



Contra
Costa
County

RECEIVED
MAR 30 2017

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:

MEMBER EL SOBRANTE MAC

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

MEMBER _____

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** WILLS YLAN NICOLE
(Last Name) (First Name) (Middle Name)

2. **Address:** _____
(No.) (Street) (Apt.) (State) (Zip Code)

3. **Phones:** _____
(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 _____

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) ARGOSY UNIVERSITY ONLINE	FORENSIC PSYCH	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	36		MA	3/2012
B) CSU EAST BAY	PSYCHOLOGY	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>		106	BA	12/2008
C) CONTRA COSTA COLLEGE	PSYCHOLOGY	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	100.5		AA	6/2005
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> 03/2015 TO PRESENT</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 2 YEARS</p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p>	<p>Title SOCIAL WORKER</p> <hr/> <p>Employer's Name and Address CONTRA COSTA COUNTY C/O EHSD 40 DOUGLAS DIRVE MARTINEZ, CA 94553</p>	<p>Duties Performed Conduct intake, inter-county, and annual reassessments of clients eligible for the In-Home Support Services program due to physical and/or mental impairment. Clients are all ages, including pediatric and geriatric age groups. Case load is approximately 350 cases.</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <hr/> <p>Employer's Name and Address</p>	<p>Duties Performed</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <hr/> <p>Employer's Name and Address</p>	<p>Duties Performed</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <hr/> <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 Internet Search

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: _____

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: 3/27/2017

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.

Ylan N. Wills

Career Objective

To secure a position in the field of social services that promotes the cultivation of family and community.

Employment

2015 – 2016	Contra Costa County	Social Worker I
2013 – 2015	Contra Costa County/Covered California	Lead Customer Service Agent
2012 – 2013	24 Hr Home Care	Certified Nursing Assistant
2012 – 2013	California Autism Foundation	Educational Specialist
2012 – 2012	At Home Assisted Care	Certified Companion Aide
2011 - 2012	Junction City Police Department	911 Dispatcher
2001 - 2009	Alameda County Medical Center Doctor's Medical Center California Pacific Medical Center Kaiser Permanente Medical Center	PBX Operator
1999 - 2003	Alta Bates Summit Medical Center Kaiser Permanente Medical Center Centennial Homes Private Clientele	Human Resources Technician Assistant Volunteer Coordinator Bookkeeper Home Health Aide (Non-Certified)
1998 - 1999	Macy's West	Sales Associate

Education

2012	Certified Nursing Aide (Licensed)	Cloud County Community College, KS
2012	M.A. Degree – Forensic Psychology	Argosy University Online
2008	B.A. Degree – Psychology	California State University, Hayward
2005	A.A. Degree – Psychology	Contra Costa College, San Pablo, CA
2005	A.A. Degree – Liberal Studies	Contra Costa College, San Pablo, CA

Office Automation Skills

- | | | |
|--|--------------------|-------------------------------------|
| • Microsoft Office, including Word, Excel, Outlook, Access, PowerPoint | • Adobe Photoshop | • Report Composition |
| • Eligibility Services | • PBX/ Switchboard | • Statistical Data Analysis |
| • Enrollment Services | • KRONOS payroll | • Policy & Procedure Interpretation |
| | • Faxing | • HR Protocol |
| | • Copying | |
| | • Data Entry | |

Contra Costa County
Employment & Human Services

Aging & Adult • Children & Family • Community Services
Workforce Development Board • Workforce Services

1275-A Hall Ave. • Richmond, CA 94804

PCN 62AG

SAN FRANCISCO CA 940

28 MAR 2017 PM 2 L



CONTRA COSTA COUNTY
CLERK OF THE BOARD
651 PINE STREET, RM 100
MARTINEZ, CA 94553-1292

94553-129299

