



Contra
Costa
County



For Office Use Only

Date Received:

For Reviewers Use Only:

Accepted

Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:

Contra Costa County

CLERK OF THE BOARD

651 Pine Street, Rm. 106

Martinez, California 94553-1292

PLEASE TYPE OR PRINT IN INK

(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Flott Mary Franklin
(Last Name) (First Name) (Middle Name)

2. **Address:** 2718 Round Hill Dr. Alamo, CA 94507
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** 925-831-1856 510-517-8797
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** maryflott@sbcglobal.net

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma ☒ G.E.D. Certificate ☐ California High School Proficiency Certificate ☐

Give Highest Grade or Educational Level Achieved Bachelor's Degree

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) University of Maryland	Radio, Television & Film	Yes No ☒ ☐			BA	June 1978
B)		Yes No ☐ ☐				
C)		Yes No ☐ ☐				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No ☐ ☐			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appoinitive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

A) Dates (Month, Day, Year) <u>From</u> <u>To</u> March,2000 Feb. 2013 Total: <u>Yrs.</u> <u>Mos.</u> Hrs. per week . Volunteer ☐	Title Fund Development Director Employer's Name and Address The Child Abuse Prevention Council of Contra Costa 2120 Diamond Blvd., Sute 120 Concord, CA 94520	Duties Performed Originally coordinated and trained home visitors for the Newborn Connections postpartum home visitation program. Later moved into all aspects of fund development including proposal writing and reporting, and communicating the message of CAPC. Also administered a fund for needy families.
B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 1998 2000 Total: <u>Yrs.</u> <u>Mos.</u> 2 Hrs. per week 20 . Volunteer ☐	Title Volunteer Coordinator & Board Member Employer's Name and Address The Nurture Company's Newborn Connection Program (no longer operational)	Duties Performed Managed the training and activities of 20-25 volunteer postpartum home visitors working with low income families primarily in east and central county.
C) Dates (Month, Day, Year) <u>From</u> <u>To</u> 1990 1998 Total: <u>Yrs.</u> <u>Mos.</u> Hrs. per week 5-10 . Volunteer ☒	Title Volunteer and Board Member Employer's Name and Address The Nurture Company's Newborn Connection Program (no longer operational)	Duties Performed Postpartum home visitor for a variety of low income, high needs families. Also assisted with management of the organization and its fund raising.
D) Dates (Month, Day, Year) <u>From</u> <u>To</u> 1984 1988 Total: <u>Yrs.</u> <u>Mos.</u> 4 Hrs. per week 40 . Volunteer ☐	Title Production manager and producer Employer's Name and Address KCOP-TV 916 La Brea Ave. Hollywood, CA	Duties Performed Managed studio activities for the station. Also produced 3 years of live coverage of the Los Angeles Marathon and a production of Live From the Hollywood Bowl.

7. How did you learn about this vacancy?

☐ CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☐ Other I learned from a colleague

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: Mary Flott

Date: 10-27-15

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

Mary Franklin Flott
2718 Roundhill Dr.
Alamo, CA 94507



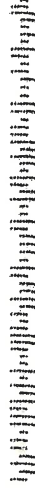
CHARLESTON, WV 253

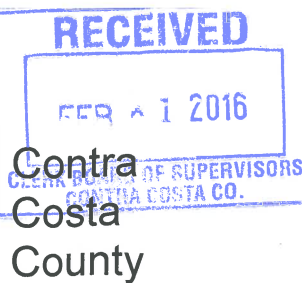
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CLERK of the Board
651 PINO ST. Rm. 106
MARTINEZ, CA 94553-1292

94553129299





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BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

FAMILY & CHILDREN'S TRUST COMMITTEE

SEAT 2 SCHOOLS EDUCATION

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** FOSTER, NORA L
(Last Name) (First Name) (Middle Name)

2. **Address:** 5045 WITTENMEYER COURT, ANTIOCH, CA 94531
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** (925) 978-4973; (707) 731-7608
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** NFOSTER102@AOL.COM

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma ☒ G.E.D. Certificate ☐ California High School Proficiency Certificate ☐

Give Highest Grade or Educational Level Achieved 18

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) USF	ORGANIZATION BEHAVIOR	Yes No ☒ ☐	180		BS	5/1995
B) CSU EB	SOCIAL WORK	Yes No ☒ ☐		X	MSW	6/2007
C)		Yes No ☐ ☐				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No ☐ ☐			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

A) Dates (Month, Day, Year) <u>From</u> <u>To</u> 10/2007 CURRENT Total: <u>Yrs.</u> <u>Mos.</u> 8 3 Hrs. per week 37.5 . Volunteer ☐	Title CHILD WELFARE WORKER Employer's Name and Address ALAMEDA COUNTY SOCIAL SERVICES CHILDREN & FAMILY SERVICES	Duties Performed WORK WITH CHILDREN, YOUTH, AND FAMILIES; CASE MANAGEMENT, CONDUCT HOME VISITS, ASSESS FOR APPROPRIATE PLACEMENT, ATTEND COURT HEARINGS, PREPARE COURT REPORTS, ASSESS FAMILIES
B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 12/2005 10/2007 Total: <u>Yrs.</u> <u>Mos.</u> 2 Hrs. per week 40 . Volunteer ☐	Title CASE MANAGER / SOCIAL WORKER Employer's Name and Address FAMILIES THAT CARE, FOSTER FAMILY AGENCY	Duties Performed WORK WITH CHILDREN AND YOUTH, CASE MANAGEMENT, CONDUCTED HOME VISITS, PREPARE QUARTERLY REPORTS FOR COUNTY WORKERS
C) Dates (Month, Day, Year) <u>From</u> <u>To</u> Total: <u>Yrs.</u> <u>Mos.</u> Hrs. per week . Volunteer ☐	Title Employer's Name and Address 	Duties Performed
D) Dates (Month, Day, Year) <u>From</u> <u>To</u> Total: <u>Yrs.</u> <u>Mos.</u> Hrs. per week . Volunteer ☐	Title Employer's Name and Address 	Duties Performed

7. How did you learn about this vacancy?

☒ CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☐ Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No ☒ Yes ☐

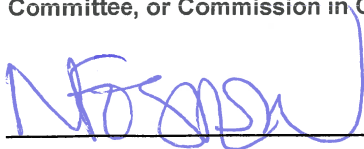
If Yes, please identify the nature of the relationship: N/A

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No ☒ Yes ☐

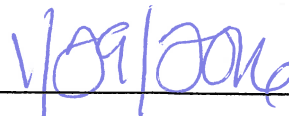
If Yes, please identify the nature of the relationship: N/A

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name:



Date:



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8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;

NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted:

- I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.
- II. POLICY: A person will not be eligible for appointment if he/she is related to a Board of Supervisors' Member in any of the following relationships:
 1. Mother, father, son, and daughter;
 2. Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 3. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
 4. First cousin;
 5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
 7. Registered domestic partner, pursuant to California Family Code section 297.
 8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
 9. Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

NORAH FOSTER

5045 Wittenmeyer Court, Antioch, CA 94531
(925) 978-4973 - nfoster102@aol.com

Education:

MSW, California State University East Bay
Title IV-E MSW Child Welfare Training Stipend, Recipient

BS, University of San Francisco
Majored in Organizational Behavior with Minor in Telecommunications

Employment History:

Child Welfare Worker II, Alameda County, 10/2007 – Present

Worked in various programs such as Family Maintenance, Individual Living Skills, Family Reunification, and Adoptions – Court programs.

- Meet regularly with parents to document their progress with case plan and/or resolve any challenges that may have arisen.
- Meet regularly with children and youth in their current placement to ensure their safety and well-being.
- Consistently assess permanency options for children & youth placed out-of-home.
- Make appropriate referrals to community partners on behalf of the family.
- Prepare Status Review Reports for the Court detailing the parents' progress with their case plan and providing the Court with information on the child's well-being.
- Attend Court hearings to inform the Court of the parents' progress with case plan goals, the child's well-being, and to address any issues or concerns that may have arisen.
- Provided transportation and arranged visitations for children, youth, and birth families.
- The ability to use CWS/CMS (Child Welfare System/Case Management System) to input case notes, extract information, and create Court reports.
- Prepare and file legal documents with the Court or the State as appropriate.

Social Case Worker, Contra Costa County Children and Family Services, 2006-2007, intern

Worked in the Continuing Services Bureau as primary and secondary worker on Family Maintenance, Permanent Placement, and Guardianship cases.

- Prepare Status Review Reports for the Court detailing the parents' progress with their case plan and providing the Court with information on the child's well-being using CWS/CMS.
- Supervised visits between children and birth families
- Conducted investigations and interviews on ER Referrals
- Made appropriate referrals to community partners on behalf of the family.
- Met regularly with children and youth in their current placement to ensure their safety and well-being.
- Met with biological families and caregivers regularly to ensure child's stability.
- Provided transportation and arranged visitations for birth family and child.

NORAH FOSTER

5045 Wittenmeyer Court, Antioch, CA 94531
(925) 978-4973 - nfoster102@aol.com

Resume, con't...

Case Manager, Building Futures with Women and Children, 2005-2006, *intern*

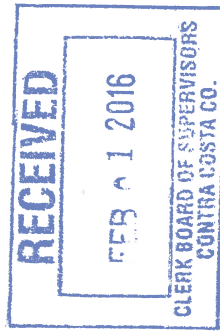
- Provided resources for homeless women and children.
- Developed comprehensive service plans for clients and monitored their progress.
- Provided referrals and information to clients on community resources.
- Acted as liaison to outside resources and collaborations by establishing and maintaining relationships in the community.
- Helped women and families secure housing, balance their budget, and participated in support groups, as needed.
- Maintained accurate client records, collected statistics and submitted monthly reports.
- Participated in weekly case conference meetings.
- Ensured that shelter services were coordinated and consistent.

Other Employment History:

Community Outreach Worker, Black Adoption & Research Center (BAPRC), 2004-2005

- Recruited families from the community to become a foster care or an adoptive parent.
- Identified recruitment event possibilities by contacting various organizations.
- Made presentations to various community, civic, faith-based groups and organizations.
- Organized recruitment opportunities.
- Distributed recruitment materials to churches, organizations, and associations.
- Coordinated advertisement in print and electronic media.
- Trained volunteers on BAPRCs mission and goals.
- Greeted and led Foster Care and Adoption Information Meetings for perspective foster and adoptive parents.

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Antioch, CA 94531



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