

## Application Form

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### Profile

#### Which Boards would you like to apply for?

Commission for Women: Submitted

Seat Name (if applicable)

#### Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I humbly submit my application to serve as a member of the Contra Costa Commission for Women. My personal experiences as a woman, professional experience advocating for women in the workplace, and commitment to making a positive social impact in our communities shapes me into a prime candidate for the role. I have a proven track record in developing and managing successful diversity and inclusion programs for large nonprofit organizations and labor unions. I also have expertise in planning and executing large scale conferences and small-scale panel interview events. If selected to serve, I would dedicate my time to support the commission in achieving its goals to change the social and economic conditions of women and improve their overall quality of life.

#### This application is used for all boards and commissions

Stephanie

First Name

M

Middle Initial

Williams-Rogers

Last Name

Email Address

Home Address

Suite or Apt

Brentwood

City

CA

State

94513

Postal Code

Primary Phone

Employer

Job Title

Occupation

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#### Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

☐ Yes ☒ No

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#### Is a member of your family (or step-family) employed by Contra Costa Co.?

☐ Yes ☒ No

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**Education History**

Select the highest level of education you have received:

☒ Other

Undergraduate Degree

If "Other" was Selected Give Highest Grade or Educational Level Achieved

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**College/ University A**

California State East Bay

Name of College Attended

Communications

Course of Study / Major

Units Completed

**Type of Units Completed**

☒ Quarter

**Degree Awarded?**

☒ Yes ☐ No

Bachelors of Arts

Degree Type

2008

Date Degree Awarded

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**College/ University B**

Name of College Attended

Course of Study / Major

Units Completed

**Type of Units Completed**

None Selected

**Degree Awarded?**

☐ Yes ☐ No

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Degree Type

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Date Degree Awarded

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## College/ University C

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Name of College Attended

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Course of Study / Major

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Units Completed

## Type of Units Completed

None Selected

## Degree Awarded?

☐ Yes ☐ No

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Degree Type

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Date Degree Awarded

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## Other schools / training completed:

Healthcare Management

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Course Studied

Professional Designation

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Hours Completed

## Certificate Awarded?

☒ Yes ☐ No

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## Work History

Please provide information on your last three positions, including your current one if you are working.

### 1st (Most Recent)

07/2017 - 03/2018

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

### Volunteer Work?

☐ Yes ☒ No

Senior Manager, Diversity and  
Inclusion

Position Title

### Employer's Name and Address

Blue Shield of CA 50 Beale St, San Francisco

### Duties Performed

•Developed organization's D&I strategic pillars, defined program objectives, and aligned program outcomes to attract, retain, and develop high-performing diverse talent •Partnered with Learning and Development to design and launch Inclusive Leadership development program for Director+ employees •Directed and managed Employee Resource Group (ERG) program--ERG program received company's highest honor for cultivating an inclusive culture for all employees in 2017. •Designed D&I executive leadership council framework with responsibility to advise on strategy, monitor metrics, and evaluate program performance •Partnered with Internal Communications to develop and drive D&I communications strategy and production of organization-wide monthly D&I newsletter •Collaborated with HR Business Partners, Talent Acquisition, and Employee Resource Group leaders to assess and expand diverse and inclusive talent pipelines •Developed operational guidelines, program roles, and key responsibilities to increase program capacity and align initiatives with organizational business priorities

2nd

2/2016- 7/2017

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

### Volunteer Work?

☐ Yes ☒ No

Project Manager

Position Title

### Employer's Name and Address

Blue Shield of CA 50 Beale St, San Francisco

## Duties Performed

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•Established focused and cross-functional Reducing Health Disparities program to meet mandate requirements and align with business goals and objectives •Successfully led development of data and reporting capabilities that segmented quality measure results by race and ethnicity •Member of the health literacy strategic working group responsible for reviewing and updating the member written communications to ensure literacy levels were at a minimum threshold and met regulatory requirements •Collaborated with business partners across multiple lines of business: Medicare, PPO, HMO/ACO and IFP, to improve patient satisfaction and Medicare Star ratings

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3rd

8/2014- 2/2016

Dates (Month, Day, Year) From - To

40+

Hours per Week Worked?

## Volunteer Work?

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☐ Yes ☒ No

Project Manager

Position Title

## Employer's Name and Address

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Blue Shield of CA 50 Beale St, San Francisco, CA

## Duties Performed

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•Served as Quality Leadership Team member •Responsible for department operations and oversight of \$17M operational and strategic budget •Served as project manager to integrate two health plan memberships into Quality program after acquisition, ensuring regulatory compliance and seamless transition of Commercial and Medicare membership data for HEDIS •Designed and implemented department employee engagement strategy •Formed employee engagement committee responsible for developing goals and activities •Developed Lunch and Learn series, leveraging business partners such as HR, Wellvolution, and Corporate Social Responsibility, to lead information sessions •Led project teams and facilitated complex meetings and strategic planning sessions

[Stephanie\\_Williams\\_Rogers\\_Resume.doc](#)

Upload a Resume

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## Final Questions

How did you learn about this vacancy?

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☒ Contra Costa County Homepage

If "Other" was selected please explain

**. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?**

☐ Yes ☒ No

**If Yes, please identify the nature of the relationship:**

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

☐ Yes ☒ No

**If Yes, please identify the nature of the relationship:**

**Please Agree with the Following Statement**

**I understand that this form is a public document and is subject to the California Public Records Act.**

☒ I Agree

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## SUMMARY OF QUALIFICATIONS

Forward-thinking leader with experience designing, integrating, and leading programs that maximize impact and accelerate business growth. Demonstrated success managing high-stake strategic plans, projects, and initiatives. Ability to develop and align leadership, facilitate business planning, and work cross-functionally to meet goals and objectives. Specializes in diversity and inclusion and developing high-performing teams. Broad knowledge of health care management, talent management, and organization development and effectiveness.

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## CORE COMPETENCIES

- |                                   |                          |  |
|-----------------------------------|--------------------------|--|
| ▪ D&I Benchmarks & Partnerships   | ▪ Healthcare Management  | ▪ Learning and Development                     |
| ▪ Employee Resource Groups        | ▪ Health Disparities     | ▪ Affirmative Action Planning and EEOC / OFCCP |
| ▪ Program Design & Management     | ▪ Communication Strategy | ▪ Data Analysis and Reporting                  |
| ▪ Talent Acquisition & Management | ▪ Process Improvement    |  |
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## PROFESSIONAL EXPERIENCE

### BLUE SHIELD OF CALIFORNIA

#### Senior Manager, Diversity and Inclusion

7/2017- 3/2018

- Developed organization's D&I strategic pillars, defined program objectives, and aligned program outcomes to attract, retain, and develop high-performing diverse talent
- Partnered with Learning and Development to design and launch Inclusive Leadership development program for Director+ employees
- Directed and managed Employee Resource Group (ERG) program--ERG program received company's highest honor for cultivating an inclusive culture for all employees in 2017.
- Designed D&I executive leadership council framework with responsibility to advise on strategy, monitor metrics, and evaluate program performance
- Partnered with Internal Communications to develop and drive D&I communications strategy and production of organization-wide monthly D&I newsletter
- Collaborated with HR Business Partners, Talent Acquisition, and Employee Resource Group leaders to assess and expand diverse and inclusive talent pipelines
- Developed operational guidelines, program roles, and key responsibilities to increase program capacity and align initiatives with organizational business priorities

#### Project Manager, Patient Experience

2/2016- 7/2017

- Established focused and cross-functional Reducing Health Disparities program to meet mandate requirements and align with business goals and objectives
- Successfully led development of data and reporting capabilities that segmented quality measure results by race and ethnicity
- Member of the health literacy strategic working group responsible for reviewing and updating the member written communications to ensure literacy levels were at a minimum threshold and met regulatory requirements
- Collaborated with business partners across multiple lines of business: Medicare, PPO, HMO/ACO and IFP, to improve patient satisfaction and Medicare Star ratings

#### Project Manager, Quality Management

8/2014- 2/2016

- Served as Quality Leadership Team member
- Responsible for department operations and oversight of \$17M operational and strategic budget
- Served as project manager to integrate two health plan memberships into Quality program after acquisition, ensuring regulatory compliance and seamless transition of Commercial and Medicare membership data for HEDIS
- Designed and implemented department employee engagement strategy
- Formed employee engagement committee responsible for developing goals and activities
- Developed Lunch and Learn series, leveraging business partners such as HR, Wellvolution, and Corporate Social Responsibility, to lead information sessions
- Led project teams and facilitated complex meetings and strategic planning sessions

## **STEPHANIE M. WILLIAMS, PAHM (CONT.)**

### **KAISER PERMANENTE**

#### **Chief of Staff, National Diversity & Inclusion**

**6/2013- 8/2014**

- Reported to the Senior Vice President and Chief D&I Officer
- Participated in department's succession planning and organizational redesign, partnering directly with senior executives, regional stakeholders, HR business partners and external consultants
- Partnered with Brand Communication to develop and execute organization's National Diversity & Inclusion (ND&I) communication plan, working on communications and writing assignments to drive increased employee engagement, awareness and understanding of the enterprise D&I strategy and success stories
- Developed curriculum for the first annual D&I Leadership Summit, whose audience included Director level professionals and above
- Managed and coordinated ERG activities to support business goals and priorities, ensuring groups were in compliance with HR policy
- Served as process improvement advisor for the ND&I project team responsible for creating a standardized logistic planning process for National D&I Council meetings, in collaboration with regional stakeholders

#### **Administrative Lead, Sales & Account Management - Large Group**

**1/2012 – 6/2013**

- Oversaw and mentored administrative staff, coordinating administrative offsite to support employee engagement and talent management goals and initiatives
- Served as project coordinator for the enterprise expansion into the retail setting, supporting talent acquisition and employee onboarding efforts
- Participated in retail expansion workgroup meetings, ensuring project deliverables were executed on time and within scope
- Facilitated monthly meetings to ensure successful execution of business objectives

#### **Administrative IV, KP Regional Float Pool**

**5/2011- 12/2011**

- Awarded employee of the month within first 3 months for my ability to be resourceful with little direction
- Processed and tracked physician orders; maintained and audited patient charts to meet regulatory compliance

### **OPERATING ENGINEERS**

**8/2007- 8/2010**

#### **Office Manager**

- Served as Executive Board member for O.P.E.I.U. Local 3 and delegate for the Alameda County Labor Council, representing a diverse group of employees and their interests
- Presented market research and provided recommendations to the organization's Scholarship Foundation Board of Directors to ensure success of the annual charity fundraising event
- Developed, implemented and maintained marketing communication resources for the organization

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## **EDUCATION, PROFESSIONAL AFFILIATIONS AND ACTIVITIES**

### **EDUCATION:**

#### **Bachelor of Arts in Mass Communication, Broadcasting - Graduated 2008**

California State University Hayward, CA

#### **Professional, Academy for Healthcare Management (professional designation)**

America's Health Insurance Plans (AHIP)

### **PROFESSIONAL AFFILIATIONS:**

**Bay Area Diversity Council, Advisory Board Chair - Social Media (2017)**

### **ACTIVITIES:**

**Alameda County Community Food Bank - Volunteer / Organizer**

**CYO Basketball – Coach and Team Mom**