



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

Community Representative - East

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Duperroir, Candida Sue  
(Last Name) (First Name) (Middle Name)

2. Address: Concord, CA 94518  
(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: Bachelor's Degree

	Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
				Semester	Quarter		
A)	Los Medanos College	Liberal Arts & Early Childhood Education	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	90		AA	June 2001
B)	Cal State East Bay	Human Development/Adolescent & Women Studies	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>		60	BA	June 2011
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)            From            To  <input type="text" value="2/8/1999"/>    <input type="text" value="Present"/>            Total: Yrs.    Mos.  <input type="text" value="20"/>            <input type="text"/>            Hrs. per week <input type="text" value="35"/> . Volunteer <input type="checkbox"/></p>	<p>Title  <input type="text" value="Resource &amp;Referral Manager"/>            Employer's Name and Address  <input type="text" value="CocoKids"/>  <input type="text" value="1035 Detroit Ave. Suite 200"/>  <input type="text" value="Concord, CA 94518"/></p>	<p>Duties Performed  <input type="text" value="Responsible for the quantity and quality of the child care sites, delivery of child care referrals and parenting resources to families, as well as technical assistance and training to the professional child care community in Contra Costa County. Supervise and Coach 5 Resource and Referral Counselors. Manage the Emergency Foster Bridge Child Care program for children placed in foster care. Work closely with Contra Costa County Children and Family Services. Supervise and Coach 2 Child Care Bridge Navigators."/></p>
<p>B) Dates (Month, Day, Year)            From            To  <input type="text"/>            <input type="text"/>            Total: Yrs.    Mos.  <input type="text"/>            <input type="text"/>            Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title  <input type="text"/>            Employer's Name and Address  <input type="text"/></p>	<p>Duties Performed  <input type="text"/></p>
<p>C) Dates (Month, Day, Year)            From            To  <input type="text"/>            <input type="text"/>            Total: Yrs.    Mos.  <input type="text"/>            <input type="text"/>            Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title  <input type="text"/>            Employer's Name and Address  <input type="text"/></p>	<p>Duties Performed  <input type="text"/></p>
<p>D) Dates (Month, Day, Year)            From            To  <input type="text"/>            <input type="text"/>            Total: Yrs.    Mos.  <input type="text"/>            <input type="text"/>            Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title  <input type="text"/>            Employer's Name and Address  <input type="text"/></p>	<p>Duties Performed  <input type="text"/></p>

7. How did you learn about this vacancy?

CCC Homepage  Walk-In  Newspaper Advertisement  District Supervisor  Other Susan Jeong and John Jones

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: 3.8.19

**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.

**APPLICATION FOR MEMBERSHIP**

Name: Candida S. Duperron  
 Home Address: \_\_\_\_\_ City: Pittsburg Zip: 94565  
 Business/Agency/Affiliation: CocoKids  
 Address: \_\_\_\_\_ City: Concord Zip: 94518  
 Type of Organization: Child Care Position: Resource and Professional Prgm. Manager  
 Day Phone: \_\_\_\_\_ 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: CocoKids Service Provided: child care referrals, pd training, advocacy  
 Location: East/Countywide Service Area: Countywide

- 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: \_\_\_\_\_

- White (non-Hispanic)
- Black (Includes African, Jamaican, Trinidad and West Indian)
- Hispanic
- 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:

*Advocacy for Early Care and Education to provide High Quality Child Care to all children. 20+ years of RRR agency experience.*

I am interested in becoming a Council representative because: *I would like to collaborate and be a support to the Council with my experience in ECE and child care and advocacy skills and public policy knowledge.*

**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?**

*I have been partnering with the Planning Council attending the Children's Forums yearly and with the work I do with cocokids.*

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: 3.8.2019

# Candida Duperroir

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## PROFESSIONAL PROFILE

- A highly dedicated and innovative professional with excellent communication and organizational skills
- Results-driven achiever and effective team leader with exceptional interpersonal skills
- Highly flexible and adaptable performer, adept at multi-tasking and thrives in a fast-paced environment while coordinating numerous time sensitive projects
- Exceptionally motivated self-starter and creative problem solver who works hard and embraces challenges

## EDUCATION

Strengthening Organizations *Strategies* to Support Families and Communities

**Certified in Strengthening Families: Introduction to Protective Factors, October 2012**

California State University East Bay, Hayward, CA

**Bachelor of Science Degree in Human Development with an option in Early Childhood Education, June-2011**

Family Partnership Initiative WEST ED

**Certified Training –of –Trainers Institute in Family Partnerships, February 2008**

Los Medanos Community College, Pittsburg, CA

**Associate in Arts Degree, May-2001**

John F. Kennedy University, Pleasant Hill, CA

**Certified ACT Parents Raising Safe Kids: Violence-Prevention Facilitator, August-2010**

Certified Community Organizer for **Parent VOICES**

Certified in Medical Terminology

Certified CPR

## MEMBERSHIPS

- Community Advisory Board Member (CAB) to the CCC Community Corrections Partnership (CCP) AB109 to reduce the overcrowded prison population and decrease recidivism.
- National Women's Law Center Alumni, Progressive Leadership & Advocacy Network
- Child Care Aware formerly known as the National Association for Child Care Resource & Referral Agency (NACCRRRA), Leadership & Management Training
- Active Member of the California Resource & Referral Network
- Member of the Contra Costa County HIV/AIDS taskforce with County Supervisor District V Federal Glover
- Parent Voices, Contra Costa County Organizer
- United Way Speaker's Bureau for the Bay Area

## EXPERIENCE

9/04-Present     Insperty / Contra Costa Child Care Council, Antioch, CA  
7/01-8/04        **Resource & Referral Team Supervisor**  
2/99-6/01        **Lead Resource & Referral Counselor**  
                         **Program Assistant**

### Resource & Referral Team Supervisor

- Manage the daily operations of 5 and up to 21 team members within 2 area offices to ensure compliance with State and Federal regulations as well the Agency's policies and procedures
- Responsible for staff development and training of all new hires and veteran employees
- Interview and recommend candidates for employment or termination
- Create and generate all monthly reports necessary for agency operations

- Consult with Agency Executive Staff to identify operational budgeting with regards to Alternative Payment Program, CalWORKS Stage 2 and 3 programs and Resource & Referral
- Meet programmatic compliance deadlines and implement policy changes as necessary
- Ensure all projects are completed accurately on schedule
- Resolve employer challenges with budget restraints and legislative bills
- Handle client escalations
- Act as a liaison in collaboration with the Contra Costa County Health & Human Services, City Council Members, County Supervisors, Community Care Licensing as well as other community organizations
- Maintain accurate and timely parent and provider files in accordance with Title 5 State Regulations and Funding Terms and Conditions
- Maintain accurate computer database

**Lead Resource & Referral Counselor**

- Coordinated the schedules of the Resource & Referral department as well as administrative staff
- Updated resource files on parent and provider resources in the community
- Responsible for completing monthly data and statistical reports
- Accountable for staff training and development
- Compiled reports to meet contract deadlines and satisfy Title 5 Funding Terms and Conditions contract

**Program Assistant**

- Assisted Area Office staff with the coordination of provider development training
- Provided back up for referral intakes
- Provide back up for fingerprinting
- Assisted in processing of Trustline applicants
- Attended workshops, conferences, and community meetings as assigned by the Area Director
- Maintained clearinghouse of local child care training opportunities
- Maintained Community Care Licensing
- Conserve Area Office administrative files

**Wells Fargo Bank, San Francisco, CA**

4/91-12/93

**Computer Programmer**

- Programmed and sorted all checks for internal and external distribution
- Troubleshooted issues and identified solutions
- Generated department reports for presentation to upper Management
- Handled all department administrative duties

**SKILLS**

Proficient with Microsoft Office Applications, NoHo Software, Pin Point Care, Child Services Program

★ *References upon request*