



Contra  
Costa  
County

To: Board of Supervisors

From: Matt Slattengren

Date: June 11, 2019

Subject: University of California Master Gardener Program Coordinator Agreement

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Agricultural Commissioner, or designee, to execute an agreement containing modified indemnification language with the Regents of the University of California in an amount not to exceed \$56,000 to receive Master Gardener Program Coordinator services for the period July 1, 2019 through June 30, 2020.

**FISCAL IMPACT:**

Expenses related to this agreement will be covered 100% by the Department's budgeted General Fund allocation.

**BACKGROUND:**

Under the general direction of the Director of the Department of Agriculture, the 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: 1) implement volunteer training; 2) determine volunteer advanced training need; 3) select volunteers; 4) approve Master Gardener projects and evaluate for alignment with the University of California Cooperative Extension's

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **06/11/2019** ☒ 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: June 11, 2019

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

By: Stacey M. Boyd, Deputy

Contact: 608-6600

cc:

(UCCE) Mission; 5) ensure compliance with the UC Master Gardener Administrative Handbook and Program

BACKGROUND: (CONT'D)

Guidelines; 6) manage the program budget, including setting fees, collecting registration money, purchasing program supplies; and 7) evaluate and keep records on program efficacy and outreach efforts.

The agreement includes mutual indemnification.

CONSEQUENCE OF NEGATIVE ACTION:

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