



**Contra
Costa
County**

To: Board of Supervisors
From: Catherine Kutsuris, Conservation and Development Director
Date: January 7, 2014

Subject: Reallocation of Community Development Block Grant funds to the Contra Costa Workforce Development Board

RECOMMENDATION(S):

APPROVE the reallocation of \$18,000 in Community Development Block Grant funds to the Contra Costa Workforce Development Board; and APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with the Contra Costa Workforce Development Board to increase the payment limit by \$18,000 to a new payment limit of \$79,571, to provide educational workshops to small businesses/microenterprises throughout the County, with no change in the original term of July 1, 2013 through June 30, 2014.

FISCAL IMPACT:

No General Fund impact. CDBG funds are provided to the County on a formula allocation basis through the U.S. Department of Housing and Urban Development (HUD). CFDA# 14.218

BACKGROUND:

On December 10, 2013, the Board of Supervisors approved a Substantial Amendment to the County's FY 2013/14 CDBG Action for the allocation of an additional \$18,000 to the West Contra Costa Business Development Center (WCC BDC) to provide additional technical

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/07/2014** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Mary N. Piepho, 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 7, 2014

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

By: June McHuen, Deputy

Contact: Gabriel Lemus,
674-7882

cc:

assistance to small businesses/microenterprises focusing on compliance with California Senate Bill 1186 (SB 1186) and the Americans with Disabilities Act (ADA) (Board Order for this action is attached). The WCC BDC, in partnership with the San Pablo Economic Development Corporation (SPEDC), were to provide six to ten workshops to small businesses/microenterprises throughout the County on SB 1186. Unfortunately, the WCC BDC recently notified County CDBG staff and the SPEDC staff that

BACKGROUND: (CONT'D)

they are unable to sponsor the activity at this time.

However, the Contra Costa Workforce Development Board's Small Business Development Center (SBDC) has agreed to sponsor the activity, in partnership with the SPEDC, to provide the additional technical assistance on SB 1186 to small businesses/microenterprises throughout the County. The SBDC currently receives CDBG funds from the County to provide business training, consulting services, and technical assistance to new or existing small businesses throughout the County. This additional activity falls in line with the SBDC's current services and will provide small businesses important information on their rights and responsibilities under SB 1186. The additional \$18,000 will pay for staff time and materials to provided the workshops to businesses at various locations throughout the County. At a minimum, there will be two workshops each in east, central, and west Contra Costa County.

CONSEQUENCE OF NEGATIVE ACTION:

Not reallocating the additional funds will result in delays in providing the workshops to small businesses and could lead to additional business deciding to close down unnecessarily.

CHILDREN'S IMPACT STATEMENT:

The Workforce Development Board furthers the Children's report card outcome of "helping families be safe, stable, and nurturing through economic self-sufficiency."

ATTACHMENTS

Attachment I