



Agenda

FAMILY & HUMAN SERVICES COMMITTEE

April 23, 2018
10:30 A.M.

651 Pine Street, Room 101, Martinez

Supervisor Candace Andersen, Chair
Supervisor John Gioia, 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. RECOMMEND to the Board of Supervisors the re-appointments of Keegan Duncan to the Consumer Seat of Any Age - Seat 4, and Joe Juarez to the Consumer Under 60 - Seat 2 on the In-Home Supportive Services Public Authority Advisory Committee, as recommended by the Authority.
4. RECOMMEND to the Board of Supervisors the re-appointments of Stacie Cooper-Roundtree, Carolyn Johnson, Edirle Menezes, Doug Rowe, Cindy Molander, and Cathy Roof to seats on the Local Planning and Advisory Council for Early Care and Education, as recommended by the County Office of Education.
5. CONSIDER accepting the report from the Health Services Department Behavioral Health Division regarding the California auditor's report on state oversight of Mental Health Services Act funds and DIRECT staff to forward the report to the Board of Supervisors for their information. (Warren Hayes, Mental Health Services Act Program Manager)
6. CONSIDER accepting the report from the Employment and Human Services Department on the Workforce Development Board and Workforce Innovation and Opportunity Act updates and DIRECT staff to forward it to the Board of Supervisors for their information. (Donna Van Wert, Interim WDB Executive Director)
7. The next meeting date is to be determined.
8. 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: 04/23/2018
Subject: In-Home Supportive Services (IHSS) Public Authority Advisory Committee Appointments
Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,
Department: County Administrator
Referral No.: N/A
Referral Name: Appointments to Advisory Bodies
Presenter: N/A **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 a requirement that applications for at large/countywide seats be reviewed by the Board of Supervisors sub-committee.

The Board established the In-Home Supportive Services (IHSS) Public Authority Advisory Committee in March 1998. In April 1999, the Board of Supervisors accepted and approved the IHSS Public Authority Implementation Team Findings and Recommendations, including recommendations regarding Advisory Committee membership criteria.

In March 2001, the Board approved amendments to the membership criteria. As amended, the Advisory Committee consists of 11 members: 4 Consumers aged 60 or older, 2 Consumers aged under 60, and one member from each Supervisorial District. Under Board policy, the F&HS would typically review only general membership or "At-Large" seats, and would not review appointments to supervisorial district seats. However, when the Advisory Committee was originally established, the Board of Supervisors directed that the F&HS review and coordinate supervisorial district appointments to ensure that none of the following categories has more than one representative: senior advocate, advocate for younger disabled, representative from the developmental disability community, IHSS individual provider, IHSS family provider, social worker, nurse, community-based organization, home health agency.

Terms of appointment are four years.

Referral Update:

There are currently 5 seats filled in the IHSSPA, 2 expired appointments pending reappointment, and 4 vacant seats without pending candidates. The current membership is as follows:

Seat Title	Term Expiration Date	Current Incumbent	Incumbent Supervisor District
Consumer 60 or Older - Seat 1	3/6/2018	VACANT	
Consumer 60 or Older - Seat 2	3/6/2020	VACANT	
Consumer Seat of Any Age - Seat 3	3/6/2018	VACANT	
Consumer Seat of Any Age - Seat 4	3/6/2018	Keegan Duncan	IV
Consumer Under 60 - Seat 1	3/6/2020	Wilson Cheng	I
Consumer Under 60 - Seat 2	3/6/2018	Joe Juarez, Jr.	V
District I	6/13/2021	Mustafa Alsalihi	I
District II	3/6/2018	VACANT	
District III	3/6/2020	Sydney Anderson	III
District IV	3/6/2020	Wendell Snyder	IV
District V	6/30/2021	Chantana Vornvilaipan	V

Meeting attendance data was not available for this reporting period.

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the re-appointments of Keegan Duncan to the Consumer Seat of Any Age - Seat 4, and Joe Juarez to the Consumer Under 60 - Seat 2 on the In-Home Supportive Services Public Authority Advisory Committee, as recommended by the Authority.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

Memo to Reappoint Joe Juarez

J.Juarez Application

Memo to Reappoint Keegan Duncan

K.Duncan Application

Contra Costa County
IHSS Public Authority



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

To: Family and Human Services Committee
From: Elizabeth Dondi, Executive Director
Date: February 26, 2018
Subject: IHSS Public Authority Advisory Committee Reappointment

Current Status/Request

Consumer Seat Under 60 – Seat 2 is up for Reappointment

Joe Juarez, Jr. has held seat 2 for Consumers under 60 and is requesting reappointment. His current term expires on 3/6/2018 and if reappointed, his new term would end in March 2021. Mr. Juarez has been an active member of the committee. Please see attached application and email of interest.

Mr. Juarez resides in Pittsburg City District V. Other filled at large seats include:

1. Consumer Under 60 Seat 1 – residency in El Cerrito City District I
2. Consumer Any Age Seat 4 – residency in Pleasant Hill City District IV

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. Juarez be reappointed to his seat on the Advisory Committee. He has done an outstanding job of providing input at meetings and has an excellent attendance. He is an advocate for seniors and for those with disabilities. He has 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 3-6675 or via email at edondi@ehsd.cccounty.us.



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 Under 60 -Seat 2

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: JUARE, JR JOE R
(Last Name) (First Name) (Middle Name)

2. Address: _____
(No.) (Street) (Apt.) (City) (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 MASTERS DEGREE

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) JOHN F. KENNEDY UNIVERSITY	COUNSELING PSYCHOL	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>		95	MA	JUNE 1999
B) UNIVERSITY CA BERKELEY	PSYCHOLOGY	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	120		BA	JUNE 1995
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>03/06/14</div> <div>PRESENT</div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div>3</div> <div>11</div> <p>Hrs. per week <div></div> . Volunteer <input checked="" type="checkbox"/></p> </p></p>	<p>Title <div>Consumer Under 60 -IHSS ADVISORY</div> <p>Employer's Name and Address <div>iHSS PUBLIC AUTHORITY 500 Ellinwood Way, Ste. 110 Pleasant Hill, CA 94523</div> </p> </p>	<p>Duties Performed <div>Active IHSS Advisory Committee member attending monthly meetings. Additionally, serving on the Advocacy, Health Safety & Education, Nominating and Rapid Response subcommittees respectively, providing valuable input into various aspects of the IHSS program in Contra Costa County.</div> </p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div></div> <div></div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div></div> <div></div> <p>Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p> </p></p>	<p>Title <div></div> <p>Employer's Name and Address <div></div> </p> </p>	<p>Duties Performed <div></div> </p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div></div> <div></div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div></div> <div></div> <p>Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p> </p></p>	<p>Title <div></div> <p>Employer's Name and Address <div></div> </p> </p>	<p>Duties Performed <div></div> </p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div></div> <div></div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div></div> <div></div> <p>Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p> </p></p>	<p>Title <div></div> <p>Employer's Name and Address <div></div> </p> </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:

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: 02-14-18

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.

Contra Costa County
IHSS Public Authority



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

To: Family and Human Services Committee
From: Elizabeth Dondi, Executive Director
Date: April 13, 2018
Subject: IHSS Public Authority Advisory Committee Reappointment

Current Status/Request

Consumer Any Age Seat 4 is up for Reappointment

Keegan Duncan has held seat 4 for Consumers Any Age and is requesting reappointment. His current term expired on 3/6/2018 and if reappointed, his new term would end in 2021. Mr. Duncan has been an active member of the committee. Please see attached application and email of interest.

Mr. Keegan Duncan resides in Pleasant Hill City District IV. Other filled at large seats include:

1. Consumer Under 60 Seat 1 – residency in El Cerrito City District I
2. Consumer Under 60 Seat 2 – residency in Pittsburg City District V

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. Duncan be reappointed to his seat on the Advisory Committee. He has done a good job of providing input at meetings and has a good attendance record. He is an advocate for seniors and for those with disabilities.

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 3-6671 or via email at edondi@ehsd.cccounty.us.



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 Any Age -Seat 4

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Duncan Keegan Mathuin
(Last Name) (First Name) (Middle Name)

2. Address: _____
(No.) (Street) (Apt.) (City) (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 some college

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) <u>Diablo Valley College</u>	<u>psychology</u>	Yes No <input type="checkbox"/> <input checked="" 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: Yes No <input type="checkbox"/> <input type="checkbox"/>			
<input type="text"/>	<input type="text"/>	<input type="text"/>				

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> </u> To <u> </u></p> <p><u>MAY</u> <u>JAN</u></p> <p><u>2014</u> <u>2018</u></p> <p>Total: Yrs. <u>03</u> Mos. <u>08</u></p> <p>Hrs. per week <u> </u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title</p> <p><u>FRONT DESK VOLUNTEER</u></p> <p><u>GROUP FACILITATOR</u></p> <p>Employer's Name and Address</p> <p><u>RAINBOW COMMUNITY</u></p> <p><u>CENTER</u></p>	<p>Duties Performed</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u> </u> To <u> </u></p> <p><u> </u> <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>
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7. How did you learn about this vacancy?

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

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: 03.04.2018

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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.



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4.

Meeting Date: 04/23/2018
Subject: Appointments to the Local Planning and Advisory Council for Early Care and Education (LPC)
Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,
Department: County Administrator
Referral No.: 25
Referral Name: Child Care Planning/Development Council Membership
Presenter: N/A **Contact:** Enid Mendoza, (925) 335-1039

Referral History:

The review of applications for appointments to the Contra Costa Local Planning Council for Child Care and Development was originally referred to the Family and Human Services Committee by the Board of Supervisors on April 22, 1997.

The Local Planning and Advisory Council for Early Care and Education (LPC) coordinates programs and services affecting early child care and education, including recommendations for the allocation of federal funds to local early child care and education programs.

The LPC consists of 20 members: 4 consumer representatives - a parent or person who receives or has received child care services in the past 36 months; 4 child care providers - a person who provides child care services or represents persons who provide child care services; 4 public agency representatives - a person who represents a city, county, city and county, or local education agency; 4 community representatives - a person who represents an agency or business

that provides private funding for child care services or who advocates for child care services through participation in civic or community based organizations; and 4 discretionary appointees - a person appointed from any of the above four categories or outside of those categories at the discretion of the appointing agencies.

Terms of appointment are 3 years.

Referral Update:

There are currently 17 seats filled and there are 3 vacancies on the LPC. These vacancies are in the following seats: Child Care Provider 3 - Central/South, Consumer 3 - Central/South, and Consumer 4 – East. Renewal applicants Stacie Cooper-Roundtree, Cynthia Molander, Cathy Roof, Carolyn Johson, Edirle Menezes, and Dough Rowe, submitted their applications for consideration and their reappointments were approved by the LPC. Please see the attached memo and correspondence for additional information. The current membership is as follows:

Seat Title	Term Expiration Date	Current Incumbent	Incumbent Supervisor District	No. of Meetings Attended Since Appointment Date	Total No. of Meetings Held Since Appointment	Total No. of Absences Allowable in Bylaws
Child Care Provider 1 - West County	4/30/2019	Silvana Mosca-Carreon				2
Child Care Provider 2 - Central/South Co.	4/30/2019	Brenda Brown				2

Child Care Provider 3 - Central/South	4/30/2019	Vacancy				2
Child Care Provider 4 - East County	4/30/2018	Stacie Cooper-Roundtree	III	3	3	2
Community 1 - West County	4/30/2019	Eric Peterson				2
Community 2 - Central/South County	4/30/2019	Deborah Penry				2
Community 2 - Central/South County	4/30/2019	Vacancy				2
Community 3 - Central/North County	4/30/2018	Cynthia Molander	IV	1	2	2
Community 4 - East County	4/30/2019	Phelicia Lang				2
Consumer 1 - West County	4/30/2019	Crystal McClendon-Gourdine				2
Consumer 2 - Central/South County	4/30/2019	Denise Clarke				2
Consumer 3 - Central/South County	4/30/2020	Vacancy				2
Consumer 4 - East County	4/30/2018	Vacancy				2
Discretionary Appointee 1 - East County	4/30/2018	Eran Perera				2
Discretionary Appointee 2 - Central/South	4/30/2018	Dan Safran				2
Discretionary Appointee 3 - Central/South	4/30/2018	Cathy Roof	V	12	12	2
Discretionary Appointee 4 - West County	4/30/2019	Aurora Ruth				2
Public Agency 1 - West County	4/30/2018	Carolyn Johnson	IV	12	12	2
Public Agency 2 - Central/South County	4/30/2017	Edirle Menezes	II	5	5	2
Public Agency 3 - Central/South County	4/30/2019	Joan Means				2
Public Agency 4 - East County	4/30/2018	Doug Rowe	V	9	11	2

*Not all data was available at the time of reporting this table. Office of Education working on gathering additional table data.

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the re-appointments of Stacie Cooper-Roundtree to Child Care Provider 4 – East County, Carolyn Johnson to Public Agency 1 – West County, Edirle Menezes to Public Agency 2 – Central South County, Doug Rowe to Public Agency 4 – East County, Cindy Molander to Community – Central/South County, and Cathy Roof to Discretionary 3 – Central/South County seats on the Local Planning and Advisory Council for Early Care and Education, as recommended by the County Office of Education.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

LPC Reappointments Memo and Candidate Applications



MEMORANDUM

DATE: April 10, 2018

TO: Family and Human Services Committee
Supervisor Candace Andersen, District II, Chair
Supervisor John Gioia, District I, Vice Chair

Contra Costa County Office of Education
Karen Sakata, Contra Costa County Superintendent of Schools
Lynn Mackey, Deputy Superintendent of Schools

FROM: Susan K. Jeong, LPC Coordinator/Manager, Educational Services

SUBJECT: Referral #25 – LPC APPOINTMENT / RENEWAL
Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC)

RECOMMENDATION(S):

ACCEPT application renewals for the following members due to term expiration.

<u>Name</u>	<u>Seat</u>	<u>Area</u>
Stacie Cooper-Roundtree	Child Care Provider 4	East County
Carolyn Johnson	Public Agency 1	West County
Edirle Menezes	Public Agency 2	Central/South County
Doug Rowe	Public Agency 4	East County
Cindy Molander	Community 3	Central/South County
Cathy Roof	Discretionary 3	Central/South County

REASON/S FOR RECOMMENDATION:

The Contra Costa County Local Planning Council for Child Care and Development (LPC) was established in April 1998. Required by AB 1542, which was passed in 1993, thirty members of the LPC were appointed by the County Board of Supervisors and the County Superintendent of Schools. Childcare consumers and providers, public agency representatives, and community representatives each comprise 20% of the LPC. The remaining 20% are discretionary appointees. Membership is for a three-year term. On January 7, 2003, membership was decreased from 30 to 25 members, due to the difficulty being experienced in filling all of the seats.

On September 19, 2012 membership was decreased from 25 to 20, due to continued difficulty to fill vacant seats. Official reduction of appointed seats provides flexibility to ensure quorum is met in order to conduct Council business.

Membership consists of the following:

- Four consumer representatives - a parent or person who receives or has received child care services in the past 36 months;
- Four child care providers - a person who provides child care services or represents persons who provide child care services;
- Four public agency representatives - a person who represents a city, county, city and county, or local education agency;
- Four community representatives - a person who represents an agency or business that provides private funding for child care services or who advocates for child care services through participation in civic or community based organizations;
- Four discretionary appointees - a person appointed from any of the above four categories or outside of those categories at the discretion of the appointing agencies.

Appointments to the Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC) are subject to the approval of the Board of Supervisors and County Superintendent of Schools, Karen Sakata. The Board of Supervisors designated the Family and Human Services Committee to review and recommend appointments on their behalf. Lynn Mackey, Deputy Superintendent of Schools, Contra Costa County has been designated to review and recommend appointments on behalf of the County Superintendent of Schools.



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:

Contra Costa County Local Planning Agency

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name:	COOPER-ROUNDTREE						STACIE		
	(Last Name)		(First Name)		(Middle Name)				
2. Address:	[REDACTED]		ANTIOCH		CALIFORNIA		94531		
	(No.)		(Street)		(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 AS Degree in Child Development

	Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
				Semester	Quarter		
A)	California State Eastbay	Human Development	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>		7		
B)	Los Medanos College	Child Development	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			AS	2012
C)	Malone University	Business Administration	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"/>			
	Los Medanos College	Child Development	Certificate of Completion				

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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)</p> <p>From To</p> <p>1998 Present</p> <p>Total: Yrs. Mos.</p> <p>19 2</p> <p>Hrs. per week 70 . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Owner/Lead Teacher</p> <p>Employer's Name and Address</p> <p>Stacie Roundtree</p> <p>Antioch, CA 94531</p>	<p>Duties Performed</p> <p>See Attached Resume for description of duties</p>
<p>B) 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>
<p>C) 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>
<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 Ruth Fernandez

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 Signature]

Date:

1/19/18

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.

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Contra Costa County
Local Planning and Advisory Council
for Early Care and Education

APPLICATION FOR MEMBERSHIP

Name: Stacie Cooper-Roundtree
Home Address: [REDACTED] Antioch Zip: 94531
Business/Agency/Affiliation: Training children childcare & Learning Center
Address: [REDACTED] City: Antioch Zip: 94531
Type of Organization: Child Care Position: Owner and Lead Teacher
Day Phone: [REDACTED] Email: trainingchildren@comcast.net

A. CATEGORIES FOR APPOINTMENT

The County Board of Supervisors and the Superintendent of Schools make appointments to the Early Care and Education Planning Council. Members must live or work in Contra Costa County. Twenty percent of the Planning Council members are to be drawn from each of the following categories described below: Child Care Consumer, Child Care Provider, Community Representative, Public Agency Representative, and All Other. Please indicate which categories you could represent.

- ☐ **1. Consumer of Child Care Services** - using childcare or have used it within the past 36 months.
Are you currently utilizing Child Care? ☐ Yes ☐ No Date you last used it: _____
Type of Care: _____ Location: _____
Length of Time as a Consumer: _____
- ☐ **2. Child Care Provider**- please check the types of care you provide and note the number of children:
☒ Licensed family care provider # of children licensed for 14
☐ Licensed & publicly funded child care center # of children licensed for _____
☐ Licensed, private for profit, or private non-profit child care center # of children licensed for _____
☐ Subsidized Child Care Program # of children licensed for _____
☐ License exempt child care provider # of children cared for _____
Location of your facility: _____ Program/Center Name: _____

- ☐ **3. Community Representative**: Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.
Organization: _____ Service Provided: _____
Location: _____ Service Area: _____
- ☐ **4. Public Agency Representative** - Including city, county and local education agencies.
Agency: _____ Service Area: _____
- ☐ **5. All Other**- Please describe:

B. GEOGRAPHIC, ETHNIC, AND CULTURAL DIVERSITY REPRESENTATION

CalWORKS legislation AB 1542 (Education Code 8499.3 d) states, "Every effort shall be made to ensure that the ethnic racial, and geographic composition of the local planning council is reflective of the ethnic, racial, and geographic distribution of the population of the county"

Please indicate your ethnic origin:

Which region of the County would you represent:

Contra Costa

- ☐ White (non-Hispanic)
- ☒ Black (Includes African, Jamaican, Trinidad and West Indian)
- ☐ Hispanic (includes Mexican, Puerto Rican Cuban, Latin American or Spanish)
- ☐ Asian or Pacific Islander (includes Pakistani, East Indian, Japanese, Tongan, Filipino, Laotian, or Vietnamese)
- ☒ American Indian or Alaskan Native (includes persons who identify themselves or are known as such by virtue or tribal association)
- ☐ Other _____

C. CURRENT COUNCIL INVOLVEMENT:

Are you currently an active participant on a Council Committee? ___ No ☒ Yes

Which Committee: School Readiness What is your participation? _____

* Child Care Provider East

D. INTERESTS: Personal/Professional areas of interest/experience/skills that could benefit the Council:

Family Engagement, School Readiness, Provider Mentoring, Public Speaking with a "Can Do Attitude," Self-Starter, Professionalism, Leadership Skills, Motivate Others, and Excellent Work Ethics.

I am interested in becoming a Council representative because: I would continue to advocate for families and providers in our community.

E. MEMBER RESPONSIBILITIES: Members are expected to attend regular meetings on the fourth Monday of July, September, November, January, March, and May from 3:00 p.m. to 5:00 p.m. and participate in at least one committee. Additional meetings may be scheduled for training and council business.

Are you able to commit to regular participation, given this schedule: ☒ Yes ___ No

If needed, do you have the support of your agency/employer to be an active member of the Council?

☒ Yes ___ No

F. How did you hear about the Planning Council?

Ruth Hernandez and I go back a long time (12 yrs) she has been a mentor in my Being statement.

Please attach your resume and a letter of interest with this application. Mail completed application, resume and letter of interest to the Contra Costa County Local Planning and Advisory Council (LPC) Coordinator at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For more information please call the LPC Coordinator at (925) 942-3413.

Signature: _____

Date: _____

1/19/18



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:

Local Planning and Advisory Council for Early Care and Education

Public Agency representative West County

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name:	Johnson	Carolyn	Marie
	(Last Name)	(First Name)	(Middle Name)
2. Address:			
	(No.)	(Street)	(Apt.) (City) (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: Master Degree

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) CalState East Bay	Human Development	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	2000
B) Mill College	Education	Yes No <input type="checkbox"/> <input type="checkbox"/>			MA	2002
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>6/16/2007</div> <div>Present</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>10 years</div> <div>8 months</div> Hrs. per week <div>40</div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Assistant Director</div> Employer's Name and Address <div>Contra Costa County, EHSD Community Services Bureau 1470 Civic Court, Suite 200 Concord, CA 94520</div></p>	<p>Duties Performed <ul style="list-style-type: none"> • Responsible for program management such as developing and implementing program goals, objectives, policies, procedure, reports and strategic planning • Program planning, design, implementation, maintenance and evaluation • Interpret and ensure that all child care sites meet State, Federal, County, and Community Care Licensing, Performance Standards, rules and regulations • Over site and supervise the Education Manager responsible for East and Central Contra Costa County and county wide Home Base program • Over site and responsible for the Comprehensive Services Manager and comprehensive services team providing family services for Head Start families, • Lead of the Comprehensive Service Team comprised of all area content area managers • Responsible for and supervise seven Site Supervisors responsible for the daily operations of seven Head Start/Child Development programs in East and Central County, including monitoring of sites, professional development for site supervisors and staff and site monitoring • Leadership role in informal team building • Community Services Bureau liaison with Community Care Licensing • Establish and maintain effective working relationships with employees, community organizations, and the public. </p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>6/2000</div> <div>6/2007</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>7 years</div> <div></div> Hrs. per week <div>40</div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Child Development and Health Service Area Manager</div> Employer's Name and Address <div>Unity Council 2221 Fruitvale Ave. Oakland, CA</div></p>	<p>Duties Performed Management and over site of the Child Development and Health Service Area for the Unity Council Head Start program, two Head Start sites and one Early Head Start site and Home Base program <ul style="list-style-type: none"> • Over site and responsible for and supervising Education Coordinator, Health Coordinator, Disabilities Coordinator and Mental Health contractors, and Site Supervisors • Responsible for ensuring Head Start performance Standards and program policy and procedures are adhered to in all services areas • Part of team that organizes the Health Advisory committee meetings • Part of the team that is responsible for and prepares the annual Program Information Report • Team leader for on-going quarterly formal monitoring of program systems • Provide leadership during the annual self assessment • Part of the Head Start grant writing team • Part of the grant writing team for local grants, such as the PreK summer preschool grant sponsored by First 5 of Alameda County and implementation of grant • Part of community needs assessment team and parent survey process and analysis that guides program • Budget preparation • Responsible for family literacy programs, teacher trainings, service area reports and outcomes report, goal setting, strategies and follow up • Identify and collaborate with various community partners that support the Head Start and Early Head Start programs and families • Communicate, strategize and work with Community and Family Partnership team to ensure health and child development workshops and trainings are provided for program families • Developed a mentor/coaching program for teaching staff to provide additional support </p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>2002</div> <div>2003</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>Adjunct Child Development Instructor</div> Employer's Name and Address <div>Los Medanos Community College 2700 E. Leland Rd. Pittsburg, CA 94565</div></p>	<p>Duties Performed 2002-2003- Adjunct Child Development Instructor - Los Medanos Community College, Brentwood, CA Responsibilities: <ul style="list-style-type: none"> • Responsible for teaching Introduction to Child Development • Prepared, organized and implemented instruction for adult learners entering the field of Child Development • Submitting the necessary curriculum development, reports, attendance and grades to administration </p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1/2002</div> <div>05/02</div> Total: <u>Yrs.</u> <u>Mos.</u> <div>semester</div> <div></div> Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p>	<p>Title <div>Administrative Practicum, Team Leader</div> Employer's Name and Address <div>Mills College 5000 MacArthur Blvd Oakland, CA 94613</div></p>	<p>Duties Performed Administrative Practicum, Team Leader to obtain re-accreditation process Mills College - National Association for the Education of Young Children for Mills College Children's School Responsibilities: <ul style="list-style-type: none"> • Coordinated, plan, organize, and complete the process for preschool re-accreditation • Worked with faculty, staff, administrators and families during the accreditation process • Supervised Mills student earning BA during the process </p>

7. How did you learn about this vacancy?

☐ CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☒ Other Presently a member of the LPC

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:

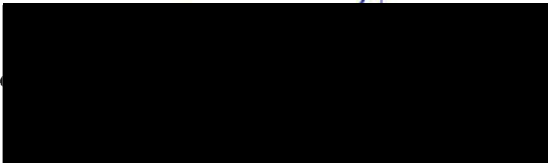
9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

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:

03/12/2018

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.

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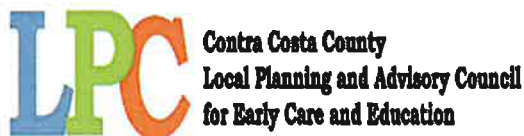
**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

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.



APPLICATION FOR MEMBERSHIP

Name: Carolyn Johnson

Home Address: [REDACTED] City: Concord Zip: 94521

Business/Agency/Affiliation: CCC EHSD Community Services Bureau

Address: 1470 Civic Court, Suite 200 City: Concord Zip: 94520

Type of Organization: Public Agency Position: Assistant Director

Day Phone: [REDACTED] Email: [REDACTED]

A. CATEGORIES FOR APPOINTMENT

The County Board of Supervisors and the Superintendent of Schools make appointments to the Early Care and Education Planning Council. Members must live or work in Contra Costa County. Twenty percent of the Planning Council members are to be drawn from each of the following categories described below: Child Care Consumer, Child Care Provider, Community Representative, Public Agency Representative, and All Other. Please indicate which categories you could represent.

- ☐ **1. Consumer of Child Care Services** - using childcare or have used it within the past 36 months.
 Are you currently utilizing Child Care? ☐ Yes ☐ No Date you last used it: _____
 Type of Care: _____ Location: _____
 Length of Time as a Consumer: _____
- ☐ **2. Child Care Provider-** please check the types of care you provide and note the number of children:
 _____ Licensed family care provider # of children licensed for _____
 _____ Licensed & publicly funded child care center # of children licensed for _____
 _____ Licensed, private for profit, or private non-profit child care center # of children licensed for _____
 _____ Subsidized Child Care Program # of children licensed for _____
 _____ License exempt child care provider # of children cared for _____
 Location of your facility: _____ Program/Center Name: _____

- ☐ **3. Community Representative:** Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.
 Organization: _____ Service Provided: _____
 Location: _____ Service Area: _____
- ☒ **4. Public Agency Representative** - Including city, county and local education agencies.
 Agency: CCC EHSD Community Services Bureau Service Area: Head Start/Child Development
- ☐ **5. All Other-** Please describe:

B. GEOGRAPHIC, ETHNIC, AND CULTURAL DIVERSITY REPRESENTATION

CalWORKS legislation AB 1542 (Education Code 8499.3 d) states, "Every effort shall be made to ensure that the ethnic racial, and geographic composition of the local planning council is reflective of the ethnic, racial, and geographic distribution of the population of the county"

Please indicate your ethnic origin:

Which region of the County would you represent: West

- ☒ White (non-Hispanic)
☐ Black (Includes African, Jamaican, Trinidad and West Indian)
☐ Hispanic (includes Mexican, Puerto Rican Cuban, Latin American or Spanish)
☐ Asian or Pacific Islander (includes Pakistani, East Indian, Japanese, Tongan, Filipino, Laotian, or Vietnamese)
☐ American Indian or Alaskan Native (includes persons who identify themselves or are known as such by virtue or tribal association)
☐ Other _____

C. CURRENT COUNCIL INVOLVEMENT:

Are you currently an active participant on a Council Committee? ___ No X Yes

Which Committee: Project and Workforce What is your participation? Chair of Project & Workforce

D. INTERESTS: Personal/Professional areas of interest/experience/skills that could benefit the Council:

I have served in the field of Early Care and Education for many years in various capacities.

I have been a teacher, center director, education manager and Assistant Director. I have been an adjunct instructor at community college and would bring experience and understanding of the early care and education field as well as my desire to support ECE as a profession

I am interested in becoming a Council representative because: I am presently a member and I believe in the mission and goals of the LPC and the work we do in the field of ECE.

E. MEMBER RESPONSIBILITIES: Members are expected to attend regular meetings on the fourth Monday of July, September, November, January, March, and May from 3:00 p.m. to 5:00 p.m. and participate in at least one committee. Additional meetings may be scheduled for training and council business.

Are you able to commit to regular participation, given this schedule: ___ X Yes ___ No

If needed, do you have the support of your agency/employer to be an active member of the Council?
X Yes ___ No

F. How did you hear about the Planning Council?

I am a member of the Planning Council

Please attach your resume and a letter of interest with this application. Mail completed application, resume and letter of interest to the Contra Costa County Local Planning and Advisory Council (LPC) Coordinator at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For more information please call the LPC Coordinator at (925) 942-3413.

Signature

Date:

3/12/18



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:

Contra Costa County Local Planning Council

Public Agency - Central/South County

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name:	Menezes					Edirle		n	
	(Last Name)		(First Name)		(Middle Name)				
2. Address:					Concord	CA	94520		
	(No.)		(Street)		(Apt.)	(City)	(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 Doctorate in Psychology, Specialization in Child Development

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Clark University, Worcester, MA, USA	Doctorate in Psychology	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			Ph.D.	2003
B) Universidade Federal Pernambuco, Brazil	Master's in Cognitive Psychology	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			M.A.	1999
C) Universidade Federal Ceara, Brazil	Bachelor's in Psychology	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			B.A.	1995
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes <input type="checkbox"/> 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)</p> <p>From <u>4/9/2013</u> To <u>present</u></p> <p>Total: Yrs. <u>4</u> Mos. <u>11</u></p> <p>Hrs. per week <u>40</u> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>ECE Program Officer</p> <p>Employer's Name and Address</p> <p>First 4 Contra Costa 1485 Civic Court, Suite 1200 Concord, CA 94520</p>	<p>Duties Performed</p> <p>-Oversight of Contra Costa QRIS, including coaching, assessments, and oversight of rating and monitoring, WELS database. -Management of Contra Costa PDP. -Oversight of numerous early literacy projects in the County.</p>
<p>B) Dates (Month, Day, Year)</p> <p>From <u>9/7/2005</u> To <u>4/6/2013</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>Department Chair, Nat'l Hispanic Univ</p> <p>Employer's Name and Address</p> <p>National Hispanic University 14271 Story Road San Jose, CA 94527</p>	<p>Duties Performed</p> <p>-Oversight of Child Development B.A. and M.A. programs. -Curricula revision -Child development courses scheduling and staffing -Faculty</p>
<p>C) Dates (Month, Day, Year)</p> <p>From <u>10/5/2004</u> To <u>9/1/2005</u></p> <p>Total: Yrs. <u>0</u> Mos. <u>10</u></p> <p>Hrs. per week <u>40</u> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Mission YMCA Preschool Director</p> <p>Employer's Name and Address</p> <p>4080 Mission Street San Francisco, CA 94112</p>	<p>Duties Performed</p> <p>-Oversight of overall daily operations of the preschool, including instruction and curriculum, child observation instruments, child assessment, and budget planning and implementation</p>
<p>D) Dates (Month, Day, Year)</p> <p>From <u>8/1/2008</u> To <u>1/15/2009</u></p> <p>Total: Yrs. <u>0</u> Mos. <u>6</u></p> <p>Hrs. per week <u>40</u> Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>SF CARES Manager</p> <p>Employer's Name and Address</p> <p>Wu Yee Children's Services 827 Broadway San Francisco, CA 94113</p>	<p>Duties Performed</p> <p>-Design and implementation of various SF CARES Policies -SF CARES Program Oversight</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: 3/7/2018

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.

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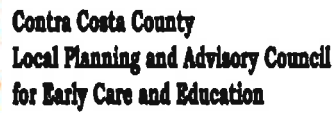
**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

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.



APPLICATION FOR MEMBERSHIP

Name: Edirle Menezes

Home Address: [REDACTED] City: San Ramon Zip: 94583

Business/Agency/Affiliation: First 5 Contra Costa

Address: 1485 Civic Court, Suite 1200 **City:** Concord **Zip:** 94583

Type of Organization: Public Agency Position: ECE Program Officer

Day Phone: _____ FAX: (____) _____ Email: _____

A. CATEGORIES FOR APPOINTMENT

The County Board of Supervisors and the Superintendent of Schools make appointments to the Early Care and Education Planning Council. Members must live or work in Contra Costa County. Twenty percent of the Planning Council members are to be drawn from each of the following categories described below: Child Care Consumer, Child Care Provider, Community Representative, Public Agency Representative, and All Other. Please indicate which categories you could represent.

- ☐ **1. Consumer of Child Care Services** - using childcare or have used it within the past 36 months.

Are you currently utilizing Child Care? ☐ Yes ☐ No Date you last used it: _____

Type of Care: _____ Location: _____

Length of Time as a Consumer: _____

☐ **2. Child Care Provider-** please check the types of care you provide and note the number of children:

_____ Licensed family care provider	# of children licensed for _____
_____ Licensed & publicly funded child care center	# of children licensed for _____
_____ Licensed, private for profit, or private non-profit child care center	# of children licensed for _____
_____ Subsidized Child Care Program	# of children licensed for _____
_____ License exempt child care provider	# of children cared for _____

Location of your facility: _____ Program/Center Name: _____

☐ **3. Community Representative:** Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.

Organization: _____ Service Provided: _____

Location: _____ Service Area: _____

☒ **4. Public Agency Representative** - Including city, county and local education agencies.

Agency: First 5 Contra Costa Service Area: Central (location) services are provided countywide.

☐ **5. All Other-** Please describe:

B. GEOGRAPHIC, ETHNIC, AND CULTURAL DIVERSITY REPRESENTATION

CalWORKS legislation AB 1542 (Education Code 8499.3 d) states, "Every effort shall be made to ensure that the ethnic racial, and geographic composition of the local planning council is reflective of the ethnic, racial, and geographic distribution of the population of the county"

Please indicate your ethnic origin: Which region of the County would you represent: Central/South County

- ☐ White (non-Hispanic)
☐ Black (Includes African, Jamaican, Trinidad and West Indian)
☐ Hispanic (includes Mexican, Puerto Rican Cuban, Latin American or Spanish)
☐ Asian or Pacific Islander (includes Pakistani, East Indian, Japanese, Tongan, Filipino, Laotian, or Vietnamese)
☐ American Indian or Alaskan Native (includes persons who identify themselves or are known as such by virtue or tribal association)
☒ Other Latin American, non-Hispanic

C. CURRENT COUNCIL INVOLVEMENT:

Are you currently an active participant on a Council Committee? ___ No X Yes

Which Committee/Workforce Development What is your participation? Participate as Committee Member

D. INTERESTS: Personal/Professional areas of interest/experience/skills that could benefit the Council:

- Workforce Development

- Quality Improvement for early learning settings

- ECE Policy and Advocacy

I am interested in becoming a Council representative because: I resonate with LPC goals of a) supporting training professional development of ECE workforce; b) promoting access to quality child care; and c) collaborate with community organizations to provide families with high quality child care.

E. MEMBER RESPONSIBILITIES: Members are expected to attend regular meetings on the fourth Monday of July, September, November, January, March, and May from 3:00 p.m. to 5:00 p.m. and participate in at least one committee. Additional meetings may be scheduled for training and council business.

Are you able to commit to regular participation, given this schedule: X Yes _____ No

If needed, do you have the support of your agency/employer to be an active member of the Council?
X Yes _____ No

F. How did you hear about the Planning Council?

Through the LPC website.

Please attach your resume and a letter of interest with this application. Mail completed application, resume and letter of interest to the Contra Costa County Local Planning and Advisory Council (LPC) Coordinator at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For more information please call the LPC Coordinator at (925) 942-3413.

Signature: _____ Date: 3/7/2018



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:

Contra Costa County Local Planning Council

Community 3 - Central/South County

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name:	Molander	Cynthia	Nelson
	(Last Name)	(First Name)	(Middle Name)
2. Address:			
	(No.)	(Street)	(Apt.)
		Concord	CA
		(City)	(State)
			94521
			(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)	Simmons College, Boston, MA	Education	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			B.S.	6/63
B)			Yes <input type="checkbox"/> No <input type="checkbox"/>				
C)			Yes <input type="checkbox"/> No <input type="checkbox"/>				
D)	Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes <input type="checkbox"/> No <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>2/1/16 present</div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div>2 1</div> <p>Hrs. per week <div> </div> . Volunteer <input checked="" type="checkbox"/></p> </p></p>	<p>Title <div>Co-chair, Education Task Force</div> <p>Employer's Name and Address <div>Multi-Faith ACTION Coalition of Contra Costa County c/o Richmond Community Foundation 1014 Florida Avenue, #200 Richmond, CA 94804</div> </p> </p>	<p>Duties Performed <div>Engaging with community partners to advocate for measures that expand educational opportunities for low-income families in Contra Costa County.</div> </p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1/1/15 present</div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div>3 2</div> <p>Hrs. per week <div> </div> . Volunteer <input checked="" type="checkbox"/></p> </p></p>	<p>Title <div>Community Outreach Coordinator</div> <p>Employer's Name and Address <div>St. John's Episcopal Church 5555 Clayton Road Clayton, CA 94517</div> </p> </p>	<p>Duties Performed <div>Planning, organizing, recruiting volunteers for parish outreach projects.</div> </p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1/1/94 6/30/06</div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div>11 5</div> <p>Hrs. per week <div>22</div> . Volunteer <input checked="" type="checkbox"/></p> </p></p>	<p>Title <div>Teacher, English as a second language</div> <p>Employer's Name and Address <div>Mt. Diablo Unified School District 1936 Carlotta Drive Concord, CA 94519</div> </p> </p>	<p>Duties Performed <div>Teaching adult ESL classes at Family Literacy Centers, in conjunction with staff of First 5 - sponsored preschools</div> </p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1/1/72 12/31/74</div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div>2 <div> </div></div> <p>Hrs. per week <div> </div> . Volunteer <input checked="" type="checkbox"/></p> </p></p>	<p>Title <div>Member, Capital Area United Givers Planning Council</div> <p>Employer's Name and Address <div>Baton Rouge, LA</div> </p> </p>	<p>Duties Performed <div>Various duties related to annual fund drives.</div> </p>

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

Ruth Fernandez

If Yes, please identify the nature of the relationship:

No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

Sign Name _____ Date: 03/01/18

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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7. Meeting dates and times are subject to change and may occur up to two days per month.
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F&HS Agenda Packet Page 39

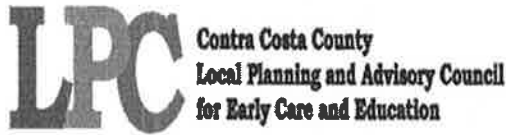
**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

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:

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- 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.

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APPLICATION FOR MEMBERSHIP

Name: Cynthia Molander

Home Address: [REDACTED] City: Concord Zip: 94521

Business/Agency/Affiliation: Multi-Faith ACTION Coalition of Contra Costa County
c/o Richmond Community Foundation

Address: 1014 Florida Avenue, #200 City: Richmond Zip: 94804

Type of Organization: Faith-based Position: Co-Chair, Education Task Force

Day Phone: [REDACTED] FAX: () Email: [REDACTED]

A. CATEGORIES FOR APPOINTMENT

The County Board of Supervisors and the Superintendent of Schools make appointments to the Early Care and Education Planning Council. Members must live or work in Contra Costa County. Twenty percent of the Planning Council members are to be drawn from each of the following categories described below: Child Care Consumer, Child Care Provider, Community Representative, Public Agency Representative, and All Other. Please indicate which categories you could represent.

- ☐ **1. Consumer of Child Care Services** - using childcare or have used it within the past 36 months.

Are you currently utilizing Child Care? ☐ Yes ☐ No Date you last used it: _____

Type of Care: _____ Location: _____

Length of Time as a Consumer: _____

- ☐ **2. Child Care Provider**- please check the types of care you provide and note the number of children:

_____ Licensed family care provider # of children licensed for _____

_____ Licensed & publicly funded child care center # of children licensed for _____

_____ Licensed, private for profit, or private # of children licensed for _____

_____ non-profit child care center

_____ Subsidized Child Care Program # of children licensed for _____

_____ License exempt child care provider # of children cared for _____

Location of your facility: _____ Program/Center Name: _____

- ☒ **3. Community Representative:** Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.

Organization: Multi-Faith ACTION Coalition Service Provided: Advocacy

Location: Contra Costa County Service Area: Contra Costa County

- ☐ **4. Public Agency Representative** - Including city, county and local education agencies.
Agency: _____ Service Area: _____

- ☐ **5. All Other**- Please describe:

B. GEOGRAPHIC, ETHNIC, AND CULTURAL DIVERSITY REPRESENTATION

CalWORKS legislation AB 1542 (Education Code 8499.3 d) states, "Every effort shall be made to ensure that the ethnic racial, and geographic composition of the local planning council is reflective of the ethnic, racial, and geographic distribution of the population of the county"

Please indicate your ethnic origin:

Which region of the County would you represent: Central/South County

- ☒ White (non-Hispanic)
☐ Black (Includes African, Jamaican, Trinidad and West Indian)
☐ Hispanic (includes Mexican, Puerto Rican Cuban, Latin American or Spanish)
☐ Asian or Pacific Islander (includes Pakistani, East Indian, Japanese, Tongan, Filipino, Laotian, or Vietnamese)
☐ American Indian or Alaskan Native (includes persons who identify themselves or are known as such by virtue or tribal association)
☐ Other _____

C. CURRENT COUNCIL INVOLVEMENT:

Are you currently an active participant on a Council Committee? ☒ No ____ Yes

Which Committee: _____ What is your participation? _____

D. INTERESTS: Personal/Professional areas of interest/experience/skills that could benefit the Council:

Please see attachment

I am interested in becoming a Council representative because: I believe strongly in advocating for early care and education.

E. MEMBER RESPONSIBILITIES: Members are expected to attend regular meetings on the fourth Monday of July, September, November, January, March, and May from 3:00 p.m. to 5:00 p.m. and participate in at least one committee. Additional meetings may be scheduled for training and council business.

Are you able to commit to regular participation, given this schedule: ☒ Yes _____ No

If needed, do you have the support of your agency/employer to be an active member of the Council?
_____ Yes _____ No

F. How did you hear about the Planning Council?

Ruth Fernandez

Please attach your resume and a letter of interest with this application. Mail completed application, resume and letter of interest to the Contra Costa County Local Planning and Advisory Council (LPC) Coordinator at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For more information please call the LPC Coordinator at (925) 942-3413.

Signature: _____ Date: 03/01/18



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:

Local Planning Council
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

Public Agency Rep.
PRINT EXACT SEAT NAME (if applicable)

1. Name: Rowe (Last Name) Douglas (First Name) Philip (Middle Name)

2. Address: [Redacted] (No.) [Redacted] (Street) [Redacted] (Apt.) Martinez, CA (City) 94553 (State) [Redacted] (Zip Code)

3. Phones: [Redacted] (Home No.) [Redacted] (Work No.) [Redacted] (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 [Redacted]

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) <u>CA College of Art & Crafts</u>	<u>Fine Arts</u>	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			<u>BFA</u>	<u>1972</u>
B) <u>University of Montana</u>	<u>Fine Arts</u>	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			<u>MFA</u>	<u>1976</u>
C) <u>University of Oregon</u>	<u>Art Ed./ECE</u>	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	<u>30</u>			
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded:			
<u>Merritt College</u> <u>Long C.C.</u>	<u>ECE</u> <u>ECE</u>	<u>30 units of ECE</u>	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> <u>CDA</u> <u>Community College Grad. 1986</u>			

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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) From <u>11/2000</u> To <u>Present</u> Total: Yrs. <u>17+</u> Mos. <u> </u> Hrs. per week <u>20</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>Adjunct Professor</u> Employer's Name and Address <u>Los Medanos College - 2700</u> <u>Leland, Pittsburg</u> <u>CA, 94565</u></p>	<p>Duties Performed <u>Teaching classes</u> <u>in ECE (3 per</u> <u>semester)</u></p>
<p>B) Dates (Month, Day, Year) From <u>11/2000</u> To <u>12/2014</u> Total: Yrs. <u>14</u> Mos. <u> </u> Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>Program Supervisor</u> Employer's Name and Address <u>City of Walnut</u> <u>Creek - Shadelands</u> <u>Art Center</u> <u>111 N. Wiget Lane</u> <u>W.C 94596</u></p>	<p>Duties Performed <u>Director of 3</u> <u>city preschool</u> <u>programs - youth</u> <u>arts supervisor</u></p>
<p>C) Dates (Month, Day, Year) From <u>9/1999</u> To <u>9/2000</u> Total: Yrs. <u>1</u> Mos. <u> </u> Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>Site Director</u> Employer's Name and Address <u>Marin Day</u> <u>Schools - Hills</u> <u>plaza Center</u> <u>SF, CA</u></p>	<p>Duties Performed <u>Director of GAP</u> <u>preschool program</u></p>
<p>D) Dates (Month, Day, Year) From <u>8/1992</u> To <u>6/1999</u> Total: Yrs. <u>7</u> Mos. <u> </u> Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>Head of School</u> <u>Nursery - kindergarten</u> Employer's Name and Address <u>American School</u> <u>in Japan -</u> <u>Toyko - 17 - Tama</u> <u>Tokyo, Japan</u></p>	<p>Duties Performed <u>Head of Nursery -</u> <u>kindergarten</u> <u>American School</u> <u>in Japan</u></p>

7. How did you learn about this vacancy?

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

current member
not applying

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.

Signature

Date:

02/28/18

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



Contra Costa County
Local Planning and Advisory Council
for Early Care and Education

APPLICATION FOR MEMBERSHIP

Name: Douglas Rowe
Home Address: [REDACTED] City: Martinez Zip: 94553
Business/Agency/Affiliation: Los Medanos College
Address: 2700 E. Leland City: Pittsburg Zip: 94565
Type of Organization: College Position: Adjunct Professor
Day Phone: [REDACTED] FAX: () 9 Email: [REDACTED]

A. CATEGORIES FOR APPOINTMENT

The County Board of Supervisors and the Superintendent of Schools make appointments to the Early Care and Education Planning Council. Members must live or work in Contra Costa County. Twenty percent of the Planning Council members are to be drawn from each of the following categories described below: Child Care Consumer, Child Care Provider, Community Representative, Public Agency Representative, and All Other. Please indicate which categories you could represent.

- ☐ **1. Consumer of Child Care Services** - using childcare or have used it within the past 36 months.

Are you currently utilizing Child Care? ☐ Yes ☐ No Date you last used it: _____
Type of Care: _____ Location: _____
Length of Time as a Consumer: _____

- ☐ **2. Child Care Provider-** please check the types of care you provide and note the number of children:

_____ Licensed family care provider	# of children licensed for _____
_____ Licensed & publicly funded child care center	# of children licensed for _____
_____ Licensed, private for profit, or private non-profit child care center	# of children licensed for _____
_____ Subsidized Child Care Program	# of children licensed for _____
_____ License exempt child care provider	# of children cared for _____

Location of your facility: _____ Program/Center Name: _____

- ☐ **3. Community Representative:** Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.

Organization: _____ Service Provided: _____
Location: _____ Service Area: _____

- ☒ **4. Public Agency Representative** - Including city, county and local education agencies.

Agency: Contra Costa community college district Service Area: Contra Costa county - East

- ☐ **5. All Other-** Please describe:

B. GEOGRAPHIC, ETHNIC, AND CULTURAL DIVERSITY REPRESENTATION

CalWORKS legislation AB 1542 (Education Code 8499.3 d) states, "Every effort shall be made to ensure that the ethnic racial, and geographic composition of the local planning council is reflective of the ethnic, racial, and geographic distribution of the population of the county"

Please indicate your ethnic origin:

Which region of the County would you represent: East

- ☒ White (non-Hispanic)
☐ Black (Includes African, Jamaican, Trinidad and West Indian)
☐ Hispanic (includes Mexican, Puerto Rican Cuban, Latin American or Spanish)
☐ Asian or Pacific Islander (includes Pakistani, East Indian, Japanese, Tongan, Filipino, Laotian, or Vietnamese)
☐ American Indian or Alaskan Native (includes persons who identify themselves or are known as such by virtue or tribal association)
☐ Other _____

C. CURRENT COUNCIL INVOLVEMENT:

Are you currently an active participant on a Council Committee? ___ No X Yes

Which Committee: Executive What is your participation? Vice-President

D. INTERESTS: Personal/Professional areas of interest/experience/skills that could benefit the Council:

Professor of Early Education & LMC
current council member
NAEYC member

I am interested in becoming a Council representative because: currently a member

E. MEMBER RESPONSIBILITIES: Members are expected to attend regular meetings on the fourth Monday of July, September, November, January, March, and May from 3:00 p.m. to 5:00 p.m. and participate in at least one committee. Additional meetings may be scheduled for training and council business.

Are you able to commit to regular participation, given this schedule: ✓ Yes ___ No

If needed, do you have the support of your agency/employer to be an active member of the Council?

✓ Yes ___ No

F. How did you hear about the Planning Council?

current member - reapplying

Please attach your resume and a letter of interest with this application. Mail completed application, resume and letter of interest to the Contra Costa County Local Planning and Advisory Council (LPC) Coordinator at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For more information please call the LPC Coordinator at (925) 942-3413.

Signature: _____

Date: 02/28/18



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:

Contra Costa County Local
Planning Council for Early Care + Ed
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

Discret 3 Central/South County
PRINT EXACT SEAT NAME (if applicable)

1. Name:	Roof	Cathy	J					
	(Last Name)	(First Name)	(Middle Name)					
2. Address:	[Redacted]					Martinez	CA	94553
	(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 Masters

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) <u>Diablo Valley College</u>	<u>Child Development</u>	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>			<u>Child Dev</u>	<u>1979</u>
B) <u>CAL State Hayward</u>	<u>Child Development</u>	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			<u>BA</u>	<u>1987</u>
C) <u>CAL State Hayward</u>	<u>Leadership Educational</u>	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			<u>MA</u>	<u>1995</u>
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>2/1/09</div> <div>Present</div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div>9</div> <div></div> <p>Hrs. per week <div>10</div> . Volunteer <input type="checkbox"/></p> </p></p>	<p>Title <div>Chief Financial Officer</div> <p>Employer's Name and Address <div>Martinez Early Childhood Center, Inc 615 Arch Street Martinez, CA 94553</div> </p></p>	<p>Duties Performed <div>In charge of all finance work and State Report. MECC is funded by CA Department of Education.</div> </p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1974</div> <div>2009</div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div></div> <div></div> <p>Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p> </p></p>	<p>Title <div>Executive Director</div> <p>Employer's Name and Address <div>Martinez Early Childhood Center, Inc 615 Arch Street Martinez, CA 94553</div> </p></p>	<p>Duties Performed <div>In charge of operations of Title 5 State funded Preschool and Infant/Toddler Program.</div> </p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div>1971</div> <div>1974</div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div>3</div> <div></div> <p>Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p> </p></p>	<p>Title <div>Teacher</div> <p>Employer's Name and Address <div>Patchins Schools Out of business.</div> </p></p>	<p>Duties Performed <div>Kindergarten and Primary Grades science teacher, administrative aide to owner of school.</div> </p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <div></div> <div></div> <p>Total: <u>Yrs.</u> <u>Mos.</u> <div></div> <div></div> <p>Hrs. per week <div></div> . Volunteer <input type="checkbox"/></p> </p></p>	<p>Title <div></div> <p>Employer's Name and Address <div></div> </p></p>	<p>Duties Performed <div></div> </p>

7. How did you learn about this vacancy?

☐ CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☐ Other Member since 1991 child Care Task Force

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:

Head Start + MOE Contract with Martinez Early Childhood Center, Inc.

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 Signature]

Date:

1/15/18

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.



Local Planning and Advisory Council
for Early Care and Education

APPLICATION FOR MEMBERSHIP

Name: Cathy Roof
Home Address: [REDACTED] City: Martinez Zip: 94553
Business/Agency/Affiliation: Martinez Early Childhood Center, Inc.
Address: 615 Arch Street City: Martinez Zip: 94553
Type of Organization: State Preschool Position: Chief Financial Officer
Day Phone: [REDACTED] FAX: [REDACTED] Email: [REDACTED]

A. CATEGORIES FOR APPOINTMENT

The County Board of Supervisors and the Superintendent of Schools make appointments to the Early Care and Education Planning Council. Members must live or work in Contra Costa County. Twenty percent of the Planning Council members are to be drawn from each of the following categories described below: Child Care Consumer, Child Care Provider, Community Representative, Public Agency Representative, and All Other. Please indicate which categories you could represent.

- ☐ **1. Consumer of Child Care Services** - using childcare or have used it within the past 36 months.

Are you currently utilizing Child Care? ☐ Yes ☐ No Date you last used it: _____
Type of Care: _____ Location: _____
Length of Time as a Consumer: _____

- ☐ **2. Child Care Provider-** please check the types of care you provide and note the number of children:

<input type="checkbox"/> Licensed family care provider	# of children licensed for _____
<input checked="" type="checkbox"/> Licensed & publicly funded child care center	# of children licensed for <u>128</u>
<input type="checkbox"/> Licensed, private for profit, or private non-profit child care center	# of children licensed for _____
<input type="checkbox"/> Subsidized Child Care Program	# of children licensed for _____
<input type="checkbox"/> License exempt child care provider	# of children cared for _____

Location of your facility: _____
615 Arch St
Martinez 94553

Program/Center Name: _____
Martinez Early Childhood
Center, Inc

- ☐ **3. Community Representative:** Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.

Organization: _____ Service Provided: _____

Location: _____ Service Area: _____

- ☐ **4. Public Agency Representative** - Including city, county and local education agencies.
Agency: _____ Service Area: _____

- ☐ **5. All Other-** Please describe:

B. GEOGRAPHIC, ETHNIC, AND CULTURAL DIVERSITY REPRESENTATION

CalWORKS legislation AB 1542 (Education Code 8499.3 d) states, "Every effort shall be made to ensure that the ethnic racial, and geographic composition of the local planning council is reflective of the ethnic, racial, and geographic distribution of the population of the county"

Please indicate your ethnic origin:

Which region of the County would you represent: North Central

- ☒ White (non-Hispanic)
☐ Black (Includes African, Jamaican, Trinidad and West Indian)
☐ Hispanic (includes Mexican, Puerto Rican Cuban, Latin American or Spanish)
☐ Asian or Pacific Islander (includes Pakistani, East Indian, Japanese, Tongan, Filipino, Laotian, or Vietnamese)
☐ American Indian or Alaskan Native (includes persons who identify themselves or are known as such by virtue or tribal association)
☐ Other _____

C. CURRENT COUNCIL INVOLVEMENT:

Are you currently an active participant on a Council Committee? ___ No X Yes

Which Committee: Advocacy What is your participation? Past Chair for 12 years
Chair current General Council

D. INTERESTS: Personal/Professional areas of interest/experience/skills that could benefit the Council:

Child Development, Advocacy, Elevation of the teachers
in this field.

I am interested in becoming a Council representative because: as a member since 1991 -
child care Task Force, I bring an historical perspective to the Council. I
have been in this field as Program Director since 1974. The program is
funded by the State Department of Education. I have been an advocate
for our needs over the years involving funding and regulations.

E. MEMBER RESPONSIBILITIES: Members are expected to attend regular meetings on the fourth Monday of July, September, November, January, March, and May from 3:00 p.m. to 5:00 p.m. and participate in at least one committee. Additional meetings may be scheduled for training and council business.

Are you able to commit to regular participation, given this schedule: X Yes _____ No

If needed, do you have the support of your agency/employer to be an active member of the Council?
X Yes _____ No

F. How did you hear about the Planning Council?

Was an original member of the Child Care Task Force, Contra Costa County

Please attach your resume and a letter of interest with this application. Mail completed application, resume and letter of interest to the Contra Costa County Local Planning and Advisory Council (LPC) Coordinator at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For more information please call the LPC Coordinator at (925) 942-3413.

Signature: _____ Date: 1/15/18



April 6, 2018

Statement re: Renewal Appointments of LPC Members

I have reviewed the memorandum and member applications submitted by the Contra Costa Local Planning and Advisory Council for Early Care and Education (LPC) recommending approval to renew **Stacie Cooper-Roundtree** (Child Care Provider 4 East County), **Carolyn Johnson** (Public Agency 1 West County), **Edirle Menezes** (Public Agency 2 Central/South County), **Doug Rowe** (Public Agency 4 East County), **Cindy Molander** (Community 3 Central/South County), and **Cathy Roof** (Discretionary 3 Central/South County).

All the applicants possess relevant experience and knowledge about the early care and education system and understand the diverse needs of children and families through their work experience in the community and their own experiences as parents.

I vote to approve the recommendation submitted by the LPC to renew their membership.

Lynn Mackey, Deputy Superintendent of Schools
acting on behalf of
Karen Sakata, Contra Costa County Superintendent of Schools

cc: Supervisor John Gioia, District I, Chair
Supervisor Candace Andersen, District II, Vice Chair
Susan K. Jeong, LPC Coordinator
Cathy Roof, LPC Chair

LM:sj



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

5.

Meeting Date: 04/23/2018

Subject: Mental Health Services Act / Proposition 63 Funding

Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,

Department: County Administrator

Referral No.: 117

Referral Name: Mental Health Services Act / Proposition 63 Funding

Presenter: Warren Hayes, MHSA Program
Manager

Contact: Enid Mendoza, (925)
335-1039

Referral History:

A recent state audit appears to indicate that California counties are not spending money from a special tax on millionaires that should be spent on mental health programs. The audit found that county mental health programs had not spent \$231 million from the tax that should have been returned to the state by the end of the 2015-16 budget year.

Approved by California voters in November 2004, Proposition 63 imposes a 1% tax on incomes in excess of \$1 million and directs those collections to the provision of mental health services. The Mental Health Services Act (MHSA) has expanded mental health care programs for children, transition age youth, adults, and older adults. Services are client and family driven and include culturally and linguistically appropriate approaches to address the needs of underserved populations. They must include prevention and early intervention as well as innovative approaches to increasing access, improving outcomes and promoting integrated service delivery. The MHSA added Section 5891 to the Welfare & Institutions Code, which reads in part, "The funding established pursuant to this Act shall be utilized to expand mental health services. These funds shall not be used to supplant existing state or county funds utilized to provide mental health services".

The first yearly MHSA Program and Expenditure Plan for Community Services and Supports was approved by the Board of Supervisors and submitted to the State Department of Mental Health on December 22, 2005. The Prevention and Early Intervention component was added in 2009, and the remaining components of Innovation, Workforce Education and Training, and Capital Facilities/Information Technology were added in FY 2010-11. Each subsequent year an annual update was approved, which included program refinements, program changes when indicated, and the development of new programs identified by a local stakeholder-driven community program planning process. Contra Costa integrated the five components into the MHSA Three Year Program and Expenditure Plan for FYs 2014-17, and provided an annual plan update in FY 2015-16 and 2016-17.

The MHSA Three Year Program and Expenditure Plan for FYs 2017-20 was approved and published in June 2017.

On March 20, 2018, the Board referred to the Family and Human Services Committee the issue of MHSA / Proposition 63 funding and this became Referral No. 117 to this Committee.

Referral Update:

Attached is the first report from the Health Services Department Behavioral Health Division on this referral.

Recommendation(s)/Next Step(s):

ACCEPT the report from the Health Services Department Behavioral Health Division on the California auditor's report on state oversight of Mental Health Services Act funds and DIRECT staff to forward the report to the Board of Supervisors for their information.

Fiscal Impact (if any):

The MHSA expenditure plan has already been approved by the Board of Supervisors, therefore, there is no fiscal impact. In June of 2017, an average yearly budget (\$51.3 million) in the MHSA Three Year Program and Expenditure Plan for FY 2017-20 was approved by the Board. This budget exceeded anticipated revenues (\$45.3 million annually) by an average of \$6 million per year. In partnership with stakeholders the County has already embarked on a Three Year Plan to spend down the County's MHSA reserves to approximately \$25 million by July 2020.

Attachments

MHSA Prop 63 Report



March 21, 2018

RE: California Auditor's Report on State Oversight of Mental Health Services Act (MHSA) Funds

The California State Auditor has completed and released its report that evaluated the effectiveness of the Department of Health Care Services (DHCS) and the Mental Health Services Oversight and Accountability Commission (OAC) in providing oversight and guidance to counties in their use of MHSA funding. The Auditor found that the State could better ensure the effective use of these funds, and determined that the State:

- Had not issued regulations and policies to Counties to determine acceptable levels of reserves, or unspent funding levels. The Auditor determined that \$2.5 billion was excessive.
- Had not developed a process for recovering MHSA funds from Counties after time frames for spending the funds had elapsed. The Auditor estimated that \$230 million should have been reverted back to the State for redistribution.
- Had not provided guidance to Counties on how they should treat interest earned on unspent MHSA funds. It was estimated that Counties had accumulated \$80 million in interest on unspent MHSA funds.
- Had not enforced reporting deadlines for Counties to submit MHSA Revenue and Expenditure Reports.

As part of this audit three Counties (Alameda, Riverside and San Diego) participated. The Auditor determined that all three Counties allocated funds appropriately, and had no findings related to Counties monitoring projects effectively.

During and subsequent to the audit process with resulting report the County Behavioral Health Director's Association (CBHDA) has supported the findings and recommendations of the State Auditor, and welcomes further leadership and timely guidance from DHCS and the OAC regarding acceptable MHSA reserve levels. In addition, Assembly Bill 114, signed by the Governor last legislative session, gives guidance on use of funds subject to reversion, and has been followed up by DHCS issuing Information Notices for Counties to develop plans to spend by June 2020 any funds the State has determined to be subject to reversion.

Contra Costa County

Unspent Funds and Prudent Reserve. Table A of the State Auditor's report indicates that as of July 1, 2016 Contra Costa County had a MHSA fund balance of \$45,956,000, which includes \$7,125,000 in Prudent Reserves and \$2,753,000 in accumulated interest. In June of 2017 the Board of Supervisors authorized an average yearly budget (\$51.3 million) in the MHSA Three Year Program and Expenditure Plan for FY 2017-20 that exceeded anticipated revenues (\$45.3 million annually) by an average of \$6 million per year. In partnership with stakeholders the County has already embarked on a Three Year



Plan to spend down the County's MHSA reserves to approximately \$25 million by July 2020. New and additional funding has been budgeted for supportive housing, additional services for children and youth, expanding the capacity for mobile crisis response teams, and developing stronger support for family members and loved ones of consumers. This program and funding strategy was the culmination of an extensive Community Program Planning Process where stakeholders participated in determining service priorities and provided input on what level of funding reserves were prudent for the County's Three Year Program and Expenditure Plan.

The Mental Health Services Act, as enacted in 2005, stipulates that counties are to establish a prudent reserve to ensure services do not have to be significantly reduced in years in which revenues are below the average of previous years (WIC Section 5892). This sound fiscal practice has been left up to counties to determine what level of reserve is prudent to ensure that existing programs can be sustained in future years. While MHSA revenues have been somewhat volatile over the years, in general revenues, on average, have exceeded inflation. This has put counties in the position of determining what level of risk to assume in budgeting more dollars than projected revenue.

Complicating this issue is the "No Place Like Home" state legislation that will unilaterally divert over \$2 billion from the State MHSA Trust Fund for permanent housing units for persons with mental illness. Affordable housing remains a Contra Costa priority, as it is a key element in quality mental health care. However, when fully implemented this state administered program is estimated to lessen disbursement to Contra Costa of over \$2 million annually in MHSA funds for local mental health services.

Funds Subject to Reversion. DHCS Information Notice No.: 17059 determined that Contra Costa had \$2,059,690 in 2009-10 Prevention and Early Intervention (PEI) revenue subject to reversion, and \$167,226 in 2006-7 Workforce Education and Training (WET) revenue subject to reversion. Contra Costa has chosen not to dispute these numbers, as the county's current MHSA Three Year Plan has already earmarked the unspent PEI funds to be spent on expanding the County's First Hope program to add additional staff to serve youth experiencing a first psychotic episode. In the WET category of Financial Incentives the County has implemented a County funded loan repayment program to address critical psychiatry shortages. Thus all identified funds subject to reversion will be spent by June 2020. As per DHCS requirement this plan will be sent to the State by June 30 of this year.

Interest Earned on Unspent Funds. The statute resulting from the Mental Health Services Act is silent on the use of interest earned on unspent funds. In the absence of state rulemaking Contra Costa has treated annual interest earned as revenue to be spent each year on local mental health services, rather than allow the funds to accumulate.

MHSA Revenue and Expenditure Reports. Each year Contra Costa has submitted accurate revenue and expenditure reports within the time frames stipulated by DHCS, and is interested in the State Auditor's unstated methodology for determining that, "only one of the 59 local mental health agencies submitted its fiscal year 2015-16 annual reporting by the regulatory deadline."

Contra Costa County has continued to responsibly manage its MHSA revenues, and, with stakeholder participation, has in place a Three Year Plan that not only maximizes spending for mental health services, but prudently plans for their sustainment in future years.



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

6.

Meeting Date: 04/23/2018

Subject: Workforce Innovation and Opportunity Act Annual Update

Submitted For: FAMILY & HUMAN SERVICES COMMITTEE,

Department: County Administrator

Referral No.: 109

Referral Name: Workforce Innovation and Opportunity Act

Presenter: Donna Van Wert, Interim WDB
Executive Director

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 (F&HS).

WIOA was signed into law on July 22, 2014. WIOA is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. Congress passed the Act by a wide bipartisan majority; it is the first legislative reform in 15 years of the public workforce system. WIOA was expected to significantly impact the Employment and Human Services Department (EHSD) and the way the Workforce Development Board does its work. Therefore, updates on the impacts and changes was referred to F&HS.

Referral Update:

Please see the attached report for an update on the Workforce Development Board and Workforce Innovation and Opportunity Act. The last report on this topic to F&HS was on May 22, 2017.

Recommendation(s)/Next Step(s):

ACCEPT the report from the Employment and Human Services Department on the Workforce Development Board and Workforce Innovation and Opportunity Act updates and DIRECT staff to forward it to the Board of Supervisors for their information.

Fiscal Impact (if any):

There is no fiscal impact; this report is informational only.

Attachments

WDB and WIOA Update Report

Workforce Innovation & Opportunity Act (WIOA) Implementation Update***AJCC Certification***

WIOA establishes a framework under which Local Boards are responsible for maintaining a network of high-quality effective AJCCs. To assist in these efforts, the California Workforce Development Board (State Board), in consultation with an AJCC Certification Workgroup comprised of state-level partners and Local Board representatives, developed objective criteria and procedures for Local Boards to use when certifying the AJCCs within their Local Workforce areas.

At this point we are only required to certify our comprehensive AJCC (Concord). WDB members selected an Ad-hoc committee to oversee the certification. The committee consists of 3 board members, staff, and the One-Stop Operator. The Concord AJCC has completed a self-assessment and developed a presentation for the WDB Ad-hoc committee.

Ad-hoc presentations and reviews were held on January 16th and February 26th. The Ad-hoc committee met to review the self-assessment, conduct interviews, and validate the information for final certification submission. The final assessment and recommendation for certification will go before the WDB for approval on May 1st and submitted to the State well ahead of the June 30th deadline.

Selection of AJCC Operators and Career Services Providers:***Career Services Provider***

The WDB originally submitted a request to continue to serve as the provider for Adult and Dislocated Worker career services, however due to a drastic reduction in funds over the last 3 years the WDB has made the decision to procure out these services.

An RFP was developed and released on November 17th and the mandatory bidders conference was held on December 12th. There was a robust turnout with over 30 participants representing 14 separate agencies/organizations. Proposals were due February 5th, 2018.

Five proposals were submitted in response to the RFP and after significant due diligence in reviewing, reading and rating, a recommendation was submitted to the WDB Executive Committee and on March 14th the Committee approved the review panel's recommendation to award the contract to Rubicon on behalf of the Contra Costa Workforce Collaborative (CCWC). This award will come before the Board of Supervisors for approval in May.

The Collaborative is an innovative public-nonprofit partnership of Contra Costa County workforce development organizations that currently operate within the County and was created specifically in response to this RFP. The Collaborative consists of our Community Colleges, our Adult Education partners, Opportunity Junction, Lao Family Community Development, New Horizons, San Pablo EDC, and SparkPoint with Rubicon as the lead.

With this delivery model the Concord AJCC will remain the comprehensive site with Rubicon providing services on-site and partners providing access points at their existing sites throughout Contra Costa ranging from far East to West Contra Costa: 12 access points in total.

While this will change our delivery system dramatically, we are excited about this innovative approach and believe that it may well become a WIOA model and best practice for the future.

There is much work ahead of us including the closure of 3 of our existing sites and the elimination of existing staff positions. We are dedicated to ensuring that all of our existing staff land safely at a comparable position within the County and are working hand-in-hand with EHSD personnel and the Unions to ensure this.

Our Antioch site will close on April 19th and it is anticipated that Brentwood and San Pablo will close on May 31st. The Concord site will remain open and manage the transition, with Rubicon stepping in to provide seamless services. We recognize there will be a void in some areas, for some WIOA services for the month of June, and we ask for your support during this transition. We will be directing ALL customers to Concord and/or the closest partner agency during the transition and we will be deploying existing staff to partner sites to provide services and support our customers during the June transition.

One-Stop Operator:

The selected One-Stop Operator, Glen Price Group, is in place and working with staff and our AJCCs fulfilling their new role. The One-Stop Operator is convening all MOU partners to discuss the MOU process and implementation.

MOU Phase I:

MOU Phase I was approved and has been fully signed and completed as of August of 2017.

MOU Phase II:

We have secured signatures from all co-located partners that will share in these costs and submitted this to the State with Board of Supervisor signature on December 5th.

Regional and Local Organizing and Training:

With local and regional plans approved, and regional planning units designated, the State is dedicated to supporting regional collaborations that will increase efficiencies, create economies of scale within regions, and align and standardize services within regions.

With the most recent award of \$775,000, as the lead, the WDB has received \$1,060,714 to date to support regional efforts among the East Bay Regional Planning Unit (EBRPU). The East Bay WDB directors continue to meet to discuss how these resources can be utilized for training and professional development, and to further support our regional industry sector partnership efforts.

Challenge: While the WDBCCC is honored to be the lead in this endeavor, managing contracts under EHSD is very cumbersome and this has created an additional burden of reporting and workload with very little compensation.

WIOA Youth Programs

With WIOA formula funds coming in even lower than early projections youth contracts had to be re-negotiated to even lower levels of award and therefore service levels. Current service provider contracts have decreased 40% in the past 3 program years. Program year 2017-18 youth contractors include:

Contra Costa County Office of Education, Mt. Diablo Unified School District, and Bay Area Community Resources. Negotiations for PY 2018-19 contract renewals are in process and It is anticipated that the funding for these contracts will remain level.

FY 2017-2018 Overview to Date: *See attached summary*

Regional Initiatives (Economic Development, Education, Workforce Development)

East Bay Slingshot

While initial funding for this initiative is set to expire, the State has issued competitive funding opportunities to continue to support this initiative to a level of sustainability. Contra Costa and the East Bay Region continue to be recognized for our SlingShot model and successes. The East Bay RPU continues to support all 5 of the sector partnerships to build capacity and sustain these efforts regionally. A significant portion of the RPU recent award of \$775,000 will be used to support these efforts.

Economic Development, EC2 and the Northern Waterfront Initiative

The WDB remains actively involved with local economic development efforts including EC2 and the Northern Waterfront Initiative. The WDB sponsored and participated in the recent summit on EC2 October 20, 2017 and is committed to working with the Northern Waterfront and is currently participating in the efforts around developing a workforce vision for the area being coordinated by Emerald HPC International

K-12 Education & Community College CTE linkages

Contra Costa County Adult Education Consortia: the WDB ED continues to work closely with the Consortia; attending meetings and serving as subject matter expert as requested, collaborating on funding opportunities and supporting the overall mission of the consortia.

California Career Pathway Trust (CCPT): The WDB continues to be very involved with (CCPT) however this funding is sun setting and the WDB is evaluating areas to continue to support this work with limited resources. With remaining funds from the CCPT Round II grant the WDB is committed to continue to support the work through the Earn & Learn East Bay Initiative for students being served through these grants. Earn and Learn East Bay is in the process of building a framework to build capacity and support and sustain this initiative regionally.

Earn & Learn East Bay (ELEB) is an engagement and recruitment campaign coordinated by the WDBCCC, the Contra Costa Economic Partnership (CCEP) and Diablo Gateways to Innovation (DGI). DGI is a collaborative effort among a wide range of educational and workforce partners actively supporting career pathways for youth and young adults in our region. The Earn & Learn East Bay initiative provides compensated work-based learning opportunities to youth through meaningful workplace experiences, summer and year-round placement, internships and apprenticeships, or in industry-led summer learning experiences.

The WDB continues to be the lead in organizing this initiative regionally and has developed a regional steering committee to build capacity and sustain this initiative, which is garnering both

state and national recognition as an emerging best practice. The WDB, through the Alameda CPR4 grant, recently hired an operations manager to assist with alignment of technology platforms, operational protocols, project management and internal operations.

Business Services

The WDB business services team continues to work closely with our local chambers, our city offices and economic development entities throughout the county, our identified regional sector partnerships and other programs and partnerships.

Partnerships include: EB Advanced Manufacturing Partnership, EB Health Workforce Partnership, EB Transportation and Logistics Partnership, and EB Information and Communications Technology Partnership, the CCWORKS Program, Earn & Learn East Bay), and AB 109/AB 2060 focusing on serving the reentry population through increased employer engagement.

Highlights include:

- Convened 2 Fair Chance Employer Summits in May (Central), October (West) and third coming up May 16, 2018 at East County.
- Exceeded number of Fair Chance Pledges for reentry friendly employers as required by the AB2060 Forward Focus Grant.
- Hosted 2 workshops at statewide conferences in Sept 2017 and Feb 2018 to share our work with reentry.
- Coordinated career fair in West County, Feb 2018 in collaboration with Contra Costa College and partners.

Rapid Response & Layoff Aversion Summary

FY 2016-2017

- **13** WARNS received
- **978** Laid-Off Workers
- **2** RR orientations, on "121 reports."
- **21** Laid-Off workers attended orientations, on RR "121 reports."
- **6** companies, **90** jobs saved, on RR "122 reports."

FY 2017-2018

- **7** WARNS received
- **1127** Laid-Off Workers
- **1** RR orientation, on "121 reports."
- **28** Laid-Off workers attended RR orientations and on "121 reports."
- **2** companies, **4** jobs saved on RR "122 reports."

Small Business Development Center

Partially funded by the Small Business Administration (SBA), this program, hosted by the WDBCCC, delivers individualized advising and group training to current and aspiring business owners in English and Spanish throughout the County. The SBDC actively partners with myriad public, nonprofit, and private sector organizations to attract "high-impact" employers as well as community-based agencies to reach and serve low-to-moderate income (LMI) residents.

The SBDC braids and leverages federal Small Business Administration (SBA) funding with state and local support from the Governor's Office of Business and Economic Development (GO-Biz), Community Development Block Grant (CDBG) and Keller Canyon Mitigation funds. Approximately 75% of our clients self-identify as 80% below the area median income.

In FY 2016-2017 the Center advised 1056 individuals, 607 of whom were in business and delivered 137 trainings to 758 participants.

In calendar year 2017, the Center advised 877 individuals, 498 of whom were in business and delivered 151 trainings to 808 participants.

The Center publishes several success stories every quarter. One was picked up by the SBA District Office: <https://www.sba.gov/content/mindful-test-taking-success-story>

CCWORKS

Under the direction of the WDBCCC the CCWORKS subsidized employment program continues to have a high success rate of finding work experience opportunities for CalWORKS recipients. The WDBCCC continues to work on deepening its collaboration with the CalWORKS program and is currently strategizing a process for co-enrollment.

Highlights:

- Second year implementing VITA Tax program training CCWORKS participants to provide tax preparation services for Contra Costa County residents:
 - 5 new tax assistance worksites established
 - 2 current CCWORKS/VITA placements
- Created annual wage reimbursement data report based on location (per city) highlighting local economic impact (annually/over 4 years – *attached*)
- Total CCWORKS placements FY 2016-2017 = 151; YTD 2017-2018 = 80 as of March 2018

One-Stop/America Job Centers of CA (AJCC) Operations

The WDB continues to be a high performing Board by consistently meeting all performance measures required by the State and WIOA, which is a direct result of the quality of services provided at our AJCCs. While the current delivery model will be changing as of July 1st with our new providers coming on board, we are confident that we will continue to excel and provide the same quality of service while creating a new and innovative model for service delivery that provides even greater access and support for the customers we serve.

Highlights

The WDB has created unique Workforce Integration Network (WIN) teams, which are comprised of community-based organizations and other public sector partners, to examine ways to better coordinate and align resources and efforts around employment and other services. Three (3) different teams, representing the West, Central, and East Contra Costa sub-regions are growing and meet bi-monthly to share information, coordinate referrals, and plan events. These Networks have strong participation from dozens of community partners throughout the County.

Program Overview

FY 2016-2017 Overview:

Enrollments: 597 (125 Youth)

Training: 116 Adult; 72 Dislocated Workers; 8 Youth at an average cost of training of \$2,851

Placements: 277 (A/DW only)

On site recruitments: 319

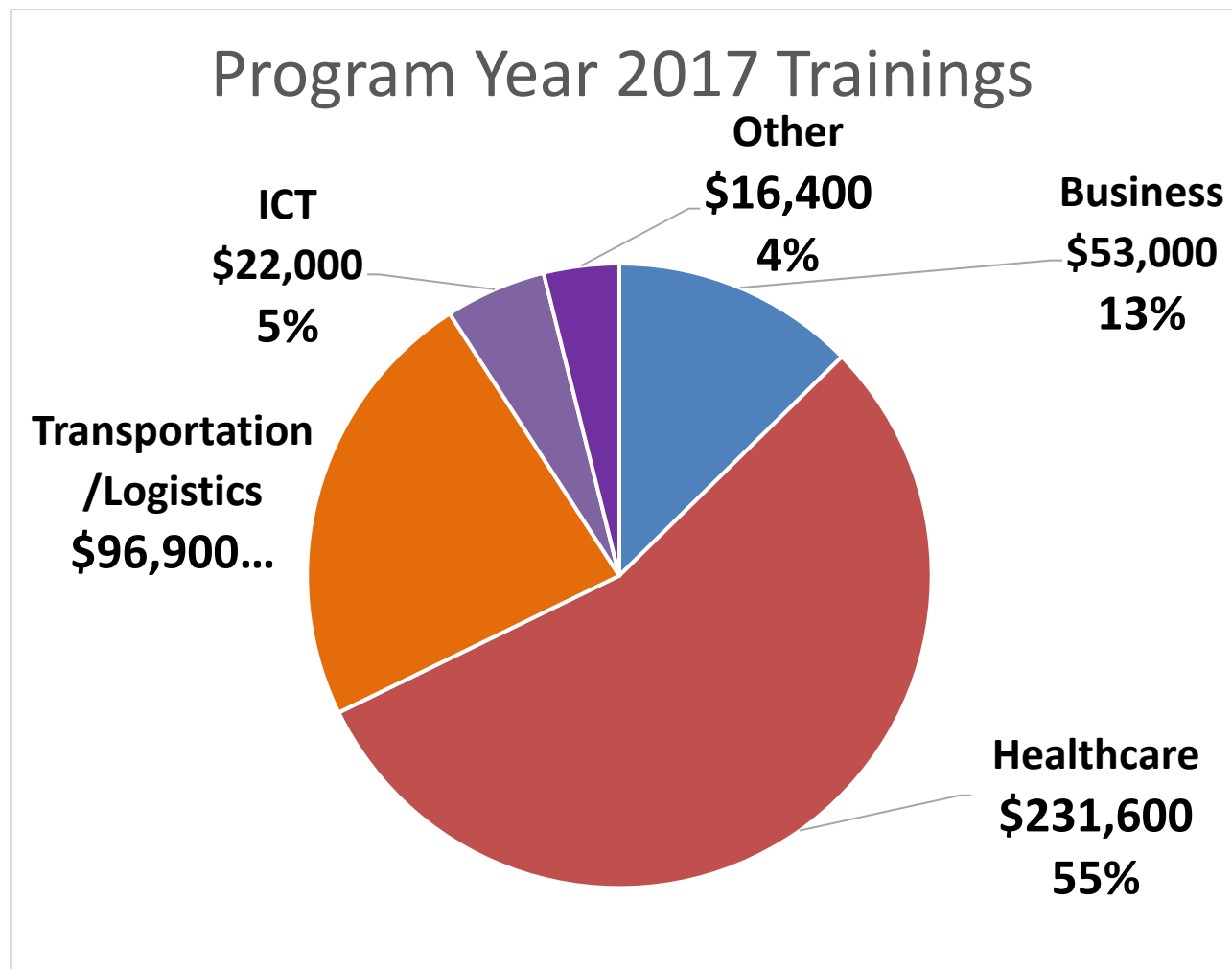
FY 2017-2018 Overview to Date:

Enrollments: 301 (60 Youth)

Training: 123 Adult; 29 Dislocated Workers; 11 Youth at an average cost of training of \$2,541

Placements: 225

On site recruitments: 96



STRATEGIC EFFORTS / COLLABORATION

California Emerging Technology Fund — *Affordable Internet + Free Computers* — OUTCOMES, Nov 2017 to present:

- 38 customers requested CETF program information at Career Center Services Orientation (Concord only)
- 19 contacted in follow-up / 19 unable to reach; 1 signed up for Internet; 1 rec'd computer from Tech Exchange
- Tech Fairs: Brentwood- *February 27*; Antioch- *March 20*; San Pablo- *April 12*; Concord- *May 15*
 - 25 low-income EASTBAY *Works* customers + 25 CalWORKs clients. Goal: Give away 200 computers.

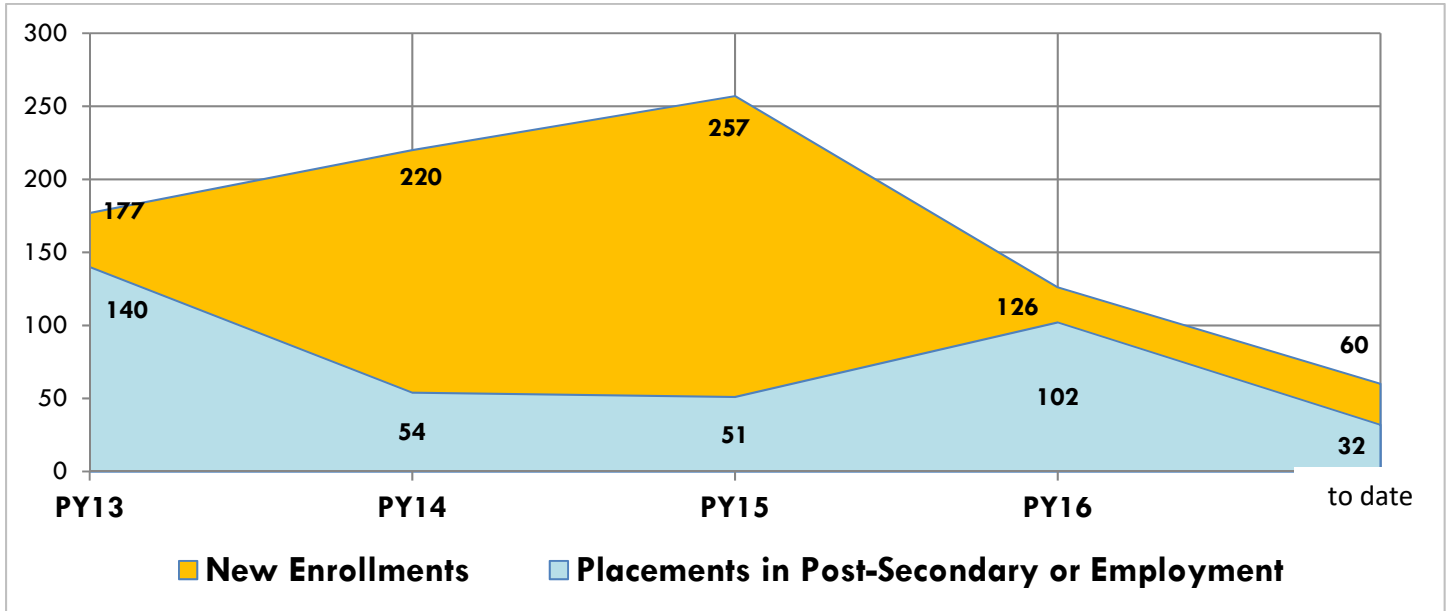
Challenge: Staffing at the AJCCs continues to be impacted due to a variety of reasons most significantly the declining budget. Several positions have been cut or remain vacant. While the decision has been made to procure out the delivery of these services as of July 1st, 2018, with these reductions the ability to continue to provide adequate services until July 1st is a concern; hours have been reduced at several locations and a team has been assembled to address the transition of services.

Budget/Grants/Funding Opportunities

The WDB budget is stable for the current FY 2017-2018 and funding for FY 2018-2019 is expected to remain level. The WDB has prioritized pursuing additional funding opportunities to support the important work we are tasked with. The WDB has or is considering pursuing the following opportunities:

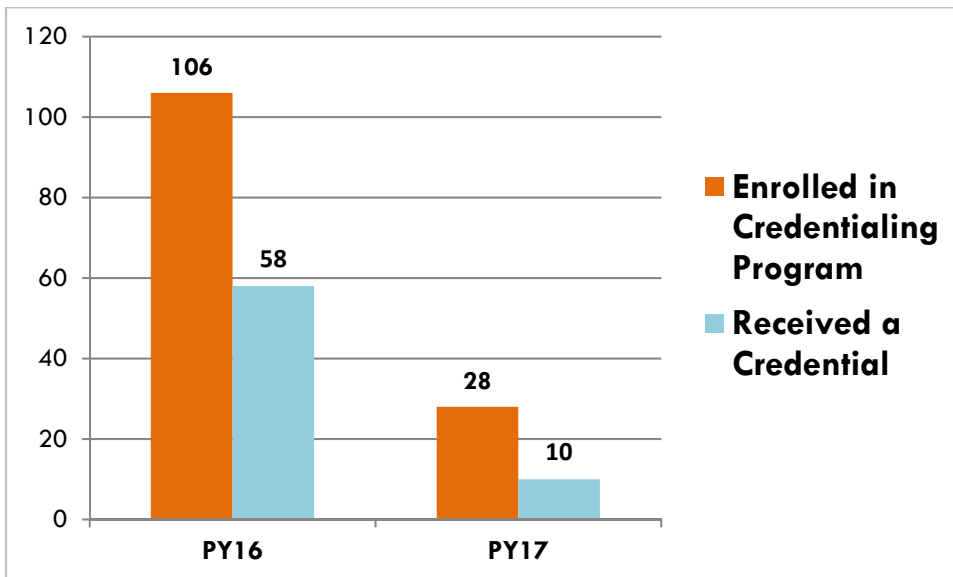
- AB 109: The WDBCCC will continue to receive \$208,000 annually from AB 109 funding for PY 2018-2019. These funds have primarily been used for two purposes: 1) to deepen connections between the re-entry community and businesses/employers; 2) to strengthen partnerships between the WDBCCC and other public agencies, as well as the contracted nonprofit service providers that are helping AB 109 participants reenter the community.
- AB2060-Forward Focus: in collaboration with Contra Costa Probation, and by leveraging our AB109 funding, the WDB secured a \$400,000 AB2060-Forward Focus grant in 2016; an employment and training grant for supervised populations. The WDB has effectively met the business engagement element of this grant by hosting 2 employer engagement summits focusing on educating business on second chance hiring practices. Staff has re-engaged partners and probation, and is experiencing an increase in referrals and enrollments for this grant. The second round of funding for AB2060 was released and the WDB submitted a proposal on March 12th. This funding is available to current grantees only.
- EDD Disability Employment Accelerator: The WDB was recently awarded \$250,000 on behalf of the East Bay Region to support training, work experience and employment for people with disabilities. The East Bay RPU will be working with Futures Explored, East Bay Innovations, EDD and our Adult Education partners on this project.

Summary of Enrollments and Placements



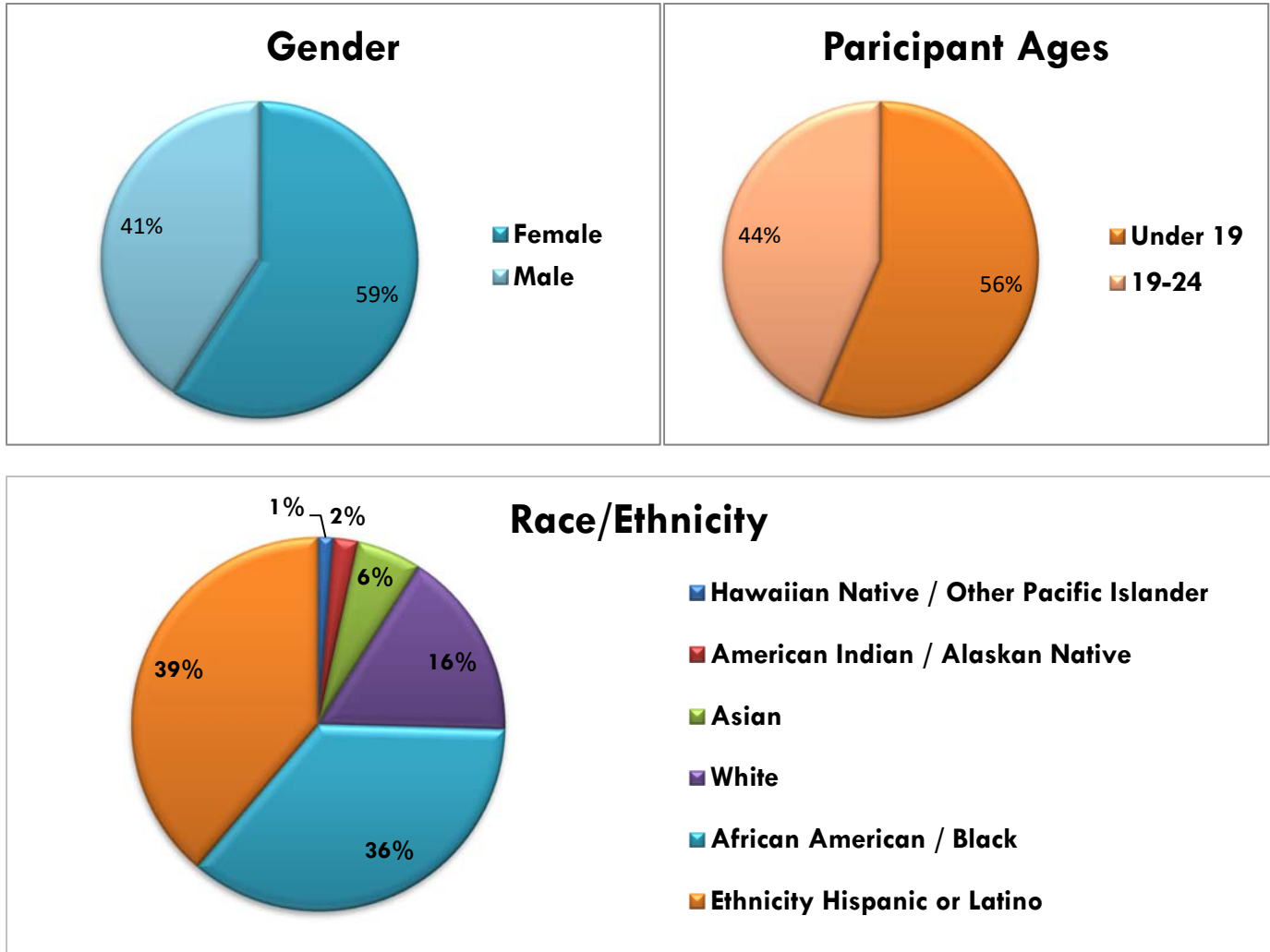
* Employment Placement figures are adjusted as verified data is reported by the EDD Unemployment Insurance division. As a result, placement figures will continue to rise for as much as a year later. Increases may be as much as 5-10%.

Summary of Credentialing Rate

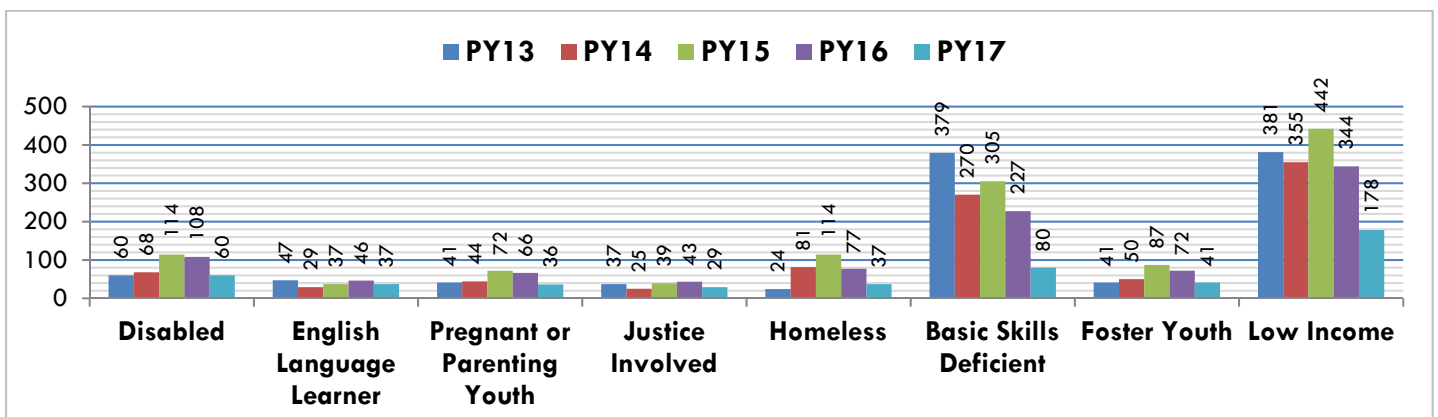


Credentialing programs refers to education or training programs that lead to a recognized postsecondary or secondary school diploma or its recognized equivalent. Participants may obtain credentials up to one year after exit from the program. Secondary credentials are only counted if accompanied by placement in employment or postsecondary education.

Summary of Youth Demographics



Summary of Youth Barriers



CCWORKS City Reimbursements

City	P.Y 2011/12	P.Y 2012/13	P.Y 2013/14	P.Y 2014/15	P.Y 2015/16	P.Y 2016/17	P.Y. 2017/18
Antioch	\$ 4,188.00	\$ 16,380.00	\$ 27,930.00	\$ 17,910.00	\$ 102,623.16	\$ 38,346.40	\$ 19,338.49
Bay Point	\$ -	\$ -	\$ 4,176.00		\$ 7,903.36	\$ 1,906.00	\$ 8,840.00
Brentwood	\$ 10,327.21	\$ 8,403.92	\$ 6,380.99	\$ 13,565.82	\$ 22,700.99	\$ -	\$ 3,629.20
Concord		\$ 23,452.20	\$ 35,860.90	\$ 29,050.00	\$ 138,672.78	\$ 40,594.79	\$ 24,590.20
Danville		\$ -	\$ -			\$ 2,065.00	\$ -
El Sobrante		\$ 3,344.72	\$ 10,071.52		\$ 10,373.46	\$ 840.00	\$ 11,582.00
Hercules		\$ 5,482.00	\$ -	\$ 15,231.97	\$ 8,531.50	\$ -	\$ -
Martinez	\$ 4,708.00	\$ 6,854.00	\$ -		\$ 45,572.50	\$ 24,503.25	\$ -
Moraga	\$ 360.00	\$ 19,595.10	\$ 1,547.08	\$ 4,562.18	\$ 784.00		\$ -
Oakley		\$ 404.00	\$ 1,064.00	\$ 4,780.00	\$ 5,507.50	\$ 2,732.75	\$ -
Pinole		\$ 22,221.00	\$ 3,574.40	\$ 8,152.91		\$ -	\$ -
Pittsburg	\$ 5,665.52	\$ 15,243.00	\$ 4,392.00	\$ 6,876.98	\$ 26,328.68	\$ 9,861.75	\$ 40.60
Richmond	\$ 9,010.00	\$ 30,668.32		\$ 3,577.50	\$ 17,455.80	\$ 7,441.40	\$ 11,098.25
Pleasant Hill	\$ 6,760.00	\$ 1,216.00	\$ 4,953.40	\$ 32,432.50	\$ 47,293.85	\$ -	\$ -
San Pablo		\$ 3,128.00	\$ 4,912.00			\$ -	\$ -
San Ramon		\$ 1,824.00					\$ -
Walnut Creek	\$ 7,876.80	\$ 8,240.00	\$ 26,741.10	\$ 2,759.40	\$ 47,784.04	\$ 7,383.50	\$ 12,343.20
<i>Total External Wage Reimbursements</i>	<i>\$ 48,895.53</i>	<i>\$ 166,456.26</i>	<i>\$ 131,603.39</i>	<i>\$ 138,899.26</i>	<i>\$ 481,531.62</i>	<i>\$ 135,674.84</i>	<i>\$ 91,461.94</i>
Total External Employer Partners Served:	18	31	26	37	46	25	18 (P.Y.T.D)

** Note all figures have been calculated by the Demands that are on file and haven't been confirmed by fiscal as of 3/20/18



Company Name:
Kerex Engineering Inc.

Business Owner:
Patrick Madden, President

Phone:
347-613-5788

Email:
info@kerexengineering.com

Website:
www.KerexEngineering.com

Designations/Certifications:
Class A Licensed
Small Business Designation



Contra Costa SBDC

Address: 300 Ellinwood Way, # 300
Pleasant Hill, California 94523

Website: www.contracostaSBDC.org

Phone: 925-602-6842

Director: Oscar Dominguez

COMPANY NAME: Kerex Engineering Inc.

PRODUCTS/SERVICES: General contractor, specializing in concrete construction and underground utilities for public and private projects including driveway removal/ replacement, hauling services & city infrastructure.

COMPANY PROFILE: Launched in 2015, Kerex Engineering Inc., delivers high quality construction engineering, excavation and concrete services. Whether the job involves sub-contractors, developers, public, private or nonprofit organizations, Kerex understands the unique requirements of each project and always goes the extra mile to make it a success.

CHALLENGES:

- Certifications required to do business with public entities
- Understanding of compliance requirements of potential public-sector clients
- Workforce development and growth
- Lack of working capital

SOLUTIONS

SBDC advisors assisted with:

- Secured small business certification through SAM's, the System for Award Management, for federal government contracting, including the Department of General Services through CalProcure.
- Contracting compliance requirements including Injury/Illness prevention, heat exposure, drug and alcohol policies, safety and Department of Industrial Relations reporting.
- Hired 3 new employees through On-the-Job Training (OJT) wage reimbursement program.
- Secured a line of credit and working capital loan to smooth out company cash flow.

RESULTS: Kerex launched soon after the founder starting work with the SBDC. With the support of advisors, the firm hired employees and has increased sales every year.

CLIENT SATISFACTION: " I am very satisfied with assistance I received from the SBDC and my advisor Mitch Hardin. My business contracts and revenue tripled from 2015 to 2017. They also connected me with many outside reference's and resources. "