



Contra  
Costa  
County

To: Board of Supervisors  
From: Anna Roth, Health Services Director  
Date: May 17, 2022

Subject: Contract #23-761 with Full Circle of Choices

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #23-761 with Full Circle of Choices, a non-profit corporation, in an amount not to exceed \$250,000 to serve as the employer of record for the Specialty Adult Ambassador Program, for the period from May 1, 2022 through April 30, 2023.

**FISCAL IMPACT:**

This contract is funded 100% by a grant from the State Department of Development Services (DDS).

**BACKGROUND:**

On May 10, 2022, the Board of Supervisors approved Grant Agreement #28-986 with the Department of Developmental Services to expand the existing COVID-19 Adult Ambassador Program by providing specialty health ambassadors to promote equity and reduce disparities for persons with development disabilities, for the period May 1, 2022 through April 30, 2023.

The Ambassadors will provide services to decrease health disparities for persons with

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **05/17/2022** ☒ 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: May 17, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassel, Deputy

Contact: Anna Roth,  
925-957-2670

cc: Marcy Wilhelm

developmental disabilities including strategic outreach; community education including presentations to local agencies and coalitions; engagement events in the communities such as communities, schools and places of worship; and create and distribute outreach materials to address gaps in existing services.

The Health Services Department applied for a two year grant with DDS to fund the Specialty Health Ambassador Project. In March 2022 the Department learned they would receive an Award of up to \$250,000. After receiving the Award, the Department began the process of meeting with originations who could act as employer of record for the project participants.

Under Contract #23-761, the contractor will act as the employer of record for 4-6 part-time Specialty Ambassadors and 1 full time supervisor including payroll, benefits, on-boarding and off-boarding, facilitating background checks and processing necessary employment forms, through April 30, 2023.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, the most vulnerable Contra Costa County residents will continue to be at high risk for health disparities.

