



**Contra  
Costa  
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: July 30, 2019

Subject: Contract with Language Line Services, Inc. for Interpretation and Translation Services

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Language Line Services, Inc., in an amount not to exceed \$1,000,000 for interpretation and translation services for the period July 1, 2019 through June 30, 2020.

**FISCAL IMPACT:**

This contract will increase Department expenditures by \$1,000,000 to be funded with 5% County, 51% State, 41% Federal revenue (Administrative Overhead).

**BACKGROUND:**

Language Line Services, Inc. provides telephone interpretation, on-site interpretation, and document translation services to the Employment and Human Services Department (EHSD) and to the clients served by EHSD. Services are provided to the County adult population, children, families, and employment and training program related clients throughout the County. State and Federal regulations require the County to provide public information materials regarding client services to potential, present and past recipients in any

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **07/30/2019** ☒ 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: July 30, 2019

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

By: Laura Cassell, Deputy

Contact: Gina Chenoweth  
8-4961

cc:

non-English language that is prevalent within the County.

CONSEQUENCE OF NEGATIVE ACTION:

EHSD would be unable to meet requirements for the administration of State and Federal programs.