



## Legislation Details (With Board Report)

**File #:** 21-360      **Name:** CivicSpark Fellowship Program  
**Type:** General Agenda Item      **Status:** Passed  
**File created:** 4/26/2021      **In control:** Board of Supervisors  
**On agenda:** 5/11/2021      **Final action:** 5/11/2021  
**Title:** Authorize the County Assistant Administrative Officer or his designee to enter into an agreement with the Local Government Commission for the CivicSpark Fellowship to bring on two CivicSpark fellows in FY21/22 to assist in the implementation of the Municipal Climate Action Plan and the development of the County Climate Action plan at a cost of \$57,000 funded in part by a grant and in part through the Sustainability Program Budget.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. 21-22 CivicSpark Service Agreement (1), 3. Completed Board Order Item No. 27

Date	Ver.	Action By	Action	Result
5/11/2021	1	Board of Supervisors	approved	Pass

Authorize the County Assistant Administrative Officer or his designee to enter into an agreement with the Local Government Commission for the CivicSpark Fellowship to bring on two CivicSpark fellows in FY21/22 to assist in the implementation of the Municipal Climate Action Plan and the development of the County Climate Action plan at a cost of \$57,000 funded in part by a grant and in part through the Sustainability Program Budget.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors

- a) Authorize the County Assistant Administrative Officer or his designee to enter into an agreement with the Local Government Commission for the CivicSpark Fellowship to bring on two CivicSpark fellows in FY21/22 to assist in the implementation of the Municipal Climate Action Plan and the development of the County Climate Action plan at a cost of \$57,000 funded in part by a grant and in part through the Sustainability Program Budget.

**SUMMARY:**

On October 27, 2020, the Board of Supervisors updated the County General Plan Policy OS.10.11 which directed staff to complete a Climate Action Plan by the year 2022. Then on January 4, 2021, staff obtained grant funding from the Department of Conservations Sustainable Agricultural Lands- Planning (SALC-P) grant program to assist in completing the plan. On January 28, 2021, the Alternative Energy and Environment Committee recommended that staff apply for 2 CivicSpark fellows to assist in developing the Climate Action Plan and implementing the Municipal Climate Action Plan in FY21/22.

**DISCUSSION:**

To complete the County Climate Action Plan, staff has been awarded 2 CivicSpark Fellows. The Local Government Commissions website states: “CivicSpark is a Governor’s Initiative AmeriCorps program dedicated to building capacity for local public agencies to address community resilience issues such as climate

change, water resource management, housing, and mobility. CivicSpark is a program of the Local Government Commission in partnership with the State of California through the Office of Planning and Research, and California Volunteers.”

CivicSpark fellows are graduate level professionals that specialize in various areas of Climate Action and Adaptation. The County’s fellows will assist in implementing the Municipal Climate Action Plan, drafting the Climate Action Plan, and in the attendant stakeholder engagement. Fellows will also aid in s managing the fleet electrification plan and in facilitating departments’ implementation of incentives to switch to electric vehicles and installing, charging stations. Additionally, fellows will assist the County in implementing the Net Zero pilot project and similar efforts to reduce facilities emissions, reducing emissions from employee commutes, and reducing waste through Green Purchasing efforts. Fellows will engage stakeholders in the Climate Action Plan by promoting and organizing events, sending invitations and reminders to stakeholders, identifying and communicating with stakeholders, and taking notes at stakeholder engagement meetings.

Funding for one CivicSpark fellow for 11 months is \$28,500. One CivicSpark Fellow will be funded out of the SALC-P grant that the County received. Using fellows to assist with the Climate Action Plan is a cost-effective way to manage the extra workflow associated with writing such a plan while maintaining strong control over plan content and stakeholder engagement.

Staff recommends that the Board of Supervisors authorize the Assistant County Administrative Officer or his designee to enter into an agreement with the Local Government Commission for 2 fellows in 2021/2022 at a cost of approximately \$28,500 to the County.

OTHER AGENCY INVOLVEMENT:

HR

FINANCING:

Fellows are funded in part by the Local Government Commission and in part by the County. The County is responsible for \$28,500 per fellow. One fellow will be funded through the Department of Conservation Sustainable Agricultural Lands Planning grant. The other fellow will be funded through the Sustainability Program’s budget, assuming final approval of the FY21/22 budget. The \$28,500 was requested as part of a Budget Augmentation request and is not part of the baseline budget because the Sustainability Program does not have a regular operating budget at this time. The Budget Augmentation was included in the Recommended Budget. If the funding is not approved the County is under no obligation to fund the fellowship.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

*The Climate Action Plan is required by the County General Plan and will provide strategies to support the County’s environmental, social, and economic well-being through comprehensive planning and stakeholder engagement.*

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Attachments:

Staff Report

CivicSpark Agreement