



Agenda

FAMILY & HUMAN SERVICES COMMITTEE

March 14, 2016

1:00 P.M.

651 Pine Street, Room 101, Martinez

Supervisor Candace Andersen, Chair
Supervisor Federal D. Glover, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference
of the Committee

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).
3. CONSIDER recommending to the Board of Supervisors the reappointments of Wilson Cheng to the Consumer Under 60 - Seat 1 and Catherine Cratty to the Consumer 60 or Older - Seat 2 on the In-Home Supportive Services (IHSS) Public Authority Advisory Committee.
4. CONSIDER recommending to the Board of Supervisors the appointments of Mary Flott to the At-Large Seat 1, Karin Kauzer to the Schools/Education Seat 2, and Nora Foster to the At-Large Seat 5 on the Family and Children's Trust Committee, with terms expiring on September 30, 2016, as recommended by the Employment and Human Services Director.
5. CONSIDER accepting the report from the Employment and Human Services Department Workforce Development Board on the Workforce Innovation and Opportunity Act and CONSIDER the decertification of the current Workforce Investment Act local Board, approving the new recommended board structure, approving the local board recertification, and appointing the recommended individuals to the new Workforce Development Board of Contra Costa County in compliance with the new Workforce Innovation and Opportunity Act. (Stephen Baiter, Workforce Development Board Director)
6. The next meeting is currently scheduled for April 11, 2016.
7. Adjourn

The Family & Human Services Committee will provide reasonable accommodations for persons with disabilities planning to attend Family & Human Services Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Family & Human Services Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, during normal business hours.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Enid Mendoza, Committee Staff
Phone (925) 335-1039, Fax (925) 646-1353
enid.mendoza@cao.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

3.

Meeting Date: 03/14/2016

Subject: Appointments to the IHSS Public Authority Advisory Committee

Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,

Department: County Administrator

Referral No.:

Referral Name:

Presenter: Jan Watson, Executive Director, IHSS
Public Authority

Contact: Enid Mendoza, (925)
335-1039

Referral History:

On December 6, 2011 the Board of Supervisors adopted Resolution no. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was the requirement that applications for at large/countywide seats be reviewed by a Board of Supervisor's sub-committee.

Referral Update:

The In-Home Supportive Services Public Authority (IHSS) Advisory Committee has submitted recommendations to reappoint Wilson Cheng to the Consumer Under 60 - Seat 1 and Catherine Cratty to the Consumer 60 or Older - Seat 2, both with a term expiration of March 6, 2020.

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the re-appointments of Wilson Cheng to the Consumer Under 60 - Seat 1 and Catherine Cratty to the Consumer 60 or Older - Seat 2 on the In-Home Supportive Services Public Authority Advisory Committee for terms expiring March 6, 2020.

Attachments

IHSS Public Authority Memo & Applications

Contra Costa County
IHSS Public Authority



500 Ellinwood Way. • Suite 110 • Pleasant Hill, CA 94523

To: Family and Human Services Committee

From:  Jan Watson, Executive Director

Date: February 23, 2016

Subj: IHSS Public Authority Advisory Committee reappointments

Current Status/Request:

Consumer Seat Under 60 – Seat 1 is up for reappointment

Wilson Cheng has held Seat 1 for Consumers under 60 and is requesting reappointment. His current term expires on 3/6/16 and if reappointed, his new term would end in March 2020. Mr. Cheng has been an active member of the committee and is currently serving as vice-chair. Please see attached application and letter of interest.

Consumer Seat 60 or older – Seat 2 is up for reappointment

Catherine Cratty has held Seat 2 for Consumers 60 and older and is requesting reappointment. Her current term expires on 3/6/16 and if reappointed, her term would end in March 2020. Ms. Cratty has been an active member of the committee as well as serving on several sub-committees. Please see attached application and letter of interest.

Outreach:

Advisory Committee consumer vacancies are posted on the Public Authority website and in the Public Authority lobby through the use of recruitment flyers. These flyers are also distributed at provider orientations and at consumer/provider trainings.

Recommendation:

I hereby recommend that Mr. Cheng and Ms. Cratty be reappointed to their seats on the Advisory Committee. Each member has done an outstanding job of providing input at the meetings and both have excellent attendance. Both members are advocates for seniors and for those with disabilities. They have provided sound guidance and suggestions on IHSS program policies and procedures.

Thank you for your consideration in this matter. I look forward to hearing from you regarding the committee's recommendation. I can be reached at 3-6673 or via email at jwatson@ehsd.cccounty.us.

REAPPOINTMENT TO THE ADVISORY COMMITTEE – CONSUMER SEAT POSITION

Wilson Cheng
(510) 703-3172
wcheng80@gmail.com

March 6, 2016

Jan Watson, Executive Director

Dear Ms. Watson:

My name is Wilson Cheng, and I have had the privilege of serving on the Advisory Committee of the In Home Supportive Services Program Public Authority. My term expires on March 6, 2016. I would like to continue making contributions to this committee and other sub-committees that I have served on, and recently have had the honor of serving as the Vice-Chair of the committee. Additionally, I serve on the Advocacy Sub-Committee as a member. This committee, created under my recommendation, has served, and will continue to serve, as a liaison between the Contra Costa County Board of Supervisors and members of the disabled community within Contra Costa County on matters that affect the community in general. As an Advisory Committee, I feel that we have accomplished quite a lot thus far, and have the potential to achieve much more in the coming years.

Serving on the Advisory Committee as well as the Nominating and Advocacy Sub-Committees of the In Home Supportive Services Program Public Authority has not only given me the opportunity to be an advocate for services that other people with disabilities will require in the future, if not immediately, but it has also opened my eyes to the importance of self-advocacy. While I serve on these committees as a consumer, I have had the opportunity to gain the knowledge to advocate for myself, along as other people with disabilities, by listening to and seeing the necessary aspects of both receiving care and providing care, from the perspectives of the providers as well as the clients.

I am requesting that I will be allowed to continue to serve on the Advisory Committee as a Consumer in the category of Consumer Seat under 60.

Thank you for your consideration.

Sincerely,

Wilson Cheng

Wilson Cheng
1401 Everett Street El Cerrito, CA 94530
wcheng80@gmail.com (510) 703-3172

EDUCATION

University of California, Berkeley, Berkeley, CA <i>Bachelors of the Arts English</i>	August 2013
Berkeley City College, Berkeley, CA <i>Coursework in English</i>	2006 - 2008
Computer Technologies Program, Berkeley, CA Certificate in Computer Programming	December 2005

EXPERIENCE

Wells Fargo Bank, Shared Database Services, San Francisco, CA
Programming Intern November 2005 - December 2005

- Extracted and generated server listing from flat files using scripting language; Monitored server status using "ping"
- Connected to Wells Fargo's monitoring tool repository (OEM – Oracle Enterprise Manager) and generated a list of servers using SQL statements; Used Oracle SQL*Plus utility to connect to the database
- Installed Oracle binaries and created a sample database
- Loaded data into Oracle for data processing; Utilized Oracle tools such as SQL*Loader, import, and export
- Discussed projects' progress with team members

LEADERSHIP EXPERIENCE

Independent Living Resources Board of Directors, Concord, CA
Board Member July 2014 - Present

- Advocate for people with disabilities to live independently
- Support and partner with the community to expand opportunities for independent living

In-Home Supportive Services Public Authority, Pleasant Hill, CA
Advisory Committee Vice-Chair February 2014 - Present

- To be consistently informed about all Committee issues, Committee procedures and process, selecting & supervising subcommittee chairs, and on issues affecting the overall program
- Assist the Chairperson in all aspects of the Chairperson's position including:
 - Advising Executive Director on meeting agendas
 - Ensuring that the Committee and subcommittees function appropriately
 - Ensuring that individual Committee members receive adequate orientation and training
- Serve as Chairperson when Chairperson is absent or unable to serve

Advisory Committee Member 2009 - Present

- Attend scheduled Advisory Committee meetings and any assigned sub-committee meetings
- Stay informed & educated on IHSS/Public Authority issues
- Provide consumer & provider input into IHSS
- Advise and make recommendations to the Board of Supervisors on issues regarding Public Authority policy, program development, activities, services, and budget
- Participate in community outreach, educational activities, and exploration of alternative funding sources
- Review, advise, and make recommendations to the Board on pending state legislation and budget that impact the IHSS program, consumers, providers, and/or Public Authorities
- Engage in advocacy activities related to IHSS consumer and provider issues while notifying the Board
- Hear appeals and make final decisions regarding removal of providers or consumers from the Registry
- Adhere to established Robert's Rules of Order and SPERO Ground Rules
- Solicit input from consumers, providers, and community who have an interest in the IHSS program & the Public Authority

SKILLS & INTERESTS

Programming: Java, JSP, HTML (Proficient); C++, SQL*Plus, SQL*Loader (Knowledgeable)

Software: Microsoft Word, PowerPoint, Excel, Access (Proficient), Dreamweaver, Photoshop (Knowledgeable)

Networking Application: Google Hangout, Facebook Chat, Twitter

Languages: English (Native or bilingual proficiency), Mandarin (Limited working proficiency)



BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

Mail or Deliver To:

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, CA 94533-1292

PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE
APPLYING FOR: _IHSS Public Authority Advisory Committee_____

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION PRINT EXACT
SEAT NAME (if applicable): _Consumer Seat Under 60 – Seat 1_____

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

X High School Diploma __ G.E.D. Certificate __ California High School Proficiency
Certificate

Give Highest Grade or Educational Level Achieved _4 years University Degree_____

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed	Degree Type	Date Degree Awarded
University of California, Berkeley	English	Yes X No —	Semester / Quarter 136 Semester Units	Bachelors of Arts	8/16/2013

B)		Yes _ No _	Semester / Quarter		
C)		Yes _ No _	Semester / Quarter		
Other schools / training completed:	Course Studied	Hours Completed			Certificate Awarded: Yes _ No _

- Name:
 Cheng Wilson_ W_
 (Last Name) (First Name) (Middle Name)
- Address:
 1401 Everett Street, El Cerrito, CA 94530
 (No.) (Street) (Apt.) (City) (State) (Zip Code)
- Phones: _ (510) 236-1002 (Home) (510) 703-3172 (Cell) _
 (Home No.) (Work No.) (Cell No.)
- Email Address:
 wcheng80@gmail.com

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.

Dates (Month, Day, Year) From _2014 To _Present_ Total: Yrs. _1_ Mos. ____ Hrs. per week__ Volunteer X	Title: Board Member Employer's Name: Independent Living Resources Board of Directors Employer's Address: 1850 Gateway Blvd., Ste. 120 Concord, CA 94520	Duties Performed: •Advocate for people with disabilities to live independently •Support and partner with the community to expand opportunities for independent living
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<p>Dates (Month, Day, Year)</p> <p>From <u>2014</u> To <u>Present</u></p> <p>Total: Yrs. <u>1</u> Mos. <u> </u></p> <p>Hrs. per week <u> </u> Volunteer <input checked="" type="checkbox"/> X</p>	<p>Title: Vice Chair</p> <p>Employer's Name: Contra Costa County IHSS Public Authority Advisory Committee</p> <p>Employer's Address: 500 Ellinwood Way, Pleasant Hill, CA 94523</p>	<p>Duties Performed:</p> <ul style="list-style-type: none"> • To be consistently informed about all Committee issues, Committee procedures and process, selecting & supervising subcommittee chairs, and on issues affecting the overall program • Assist the Chairperson in all aspects of the Chairperson's position • Serve as Chairperson when Chairperson is absent or unable to serve
<p>Dates (Month, Day, Year)</p> <p>From <u>2009</u> To <u>Present</u></p> <p>Total: Yrs. <u>6</u> Mos. <u> </u></p> <p>Hrs. per week <u> </u> Volunteer <input checked="" type="checkbox"/> X</p>	<p>Title: Board Member</p> <p>Employer's Name: Contra Costa County IHSS Public Authority Advisory Committee</p> <p>Employer's Address: 500 Ellinwood Way, Pleasant Hill, CA 94523</p>	<p>Duties Performed:</p> <ul style="list-style-type: none"> • Attend scheduled Advisory Committee meetings and any assigned sub-committee meetings • Stay informed & educated on IHSS/Public Authority issues • Provide consumer & provider input into IHSS
<p>Dates (Month, Day, Year)</p> <p>From <u>November 2005</u> To <u>December 2005</u></p> <p>Total: Yrs. <u> </u> Mos. <u>1</u></p> <p>Hrs. per week <u>8</u> Volunteer <input type="checkbox"/></p>	<p>Title: Programming Intern</p> <p>Employer's Name: Wells Fargo Bank, Shared Database Services, San Francisco, CA</p> <p>Employer's Address:</p>	<p>Duties Performed:</p> <ul style="list-style-type: none"> • Extracted and generated server listing from flat files using scripting language; Monitored server status using "ping" • Connected to Wells Fargo's monitoring tool repository (OEM – Oracle Enterprise Manager) and generated a list of servers using SQL statements; Used Oracle SQL*Plus utility to connect to the database • Installed Oracle binaries and created a sample database • Loaded data into Oracle for data processing; Utilized Oracle tools such as SQL*Loader, import, and export • Discussed projects' progress with team members

7. How did you learn about this vacancy? CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☐ Other ☒ Currently serving as the IHSS Public Authority Advisory Committee Vice Chair _____

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: Wilson Cheng

Date: 2/16/2016

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.

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: WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism; 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 NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted: 1. Mother, father, son, and daughter; 2. Brother, sister, grandmother, grandfather, grandson, and granddaughter; 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: 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.

The Registry computer will search for potential workers to match your needs, hours and location. The Registry staff will send you a list of three to six names of potential workers. You call the names on the list to discuss the job and set up interviews. The care provider is in the employ of the consumer, not the County.

You may call the Registry at (800) 333-1081 to let them know what services you need and which hours you need a worker.

WHAT TO EXPECT WHEN YOU APPLY:

- A completed Health Care Certification (SOC 873) must be received by the county prior to authorization of services.
- A county social worker will interview you at your home to determine your eligibility and need for IHSS. Based on your ability to safely perform certain tasks for yourself, the social worker will assess the types of services you need and the number of hours the county will authorize for each of these services. This assessment will include information given by you and, if appropriate, by your family, friends, physician or other licensed health care professionals.
- You will be notified if IHSS has been approved or denied. If denied, you will be notified of the reason for the denial. If approved, you will be notified of the services and the number of hours per month which have been authorized for you.
- If you are approved for IHSS, you must hire someone (your individual provider) to perform the authorized services. You are considered your provider's employer and, therefore, it is your responsibility to hire, train, supervise, and as may be necessary, dismiss this individual.

HOW DOES PROGRAM WORK?

The IHSS Program pays the wages of a caregiver (called an IHSS provider) to work in the client's home. Recipients of IHSS may hire any person of their choosing to be the in-home care provider. The provider may be a relative or friend if desired. The provider's wages are paid twice per month after the work has been performed. The pay rate in Contra Costa is presently \$11.50 per hour. Providers are covered by government-paid Workers' Compensation insurance, by FICA and SDI. They are required to be fingerprinted and attend a Provider Orientation conducted by the Contra Costa Public Authority (see below).

WHERE TO FIND AN INDIVIDUAL IN-HOME CARE PROVIDER?

Recipients of IHSS may hire any person of their choosing to be the in-home care provider. The person hired must be of eligible age to work and legally able to be employed in the US.

For those recipients looking for an appropriate care provider, they may contact the Contra Costa County Public Authority. The Public Authority operates a Registry that recruits, checks references for home care workers, maintains names and information in a database, and then supplies a list of names to consumers.

The Registry computer will search for potential workers to match your needs, hours and location. The Registry staff will send you a list of three to six names of potential workers. You call the names on the list to discuss the job and set up interviews. You may call the Registry at (800) 333-1081 to let them know what services you need and which hours you need a worker.



Wilson Cheng

EHSD



[Contact](#) ([contact](#))
[Find an Office](#) ([findanoffice](#))
[Accessibility](#) ([accessibility](#))
[Sitemap](#) ([sitemap](#))
[Terms of Use](#) ([termsofuse](#))

COUNTY LINKS



[Contra Costa County](#)
[\(http://www.cccomux.net/\)](http://www.cccomux.net/)
[Board of Supervisors](#) (<http://ca:contracostacounty2.civicplus.com/195/Board-of-Supervisors>)
[Sheriff](#) (<http://ca:contracostacounty2.civicplus.com/140/Sheriff>)
[Health Services](#) (<http://cchhealth.org>)
[Library](#) (<http://www.evelib.org/>)

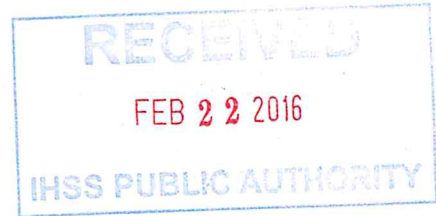
LANGUAGES

[English](#) (<http://ehsd.org/elderly-disabled-and-multiple-disabilities/>)
[Español](#) (<http://ehsd.org/servicios-personales/>)

<https://www.facebook.com/pages/Contra-Costa-Employment-and-Human-Services/195595183810623?ref=hl>

<https://twitter.com/contracostaehsd>

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Statement of Interest

I Catherine Cratty would like to be reappointed for the position of Public Authority Advisory Committee. I found these meetings to be beneficial to me as a Client of IHSS. I am able to keep updated on any new rules or changes. This allows me to work with my providers, having all the correct information needed. I hope you consider me for the position.

Thank you

Catherine Cratty

A handwritten signature in blue ink that reads "Catherine Cratty". The signature is fluid and cursive, with a long horizontal stroke at the end.



Contra
Costa
County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

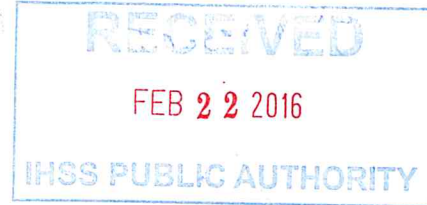
BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

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:

IHSS Public Authority Advisory Committee

Consumer 60 or Older- Seat 2

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Crafty Catherine
(Last Name) (First Name) (Middle Name)

2. Address: 3521 Fairview dr. Antioch CA 94509
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: 925-757-8834 925-783-3014
(Home No.) (Work No.) (Cell No.)

4. Email Address: Wheels61@att.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 Graduated from High School

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) <u>none</u>		Yes No <input type="checkbox"/> <input type="checkbox"/>				
B) <u> </u>		Yes No <input type="checkbox"/> <input type="checkbox"/>				
C) <u> </u>		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

100

member
head of Rapid Response
Committee
attended conferences
in Sacramento
Just appointed to the
nominate Committee

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:

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: Catherine Antley Date: 2/12/16

Important Information

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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.

THIS FORM IS A PUBLIC DOCUMENT

**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.



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4.

Meeting Date: 03/14/2016
Subject: Appointments to the Family and Children's Trust Committee
Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,
Department: County Administrator
Referral No.: 101
Referral Name: # 101- FACT Committee At-Large Appointments
Presenter: **Contact:** Enid Mendoza, (925) 335-1039

Referral History:

On December 6, 2011 the Board of Supervisors adopted Resolution No. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was the requirement that applications for at large/countywide seats be reviewed by a Board of Supervisors sub-committee.

Referral Update:

The Family and Children's Trust Committee (FACT), was established in 1982 by the Contra Costa County Board of Supervisors to make funding recommendations on the allocation of a variety of funds for prevention and intervention services to reduce child abuse and neglect, provide supportive services to families and children, and promote a more coordinated, seamless system of services for families. Funding for FACT supported projects derived from federal and state program legislation, and donations to the County's Family and Children's Trust Fund.

Every two years, the members of the FACT establish a series of county priorities for the use of these funds through review of existing data and reports and by holding Public Hearings in various areas of the county. The Committee then develops a competitive bidding process to select non-profit, community-based agencies that can best provide the services determined to be most important. Program recommendations are made to the Board of Supervisors which makes the final funding decisions. The Committee continues to evaluate these funded programs to ensure continued provision of quality service and achievement of stated goals. Programs currently being supported include countywide parenting classes, therapeutic day care for emotionally disturbed children, treatment for families, young children and teens with both substance abuse and child abuse issues, services for homeless families, and projects to support children whose mothers have been victims of domestic violence and sexual assault.

The FACT has up to fifteen members who are appointed by the Board and include citizens with expertise in children's issues, education, law, non-profit agency management, public health, and program research/evaluation. In addition, the Director of the Child Abuse Prevention Council sits as ex-officio member of the Committee and participates in all matters except actually voting on funding recommendations. Terms for all Commission seats are two years.

At Large seat vacancies on the FACT have been assigned for Family and Human Services Committee (FHS) review since 2003. In 2011 the Board of Supervisors, by resolution, expanded the FACT seats assigned for review by FHS to include all non-Supervisory District seats.

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the appointment of the following individuals on the Family & Children's Trust Committee, as recommended by the Employment and Human Services Director:

- Mary Flott to the At-Large Seat 1 with a term expiration of September 30, 2016;
- Karin Kauzer to the Schools/Education Seat 2 with a term expiration of September 30, 2016; and
- Nora Foster to the At-Large Seat 5 with a term expiration of September 30, 2016.

This action will require Ms. Kauzer, who currently serves in the At-Large Seat 1, to be moved to the vacant School/Education Seat 2 (since this is her area of expertise) and allow the appointment of Ms. Flott into the At-Large Seat 1.

Attachments

FACT Appontment Memo

FACT Applications



EMPLOYMENT &
HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

40 Douglas Drive, Martinez, CA 94553 • (925) 313-1500 • Fax (925) 313-1575 • www.ehsd.org

To: Family and Human Services Committee
Supervisor Candace Andersen, District II, Chair
Supervisor Federal D. Glover, District V, Vice-Chair
Date: March 14, 2016

CC:

From: Kathy Gallagher, EHSD Director
Juliana Granzotto, FACT Staff

Subject: Vacant Family and Children's Trust (FACT) Committee Seat Membership Recommendations

The Employment and Human Services Department Director, Kathy Gallagher, respectfully requests that the Family and Human Services Committee accept recommendations to appoint the following applicants for At-Large seats One (1) and Five (5) and move an existing member to a discipline specific seat (Seat 2; School Representative) on the Family and Children's Trust (FACT) Committee. It is requested that the current appointed member to At-Large seat One (1), Karin Kauzer, be moved to discipline specific seat 2; School Representative, as this is her area of expertise and the seat is presently vacant.

At-Large Seat 1

Mary Flott
Retired Non-profit Manager
2718 Round Hill Drive
Alamo, CA 94507
C: (510) 517-8797
maryflott@sbcglobal.net

(2) School Representative

Karin Kauzer
Retired Resource Specialist
880 Juanita Drive
Walnut Creek, CA 94595
C: (925) 818-5437
karinkauzer@gmail.com

At-Large Seat 5

Nora Foster
Child Welfare Worker
5045 Wittenmeyer Court
Antioch, CA 94531
C: (707) 731-7608
Nfoster102@aol.com

PURPOSE OF COMMITTEE

The purpose of this Committee is to establish priorities and make funding recommendations to the Board of Supervisors on the allocation of specific funds for the prevention/amelioration of child abuse and neglect, and the promotion of positive family functioning. These funds include: Child Abuse Prevention, Intervention, and Treatment funds (CAPIT) funds, (AB 1733), Birth Certificate revenue to the County Children's Trust (AB2994), the Ann Adler Children's Trust

funds, Community-Based Child Abuse Prevention funds (CBCAP) and other funds as may be subsequently directed by the Board of Supervisors.

The FACT Committee also provides information and data to the Employment and Human Services Department on the effectiveness of current and proposed programs for families and children and on recent or pending legislation that would potentially impact family and children's services programs, clients, or funding mechanisms.

SUMMARY OF RECRUITMENT EFFORTS/NOMINEES FOR MEMBERSHIP

The FACT Committee, in conjunction with the County Administrator's Office, continues to make every effort to fill its vacant seats. These efforts include contacting each district Supervisor's office and releasing a public notice, inviting interested parties to consider membership and soliciting the support of current members to outreach to potential candidates for consideration for membership.

All candidates have expressed a sincere interest in continuing to serve on the Committee and are dedicated to fulfilling the mission and goals as outlined in the Committees' policies and procedures. The following members are requesting re-appointment for membership:

Based on the above information, the Director of EHSD on behalf of the FACT Committee respectfully recommends that the FHS Committee appoint both candidates for continued membership on the FACT Committee.

Enc.

Board, Committees, and Commission Application for *Mary Flott*
Board, Committees, and Commission Application for *Nora Foster*



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 <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	June 1978
B)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

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.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>March,2000</div> <div>Feb. 2013</div> Total: <u>Yrs.</u> <u>Mos.</u> <div></div> <div></div> Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Fund Development Director</div> Employer's Name and Address <div>The Child Abuse Prevention Council of Contra Costa 2120 Diamond Blvd., Sute 120 Concord, CA 94520</div></p>	<p>Duties Performed <div>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.</div></p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1998</div> <div>2000</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>2</div> <div></div> Hrs. per week <div>20</div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Volunteer Coordinator & Board Member</div> Employer's Name and Address <div>The Nurture Company's Newborn Connection Program (no longer operational)</div></p>	<p>Duties Performed <div>Managed the training and activities of 20-25 volunteer postpartum home visitors working with low income families primarily in east and central county.</div></p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1990</div> <div>1998</div> Total: <u>Yrs.</u> <u>Mos.</u> <div></div> <div></div> Hrs. per week <div>5-10</div> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title <div>Volunteer and Board Member</div> Employer's Name and Address <div>The Nurture Company's Newborn Connection Program (no longer operational)</div></p>	<p>Duties Performed <div>Postpartum home visitor for a variety of low income, high needs families. Also assisted with management of the organization and its fund raising.</div></p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1984</div> <div>1988</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>4</div> <div></div> Hrs. per week <div>40</div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Production manager and producer</div> Employer's Name and Address <div>KCOP-TV 916 La Brea Ave. Hollywood, CA</div></p>	<p>Duties Performed <div>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.</div></p>

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



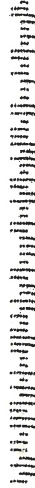
CHARLESTON, WV 2530

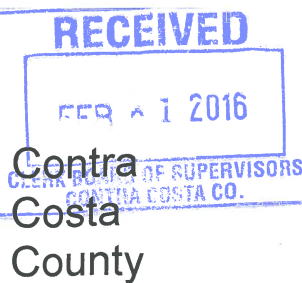
28 OCT 2015 PM 3 L



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

94553129299





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:

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 <input checked="" type="checkbox"/> <input type="checkbox"/>	180		BS	5/1995
B) CSU EB	SOCIAL WORK	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>		X	MSW	6/2007
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded Yes No <input type="checkbox"/> <input type="checkbox"/>			

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.

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

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 ☐

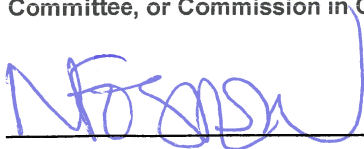
If Yes, please identify the nature of the relationship: N/A

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

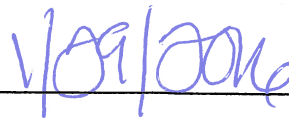
If Yes, please identify the nature of the relationship: N/A

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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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.

**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*

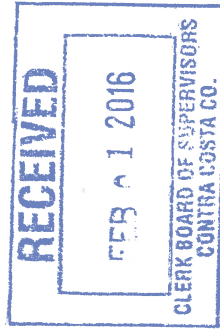
- Provided resources for homeless women and children.
- Developed comprehensive service plans for clients and monitored their progress.
- Provided referrals and information to clients on community resources.
- Acted as liaison to outside resources and collaborations by establishing and maintaining relationships 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.

5045 Wittenmeyer Court
Antioch, CA 94531



Contra Costa County
Clerk of The Board
661 Pine Street, Rm. 106
Martinez, CA 94553-1292



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

5.

Meeting Date: 03/14/2016

Subject: Workforce Development Board & Workforce Innovations and Opportunity Act Update

Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,

Department: County Administrator

Referral No.: #109

Referral Name: #109 – Workforce Innovations and Opportunity Act

Presenter: Stephen Baiter, Executive Director, Workforce
Development Board

Contact: Enid Mendoza, (925)
335-1039

Referral History:

On January 6, 2015 the Board of Supervisors referred oversight and receipt of updates on the Workforce Innovation and Opportunity Act (WIOA) to the Family and Human Services Committee.

Referral Update:

On September 14, 2015, the Family and Human Services Committee (FHS) received a report from the Employment and Human Services Department Workforce Development Board on the Workforce Innovation and Opportunity Act (WIOA). Included in this report was an estimated timeline of actions the Department of Labor and State would take in order to implement WIOA. It was expected that by February 2015, final guidance would be issued on the initial local area designation and local board recertification. FHS requested that the department return with a report after such guidance was issued and the department was prepared to provide an update on these areas.

The California Workforce Investment Board and the Employment Development Department has established policies and procedures to fully comply with the new WIOA requirements for subsequent local area designation and local board recertification. In response, the Employment and Human Services Department Workforce Development Board has prepared recommendations that comply with these requirements and has provided the attached report.

Recommendation(s)/Next Step(s):

ACCEPT the report from the Employment and Human Services Department Workforce Development Board on the Workforce Innovation and Opportunity Act and forward it to the Board of Supervisors.

RECOMMEND to the Board of Supervisors the following actions:

1. Decertify the current Workforce Investment Act (WIA) local board and vacate all members from that board.
2. Approve the new board structure that meets the requirements of the Workforce Innovation and Opportunity Act (WIOA), and includes the following seat categories:

Category – Representatives of Business (WIOA Section 107(b)(2)(A))

- Up to thirteen (13) representatives (required level – greater than 50%)

Category – Representatives of Workforce (WIOA Section 107(b)(2)(A))

- Up to five (5) representatives (required level – 20%)

Category – Representatives of Education and Training (WIOA Section 107(b)(2)(C))

- One (1) Adult Education/Literacy Representative (WIOA Title II)
- One (1) Higher Education Representative
- One (1) Economic and Community Development Representative
- One (1) Wagner Peyser Representative
- One (1) Vocational Rehabilitation Representative

Two (2) additional seats from the above categories, including constituencies referenced in Attachment III of Training Employment & Guidance Letter (TEGL) 27-14.

3. Approve local board recertification under WIOA (Attachment III).

4. Appoint the following candidates to the new WIOA-compliant Workforce Development Board of Contra Costa County:

Category	Name	Title	Entity	Appointment Date	Term End Date
Business 1	Michael McGill	Chairperson / Engineer	MMS Design Associates	03/29/16	06/30/2020
Business 2 (Small Business)	Pamela Kan	Small Business/President	Bishop-Wisecarver Corporation	03/29/16	06/30/2020
Business 3 (Small Business)	Claudia Wentworth	Small Business / Founder & Chief Executive Officer	Quick Mount PV	03/29/16	06/30/2020
Business 4	Maggie Carrillo	Human Resources Manager	Ramar Foods International (MFG)	03/29/16	06/30/2020
Business 5	Bhuphen B. Amin	Chief Operating Officer & Counsel	Lotus Hotels & Investments	03/29/16	06/30/2020
Business 6	Jose Carrascal	Production Leader	The Dow Chemical Company	03/29/16	06/30/2020
Business 7	Jason Cox	Manager, Rolling Div. Maintenance	USS-POSCO Industries	03/29/16	06/30/2020
Business 8	Ashley Georgian	Director, Government Affairs	John Muir Health	03/29/16	06/30/2020
Business 9	Teresa Lucido	Division Manager Business Banking	Wells Fargo Bank	03/29/16	06/30/2020
Business 10	Robert Rivera	Vice President of Sales	The Staffing Solutions	03/29/16	06/30/2020
Business 11	Justin Steele	Human Resource Manager	Chevron Richmond Refinery	03/29/16	06/30/2020
Business 12	Paul Adler	Manager, Public Affairs	Phillips 66	03/29/16	06/30/2020
Business 13	Michael Dias	President	Contra Costa Electric	03/29/16	06/30/2020
Workforce 1 (Labor Organization)	Scott Stephan	Labor Organization / Asst. Business Manager	IBEW Local 302 (Joint Labor Management Apprenticeship)	03/29/16	06/30/2020
Workforce 2 (Labor Organization)	Robert Williams, III	Labor Organization / Business Rep.	IUPAT 741 (Joint Labor Management Apprenticeship)	03/29/16	06/30/2020

Workforce 3	Steve Older	Registered Apprenticeship / Area Director	International Association of Machinists & Aerospace Workers, AFL-CIO, District 190	03/29/16	06/30/2020
Workforce 4	Margaret Hanlon-Gradie	Executive Director	Contra-Costa AFL-CIO Labor Council	03/29/16	06/30/2020
Workforce 5	James Araby	Executive Director	UFCW Western States Council	03/29/16	06/30/2020
Education & Training 1 (Adult Educ. and Literacy)	Kathy Farwell	Director	Martinez Unified School District/ Martinez Adult Education	03/29/16	06/30/2020
Education & Training 2 (Higher Education)	Randal Tillery	Senior Dean of Workforce & Economic Development	Contra Costa Community College District	03/29/16	06/30/2020
Education & Training (Govt. and Econ. and Community Development)	Kristin Connelly	President & CEO	East Bay Leadership Council	03/29/16	06/30/2020
Education & Training (EDD)	Richard Johnson	Employment Program Manager II	California Employment Development Department	03/29/16	06/30/2020
Education & Training (Rehabilitation Act of 1973)	Carol Asch	District Administrator	California Department of Rehabilitation	03/29/16	06/30/2020
Additional 1	Yolanda Vega	Facilitator/Mediator Partnering Services	Bay Area Rapid Transit	03/29/16	06/30/2020
Additional 2	Vacant	TBD	TBD	03/29/16	06/30/2020

*Please note that applications with the exception of Michael Dias, Scott Stephan, Steve Older, and Margaret Hanlon-Gradie are included. If FHS approves these recommendations, all applications will be included with the board order that goes to the Board of Supervisor. Recommendations for Scott Stephan, Steve Older, and Margaret Hanlon-Gradie are included in the attached letter from the Central Labor Council of Contra Costa County.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

WDB Report

Attachment III Local Board Membership Requirements

WDB Local Board Recertification Request

MEMORANDUM

DATE: March 8, 2016
TO: Family and Human Services Committee
CC: Enid Mendoza
FROM: Stephen Baiter, Executive Director
SUBJECT: **Local Board Recertification for the Workforce Innovation & Opportunity Act (WIOA)**

This item brings forward critical action for local board recertification of the Workforce Development Board of Contra Costa County (WDBCCC) under the Workforce Innovation and Opportunity Act (WIOA). The California Workforce Investment Board (State Board) and the Employment Development Department (EDD), acting under the authority of the Governor, have established policies and procedures to fully comply with the new WIOA requirements for subsequent local area designation and local board recertification.

Recommendations:

- a) Recommend that the Contra Costa County Board of Supervisors decertify the current Workforce Investment Act (WIA) local board and vacate all members from that board
- b) Recommend that the Contra Costa County Board of Supervisors approve new board structure that meets the requirements of the Workforce Innovation and Opportunity Act (WIOA)
- c) Recommend that the Contra Costa County Board of Supervisors approve local board recertification under WIOA
- d) Recommend that the Contra Costa County Board of Supervisors appoint candidates to new WIOA-compliant Workforce Development Board of Contra Costa County

Background:

Local board structure and size:

In order for boards to be more strategic and to benefit the overall operation of the workforce system, the Workforce Innovation and Opportunity Act (WIOA) substantially changes Local Board composition. WIOA reduces the number of required board members while maintaining a business and industry majority with a business chairperson and increasing representation from labor and employment and training organizations.

To comply with the requirements of the new legislation, the Executive Committee of the local WIOA board met January 21, 2016 and recommended a WIOA Board configuration for consideration by the Board of Supervisors. To meet the categorical membership percentages, and ensure multiple stakeholder representation, the WDB is recommending a board of no less than nineteen (19) and no more than twenty-five (25) members. The bottom range of this option represents the minimum required local board size under WIOA, while the upper range adds up to six (6) additional representatives in the following enumerated categories: 1) business; 2) workforce; 3) education and training.

Category – Representatives of Business (WIOA Section 107(b)(2)(A))

- Up to thirteen (13) representatives (required level – greater than 50%)

Category – Representatives of Workforce (WIOA Section 107(b)(2)(A))

- Up to five (5) representatives (required level – 20%)

Category – Representatives of Education and Training (WIOA Section 107(b)(2)(C))

- One (1) Adult Education/Literacy Representative (WIOA Title II)
- One (1) Higher Education Representative
- One (1) Economic and Community Development Representative
- One (1) Wagner Peyser Representative
- One (1) Vocational Rehabilitation Representative

Two (2) additional seats from the above categories, including constituencies referenced in Attachment III of Training Employment & Guidance Letter (TEGL) 27-14.

Category	Required Percentage	Minimum	Maximum
Representatives of Business	>50%	10	13
Representatives of workforce	20%	4	5
Representatives of Education & Training	N/A (5 seats total)	5	5
Additional Seats from WIOA constituencies	N/A	0	2
TOTAL	100%	19	25

Local board re-certification

A WIOA- compliant board structure is one of the first steps toward meeting the criterion for local board recertification. Following the establishment of board configuration, candidate nominations to fill the above configuration must be approved by the Contra Costa County Board of Supervisors.

The WIOA Sections 106 and 107 provide the criteria for the initial designation of local areas and initial certification of local boards. Specifically, the WIOA Section 107 requires the Governor to certify one local board for each local area in the state once every two years.

It states that in order to be recertified, the Local Board must have met WIOA membership requirements, met or exceeded performance accountability measures, achieved fiscal integrity, and provide status updates on key WIOA provisions.

For the WDB to be recertified as a local board WIOA, signed documents must be submitted to the California Workforce Development Board (State Board) and California Employment Development Department no later than March 30, 2016. To meet the established March 31, 2016 deadline as set forth in [WSD15-13](#), WDB staff completed the attached “Local Workforce Development Board Recertification Request for Program Years 2016-2018. This tool includes information relative to program performance, fiscal integrity, local board membership, and WIOA implementation efforts.

Local Area Designation and Local Board Recertification are required for the WDB to continue to operate as a local workforce area with a certified board in the State of California as of July 1, 2016 and sets the

stage for more robust efforts around the transition to WIOA and ensuing steps that the WDB will need to take toward full implementation over the next two years.

Local board candidates

Candidates for the local board have been recommended by the appropriate constituencies for appointment to the WDBCCC. Applications from candidates for available seats on the board are attached. At the present time, twenty-four (24) of twenty-five (25) seats are going to be filled with the recertification request. The one seat that is currently considered “vacant” is an additional (and therefore optional) seat and will be filled in accordance with provisions as set forth by the U.S. Department of Labor and State of California.

Fiscal & Customer Impact:

Local Area Designation and Local Board Recertification are required for the WDB to continue to operate as a local workforce area with a certified board in the State of California as of July 1, 2016. The vast majority of the WDB’s operating funds are contingent on this action. Submittal of this item will continue to ensure that the WDB can be responsive to the needs of business and job seeker customers that utilize programs and services under its purview.

Attachments:

- 1) Attachment III – U.S. Department of Labor Training & Employment Guidance Letter (TEGL) 27-14
- 2) Local Board Recertification Request for Contra Costa County
- 3) Candidate Applications for the Workforce Development Board

ATTACHMENT III

Local Board Membership Requirements

LWDB Members	Who May Satisfy The Requirement
Representatives of Business (WIOA Section 107(b)(2)(A))	<p>The majority of the members of the Local Board must be representatives of business in the local area. At a minimum, two members must represent small business as defined by the U.S. Small Business Administration. Business representatives serving on Local Boards may also serve on the State Board. Each business representative must meet the following criteria:</p> <ul style="list-style-type: none"> • be an owner, chief executive officer, chief operating officer, or other individual with optimum policymaking or hiring authority; • provide employment opportunities in in-demand industry sectors or occupations, as those terms are defined in WIOA section 3(23); and provide high-quality, work-relevant training and development opportunities to its workforce or the workforce of others (in the case of organizations representing business as per WIOA Sec. 107(b)(2)(A)(ii); and • are appointed from among individuals nominated by local business organizations and business trade associations.
Representatives of Workforce (WIOA Section 107(b)(2)(B))	<p>Not less than 20 percent of the members of the Local Board must be workforce representatives. These representatives:</p> <ul style="list-style-type: none"> • must include two or more representatives of labor organizations, where such organizations exist in the local area. Where labor organizations do not exist, representatives must be selected from other employee representatives; • must include one or more representatives of a joint labor-management, or union affiliated, registered apprenticeship program within the area who must be a training director or a member of a labor organization. If no union affiliated registered apprenticeship programs exist in the area, a representative of a registered apprenticeship program with no union affiliation must be appointed, if one exists; and may include: <p>In addition to the representatives enumerated above, the Board may include the following to contribute to the 20 percent requirement:</p> <ul style="list-style-type: none"> • one or more representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment, training or education needs of individuals with barriers to employment, including organizations that serve veterans or provide or support competitive integrated employment for individuals with disabilities; and • one or more representatives of organizations that

	<p>demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.</p>
<p>Representatives of Education and Training (WIOA Section 107(b)(2)(C))</p>	<p>The balance of Local Board membership must include:</p> <ul style="list-style-type: none"> • At least one eligible provider administering adult education and literacy activities under WIOA title II; • At least one representative from an institution of higher education providing workforce investment activities, including community colleges; and • At least one representative from each of the following governmental and economic and community development entities: <ul style="list-style-type: none"> o Economic and community development entities; o The state Employment Service Office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the local area; and o The programs carried out under title I of the Rehabilitation Act of 1973, other than sec. 112 or Part C of that title. <p>In addition to the representatives enumerated above, the CLEO may appoint other appropriate entities in the local area, including:</p> <ul style="list-style-type: none"> • Entities administering education and training activities who represent local educational agencies or community-based organizations with demonstrated expertise in addressing the education or training needs for individuals with barriers to employment; • Governmental and economic and community development entities who represent transportation, housing, and public assistance programs; • Philanthropic organizations serving the local area; and • Other appropriate individuals as determined by the chief elected official.

Local Workforce Development Board Recertification Request

Program Years 2016-18

**Local Workforce Development Board
Workforce Development Board of Contra
Costa County**

Local Board Recertification Request

This will serve as our request for Local Workforce Development Board (Local Board) recertification for Program Years (PYs) 2016-18 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (State Board) determines the request is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this request.

Workforce Development Board of Contra
Costa County

Name of Local Board

300 Ellinwood Way

Mailing Address

Pleasant Hill, CA

94523

City, State

Zip

Stephen Baiter

Contact Person

925.602.6800

Contact Person's Phone Number

03/31/2016

Date of Submission

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Instructions

If additional pages were added to the *Local Workforce Development Board Recertification Request*, the page numbers may be updated by hovering over the gray box above, clicking, and then selecting “Update Table” on the top left corner.

Local Board Membership

Instructions

Enter the names of the Local Board members in the appropriate membership categories found in the tables below. If the Chief Local Elected Official (CEO) has approved additional members, enter the information under the "ADDITIONAL MEMBERS" table. If an individual represents multiple categories, after the first time s/he is identified (subsequent to the first notation), please asterisk his/her name at all subsequent entries. Address any vacancies under "CORRECTIVE ACTION COMMENTS." If additional rows are needed, add a table following the membership type.

BUSINESS

WIOA Section 107(b)(2)(A) – a **majority** of the members of each Local Board shall be representatives of business in the Local Workforce Development Area (Local Area), who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority; (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the Local Area; and (iii) are appointed from among individuals nominated by local business organizations and business trade associations.

- WIOA Section 107(b)(3) – the members of the Local Board shall elect a chairperson for the Local Board from among the representatives described in Section 107(b)(2)(A).
- Must include **two or more** members that represent small business as defined by the U.S. Small Business Administration.

Name	Title	Entity	Appointment Date	Term End Date
1. Michael McGill	Chairperson/ Engineer	MMS Design Associates	03/29/16	06/30/2020
2. Pamela Kan	Small Business/ President	Bishop-Wisecarver Corporation	03/29/16	06/30/2020
3. Claudia Wentworth	Small Business/ Founder & Chief Executive Officer	Quick Mount PV	03/29/16	06/30/2020
4. Maggie Carrillo	Human Resources Manager	Ramar Foods International (MFG)	03/29/16	06/30/2020
5. Bhuphen B. Amin	Chief Operating Officer & Counsel	Lotus Hotels & Investments	03/29/16	06/30/2020
6. Jose Carrascal	Production Leader	The Dow Chemical Company	03/29/16	06/30/2020
7. Jason Cox	Manager, Rolling Div. Maintenance	USS-POSCO Industries	03/29/16	06/30/2020
8. Ashley Georgian	Director, Government Affairs	John Muir Health	03/29/16	06/30/2020
9. Teresa Lucido	Division Manager Business Banking	Wells Fargo Bank	03/29/16	06/30/2020
10. Robert Rivera	Vice President of Sales	The Staffing Solutions	03/29/16	06/30/2020
11. Justin Steele	Human Resource Manager	Chevron Richmond Refinery	03/29/16	06/30/2020
12. Paul Adler	Manager, Public Affairs	Phillips 66	03/29/2016	06/30/2020
13. Michael Dias	President	Contra Costa Electric	03/29/2016	06/30/2020

WORKFORCE

WIOA Section 107(b)(2)(B) – not less than **20 percent** of the members of each Local Board shall be representatives of the workforce within the Local Area, who— (i) shall include representatives of labor organizations (for a Local Area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees; (ii) shall include a representative, who shall be a member of a labor organization or a training director, from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists; (iii) may include representatives of community based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and (iv) may include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.

- Must include **two or more** representatives of labor organizations, where such organizations exist in the Local Area. Where labor organizations do not exist, representatives must be selected from other employee representatives.
- Must include **one or more** representatives of a joint labor- management, or union affiliated, registered apprenticeship program within the area who must be a training director or a member of a labor organization. If no union affiliated registered apprenticeship programs exist in the area, a representative of a registered apprenticeship program with no union affiliation must be appointed, if one exists.

California Unemployment Insurance Code (CUIC) Section 14202(c) further requires and specifies that at least **15 percent** of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. If this occurs, then at least 10 percent of the Local Board members shall be representatives of labor organizations.

Name	Title	Entity	Appointment Date	Term End Date
1. Scott Stephan	Labor Organization/ Asst. Business Manager	IBEW Local 302 (Joint Labor Management Apprenticeship)	03/29/16	06/30/2020
2. Robert Williams, III	Labor Organization/ Business Rep.	IUPAT 741 (Joint Labor Management Apprenticeship)	03/29/16	06/30/2020
3. Steve Older	Registered Apprenticeship/ Area Director	International Association of Machinists & Aerospace Workers, AFL-CIO, District 190	03/29/16	06/30/2020
4. Margaret Hanlon-Gradie	Executive Director	Contra-Costa AFL-CIO Labor Council	03/29/16	06/30/2020
5. James Araby	Executive Director	UFCW Western States Council	03/29/16	06/30/2020

EDUCATION AND TRAINING

WIOA Section 107(b)(2)(C) – each Local Board shall include representatives of entities administering education and training activities in the Local Area, who— (i) shall include a representative of eligible providers administering adult education and literacy activities under title II; (ii) shall include a representative of institutions of higher education providing workforce investment activities (including community colleges); (iii) may include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

- Must include **at least one** eligible provider administering adult education and literacy activities under WIOA title II.
- Must include **at least one** representative from an institution of higher education providing workforce investment activities, including community colleges.

Name	Title	Entity	Appointment Date	Term End Date
1. Kathy Farwell	Adult Education & Literacy/ Director	Martinez Unified School District/ Martinez Adult Education	03/29/2016	06/30/2020
2. Randal Tillery	Institution Higher Education/ Senior Dean of Workforce & Economic Development	Contra Costa Community College District	03/29/2016	06/30/2020

GOVERNMENTAL AND ECONOMIC AND COMMUNITY DEVELOPMENT

WIOA Section 107(b)(2)(D) – each Local Board shall include representatives of governmental and economic and community development entities serving the Local Area, who— (i) shall include a representative of economic and community development entities; (ii) shall include an appropriate representative from the State employment service office under the *Wagner-Peyser Act* (29 U.S.C. 49 et seq.) serving the Local Area; (iii) shall include an appropriate representative of the programs carried out under title I of the *Rehabilitation Act of 1973* (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741), serving the Local Area; (iv) may include representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; and (v) may include representatives of philanthropic organizations serving the Local Area.

- Must include **at least one** representative of economic and community development entities.
- Must include **at least one** representative from the state Employment Service Office (EDD) under the *Wagner-Peyser Act* (29 U.S.C. 49 et seq.) serving the Local Area.
- Must include **at least one** representative from programs carried out under title I of the *Rehabilitation Act of 1973*, other than Section 112 or Part C of that title.

Name	Title	Entity	Appointment Date	Term End Date
1. Kristin Connelly	Economic & Community Dev/ President & CEO	East Bay Leadership Council	03/29/2016	06/30/2020
2. Richard Johnson	Employment Service / Employment Program Manager II	California Employment Development Department	03/29/2016	06/30/2020
3. Carol Asch	Rehabilitation Act of 1973/ District Administrator	California Department of Rehabilitation	03/29/2016	06/30/2020

ADDITIONAL MEMBERS

WIOA Section 107(b)(2)(E) – each Local Board may include such other individuals or representatives of entities as the chief elected official (CEO) in the Local Area determines to be appropriate.

Name	Title	Entity	Appointment Date	Term End Date
1. Yolanda Vega	Facilitator/Mediator Partnering Services	Bay Area Rapid Transit	03/29/2016	06/30/2020
2. TBD				06/30/2020

CORRECTIVE ACTION COMMENTS

Explain any vacant appointment(s) regarding the required membership composition only. Include the length of time the appointment(s) has been vacant, efforts made to fill the vacant appointment(s), and dates by which the vacant appointment(s) should be filled.

COMPLIANCE WITH MAJORITY OF BUSINESS REPRESENTATIVES

The table below will assist Local Boards determine compliance with WIOA Section 107(b)(2)(A), which requires that a **majority** of the members be representatives of business in the Local Area.

Instructions – Double click the table below to open in Excel.

Total number of individuals currently sitting on local board =	<u>24</u>
Number of vacancies currently on local board =	<u>1</u>
Total local board membership =	<u><u>25</u></u>
Total number of Business Representatives currently sitting on local board =	<u>13</u>
Number of Business Representative vacancies currently on local board =	<u>0</u>
Total local board Business Representatives =	<u><u>13</u></u>
Divide total local board Business Representatives by total local board membership =	<u><u>52.00%</u></u>
(Must be greater than 50%)	

COMPLIANCE WITH 20% OF WORKFORCE REPRESENTATIVES AND 15% LABOR ORGANIZATION REPRESENTATIVES

The table below will help Local Boards determine compliance with WIOA Section 107(b)(2)(B), which requires not less than **20 percent** of the members be representatives of the workforce within the Local Area and compliance with CUIA Section 14202 which requires that at least **15 percent** of Local Board members be representatives of labor organizations unless the local labor federation fails to nominate enough members, in which case it is **10 percent**.

Instructions – Double click the table below to open in Excel.

Total number of Workforce Representatives currently sitting on local board =	<u>5</u>
Number of Workforce Representatives vacancies currently on local board =	<u>0</u>
Total local board Workforce Representatives =	<u><u>5</u></u>
Divide total local board Workforce Representatives by total local board membership =	<u><u>20.00%</u></u>
(Must not be less than 20%)	
Total number of Labor Organization Representatives currently sitting on local board =	<u>3</u>
Total number of Apprenticeship Program Representatives currently sitting on local board =	<u>2</u>
Number of Labor Org/Apprenticeship Program Representatives vacancies =	<u>0</u>
Total local board Labor Representatives =	<u><u>5</u></u>
Divide total local board Labor Representatives by total local board membership =	<u><u>20.00%</u></u>
(Must be at least 15%)	

Local Board Performance Accountability Measures

Instructions

Enter your Local Board's negotiated levels of performance and actual levels of performance for PYs 2013-14 and 2014-15.

Performance Table				
Name of Local Area: Workforce Development Board of Contra Costa County				
Common Measure	Negotiated PY 2013-14	Actual PY 2013-14	Negotiated PY 2014-15	Actual PY 2014-15
Adult				
Entered Employment Rate	79.2%	80.6%	75%	78.5%
Employment Retention Rate	84%	91.1%	82.5%	76.2%
Average Earnings	\$14,581	\$14,719	\$14,950	\$15,017
Dislocated Worker				
Entered Employment Rate	80.4%	83.5%	77.5%	85.6%
Employment Retention Rate	89.3%	91.3%	85%	90.8%
Average Earnings	\$19,500	\$20,493	\$20,250	\$21,127
Youth (ages 14-21)				
Placement in Employment or Education	65.2%	77.2%	60%	73.3%
Attainment of a Degree or Certificate	43.6%	74.6%	51.5%	51.8%
Literacy and Numeracy Gains	34.3%	55%	40.5%	9.9%

Local Board Sustained Fiscal Integrity

The Local Board hereby certifies that it has not been found in violation of one or more of the following during PYs 2013-14 or 2014-15:

- **Final determination of significant finding(s)** from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor, identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any *Workforce Investment Act* (WIA) requirement, such as failure to grant priority of service or verify participant eligibility.
- **Gross negligence**, which is defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- **Failure to observe accepted standards of administration.** Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 29 *Code of Federal Regulations* (CFR) Parts 95 and 97, appropriate Office of Management and Budget circulars or rules, WIA regulations, and state guidance. Highlights of these responsibilities include the following:
 - Timely reporting of WIA participant and expenditure data
 - Timely completion and submission of the required annual single audit
 - ***Have not been placed on cash hold for longer than 30 days***

(In alignment with WIOA Section 106[e][2])

Local Board WIOA Implementation

Using the questions below, describe your Local Board's efforts toward implementing the following key WIOA implementation provisions and designing a better system for customers.

1. What activities have you undertaken to design a better system for customers? Specifically, describe any actions you have taken, or actions you plan to take, for the following topics:

a. Developing new services

The Workforce Development Board of Contra Costa County (WDBCCC) is undergoing a significant transformation as it continues to transition to WIOA. Workgroups have been created for Business Services, Administration & Policy, and One-Stop/American Job Centers of California (AJCC) Redesign (focusing on job seeker services). Using a Human Centered Design (HCD) approach, the central goals of the redesign of the One-Stop/AJCCs is to meet the customer where they are and to reduce the time it takes for a customer to receive the services they actually need.

Each AJCC is focusing on a minimum of one of the five priority sectors identified by the WDBCCC. Each AJCC is responsible for researching the sector/s and developing workshops for both staff and customers that includes information about: employers in the area, jobs available in the sector, salaries, work climate, career pathways to these jobs, and training programs that support these pathways.

Regionally, the *EASTBAY Works* (EBW) web team is redesigning the regional website and restoring lost functionality of the calendar of events in the four-WIB consortium.

b. Entering into collaborative partnerships

Several years ago, the WDBCCC created Workforce Integration Networks (WIN) across our service delivery area. WIN members commit to working together to create a broader, more integrated system of workforce services designed to leverage public and private resources, enhance access to WIN member services, and improve long-term outcomes for individuals using these services. WIN reduces duplication of effort among organizations and increases efficiency. Ultimately, a successful WIN will enhance the competitiveness of the local workforce, improve the local and regional economy and make each WIN member agency stronger. WINs currently operate in East, Central, and West Contra Costa County, and are serving as robust collaborations of a shared vision for a system that puts the customer being served at the center.

The WDBCCC has a long-standing relationship with adult schools throughout the county. Mt. Diablo Adult Education coordinates the operation of all assessment centers for the four (4) AJCCs in Contra Costa County. Each assessment center is connected to the local adult school and provides services to that AJCC. WorkKeys/KeyTrain is our preferred work ready assessment, with our adult school partners proctoring this assessment, customers have direct referral to other support services as identified by the adult school proctors. Our adult school partners also provide a number of workshops and customer service trainings to our customers at our AJCC sites.

Additionally, the WDBCCC is involved in the following collaborative partnerships:

- SparkPoint – two sites in Contra Costa County (Richmond, Bay Point) - <http://sparkpointcenters.org/>
- TANF/CalWORKS = CCWORKS - <http://ehsd.org/benefits/calworks-for-employers/ccworks/>
- Healthcare training cohorts in partnership with Jewish Vocational Services (www.jvs.org) at John Muir Medical Center
- A developing relationship with the Re-entry Center, presenting outreach workshops at each other's sites;
- Partnering with County's own Department of Child Support Services (DCSS) to assist non-custodial parents under seek-work orders to avail themselves of One Stop services; DCSS led in-service training to both County and EDD managers; future trainings with line staff planned
- Served as convener for three trauma-informed trainings: 80 individuals trained, representing 40 organizations. Trainings focused on Customer Excellence, Safety and Building Resilience. The trainings have further informed WIOA and redesign efforts, such as the Front Desk SOP Task Force (charged with codifying and training best practices) and the Safety Team (charged with making the AJCCs a peaceful place for guests and staff). In the works is the two-pronged effort to build resilience in individuals and the organization (Employment and Human Services Dept.): assisting customers to find their strengths and supporting employees to pursue their personal and professional goals via individual development plans.

c. Creating innovative workforce development strategies in alignment with WIOA

- Preparing to put Adult Basic Career (ABC) enrollment in place
- Through collaboration with our Community College District on the regional Trade Adjustment Act Community College Career Training (TAACCCT) grant, curriculum that meets reciprocity with the National Association of Workforce Development Professionals (NAWDP) credential was developed and we are researching on-line hybrid/blended delivery models to roll-out for all staff in our system
- Piloting essential skills assessment via WorkKeys platform
- Concentrating on how we can be more responsive to customers with barriers:
 - Partnering with EDD to cross-train staff on Veteran Service Navigator processes
 - Partnering with the California Department of Rehabilitation (DOR) to plan in-service trainings of AJCC staff on how to make better referrals and on what happens to clients once referrals are made
 - Staff trained offsite at Lions Center for the Blind on assistive technology such as JAWS and Dragon Naturally Speaking; attendees provided a teach-back to peers

d. Redesigning service delivery

Multiple trainings have taken place throughout the county to introduce staff to the core concepts of WIOA, human-centered design, the redesign process (researching, synthesizing, ideating, prototyping and testing), and the importance of recognizing "where customers are" emotionally to better respond with empathy and understanding.

Subsequently, each of our four AJCCs has chosen a redesign project focused variously on Technology, Workshops, and Partnerships -- as well, each site has also selected a Front Desk project -- targeting the "first touch" with center guests to improve overall customer experience and direct people quicker to the resources they need.

Projects include:

- An information kiosk to provide center visitors with the guidance they need to navigate career center resources, get UI questions answered and to access training.
- Video outreach (scrolling lists of workshops and onsite recruitments) via County TV station and community sites.
- On-line workshops.
- Career Counselor of the day: immediate access to one-on-one “mini” coaching
- New intake process where all registrants meet one-on-one with a staff member who assesses individuals for suitability/eligibility for various programs and makes referrals, explains services, advises of center rules, and gives tours.

Other projects being investigated: texting customers job leads, reminders of deadlines and "checking in" on training progress.

e. Other WIOA transitional activities to design a better system for customers

- Putting in place new metrics for Employer Liaisons (Employment Placement Counselors) to measure their engagement and actual level of service to customers (job seekers & businesses).
- Redesigning reporting tools for Site Coordinators for better month-over-month and year-over-year trends in orientation attendance, application, enrollment, training and placement.
- Planned: Comparing outcomes and impact for different training strategies: cohorts, ITAs, OJTs.
- Instituting Knowledge Management systems to capture best practices of retiring employees (e.g., creating Site Coordinator Handbook, streamlining shared network drives, updating old forms and creating new intake forms to better assist customers to convey their needs)
- Training staff (and partners) in Mental Health First Aid, an innovative response to customers in crisis.
- Training staff in WIOA and CalJOBS case management / State labor exchange system; permanent staff has received 25 hours of training each with several more trainings planned.

2. What steps have you taken to implement the new WIOA youth program requirements, including the 75 percent out-of-school youth and 20 percent work experience minimum expenditure requirements?

Contracts with Youth Providers have been amended, budgets have been revised, and additional service components have been developed to enhance services for the out-of-school youth population and meet the 75% expenditure requirement. WIOA’s expansion of the eligible age range for youth and the removal of low-income requirements for those with certain barriers have contributed positively to our ability to focus recruitment and resources on out-of-school youth, high-school dropouts in particular.

Previous providers of in-school youth service are expanding their programs to include out-of-school youth. For example, Mt. Diablo Unified School District is enrolling more of its Adult Education students into the WIOA program.

Leveraged funds (CPT) and additional partnerships are being used to ensure continued services to in-school youth.

Guidance has been provided to Youth Providers re: the 20% Work Experience expenditure requirement, allowable costs, and how to appropriately track and report work experience-related activities. Fiscal mechanisms and provider invoices have been updated to track work-experience expenses. Programmatically, an increased focus (additional staffing, regular meetings with partner organizations, etc.) has been placed on the development of quality work-based learning experiences for youth. Local policy regarding Youth Work Experiences has been released and issued to all providers.

3. Describe your efforts to comply with the Uniform Guidance requirements.

In an effort to comply with the Uniform Guidance requirements, Contra Costa County's Local Workforce Investment Area is doing the following:

- Safeguarding PII, in digital form with password protection and hard copies are kept in locked storage with sensitive copies being shredded. Workstation computers are password protected and staff uses magnetic identification cards to access the buildings. EHSD also provides training in security procedures. Information is backed up and stored electronically on the server.
- Asking all contract evaluators to review the County General Conditions and a Conflict of interest (COI) form is sent to each, that they must sign affirming that they do not have a COI.
- Utilizing the Department's Purchasing Unit and relying on them to ensure equitable distribution of micro purchases amongst suppliers. All Purchase Orders are reviewed by department heads to ensure they are allowable, reasonable and necessary.
- Planning to update the small purchase policy.
- Sending federal, state and local rules to sub-recipients, for their files and sending updated information as needed.
- Have policies and procedures in place to obtain prior approval when necessary and to ensure staff is informed of the False Claims Act.
- Considering engaging in fund raising activities, expanding advertising and public relations activities, and entering into pay-for-performance contracts.
- Is writing contracts for training through the competitive bidding process in addition to the ITA offerings

4. Describe your efforts to develop sector initiatives and career pathways in high demand industries in coordination with community colleges, apprenticeship programs, adult basic education, and other training providers.

For the first time in the history of federal workforce legislation, WIOA recognizes the employer as an equal customer to the job seeker and worker. WIOA seeks to support economic growth and business expansion by ensuring the workforce system is job-driven: matching skilled individuals to employment opportunities with local businesses, principally in priority industry sectors. State and local boards will promote the use of sector partnerships to address the workforce needs of multiple employers within an industry. Local areas can use funds for demonstrated effective strategies that meet employers' workforce needs, including incumbent worker training, registered apprenticeships, transitional jobs, on-the-job training, and customized training. Employers may be more likely to use the system to meet their workforce needs and offer opportunities for workers to learn given increased reimbursement rates for on-the-job and customized training that are a key feature of WIOA.

A key component of the WDBCCC's sector strategies has been focused on Slingshot, which is emerging as the signature industry sector partnership within the East Bay. Focused on five (5) priority industry sectors (Advanced Manufacturing, Biomedical, Healthcare, Information Communication Technology (ICT), Transportation & Logistics), this initiative has emerged as the premiere demand-side initiative that

is helping to shape and influence the myriad supply-side efforts that are currently underway in the region.

The aforementioned work, coupled with deep partnerships with the local K-12 and community college systems has enabled strong partnerships around the development of career pathways.

The WDBCCC has been working in partnership with the Contra Costa Community College District (CCCCD) and local employers in the development of priority sector career pathways. The WDBCCC has helped develop several large-scale partnerships to create and strengthen career pathways in demand industries in the region. One of these efforts is partnership with the CCCC and local employers through a grant-funded project titled **Design It-Build It-Ship It (DBS)**. The grant, funded through the DOL Trade Adjustment Assistance Community College Career Training (TAACCCT) initiative, includes a consortium of ten (10) East Bay Area Community Colleges, five (5) workforce boards, UC Berkeley, and several other regional partners to develop and strengthen career pathway training in advanced manufacturing, transportation/logistics, and engineering. In particular, the focus of this work is to develop career pathway programs that help job seekers with barriers to employment -- underemployed, unemployed, low skilled, veterans and others -- find a way into education and then employment. The One-Stops, colleges, and employers will all work together to create pathways that are understandable, navigable, and result in an increased number of Contra Costa residents obtaining skills that give them access to living wage jobs.

An example of this in action is the FLOW (Forklift, Logistics, Operations, and Warehouse Training) program at CCC. With support from the TAACCCT grant, the WDBCCC helped to facilitate the co-enrollment in WIA and FLOW of more than twenty people in the first two training cohorts offered at Contra Costa College. The goal of the FLOW project is providing short-term training that leads to employment in the growing field of transportation and logistics, and this project was spotlighted in April 2013 when the Acting Secretary of Labor visited the region to announce the release of additional TAACCCT funds for similar projects.

The WDBCCC is also working closely with other Community Colleges in the region, particularly Diablo Valley College and Los Medanos College, to ensure that the local workforce system is participating in the development of upcoming pathway programs at these institutions. Specific examples of this include the Industrial Maintenance Machinist/Mechanic (IMMM) program at Diablo Valley College, as well as the Process Technology (PTEC) and Electrical and Instrumentation Tech (ETEC) programs at Los Medanos College. Through its knowledge of the populations that are served through the One-Stops, WDBCCC is playing an important role in helping the community colleges to design programs that are more responsive to individuals with different kinds of training and support needs than traditional community college students.

At the broader regional level, the WDBCCC is carrying out its pathway strategy through participation in the Bay Area Community College Consortium (BACCC). Funded by the Carl D. Perkins Vocational and Technical Education Act, the BACCC is comprised of twenty-six (26) colleges and ten (10) economic and workforce development initiatives in the Bay and Interior Bay Regions. The BACCC seeks to improve the academic skills of vocational and technical education students, strengthen connections between secondary and post-secondary education, prepare individuals for demand occupations that pay family-supporting wages, and to invest in effective, high-quality programs. The BACCC has chosen to focus on

healthcare and information communication technology (ICT) as its two primary industry sectors, and is also convening partners connected to the energy, industrial maintenance, and water/wastewater sectors. The WDBCCC continues to engage with the networks that are developing new priority sector pathway training programs, and is shaping business engagement strategies to ensure that these programs are both relevant and effective at providing skilled workers for industries that need them.

With the implementation of the California Career Pathways Trust (CCPT) initiative, the WDBCCC has made extensive strides forward in partnering with K-12 education and the adult education system to enhance and increase the worker pipeline and deepen community and business engagement with career pathway activities. The Earn & Learn East Bay initiative (<http://www.wdbccc.com/youths/earn-learn-east-bay>) is an example of this work in action.

The WDBCCC has been funding pre-apprenticeship construction training for the past several years, and in 2015 received Proposition 39 funding to continue this work and adopt the Multi-Craft Core (MC3) curriculum developed and supported by labor. This enhancement has strengthened the program while the construction industry in our region enjoys a substantial rebound.

5. Describe your efforts to adopt, implement, and promote the AJCC brand.

America's Job Center of California official logo has been incorporated into all WDBCCC EASTBAY Works AJCC materials: All staff business cards, memos, letter head, agendas, flyers, marketing materials, and center signage reflect this. Staff answer phones identifying us as an America's Job Center of California.

We are in the process of developing a strategy to disseminate the AJCC logo to all required partners and will incorporate this into the Partner MOU.

6. Describe your efforts to complete Phase I of the MOU development process. What challenges are you facing?

A list of all required partners is being established complete with contact names and areas of service delivery. Template MOUs that have been provided are being modified to reflect our local vision, including our partners. A convening is being planned for early April where all required partners will be invited to review the proposed MOU template, provide feedback, and approve a final version to be executed by all parties by June 30, 2016.

So far, we are moving along in this process; however, it will take a good degree of time and effort to make contact with all partners and make sure that they are ready to sign a completed agreement by the established deadline.

Local Board Assurances

For PYs 2016-18, the Local Board assures that it will do the following:

- A. Comply with the applicable uniform administrative requirements, cost principles, and audit requirements included in Title 2 CFR Parts 200 and 2900 (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

**Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).*

- B. Do financial reporting in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive WSD12-3, *Quarterly and Monthly Financial Reporting Requirements*.
- All close out reports will comply with the policies and procedures listed in Workforce Services Directive WSD09-12, *WIA Closeout Handbook*.

**Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).*

- C. Expend funds in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include:

- The Local Area will meet the requirements of State Senate Bill 734, to spend a minimum of 30 percent of combined total of adult and dislocated worker formula fund allocations on training services (CUIC Section 14211).
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. Select AJCC operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal, unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).

- E. Collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. Comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- G. Comply with State Board policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- H. Give priority of service to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter 10-09*).
- I. Comply with Assembly Bill (AB) 1234 and ensure that local members receive ethics training every two years. AB 1234 requires Local Boards to consult with the California Fair Political Practice Commission (FEPC) and the California Attorney General's office regarding the content of the ethics training course they can use. Local Boards may consider using the free, two-hour, on-line ethics training course available from the FPPC: [AB 1234 Ethics Training for Local Officials](#).
- J. Comply with the conflict of interest provisions of WIOA Section 107(h).

Signature Page

By signing below, the local CEO and Local Board chair request Local Board recertification. We certify that the Local Board appointed members as described in WIOA Section 107(a), (b), and (c), performed successfully and sustained fiscal integrity during PYs 2013-14 and 2014-15, and developed and implemented strategies to improve and continuously strengthen the workforce development system in accordance with WIOA. Additionally, we agree to abide by the Local Area assurances included in this document.

Instructions

The Local Board chairperson and local CEO must sign and date this form. Include the original signatures with the request.

Local Workforce Development Board Chair

Local Chief Elected Official

Signature

Signature

Name

Name

Title

Title

Date

Date



Contra
Costa
County

For Office Use Only
Date Received:

MAR 02 2016

CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

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:

Workforce Development Board of CCC

Board Member (Business)

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name:	McGill	Michael	Robert
	(Last Name)	(First Name)	(Middle Name)
2. Address:	163	Molitas Rd	Danville CA 94526
	(No.)	(Street)	(City) (State) (Zip Code)
3. Phones:	N/A	925-254-8850	925-383-9750
	(Home No.)	(Work No.)	(Cell No.)
4. Email Address:	mcgill@mms-inc.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: Masters

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) University of Michigan	Civil Engineering	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BSE	12/73
B) University of Michigan	Civil Engineering	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MSE	6/74
C) University of Michigan	Water Resource Engineering	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MSE	6/76
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded:			
University of Michigan	Social Work	Half	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From To</p> <p>April 1983 Current</p> <p>Total: Yrs. Mos.</p> <p>32 10</p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>President/Principal Engineer</p> <p>Employer's Name and Address</p> <p>MMS Design Associates PMB 265 3527 Mt Diablo Blvd Lafayette, CA 94549</p>	<p>Duties Performed</p> <p>Civil Engineering/Project Management and Chief Executive and Operating Officer</p>
<p>B) Dates (Month, Day, Year)</p> <p>From To</p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. Mos.</p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>
<p>C) Dates (Month, Day, Year)</p> <p>From To</p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. Mos.</p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>
<p>D) Dates (Month, Day, Year)</p> <p>From To</p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. Mos.</p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>

7. How did you learn about this vacancy?

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

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: 

Date: 2/28/16

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.

MICHAEL R. MCGILL, P.E.

M.S., Water Resources Engineering, University of Michigan

M.S., Civil Engineering, University of Michigan

B.S., Civil Engineering, University of Michigan

Licensed Engineer: California, Arizona and Michigan

MEMBER

- American Society of Civil Engineers
- National Society of Professional Engineers
- American Planning Association
- California Land Surveyors Association
- American Public Works Association
- Water Environment Federation
- East Bay Leadership Council – Board Member and Co-Chair Land Use Task Force
- Workforce Development Board of Contra Costa County (Chair)

ELECTED OFFICE

- Central Contra Costa Sanitary District, Board Member, elected 2006 and re-elected 2010 and 2014 (2015 President)
- Member Contra Costa LAFCo (2011 Chair)

President / Principal Civil Engineer, MMS Design Associates (MMS)

MMS is a consulting firm which for nearly 30 years has provided development-based services to cities, public agencies, and private sector clients. MMS specializes in large, complex projects involving major infrastructure analysis, funding, financing, long-range planning and design, construction, and contract administration.

Mr. McGill's professional planning experience includes consulting with private and public interests on forward planning issues to prepare regional planning studies, feasibility and constraints reports, annexation analysis studies and agreements, Environmental Impact Reports, General Plans, and Specific Plans.

As a civil engineer, Mr. McGill has designed and managed a variety of public works and private land development projects. He has specific expertise in the areas of environmental assessments, flood control, hydraulics and hydrology, grading, drainage, and erosion control and has overseen infrastructure projects totaling in excess of \$1 billion.

McGill Martin Self, Inc (MMS) was part of Contra Costa Water District Los Vaqueros project team that was awarded the ASCE 1999 Outstanding Civil Engineering Achievement.

Board Member, Central Contra Costa Sanitary District (CCCSD)

CCCSD's mission is to protect public health and the environment by collecting and treating wastewater, recycling water for reuse and promoting pollution prevention. CCCSD focuses on energy conservation using cogeneration in its treatment process, providing 90% of the power required to run the 45 million gallon per day treatment plant (also saving about a million dollars annually in energy costs). Part of this cogeneration system reduces approximately 200 tons of organic material removed from the wastewater each day to less than 14 tons of sterile ash. The ash is then used in commercial fertilizer and not landfill. CCCSD also runs a Household Hazardous Waste Collection Facility that collects an average of two tons of waste each year. We then recycle 96% of this waste rather than using it as landfill. In addition, a Pharmaceutical Collection Program and a Source Control (or Pretreatment Section) was established ensuring toxic materials stay out of the wastewater flow and area waters.

CCCSD has now been awarded 17 National Association of Clean Water Agencies' Peak Performance Platinum Awards and the California Water Environment Association Large Treatment Plant of the Year Award for 2008.

Commissioner Contra Costa County Local Agency Formation Commission (LAFCO)-2011 Chair

The Local Agency Formation Commission (LAFCO) is established in each county to be responsible for overseeing most forms of local government boundary change, including incorporation, annexations, and special district formations. In the interest of more orderly development, LAFCO acts as judge of boundary disputes among governments and communities.

Workforce Development Board of Contra Costa County (WDB) 2013-16 Chair

The Workforce Development Board is a 41-member, business-led body whose members are appointed by the Contra Costa County Board of Supervisors to shape and strengthen local and regional workforce development efforts. The WDB brings together leaders from business, economic development, education, labor, community-based organizations, and public agencies to align a variety of resources and organizations to enhance the competitiveness of the local workforce and support economic vitality in our region.

Contra Costa Taxpayers Association (CoCoTax) 2012-15 President

Founded in 1937, CoCoTax leads the way in providing fiscal oversight of local government; actively resist unwarranted taxes and fees, discriminatory regulations, ill-advised public expenditures and government secrecy, inefficiency and waste by challenging government at all levels to be accountable, responsive, efficient and fair and to deliver optimal value for every tax dollar.

Trustee, National University System including John F. Kennedy University, National University and WestMed College

The National University System meets the changing needs of diverse student populations with multiple pathways to reach educational goals. In addition to John F. Kennedy University and National University, there are five other affiliated institutions located around the world.

Mr. McGill was a Regent of John F. Kennedy University from 1989 to 2009. He served as Board Chair from 1998 to 2005. He was awarded the Kennedy Citation for Outstanding Leadership in 2004. After John F. Kennedy University's affiliation with the National University System, Mr. McGill was elected a Trustee of the National University System and all affiliated institutions.

Board Member, CALFCO and Member of the Legislative Committee

CALFCO serves as an organization dedicated to assisting member LAFCOs with educational and technical resources that otherwise would not be available. The Association provides state wide coordination of LAFCO activities, serves as a resource to the Legislature and other bodies, and offers a structure for sharing information among the various LAFCOs and other governmental agencies. The membership of CALFCO consists of all 58 LAFCOs in California, along with an associate membership of firms and agencies which support the educational mission of the organization.

Member (Founding) Los Medanos Community College Foundation 2014-2016 President

Since its formation in 1997, Los Medanos College Foundation has been committed to helping build a pathway for LMC students to fulfill their dreams by raising and allocating critical financial support for educational and career technical training programs, teaching facilities, and student scholarships. Los Medanos College Foundation, together with volunteer leaders who make up the Foundation Board of Directors is committed to building long-term relationships and partnerships between the College and our community. A 501(c)(3) charitable organization that serves as the fund-raising (and friend-raising) arm for Los Medanos College. Since its formation in 1997, the Foundation has provided millions of dollars to the college. In addition to administering scholarships, each year the Foundation also provides funding for faculty/staff programs, campus projects, equipment, and technology.

11, P.M.B. 26
Des. gn Assoc
7 Mt Diablo Blvd
Yreka, CA 945549

RECEIVED
MAR 02 2016
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.



DANIEL BIRD, CA 945

29 FEB 2016 PM 8 1

Stephanie Melto
County Administrators Office
651 Pine St
Room 106
Martinez, CA 94553

94553122931

94553122931



Contra
Costa
County

RECEIVED

JAN 28 2016

CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

For Office Use Only

Date Received:

Print Form

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:

Workforce Development Board CCC

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Kan Pamela Ann
(Last Name) (First Name) (Middle Name)

2. **Address:** 2104 Martin Way, Pittsburg, CA 94565
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** 925-439-8272 925-584-0713
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** pkan@bwc.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

BS

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) University of Arizona	Family & Consumer Resources (Retail Bus.)	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BS	1987
B)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded:			
Kellogg School of Management	Graduate Executive Scholar Program		Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From To</p> <p>4/1/1999 Present</p> <p>Total: Yrs. Mos.</p> <p>24 10</p> <p>Hrs. per week 40+ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>President</p> <p>Employer's Name and Address</p> <p>Bishop-Wisecarver Corporation 2104 Martin Way Pittsburg, CA 94565</p>	<p>Duties Performed</p> <p>Strategic planning Financial governance Operations management Employee development and management Vendor relations Acquisitions and strategic partnerships</p>
<p>B) Dates (Month, Day, Year)</p> <p>From To</p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. Mos.</p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>
<p>C) Dates (Month, Day, Year)</p> <p>From To</p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. Mos.</p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>
<p>D) Dates (Month, Day, Year)</p> <p>From To</p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. Mos.</p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>

**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.

7. How did you learn about this vacancy?

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

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:  Date: January 19, 2016

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.

2104 Martin Way
Pittsburg, CA 94565
925.439-8272
pkan@bwc.com

Pamela A. Kan



Pamela Kan has over 25 years of business experience. Pamela joined Bishop-Wisecarver in April of 1991. In May of 2000, the Board of Directors appointed Pamela to the role of President. In 2009, Pamela gained controlling interest in the company.

In 2010, the company became certified in the Bay Area Green Business Program. Since July of 2011 the company has been a WBENC certified woman owned business. In 2014 Pamela was appointed as one of the Astra Leadership Forum Committee Representatives (FCR). Astra is a regional partner organization for the Women's Business Enterprise National Council (WBENC), the national organization providing certification for women-owned business. Kan will serve in this new role while also maintaining her position as Astra's founding chair of the Women in Manufacturing Group.

In 2008, Pamela formed Black Diamond Manufacturing Company, a wholly-owned subsidiary of Bishop-Wisecarver and specialty contract manufacturer that works with other industrial companies to build complex mechanical sub-assemblies and manufacture specialty parts. In 2012, Pamela formed WRW Engineering, a wholly-owned subsidiary of Bishop-Wisecarver, that helps companies integrate mechanical, electrical and software engineering to deliver complete custom mechatronic solutions with imbedded intelligence. Pamela leads both BDM and WRW by directing all marketing efforts and managing the senior management team responsible for sales, finance, operations, engineering and IT, as well as handling the legal and trademark aspects of the companies.

In 2008 Pamela joined the Board of Directors of NAM - National Association of Manufacturers and CMTA - California Manufacturing and Technology Association, the later she serves currently as the Executive Committee Chairman.

In 2012 the Governor appointed Pamela to the California Workforce Development Board; she currently serves on the Increasing Skills & Credential Attainment Workgroup. Under that workgroup she chairs the Credentials in the Manufacturing Sector taskforce.

Pamela joined the Power Transmission Distributor Association (PTDA) Foundation Board of Trustees in 2013. The PTDA Foundation through the Industrial Careers Pathway (ICP) program champions education and research initiatives relevant to the power transmission/motion control (PT/MC) industry that enhance the knowledge, professionalism and productivity of industry stakeholders. In 2015 Pamela helped form and currently serves as chair of the Women & Minorities Sub-committee. She will also serve on the ICP Steering Committee as a special representative.

Educational Background:

- B.S. Family and Consumer Resources (Retail Business), University of Arizona
- Hazardous Material Management Certificate, UC Berkeley Extension
- Executive Program, California Institute of Technology, Pasadena CA
- Graduate Executive Program, Kellogg School of Management, Evanston, IL

Pamela has been/is involved in professional and trade organizations including:

- 2015 to present – Special advisor and currently board member, Women Impacting Public Policy Education Foundation Board
- 2012 to present - California Workforce Investment Board, Vice Chair for Advanced Manufacturing Workforce Development Council (AMWDC)
- 2008 to present - Board of Directors NAM – National Association of Manufacturers
- 2008 to present – Current Chairman, Executive Committee and Board of Directors, CMTA – California Manufacturing and Technology Association
- 2009 to present - Board of Trustees, Steelworkers Western Independent Shops Pension Plan
- Diablo Valley and Platinum Member, WPO – Women's Presidents Organization
- Power Transmission Distributor Association (PTDA) – Foundation Board Member
- Member – Association of High Tech Distributors (AHTD)
- Invited to attend Governor Schwarzenegger CTE Summit – March 2007
- Invited to attend Congressman Miller CTE Discussion Meeting in April 2007
- Graduate, City of Walnut Creek Chamber of Commerce Leadership Program
- The National Safety Management Society – Golden Gate Chapter (Past President 2 terms)
- Member – Pittsburg Chamber of Commerce

Pamela has been/is involved in civic, non-profit and community organizations including:

- Board of Trustees, The Seven Hills School
- Board of Directors (Secretary, Vice President), Sponsorship Committee and Advisory Board – Wardrobe for Opportunity
- Walnut Creek City Commissioner, Park Recreation and Open Space Commission (appointed to two terms)
- National Supplier and Team Sponsor for FIRST Tech and FIRST Robotics Competition since 2007
- Appointed to City of Walnut Creek, Dog Park Task Force
- Walnut Creek Dog Owners Group 501c3 (founding member and President), Board of Directors
- Kappa Kappa Gamma Alumnae Association – Contra Costa County (Past President 2 terms)

Awards

- 2010 Recipient – Women's Initiative "Woman Entrepreneur of the Year Award – Pittsburg"
- 2013 Honoree – Women in Science, Technology, Engineering and Production (STEP) Awards
- 2013, 2014, 2015 – San Francisco Business Times, Largest Bay Area Women-Owned Businesses

BISHOPWISECARVER®

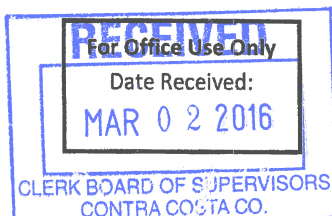
2104 Martin Way • Pittsburg, CA 94565-5027

Contra Costa County
Clerk of the Board
651 Pine St. #106
Martinez CA 94553

Motion Without Limits®



Contra
Costa
County



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:

Workforce Development Board

Board Member - Business Seat

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (If applicable)

1. Name:	Wentworth Claudia Hansen					
	(Last Name)	(First Name)			(Middle Name)	
2. Address:	2700 Mitchell Dr. Walnut Creek, CA 94598					
	(No.)	(Street)	(Apt.)	(City)	(State)	(Zip Code)
3. Phones:	H: 925-478-8139 W: 925-478-8269					
	(Home No.)	(Work No.)		(Cell No.)		
4. Email Address:	claudia.wentworth@quickmountpv.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

Bachelor of Science

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) California State University, Chico	Business Administration	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BS	1984
B)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			
Misc: Solar, Alternative Energy, IT						

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From To</p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. Mos.</p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Please see attached Resume</p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>
<p>B) Dates (Month, Day, Year)</p> <p>From To</p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. Mos.</p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>
<p>C) Dates (Month, Day, Year)</p> <p>From To</p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. Mos.</p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>
<p>D) Dates (Month, Day, Year)</p> <p>From To</p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. Mos.</p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>

THIS FORM IS A PUBLIC DOCUMENT

7. How did you learn about this vacancy?

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

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:

Claudia Wentworth

Date:

3.2.2016

Important Information

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**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

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 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.

Claudia Wentworth
claudia.wentworth@quickmountpv.com

Quick Mount PV, CA – Founder & Chief Executive Officer **2006 – Present**

- Expand the business of the company, maintained 20+ % growth year over year
- Planning all the future strategies of the company
- Implementing all the planning of strategies
- Assigning duties and responsibilities to the heads of departments
- Conducting performance reviews and appraisals
- Look after all the legal issues of the company
- Setting metrics and goals for the company to achieve
- Responsible for risk assessment of future business prospects
- Co-inventor of 6 Utility Patents in Solar Energy Mounting Technology

Sunlayar, Inc, CA – Founder & Chief Executive Officer **2014 - 2016**

- Responsible for Big Picture Vision of the company
- Develop & maintain strategic plan for managing growth
- Create good work environment for employees
- Setting metrics & goals tied to overall budget

BNC Holdings Group, CA – Managing Member **2011 – Present**

- Real Estate Holdings Company

Wentworth Construction, CA – Vice President **1986 - 2006**

Murwood Elementary – Paraprofessional Science & Technology **1997 - 2004**

Education

Bachelors of Science: Business Administration: California State University of Chico, Chico, CA
North American Board of Certified Energy Practitioners (NABCEP)

Awards

- Most Influential Women in Business, 2015 – San Francisco Business Times
- Top 10 Women in Solar, 2014 – The Energy Collective
- Business Person of the Year award – 2014 Walnut Creek Chamber of Commerce
- Climate Leader, Small Business Awards - California Air Resources Board Award 2013
- Solar Appreciation Award - NorCal Solar 2010
- Concord Chamber of Commerce - Outstanding Business Award 2010
- Who's Who of American Inventors - 1998-1999

Membership & Certifications

- Member – Shadelands Steering Committee
- Member – Women Presidents Organization
- Member – East Bay Manufacturing Group
- Member - Northern California Solar Energy Association (NorCal Solar)
- Member - California Solar Industries Association (CalSeia)
- Member – International Solar Energy Society (ISES)
- Life Member - American Solar Energy Association (ASES), Grade of Fellows
- Member - International Code Council (ICC)
- Member - National Roofing Contractors Association (NRCA)



Contra
Costa
County

For Office Use Only

Date Received:

MAR 02 2016

For Reviewers Use Only:

Accepted

Rejected

CLERK BOARD OF SUPERVISORS
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:

Workforce Development

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (If applicable)

1. Name: Carrillo Maggie
(Last Name) (First Name) (Middle Name)

2. Address: 4435 Pronghorn Way Antioch California 94509
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: 925-219-5598 925-439-9009 Ext 11
(Home No.) (Work No.) (Cell No.)

4. Email Address: maggie@ramarfoods.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 College

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) CSUEB Hayward, California	Human Resources Management	Yes No <input type="checkbox"/> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
B)		Yes No <input type="checkbox"/> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded:			
SHRM Human Resources	Human Resources Generalist Program	<input type="text"/>	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From <u>7/1/2015</u> To <u>Present</u></p> <p>Total: Yrs. <u> </u> Mos. <u>9</u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Human Resources Manager</p> <p>Employer's Name and Address</p> <p>Ramar Foods International (MFG) 1101 Railroad Lane Pittsburg, CA. 94565</p>	<p>Duties Performed</p> <p>HR Manager Responsibilities</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>2/2013</u> To <u>6/2015</u></p> <p>Total: Yrs. <u>2</u> Mos. <u> </u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Human Resources Generalist</p> <p>Employer's Name and Address</p> <p>CEMCO Steel MFG. Pittsburg Antioch Hwy Pittsburg, CA. 94565</p>	<p>Duties Performed</p> <p>HR Manager Responsibilities</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u>5/2012</u> To <u>6/2013</u></p> <p>Total: Yrs. <u>1.5</u> Mos. <u> </u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Human Resources Manager</p> <p>Employer's Name and Address</p> <p>Just Desserts Food Manufacturing Oakland, CA.</p>	<p>Duties Performed</p> <p>HR Manager Responsibilities</p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u>7/2010</u> To <u>3/2012</u></p> <p>Total: Yrs. <u>2</u> Mos. <u> </u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Human Resources Regional Manager</p> <p>Employer's Name and Address</p> <p>QUAD Graphics Manufacturing Pittsburg, CA. 94565</p>	<p>Duties Performed</p> <p>HR Manager Responsibilities</p>

7. How did you learn about this vacancy?

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

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:

Maggie Canillo

Date:

Feb. 21, 2016

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.
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Contra
Costa
County

RECEIVED

DEC 4 2015

CLERK OF THE BOARD OF SUPERVISORS
CONTRA COSTA CO.

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:

WORKFORCE DEVELOPMENT BOARD

Business Seat

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Amin, Bhupen B.
(Last Name) (First Name) (Middle Name)

2. **Address:** 3694 Oak Creek Court, Walnut Creek, CA 94598
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** (925) 979-5758; (925) 250-8600
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** Bhupen@LotusHotels.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 Juris Doctorate

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) U.C. Berkeley	Haas School of Business - Finance & Accounting	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	8		B.S.	1992
B) U.C. Davis	King Hall School of Law	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	6		J.D.	1995
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded:			
Judicial Training - Pro Tem Judge	Judicial Ethics, Law	25	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

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.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1998</div> <div>Present</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>17 yrs.</div> <div></div> Hrs. per week <div>50</div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Chief Operating Officer & Counsel</div> Employer's Name and Address <div>Lotus Hotels & Investments 1839 Ygnacio Valley Rd., Suite 374 Walnut Creek, CA 94598</div></p>	<p>Duties Performed <div>Oversee and direct all operations and development for family owned hotel and real estate portfolio. Responsible for all financing, hiring, construction, accounting and daily operations at 6 hotels and 4 retail & storage properties.</div></p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>2008</div> <div>Present</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>7 yrs.</div> <div></div> Hrs. per week <div>5</div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Board of Directors</div> Employer's Name and Address <div>Bay Commercial Bank 500 Ygnacio Valley Rd. Walnut Creek, CA 94596</div></p>	<p>Duties Performed <div>Direct banking operations for \$620 million FDIC insured Bank. Involved in strategic planning, loan decisions, investments, executive hiring/retention and budgeting.</div></p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>2004</div> <div>Present</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>11 yrs.</div> <div></div> Hrs. per week <div></div> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title <div>Past Chairman, Board Member</div> Employer's Name and Address <div>California Hotel & Lodging Association 414 29th Street Sacramento, CA 95816</div></p>	<p>Duties Performed <div>Monitor and approve activities for non-profit industry association. Participate in budgeting, government affairs, planning, and financial oversight.</div></p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1995</div> <div>1998</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>3 yrs.</div> <div></div> Hrs. per week <div>60</div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Attorney</div> Employer's Name and Address <div>Law Offices of Bowles & Verna 2121 N. California Blvd. Walnut Creek, CA 94596</div></p>	<p>Duties Performed <div>Litigation attorney with mid-size firm. Active representation of business and real estate issues.</div></p>

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:

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: 

Date: 11/30/15

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.



December 1, 2015

Clerk of the Board

651 Pine Street, Room 106

Martinez, CA 94553

Re: Board/Committee Application

Dear Committee Contact Representative,

Kindly accept my enclosed applications to join the Economic Opportunity Council and/or Workforce Development Board. I am genuinely interested in getting more involved in our community and participating in our local government process.

I have lived in Contra Costa County for nearly 40 years. I attended local public schools from Kindergarten through High School and, after graduate school, began working here as well. I currently reside in the unincorporated area of Walnut Creek with my wife and 3 school age children.

My office is located in Walnut Creek and we own full scale businesses (hotels) in both West County (Pinole and San Pablo) and East County (Pittsburg). I am eager to learn more about our County's services and government.

I am applying for two separate Committees, with the hope that I can join either one or both. I hope that my qualifications and experience can help our community and its residents. Please feel free to contact me directly with any questions or additional information. Thank you for your time and consideration.

Very truly yours,

Bhupen B. Amin, J.D.

3694 Oak Creek Court

Walnut Creek, CA 94598

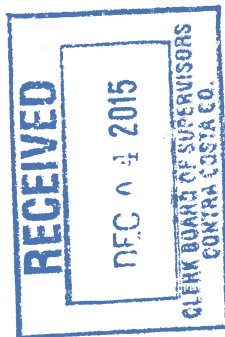
(925) 250-8600 cell

Bhupen@LotusHotels.com

Blupen Amia



Econo Lodge at Pinole, California
2600 Appian Way, Pinole, California 94564



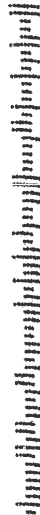
*Contra Costa County
Clerk of the Board
651 Pine St. Room 106
Martinez, CA 94553-1292*

OAKLAND CA 945

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Contra
Costa
County

For Office Use Only
Date Received:

DEC 23 2015

CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

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:	Carrascal	Jose	Antonio
	(Last Name)	(First Name)	(Middle Name)
2. Address:	335	Foothill Drive	Brentwood CA 94513
	(No.)	(Street)	(City) (State) (Zip Code)
3. Phones:	N/A	(925) 432-5003	(304) 389-9743
	(Home No.)	(Work No.)	(Cell No.)
4. Email Address:	jacarrascal@dow.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 Master of Science in Chemical Engineering

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Jack Welch Management Institute	MBA	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>				In Progress
B) National University Lviv Polytechnic	MS, Chemical Engineering	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>				06/20/1994
C) National University Lviv Polytechnic	BS, Chemical Engineering	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>				06/20/1994
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

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:

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: _____

Jose A. Carrascal

Date: _____

12/16/2015

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The Dow Chemical Company
Pittsburg, California 94565

OAKLAND CA 945

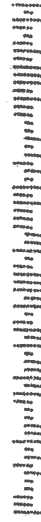
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Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, CA 94553-1292

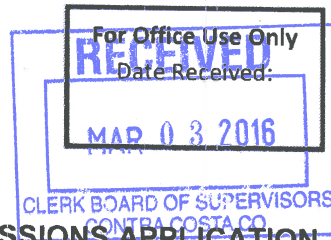
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94553129399





Contra
Costa
County



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:

Workforce Development Board
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name:	Cox	Jason	Dobbins
	(Last Name)	(First Name)	(Middle Name)
2. Address:	2531C Lucy Lane, Walnut Creek, CA 94595		
	(No.)	(Street)	(City) (State) (Zip Code)
3. Phones:	(925) 935-7165	(925) 439-6167	(925) 250-0099
	(Home No.)	(Work No.)	(Cell No.)
4. Email Address:	cox@ussposco.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 B.S. Marine Engineering

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Texas A&M University at Galveston, Tx 1979-1981	Marine Engineering	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	6		BS	1981
B) Memphis State University 1976-1978	Engineering, Undecided	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	6			
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From <u>2010</u> To <u>2016</u></p> <p>Total: Yrs. <u>5</u> Mos. <u>6</u></p> <p>Hrs. per week <u> </u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title</p> <p>Board Member</p> <p>Employer's Name and Address</p> <p>Workforce Development Board 300 Ellinwood Way Pleasant Hill, CA 94523</p>	<p>Duties Performed</p> <p>Workforce Development Board, Business Economic Development Committee Chair, Executive Committee Co-Chair</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>2/6/91</u> To <u>present</u></p> <p>Total: Yrs. <u>25</u> Mos. <u>1</u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Manager, Rolling Division Maintenance</p> <p>Employer's Name and Address</p> <p>USS-POSCO Industries 900 Loveridge Road Pittsburg, CA 94565</p>	<p>Duties Performed</p> <p>Manage engineers and technicians tasked with maintaining the physical assets of the Rolling Division. Provide technical training for skilled workers, work with colleges to align curriculum/courses with available career paths, work with local schools to promote awareness of manufacturing careers, interview job applicants for technical positions.</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u>2008</u> To <u>present</u></p> <p>Total: Yrs. <u>7</u> Mos. <u>6</u></p> <p>Hrs. per week <u> </u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title</p> <p>Past President</p> <p>Employer's Name and Address</p> <p>Pittsburg Chamber of Commerce Board of Directors</p>	<p>Duties Performed</p> <p>Advocate for the city of Pittsburg as a business friendly environment. Advocate to the city of Pittsburg to be a business friendly environment. Provide guidance to the Chamber CEO</p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u>2013</u> To <u>present</u></p> <p>Total: Yrs. <u>2</u> Mos. <u>6</u></p> <p>Hrs. per week <u> </u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title</p> <p>Food Runner, Workshop Coordinator</p> <p>Employer's Name and Address</p> <p>White Pony Express 3380 Vincent Road Pleasant Hill, CA 94523</p>	<p>Duties Performed</p> <p>Food Runner - Pick up food donations in Walnut Creek near my home and deliver them to Loaves and Fishes or Pittsburg United Methodist Church on my way to work. Workshop Coordinator - Run a weekly 2 hour workshop where volunteers sort and distribute clothing to shelters in the county.</p>

7. How did you learn about this vacancy?

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

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: _____

Date: _____

3-2-16

Important Information

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2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
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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.

**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

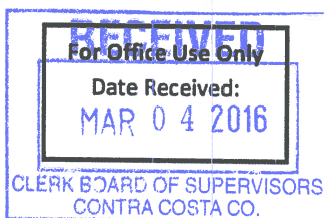
WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;

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.



Contra
Costa
County



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:

Workforce Development Board

Business and Economic Development Committee

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Georgian Ashley Wilkerson
(Last Name) (First Name) (Middle Name)

2. Address: 4358 First St. Pleasanton CA 94566
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: 925-941-2233 707-365-7790
(Home No.) (Work No.) (Cell No.)

4. Email Address: ashley.georgian@johnmuirhealth.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 Masters

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Pepperdine University, Seaver College	Public Relations	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			B.A.	12/2006
B) Pepperdine University, Graziadio School of Business	Business Administration	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			M.B.A.	08/2010
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			
Pepperdine University, School of Law	Certificate, Dispute Resolution					

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From <u>10/2014</u> To <u>Present</u></p> <p>Total: Yrs. <u>1</u> Mos. <u>4</u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Director, Government Affairs</p> <p>Employer's Name and Address</p> <p>John Muir Health 1400 Treat Blvd. Walnut Creek, CA 94597</p>	<p>Duties Performed</p> <p>Support John Muir Health in the development and implementation of government and community affairs strategy. Position the organization and its leadership as a source for legislative and policy development and analysis. Build cooperative, personal relationships with community coalitions and health associations.</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>4/2013</u> To <u>10/2014</u></p> <p>Total: Yrs. <u>1</u> Mos. <u>6</u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Senior Manager, Media Relations</p> <p>Employer's Name and Address</p> <p>Stanford Health Care 300 Pasteur Dr Stanford, CA 94305</p>	<p>Duties Performed</p> <p>Served as a public information officer for Stanford Health Care with the press and the public in both proactive and reactive situations, including crises. Acted as primary communications consultant for key internal clients; developing strategies</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u>4/2011</u> To <u>4/2013</u></p> <p>Total: Yrs. <u>2</u> Mos. <u></u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Senior Communications Specialist</p> <p>Employer's Name and Address</p> <p>John Muir Health 1400 Treat Blvd. Walnut Creek, CA 94597</p>	<p>Duties Performed</p> <p>Outlined framework for corporate communications that served the mission, vision, values, brand and organizational priorities with external media, community groups, local government, trade organizations and the public. Developed and implemented strategic internal communications plan.</p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u>9/2010</u> To <u>4/2011</u></p> <p>Total: Yrs. <u>7</u> Mos. <u></u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Senior Account Executive</p> <p>Employer's Name and Address</p> <p>GCI Health 1001 Front Street San Francisco, CA 94111</p>	<p>Duties Performed</p> <p>Managed public relations, corporate communications and fiduciary budgetary commitments to Archimedes, Inc., Bosch Healthcare and Allon Therapeutics accounts. Provided strategic counsel on branding, media outreach, digital/ social media strategy and issues management.</p>

THIS FORM IS A PUBLIC DOCUMENT

7. How did you learn about this vacancy?

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

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:

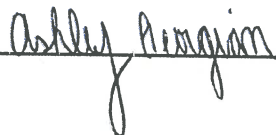
9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

No personal financial relationships.

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:

2/25/2016

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**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.



Contra
Costa
County

For Office Use Only

Date Received

FEB 22 2016

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:

Contra Costa Workforce Development Board

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name:	Lucido	Teresa	Cox
	(Last Name)	(First Name)	(Middle Name)
2. Address:	738 Los Palos Drive	Lafayette	CA 94549
	(No.)	(Street)	(City) (State) (Zip Code)
3. Phones:	925 284 2769	925 686 8077	
	(Home No.)	(Work No.)	(Cell No.)
4. Email Address:	tlachenb@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

MBA

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) University of San Francisco	Masters Business Admin	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MBA	12/85
B) University of Colorado - Denver	Bachelors of Science Bus.	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BS	12/81
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From <input type="text"/> To <input type="text"/></p> <p><input type="text"/> 10/07 <input type="text"/> Present</p> <p>Total: Yrs. <input type="text"/> Mos. <input type="text"/></p> <p><input type="text"/> 8 years <input type="text"/> 4 mos.</p> <p>Hrs. per week <input type="text"/> 40+ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Division Manager - Business Banking</p> <p>Employer's Name and Address</p> <p>Wells Fargo Bank 1200 Concord Ave., Suite 650 Concord, CA 94520 - 4915</p>	<p>Duties Performed</p> <p>Oversee banking teams managing local business relationships.</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <input type="text"/> To <input type="text"/></p> <p><input type="text"/> 5/00 <input type="text"/> 10/07</p> <p>Total: Yrs. <input type="text"/> Mos. <input type="text"/></p> <p><input type="text"/> 7 years <input type="text"/> 6 mos</p> <p>Hrs. per week <input type="text"/> 40+ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>President of 3 Greater Bay Banks</p> <p>Employer's Name and Address</p> <p>Greater Bay Bancorp merged into Wells Fargo in October 2007.</p>	<p>Duties Performed</p> <p>Oversaw and managed all bank operations for each of 3 community banks of Greater Bay Bancorp. President and COO - Golden Gate Bank 2000 - 2003 President and CEO - Mid-Peninsula Bank 2003 - 2005 President and CEO - Santa Clara Valley National Bank. 2005 - 2007</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <input type="text"/> To <input type="text"/></p> <p><input type="text"/> 11/81 <input type="text"/> 5/00</p> <p>Total: Yrs. <input type="text"/> Mos. <input type="text"/></p> <p><input type="text"/> 19 years <input type="text"/> 6 mos.</p> <p>Hrs. per week <input type="text"/> 40+ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Held variety of positions</p> <p>Employer's Name and Address</p> <p>Westamerica Bank Westamerica Bancorporation 1108 Fifth Ave., San Rafael, CA 94901</p>	<p>Duties Performed</p> <p>Held variety of positions in Marketing, Human Resources, Branch Management and Regional Management</p>
<p>D) Dates (Month, Day, Year)</p> <p>From <input type="text"/> To <input type="text"/></p> <p><input type="text"/> <input type="text"/></p> <p>Total: Yrs. <input type="text"/> Mos. <input type="text"/></p> <p><input type="text"/> <input type="text"/></p> <p>Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>

THIS FORM IS A PUBLIC DOCUMENT

7. How did you learn about this vacancy?

☐ CCC Homepage ☐ Walk-in ☐ Newspaper Advertisement ☐ District Supervisor ☒ Other I was a prior board member.

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: *Teresa C. Guando*

Date: 2-19-16

Important Information

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2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
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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.
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Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
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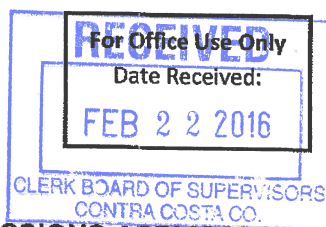
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 4. First cousin;
 5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, 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.



Contra
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For Reviewers Use Only:
Accepted Rejected

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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:

Workforce Development Board for Contra Costa

Workforce Development Board

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name:	Rivera	Robert	Albert
	(Last Name)	(First Name)	(Middle Name)
2. Address:	307 Windmill Canyon Place	Clayton,	CA 94517
	(No.) (Street) (Apt.)	(City)	(State) (Zip Code)
3. Phones:	925-673-0537	925-689-6300 ext. 6002	925-207-8711
	(Home No.)	(Work No.)	(Cell No.)
4. Email Address:	brivera@thessg.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: Associate of Arts

	Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
				Semester	Quarter		
A)	Diablo Valley College	Business/Marketing	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			AA	1982
B)			Yes No <input type="checkbox"/> <input type="checkbox"/>				
C)			Yes No <input type="checkbox"/> <input type="checkbox"/>				
D)	Other schools / training completed:	Course Studied	Hours Completed		Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>		

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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.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>10/2013</div> <div>Current</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>2</div> <div>6</div> Hrs. per week <div> </div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Vice President of Sales</div> Employer's Name and Address <div>The Staffing Solutions Group 3478 Buskirk Ave, Suite 110 Pleasant Hill, CA 94523</div></p>	<p>Duties Performed <div>Responsible for job placement and provide service to existing and new accounts. Direct contact to hundreds of employers, hiring managers in the local Northern California market.</div></p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>12/2012</div> <div>10/2013</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>0</div> <div>11</div> Hrs. per week <div> </div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Branch Manager</div> Employer's Name and Address <div>Staffmark 1855 Gateway Blvd. Suite 185 Concord, CA 94520</div></p>	<p>Duties Performed <div>Responsible for branch performance including temporary, contract and direct hire placements service to Contra Costa County. Ensure best practices and quality of service.</div></p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>10/2011</div> <div>12/2012</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>1</div> <div>3</div> Hrs. per week <div> </div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Regional Sales Manager</div> Employer's Name and Address <div>Wollborg Michelson Personnel 3333 Vincent Road, Suite 203A Pleasant Hill, CA 94523</div></p>	<p>Duties Performed <div>Responsible for client relations for new business and maintain current accounts for temporary, contract and direct hire labor needs. Service to East Bay market including Contra Costa and Alameda Counties.</div></p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>12/2005</div> <div>10/2011</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>5</div> <div>11</div> Hrs. per week <div> </div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Branch Manager</div> Employer's Name and Address <div>Manpower 500 12th Street, Suite 200 Oakland, CA 94602</div></p>	<p>Duties Performed <div>Responsible for job placements for all lines of business including temporary, contract, direct hire placement team including multiple onsite clients. Full duties including hiring, training, P/L responsibilities and meet all compliance and branch objectives.</div></p>

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:

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: Robert M. Rivera Date: 2/16/2016

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Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
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FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE
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 4. First cousin;
 5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
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 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.



**Contra
Costa
County**

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Date Received:

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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:

The Workforce Development Board

Board Member

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Steele, Justin, Cole
(Last Name) (First Name) (Middle Name)
2. **Address:** 1962 Hopkins St. Berkeley, CA 94707
(No.) (Street) (Apt.) (City) (State) (Zip Code)
3. **Phones:** N/A, 510-242-2882, 713-306-8053
(Home No.) (Work No.) (Cell No.)
4. **Email Address:** justin.c.steele@chevron.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 Masters Degree

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) State University of New York, College at Buffalo	Psychology	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	May 2001
B) Texas A&M University	Human Resource Management	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MS	May 2005
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

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<p>A) Dates (Month, Day, Year)</p> <p>From <u>6/20/05</u> To <u>Current</u></p> <p>Total: Yrs. <u>10</u> Mos. <u>8</u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Human Resources Manager</p> <p>Employer's Name and Address</p> <p>Richmond Refinery 841 Chevron Way, T/C 347 Richmond, CA 94801</p>	<p>Duties Performed</p> <p>Oversight of all human resources activities</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>5/14/01</u> To <u>7/31/03</u></p> <p>Total: Yrs. <u>2</u> Mos. <u>2</u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Benefits Specialist</p> <p>Employer's Name and Address</p> <p>Kaleida Health Buffalo, NY</p>	<p>Duties Performed</p> <p>Administer benefit plans in accordance with policy and collective bargaining agreement</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u> </u> To <u> </u></p> <p>Total: Yrs. <u> </u> Mos. <u> </u></p> <p>Hrs. per week <u> </u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p> </p> <p>Employer's Name and Address</p> <p> </p>	<p>Duties Performed</p> <p> </p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u> </u> To <u> </u></p> <p>Total: Yrs. <u> </u> Mos. <u> </u></p> <p>Hrs. per week <u> </u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p> </p> <p>Employer's Name and Address</p> <p> </p>	<p>Duties Performed</p> <p> </p>

7. How did you learn about this vacancy?

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

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:

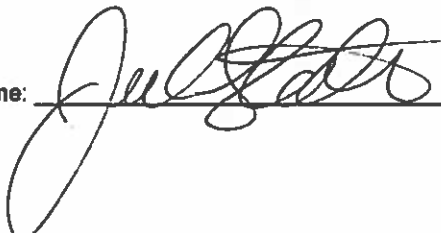
9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

No ☒ Yes ☐

If Yes, please identify the nature of the relationship: Not personally, but Chevron does

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: _____

3-8-16

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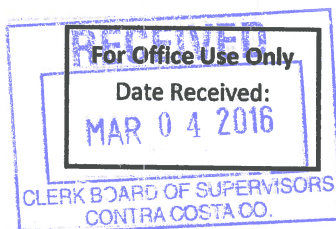
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Martinez, California 94553-1292

PLEASE TYPE OR PRINT IN INK

(Each Position Requires a Separate Application)

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

Workforce Development Board

Business Representative

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Adler, Paul
(Last Name) (First Name) (Middle Name)

2. **Address:** 1380 San Pablo Avenue, Rodeo, CA 94572
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** 510-260-5947
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** paul.adler@p66.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 Master Degree, Leadership Studies

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) University of San Diego	Leadership Studies	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MA	2004
B) University of San Diego	Communications	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	2000
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From <u>01/15</u> To <u>Present</u></p> <p>Total: Yrs. <u>1</u> Mos. <u>3</u></p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Public Affairs Manager</p> <p>Employer's Name and Address</p> <p>Phillips 66 - San Francisco Refinery 1380 San Pablo Avenue Rodeo, CA 94572</p>	<p>Duties Performed</p> <p>Communications, External Relations, Community, Government and Public Affairs.</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>09/07</u> To <u>09/14</u></p> <p>Total: Yrs. <u>7</u> Mos. <u>0</u></p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>District Representative, District 5</p> <p>Employer's Name and Address</p> <p>Contra Costa County - Board of Supervisor's Office - Federal D. Glover 315 East Leland Road Pittsburg, CA 94565</p>	<p>Duties Performed</p> <p>District Representative for Martinez, Rodeo, Crockett and Port Costa. Youth Summit Coordinator</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u>09/04</u> To <u>09/07</u></p> <p>Total: Yrs. <u>3</u> Mos. <u>0</u></p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Athletic Director</p> <p>Employer's Name and Address</p> <p>The Nativity School 5890 El Apajo Rancho Santa Fe, CA 92107</p>	<p>Duties Performed</p> <p>Athletic Director, P.E. Teacher, 7th Grade Homeroom and Religious Studies Instructor</p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u>10/01</u> To <u>09/04</u></p> <p>Total: Yrs. <u> </u> Mos. <u> </u></p> <p>Hrs. per week <u> </u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Administrative Analyst</p> <p>Employer's Name and Address</p> <p>Contra Costa County - Board of Supervisor's Office - Federal D. Glover 315 East Leland Road Pittsburg, CA 94565</p>	<p>Duties Performed</p> <p>District Representative for Bay Point. Youth Summit Coordinator</p>

7. How did you learn about this vacancy?

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

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: 

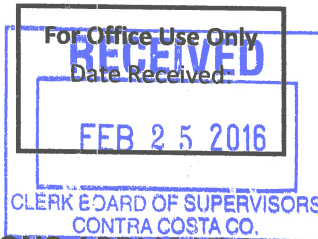
Date: MARCH 4th 2016

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.



Contra
Costa
County



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:

Workforce Development Board
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Williams III Robert Allen
(Last Name) (First Name) (Middle Name)

2. Address: 2655 Kavanagh Dr. San Pablo CA 94806
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: N/A (925) 228-7020 (925) 640-6239
(Home No.) (Work No.) (Cell No.)

4. Email Address: RWILLIAMS@DC16.US

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 12

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) <input type="text"/>	<input type="text"/>	Yes No <input type="checkbox"/> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
B) <input type="text"/>	<input type="text"/>	Yes No <input type="checkbox"/> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
C) <input type="text"/>	<input type="text"/>	Yes No <input type="checkbox"/> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded:			
<u>JUPAT Apprenticeship / Trade School</u>	<u>Painting</u>	<u>480</u>	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			

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.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>8/13/12</div> <div>Present</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>3</div> <div>7</div> Hrs. per week <div>40</div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Business Representative</div> Employer's Name and Address <div>DC 16 2705 Constitution Ave. Livermore, CA 94551</div></p>	<p>Duties Performed <div>Union Business Rep. responsible for recruiting young workforce & help educating members in the industry of working safely & productively.</div></p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>12/19/98</div> <div>8/12/12</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>13</div> <div>9</div> Hrs. per week <div>40+</div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Painter Foreman</div> Employer's Name and Address <div>Jerry Thompson & Sons 3 Simms San Rafael, CA 94901</div></p>	<p>Duties Performed <div>Run projects & evaluate workers, teach them the industry & put them in positions to succeed.</div></p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div></div> <div></div> Total: <u>Yrs.</u> <u>Mos.</u> <div></div> <div></div> Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p>	<p>Title <div></div> Employer's Name and Address <div></div></p>	<p>Duties Performed <div></div></p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div></div> <div></div> Total: <u>Yrs.</u> <u>Mos.</u> <div></div> <div></div> Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p>	<p>Title <div></div> Employer's Name and Address <div></div></p>	<p>Duties Performed <div></div></p>

7. How did you learn about this vacancy?

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

CCBTC

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:



Date:

2/23/16

Important Information

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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.



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:

Workforce Investment Board
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

Board member
PRINT EXACT SEAT NAME (if applicable)

1. Name:	Araby	James	
	(Last Name)	(First Name)	(Middle Name)
2. Address:	101	Hampton Rd.	Briones CA 94553
	(No.)	(Street)	(City) (State) (Zip Code)
3. Phones:	925-229-2695	510-599-0488	
	(Home No.)	(Work No.)	(Cell No.)
4. Email Address:	seiuorg399@hotmail.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 Bachelor of Arts Degree

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) California State University Long Beach	History and Political Science	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	May 2002
B)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

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.

<p>A) Dates (Month, Day, Year)</p> <p>From To</p> <p>8/01/12 Present</p> <p>Total: Yrs. Mos.</p> <p>Hrs. per week 50 . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Executive Director</p> <p>Employer's Name and Address</p> <p>UFCW Western States Council 8530 Stanton Ave Buena Park, CA 90620 510-891-1058</p>	<p>Duties Performed</p> <p>Manage a board of directors of 12 local union presidents. Responsible for the development and implementation of policy and political program for UFCW in California, Arizona and Nevada.</p>
<p>B) Dates (Month, Day, Year)</p> <p>From To</p> <p>5/15/09 8/01/12</p> <p>Total: Yrs. Mos.</p> <p>3 3</p> <p>Hrs. per week 40+ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Political Field Director</p> <p>Employer's Name and Address</p> <p>California Federation of Teachers 1330 Broadway, Suite 1601 Oakland, CA 94612 510-523-5238</p>	<p>Duties Performed</p> <p>Worked with local union presidents to develop member engagement and political program. Ran multiple local school board races and worked on statewide initiatives including Prop. 25 in 2010 and Prop. 30 in 2012.</p>
<p>C) Dates (Month, Day, Year)</p> <p>From To</p> <p>12/15/15 Present</p> <p>Total: Yrs. Mos.</p> <p>Hrs. per week . Volunteer <input checked="" type="checkbox"/></p>	<p>Title</p> <p>Board Member</p> <p>Employer's Name and Address</p> <p>CORO Northern California 601 Montgomery St. San Francisco, CA 94111</p>	<p>Duties Performed</p> <p>Oversee operation of CORO program and raise money for organization. Led numerous internal initiatives to help stabilize organization specifically around new management and fundraising infrastructure.</p>
<p>D) Dates (Month, Day, Year)</p> <p>From To</p> <p>Total: Yrs. Mos.</p> <p>Hrs. per week . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Employer's Name and Address</p>	<p>Duties Performed</p>

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:

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: _____

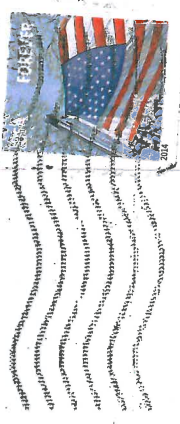
Date: _____

3/5/16

Important Information

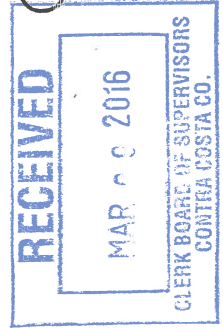
1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
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8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

J. Araby
101 Hampton Rd
Briones, CA 94553



OAKLAND CA 945
07 MAR 2016 PM 4:1

Contra Costa County
Clerk of the Board
651 Pine St, Rm 106
Martinez, CA
94553-1292



94553129399



Contra
Costa
County



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:

Contra Costa Workforce Development Board

Adult Education Representative

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Farwell Kathy S
(Last Name) (First Name) (Middle Name)

2. **Address:** 115 Diamond Court Hercules CA 94547
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** 510-245-0219 925-228-3276 ext 263
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** kfarwell@martinezusd.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 Master's Degree

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) CSU East Bay	Education: Admin. Credential	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	30			2004
B) San Francisco State University	MA: Teach Eng. For. Lang Sec. English Credential	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	70		MA	1988; 1986
C) San Francisco State University	BA: Drama Education	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	140		BA	1982
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>			
University of Montreal Contra Costa College	French Japanese	180				

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From <u>08/2006</u> To <u>Present</u></p> <p>Total: <u>9</u> Yrs. <u>5</u> Mos.</p> <p>Hrs. per week <u>45</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Director, Martinez Adult Education</p> <p>Employer's Name and Address</p> <p>Martinez Adult School 600 F Street Martinez, CA 94553 Martinez Unified School District 921 Susana Street Martinez, CA 94553</p>	<p>Duties Performed</p> <p>Supervise all adult school activities: Academic and career training State and federal grants/contracts (Perkins, WIOA, DOR, pre-apprenticeship, Indian Ed - Title VII) LEA for 7 apprenticeship programs CTE co-chair for regional AB86 Collaborate with CBOs for student employment Maintain fiscal accountability</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>10/2002</u> To <u>08/2006</u></p> <p>Total: <u>3</u> Yrs. <u>10</u> Mos.</p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Assistant Director, Martinez Adult Educ.</p> <p>Employer's Name and Address</p> <p>Martinez Adult School 600 F Street Martinez, CA 94553 Martinez Unified School District 921 Susana Street Martinez, CA 94553</p>	<p>Duties Performed</p> <p>Supervision of: Academic training programs (adult high school diploma and ESL and associated WIA Title II grants) Outreach programs (seniors, disabled adults, community education) Parenting Education WASC accreditation</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u>08/2012</u> To <u>Present</u></p> <p>Total: <u>3</u> Yrs. <u>5</u> Mos.</p> <p>Hrs. per week <u>PT</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Instructor: UC Berkeley Extension</p> <p>Employer's Name and Address</p> <p>UC Berkeley Extension 1995 University Ave., Suite 110 Berkeley, CA 94704-7000</p>	<p>Duties Performed</p> <p>Instruct adult education designated subjects and CTE credential candidates: teaching strategies working with special populations planning curriculum working with community addressing student needs</p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u>08/1996</u> To <u>10/2002</u></p> <p>Total: <u>6</u> Yrs. <u>2</u> Mos.</p> <p>Hrs. per week <u>35</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Teacher; Teacher Support Provider</p> <p>Employer's Name and Address</p> <p>Martinez Junior High Martinez Unified School District 921 Susana Street Martinez, CA 94553</p>	<p>Duties Performed</p> <p>Secondary English teacher (7th and 8th grades) ESL transitional teacher Support for new and veteran teachers</p>

7. How did you learn about this vacancy?

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

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: Kathy Ferrell

Date: Jan 21, 2016

Important Information

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THIS FORM IS A PUBLIC DOCUMENT

**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.



Acalanes Adult Education

Del Valle Education Center
Acalanes Union High School District
1963 Tice Valley Boulevard
Walnut Creek, California 94595
(925) 280-3980 • Fax (925) 280-3981

January 27, 2016

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Room 106
Martinez, CA 94553

To Whom It May Concern:

As chairperson for the Contra Costa County Adult and Continuing Education Coordinators' Collaborative (CCCACECC), it is my pleasure to write this letter of support for Kathy Farwell to the Contra Costa Workforce Development Board position. I work closely with Kathy through our various committee work where she serves as secretary for our CCCACECC meetings. Additionally, Kathy has been an administrator at Martinez Adult Education since October, 2002 and has been an active member in the field of career technical education since 2004.

At present, Kathy is working with Randy Tillery and David Wahl as co-chairs for the CTE regional group for our Contra Costa County AEBG (formerly AB86) Consortium. Furthermore, through her work in Martinez, she also serves as the LEA director for eight approved apprenticeship programs and she has written one of the 2016 - 2018 funded innovative pre-apprenticeship grants to increase the number of women in apprenticeship programs.

It is my pleasure to endorse Kathy Farwell to this position on the Board.

Thank you,

Steven France
Director, Del Valle Education Center

A Tradition of Excellence Since 1945!

Kathy Stafford Farwell

115 Diamond Court

Hercules, CA 94547

Work Phone (925) 228-3276 x 263

E-mail: kfarwell@martinezusd.net

SUMMARY

Director of adult education with expertise in academic and career technical education, professional development, and standards-based learning. Fifteen years teaching English and English as a second language in grades seven through twelve in urban and suburban settings; nine years teaching adult education credential candidates at the university level.

LEADERSHIP SKILLS

Current

- Serve as director for a suburban adult school within a unified school district
- Collaborate with community college career technical education staff and community partners to improve adult access to career training programs
- Monitor budget reports and collaborate with district financial personnel
- Restructure adult education programs and site as economy demands
- Plan and deliver professional growth sessions highlighting standards-based lesson and course outline development and adult education theory
- Collaborate with apprenticeship coordinators to improve training programs
- Prepare Carl Perkins Consortium allocations and annual reports for nine participating adult schools in Contra Costa and Alameda Counties
- Consult and approve Workforce Innovation and Opportunity Act expenditures for adult English as a second language and adult high school diploma programs
- Coordinate the Indian Education program to support educational outcomes for students with Native American ancestry
- Develop and teach curriculum and instructional strategies for adult and secondary instructors through UC Berkeley Extension Credential Program
- Train adult education staff on integrating College and Career Readiness Standards

Previous

- Served as lead instructor for Level I adult education credential class through California State University East Bay
- Served as Martinez Adult Education Title IV Accreditation Coordinator
- Prepared state approval documents for the certified nurse assistant program
- Served as summer school principal for Alhambra High School
- Served as substitute principal for Las Juntas Elementary School and assistant principal at Martinez Junior High School
- Supported up to twelve beginning teachers per year promoting reflective questioning related to the California Standards for the Teaching Profession
- Presented staff training on standards-based assessment and English language development strategies

EXPERIENCE

- 2006 – Present** **Director, Martinez Adult Education, Martinez Unified School District**
Monitor curriculum, instruction, budget, and personnel in academic and career technical education training courses. Collaborate with staff and community colleagues to improve attendance, increase funding sources, and develop relevant curriculum for the adult learner. Serve as Contra Costa County adult school consortium fiscal agent for Carl Perkins funding. Participate as accreditation chair for adult school visitations.
- 2012 – Present** **Associate Professor, Adult Education Credential Program, UC Berkeley Extension**
Provide instruction on principles and strategies to develop a standards-based curriculum for adolescent and/or adult learners with diverse needs, skills, and language backgrounds; observation and evaluation of credential candidates' instructional skills and techniques.
- 2006 – 2011** **Associate Professor, Principles and Practices of Adult Education, Level I California State University, East Bay**
Presented standards-based curriculum preparation to adult education credential candidates. Curriculum included adult learning theory, performance-based objectives, lesson planning and course outline design.
- 2002 – 2006** **Assistant Director, Martinez Adult Education, Martinez Unified School District**
Coordinated the 2006 Title IV accreditation report and visitation. Participated with local educational agencies to organize university adult education credential courses. Submitted mandatory reports for state and federal grants. Supervised academic and career training programs and associated budgets.
- 2002** **Principal, Alhambra High School Summer Session, Martinez Unified School District**
Developed master schedule, recruited teachers, counseled students, assisted teachers with intervention curriculum, determined funding sources, supervised attendance procedures and school environment.
- 2000 - 2002** **Peer Assistance and Review Consulting Teacher/Beginning Teacher Support and Assistance Liaison (BTSA) Martinez Unified School District**
Observed and coached beginning teachers; supported tenured teachers. Presented staff development in standards-based instruction, assessment, and differentiation.
- 1996 - 2000** **Eighth Grade English Teacher and Spring Department Lead Martinez Junior High School, Martinez Unified School District**
Designed curriculum targeting student mastery of standards and benchmarks. Served on the Program Quality Review Leadership Team, supervised the 1999-2000 yearbook, implemented the Martin Luther King, Jr. Speech Contest, escorted students to Washington, D.C.
- 1989 – 1996** **English, English as a Second Language, Yearbook Teacher, and English Chair Alta Loma Middle School, South San Francisco Unified School District**
Aligned seventh and eighth grade English and ESL curricula to defined standards; coordinated interdisciplinary curriculum and Program Quality Review document.
- 1988, 1989, 1992** **English Teacher, South San Francisco Unified Summer Sessions**
Instructed Senior English Intensive and Sophomore English; emphasized writing and study skills, literary analysis, and career development.

1988 - 1989

English as a Second Language Teacher and Department Chair, Havenscourt Junior High School, Oakland Unified School District.

Conducted English as a second language classes from newcomer to advanced levels. Integrated lessons to promote listening, speaking, reading and writing proficiencies.

1986-1987

English and English as a Second Language Teacher, South San Francisco High School

Guided career investigations, writing improvement, and critical thinking in Senior English; fostered communicative competence in English as a second language. Coordinated at-risk-student program in study skills and college awareness.

EDUCATION

Master's Degree, Teaching English as a Second or Foreign Language, San Francisco State University, May 1988 (summa cum laude)

Bachelor of Arts Degree, Drama Education, San Francisco State University, May 1982 (summa cum laude)

- Association of California School Administrators Personnel Academy, 2010-2011: A seven-month program for human resource professionals
- California Adult Literacy Professional Development Project Leadership Training, 2003-2004: Essential training seminars for new adult education administrators
- California Formative Assessment and Support System for Teacher Trainers, Contra Costa County Office of Education, 2001-2002: Certification training for new teacher induction process
- Training and Human Resource Development, UC Berkeley Extension, Summer 1991: Developing skills for training workplace employees
- Training for ESL Teacher Trainers, Redwood City, Fall 1990: Practicing and creating exercises to assist ESL teachers in San Mateo County
- Language Studies (in addition to college degree programs): Japanese – Contra Costa Community College, Fall 2013 and San Mateo Adult School, Fall 1992; Spanish - Cuernavaca, Mexico, Summer 1987; French - Montreal, Quebec, Summer 1981

CREDENTIALS

Professional Clear Administrative Services Credential, September 2005

Language Development Specialist Certificate, October 1988

Single Subject Teaching Credential in English, January 1986

**ADDITIONAL
INFORMATION**

- Association of California School Administrators - Diablo Valley Chapter President Elect: 2015-16; ACSA member since 2002
- UC Berkeley Extension Adult Education Credential Advisory Team member: 2011
- California Council for Adult Education Bay Section Secretary: 2005-2012
- *You Make a Difference* Honoree – Martinez Unified School District: 2002
- Parent Teachers Association Founder's Day Service Award, South San Francisco Unified School District: 1995
- Principal's Service Award, South San Francisco Unified School District: 1994
- Phi Delta Kappa member since 1985



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:

Workforce Development Board Contra Costa Cou

Education

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Tillery, Randal Kevin
(Last Name) (First Name) (Middle Name)

2. **Address:** 2205 Curtis Street, Berkeley, CA 94702
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** 209 505 3965
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** rtillery@4cd.edu; kazenza@gmail.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: Masters, ABD

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Evergreen State College	Liberal Arts	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>		180	BA	6/1985
B) Temple University	Social and Visual Anthropology	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	50		MA	6/1992
C) University of Texas at Auston	Social Anthropology	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	80		ABD	
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>6/2011</div> <div>Present</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>4</div> <div>9</div> Hrs. per week <div>40+</div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Senior Dean Workforce and Economic De</div> Employer's Name and Address Contra Costa Community College District 500 Court Street Martinez, 94553</p>	<p>Duties Performed Oversight and strategic planning for district wide and regional workforce and CTE initiatives</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>4/2004</div> <div>6/2011</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>7</div> <div>2</div> Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Principal Consultant/Proprietor</div> Employer's Name and Address Red Letter Consulting Omega Mine Road Jamestown CA</p>	<p>Duties Performed Sole proprietor consulting firm focused on large scale, multi-stakeholder workforce and education planning and fund development</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1/2002</div> <div>4/2004</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>2</div> <div>4</div> Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Director of Neighborhood Economic Dev</div> Employer's Name and Address East Bay Asian Local Development Corporation 800 8th Street Oakland, CA</p>	<p>Duties Performed Director of division of neighborhood economic development. Oversaw community revitalization, community planning, family asset development programs, and commercial planning revitalization processes</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1/2000</div> <div>1/2002</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>2</div> <div></div> Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Director of Workforce Development</div> Employer's Name and Address The Unity Council 1939 Fruitvale Avenue Oakland, Ca</p>	<p>Duties Performed Director of publically and philanthropically funded workforce programs targeting low income and immigrant communities</p>

7. How did you learn about this vacancy?

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

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: 

Date: 3-1-16

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.

THIS FORM IS A PUBLIC DOCUMENT

**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

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 2. Brother, sister, grandmother, grandfather, grandson, and granddaughter;
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 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;
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 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.

Randal K. Tillery

2205 Curtis Street, Berkeley, CA 94702; 209-505-3965; kazenza@gmail.com

Summary of Qualifications and Strengths

- Implementation of educational and workforce programs in and with higher education, WIBs, TANF, Probation, adult education and other public systems,
- Organizing and implementing strategies that increase college success including contextualization, stackable certificates, dual enrollment, and learning communities,
- Project management, and implementation of programs and strategies for distressed individuals and communities,
- Grant and fund development resulting in hundreds of millions in dollars raised for workforce, youth, and community development programs,
- Exceptional written and oral communication skills.

Education

ABD—University of Texas at Austin: Social Anthropology with focus on Anthropology of American social & educational reform movements from 1700-1990.

Masters of Arts—Temple University: Cultural and Visual Anthropology.

Bachelor of Arts—The Evergreen State College: Liberal Arts with emphasis on fine arts, Anthropology, and topics in Social Theory.

Professional History

2011 to Present	Senior Dean of Workforce and Economic Development— Contra Costa Community College District Duties: District-wide and regional workforce initiatives for 14 regional community colleges and dozens of K12 districts including assistance in bringing 40 million dollars in grant funding to the San Francisco East Bay in 3 years.
2004-2011	Principal/Development Consultant— Red Letter Consulting Duties: Sole proprietor for consultancy developing/funding workforce & educational solutions for colleges, WIBs, CBO's, industry, and other publically funded systems
2002-2004	Director of Neighborhood Economic Development East Bay Asian Local Development Corporation (EBALDC) Duties: Director for community revitalization, family self-sufficiency, and workforce programs for low income immigrant communities in San Francisco East Bay.
1999-2001	Director of Workforce Development Spanish Speaking Unity Council, Oakland, CA Duties: Director of Workforce Programs, WIA One Stop, and Self Sufficiency programs for low income immigrants in the Fruitvale and Lower San Antonio Communities
1997-1999	Project Manager: Planning & Program Implementation Gibson and Associates; Oakland, CA Duties: Planning & fund development for public agencies, K12 education, and CBOs in response for large federal or state opportunities.
1991-1997	Senior Program Director: Youth and Wilderness Programs YMCA of Stanislaus County, Modesto, CA. Duties: Administrator of Wilderness and Adolescent education programs for youth.
1977-1993	13+ years' experience in youth development and adolescent mental health with YMCA and residential treatment agencies.

Teaching and Training Experience

1995-7	University of Texas Digital Linguistics and Media Training Lab. Supervised and trained graduate level sociolinguistics and linguistics students on use of Digital sound and media lab and taught modules on use of digital media in analysis of culture and language.
1993-5	<i>Anthropology and Visual Communication</i> ; University of Texas at Austin. Upper division

- honors level course on culture, visual representation, and ethnographic film (2 sections)
- 1989 *Cultural Anthropology*: Temple University. Undergraduate survey course in cultural and social anthropology.
- 1986-7 Tribes Trainer: Led professional development institutes for K12 teachers on group building, social development, and group process based classroom management techniques
- 1985 – 1997 YMCA of Stanislaus County, YMCA of Greater Kings County. Developed and led training programs for adolescents and young adults on youth development, wilderness and experiential education, and group development. Hired, trained, and supervised as many as 50 adolescents and young adults per season.

Conferences/Presentations/Panels

- 2015 *Integrated Regional Business Engagement across Workforce, Education & Economic Development*. Presentation at Spring Conference of the California Workforce Association. Los Angeles, CA.
- 2015 *Building K14 Pathways: College perspectives in integrated K12/Community College pathway design*. California Linked Learning Conference. Los Angeles, CA.
- 2015 *Integrated Business Engagement Strategies for Workforce, Education & Economic Development*. Presentation at National Association of Workforce Boards in Wash. DC
- 2015 *Moderated Panel on California WIB Slingshot Initiative*. Organized by California Workforce Investment Board. California Federation of Labor Workforce Conference. Sacramento, CA.
- 2014 *Regional Approaches for Implementing Workforce and Economic Development Strategies: The East Bay Design it – Build it – Ship it Initiative*. California Workforce Association Meeting of the Minds Conference. Monterey CA.
- 2014 *Understanding the Impact of Pathways for California Community Colleges*. Presentation to Community College League of California
- 2013 *The California Advancement Academies: Cohort Based Strategies for Underserved Populations*. California Student Success Conference. Oakland, CA.
- 2012 *Understanding Cost Benefit of Cohort Based Onramps for Underserved Populations*, Career Advancement Academies Statewide Conference, Sacramento, CA
- 1995 *Shits, Mack Daddies, and Mother Goose: Speech Play and Class Identification at a Children's Summer Camp*. Paper presented in invited session on language and political economy at the 94th meeting of the American Anthropological Association, Washington, DC.
- 1994 *At Play with Children in the Fields of the Self*. Paper presented at the 93rd meeting of the American Anthropological Association, Atlanta, GA.
- 1994 *Folklore and Children's Worlds: Nature, Place, Belonging in a Romantic Key*. Presentation at the meeting of the American Folklore Society, Milwaukee, WI. (Also Panel Chair).
- 1993 *Soft Fictions: Children, Narrative Events, and Identity*. Paper presented at the first Symposium about Language and Society--Austin (SALSA), Austin, TX.
- 1993 Discussant: *Language and Personal Identity: The Case of Religious Transformation*. Panel at meeting of the Society for Psychological Anthropology, Montreal, Canada.

Publications

- 1995 *Folklore and Children's Worlds: Nature, Place, and Belonging in a Romantic Key*. *Review of Children's Folklore* 17(2):3-11.
- 1993 *Soft Fictions: Children, Narrative Events, and Identity*. *Symposium about Language and Society--Austin* (special edition of the *Texas Linguistic Forum*) pp. 21-31.
- 1992 *Touring Arcadia: Discursive Simulation and Cultural Struggle at a Children's Summer Camp*. *Cultural Anthropology* 7(3):374-388.
- 1990 *Touring Arcadia: A Proposal for the Production of a Film on Education and Cultural Struggle at a Children's Summer Camp*. Unpublished Master's Thesis at Temple University.

Professional References

Tim Rainey Executive Director CA Workforce Investment Board 510-915-9945	Virginia Hamilton Region 6 Director (Western US) US Department of Labor Employment/Training Administration 415-625-7900	John Brauer Director of Workforce Development California Federation of Labor 510-663-4028
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Project History

Employment & Training/Self Sufficiency Programming

Year	Institution/Role
2010-14	<p>Contra Costa Community College District: Projects led both as a consultant and as Senior Dean of Economic and Workforce Development at CCCCDC.</p> <ul style="list-style-type: none"> ➤ Trade Adjustment Assistance Community College Career Training (TAACCCT) initiative: Led development and implementation of a 14.9 million dollar DOL funded regional employment and training initiative. ➤ SB 1070 CTE Pathways Initiative: Funded and led regional consortium to build systemic solutions to increase transition from secondary to post-secondary CTE pathways. ➤ California Career Pathways Trust: Led initial regional planning for 23 million dollars in State funding to support development of integrated K14 career pathways across the entire East Bay region. ➤ California Community College Linked Learning initiative: Funded and help lead development of a \$400,000 linked learning initiative that couples high school career academies with CTE and transfer course sequences at the community college ➤ Career Advancement Academies: Led development/management of 1.65 million dollar per year special CTE educational initiative creating integrated onramps into CC CTE pathways for low income young adults 1-3 levels below college readiness. ➤ Los Medanos College: Assisting with special CTE student services planning and implementation initiative with faculty and administrators at LMC ➤ Gates Completion by Design: Led a four college planning process and proposal development for an application to the Gates Completion by Design initiative. ➤ ATLAS Warehousing Replication: Technical Assistance to the Richmond WIB and Contra Costa College for planned replication of the ATLAS Logistics program.
2012	<p>East Bay Economic Development Alliance: Development and funding of a 2.2 million dollar Advanced Manufacturing Jobs Accelerator and Innovation Challenge Initiative in partnership with EDA, Contra Cost WIB, Manex, UC Berkeley, and the Alameda and Contra Costs Small Business Development Centers.</p>
2011	<p>Career Ladders Project: Planning and Development of 20 million dollar statewide grant initiative in response to Federal DOL TAACCCT grant program with 4CD, 11 colleges, state Chancellor's Office, and Public Private Ventures.</p>
2006-2011	<p>Peralta Community College District: Implementation of multiple projects targeting low income and disadvantaged students raising over 6 million dollars.</p> <ul style="list-style-type: none"> ➤ ATLAS Trade and Logistics Initiative: Strategic planning, fund development, and technical assistance for multi-million dollar transportation and logistics training initiative including development of strategies for hard to serve populations, incumbent workers, industry engagement, and implementation of green transportation and supply chain programs. Successfully raised \$4.6 million in DOL, EDD, State Chancellors office, foundation, and municipal funding. ➤ East Bay Green Job Corps: Successful Program and Grant Development for 1 million dollar green jobs initiative including multiple municipalities, WIB's and community based workforce providers.

- ➔ **East Bay Career Advancement Academies:** Technical assistance to design outreach and student support strategies for the East Bay Career Advancement Academies, a contextualized basic skills initiative targeting the four Peralta Colleges and three colleges in Contra Costa County.
 - ➔ **Peralta Colleges Five Year Perkins Title IV(c) Plan:** Development of Peralta five year Perkins CTE plan.
 - ➔ **Peralta Student Support Services Initiative:** Successful \$200,000 proposal to the Bay Area Workforce Funding Collaborative to implement new student support strategies for low income CTE students.
 - ➔ **Peralta After-school Pathways Initiative:** Successful \$300,000 proposal for an afterschool employment and training initiative at Laney college modeled after the EBCAA contextualized basic skills program.
 - ➔ **CTE Teacher Pipeline Initiative:** \$200,000 proposal for a CTE teacher preparation pipeline initiative including accelerated credential options and internal professional development for new CTE instructors at the Peralta Campuses.
- 2007-2011 The Workforce Collaborative:** Implementation of multiple initiatives
- ➔ **ATLAS Trade and Logistics Initiative:** TWC was the initial contractor for the development of a trade and logistics continuum with the College of Alameda that resulted in the larger ATLAS initiative.
 - ➔ **Career Advancement Academies:** Negotiation of outreach and case management contract for TWC with the Peralta Community College District. \$235,000 contract.
 - ➔ **San Francisco Foundation:** Successful capacity building proposal to implement case management and assessment systems to help move individuals into Community College and ATLAS training pathways.
 - ➔ **East Bay Community Foundation:** Successful proposal to design new reentry program for parolees within the ATLAS trade and logistics initiative.
- 2010 Port of Oakland:** Strategic Workforce Analysis of Port of Oakland and port tenants, operators, and concessionaires. Includes a complete workforce census, GIS mapping of primary residence of port related employees, and analysis of current labor agreements, third party hiring, and other factors that may impact East Bay residents access to employment at the Port of Oakland. Outcomes will include recommendations on the role of the Port in linking to the workforce system in ways that help more East Bay residents benefit from career path employment at the Port.
- 2010 EBASE/TWC/Revive Oakland Coalition:** Feasibility Study of the potential for creation of a workforce training center at the Port of Oakland in conjunction with the Oakland Army Base redevelopment process. Roles include identification of foundation funding to support the study, engagement with local and regional stakeholders on the structure and purpose of such a center, and collaborative planning with the Port of Oakland, Peralta Colleges, ATLAS initiative, and key stakeholders to facilitate political support for a dedicated trade and logistics training center near the Port of Oakland.
- 2008 City of San Francisco Mayor's Office of Economic and Workforce Development:** Planning and Development of new citywide workforce initiative targeting alienated young adults including 6 weeks intensive JRT, Transitional Jobs Program, and placement into city redevelopment projects.
- 2006-2009 Rubicon Programs Incorporated:** Implementation of multiple projects targeting low income and disadvantaged students raising over 2.5 million dollars
- ➔ **EastBay Pathways to Self-Sufficiency:** Partnership between Rubicon, Berkeley City College, Oakland Adult School, and Alameda Social Services Agency providing intensive case management and short term CTE training for working CalWORKs participants. \$500,000 funded EDD WIA 15% Governor's grant.
 - ➔ **Hayward One Stop Services Contract:** Successful planning and Bid preparation for Rubicon to take over the Hayward/Eden Area One Stop Operators Contract under the Alameda County Workforce Investment Board.

- ➔ **Berkeley/North Cities One Stop Services Contract:** Successful planning and bid preparation for Rubicon to take over the Berkeley/North Cities One Stop Operators Contract under the Alameda County Workforce Investment Board.
 - ➔ **San Francisco Mayor's Office of Economic and Workforce Development:** Between February and December of 2008 negotiated new contracts and supervised development of new 1.2 million dollar workforce and WIA One Stop Center in the San Francisco Western Addition, including a Neighborhood Workforce Center contract, Contract for One Stop WIA services, Citybuild pre-apprenticeship program, and Redevelopment placement contracts. Also supervised the development of the City's new One Stop in the neighborhood including staffing, infrastructure, and buildout.
- 2007** **Local Initiatives Support Corporation:** 12 month feasibility study evaluating potential sites for the implementation of the Annie E Casey Centers for Working Families program in the San Francisco Bay Area.
- 2007** **Alameda County Health Care Foundation/Chabot College:** 9 month strategic planning to create an initiative with the Chabot Nursing Program to help overseas trained nurses reenter health care and nursing careers.
- 2006** **Allen Temple Baptist Church (ATHEDCO):** Successful Development of \$340,000 Measure Y Prisoner Reentry and Workforce Initiative.
- 2002-2005** **National Economic Development and Law Center:** Development of two independent proposals for funding for Sector Strategies to employ hard to serve and limited English Oakland residents in the Construction Trades. Led to initial funding for the Bay Area Construction Sector Intervention Collaborative in West Oakland. Generated \$1,500,000 in funding.
- 2005** **East Bay Asian Local Development Corporation:** Successful Development of Program strategies and Proposal for \$300,000 Public Housing Neighborhood Networks Technology initiative for Coliseum Gardens HOPE VI housing development in East Oakland.
- 2003-2004** **Annie E. Casey Foundation:** Engaged by the Annie E. Casey Foundation as a part of the Oakland Making Connections initiative to facilitate and lead the Family Economic Success Team for the Oakland Collaborative. Led to a Community EITC/Benefits Eligibility strategy and Resident Engagement Network organized around economic self-sufficiency.
- 2002-2004** **East Bay Asian Local Development Corporation:** Projects Developed while Neighborhood Economic Development Director at EBALDC
- ➔ **Coliseum Gardens Service Collaborative:** Oversight of Community Engagement and Services Collaborative Planning for HOPE VI mixed income development,
 - ➔ **Asset Development Programs:** Supervision of Asset Development Strategies for low income families including IDA programs, EITC Campaign, and Employer-Based IDA strategies,
 - ➔ **Eastlake Mainstreet Initiative:** Oversight and fund development for Eastlake Mainstreet revitalization initiative in lower San Antonio in Oakland, including merchant organizing, technical assistance, and interface with City Neighborhood Development Staff.
 - ➔ **Neighborhood Planning & Transformation Strategies:** Responsible, with Director of Real Estate, for development of a community transformation strategy for EBALDC tying real estate, family supports, and commercial revitalization for long term community change.
- 2002** **Spanish Speaking Unity Council:** Projects Developed while Interim Workforce Director for Unity Council
- ➔ **CIRCLES Employment Collaborative:** Development of new strategies for CIRCLES Immigrant and LEP employment collaborative including family self-sufficiency strategy and integrated case management framework,

- ➔ Affiliate Employment One Stop: Implemented an affiliate East Bay Works One Stop Employment Center,
- 2001** **Peralta Community College District:** Development of a program model for Vocational ESL support for Limited English immigrants on CalWORKs
- 1997-1999** **Alameda County Social Services Agency:** Multiple Successful Workforce & Family Support Projects
 - ➔ Child Support Assurance Demonstration: 2-County Child Support/CalWORKs demonstration project linking NCP/CalWORKs/Child Support Services,
 - ➔ NCP Employment Services Project: 3 million dollar CalWORKs linked employment project for Non-Custodial Parents
 - ➔ LEP Hard to Serve Employment Services: 3.5 million dollar DOL TANF Innovation grant for services to Limited English TANF recipients.
- 1999** **Stanislaus Housing Authority:** Successful Section 8 WtW Housing Voucher and PHDEP applications to Federal Department of Housing and Urban Development.
- 1998** **East Bay Asian Local Development Corporation:** Successful 12 month planning process and proposal development to fund an independent employment and training collaborative in Central Oakland serving limited English CalWORKs participants in Central Oakland. Developed over \$2,000,000 in funding over 12 months.
- Richmond Housing Authority:** Development of Successful HOPE VI Revitalization Plan for Easter Hill and PHDEP Application for same site.
- Rubicon Programs:** Successful 1 million dollar Governor's 15% Discretionary Grant for strengthened employment services continuum in unincorporated North Richmond.
- Richmond Private Industry Council:** Successful 3.5 million dollar Department of Labor planning and proposal for RichmondWORKs employment collaborative for Hard to Serve TANF Recipients in City of Richmond.
- Contra Costa Social Services Agency:** Successful 3 million dollar California Department of Social Services proposal for Non-Custodial Parent Employment and Training.

Primary and Secondary Education Projects

Year	Client/Role
2004-2006	Shasta County Office of Education: <ul style="list-style-type: none"> ➔ Development and ongoing evaluation of rural school technology and professional development initiative targeting instructors in rural multi-grade and multi-subject classrooms aligned to Title II, Part D requirements of No Child Left Behind, ➔ Evaluation of County Consortium TUPE initiative, ➔ 2006-Successful preparation of Round 4 EETT Competitive application for Title II, Part D technology funds ➔ 2005-Successful preparation of Round 3 EETT Competitive application for Title II, Part D technology funds
2005-2006	Patterson Joint Unified School District: Ongoing school safety and violence prevention planning and assistance, including; <ul style="list-style-type: none"> ➔ Leadership of district-wide parent, staff, and district planning process targeting violence and substance abuse prevention programs at all school sites ➔ Development of a successful \$500,000 School Community Violence Prevention grant proposal for Creekside Middle School. ➔ Development of a successful California Endowment Proposal for a comprehensive district-wide parent organizing and engagement campaign targeting increased access to and responsiveness of MH, health, and supportive services promoting increased student health and positive lifestyle choices.
2006	Keyes Union Elementary School District: Proposition 10 School Readiness

Initiative, including;

- ➔ Development of the Districts first school-linked services initiative and plan for an ongoing parent/district led school services collaborative,
- ➔ Successful development of \$100,000 school readiness grant proposal
- ➔ Technical Assistance on implementation of the new SRI initiative in Keyes and initial collaborative development.

2005 Tehama County Department of Education: Development of program design and proposal for a 1 million dollar Title II, Part B regional teacher professional development initiative serving small rural school districts in response to professional development requirements of No Child Left Behind,

2005 Oakland Unified School District: Development of a digital school technology and professional development initiative targeting middle school mathematics classrooms yielding aligned to Title II, Part D requirements of No Child Left Behind

2004 Modesto City Schools: Development of a \$3,000,000 District-wide school safety and prevention initiative for Safe School/Healthy Students Funding through the Federal offices of Education and Substance Abuse and Mental Health Services Administration.

1997-2003 Other School Support and Educational Projects

- ➔ **Healthy Start:** West Contra Costa Unified, Turlock Unified, Modesto City Schools (3), Hughson Unified, New Haven Unified,
- ➔ **21st Century/Afterschool Learning Centers:** Patterson Joint Unified, Modesto City Schools, Hughson Unified
- ➔ **Technology Literacy/Educational Technology:** Stanislaus County Office of Education, Modesto City Schools, New Haven Unified, Patterson Joint Unified,
- ➔ **School Violence/SA Prevention:** Mount Pleasant Elementary, Enterprise Elementary, Sanger Unified, Modesto City Schools,



Contra
Costa
County

RECEIVED
For Office Use Only

Date Received:

MAR 03 2016

CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

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:

Workforce Development Board

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

Business

Economic & Community Development

PRINT EXACT SEAT NAME (if applicable)

1. Name: Connelly Kristin Braun
(Last Name) (First Name) (Middle Name)

2. Address: 14 Hawk Canyon Place, Lafayette, CA 94549
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: (925) 385-0921 (925) 246-1880 (925) 765-9004
(Home No.) (Work No.) (Cell No.)

4. Email Address: kconnelly@ebclmail.org

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 J.D.

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Fordham University School of Law	Law	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			J.D.	5/2005
B) Georgetown University	Public Policy	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			M.P.P.	5/2000
C) UCLA	Political Science	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			B.A.	6/1996
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From To</p> <p>6/2014 Present</p> <p>Total: Yrs. Mos.</p> <p>Hrs. per week 40 . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>President and CEO</p> <p>Employer's Name and Address</p> <p>East Bay Leadership Council P.O. Box 4906 Walnut Creek, CA 94596</p>	<p>Duties Performed</p> <p>Lead region's premier employer advocacy group representing nearly 300 employers of all sizes. The mission of the East Bay Leadership Council is to advocate for public policies that improve economic vitality and quality of life for the region. Also serve as Executive Director of the Contra Costa Economic Partnership.</p>
<p>B) Dates (Month, Day, Year)</p> <p>From To</p> <p>11/2013 5/2014</p> <p>Total: Yrs. Mos.</p> <p>Hrs. per week 40 . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Chief of Staff</p> <p>Employer's Name and Address</p> <p>Contra Costa County Board of Supervisor Karen Mitchoff</p>	<p>Duties Performed</p> <p>Managed BOS4 staff and provided strategic advice on all policy issues. Represented Sup. Mitchoff in meetings with county leadership across many functional areas and with constituents.</p>
<p>C) Dates (Month, Day, Year)</p> <p>From To</p> <p>2/2012 10/2013</p> <p>Total: Yrs. Mos.</p> <p>1 8</p> <p>Hrs. per week . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Executive Director</p> <p>Employer's Name and Address</p> <p>California Forward Action Fund 1107 9th Street, Ste 650 Sacramento, CA 95814</p>	<p>Duties Performed</p> <p>Led staff of 501(c)(4) political arm of governance reform organization that sponsored statewide ballot measure.</p>
<p>D) Dates (Month, Day, Year)</p> <p>From To</p> <p>10/2010 2/2012</p> <p>Total: Yrs. Mos.</p> <p>Hrs. per week . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Bay Area Regional Coordinator</p> <p>Employer's Name and Address</p> <p>California Forward 1107 9th Street, Ste 650 Sacramento, CA 95814</p>	<p>Duties Performed</p> <p>Briefed elected officials across Bay Area on governance reform, including county supervisors, city council members and special district representatives.</p>

7. How did you learn about this vacancy?

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

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: County is member of EBLC and CCEP.

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:

Krist Crowley

Date:

3/1/2016

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.
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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.

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**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.

Proven executive: Experienced leader skilled in policy advocacy and importance of stakeholder engagement.

Proven communicator: Extensive experience representing organizations publicly and delivering concise messaging in-person and across digital media.

Visionary leader: Proven track record of developing an inspiring vision to motivate staff and volunteers in support of diverse organizations.



EAST BAY LEADERSHIP COUNCIL, Concord, CA

President & CEO (June 2014 – PRESENT)

- Lead staff of 501 (c)(6) organization representing more than 250 of the region's employers, including all four of the refineries in Contra Costa County, advocating for improving the East Bay's economic vitality and quality of life.
- Brie
- Collaborate with other business and economic development organizations and coalitions, including the Bay Area Business Council and Regional Economic Association Leaders (REAL Coalition).
- Analyze local, regional and state regulatory and legislative issues of significance for Board of Directors and membership.

CONTRA COSTA ECONOMIC PARTNERSHIP, Concord, CA

Executive Director (June 2014 – PRESENT)

- Lead staff of 501 (c)(3) sister organization of the East Bay Leadership Council focused on developing and implementing a regional economic development strategy as a collaboration between public and private sector.
- Work collaboratively with stakeholders involved in regional workforce development issues.

CONTRA COSTA COUNTY, Concord, CA

Chief of Staff to Supervisor Karen Mitchoff (Nov. 2013 – June 2014)

- Provided strategic advice on all policy issues and supervised district staff.
- Represented Sup. Mitchoff in meetings with county leadership across many functional areas and with constituents.

CALIFORNIA FORWARD, San Francisco, CA

Executive Director, California Forward Action Fund (Feb. 2012 – Oct. 2013)

- Led staff of 501 (c)(4) political arm of governance reform organization that sponsored statewide ballot measure.
- Cultivated major donor to contribute 10x initial investment, in matching funds, towards Proposition 31.
- Managed all aspects of fundraising, budget and campaign distributions for statewide campaign.
- Represent CFAF in meetings with elected officials, policy makers and media statewide.
- Organize and participate in panel discussions regarding the importance of government reform in California.

Partnership Coordinator (Oct. 2010 – Jan. 2012)

- Built and communicated the California Forward "brand" of unique governance reform statewide.
- Addressed business, non-profit and other civic leaders, regularly speaking at events and meetings.
- Briefed elected officials across Bay Area on governance reform, including county supervisors, city council members and special district representatives.
- Created unique digital content including regional Facebook pages.

GLOBAL HIV VACCINE ENTERPRISE, New York, NY

Organizational Development Consultant (2009)

- Through extensive management coaching, restored productivity and positive work environment by creating new organizational structure for global non-profit, speeding development of HIV vaccine.

SIDLEY AUSTIN LLP, New York, NY

Litigation Associate, Employment & Labor Group (2006 – 2008)

- Responsible for all facets of employment discrimination cases, including conducting legal research, preparing related motions and legal memoranda and liaising with employer clients.
- Elected by peers to lead communications with Management Committee.
- Selected by litigation partners to represent New York office during firm-wide new associates orientation.
- Participated in on-campus recruiting and led effort that yielded nearly 300% increase in summer associates from Fordham Law School in first year of interviewing.

THE FAMILY CENTER, New York, NY

Director of Planning and Policy (2001 – 2002)

- Developed customized strategic planning with staff, consumers and Board of Directors at organization offering social and legal services for low-income families affected by life-threatening illness.
- Provided ongoing updates to Executive Director and senior managers on relevant legislation.

AIDS ALLIANCE FOR CHILDREN, YOUTH & FAMILIES, Washington, DC

Senior Policy Associate (2000 – 2001)

- Developed policy agenda in conjunction with Board of Directors, member organizations and ED for national organization advocating for policy interests of children, youth and families affected by HIV/AIDS.
- Lobbied policy makers, government agencies, and other advocacy organizations on behalf of AIDS Alliance.
- Communicated the importance of reauthorization of the Ryan White CARE Act during transition between Clinton and George W. Bush Administrations to member organizations.

RECENT VOLUNTEER EXPERIENCE

LAFAYETTE LIBRARY & LEARNING CENTER FOUNDATION, Lafayette, CA

Board of Trustees (Dec. 2012 – PRESENT)

BUCK SCHOLARS ASSOCIATION, Vacaville, CA

President, Board of Directors (2008 – 2011)

EDUCATION

Fordham University School of Law, Juris Doctor, *cum laude*

Honors: Stein Scholars Program in Public Interest Law and Ethics; President, Stein Council; Legal Writing Teaching Assistant, Community Economic Development Clinic, Fordham Urban Law Journal

Georgetown University, Master of Public Policy (Education Policy)

Honors: Elected graduation speaker; Campaign Management Institute, American University

University of California, Los Angeles, Bachelor of Arts, Political Science, *magna cum laude*

Honors: College Honors, Dean's List, Chancellor's Service Award, UCLA Alumni Scholar State Finalist



March 3, 2016

Ms. Stephanie Mello
County Administrator's Office
Contra Costa County
651 Pine Street, Room 106
Martinez, CA 94553

Chair of the Board
Andrew Sabey
Cox, Castle & Nicholson, LLP

Chair-Elect
Steve Van Wart
Tunbridge Associates

Vice President - Finance
A.J. Major
Vavrinek, Trine, Day & Company, LLP

Vice President - Engagement
Bielle Moore
Republic Services

Vice President - Events
Patricia A. Deutsche
Tesoro Refining & Marketing Company

Vice President - Talent & Workforce
Ken Mintz
AT&T

Vice President - Economic Development & Jobs
Sharon Jenkins
John Muir Health

Vice President - Communications
Peggy White
Diablo Regional Arts Association

Vice President - Membership
James Brandt
Morgan Stanley Wealth Management

Chief Legal Counsel
Peter McGaw
Archer Norris

Vice President - Infrastructure
Terry Bowen
Gray-Bowen-Scott

Immediate Past Chair
Keith Archuleta
Emerald HPC International, LLC

President & CEO
Kristin B. Connelly

Dear Ms. Mello,

On behalf of the East Bay Leadership Council, it is my pleasure to recommend Kristin Connelly for membership on the Workforce Development Board of Contra Costa County.

Kristin possesses expert knowledge on workforce development practices and a deep familiarity with the wide range of workforce development issues currently faced by businesses in Contra Costa County and the East Bay region. In her current roles as President and CEO of the East Bay Leadership Council and Executive Director of the Contra Costa Economic Partnership, she has played a leadership role in advocating for increased funding for workforce development programs and has overseen the execution of a variety of workforce development projects and initiatives.

I have no doubt that she would prove to be an extremely valuable member of the Workforce Development Board and I enthusiastically recommend her to you.

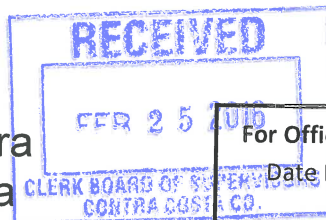
Sincerely,

A handwritten signature in dark ink, appearing to read "Andrew Sabey", is written over a horizontal line.

Andrew Sabey
Chair of the Board
p.p. Josh Huber
Policy Director



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:

Workforce Development Board

EDD Wagner Peyser Representative

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Johnson, Richard, Paul
(Last Name) (First Name) (Middle Name)

2. **Address:** 4071 Port Chicago Hwy, Suite 250, Concord, CA 94520
(No) (Street) (Apt) (City) (State) (Zip Code)

3. **Phones:** 925-602-3999
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** richard.johnson@edd.ca.gov

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:

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Trinity School of the Bible	Ministerial Studies	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	82		Bach	1/1/87
B) American River Junior College	General Education	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	56			1/1/98
C) Sierra College	Total Quality Management	Yes No <input type="checkbox"/> <input type="checkbox"/>	3			1/1/94
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			
Rudgers University	GDCF					

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.

<p>A) Dates (Month, Day, Year)</p> <p>From <u>11/09/2015</u> To <u>Present</u></p> <p>Total: Yrs. <u>4</u> Mos. <u>4</u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Employment Program Manager II</p> <p>Employer's Name and Address</p> <p>Employment Development Dept Workforce Services Branch 4071 Port Chicago Hwy, Ste 250, Concord, CA 94520</p>	<p>Duties Performed</p> <p>Cluster Manager EDD Workforce Services operations at 6 sites in Contra Costa Have 2 EPM I's that report to me, and responsible for 14 staff.</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>06/10/2008</u> To <u>11/09/2015</u></p> <p>Total: Yrs. <u>7</u> Mos. <u>5</u></p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Employment Program Manager I</p> <p>Employer's Name and Address</p> <p>Employment Development Dept Workforce Services Branch 1200 O'Brien Drive, Menlo Park, CA 94025/801 Turk Street, San Francisco, CA, 94102</p>	<p>Duties Performed</p> <p>Site Manager of San/Francisco/San Mateo EDD Field Offices. Manage Veteran program in San Francisco/San Mateo. Field Office SPOC for Honor Hero Hire a Vet Job Fair. As site Manager, Supervised 7 EPR's in Menlo Park, coordinated scheduling for 3 partner sites, built relationships w/ partners under WIOA guidelines.</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u>06/10/1999</u> To <u>06/09/2008</u></p> <p>Total: Yrs. <u>9</u> Mos. <u></u></p> <p>Hrs. per week <u></u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Employment Program Representative</p> <p>Employer's Name and Address</p> <p>Employment Development Dept 4071 Port Chicago Hwy, Ste 250, Concord, CA 94520</p>	<p>Duties Performed</p> <p>Work group leader, as team developed and delivered training on EDD core services to partners in office we left due to EDD budget constraints, Prospective Program Manager (PPM) participant, Site Volunteer Supervisor, EU Coordinator, San Pablo Site Lead, Completed GDCF requirements, IAW, PJSA, IAW Workshop leader. 2003-4, work in Paid Family Leave Call Center.</p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u></u> To <u></u></p> <p>Total: Yrs. <u></u> Mos. <u></u></p> <p>Hrs. per week <u></u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><u></u></p> <p>Employer's Name and Address</p> <p><u></u></p>	<p>Duties Performed</p> <p><u></u></p>

7. How did you learn about this vacancy?

☐ CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☒ Other Required for Wagner Peyser

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:

Richard Johnson

Date:

2/13/2016

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.
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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
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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;
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 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.



4071 Port Chicago Hwy., Suite 250, Concord, CA 94520-1157
OFFICIAL BUSINESS Penalty For Private Use \$300

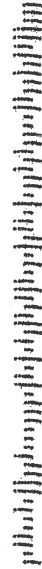


Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
MARTINEZ, CA 94553-1292



UNITED STATES POSTAGE
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0001743180 FEB 22 2016
MAILED FROM ZIP CODE 94520

945531292 0001





Contra Costa County

For Office Use Only

Date Received:

DEC 16 2015

CLERK BOARD OF SUPERVISORS

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 94563-1292

PLEASE TYPE OR PRINT IN INK

(Each Position Requires a Separate Application)

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

Workforce Development Board

Department of Rehabilitation

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Asch Carol S.
(Last Name) (First Name) (Middle Name)

2. **Address:** 1485 Civic Ct., Ste. 1100 Concord, CA 94520
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** (925) 602-3953
(Home No.) (Work No.) (Cell No.)

4. **Email Address:**

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 Master's Degree

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) San Diego State University	Vocational Rehabilitation Counseling	Yes No <input checked="" type="checkbox"/>			M.S.	2003
B) Stanford University	Russian	Yes No <input checked="" type="checkbox"/>			M.A.	1988
C) University of California, Berkeley	Slavic Languages and Literatures	Yes No <input checked="" type="checkbox"/>			B.A.	1986
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> 5/2012 present Total: <u>Yrs.</u> <u>Mos.</u> 3 6 Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title District Administrator Employer's Name and Address Department of Rehabilitation Same address as above</p>	<p>Duties Performed Overall management and administration of the vocational rehabilitation program of the Greater East Bay District, Department of Rehabilitation.</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 7/2005 5/2012 Total: <u>Yrs.</u> <u>Mos.</u> 6 11 Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title Rehabilitation Supervisor Employer's Name and Address Department of Rehabilitation Same address as above</p>	<p>Duties Performed Supervised team of rehabilitation counselors in the Concord office of the Department of Rehabilitation.</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> 4/2000 7/2005 Total: <u>Yrs.</u> <u>Mos.</u> 5 3 Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title Rehabilitation Counselor Employer's Name and Address Department of Rehabilitation 1515 Clay St., Oakland, CA 94612</p>	<p>Duties Performed Provided vocational rehabilitation counseling to consumers of the Department of Rehabilitation in the Oakland office.</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> Total: <u>Yrs.</u> <u>Mos.</u> Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title Employer's Name and Address </p>	<p>Duties Performed</p>

7. How did you learn about this vacancy?

☐ CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☐ Other mandated partner

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: Carol Arch Date: 12/14/15

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.

**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:**

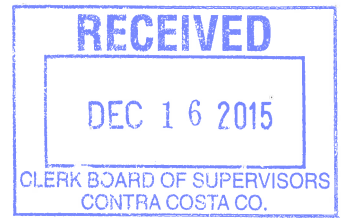
IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

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.



City of Pleasant Hill



City Clerk

NOTICE OF REORGANIZATION

On Monday, December 7, 2015, the Pleasant Hill City Council reorganized. The following is a list of current Councilmembers:

Mayor Sue Noack
Vice Mayor Michael G. Harris
Councilmember David E. Durant
Councilmember Ken Carlson
Councilmember Timothy M. Flaherty

Regular meetings of the City Council
p.m. in the Council Chambers at 100

Monday of each month at 7:30

Danielle K. M.

Deputy City Clerk

BGO

Commissioners
Jack Baylis, President
Los Angeles
Jim Kellogg, Vice President
Discovery Bay
Jacque Hostler-Carmesin, Member
McKinleyville
Eric Sklar, Member
Saint Helena
Anthony C. Williams, Member
Huntington Beach

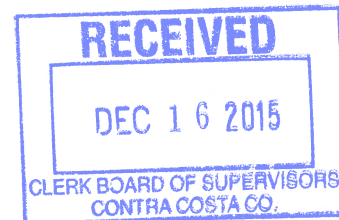
STATE OF CALIFORNIA
Edmund G. Brown Jr., Governor

Sonke Mastrup, Executive Director
1416 Ninth Street, Room 1320
Sacramento, CA 95814
(916) 653-4899
www.fgc.ca.gov

Fish and Game Commission



Wildlife Heritage and Conservation
Since 1870



December 11, 2015

NOTICE OF PROPOSAL FOR A 90 DAY EXTENSION OF EMERGENCY ACTION Measures for Fisheries at Risk Due to Drought Conditions

Reference OAL File #2015-0626-01E

Pursuant to the requirements of Government Code subsections 11346.1(a)(2) and 11346.1(h), the Fish and Game Commission (Commission) is providing notice of proposed extension of existing emergency regulations, establishing measures for fisheries at risk due to drought conditions.

The objective of this re-adoption is to protect fisheries under critical conditions stemming from various conditions by establishing a set of triggers to guide fishing closures and reopening actions. Closures occur when specific triggering events occur, including water temperatures exceeding 70°F for over eight hours a day for three consecutive days. Other triggers include oxygen levels, water level, and breeding population. The Commission authorized staff to publish notice of intent to permanently implement Section 8.01, Title 14, CCR, at its December 10, 2015, meeting in San Diego, CA. Consideration for adoption of the regular rulemaking is scheduled for the April 14, 2016, Commission meeting in Santa Rosa.

SUBMISSION OF COMMENTS

Government Code Section 11346.1(a)(2) requires that, at least five working days prior to submission of the proposed emergency action to the Office of Administrative Law (OAL), the adopting agency provide a Notice of the Proposed Emergency Action to every person who has filed a request for notice of regulatory action with the agency. After submission of the proposed emergency to OAL, OAL shall allow interested persons five calendar days to submit comments on the proposed emergency regulations as set forth in Government Code Section 11349.6.

Any interested person may present statements, arguments or contentions, in writing, submitted via U.S. mail, e-mail or fax, relevant to the proposed emergency regulatory action. Written comments submitted via U.S. mail, e-mail or fax must be received at OAL within five days after the Commission submits the emergency regulations to OAL for review.

CALIFORNIA FISH AND GAME COMMISSION
STATEMENT OF PROPOSED EMERGENCY REGULATORY ACTION

Emergency Action to
Add Section 8.01,
Title 14, California Code of Regulations
Re: Special Measures for Fisheries at Risk due to Drought Conditions

I. Statement of Facts Constituting the Need for Emergency Regulatory Action

California continues to suffer under severe drought conditions with record low snow packs in 2014 and 2015. In early 2014, Governor Edmund G. Brown Jr. proclaimed a State of Emergency for California directing state officials to take all necessary actions to prepare for the record level of drought conditions and also signed an Executive Order redoubling state drought actions with additional measures to strengthen the state's response to drought. On April 1, 2015, the Governor ordered state agencies to impose statewide mandatory water restrictions that will save water, increase enforcement against water waste, streamline the state's drought response, and invest in new drought resilient technologies for California.

The hydrological conditions in 2015 are expected to deteriorate from the record low 2014 conditions. The Department of Fish and Wildlife (Department) continues to evaluate and manage the changing impacts of drought on threatened and endangered species and species of special concern, and develop contingency plans for state Wildlife Areas and Ecological Reserves to manage reduced water resources in the public interest.

Statewide water quality and quantity in many systems is likely to be inadequate to support fisheries as the summer progresses, resulting in impeded passage of spawning fish, increased vulnerability to mortality from predation and physiological stress, and increased angling harvest and/or hooking mortality. Furthermore, survival of eggs and juvenile fish in these systems over the coming months will be extremely low. The historically low water conditions will concentrate coldwater fish populations into shrinking pools of cold water habitat making them easy prey for illegal angling methods such as snagging, increased hooking mortality due to legal catch and release, over-harvest, as well as other human-related disturbances within their freshwater habitat. When coupled with drought-related environmental stressors, such as high water temperature, low dissolved oxygen, and severely reduced suitable habitat, these stressors can seriously affect reproductive success and survival rates.

Since 2014, the Department has worked with the Fish and Game Commission (Commission), using the best available science, to determine whether restricting fishing in certain areas will become necessary and prudent as drought conditions persist. The Department and the Commission have determined that a temporary approach is needed to give the Department effective tools to respond more rapidly to the deteriorating water quality and quantity conditions in California's waters for 2015.

Regulatory Proposal

Environmental conditions resulting from the drought may require temporary restrictions on fishing to protect fish populations and sustain future opportunity. These conditional changes may affect each waterbody and fish population differently based on hydrological responses to the drought. Increased angling mortality, harvest, and angling pressure are the key components used to evaluate potential effects associated with degraded environmental conditions and will need to be evaluated on a water by water basis and over time as conditions change.

None.

- (b) Nondiscretionary Costs/Savings to Local Agencies:
None.
- (c) Programs Mandated on Local Agencies or School Districts:
None.
- (d) Costs Imposed on Any Local Agency or School District that is Required to be Reimbursed Under Part 7 (commencing with Section 17500) of Division 4, Government Code:
None.
- (e) Effect on Housing Costs:
None.

III. Authority and Reference

The Fish and Game Commission proposes this emergency action pursuant to the authority vested by sections 200, 202, 205, 240, and 315 of the Fish and Game Code and to implement, interpret, or make specific sections 200, 202, 205, 240, and 315 of said Code.

IV. Section 240 Finding

Pursuant to Section 240 of the Fish and Game Code, the Commission finds that the adoption of this regulation is necessary for the immediate conservation, preservation, or protection of birds, mammals, reptiles, or fish, including, but not limited to, any nests or eggs thereof.

Informative Digest (Plain English Overview)

California continues to suffer under severe drought conditions with record low snow packs in 2014 and 2015. In early 2014, Governor Edmund G. Brown Jr. proclaimed a State of Emergency for California directing state officials to take all necessary actions to prepare for the record level of drought conditions and also signed an Executive Order redoubling state drought actions with additional measures to strengthen the state's response to drought. On April 1, 2015, the Governor ordered state agencies to impose statewide mandatory water restrictions that will save water, increase enforcement against water waste, streamline the state's drought response, and invest in new drought resilient technologies for California.

The hydrological conditions in 2015 are expected to deteriorate from the record low 2014 conditions. The Department of Fish and Wildlife (Department) continues to evaluate and manage the changing impacts of drought on threatened and endangered species and species of special concern, and develop contingency plans for state Wildlife Areas and Ecological Reserves to manage reduced water resources in the public interest.

Statewide water quality and quantity in many systems is likely to be inadequate to support fisheries as the summer progresses, resulting in impeded passage of spawning fish, increased vulnerability to mortality from predation and physiological stress, and increased angling harvest and/or hooking mortality. Furthermore, survival of eggs and juvenile fish in these systems over the coming months will be extremely low. The historically low water conditions will concentrate coldwater fish populations into shrinking pools of cold water habitat making them easy prey for illegal angling methods such as snagging, increased hooking mortality due to legal catch and release, over-harvest, as well as other human-related disturbances within their freshwater habitat. When coupled with drought-related

The proposed regulations are neither inconsistent nor incompatible with existing state regulations. The Legislature has delegated authority to the Commission to promulgate sport fishing regulations (sections 200, 202, 205, 240, and 315 Fish and Game Code).

At the June 11, 2015 meeting, the Commission approved the proposed emergency regulations with the addition of the Department web site: <https://www.wildlife.ca.gov/Regulations> as another avenue to provide public notification of the Department actions under the temporary emergency regulations.

**FISH AND GAME COMMISSION
STATEMENT OF EMERGENCY ACTION
FOR RE-ADOPTION OF EMERGENCY REGULATIONS**

Emergency Action to Re-adopt Section 8.01, Title 14, CCR,
Re: Fisheries at Risk

I. Request for Approval of Re-adoption of Emergency Regulations

In response to the continued extreme drought conditions, the Department of Fish and Wildlife (Department) is requesting that the Fish and Game Commission (Commission) extend the Department's authority set forth in Section 8.01, Title 14 of the California Code of Regulations, to temporarily close fisheries that are experiencing rapidly degrading environmental conditions within waters of the state. The Department requests that the Commission readopt the emergency regulations that went into effect on July 2, 2015 for an additional period of 90 days while a Certificate of Compliance rulemaking is under consideration.

II. Emergency Regulation in Effect to Date

On January 17, 2014, Governor Edmund G. Brown Jr. proclaimed a State of Emergency to exist in California due to severe drought conditions. As part of the declaration, the Governor ordered the Department to work with the Commission, using the best available science, to determine whether restricting fishing in certain areas would become necessary and prudent as drought conditions persist.

Over the next several months, environmental conditions resulting from the drought requires temporary restrictions on fishing on parts of four rivers to protect fish populations and sustain future opportunity. The Department and the Commission determined that another approach was needed to give the Department more efficient tools to provide quicker response to deteriorating water quality and quantity conditions in California's waters. As a result, on June 11, 2015, the Commission adopted emergency regulations which established a process to temporarily close fisheries experiencing degraded environmental conditions that may affect fish populations or their habitat within waters of the state. The criteria set forth in these regulations are intended to ensure that fisheries are protected under critical conditions stemming from the drought.

Since adoption of the emergency regulations the Department has implemented one emergency fishing closure on state waters, of the lower Merced River, on August 18, 2015. The Department used the criteria established in subsection (b) of Section 8.01 to determine that a closure was warranted.

Following protocol, the Department held a public meeting in Merced prior to the fishing closure. In addition, the Department provided the Commission the

regulatory amendment is the same as the language of the original emergency regulation.

(2) Substantial Progress

Government Code Section 11346.1(h) specifies that the emergency rulemaking agency must demonstrate that it is making "substantial progress and has proceeded with due diligence" to comply with the standard rulemaking provisions. The Commission, at its December 10, 2015 meeting was requested by the Department to authorize staff to file this emergency readopt, as well as file notice of its intent to file a Certificate of Compliance.

Work on the emergency standard has been conducted by DFW biologists to determine longer term impacts which necessitated filing the notice of the Commission's intent to file a Certificate of Compliance in December. Due to the statutory requirement for the Commission to hear the proposed Certificate of Compliance rulemaking at its February 11, 2016 and April 14, 2016 meetings, it is necessary for the Commission to request this first Emergency Readopt for a period of 90-days, followed by a second 90 day request which is proposed to be voted on at the Commission's March 15, 2016 teleconference.

Regulatory Language

Section 8.01, Title 14, CCR is added to read:

Section 8.01. ~~Special Gear Provisions~~Measures for Fisheries at Risk due to Drought Conditions.

(a) In response to continued extreme drought conditions, the commission has established a quick response process to temporarily close fisheries experiencing degraded environmental conditions that may affect fish populations or their habitat within waters of the state. The criteria set forth in subsections (b) and (c) are intended to ensure that fisheries are protected under critical conditions stemming from the drought. These criteria will be monitored in statewide inland fisheries, and they will be evaluated on a water by water basis over time as conditions change.

(b) The department may close to angling any waters of the state not currently listed in Section 8.00 of these regulations if the director, or his or her designee, finds one or more of the following conditions have been met:

(A) Water temperatures in occupied habitat exceed 70° Fahrenheit for over eight hours a day for three consecutive days

(B) Dissolved oxygen levels in occupied habitat drop below 5 mg/L for any period of time over three consecutive days.

(C) Fish passage is impeded or blocked for fish species that rely on migration as part of a life history trait.

(D) Water levels for ponds, lakes and reservoirs drop below 10% of their capacity.

(E) Adult breeding population levels are estimated to be below 500 individuals.

(c) Waters closed pursuant to subsection (b) shall be reopened by the department when the director, or his or her designee, finds all of the following conditions have been met:

(A) Water temperatures in occupied habitat do not exceed 70° Fahrenheit over eight hours a day for seven consecutive days

(B) Dissolved oxygen levels in occupied habitat rise above 5 mg/L and are maintained at that level over seven consecutive days.

(C) Fish passage is available and no impediment exists to strand or concentrate adults or juveniles during their migration.

(D) Water levels for ponds, lakes and reservoirs have recovered to greater than 10% of their capacity.

(E) Adult breeding population levels are estimated to be recovered to greater than 500 individuals.

(d) It shall be unlawful to take fish in any waters of the state closed to angling pursuant to this Section.

(e) Notification of department actions.

(1) The department shall maintain a list of closed waters of the state and update that list on Wednesday of each week by 1:00 pm. In the event that water conditions change later in the week, the fishing status for each specific water will not change until the day following the next Wednesday. It shall be the responsibility of the angler to use the telephone number provided below or go to the department's website at <https://www.wildlife.ca.gov/Regulations> to obtain the current status of any water. The number to call for information is (916) 445-7600.

Note: Authority cited: Sections 200, 202 and 240, 205, 240, and 315, Fish and Game Code. Reference: Sections 200, 202, 205 and 240, 240, and 315, Fish and Game Code.



Contra
Costa
County

RECEIVED

MAR 01 2016

BOARD OF SUPERVISORS
CONTRA COSTA CO.

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:

CCC Workforce Development Board
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

Business Economic Dev.
PRINT EXACT SEAT NAME (if applicable)

1. Name: VEGA YOLANDA (Last Name) (First Name) (Middle Name)
2. Address: 619 Huntleigh Lafayette, CA 94549
(No.) (Street) (Apt.) (City) (State) (Zip Code)
3. Phones: 925.283.5967 510.6295 925.324.5654
(Home No.) (Work No.) (Cell No.)
4. Email Address: yvega@bart.gov

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 MBA, Finance & Marketing

Names of colleges / universities attended	Course of Study / Major	Degree Awarded Yes <input type="checkbox"/> No <input type="checkbox"/>	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) <u>City College of New York</u>	<u>Political Science</u>	<input checked="" type="radio"/> Yes <input type="checkbox"/> No			<u>BA</u>	
B) <u>St. Mary's College of California</u>	<u>Finance Marketing</u>	<input checked="" type="radio"/> Yes <input type="checkbox"/> No			<u>MBA</u>	
C) <u>UC Berkeley</u>	<u>Adult Learning Mediation</u>	<input checked="" type="radio"/> Yes <input type="checkbox"/> No				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
<u>CAL STATE HAYWARD</u>	<u>Human Resource Mgt</u>	<u>80</u>				

THIS FORM IS A PUBLIC DOCUMENT

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.

<p>A) Dates (Month, Day, Year)</p> <p>From <u>January 1990</u> To <u>Present</u></p> <p>Total: Yrs. <u>26</u> Mos. <u></u></p> <p>Hrs. per week <u>40+</u> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><u>Facilitator/mediator Partnering Services; Summit</u></p> <p>Employer's Name and Address</p> <p><u>S.F. Bay Area Rapid Transit District (BART)</u> <u>360 Lakeside Dr.</u> <u>Oakland, CA.</u> <u>94602</u></p>	<p>Duties Performed</p> <p><u>Facilitator/Mediator - Construction Mgtg.</u> <u>Manager - Summer Internship Program</u> <u>All 24 hrs. Meetings Coordinator - 17 Depts</u> <u>Goals & Objectives - Annual Report - 17 Depts</u> <u>Training Coordinator</u> <u>New Employees Reviews</u></p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>April 1987</u> To <u>January 1990</u></p> <p>Total: Yrs. <u>2</u> Mos. <u>9 mos</u></p> <p>Hrs. per week <u>40+</u> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><u>Business Manager - N. West Region</u></p> <p>Employer's Name and Address</p> <p><u>James M. Montgomery Engineers</u> <u>Kearny Street</u> <u>San Francisco, CA.</u></p>	<p>Duties Performed</p> <p><u>Human Resources Manager - 4 states</u> <u>Facilities Manager - San Francisco Office</u> <u>Financial & Business Manager</u></p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u>May 1985</u> To <u>Oct 1989</u></p> <p>Total: Yrs. <u>4</u> Mos. <u>5 mos</u></p> <p>Hrs. per week <u>40+</u> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><u>Manager, Sales Administration</u></p> <p>Employer's Name and Address</p> <p><u>America Hawaii Cruises</u> <u>Embarcadero</u> <u>San Francisco, CA</u></p>	<p>Duties Performed</p> <p><u>Managed all Sales Administration for International Cruise line - Hawaii & Tahiti</u> <u>All expense & business accounts; sales quotas</u> <u>Sales training, collect material; conferences</u></p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u>May 1985</u> To <u>Oct 1989</u></p> <p>Total: Yrs. <u>4</u> Mos. <u>5 mos</u></p> <p>Hrs. per week <u>40+</u> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><u>Owner, Operator</u></p> <p>Employer's Name and Address</p> <p><u>Restaurant The Jolie</u> <u>Town & Country Village</u> <u>Sanville, CA.</u></p>	<p>Duties Performed</p> <p><u>All Catering; Room/ Dining Service;</u> <u>Kitchen staff;</u> <u>Purchasing; Special Events Manager</u></p>

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.

<p>A) Dates (Month, Day, Year)</p> <p>From <u>June 1981</u> To <u>Aug 1984</u></p> <p>Total: Yrs. <u>3</u> Mos. <u>2 mos</u></p> <p>Hrs. per week <u>40+</u> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><u>Business Manager</u></p> <p>Employer's Name and Address</p> <p><u>Employment Planning & Research</u> <u>Sansome Street</u> <u>San Francisco, CA.</u></p>	<p>Duties Performed</p> <p><u>Human Resources Manager - 4 states (North West Region)</u> <u>Business Manager for local office</u></p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>Mar 1977</u> To <u>June 1981</u></p> <p>Total: Yrs. <u>10</u> Mos. <u>3 mos</u></p> <p>Hrs. per week <u>40+</u> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><u>International Flight Purser</u></p> <p>Employer's Name and Address</p> <p><u>World Airways Inc</u> <u>Oakland Intl Airport</u> <u>Oakland, CA.</u></p>	<p>Duties Performed</p> <p><u>All international documents for aircraft passengers (500), managed cabin crew 15- for trip durations - 3 weeks at a time, at international sites</u></p>
<p>C) Dates (Month, Day, Year)</p> <p>From <input type="text"/> To <input type="text"/></p> <p>Total: Yrs. <input type="text"/> Mos. <input type="text"/></p> <p>Hrs. per week <input type="text"/> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><u>Open to travel - Argentina, Japan, Thailand</u> <u>Lived & worked in Japan - 3 years.</u></p>
<p>D) Dates (Month, Day, Year)</p> <p>From <input type="text"/> To <input type="text"/></p> <p>Total: Yrs. <input type="text"/> Mos. <input type="text"/></p> <p>Hrs. per week <input type="text"/> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p><input type="text"/></p> <p>Employer's Name and Address</p> <p><input type="text"/></p>	<p>Duties Performed</p> <p><input type="text"/></p>

7. How did you learn about this vacancy?

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

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: 

Date: 24 Feb 2016

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.

**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.

YOLANDA VEGA
619 HUNTLEIGH DRIVE
LAFAYETTE, CALIFORNIA 94549
NYCPRYVM@gmail.com 925.324.5654

Education:

Masters, Business Administration Marketing & Finance
St. Mary's College of California – Executive Manager's Program

Masters, Psychology – emphasis in Executive Coaching
JFK University – Incomplete

Bachelor of Arts Liberal Arts (Political Science / Sociology)
The City College of The City Universities of New York (CCNY)

Certificate, Mediation & Conflict Resolution
University of California, Berkeley

Career Experience:

January, 1990 –
Present

THE SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT

REPORTING TO: Assistant General Manager, Administration ('90-'03)

HUMAN RESOURCES: Recruiting; Panel & Individual Interviewing; Probationary, Quarterly and Annual Performance Evaluations; Career Planning & Development; Succession Planning; Internship Programs; Employee Recognition; District Union/Management Retreat; New Hire Orientation, Board of Directors Retreat; Educational Assistance; Executive Coaching; Employee Engagement Programs – Education Fair; Take Our Daughters & Sons To Work; District Tours for Outside Agencies.

TRAINING:- Needs Analysis; Develop training curriculum; Leverage existing training material & third party 'Train the Trainer' courses; Review all training materials for relevancy and keep current; Coordinate & Manage the administration of training courses including delivery and platform presentation; Develop and deliver internal training programs - Customer Service, Microsoft Software, BAP, Entry-Level Supervision, Management Development, Project Management for Engineers; Monitor, Evaluate, and Review quality and effectiveness of training and outcomes; Provide one-on-one training support when required; People Soft Training

REPORTING TO: ACTING ASSISTANT GENERAL MANAGER – P&D

FACILITATION/MEDIATION: - Focus on the team/group to provide shared ownership; Sustain Credibility; Create supportive environment; Partner with the Resident Engineer/Project Manager/Manager and Contractor/Developer to create opportunities for the group to participate in meetings and share project experience; Preliminary Mediation to avoid litigation on disagreements/misunderstanding; Protect and Affirm the group's ideas; Create a safe, comfortable and productive meeting environment; Remove obstacles to hearing the group's experience, Strategic Planning – Mission & Vision.

Provide: 17 Departments - Assist Annual Goals & Objectives; Manage Summer Internship, Training Coordinator, All Hands Meetings (all coordination & logistics), New Employees

April, 1987 –
January, 1990

MANAGER, FINANCE AND PERSONNEL ADMINISTRATION

James M. Montgomery Consulting Engineers, Inc.

Reporting to: Senior Vice President, North Coast Region Operations

Reporting Staff: 3 supervisors, 20 staff

Responsible for the recruitment, selection, and orientation of technical and administrative staff of a multi-disciplined consulting engineering corporation. Administrative overview of four off-site offices in four states. Implemented and coordinated training for technical and administrative staff. Developed administrative policies, compensation plans, annual performance reviews, succession planning. Responsible for the corporate affirmative action plan compliance and hiring of expert international staff for specific engineering projects. Negotiated with vendors on office space, security, and building management. Prepared annual budgets ranging from \$3 million - \$8 million for offices in Northern California, Washington, and Utah. Supervised the Accounting Manager: payables, receivables, expense accounts, and billing, end of month/year closing. Liaison with Senior Management and Board of Directors. Responsible for the logistics and follow-up of Senior Management and Board of Directors semi-annual Strategic Planning retreats.

August 1984 –
May, 1987

ASSISTANT DIRECTOR, SALES ADMINISTRATION

American Hawaii Cruises

Reporting to: Senior Vice President, Sales/Marketing Reporting Staff: 14

Responsible for recruitment, selection, orientation of internal sales force. Managed international conferences as Meeting Planner / Special Events Coordinator (meeting space, hotel rooms, catering, and presentation materials); implemented administrative policies; reviewed and approved expense reports; recommended compensation increases and bonus plans; conducted annual performance review. Developed and managed \$5 million sales budget. Negotiated all administrative contracts. Developed sales brochures. Assisted with formulation of special pricing and promotions. Initiated and followed-up community business relationships to build awareness of product and increase sales.

May, 1985 –
October, 1989

MEETING PLANNER / SPECIAL EVENTS COORDINATOR

Personal Enterprise (Owner/Operator)

Reporting Staff: varied due to project – approximately 7

Planned all meeting events logistics – domestic/national/international for local corporations. Negotiated hotels, airfares, meeting space and set-ups, catering, special tours. Responsible for the completion of all travel and meeting documents. Delivered presentations on traveling etiquette and security.

PRO BONO WORK provided small business owners (less than 200 employees) from the San Francisco area workshops and consulting on current business trends, best management practices, marketing, client retention, and expansion. Reviewed local compliance laws and organized local business leaders to deliver breakfast presentations on their expertise: law, construction, marketing, and small business management.

June, 1981 –
August, 1984

BUSINESS MANAGER

Environmental Planning & Research (an architectural firm)

Reporting to: Vice President, Human Resources

Reporting Staff: 20

Personnel and finance administration of 150 architects and administrative staff. Developed and managed \$8 million budget. Designed and implemented administrative policies. Managed three out-of-state offices. Facilities Manager. Reviewed and managed contract compliance with outside vendors.

March, 1971 –
June, 1981

WORLD AIRWAYS, INCORPORATED

Reporting to: Vice President, Operations & Director, International Training

Various positions:

Senior Financial Analyst, Director of Training, Sales, Travel & Tours,

Aircraft Scheduling, International In-Flight Purser

Worked in a multi-cultural environment, lived and worked in Europe, Asia, South America, opened and managed bases in various international countries, developed programs that complemented the company's strategic plan, implemented excellent customer service recognition programs, managed a reporting staff of 15, interfaced with the FAA, passed security clearance to travel and work with international leaders and heads of state

CREDENTIALS:

UNIVERSITY OF CALIFORNIA, BERKELEY, CA.

Credential, Adult Education

Credential, Mediator / Arbitrator

CALIFORNIA STATE UNIVERSITY, HAYWARD, CA.

Credential, Human Resources Management

COACHES TRAINING INSTITUTE, SAN RAPHAEL, CA.

Credential, Executive and Staff Development Coaching

THE CENTER FOR EFFECTIVE PERFORMANCE, INC. (ROBERT F. MAGER)

Credential, Criterion-Reference Instruction

TEMPERAMENT RESEARCH INSTITUTE FOR MBTI, LONG BEACH, CA.

Credential, Myers-Briggs / Temperament Assessment for Groups & Individuals

EMOTIONAL INTELLIGENCE IN LEADERSHIP, SAN FRANCISCO, CA.
 Credential, Q-Metrics, Inc. (Robert K. Cooper)

INSTITUTE OF HEARTMATH, SANTA CRUZ, CA.
 Credential, HeartMath Coaching (an approach to balancing work & stress)

INTERNATIONAL ASSOCIATES, SAN FRANCISCO, CA.
 Master Trainer, Management and Staff Development

GROVE INSTITUTE, SAN FRANCISCO, CA.
 Certification, Meeting Facilitation & Graphic Recording

AMERICAN RED CROSS – SAN FRANCISCO, CA.
 Credential, Trainer – CPR and First Aid for First Responders

LIFE TIME LEARNER – THE UNIVERSE
 The School of Reality ©

LANGUAGES:

SPANISH (fluent)
GERMAN (rudimentary – require 6 months to brush-up)

**PROFESSIONAL
 AFFILIATIONS:
 (VOLUNTEER)**

Contra Costa County Workforce Development Board
 Former Chair, Youth Council
 Committee Member – Business, Economic, Development (BED)
 City of Lafayette, Commissioner – Circulation Committee
 Former Chair, Circulation/Transportation Commission
 City Council Candidate, City of Lafayette (not elected)
 Election Platform –
 Transportation, Maintaining Infrastructure, Manage Growth,
 Education, Community Safety
 St. Mary's College – Board of Director
 Former President
 Former Member – CILSA Program (Social Action)
 Contra Costa County Transportation Authority –
 Vice – Chair, Citizen Advisory Committee
 Assembly Member Nancy Skinner – 15th State Assembly District
 Woman of the Year Committee
 Assembly Member Jim Frazier – 11th State Assembly District –
 Election Campaign
 Board of Supervisor – Candace Andersen – District II –
 Women in Leadership
 Founder, American Gold Star Mother Chapter, Golden Gate (Contra Costa)
 President/Northern California Representative (Fallen Heroes Organization)
 Facilitator – Grief Counselor for Hispanic Families
 Employer Support of the Guard & Reserve (ESGR) – U.S. Department of Defense
 Member supporting Veterans seeking job placement & companies' committed to
 supporting their Veteran workforce

**COMPUTER
 PROGRAMS:**

Microsoft Office Word 2010
 Power Point 2008
 Excel 2008 (beginning)
 PeopleSoft (Time & Labor)

February 24, 2016

Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Room 106
Martinez, California 94553

Reference: Consideration for Yolanda Vega for Board Member -
CCC Workforce Development Board

Dear Madame Clerk:

I am writing to provide the application and information for myself as a candidate for the position of Board Member for the CCC Workforce Development Board.

Over the years, I have demonstrated commitment to the welfare and education of the local workforce. I possess qualifications in various skills sets which will greatly benefit the group:

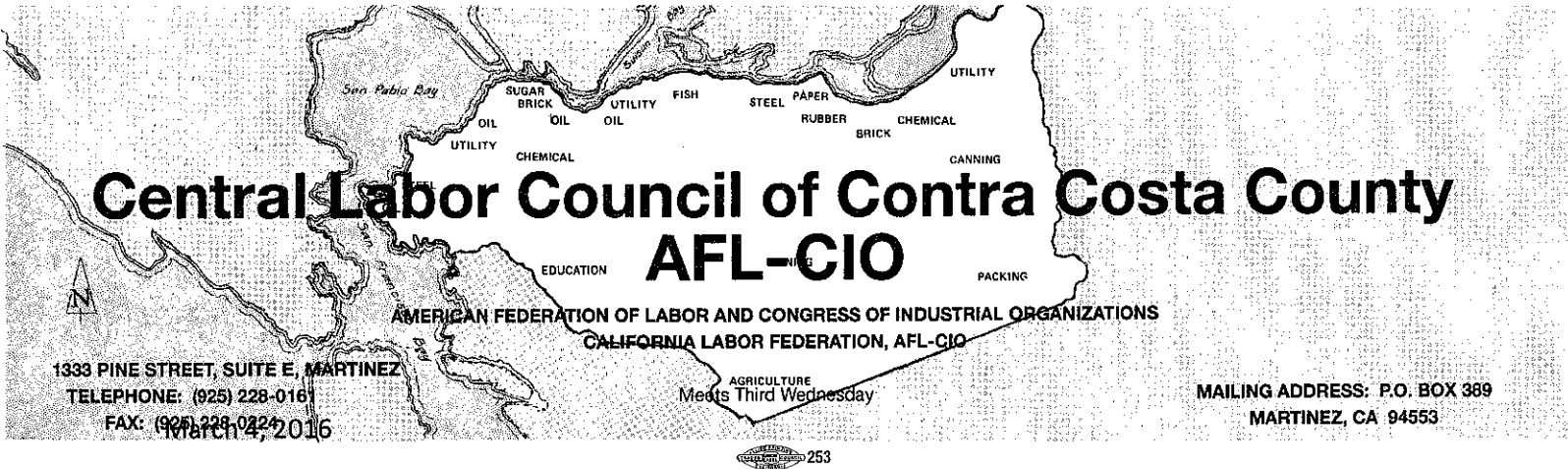
- Flexibility
- Understanding and commenting on complex issues involving inter-personal communications - working successfully with various groups
- Knowledge of budgetary and financial sourcing and constraints
- Planned community outreach and involvement
- Volunteer member's development
- Well informed on labor, transportation, and housing issues
 - Veterans; Community Colleges; Local Universities; Pedestrian, Bicycle, Transit
- Setting standards and follow-through
- Connecting resources to projects and leaders

I gladly and selfishly provide my time and find 'giving back' is a tremendous amount of satisfaction in making our area a thriving community.

Sincerely,



Yolanda Vega
Candidate - CCC Workforce Development Board Member
619 Huntleigh Drive,
Lafayette, Ca. 94549



Candace Andersen, Chair
Supervisor Federal Glover
Supervisor John Gioia
Supervisor Karen Mitchoff
Supervisor Mary Piepho
Contra Costa County Board of Supervisors
651 Pine Street, Room 106
Martinez, California 94553-1292

Dear Chairwoman Andersen and Supervisors:

The Contra Costa AFL-CIO Labor Council is aware that the new Workforce Innovation and Opportunity Act (WIOA) that took effect July 1, 2015. As you might know, the AFL-CIO actively supported the legislation. We are fully committed to help achieve the WIOA goals of a revitalized workforce development system that supports a high-road and high-wage economy in our area.

I am writing to inform you of our nominations of labor representatives to the Local Workforce Development Board. WIOA requires that the Local Workforce Development Board be composed of a minimum of 19 persons, with 20% of the membership drawn from the workforce category to ensure that the interests of workers are a central part of the new WIOA system.

We understand that there are five Labor or workforce category seats in the new configuration of Contra Costa's WED and therefore we will nominate five from local labor organizations. There are labor organizations in our local area that represent employees. It is required that labor organizations and a representative from a joint labor-management apprenticeship program be members of the workforce group on the Local Board.

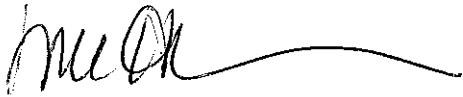
The Contra Costa Labor Council nominates:

- Scott Stephan, IBEW (Joint Labor Management Apprenticeship)
- Robert Williams III, IUPAT 741 (Joint Labor Management Apprenticeship)
- Steve Older, Machinists Union Area Director
- Margaret Hanlon-Gradie, Contra Costa AFL-CIO Labor Council
- Jim Araby, UFCW

If you or your staff would like to discuss these issues, you may contact me at (925) 228-0161.

We look forward to being an active partner with you and the Local Board to promote and implement a high-road workforce development agenda that focuses on accountability, innovation, job quality, skills and shared prosperity.

Sincerely,

A handwritten signature in black ink, appearing to read 'MHG', followed by a long, sweeping horizontal line.

Margaret Hanlon-Gradie
Executive Director
Contra Costa AFL-CIO Labor Council

CC: Steven Baiter, Executive Director
Greg Feere, Contra Costa Building Trades
John Brauer, California Labor Federation Workforce and Economic Development