



**Contra
Costa
County**

To: Board of Supervisors
From: Joseph E. Canciamilla, Clerk-Recorder
Date: June 14, 2016

Subject: Authorization of the County Clerk-Recorder to Approve Certain Expenditures for the Outreach and Education Program

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Clerk-Recorder, or designee, to authorize expenditures and reimbursements for the Civic Education and Engagement Program for a total amount not to exceed \$15,000 annually. These expenditures may include, but are not limited to, educational supplies, snack items, marketing incentives and outreach materials. These items will be used at outreach and engagement events, trainings and presentations, to promote participation in civic matters (including voting and the election process) and to educate and engage the citizens of Contra Costa County.

FISCAL IMPACT:

The expenditures will not exceed \$15,000 annually and have been approved as part of the annual budget.

BACKGROUND:

The Civic Education and Engagement Program was approved by the Board of Supervisors in 2013. The program is overseen by the County Clerk-Recorder. The program strives to provide access to information and to engage the citizens of Contra Costa County, particularly those that may feel left out or underrepresented. Program staff attend school

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/14/2016** ☒ 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: June 14, 2016

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

By: Stephanie Mello, Deputy

Contact: Joe Canciamilla,
925-335-7899

cc:

functions, speaking engagements and community events such as farmers' markets and festivals to bring information into the community and public forums. They use educational, incentive, and promotional materials such as flyers, printed tote bags, local community advertisements, educational coloring books and other small giveaway items to promote the Program. The response has been very positive.

BACKGROUND: (CONT'D)

The County Administrator requires Board of Supervisors approval for expenditures in excess of \$2,500 per year that are related to non-County events, where the events or activities will benefit the County and are within approved budgetary appropriations. The County Administrator's Office has reviewed this request and recommends approval.

CONSEQUENCE OF NEGATIVE ACTION:

The Civic Education and Engagement Program will not have resources they need to perform their function of reaching out into the community to engage those that may already have fewer resources and/or cultural differences.

ATTACHMENTS

Civic Engagement AB 114