John Sierra, Member, District 3	Sarah Foster, At-Large, Environmental Justice
Mike Moore, Alternate, District 3	Kim Hazard, At-Large, Education
Travis Curran, Alternate, District 4	

The Commission meets the fourth Monday in February, April, June, August, October, and December.<sup>2</sup> The Commission did not meet in April as the County moved to online meetings necessitated by the COVID-19 pandemic. Jody London, Sustainability Coordinator, is lead staff. All members have completed the mandatory training. The Sustainability Commission has been asked to provide a representative to the County’s Integrated Pest Management Advisory Committee; Kim Hazard is filling that role.

The Chair and other members of the Commission participate in meetings of the Board of Supervisors’ Sustainability Committee. The Commission receives briefings from County staff and representatives of other agencies and groups on a range of issues related to the Climate Action Plan. Below is a summary of the Commission’s 2020 accomplishments.

Activity	Accomplishments
Building Electrification	The Commission received an update at its February meeting on staff efforts to develop a building ordinance that would require new buildings to be all-electric or electric-preferred. Adoption of a building electrification ordinance was included as an action in the Climate Emergency Resolution adopted by the Board in September. Staff provided another update in December.
General Plan Update	The Commission reviewed and provided input on environmental justice policies being developed for the General Plan.
Climate Emergency Resolution	At its February and June meetings, the Commission made recommendations for a declaration of a climate emergency by the Board of Supervisors. Commission members participated in Sustainability Committee meetings at which the draft

<sup>1</sup>Two members of the Sustainability Commission resigned during 2020. The Commission thanks Nicholas Snyder (At-Large Business) and Doria Robinson (At-Large, Environmental Justice) for their service. The Sustainability Committee interviewed applicants for those seats on November 9, 2020; on November 8, the Board appointed Marisha Farnsworth (At-Large, Business) and Isabella Zizi (At-Large, Environmental Justice).

<sup>2</sup> The December meeting is earlier in the month.

Activity	Accomplishments
	Resolution was discussed, and at the September 22 meeting at which the Board of Supervisors adopted the Climate Emergency Resolution. The Commission has asked for a status report on implementation of the Climate Emergency Resolution as a standing item at every meeting.
Climate Action Plan Update	The Commission received reports on the ongoing update of the County’s Climate Action Plan. This project was put on hold during 2019.
Tree Ordinance	The Commission received a briefing at its February meeting on work to update the County’s Tree Ordinance, and provided input, particularly ideas for how to use the mitigation fund.
Transportation Planning Priorities	The Commission received an update at its October meeting from the County’s lead Transportation Planner on transportation priorities in the County, particularly accessible transit and bicycle facilities.
County Policy on Oil Drilling	At its June meeting, the Commission discussed a proposal for the Board of Supervisors to modify the policy regarding oil drilling in Contra Costa County. The Commission sent a letter to the Board of Supervisors requesting the Board enact a moratorium on oil and gas drilling while the General Plan and Climate Action Plan are being updated, and consider revisions to the conservation element of the General Plan.
Communication and Engagement	The Commission received an update at its October meeting on the Cleaner Contra Costa Challenge. Some members agreed to participate in the Challenge and encourage their networks to do the same.

**2021 WORK PLAN**

The Commission will continue to report to the Ad Hoc Committee on Sustainability, as well as to the full Board. Projects and initiatives related to the *Climate Action Plan* on which the Commission anticipates it may advise the Board of Supervisors and staff include:

- General Plan Update, particularly integrating equity and environmental justice
- *Climate Action Plan* update
- Implementation of the Climate Emergency Resolution, particularly planning for a Just Transition to a clean energy economy
- Identifying and pursuing opportunities to develop green benefits districts throughout the County
- Electric Vehicle Readiness Blueprint implementation
- Advocacy on issues related to the *Climate Action Plan*
- Potential health impacts of climate change
- Building electrification
- Carbon-neutral building materials
- Increasing resilience to climate-related disasters and incidents, including the Adapting to Rising Tides studies for Eastern Contra Costa County and the Bay Area region and Public Safety Power Shutoffs
- Outreach and education on sustainability to Contra Costa County residents and businesses
- Other issues in the Climate Action Plan, including water conservation and drought; land use and public transportation, including pedestrian and bicycle access; energy efficiency and renewable energy; and recycling and composting.



# CONTRA COSTA COUNTY CLIMATE ACTION PLAN, 2020 PROGRESS REPORT

December 2020

For more information, contact:  
Jody London  
Sustainability Coordinator  
Contra Costa County  
[Jody.London@dcd.cccounty.us](mailto:Jody.London@dcd.cccounty.us)  
925-674-7871

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# Contra Costa County Sustainability Commission

## 2020 *Climate Action Plan* Progress Report

### Introduction

The 2020 Climate Action Plan (CAP) progress report provides information on the actions Contra Costa County has taken in the past year to advance the goals of the County’s 2015 Climate Action Plan. Due to the events that have transpired over the course of 2020, the data that is enclosed in this report reflects the unusual year.

Information on County operations is included in the attached progress report from the County’s Public Works Department.

### Energy Efficiency

Measures EE 1: Energy-Efficient Retrofits – Residential Buildings, EE 2: Energy-Efficient Retrofits – Nonresidential Buildings and EE 3: Energy Conservation Awareness

#### Overview of GHG Emissions Targets as Established by 2015 CAP

GHG Emissions Reductions Target by 2035 for All EE Measures <sup>1</sup>	GHG Emissions Reductions Expected by 2020 for All EE Measures	Percentage of 2020 GHG Emissions Reduction Target Achieved to Date
14,000 MTCO <sub>2</sub> e <sup>2</sup>	7,510 MTCO <sub>2</sub> e	88%

#### Breakdown of 2020 GHG Emission Totals and CAP Targets for Measures EE 1, EE 2, and EE 3

	Measure	2020 GHG Reduction Target (MTCO <sub>2</sub> e)	Total GHG Emissions Reduction Completed by 2020 <sup>3</sup> (MTCO <sub>2</sub> e)
EE 1	Provide opportunities for residential buildings to become more energy efficient.	2,140	937

<sup>1</sup> Refers to Measures EE 1, EE 2, EE 3, EE 4, EE 5, and EE 6

<sup>2</sup> MTCO<sub>2</sub>e<sup>2</sup> = carbon dioxide equivalent

<sup>3</sup> Percentages are calculated using the 2015 Contra Costa CAP Monitoring Tool provided by Michael Baker International. The percentages included remain tentative until additional requested data is provided.

	<b>Measure</b>	<b>2020 GHG Reduction Target (MTCO2e)</b>	<b>Total GHG Emissions Reduction Completed by 2020<sup>3</sup> (MTCO2e)</b>
EE 2	Provide opportunities for nonresidential buildings to become more energy efficient.	4,630	332
EE 3	Provide education and outreach highlighting the benefits of energy conservation	430	5,358

The CAP calls for continued expansion of single-family and multi-family participation in established energy efficiency rebate programs to retrofit 3,000 single-family and 700 multi-family homes. In 2019 and 2020, under the BayREN Home+ and Multifamily programs, 57 single-family and 14 multi-family units were retrofitted.

All estimated emission reductions are dependent on multiple data sets from various energy efficiency programs, such as the Bay Area Regional Energy Network (BayREN) program, County Weatherization program, PG&E Commercial Business program, and Property Assessed Clean Energy (PACE) projects. County staff is working with PG&E and the California Public Utilities Commission (CPUC) to obtain outstanding data for Commercial customers that is not yet available. There are also additional PACE projects for which data is still being collected. Therefore, GHG emissions reductions (expected percent to be completed by 2020) may be higher than is estimated in this report.

For Measure EE 1, there was a significant drop in energy efficiency home retrofits completed for calendar year 2020, likely due to COVID-19. Actual expected GHG reductions under Measure EE 3 are much higher than originally expected/allocated under the current CAP, due to extensive community outreach conducted by County staff to educate residents on the benefits of energy conservation.

A geographic breakdown of where projects qualifying for energy efficiency rebate programs were carried out in the unincorporated County is provided below. The data on the single-family energy efficiency retrofits completed in unincorporated Contra Costa County for 2020 was last updated on November 4, 2020.

<b>2019 Energy Efficiency Single-Family Homes Completed - Unincorporated</b>			
<b>Community</b>	<b># Homes Retrofitted</b>	<b>Total kWh Savings</b>	<b>Total Therms Savings</b>
<i>Alamo</i>	49	2698.3	985.18
<i>Bay Point</i>	2	0	47.38
<i>Byron</i>	9	672.44	109.88
<i>Crockett</i>	9	542.47	49.78
<i>Discovery Bay</i>	3	203	79.53
<i>El Sobrante</i>	21	843.91	749.99
<i>Kensington</i>	33	824.56	719.38
<i>Rodeo</i>	20	491.37	489.96
<i>PACE Projects - HERO</i>	15	not available	not available
<b>Totals</b>	<b>161</b>	<b>6276.05</b>	<b>3231.08</b>

<b>2020 Energy Efficiency Single-Family Homes Completed -- Unincorporated</b>			
<b>Community</b>	<b># Homes Retrofitted</b>	<b>Total kWh Savings</b>	<b>Total Therms Savings</b>
<i>Alamo</i>	25	2479.13	493.46
<i>Diablo</i>	1	192.3	24.49
<i>El Sobrante</i>	2	1888.97	49.94
<i>Rodeo</i>	3	116.42	116.64
<i>PACE Projects - HERO</i>	11	not available	not available
<b>Totals thru Nov 2020</b>	<b>42</b>	<b>4676.82</b>	<b>684.53</b>

Below is the data for multi-family projects in the unincorporated County in 2019 and 2020; to-date there are no multi-family projects in the unincorporated County in 2020. Data on the specific communities in which multi-family projects were implemented is not available; PG&E claims that providing this information violates consumer privacy rules.



<b>Multi-Family Projects completed</b>			
	<b>Units</b>	<b>kWh Savings</b>	<b>Therms Savings</b>
2019- Unincorporated	14	5951	492.9
2020- Unincorporated	0	0	0
<b>Totals thru Nov 2020</b>	<b>14</b>	<b>5951</b>	<b>492.9</b>

#### Measure EE 4: Urban Forestry and Paving and Roofing Materials

The CAP sets a goal to plant 500 new shade trees by 2018. The exact number of trees planted and removed is not currently tracked by the County, so it is not possible to conclude if this measure has been met. However, actions being developed this year by County staff will make it easier to maintain the number of trees in the County.

The County Off-Street Parking Ordinance (Chapter 82-16) contains provisions for parking lots of a certain size to provide landscaping and shade trees. The County's Tree Ordinance is in the process of being updated where an in-lieu tree planting fee program will be considered. County staff is exploring other models that allow in-lieu fees to be paid when replanting is infeasible. Said fees would be used to plant trees in other areas of the County. Factors for determining how plantings from in-lieu fees are designated are also being developed.

The CAP aimed to have 1,790 existing homes and 9 existing businesses complete cool roof retrofits by 2018. From January 1, 2020 to November 30, 2020, 600 homes and 15 businesses have completed cool roof retrofits. The target for cool roof installations has been well-exceeded.

##### Residential Cool Roof Installations

<b>Year</b>	<b># Cool Roofs Installed</b>
<b>2010</b>	54
<b>2011</b>	46
<b>2012</b>	31
<b>2013</b>	10
<b>2014</b>	44
<b>2015</b>	73
<b>2016</b>	226
<b>2017</b>	335
<b>2018</b>	482
<b>2019</b>	527
<b>2020</b>	600
<b>Total</b>	2,328

##### Commercial Cool Roof Installations

<b>Year</b>	<b># Cool Roofs Installed</b>
<b>2014</b>	2
<b>2016</b>	3
<b>2017</b>	2
<b>2018</b>	8
<b>2019</b>	15
<b>2020</b>	15
<b>Total</b>	45

## Renewable Energy

### Measure RE 1: Alternative Energy Installations

The CAP sets a goal of 50 new homes, 2,500 existing homes, 10 new businesses, and 60 existing businesses with solar arrays by 2020. This target has been far exceeded with over 5,000 residential PV permits issued in the past three years alone. From January 1, 2020 to November 30, 2020, 966 residences and 4 businesses in the unincorporated County installed solar PV.

In 2015, the County implemented the online permitting tool. Because of COVID-19, the majority of applicants this year took advantage of this service with 83% of permits being issued online.

Year	Total # Residential PV Permits	# Residential PV E-Permits
2018	1482	414
2019	1759	323
2020	1829	1525

### Measure RE 2: Alternative Energy Facilities

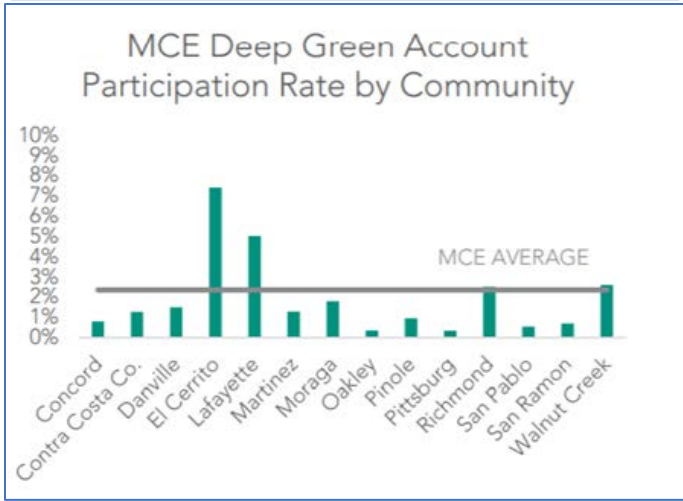
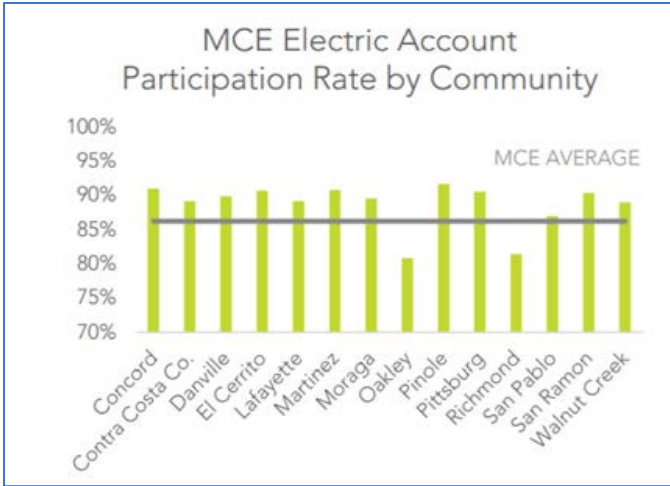
The CAP sets a goal to install 1 MW of solar on public facilities in the unincorporated area by 2018. As noted in past CAP progress reports, this target has long been surpassed. The County continues to increase its solar photovoltaic (PV) capacity with installation at various sites around the county.

Currently, the County has 22 PV systems that have a total capacity of 4.5 MW and produce 6.5 million kilowatt-hours per year (6,500,000 kWh/year). In 2019, Contra Costa County signed a Power Purchase Agreement for the installation of an additional nine solar PV systems; three of these solar PV systems include energy storage. The first phase of this new Distributed Energy Resources project will be completed by the end of 2020 and the second phase by mid-year 2021. When complete, the County will have added that will produce an additional 6,000,000 kWh/year. Over the 25-year contractual period the County is estimated to save \$16,000,000.

### Measure RE 3: Alternative Energy Financing

Measure RE 3 is supportive and does not have a quantitative target. The CAP identifies community choice aggregation as a strategy for increasing the amount of renewable energy consumed in the County.

Unincorporated Contra Costa has reduced a total of 3,554 MTCO<sub>2</sub>e through its participation with MCE since 2018. Unincorporated County has an 89.1% participation rate with a Deep Green participation rate of 1.3% as of October 1, 2020.



Community	Joined MCE	MT CO <sub>2</sub> Reduced <sup>1</sup>	Participation Rate	Deep Green Rate	Deep Green <sup>2</sup>
Concord	2018	2,474	91%	0.8%	N/A
Contra Costa	2018	3,554	89.1%	1.3%	2021
Danville	2018	846	89.9%	1.5%	2019
El Cerrito	2015	4,605	90.7%	7.4%	2017
Lafayette	2016	4,412	89.2%	5%	2017
Martinez	2018	730	90.8%	1.3%	2019
Moraga	2018	230	89.6%	1.8%	N/A
Oakley	2018	560	80.9%	0.4%	N/A
Pinole	2018	307	91.7%	1%	N/A
Pittsburg	2018	2,032	90.5%	0.4%	N/A
Richmond	2013	64,504	81.4%	2.5%	2017
San Pablo	2015	4,536	87%	0.6%	2016
San Ramon	2018	1,458	90.3%	0.7%	N/A
Walnut Creek	2016	15,774	89%	2.6%	2018

**Municipal Accounts Opted Up to Deep Green (As of October 1, 2020)**



The CAP also calls for improving participation in programs that help financial investments in renewable energy and energy storage systems which includes programs such as Property Assessed Clean Energy (PACE) and BayREN. PACE in particular allows property owners to voluntarily join an assessment district and borrow money for the purpose of making energy or water efficiency improvements to their project.

In 2019, the Sustainability Commission suggested the County identify financing mechanisms that would be more accessible to low- and medium-income homeowners. This fall staff submitted a proposal to the UC Berkeley Goldman School of Public Policy to perform this research. Starting in January, this topic will be the capstone project for a Goldman School student, to be completed by May 2021.

## Land Use and Transportation

### Measure LUT 1: Mobility and Land Uses

The CAP calls for 33,630 countywide bike trips per weekday on average by 2020. This is not a metric that staff has explicitly tracked due to the cost of data collection and the inherent limitations of this data across the unincorporated County. The following studies and programs directed by County staff facilitate easier access to transportation alternatives and improved safety conditions, which both encourage non-vehicular mobility.

## Bike and Pedestrian Access

In June 2020, the Board of Supervisors accepted the Iron Horse Corridor Active Transportation Study, which identifies improvements throughout the 22-mile Corridor for increasing safety, access, and the trail user experience. The County collaborated with all Corridor cities, the Contra Costa Transportation Authority, East Bay Park District and local communities and trail users to develop the Study.

County staff is currently developing the Marsh Creek Corridor Multi-Use Trail Feasibility Study which explores the concept of a new multi-use trail within the 12+ mile corridor from Clayton to the Round Valley Regional Preserve (near Brentwood). The purpose of the path would be to provide a safe, useful and enjoyable transportation corridor for various forms of non-motorized travel, including pedestrian, equestrian and bicycle users (including serious bicycle enthusiasts).

## Vision Zero

The County's Vision Zero Program, which seeks to reduce fatalities and significant injuries on unincorporated roadways is currently in development. The Program will result in engineering, education and enforcement strategies that will be implemented to help reduce roadway incidents and increase user safety.

## Active Transportation Plan

The Contra Costa County Active Transportation Action Plan ("ATP") will create a detailed inventory of the County's roadways and identify opportunities to build active transportation facilities with an emphasis on projects that can be installed quickly through re-striping and repaving. Staff will create a three-tiered priority list of projects based on ease of implementation, location in disadvantaged communities, and overlap with a travel demand model. Staff will conduct extensive public outreach in each of the 13 unincorporated communities and develop an interactive web map tool for ongoing outreach and evaluation.

With more detailed data on roadway opportunities and constraints, staff can expand upon CCTA's 2018 Countywide Bicycle and Pedestrian Plan and support concurrent planning efforts such as the County's Vision Zero program, which will in turn support regional and state planning goals. The County was awarded a \$380,000 Caltrans Sustainable Communities Grant to develop the ATP.

## Measure LUT 2: Alternative-Fuel Infrastructure

The CAP targets specific outcomes regarding electric vehicle (EV) charging station use, including 14,220 vehicle miles traveled (VMT) per EV by 2020.

MCE has contributed to the network of EV charging stations distributed throughout the county through its rebate program. Through this rebate program, as of October 4, 2020, MCE has installed 317 charging stations within the county.

The number of EV charging stations around the county has grown tremendously thanks to the Contra Costa Transportation Authority's (CCTA) work on the Electric Vehicle Readiness Blueprint completed in July 2019 and the Board of Supervisors' adoption of a streamlined permitting process for electric vehicle chargers on December 17, 2019 (Ordinance No. 2019-39). These two efforts contributed to the 1,325 charging stations currently distributed throughout the county.

## Measure LUT 4: Vehicle Miles Traveled Reduction

This measure establishes targets for BART and bus trips taken by residents of the unincorporated County, and decreases in vehicle miles travelled in high occupancy vehicle lanes to be met by 2035. For reasons similar to bike trip data, this is not something staff tracks. Such an effort would require significant coordination with BART, bus operators, and other agencies to measure.

In June 2020, the Board of Supervisors adopted new guidelines for evaluating transportation impacts under the California Environmental Quality Act (CEQA). Specifically, the new guidelines implemented Senate Bill (SB) 743 which shifted the transportation analysis metric for measuring environmental impacts from congestion and delay-based metrics (e.g. Level of Service or LOS) to Vehicle Miles Traveled (VMT). The guidelines introduced new thresholds of significance for land use and transportation projects. Transportation Demand Management (TDM) strategies are typically required mitigation where necessary. County staff is also working with the Contra Costa Transportation Authority on development of a regional VMT mitigation program.

## Solid Waste

### Measure W 1: Waste Reduction and Recycling

Since 2007, the State measures jurisdictional waste reduction based on the amount disposed using a pounds of disposal Per Person per Day (PPD) metric. In 2019, the unincorporated County area disposal was 2.46 PPD, which is a reduction of 0.74 PPD from the 2007 baseline of 3.2 PPD, equivalent to an overall diversion rate of 77%. The CAP set a goal to achieve a local waste diversion rate of 75% and reduce tons of waste by 90,850, so the goal was achieved.

## Water Conservation

### Measure WE 1: Water Conservation

Contra Costa County is served by a number of water purveyors. The majority of residents receive service from the East Bay Municipal Utility District (EBMUD), which serves the southern and western areas, and the Contra Costa Water District, which serves central and eastern areas.

The CAP aims to reduce potable water use by 20% from 2013 water use by 2020. The East Bay Municipal Utility District has provided high-level data on water use in the unincorporated County. As of 2019, unincorporated county's water use was 3,681,827 CCF<sup>4</sup> for non-residential use and 5,394,742 CCF for residential use. Total potable water use for the county was 9,076,569 CCF, or a 7.86% increase in water

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<sup>4</sup> Each CCF is 748 gallons of water

consumption from 2015 levels. In future reports, staff will try to include more information on the amount of rainfall in the year being measured, at the suggestion of the Sustainability Commission.

See table below.

Total CCF	Years					Grand Total
	2015	2016	2017	2018	2019	
Unincorporated Area						
Non-Residential	3,783,241	3,432,147	3,489,074	3,683,351	3,681,827	18,069,640
Residential	4,631,907	4,787,355	5,350,131	5,488,289	5,394,742	25,652,424
Grand Total	8,415,148	8,219,502	8,839,205	9,171,640	9,076,569	43,722,064

Contra Costa County  
Public Works Department  
  
2020 Sustainability Report

December 2020



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# Sustainability Efforts at Public Works

## Summary Report

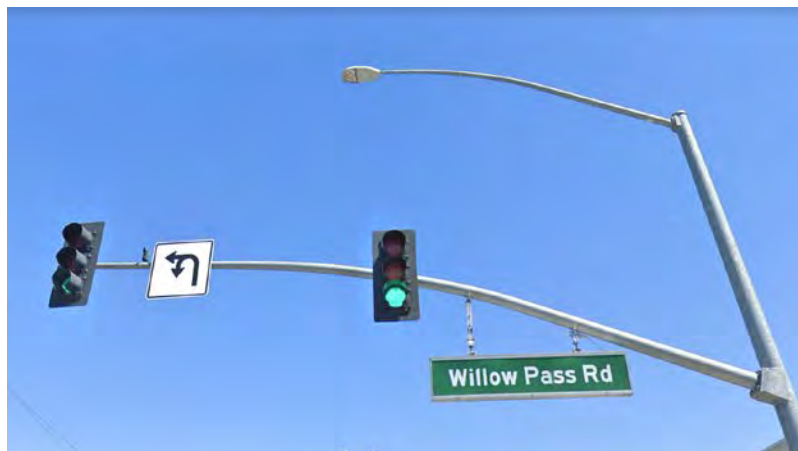
(As of December 2020)

### Introduction

The Public Works Department is responsible for several programs that have been identified as opportunities for more sustainable operations to help reduce our impact on the environment. The Department is responsible for programs that deliver services directly to the public, such as the Road Program, Flood Control Program, Airports, and Parks and Recreation. The Department is also responsible for programs that deliver services to other County Departments, such as County Buildings, Fleet Services, Recycle and Surplus (Materials Management), Purchasing, and Print & Mail. Below is a summary of some efforts that have been accomplished, are in process, or are planned to address the County's Climate Action Plan.

### Road Program

**Traffic Signals** - All 88 unincorporated County Traffic Control Signals and 27 warning flashers have been converted to LEDs resulting in energy savings. We are exploring using fuel cell technology for power backup during Public Safety Power Shutdowns (PSPS) and other power outages at critical intersections. We currently have one signal that has a diesel generator back up and some signals that have battery backup. The battery backup system only lasts a couple of hours and is not sufficient for an average PSPS event. The diesel system can last 24 hours and then needs to be refueled. The diesel system also requires more on-going maintenance versus the fuel cell technology and emits diesel emissions into the environment. The fuel cell technology will provide 6-9 days of uninterrupted power before needing to refuel. The only byproduct is heat and water as long as we use hydrogen fuel, making it better for the environment.



CAP Reference:

- 1.1 Increase the number of carbon neutral building in Contra Costa County – Energy Efficiency and weatherization programs;
- 1.2 Replace fossil fuel electricity with renewable electricity

**Street Lights** – All county owned street lights have been retrofitted with LED bulbs. PG&E street lights in unincorporated Contra Costa County have been replaced with LED bulbs. The retrofit has reduced energy consumption.

CAP Reference:

1.1 Increase the number of carbon neutral building in Contra Costa County – Energy Efficiency and weatherization programs

**Street Tree Program** - We currently don't have an official street tree program. We have worked with specific community members wishing to place trees in the road right-of-way in areas such as Byron and Tara Hills. There are various Landscape Districts that fund the maintenance of landscaping, including trees, either in the road right-of-way or adjacent to the road. There are currently no plans to develop and implement a Street Tree Program for unincorporated County roads. Special Districts has several parks and Landscape Zones that have trees. To help manage the trees, Special District staff is implementing a tree inventory program for parks.

CAP Reference: 2.2 Sequester carbon in natural lands in CCC. Track number of native trees planted by County and public and private partners

**Complete Streets** – The Board of Supervisors adopted a Complete Streets policy and the Public Works Department has been implementing this policy where it is realistic, beneficial, and resources are available. Complete Streets facilitate opportunities for various modes of travel, such as pedestrian, bicycles, transit, and vehicles, within the public road right-of-way. The Public Works Department has numerous completed, on-going, and planned projects that implement the various components of complete streets. The projects are listed below.

In 2020, we added only 0.10 miles of bike lanes and 0.10 miles of sidewalk. Although this may seem insignificant, these additions were gap closures that now create a longer uninterrupted bike or pedestrian facility. Although we are adding to our inventory of sidewalks and bike lanes, we are lacking good metrics and goals to show our progress on achieving the goals of the Board of Supervisors Complete Streets policy. To address this shortfall, we are developing metrics to show our progress for curb ramps, sidewalks, and bike lanes. We plan to develop GIS layers that show sidewalks, bike lanes, and ADA ramps to help keep inventory of our existing and newly constructed facilities. We need to show which streets have all modes of travel or two modes of travel. We may color code roads with Red (Vehicles only), Yellow (Vehicles, Bike Lanes), Orange (Vehicles, Sidewalk), and Green (Vehicles, Sidewalks, Bike Lanes). We may want to couple this information with the “stress level” information from CCTA. The inventory of sidewalks and bike lanes is currently being worked on by our Transportation Engineering Division. Transportation Engineering has contracted with a company through CCTA to map pedestrian and bicycle facilities into GIS.

To prioritize funding for the most likely routes to be used by pedestrian and bicyclists, we are looking to develop a **Local Access Score** (<http://localaccess.mapc.org/>) for roads that will prioritize the development of certain roads into complete streets. We feel that by addressing the high target routes, we will see the greatest decline in Vehicle Miles Traveled. If we develop the Local Access Score, a metric to measure progress in implementing complete streets might be the percentage of those roads with a High Local Access Score that have been improved to allow for multi-modal travel. Overall, the goal is to reduce Vehicle Miles Traveled. The Local Access Score metric would be the lead measure and the Vehicle Miles Traveled metric would be the lag measure.

The following are recent examples of complete street projects completed and planned projects for the near future.

*Completed 2018*

- Tice Valley Linear Park and Pedestrian Improvements (2018?)



*Completed 2019*

- Tara Hills Pedestrian Infrastructure Project



- Camino Tassajara Bike Lane Gap Closure Project



Completed 2020

- San Pablo Dam Road Sidewalk Gap Project



- Walnut Creek Crosswalk Improvements



- Rodeo Downtown Infrastructure Improvements (includes green infrastructure – bio-swale)



#### *Upcoming 2021*

- Fred Jackson Way First Mile/Last Mile Connection Project
- Marsh Drive Bridge Replacement (includes EBRPD trail on new bridge/partnership, bike lanes and sidewalk)
- Bailey Road/SR4 Interchange Pedestrian and Bicycle Access Improvements
- Bel Air Trail Crossing Safety Improvements
- Oak Road Bikeway Project
- Rodeo Pedestrian Enhancement Project

#### *Upcoming 2022-2024*

- Danville Boulevard/Orchard Court Complete Streets Improvements (2022)
- Alves Lane Trail Crossing (2022)
- Imhoff Drive Bicycle Shoulder Restriping (2022)
- Westminster and Kenyon Avenue Accessibility Project (2022)
- Central County AOB Pedestrian Project (2023)
- Mayhew Way and Cherry Lane Trail Crossing Enhancement (2023)
- Treat Boulevard Corridor Improvements (2024)
- Appian Way Complete Streets Project – submitted ATP grant for partial project (TBD)

CAP Reference: 5.1 – Reduce vehicle miles traveled in Contra Costa County by increasing number of people who bike, walk, and take public transit.

[Increase multi-modal access to parks and open space](#) – As mentioned in the Complete Streets section above, we are considering developing a Local Access Score for our road network. The process of developing the score requires input of destinations. We would make sure that parks and open spaces are included in the model when calculating the Local Access Score. This will help us prioritize which facilities would most likely be used and which facilities we need to improve. The following links provide additional detail on how the State of Massachusetts implemented a statewide Local Access Score to help prioritize funding for complete street components. All jurisdictions were included; therefore, an equal evaluation method was in place to target the high priority areas.

<http://localaccess.mapc.org/methodology.html>

[http://localaccess.mapc.org/assets/pdfs/LocalAccess\\_Technical\\_Report.pdf](http://localaccess.mapc.org/assets/pdfs/LocalAccess_Technical_Report.pdf)

CAP Reference: 6.3 – Increase access of County residents to parks and open space.

**Vision Zero** - The idea is that if we have safer streets, then more people will use bikes and walk or other non-vehicle modes to travel. The program is currently underway with the High Incident Network identified. We are working on finalizing the countermeasures to address the HIN roads. Metrics for this is overall collisions, Major Injury and Fatal collisions, bike collisions, and pedestrian collisions. There was a suggestion of the low-stress designation. This metric may be incorporated into the complete streets effort and/or the Vision Zero effort.

#### Completed 2019

- Byron Highway Traffic Safety Improvements
- Marsh Creek Road Traffic Safety Improvements

#### Completed 2020

- Kirker Pass Road Northbound Truck Climbing Lane
- Crockett Area Guardrail Upgrade
- San Pablo Dam Road Traffic Safety Improvements

#### Upcoming 2021

- Byron Highway/Byer Road Safety Improvements (near school)

#### Upcoming 2022-2024

- Norris Canyon Road Safety Improvements (includes shoulders for bikes)
- Kirker Pass Road Safety Project
- Vasco Road Safety Project (Phase II)
- Camino Tassajara Safety Improvements – South of Windemere Pkwy to County Line (includes bicycle facilities)

CAP Reference: 5.1 – Reduce vehicle miles traveled in Contra Costa County by increasing number of people who bike, walk, and take public transit.

**Green Infrastructure** – The County is a permittee under the San Francisco Bay Region Municipal Regional Stormwater NPDES Permit (MRP). All of our new projects comply with the requirements as set forth in the MRP. For example, we just completed a multi-million dollar safety project on Kirker Pass Road that incorporated two large bio-retention facilities to filter and slow the flow of rainwater from the impervious pavement added by the project. The facilities were oversized to go above the required permit requirements. In addition to Kirker Pass Road, we have completed the Rodeo Pedestrian Improvements Project that incorporated an oversized bio-retention facility to treat and slow rainwater runoff in the area. The project also included landscaping.



As part of our efforts to incorporate greener infrastructure into our projects, we have tested pervious concrete on a sidewalk project in Bay Point. We will evaluate how it performs and will need to direct staff on whether to continue to use this method of water treatment and slowing. Another possible application of pervious pavement would be in parking lanes along roadways.



The County was required to put together a **Green Infrastructure Plan**. We will need to review the plan and educate staff on the requirements of the plan. We have discussed this issue with Transportation Engineering on allocating a set amount of budget towards implementation of the Green Infrastructure Plan. We are trying to incorporate as many green components into our road projects as required by the Clean Water Permit.



One area of concern is that some green infrastructure, such as bio-swales, require vegetation. The vegetation will increase water usage to keep the plants alive. One of the Climate Action Plan goals is to reduce water usage which conflicts with adding more landscaping that requires irrigation. We will need to research what types of low-irrigation landscaping we could use to meet clean water filtration specifications while keeping operations and maintenance costs down.

The MRP requires 100% reduction of trash flowing from the municipal separate storm sewer system to creeks and the San Francisco Bay by 2022. As part of the County's Trash Reduction Program, the County has installed full trash capture devices in individual storm drain inlets to capture trash and debris carried by rain water before it flows to creeks and the Bay. In the past 2 years, Contra Costa County has installed 177 trash capture devices that collect rain water from 518 acres.



In addition, Contra Costa County entered into a Cooperative Implementation Agreement (CIA) with Caltrans in June 2020 to install large full trash capture devices in a section of unincorporated San Pablo. This project will be designed and constructed over the next several years. The trash capture devices will collect trash flowing through the storm sewer system from both Caltrans Interstate 80 and the County right-of-way.

CAP Reference: 2.2 Sequester carbon in natural lands in CCC. Install Green Infrastructure

**Cool Pavements** – The County currently does not have a Cool Pavement Program. We have looked into the topic and have found some concerns that need to be addressed prior to recommending such a program.

The City of Los Angeles has a cool pavement program. Studies by UCLA are showing that the benefit of white pavement may not be all that beneficial. Although the surface may be cooler, the air temperatures in the vicinity of the road may have increased. We would like to continue to monitor cool pavements performance before we implement this program since it will be an additional cost to implement and may not necessarily yield desirable outcomes.

<https://www.bloomberg.com/news/articles/2019-10-03/reflective-pavement-may-be-less-cool-than-it-seems>



Public Works inquired to the City and County Pavement Improvement Center (John Harvey) asking for his expertise on cool pavements and specifically the use of hydrated lime to improve the albedo of asphalt concrete and reduce heat island effects. Mr. Harvey confirmed that cool pavements may actually increase the air temperature in the area and that more studies need to happen. The benefits of cool pavements may also be location-specific.

The Public Works Department, through its Engineering Services Division, will need to look at Sustainable standards for roads to make sure the development community is constructing sustainable infrastructure that can be maintained.

CAP Reference: 2.3 Address impacts of heat islands

**Irrigation/Landscaping** – The Public Works Department is working on creative solutions to reduce water usage and meet community expectations for landscaping. We have completed two projects that installed artificial turf that allows stormwater to percolate through to recharge groundwater, while reducing water use for irrigation and meeting community desires for pleasant landscaping. The following pictures are examples of projects completed in Bay Point and Pacheco. The project in Pacheco (picture on the right) was installed approximately 10 years ago and has weathered well. The Pacheco project was done as a pilot project to determine how the installation would do through time. Aside from someone trying to pull up the turf the first week it was installed, the island still looks great.





CAP Reference: 4.1 – Reduce water use in unincorporated County and in County facilities.

**Cold-in-Place Recycling** – The Public Works Department is using cold-in-place recycling as a method to rehabilitate unincorporated County Roads. Cold-in-place recycling grinds up the existing roadway, adds rejuvenating oil, and is placed back down on the roadway. This layer is usually capped with a thin layer of new asphalt concrete. This technique is less expensive and reduces the need for natural resources (rock) and reduces the overall truck trips during construction. We have completed three large projects using cold-in-place recycling: Buchanan Field Airport Taxiway, Kirker Pass Road Rehabilitation, and Balfour Road (approximately a three mile stretch of road).



## County Buildings

(Facilities/Capital Projects/Custodial Services/Materials Management)

**MCE Deep Green Program** – The County participates in MCE’s renewable electricity program. The Board of Supervisors approved moving to MCE’s Deep Green Program starting in FY 21/22.

**Distributed Energy Resources Plan** - Contra Costa County is a pioneer and leader in the distributed energy resource arena having started in nearly two decades ago with two rooftop solar energy photovoltaic systems on two of its most important buildings. Since then the County has added 20 more

ground-mounted, rooftop and parking lot canopy solar energy systems. These PV systems have a total capacity of 4.5 MW and produce 6.5 million kilowatt-hours per year (6,500,000 kWh/year).



Looking forward, in 2019 Contra Costa County signed a Power Purchase Agreement for the installation of an additional nine solar PV systems, three of which include energy storage. The first phase of this new DER project will be completed by the end of 2020 and the second phase by mid-year 2021. When complete, the County will have added an additional 6,000,000 kWh per year of solar production potential. Over the 25-year contractual period the County is estimated to save \$16,000,000.

The County's latest two major construction projects resulted in all-electric solar powered buildings that include 30 new Level 2 electric vehicle chargers. Both buildings were certified LEED Gold status. Projects pursuing LEED certification earn points for various green building strategies across several categories based on the number of points achieved, a project earns one of four LEED rating levels: Certified, Silver, Gold or Platinum.



The County Public Works department has been methodically retrofitting LED lighting and associated lighting controls for interior and exterior building lighting. The most recent lighting project completed in 2020 is a fluorescent-to-LED lighting retrofit project using a Job Order Contractor (JOC) at the County's DOIT Headquarters at 30 Douglas. The building has the County's highest electricity user per square foot, usage associated with the services and requisite cooling. Nearly five hundred new fixtures were installed in the 35,000 square foot building. At an installed cost of approximately \$200,000, the LED retrofit will save over \$40,000/year in reduced electricity, maintenance and cooling costs (LED lights put off significantly less heat per lumen than fluorescent). The project will pay for itself in five years.



In addition to saving money and energy, the new lighting is brighter, more evenly distributed, and dimmable through a wall switch. Each overhead LED light fixture has a built-in sensor for motion and light detection and is programmable through a phone app so customization is straight-forward. LED fixtures near to windows automatically dim when sunlight is high, clearly the most efficient mode of operation. The County's intention is to systematically continue the retrofit process until all County-owned buildings have the best available and most efficient lighting technology.

CAP Reference: 1.1 Increase the number of carbon neutral buildings in CCC

**Recycle** - The Materials Management Division of Public Works provides collection of recyclable materials generated by County department operations to reduce waste that goes to landfills and to help preserve our natural resources. An average of 750 tons per year of paper, cardboard, and scrap metal is collected, baled, and recycled from County operations.

- Horizontal balers and bales of cardboard bales



**Green Products for Custodial Services** – One goal of the Department is to construct County buildings to Leadership in Energy and Environmental Design (LEED) standard and continue to follow green practices to keep building operations clean once occupied by staff. The County is considered a Green Cleaning Agency. Green Cleaning refers to using cleaning methods and products with environmentally friendly ingredients and procedures which are designed to preserve health and environmental quality. Green Cleaning techniques and products avoid the use of products which contain toxic chemicals and other conditions. Green Cleaning can also describe the way industrial

cleaning products are manufactured, packaged and distributed. If the manufacturing process is environmentally friendly and the products are biodegradable, then the term “Green” or “Eco-Friendly” may apply.

The Custodial Services Division of Public Works ensures that the County follows Green Cleaning practices when purchasing cleaning supplies and following proper procedures for cleaning buildings.

CAP Reference: 3.2 – Reduce waste from County operations, including contracts for services and products.

**Cool Roofs** – The Public Works Facilities Services continues to take the opportunity to incorporate “cool roofs” on county facilities as roof replacements are needed. Below are just two examples of “cool roofs” being installed at 40 and 50 Douglas Drive in Martinez.



CAP Reference: 2.3 – Address impacts of heat islands.

**Low Impact Development/Green Infrastructure (GI)** - The Clean Water Act Municipal Regional Permit (MRP) requires new projects that create or replace 10,000 square feet of impervious surface and other special categories such as uncovered, stand-alone parking lots that create 5,000 square feet of impervious surface to install stormwater treatment facilities. These facilities often include native grasses, shrubs, and trees. The acreage of added GI will be tracked and reported annually through the use of GIS. The goal is to reduce stormwater pollutants and erosion of our creeks and channels.

CAP Reference: 2.2 Sequester carbon in natural lands in CCC. Install Green Infrastructure

## Purchasing Services

**Environmentally Preferable Purchasing Policy** – The Purchasing Division will work with the Sustainability Coordinator and the Sustainability Commission to update the policy. Work will begin in early 2021. Environmentally preferable procurement (EPP) involves purchasing products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose.

Attributes can include a long list of factors that evaluate the purchaser's need, the cost and functionality of the product, and its environmental effect. Attributes to consider are:

- Recycled content
- Durability
- Maintenance
- Recyclability
- Disposal
- Energy efficiency
- Water efficiency
- Raw materials acquisition
- Production
- Manufacturing
- Packaging
- Distribution and transportation methods
- Operation

## Fleet Services

Vehicles are the main source of greenhouse gases that impact our global environment. Through guidance provided by the Board of Supervisors, the Fleet Services Division's goal is to green the County's fleet by acquiring alternative fuel vehicles and ensuring that the infrastructure is available to support these vehicles, such as charging stations.

**Electric Vehicles** – Fleet Services continues to promote building a "Green Fleet" by purchasing 5 electric and 3 plug-in hybrid vehicles as replacement vehicles in FY 2019-20. The Chevy Bolts purchased have a range in excess of 200 miles which has helped staff overcome range anxiety.



**Charging Stations** – To date the County has installed 39 smart EV charge ports for employees, the public and fleet and pool vehicles. In addition, it has 10 non-billable EV charges used for fleet and pool at the maintenance yard and Public Works headquarters. The County is piggy-backing on the new solar PPA program to get EV charger infrastructure installed in conjunction with the parking lot solar canopy projects, significantly reducing the economic and logistical impacts of this work that involves concrete

trenching and subsequent patching. This new effort will lead to a potential quadrupling of EV charge capacity in the County within the next 12 months.



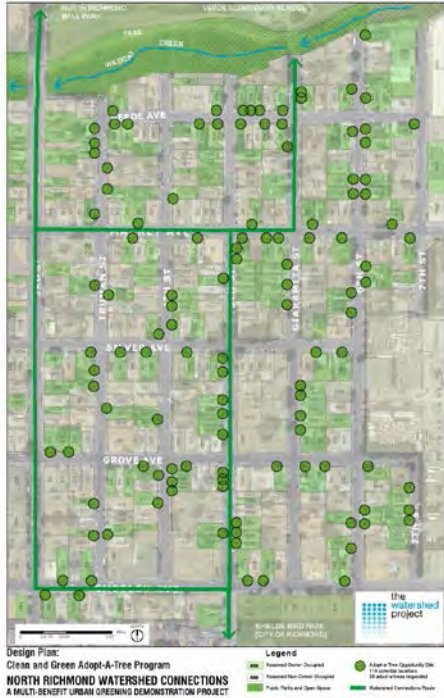
## County Watershed Program

The MRP requires projects that create new impervious surfaces such as buildings, parking lots, and streets of a certain size to install stormwater treatment facilities (low impact development/GI). The County Watershed Program ensures that the design, installation, and maintenance of GI for County and developer projects complies with the Permit. The data for those facilities is reported to the San Francisco Regional Water Quality Control Board each fall with our Annual Report.

The County's Municipal Stormwater Permit required development of a long-term GI Plan. This plan was submitted on 8/30/19 and included projects not only adding new GI at County facilities, but also retrofitting existing County facilities to provide additional GI. We are currently prioritizing the project list and pursuing grant opportunities.

Our first pilot project is the North Richmond Watershed Connections Project in North Richmond. One component of the project is to plant approximately 90 trees in the community with State Coastal Conservancy Grant funds. The tree plantings are scheduled for 2022.





The North Richmond Watershed Connections Project is also installing approximately 1,700 square feet of green infrastructure bio-swales along Fred Jackson Way with State Coastal Conservancy Grant funds. The work is scheduled for 2021.



CAP Reference: 2.2 Sequester carbon in natural lands in CCC. Track number of native trees planted by County and public and private partners

## Flood Control Program

The Flood Control District has adopted a “50-year Plan” which encourages investigating opportunities to convert concrete flood control channels into earthen channels as the infrastructure reaches the end of its life, or as redevelopment occurs. The District works with cities on this effort. No city has proposed a project that fits the 50-year Plan model yet.

District Hydrology data collection units use batteries with solar panels for operating power rather than fossil fuel power sources.

CAP Reference: 1.2 Replace fossil fuel electricity with renewable electricity



**Rain Gauge Setup**

The **Three Creeks Parkway Restoration Project** on Marsh Creek in Brentwood is planting 71 15-gallon native trees, 953 1-gallon native trees, 772 willow poles, and 255 cottonwood poles. EPA, State Coastal Conservancy, and Delta Conservancy grant funding was obtained. Plantings will be done between 2020 and 2023.

CAP Reference: 2.2 Sequester carbon in natural lands in CCC. Track number of native trees planted by County and public and private partners



One of the main objectives of the District's Lower Walnut Creek Restoration Project is the sustainability of benefits in the face of sea level rise. The project has been designed with accommodation space for upslope habitat migration, and with ample room for new wetland establishment. This project, scheduled for construction in 2021, restores and enhances approximately 303 acres of coastal habitat, including 89 acres of tidal wetlands and 15 acres of non-tidal wetlands, 12 acres of tidal waters. The project is located in unincorporated County just east of the City of Martinez.



CAP Reference: 2.2 Sequester carbon in natural lands in CCC. Track number of native trees planted by County and public and private partners

## Improving Watersheds

### *Giving Natives a Chance Native Planting*

Since 2013, the Flood Control District has coordinated annual native plantings at Clayton Valley Drain in Concord to promote native plant populations. Working with the non-profit, The Restoration Trust, typically 5,000 or more grass plugs of native creeping wild rye, Santa Barbara sedge, or Baltic rush are planted each year by volunteers or a contractor. These species provide natural erosion control, fire suppression, and are compatible with flood control objectives. They spread from underground rhizomes that anchor the soil and are all perennial species, meaning they stay green all year. They do not have woody stems, so during floods, they lay down on the slope, which does not impede the flow of water during high-flow events. These species also provide carbon sequestration, unlike non-native annuals, and remove as much as 500,000 gC/acre a year or about ½ ton of carbon per acre per year. The planted areas are approximately ¾ of an acre. Prior to 2013 and the annual restoration work, the site had less than 5% native cover. Native cover is now over 50% and is likely to continue to increase as the native vegetation grows and expands.



### *Arundo Removal*

Since 2019, the Flood Control District partnered with the Contra Costa Resource Conservation District and the Walnut Creek Watershed Council to support removal of the invasive plant, arundo donax, from the Walnut Creek Watershed. The member groups of the Council focus on removal within each of their respective sub-watersheds (e.g. Lafayette, San Ramon Creeks) while the District focused on removing

arundo at its Kubicek Basin facility on Pine Creek in Walnut Creek. Multiple visits are necessary to effectively remove this invasive plant. This aggressive plant can grow four inches a day and up to 30 feet tall crowding out native plants very quickly. They consume large amounts of water without providing food or habitat for insects, birds or other wildlife, and are flammable year-round which makes them a constant fire hazard.





Contra  
Costa  
County

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: January 19, 2021

Subject: UPDATED PARTIAL RELEASE OF COMPENSATION AGREEMENT FOR FUTURE DEVELOPMENT PROPERTIES - CITY OF EL CERRITO

---

**RECOMMENDATION(S):**

1. APPROVE and AUTHORIZE the County Administrator, or designee, to execute a Partial Release of Notice of Compensation Agreement Related to Real Property with the City of El Cerrito for the distribution of net unrestricted proceeds to be received by the City from the disposition of properties formerly owned by the El Cerrito Redevelopment Agency.
2. Acting as the Governing Board of the Contra Costa County Flood Control and Water Conservation District, APPROVE and AUTHORIZE the County Administrator, or designee, to execute a Partial Release of Notice of Compensation Agreement Related to Real Property with the City of El Cerrito for the distribution of net unrestricted proceeds to be received by the City from the disposition of properties formerly owned by the El Cerrito Redevelopment Agency.
3. Acting as the Governing Board of the Contra Costa County Water Agency, APPROVE and AUTHORIZE the County Administrator, or designee, to execute a Partial Release of Notice of Compensation Agreement Related to Real Property with the City of El Cerrito for the distribution of net unrestricted proceeds to be received by the City from the disposition of properties formerly owned by the El Cerrito Redevelopment Agency.

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APPROVE  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE

---

Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Timothy Ewell, (925) 655-2043

cc:

### FISCAL IMPACT:

Approximately \$46,657 in one-time dissolution revenue to the County, the County Library, the Flood Control and Water Conservation District and the Contra Costa Water Agency. This is derived from estimated net proceeds to the City from the sale of the properties, which will be remitted to the County Auditor Controller for distribution to the Affected Taxing Entities (ATEs). This figure will likely change and is based on illustrative Applicable Shares of the Taxing Entities included in Exhibit C to the Compensation Agreement between the County and the City using property tax shares as of January 1, 2017 as a reference.

### BACKGROUND:

As part of the 2011 Budget Act, and in order to protect funding for core public services at the local level, the Legislature approved the dissolution of the state's 400 plus Redevelopment Agencies (RDAs). After a period of litigation, RDAs were officially dissolved as of February 1, 2012. As a result of the elimination of the RDAs, property tax revenues are now being used to pay required payments on existing bonds, other obligations, and pass-through payments to local governments. The remaining property tax revenues that exceed the enforceable obligations are now being allocated to cities, counties, special districts, and school and community college districts, thereby providing critical resources to preserve core public services.

To help facilitate the wind-down process at the local level, successor agencies were established to manage redevelopment projects currently underway, make payments on enforceable obligations, and dispose of redevelopment assets and properties. Each Successor Agency has an Oversight Board that supervises its work. The Oversight Board is comprised of representatives of the local agencies that serve the redevelopment project area: the city, county, special districts, and K-14 educational agencies. Oversight Board members have a fiduciary responsibility to holders of enforceable obligations, as well as to the local agencies that would benefit from property tax distributions from the former redevelopment project area.

### **FINDING OF COMPLETION**

Pursuant to Health and Safety Code (HSC) Section 34179.7, the California Department of Finance (DOF) was authorized to issue a finding of completion to a Successor Agency, once the following conditions had been met and verified by December 31, 2015:

- The Successor Agency had paid the full amount as determined during the Due Diligence Reviews and the County Auditor-Controller has reported those payments to DOF, and
- The Successor Agency had paid the full amount as determined during the July True-Up process, or
- The Successor Agency had paid the full amount upon a final judicial determination of the amounts due and confirmation that those amounts have been paid by the County Auditor-Controller, or
- The Successor Agency had entered into a written installment payment plan with DOF for the payments owed from above.

Upon receiving the finding of completion, a Successor Agency is allowed to do the following:

- Place loan agreements between the former redevelopment agency and sponsoring entity on the Recognized Obligation Payment Schedule (ROPS), as an enforceable

obligation, provided the oversight board makes a finding that the loan was for legitimate redevelopment purposes per HSC Section 34191.4 (b) (1) Loan repayments will be governed by criteria in HSC section 34191.4 9 (a) (2).

- Utilize proceeds derived from bonds issued prior to Jan. 1, 2011 in a manner consistent with the original bond covenants per HSC Section 34191.4 (c)
- However, if on a payment plan, and a Successor Agency fails to fully make one or more payments agreed to in the written installment plan, the benefits above may be revoked.

## **LONG RANGE PROPERTY MANAGEMENT PLAN**

Pursuant to Health and Safety Code section 34191.5, within six months after receiving a Finding of Completion from DOF, a Successor Agency is required to submit for approval to its Oversight Board and DOF a Long-Range Property Management Plan (LRPMP) that addresses the disposition and use of the real properties of the former redevelopment agency. If DOF had not approved a plan by January 1, 2016, then the Successor Agency was to have disposed of their property pursuant to 34177 (e).

## **COMPENSATION AGREEMENTS**

Some LRPMPs prepared by successor agencies include a provision providing that certain real property of the former redevelopment agency would be retained and used for future development purposes pursuant to HSC 34179.5(c)(5)(C). As part of that, LRPMPs submitted by successor agencies have contemplated the use of “compensation agreements” between an individual successor agency and affected taxing entities (ATEs), the terms of which are not subject to approval by DOF, pursuant to HSC 34180(f)(1).

Specifically, HSC 34180(f)(1) states that:

*"If a city, county, or city and county wishes to retain any properties or other assets for future redevelopment activities, funded from its own funds and under its own auspices, it must reach a compensation agreement with the other taxing entities to provide payments to them in proportion to their shares of the base property tax, as determined pursuant to Section 34188, for the value of the property retained."*

On March 28, 2017 the Board of Supervisors referred the issue of establishing a policy for the review of compensation agreements submitted by cities related to redevelopment dissolution to the Finance Committee for evaluation. The Finance Committee met on April 24, 2017 to discuss the issue and has forwarded a policy recommendation to the full Board of review and approval. Subsequently, the Board approved the attached policy framework and direct the County Administrator to commence negotiating with cities that request compensation agreements with the County on May 2, 2017.

## **CITY OF EL CERRITO**

Following the Board's approval of the compensation agreement policy terms, the County began negotiating terms and conditions of a compensation agreement with the City of El Cerrito for four (4) future development properties that were formerly owned by the El Cerrito Redevelopment Agency. In September 2018, the Board entered into a Compensation Agreement with the City of El Cerrito that included some minor deviations from the Board's previously approved policy framework:

1. Rather than defer payment of the "gross market value" of properties, the County would agree to deferral of "net unrestricted proceeds", as defined in the agreement, to account for the City's customary costs of selling the properties. This includes transactional costs such as real estate brokerage fees, legal fees, etc.
2. Rather than requiring payment of the highest "gross market value" over the five-year period, the City would be responsible for remitting the "net unrestricted proceeds" based on the market value of the properties at the time of sale during the five year period.
3. Rather than requiring a new Grant Deed to be recorded against each future development property limiting the use of the property solely to those uses outlined in the City's Long Range Property Management Plan (LRPMP), as approved by the California Department of Finance, the parties will record a "Notice of Compensation Agreement Related to Real Property" identifying the major terms of the compensation agreement to protect the County's interest in future disposition proceeds from each property.
4. Finally, the compensation agreement calls for the remittance of payment to the County for any properties not part of a Developer Disposition Agreement (DDA) after 60 months (five years), following the effective date of the agreement, in an amount equal to the fair market value as of the 2011 property tax lien date. The payment is to be remitted no later than 66 months (5.5 years) following the effective date of the compensation agreement to allow the City sufficient time to identify eligible funds to remit payment to the County.

Each of the exceptions above was made to balance the financial and policy interests of both the County and the City. Ultimately, the compensation agreement allows the City to move forward in marketing the properties to future developments consistent with the City's General Plan and guarantees the County's financial interest in the properties as provided for in the redevelopment dissolution statutes.

## **PARTIAL SALE OF EASTSHORE PROPERTY**

The City has notified the County that certain property subject to the compensation agreement discussed above is pending sale, specifically 6111 Potrero Ave. El Cerrito, and has requested that a Partial Release of Notice of Compensation Agreement Related to Real Property (the "Release") be recorded to remove liens from those properties. Section 5(a) of the Compensation Agreement provides that the City must sell the property for fair market value, consistent with State statute. Fair market value for properties can be evidenced in two ways according to the compensation agreement: 1) by an appraisal of the property; or 2) the proposed sale price of the property in an arm's length transaction put out to the market.

The City has provided the County with an appraisal for the property for which the Release is being requested and the County has verified that those fair market value estimates are the sales prices included on Settlement Statements provided by the escrow company to the City.

Since the fair market value estimates by a third party appraiser are the sales prices for each property, the City has fulfilled its responsibility under the Compensation Agreement. For this reason, we are recommending that the Partial Release of Notice of Compensation Agreement Related to Real Property be executed, in substantially the same form as the version attached, and be remitted to the City for recordation with the County Clerk-Recorder.

### **CONSEQUENCE OF NEGATIVE ACTION:**



The County, including certain entities governed by the Board of Supervisors, will not have authority to execute the Partial Release of Notice of Compensation Agreement Related to Real Property being requested by the City of El Cerrito.

ATTACHMENTS

Partial Release of Notice of Compensation Agreement Related to Real Property

**RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO:**

City of El Cerrito  
10890 San Pablo Avenue  
El Cerrito, CA 94530  
Attn: City Manager

NO FEE FOR RECORDING PURSUANT TO  
GOVERNMENT CODE SECTIONS 6103 AND 27383

---

(SPACE ABOVE THIS LINE FOR RECORDER'S USE)

**PARTIAL RELEASE OF NOTICE OF COMPENSATION AGREEMENT  
RELATED TO REAL PROPERTY**

This Partial Release of Notice of Compensation Agreement Related to Real Property is made as of \_\_\_\_\_, 2020 (the "Notice"), by the City of El Cerrito ("City") and the County of Contra Costa with respect to that certain real property located in the City of El Cerrito, County of Contra Costa further described in Exhibit A incorporated herein by reference.

**RECITALS**

A. The City of El Cerrito (the "City"), the County of Contra Costa (the "County"), the Contra Costa County Library, the Contra Costa County Flood Control and Water Conservation District, (collectively the "County Entities") entered into that certain Compensation Agreement dated August 16, 2018 (the "Compensation Agreement"), with reference to the Real Property.

B. In connection with the Compensation Agreement, the City and the County executed the Notice, which was recorded against the Real Property in the Official Records of the County of Contra Costa as Instrument No. 2019-0003099-00 on January 9, 2019.

C. The County has determined that the City has fulfilled its obligations under the Compensation Agreement and desires to release the Notice from the Real Property.

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by this reference, and the mutual benefits accruing to the parties hereto and other valuable consideration, the receipt and sufficiency of which consideration is hereby acknowledged, it is hereby declared, understood and agreed as follows:

Section 1. The County hereby releases the City (and its successors) and the Real Property from any and all obligations owed to the County Entities under the Notice and the Compensation Agreement.

Section 2. This Agreement contains the entire agreement between the parties hereto and supersedes all prior agreements, oral or written, with respect to the subject matter hereof.

This Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties had prepared it.

Section 3. This Agreement shall be binding on and inure to the benefit of the legal representatives, heirs, successors and assigns of the parties.

Section 4. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

Section 5. This Agreement may be signed by the different parties hereto in counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same agreement.

**[Signatures on following page]**

IN WITNESS WHEREOF, the parties have executed this Release as of the day first above written.

CITY OF EL CERRITO, a subdivision of the State of California

By: \_\_\_\_\_

Karen Pinkos, City Manager

Dated: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Sky Woodruff, City Attorney

Date: \_\_\_\_\_

**COUNTY:**  
COUNTY OF CONTRA COSTA, a political subdivision of  
the State of California

By: \_\_\_\_\_

APPROVED AS TO LEGAL FORM:

By: \_\_\_\_\_

***[ALL SIGNATURES MUST BE NOTARIZED]***

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 \_\_\_\_\_ )

On \_\_\_\_\_, before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, 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.

\_\_\_\_\_  
Name: \_\_\_\_\_  
Notary Public

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 \_\_\_\_\_ )

On \_\_\_\_\_, before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, 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.

\_\_\_\_\_  
Name: \_\_\_\_\_  
Notary Public

# EXHIBIT A

## EASTSHORE

The land referred to is situated in the County of Contra Costa, City of El Cerrito, State of California, and is described as follows:

City of El Cerrito

### PARCEL ONE:

Lot 9, in Block 18, as shown on the Amended Map of Alto Punta, filed April 22, 1905, in Book D of Maps, Page 90, Contra Costa County Records.

### PARCEL TWO:

Portion of Lot 23, in Block 18, as shown on the Amended Map of Alta Punta, filed April 22, 1905, in Book D of Maps, Page 90, Contra Costa County Records, described as follows:

Beginning on the East line of said Lot 23, distant thereon North 216.98 feet from the Southeast corner thereof, said point of beginning being at the Northeast corner of the Parcel of land described in the Deed from E. T. Grove, et ux, to Sam Sweetanos, et ux, dated September 8, 1937, recorded September 14, 1937, in Book 439 of Official Records, Page 493; thence from said point of beginning North along the East line of said Lot 23, 114.35 feet to the most Southerly corner of Lot 9 in said Block 18; thence South 60° 59' West along the extension Southwesterly of the Southeast line of said Lot 9, 30.13 feet to the West line of the Parcel of land described in the Deed from Earl Lee Kelly as Director of Public Works of the State of California, to Samuel Sweetanos, et ux, dated December 15, 1938, recorded January 7, 1939, in Book 487 of Official Records, Page 269; thence South 0° 12' East along said line to a point which bears North 87° 06' West, 26.11 feet from the point of beginning; thence South 87° 06' East, 26.11 feet to the point of beginning.

### PARCEL THREE:

Portion of Lot 23, in Block 18, as shown on the Amended Map of Alta Punta, filed April 22, 1905, in Book D of Maps, Page 90, Contra Costa County Records, described as follows:

Beginning at the most Southerly corner of said Lot 9; thence from said point of beginning North along the West line of said Lot 56.38 feet; thence North 29° 01' West continuing along said West line and the West line of Lot 8, 20.09 feet to the North line of the Parcel of land described in the Deed from State of California to Samuel Sweetanos, et ux, dated December 15, 1938, recorded January 7, 1939, in Book 487 of Official Records, Page 269; thence South 89° 50' West along said line 16.83 feet to the West line thereof; thence South 0° 10' East along said line 88.50 feet to the extension Southwesterly of the South line of said Lot 9; thence North 60° 59' East along said South line and the extension thereof 30.13 feet to the point of beginning.

### PARCEL FOUR:



Portion of Lot 23, in Block 18, as shown on the Amended Map of Alta Punta, filed April 22, 1905, in Book D of Maps, Page 90, Contra Costa County Records, described as follows:

Commencing at the most Easterly corner of that certain Tract of land described as Parcel Two in the Deed to the State of California, by West Richmond Nursery Company, dated November 4, 1940, recorded December 30, 1940, in Book 578 of Official Records, Page 160; thence along the Northeasterly line of said Parcel Two, North 29° 09' 25" West, 31.9 feet to a line parallel with and distant 87.50 feet, Easterly, at right angles, from the center line of the Department of Public Works survey for the State Highway through the City of El Cerrito, Road IV-CC-69-ECR., thence along said parallel line South 0° 20' 25" East, 27.96 feet to a point on the Southerly line of said Parcel Two, said point being 87.50 feet Easterly at right angles, from Engineer's Station 344 + 28.79 on the center line of said survey; thence along the Southerly line of said Parcel Two, North 89° 39' 35" East, 15.4 feet to the point of commencement.

**PARCEL FIVE:**

Portion of Lots 7 and 23, in Block 18, as shown on the Amended Map of Alta Punta, filed April 22, 1905, in Book D of Maps, Page 90, Contra Costa County Records, described as follows:

Commencing at the intersection of the general Easterly line of that certain Parcel of land described in the relinquishment to the City of El Cerrito, recorded January 31, 1957, in Book 2924, Page 126, Official Records of Contra Costa County with the Northerly line of that Parcel of land described in Director's Deed No. 169-DD, recorded November 30, 1960, in Book 3749, Page 66, Official Records of said County; thence along said Easterly line North 0° 47' 01" East, 254.49 feet to the general Southerly line of that Parcel of land described in Director's Deed No. 170-DD-1, recorded May 4, 1961, in Book 3860, Page 399, Official Records of said County; thence along said Southerly line South 89° 23' 02" East, 18.08 feet and North 61° 59' 39" East, 24.16 feet to the Easterly line of said Parcel No. 348 (448 OR 345); thence along last said line and along the Easterly line of said Parcels (578 OR 160 Parcel 2) and (487 OR 150) South 0° 36' 58" West, 268.43 feet to said Northerly line of said Parcel (3749 OR 66); thence along last said line North 86° 00' 02" West, 40.10 feet to the point of commencement.

APN: 513-372-032



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: January 19, 2021

Subject: FY 2021/22 Recommended Budget Development

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**RECOMMENDATION(S):**

1. DECLARE the Board's intent to adopt a FY 2021/22 General Fund budget that balances annual expenses and revenues;
2. ACKNOWLEDGE that significant issues will continue to create financial pressure on the Board of Supervisors in its effort to provide essential services and programs which Contra Costa County residents need, or expect will be provided to them by the County;
3. ACKNOWLEDGE that, in addition to the effects on the provision of services for residents, that State and local economic issues have challenged the maintenance of the Board of Supervisors' reserve policy;
4. ACKNOWLEDGE that restoration of the County's reserve funds, maintaining an improved credit rating, and maintenance of the County's physical assets remain a priority of the Board of Supervisors;
5. RE-AFFIRM the Board of Supervisors' policy prohibiting the use of County General Purpose Revenue to back-fill State revenue cuts;
6. DIRECT Department Heads to work closely with the County Administrator to develop a Recommended Budget for consideration of the Board of Supervisors that balances expenses with revenues, minimizes net County cost and maintains core service levels;
7. ACKNOWLEDGE that the 2021/2022 assessment roll will be prepared using the inflation factor of 1.04;
8. ACKNOWLEDGE that the employees of Contra Costa County have been affected as a result of the requirement to balance the County's expenses with available revenues;

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APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Lisa Driscoll, County Finance  
Director (925) 335-1023

By: June McHuen, Deputy

cc: All County Departments (via CAO)

## RECOMMENDATION(S): (CONT'D)

9. ACKNOWLEDGE that increased costs and insufficient revenues may result in Bielenso Hearings being required;
10. DIRECT the County Administrator to continue to meet with the County's union representatives and employees to explain the size, scope and anticipated length of the County's fiscal challenges and to gain their input/suggestions;
11. DIRECT the County Administrator to continue to make this information readily available to the residents of the County;
12. DIRECT Departments, in cooperation with Labor Relations and Union representatives, to begin, if necessary, the meet and confer process with employee representatives about the impact of potential program reductions on the terms and conditions of employment for affected employees;
13. DIRECT the County Administrator to return to the Board of Supervisors on April 20, 2021 with a FY 2021/2022 Recommended Budget that meets the above requirements;
14. DESIGNATE Tuesday, April 20, 2021 for FY 2021/2022 budget hearings and Tuesday, May 11, 2021 for the adoption of the FY 2021/22 Recommended County and Special District Budgets; and
15. DIRECT the Clerk of the Board to publish notice of the budget hearings and the availability of the Recommended Budget documents.

## FISCAL IMPACT:

None at this time. However, the result of the recommendations herein, if implemented, are designed to maintain the County's fiscal stability in FY 2021/2022 and improve it in subsequent years.

## BACKGROUND:

The Board of Supervisors, Department Heads, and our Employees worked and sacrificed to stabilize the County's finances during the last decade. Now our task will be to preserve this legacy so as to prevent a return to those years in which we were making painful cuts to programs and to the staff that was necessary to provide those services.

There are always factors over which the County has little or no control (such as a Pandemic, federal and State budgets actions, economic changes, and demographics) that will affect the size of the baseline budget and ultimately challenge the County's budget. Over the next five years we can expect more fiscal volatility due to the Federal Tax plan, State legislative action, as well as negotiated wage and benefit increases.

The majority of the County's general purpose revenues are generated through property taxes. Revenue and Taxation Code section 51 provides that base year values determined under section 110.1 shall be compounded annually by an inflation factor not to exceed 2 percent. Section 51(a)(1)(C) provides that, for any assessment year commencing on or after January 1, 1998, the inflation factor shall be the percentage change, rounded to the nearest one-thousandth of 1 percent, from October of the prior fiscal year to October of the current fiscal year in the California Consumer Price Index (CCPI) for all items, as determined by the California Department of Industrial Relations. Information from the Department of Industrial Relations shows that the CCPI increased from 283.901 in October 2019 to 286.843 in October 2020. Rounded to the nearest one-thousandth of 1 percent, this is an increase of 1.036 percent. Accordingly, we will prepare our 2021 assessment roll using an inflation factor of 1.04.

The Board of Supervisors has authorized the establishment of an Office of Racial Equity and Social Justice (D. 4, 11/10/20). Although the Office has not yet been established, departments are encouraged to include the voices of diverse communities in budget development discussions with the goal of advancing racial equity and/or social justice through County programs.

As per the norm, Department Heads will be expected to work closely with the County Administrator to design a balanced budget that restricts the growth in net County cost while minimizing service delivery cuts. Wherever possible, categorical/program revenues will be increased to offset the increased cost of doing business. Restrictions on increases in net County cost needed to balance the budget may result in the loss of federal and State program revenues, and this added loss may cause program reductions.

## **Meet and Confer**

Departmental budget requests are due to the County Administrator's Office on February 5. At that time Department Heads will know which, if any, positions may be affected by reductions necessary to balance the budget. Departments, in cooperation with Labor Relations, will if necessary, begin the meet and confer process with employee representatives regarding the impact of potential program reductions on the terms and conditions of employment for affected employees. Early planning will allow Departments a reasonable period of time to meet and confer, and permit them to implement all budgetary required actions prior to July 1, 2021. Per the norm, this progress will allow the County to adopt a budget that is balanced from the first day of the new fiscal year.

## **Public Notice**

The County Budget Act requires that the Board of Supervisors publish a notice in a newspaper of general circulation throughout the county, stating when budget documents will be available and the date of Budget Hearings. The FY 2021/22 Recommended Budget document will be available to the public approximately April 1, 2021.

## **Conclusion**

The County Administrator will return to the Board on April 20 with a FY 2021/22 Recommended Budget that meets the requirements listed above. Tuesday, April 20 will be reserved for FY 2021/22 budget hearings including Bielsonson hearings if needed. Additionally, it is recommended that the County Administrator return to the Board of Supervisors on Tuesday, May 11 for adoption of the FY 2021/22 Recommended County and Special District Budgets, including any changes the Board makes on April 20.

### CONSEQUENCE OF NEGATIVE ACTION:

Delayed processing of the FY 2021/22 Recommended Budget and potential impact on the fiscal stability of the County and Special Districts.



Contra  
Costa  
County

To: Board of Supervisors  
From: Maureen Toms, Oversight Board Secretary  
Date: January 19, 2021

Subject: Third Amendment to Agency Assistance Agreement

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**RECOMMENDATION(S):**

APPROVE the Third Amendment to the Agency Assistance Agreement dated December 19, 2005, between the Successor Agency to the Contra Costa County Redevelopment Agency, on one hand, and PHVP I, LP, and Pleasant Hill Transit Village Associates, LLC, on the other, to reflect that the property was development with rental units.

**FISCAL IMPACT:**

No general funds are involved. The amendment to the Agency Assistance Agreement merely updates language in the agreement to eliminate references to "For Sale Property" and makes other conforming changes.

**BACKGROUND:**

On July 2, 2004, the Board of Supervisors and the Governing Board of the Redevelopment Agency approved a Joint Exercise of Powers Agreement between the Redevelopment Agency and the Bay Area Rapid Transit District (BART), creating the Pleasant Hill BART Leasing Authority (JPA). The JPA subsequently leased a portion of the real property located at the Pleasant Hill BART Station from BART. Most of that property has been subleased to a developer, including the portion known as Block C, for the construction of a transit village. (The portion that has not been subleased, known as Block D, is subject to a

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APPROVE
  OTHER  
 RECOMMENDATION OF CNTY ADMINISTRATOR
  RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/19/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, 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: January 19, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Maureen Toms (925)  
674-7878

cc:

BACKGROUND: (CONT'D)

disposition and development agreement with the developer.) The transit village includes commercial space and residential rental units adjacent to the BART Station.

The purpose of the Agency Assistance Agreement was to ensure that in exchange for the Redevelopment Agency providing financing for public improvements to the transit village and the BART Station, a portion of the residential rental units would remain affordable for at least 55 years.

The development plan for the transit village originally contemplated that Block C would be used for the development of for-sale townhomes. That plan was abandoned after the recession of 2008. The amendment to the Agency Assistance Agreement that is the subject of this board order substitutes “Block C” for “For Sale Property” and makes other conforming changes to reflect that Block C has not been developed with for-sale housing.

CONSEQUENCE OF NEGATIVE ACTION:

Given the long term of the Agency Assistance Agreement, failing to correct the terminology in the agreement could lead to confusion in its administration in the future.

ATTACHMENTS

Third Amendment to AAA

### **THIRD AMENDMENT TO AGENCY ASSISTANCE AGREEMENT**

This Third Amendment to Agency Assistance Agreement (“Amendment”) is dated as of \_\_\_\_\_, 2021, and is by and between the SUCCESSOR AGENCY TO THE CONTRA COSTA COUNTY REDEVELOPMENT AGENCY (the “Successor Agency”), a separate legal entity, PHVP ILP, a Delaware limited partnership (“Partnership”), and PLEASANT HILL TRANSIT VILLAGE ASSOCIATES, LLC, a Delaware limited liability company (“Developer”).

#### **RECITALS**

A. The Pleasant Hill BART Station Leasing Authority, a joint powers agency (the “Authority”) and Developer are parties to a Disposition and Development Agreement dated December 19, 2005 (as subsequently amended by five amendments, the “DDA”) for the development of a portion of the BART Station Property. As originally drafted, the DDA obligated Developer to develop (i) the Apartment Project and the Liner Building Project, both of which consist of residential rental units, on a portion of the BART Station Property, and (ii) townhouses for sale to the public on another portion of the BART Station Property. The site on which the townhouses were to be built was originally referred to as the “For-Sale Property,” or ‘Lot 1.’ With the completion of the fourth amendment to the DDA in 2016, the site on which the townhouses were to be built became known as ‘Block C.’

B. The Successor Agency and Developer are parties to the Agency Assistance Agreement dated December 19, 2005, (as subsequently amended by two amendments, the “Agency Assistance Agreement”). The purpose of the Agency Assistance Agreement was to provide financial assistance to Developer to assure that a portion of the rental units developed as part of the Apartment Project and the Liner Building Project would remain affordable for at least fifty-five (55) years.

C. That portion of the Agency Assistance Agreement that relates to the Apartment Project and the Liner Building Project was assigned by Developer to the Partnership pursuant to an Assignment and Assumption of Agency Assistance Agreement between Developer and the Partnership dated as of July 31, 2008.

D. As discussed above, the DDA originally contemplated that a portion of the BART Station Property, specifically, the “For-Sale Property,” also known as “Lot 1” and “Block C,” would be used for the development of for-sale townhouses. Following the Great Recession of 2008 and the dissolution of the Contra Costa County Redevelopment Agency on February 1, 2012, Developer and the Authority agreed to abandon efforts to develop Block C with for-sale housing.

E. In 2016, pursuant to the fourth amendment to DDA, the Authority approved the development of Block C with 200 units of multifamily rental housing.

F. The parties desire to amend the Agency Assistance Agreement to change the words “For-Sale” to “Block C,” and make other conforming changes to reflect that Block C has

not been developed with for-sale housing. The parties also desire to clarify that the defined term “Agency” means the Successor Agency.

Therefore, the parties agree as follows:

### **AGREEMENT**

1. All of the above recitals are true and correct and are incorporated into this Amendment by reference.
2. All capitalized terms used but not defined in this Amendment have the meaning ascribed to them in the Agency Assistance Agreement.
3. All references to “Agency” in the Agency Assistance Agreement mean the Successor Agency to the Contra Costa County Redevelopment Agency, a separate legal entity.
4. Section 1.01 (t) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(t) “Block C Base Year Value” means the value of the Block C Property on the 2004 – 2005 Contra Costa County assessment roll, which value the parties agree is \$0.
5. Section 1.01 (u) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(u) “Block C First Fiscal Year” means the Fiscal Year in which all of the residential units to be developed on the Block C Property are completed, as evidenced by the County authorization for occupancy.
6. Section 1.01 (v) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(v) “Block C Property” means that portion of the Project Site identified as Lot 1 on the Vesting Tentative Map, which the Authority will lease to the Developer pursuant to the DDA.
7. Section 1.01 (w) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(w) “Block C Setaside” means the portion of the Block C Tax Increment that the Agency is required to deposit into its low and moderate income housing fund pursuant to Health and Safety Code Sections 33334.2 and 33334.3, but in no event more than twenty percent (20%) of the Block C Tax Increment.
8. Section 1.01 (x) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:



(x) “Block C Tax Increment” means the Tax Increment paid to the Agency pursuant to Health and Safety Code Section 33670 as a result of increases in the assessed value of the Block C Property over the Block C Base Year Value.

9. Section 1.01 (gg) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(gg) “Phase I Improvements” means the Apartment Project, the Liner Building Project and those improvements to be constructed on the Block C Property pursuant to the DDA.

10. Section 1.01 (ii) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(ii) “Phase I Property” means the Lease Property and the Block C Property. The Phase I Property is shown as Lots 1, 2, 3, 5, and 8 and the Street Lots on the Vesting Tentative Map.

11. Section 1.01 (jj) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(jj) “Phase I Setaside” means the aggregate of the Lease Setaside and the Block C Setaside.

12. Section 1.01 (oo) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(oo) “Phase II Property” means Lot 4, as shown on the Vesting Tentative Map, which is referred to as “Block D” in the fifth amendment to the DDA.

13. Section 1.01 (tt) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(tt) “Project Site” means the part of the BART Station Property that BART will lease to the Authority and the Authority will sublease to the Developer pursuant to this Agreement. The Project Site is shown as Lots 1, 2, 3, 4, 5, 8 and 9 on the Vesting Tentative Map.

14. Section 1.01 (xx) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(xx) “Stabilized Escalated Block C Tax Increment” means the Block C Tax Increment in the Fiscal Year in which all or substantially all of the residential units to be constructed on the Block C Property pursuant to the DDA have been constructed on the Block C Property pursuant to the DDA (other than tenant or other interior improvements in non-residential spaces) and have been included in the assessed value of Block C for property tax purposes increased by two percent (2%) per year to the last year in which the Agency will receive Tax Increment.

15. Section 1.01 (bbb) of the Agency Assistance Agreement is deleted in its entirety and replaced with the following:

(bbb) “Stabilized Phase I Tax Increment” means for a Fiscal Year, the sum of the Stabilized Lease Tax Increment and the Stabilized Escalated Block C Tax Increment for that Fiscal Year.

16. Section 3.02, Annual Payments of For-Sale Setaside, is hereby deleted in its entirety and replaced with the following:

Section 3.02. Annual Payments of Block C Setaside.

Subject to Section 5.02 below, beginning with the Block C First Fiscal Year and continuing so long as the Agency receives Tax Increment, the Agency shall pay the Developer for each Fiscal Year an amount equal to the Block C Setaside.

17. Section 5.02, Limitation on Obligation, is hereby deleted in its entirety and replaced with the following:

Section 5.02 Limitation on Obligation.

The annual payments owing to the Developer pursuant to Section 2.01 shall be payable only from the External Setaside. The annual payments owing to Developer pursuant to Section 3.01 shall be payable only from the Lease Setaside. The annual payments owing to Developer pursuant to Section 3.02 shall be payable only from the Block C Setaside. The annual payments to the Sinking Fund pursuant to Section 3.03 shall be payable only from the Phase I Setaside to the extent it exceeds the sum of the Stabilized Lease Setaside and the Block C Setaside and from the Phase II Setaside. The annual payments owing to the Developer pursuant to Section 4.01 shall be payable only from the Net Phase I Tax Increment. The annual payments owing to Developer from the Sinking Fund pursuant to Section 3.06 shall be payable only from the funds on deposit in the Sinking Fund. The loan payments to Developer pursuant to Section 2.02 shall be payable only from the External Setaside accumulated prior to the date of loan disbursement. Except as set forth in this Section 5.02, no other revenue or assets of the Agency shall be available for payment of the amounts owing under Sections 2.01, 2.02, 3.01, 3.02, 3.03, 3.06, or 4.01.

18. Subsection 5.03 (d) and Subsection 5.03 (e) are hereby deleted in their entirety and replaced with the following:

(d) the Block C Setaside to payment of the obligations of the Agency under Section 3.02;

(e) the Phase I Setaside to payment of the obligations of the Agency under Section 3.03, to the extent the Phase I Setaside exceeds the Stabilized Lease Setaside and the Block C Setaside;

19. Section 6.04, Notices, is hereby deleted in its entirety and replaced with the following:

Section 6.04 Notices.

If at any time after the execution of this Agreement it becomes necessary or convenient for one of the parties to this Agreement to serve any notice, demand or communication upon the other party, such notice, demand or communication shall be in writing and shall be served personally with delivery receipt, or dispatched by the certified United States mail, return receipt requested, postage prepaid, or by a reputable overnight service with a receipt showing the date of delivery and:

If intended for Successor Agency:

Successor Agency to the Contra Costa County Redevelopment Agency  
c/o Contra Costa County  
Department of Conservation and Development  
30 Muir Road  
Martinez, CA 94553  
Attention: Deputy Director

If intended for Developer:

Pleasant Hill Transit Village Associates LLC  
c/o AvalonBay Communities, Inc.  
400 Race Street, Suite 200  
San Jose, CA 95126  
Attn: \_\_\_\_\_

If intended for Partnership:

PHVP 1 LP  
c/o AvalonBay Communities, Inc.  
455 Market Street, Suite 1650  
San Francisco, CA 94105  
Attn: \_\_\_\_\_  
Tel: \_\_\_\_\_

With a copy to:

AvalonBay Communities, Inc.  
Ballston Tower  
671 N. Glebe Road, Suite 800  
Arlington, VA 22203  
Attn: Legal Department  
Tel: (703) 329-6000

Notices will be deemed received on the following business day if given by hand delivery or delivery service with a delivery receipt, and on the date shown on the delivery receipt as the date of delivery, or the date delivery was refused, or the date the item was returned as undeliverable, if sent through the United States mail.

Any notice, demand or other communication under this Agreement may be given on behalf of a party by the attorney for such party.

Such written notices, demands and communications may be sent in the same manner to such other addresses as the affected party may from time to time designate by notice as provided in this Section.

Whenever the approval, consent or other action of a party will be deemed to be given or taken within a period of time, pursuant to a provision of this Agreement, the item submitted or request for action shall be made in writing to such party and shall be accompanied by a written notice stating that it is being submitted or requested pursuant to a provision of this Agreement, which provision must be identified in the notice, and stating that such item will be deemed approved or the specified action will be deemed taken within an identified period of time, if a specified period of time is set forth in this Agreement, unless objection is made or other action taken within the time stated in such notice.

20. Except as modified by this Amendment, all terms and conditions of the Agency Assistance Agreement remain unchanged. For avoidance of doubt, nothing in this Amendment may be construed to increase the financial obligation of the Successor Agency under the Agency Assistance Agreement.

*[Signatures on following page]*

IN WITNESS WHEREOF, the parties are signing this Amendment as of the date first written above.

**SUCCESSOR AGENCY:**

SUCCESSOR AGENCY TO THE  
CONTRA COSTA COUNTY REDEVELOPMENT AGENCY  
a public body

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**DEVELOPER:**

PLEASANT HILL TRANSIT VILLAGE  
ASSOCIATES, LLC,  
a Delaware limited liability company

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**[Signatures continue on following page]**

**PARNTERSHIP:**

PHVP I, LP,  
a Delaware limited partnership

By: PHVP I GP, LLC,  
a Delaware limited liability company,  
its general partner

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_