To: Board of Supervisors

From: Matt Slattengren

Date: August 15, 2017

Contra Costa County

Subject: UC 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 $53,000 to provide Master Gardener Program Coordinator services for the period July 1, 2017 through June 30, 2018.
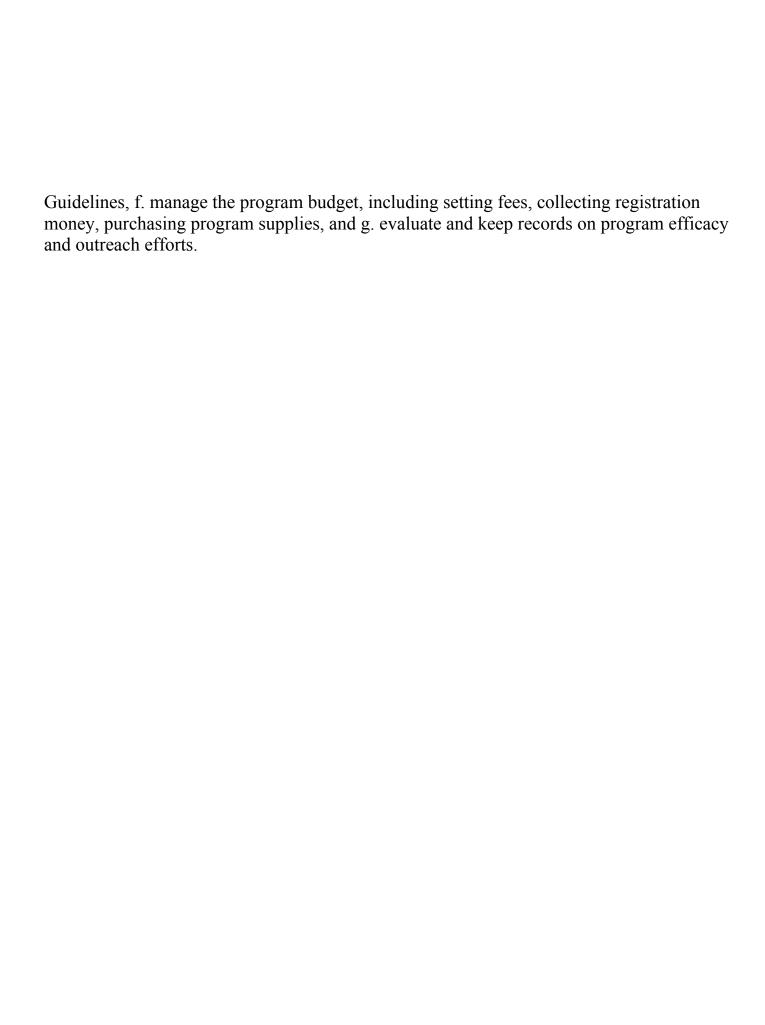
FISCAL IMPACT:
100% County

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 land 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

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☑ APPROVE	☐ OTHER
☑ RECOMMENDATION OF CNTY ADMINISTRATOR	☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/15/2017**   ☑ 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: August 15, 2017

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

By: June McHuen, 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