

Contra Costa County California  
Employment & Human Services

Kathy Gallagher, Director

40 Douglas Dr., Martinez, CA 94553 \* Phone: (925) 313-1579 \* Fax: (925) 313-1575 \* [www.cccounty.us/ehsd](http://www.cccounty.us/ehsd)

**MEMORANDUM**

DATE: 10/25/2016

TO: Family and Human Services Committee

CC: Victoria Tolbert, Director Aging and Adult Services

FROM: Jaime Ray, Staff Representative for the Advisory Council on Aging

SUBJECT: Advisory Council on Aging – Appointment Requested

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The Contra Costa Area Agency on Aging (AAA) recommends for immediate appointment to the Contra Costa Advisory Council on Aging (ACOA) the following applicant: Ms. Summer Selleck for Member at Large Seat # 7. The MAL #7 seat is undesignated and has remained vacant since August 16, 2016.

Recruitment has been handled by both the Area Agency on Aging, the ACOA and the Clerk of the Board using CCTV. AAA staff has encouraged interested individuals including minorities to apply through announcements provided at the Senior Coalition meetings and at the regular monthly meetings of the ACOA. The Contra Costa County EHSD website contains dedicated web content where interested members of the public are encouraged to apply and are provided an application with instructions on whom to contact for ACOA related inquiries, including application procedure.

Ms. Selleck was interviewed by the ACOA Membership Committee on 9/21/2016 to fill MAL #7 on the ACOA with term ending 9/30/2017. Ms. Selleck submitted an application for ACOA membership dated 6/28/2016 that is provided as a separate attachment. At the time of her ACOA Membership Committee selection to fill one of two At Large vacancies there was one other applicant; the ACOA voted to approve Ms. Selleck appointment recommendation at their 10/19/16 meeting.

Thank You



Contra Costa County

RECEIVED For Office Use Only Date Received: JUN 30 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:

Advisory Council on Aging

At Large

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Selleck Summer Cyd (Last Name) (First Name) (Middle Name)
2. Address: [Redacted] (No.) (Street) (Apt.) (City) (State) (Zip Code)
3. Phones: [Redacted] (Home No.) (Work No.) (Cell No.)
4. Email Address: [Redacted]

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

Table with 6 columns: Names of colleges / universities attended, Course of Study / Major, Degree Awarded, Units Completed (Semester, Quarter), Degree Type, Date Degree Awarded. Rows include UCLA (History), Pepperdine (Masters of Education), Western State College of Law (Juris Doctorate), and Other schools / training completed.

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)            From <input type="text"/> To <input type="text"/>  <input type="text"/> 6/4/2013 <input type="text"/> Present            Total: Yrs. <input type="text"/> Mos. <input type="text"/>  <input type="text"/> 3 <input type="text"/>            Hrs. per week <input type="text"/> 60 . Volunteer <input type="checkbox"/></p>	<p>Title  <input type="text"/> Sole Proprietor            Employer's Name and Address  <input type="text"/> SC Selleck Law  <input type="text"/> 150 N. Wiget Lane, #105  <input type="text"/> Walnut Creek, CA 94598</p>	<p>Duties Performed  <input type="text"/> Legal</p>
<p>B) Dates (Month, Day, Year)            From <input type="text"/> To <input type="text"/>  <input type="text"/> 12/012014 <input type="text"/> Present            Total: Yrs. <input type="text"/> Mos. <input type="text"/>  <input type="text"/> 2 <input type="text"/> 6            Hrs. per week <input type="text"/> 5 . Volunteer <input type="checkbox"/></p>	<p>Title  <input type="text"/> Board Memeber            Employer's Name and Address  <input type="text"/> California Women Lawyers  <input type="text"/> 700 R Street  <input type="text"/> Suite 200  <input type="text"/> acramento, CA 95811</p>	<p>Duties Performed  <input type="text"/> Legislative Committee, Membership Committee, Amicus Brief Committee, Etc.</p>
<p>C) Dates (Month, Day, Year)            From <input type="text"/> To <input type="text"/>  <input type="text"/> 12/01/2015 <input type="text"/> Present            Total: Yrs. <input type="text"/> Mos. <input type="text"/>  <input type="text"/> <input type="text"/> 7            Hrs. per week <input type="text"/> 2 . Volunteer <input type="checkbox"/></p>	<p>Title  <input type="text"/> Board of Directors            Employer's Name and Address  <input type="text"/> Contra Costa County Board of Directors  <input type="text"/> 2300 Clayton Rd.  <input type="text"/> Suite 520  <input type="text"/> Concord, CA 94520</p>	<p>Duties Performed</p>
<p>D) Dates (Month, Day, Year)            From <input type="text"/> To <input type="text"/>  <input type="text"/> <input type="text"/>            Total: Yrs. <input type="text"/> Mos. <input type="text"/>  <input type="text"/> <input type="text"/>            Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title  <input type="text"/>            Employer's Name and Address  <input type="text"/></p>	<p>Duties Performed</p>

7. How did you learn about this vacancy?

CCC Homepage  Walk-In  Newspaper Advertisement  District Supervisor  Other Candice Andersen

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: [REDACTED] Date: 06/28/16

**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.

## Summer C. Selleck



### EDUCATION

**Western State University, College of Law-Fullerton, CA**

J.D., December 2012

CA State Bar Number: 290247

**Pepperdine University School of Education-Malibu, CA**

M.A. in Education, Suma Cum Laude, July 2011

**University of California, Los Angeles-Westwood, CA**

B.A. in History, Cum Laude, June 2007

### EXPERIENCE

**SC Selleck Law- Concord, CA**

*Sole Proprietor (2013-present)*

- Research and draft memoranda and pleadings for civil and criminal litigation.
- Practice Estate Planning, Probate and Criminal Law.
- Manage client relationships, including explaining legal rights and identifying goals.
- Draft deeds, wills, trusts and contracts.

**Rainbow Community Center- Concord, CA**

*Community Development Liaison (2013-2015)*

- Coordinate, plan and lead a variety of informational meetings, events and activities targeted at community involvement and relationship building for the LGBTQ community.

**The Law Office of Ora S. Prochovnick- Pleasant Hill, CA**

*Law Clerk (2012-2015)*

- Prepared memoranda and pleadings for family law hearings and litigation.
- Drafted and edited estate planning documents.
- Managed client correspondence
- Drafted application for recognition of exemption under section 501(c)(3) of the Internal Revenue Code

### PROFESSIONAL AFFILIATIONS

Contra Costa County Bar Association Board of Directors (2016- Present)

California Women Lawyers, Co-Affiliate Governor - CCCBA Women's Section (Jan. 2015-Present)

Contra Costa County Bar Association, Women's Section, Member-at-Large (Jan. 2014-Present)

Contra Costa County Bar Association, Barrister's Section, V.P. & MCLE Coordinator (Jan. 2014-2016)

Contra Costa County Bar Association, Diversity Committee, Board Member (June 2013- Present)