



Contra
Costa
County

To: Board of Supervisors
From: Anna Roth, Health Services Director
Date: November 8, 2022

Subject: Contract with Skillcraft, Inc., International Brotherhood of Electrical Workers, Local 302 for meeting hall – December 13, 2022

RECOMMENDATION(S):

RATIFY the execution of liability waiver and facility use agreements, dated October 11, 2022, with Skillcraft, Inc., International Brotherhood of Electrical Workers, Local 302 for the rental of its Hall in Martinez on December 13, 2022 in an amount not to exceed \$400 for the purposes of holding an Environmental Health's Quarterly Division meeting for approximately 58 staff members.

FISCAL IMPACT:

The fiscal impact of this action will not exceed \$400 and will be fully funded by Environmental Health program fees.

BACKGROUND:

Contra Costa Environmental Health holds quarterly meetings to ensure alignment across several teams/programs and create a space to problem solve collectively, to learn, progress as a group, and team build. The date of this quarters' meeting is December 13, 2022 and will be held from 10 am – 3 pm.

The requested contract ratification with Skillcraft, Inc., includes indemnification language

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/08/2022** ☒ 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: November 8, 2022

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

By: Laura Cassell, Deputy

Contact: Jocelyn Stortz,
925-608-5500

cc:

which states “Property user agrees to indemnify and hold harmless Skillcraft, Inc., International Brotherhood of Electrical Workers, Local 302, and their trustees, directors, officers, employees, and agents from any and all claims, actions, suits, costs, expenses, damages and liabilities, including attorney fees, as a result of this use of premises.

This waiver and hold harmless agreement is intended to be as broad and inclusive as is permitted by the law of the State of California. If any portion of this agreement is held invalid, it is agreed that the balance, shall, notwithstanding, continue in full legal force and effect.”

A department staff member signed the liability waiver and facility use agreements, unaware that they required County Counsel review and Board of Supervisors authorization. Staff have been informed that they cannot sign agreements that bind the County until the appropriate approvals are received and they must be signed by authorized department staff.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the agreements signed by a County employee for the Environmental Health Division's quarterly meeting at this facility will not be ratified.