



**Contra
Costa
County**

To: Board of Supervisors

From: Chad Godoy, Director of Agriculture/Weights & Measures

Date: June 7, 2016

Subject: University of CA Cooperative Extension - Master Gardener Program Coordinator

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute a contract with the Regents of the University of California in an amount not to exceed \$48,000 for the Master Gardener Program Coordinator services for the period July 1, 2016 through June 30, 2017.

FISCAL IMPACT:

100% County

BACKGROUND:

Under the general direction of the Director of the Department of Agriculture, Contractor shall coordinate the Master Gardener Program, including managing the program budget and volunteer training and providing oversight of public outreach efforts within the county. Contractor is responsible for keeping abreast of current research in all relevant areas. Specific duties include (but are not limited) to: a. organize and implement volunteer training, b. determine volunteer advanced training needs, c. select volunteers, d. approve Master Gardener projects and evaluate for UCCE Mission appropriateness, e. ensure compliance with the US Master Gardener Administrative Handbook and Program

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **06/07/2016** ☒ 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 7, 2016

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

By: Chris Heck, Deputy

Contact: 646-5250

cc:

Guidelines, f. manage the program budget, including setting fees, collecting registration money, purchasing program supplies, and g. evaluate and keep records on program efficacy and outreach efforts.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this request will result in the loss of efficiencies in the Master Gardener Program.

CHILDREN'S IMPACT STATEMENT:

No impact