

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 3.17
(ID # 24792)

MEETING DATE:
Tuesday, April 30, 2024

FROM : ENVIRONMENTAL HEALTH:

SUBJECT: ENVIRONMENTAL HEALTH: Approval of 2024 Grant Agreement between the Workforce Development Board (WDB), California Conference of Directors of Environmental Health (CCDEH), and Riverside County Environmental Health Department. This grant award will be used for direct support in permitting and implementing the retail food permit Microenterprise Home Kitchen Operation. All Districts. [\$65,342 Total Cost - WDB and CCDEH Grant 100%]

RECOMMENDED MOTION: That the Board of Supervisors:

Accept and ratify state-funded grant agreement between the Workforce Development Board and California Conference of Directors of Environmental Health, and Riverside County Environmental Health Department, for the period of June 30, 2024 through May 31, 2025, in the amount of \$65,342.

ACTION:Policy

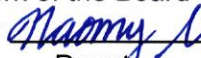


Jeff Johnson, Director Environmental Health 4/17/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Gutierrez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: April 30, 2024
xc: DEH

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 65,342	\$ 65,342	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: WDB/CCDEH Grant 100%			Budget Adjustment:	No
			For Fiscal Year:	24/25

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Department of Environmental Health submitted an application to the California Conference of Directors of Environmental Health (CCDEH) for a state-funded grant in accordance with Assembly Bill 178 - Budget Act of 2022. This grant program is being administered by CCDEH under the direction of the California Workforce Development Board. DEH does not receive any general fund monies so this grant will provide direct support in permitting and implementing the retail food permit Microenterprise Home Kitchen Operation (MHKO) program. Also included is development, training, public outreach, and enforcement. This is a one-time grant award.

Impact on Residents and Businesses

This grant should have a positive impact on residents as it will allow for program development of the retail food permit Microenterprise Home Kitchen Operation. This includes public outreach which may encourage entrepreneurship as well as awareness of retail food options to consumers. This may also have a positive impact on public health by reducing unregulated home restaurant operations.

ATTACHMENTS:

MHKO Grant Acceptance Agreement


 Jason Farin, Principal Management Analyst 4/24/2024



**California Conference
of Directors of
Environmental Health**

February 15, 2024

Riverside County Environmental Health
Attention: Jeff Johnson
4065 County Circle Drive
Riverside, CA 92503

MEHKO AB 178 Grant Award Notification/Acceptance Agreement

Thank you for submitting your Letter of Intent for the AB 178 Local Government Microenterprise Home Kitchen Operation (MEHKO) Assistance Program. Based on the information in your letter of intent, you currently have a MEHKO ordinance authorizing a MEHKO program in your jurisdiction.

In accordance with this state-funded grant program as described in the enabling legislation and the grant agreement between the Workforce Development Board (WDB) and CCDEH, some funding will be provided to qualifying local environmental health departments that have applied for the funding.

Based on the grant allocation formula approved by the CCDEH Executive Committee, the Grant Allocation amount awarded to the **Riverside County Environmental Health** jurisdiction will be \$ **65,341.50**.

This funding is to be used for direct support in implementing the MEHKO program, including program development, public outreach, offsetting permit fees, and enforcement. This assistance will be augmented by technical assistance provided through the California Conference of Directors of Environmental Health (CCDEH).

To receive this funding, your jurisdiction will need to sign and submit the Grant Acceptance Agreement Form (see page 2) **by May 15, 2024**, and then funds will be disbursed by June 30, 2024. This may be done via PDF signature, Docu-sign, or a wet signature mailed to the P.O. Box on the Grant Acceptance Agreement form (see page 2).

MEHKO BLOCK GRANT ACCEPTANCE AGREEMENT

1. JURISDICTION:

Riverside County Environmental Health

2. GRANT AMOUNT

Total Grant Amount Awarded to Jurisdiction \$ **65,341.50**

3. AWARDED FUNDING

If awarded funding through this program, your jurisdiction will need to provide the following verification of compliance with the eligible use of these funds as follows:


All funds are to be encumbered by June 30, 2024, and expended by May 31, 2025

A final report on or before May 31, 2025, describing all activities undertaken and an accounting of all grant funds expended. Supporting documentation may include approved budgets, timesheets, or other documents to verify eligible expenditures.

4. CERTIFICATION

I certify under penalty of perjury that the information I have entered on this agreement is true and complete to the best of my knowledge and that I am an employee of the applicant authorized to submit the application. I further certify that I am authorized to receive money for procurement of the items herein. All procedures and mandates have been followed in the preparation of this agreement, including financial procurement and when approvals are necessary from the governing body. Any false or incorrect statements may result in the disqualification of this application. By signing this agreement, I waive any and all rights to privacy and confidentiality of the information regarding expenditure of these funds.

Director/Department Head or Authorized Designee

Signature: 

Date: 2/22/2024

Printed name of Director/Department Head or Authorized Designee:

Jeff Johnson

Submit signed agreement to:
Sheryl Baldwin, Grant Manager
P.O. Box 2017
Cameron Park, CA 95682-2017
Phone: (530) 676-0715
email to Sheryl@ccdeh.com