



# Agenda

## PUBLIC PROTECTION COMMITTEE

June 3, 2019  
10:30 A.M.

651 Pine Street, Room 101, Martinez

Supervisor John Gioia, Chair  
Supervisor Federal D. Glover, Vice Chair

<b>Agenda Items:</b>	Items may be taken out of order based on the business of the day and preference of the Committee
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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. APPROVE Record of Action from the April 1, 2019 meeting. **(Page 4)**
4. CONSIDER the applicants for the vacant at-large community and youth representative seats on the Juvenile Justice Coordinating Council, CONDUCT interviews, and NOMINATE individuals to the Board of Supervisors to fill those vacancies. **(Lara DeLaney, ORJ Acting Director) (Page 7)**
5. CONSIDER accepting a report on AB 109 Community Programs request for interest/proposals contract award recommendations from various review panels and RECOMMEND contract awards to the Board of Supervisors. **(Donte Blue, ORJ Deputy Director) (Page 145)**
6. CONSIDER providing input and direction to staff on the procurement process for grant writing services for justice-related grants. **(Lara DeLaney, ORJ Acting Director) (Page 168)**
7. The next meeting is currently scheduled for July 1, 2019.
8. Adjourn

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*The Public Protection Committee will provide reasonable accommodations for persons with disabilities planning to attend Public Protection Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.*

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*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 Public Protection Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor,*

*during normal business hours.*

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*Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.*

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For Additional Information Contact:

Paul Reyes, Committee Staff  
Phone (925) 335-1096, Fax (925) 646-1353  
[paul.reyes@cao.cccounty.us](mailto:paul.reyes@cao.cccounty.us)

**Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):**

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

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<b>AB</b>	Assembly Bill	<b>HIPAA</b>	Health Insurance Portability and Accountability Act
<b>ABAG</b>	Association of Bay Area Governments	<b>HIV</b>	Human Immunodeficiency Syndrome
<b>ACA</b>	Assembly Constitutional Amendment	<b>HOV</b>	High Occupancy Vehicle
<b>ADA</b>	Americans with Disabilities Act of 1990	<b>HR</b>	Human Resources
<b>AFSCME</b>	American Federation of State County and Municipal Employees	<b>HUD</b>	United States Department of Housing and Urban Development
<b>AICP</b>	American Institute of Certified Planners	<b>Inc.</b>	Incorporated
<b>AIDS</b>	Acquired Immunodeficiency Syndrome	<b>IOC</b>	Internal Operations Committee
<b>ALUC</b>	Airport Land Use Commission	<b>ISO</b>	Industrial Safety Ordinance
<b>AOD</b>	Alcohol and Other Drugs	<b>JPA</b>	Joint (exercise of) Powers Authority or Agreement
<b>BAAQMD</b>	Bay Area Air Quality Management District	<b>Lamorinda</b>	Lafayette-Moraga-Orinda Area
<b>BART</b>	Bay Area Rapid Transit District	<b>LAFCo</b>	Local Agency Formation Commission
<b>BCDC</b>	Bay Conservation & Development Commission	<b>LLC</b>	Limited Liability Company
<b>BGO</b>	Better Government Ordinance	<b>LLP</b>	Limited Liability Partnership
<b>BOS</b>	Board of Supervisors	<b>Local 1</b>	Public Employees Union Local 1
<b>CALTRANS</b>	California Department of Transportation	<b>LVN</b>	Licensed Vocational Nurse
<b>CaiWIN</b>	California Works Information Network	<b>MAC</b>	Municipal Advisory Council
<b>CaiWORKS</b>	California Work Opportunity and Responsibility to Kids	<b>MBE</b>	Minority Business Enterprise
<b>CAER</b>	Community Awareness Emergency Response	<b>M.D.</b>	Medical Doctor
<b>CAO</b>	County Administrative Officer or Office	<b>M.F.T.</b>	Marriage and Family Therapist
<b>CCCFPD</b>	(ConFire) Contra Costa County Fire Protection District	<b>MIS</b>	Management Information System
<b>CCHP</b>	Contra Costa Health Plan	<b>MOE</b>	Maintenance of Effort
<b>CCTA</b>	Contra Costa Transportation Authority	<b>MOU</b>	Memorandum of Understanding
<b>CDBG</b>	Community Development Block Grant	<b>MTC</b>	Metropolitan Transportation Commission
<b>CEQA</b>	California Environmental Quality Act	<b>NACo</b>	National Association of Counties
<b>CIO</b>	Chief Information Officer	<b>OB-GYN</b>	Obstetrics and Gynecology
<b>COLA</b>	Cost of living adjustment	<b>O.D.</b>	Doctor of Optometry
<b>ConFire</b>	(CCCFPD) Contra Costa County Fire Protection District	<b>OES-EOC</b>	Office of Emergency Services-Emergency Operations Center
<b>CPA</b>	Certified Public Accountant	<b>OSHA</b>	Occupational Safety and Health Administration
<b>CPI</b>	Consumer Price Index	<b>Psy.D.</b>	Doctor of Psychology
<b>CSA</b>	County Service Area	<b>RDA</b>	Redevelopment Agency
<b>CSAC</b>	California State Association of Counties	<b>RFI</b>	Request For Information
<b>CTC</b>	California Transportation Commission	<b>RFP</b>	Request For Proposal
<b>dba</b>	doing business as	<b>RFQ</b>	Request For Qualifications
<b>EBMUD</b>	East Bay Municipal Utility District	<b>RN</b>	Registered Nurse
<b>ECCFPD</b>	East Contra Costa Fire Protection District	<b>SB</b>	Senate Bill
<b>ECCRPC</b>	East Contra Costa Regional Planning Commission	<b>SBE</b>	Small Business Enterprise
<b>EIR</b>	Environmental Impact Report	<b>SRVRPC</b>	San Ramon Valley Regional Planning Commission
<b>EIS</b>	Environmental Impact Statement	<b>SWAT</b>	Southwest Area Transportation Committee
<b>EMCC</b>	Emergency Medical Care Committee	<b>TRANSPAC</b>	Transportation Partnership & Cooperation (Central)
<b>EMS</b>	Emergency Medical Services	<b>TRANSPLAN</b>	Transportation Planning Committee (East County)
<b>EPSDT</b>	State Early Periodic Screening, Diagnosis and Treatment Program (Mental Health)	<b>TRE or TTE</b>	Trustee
<b>et al.</b>	et alii (and others)	<b>TWIC</b>	Transportation, Water and Infrastructure Committee
<b>FAA</b>	Federal Aviation Administration	<b>VA</b>	Department of Veterans Affairs
<b>FEMA</b>	Federal Emergency Management Agency	<b>vs.</b>	versus (against)
<b>F&amp;HS</b>	Family and Human Services Committee	<b>WAN</b>	Wide Area Network
<b>First 5</b>	First Five Children and Families Commission (Proposition 10)	<b>WBE</b>	Women Business Enterprise
<b>FTE</b>	Full Time Equivalent	<b>WCCTAC</b>	West Contra Costa Transportation Advisory Committee
<b>FY</b>	Fiscal Year		
<b>GHAD</b>	Geologic Hazard Abatement District		
<b>GIS</b>	Geographic Information System		
<b>HCD</b>	(State Dept of) Housing & Community Development		
<b>HHS</b>	Department of Health and Human Services		



# Contra Costa County Board of Supervisors

## Subcommittee Report

### **PUBLIC PROTECTION COMMITTEE**

3.

**Meeting Date:** 06/03/2019

**Subject:** RECORD OF ACTION - April 1, 2019

**Department:** County Administrator

**Referral No.:** N/A

**Referral Name:** RECORD OF ACTION - April 1, 2019

**Presenter:** Paul Reyes, Committee Staff      **Contact:** Paul Reyes, (925) 335-1096

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#### **Referral History:**

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meeting.

#### **Referral Update:**

Attached for the Committee's consideration is the Record of Action for its April 1, 2019 meeting.

#### **Recommendation(s)/Next Step(s):**

APPROVE Record of Action from the April 1, 2019 meeting.

#### **Fiscal Impact (if any):**

No fiscal impact. This item is informational only.

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#### **Attachments**

Record of Action - April 1, 2019

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# Agenda

# PUBLIC PROTECTION COMMITTEE

\*\*\*RECORD OF ACTION\*\*\*

April 1, 2019

10:30 A.M.

651 Pine Street, Room 101, Martinez

Supervisor John Gioia, Chair  
Supervisor Federal D. Glover, Vice Chair

**Agenda Items:**

Items may be taken out of order based on the business of the day and preference of the Committee

Present: John Gioia, Chair  
Federal D. Glover, Vice Chair  
Staff Present: Paul Reyes, Committee Staff

1. Introductions

*Convene - 10:33 am*

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

*Public comment was received.*

3. APPROVE Record of Action from the March 11, 2019 meeting.

*Approved as presented.*

Vice Chair Federal D. Glover, Chair John Gioia

AYE: Chair John Gioia, Vice Chair Federal D. Glover

Passed

4. 1. ACCEPT an introductory report on the issue of certain fees assessed by the County related to the criminal justice system; and  
2. PROVIDE direction to staff on next steps.

*Approved as presented and provided the following direction to staff:*

1. *Provide additional information on the ability to pay issue.*
2. *Provide an update on SB 144*
3. *Provide additional information on other fees that are collected.*

Chair John Gioia, Vice Chair Federal D. Glover

AYE: Chair John Gioia, Vice Chair Federal D. Glover

Passed

5. The next meeting is currently scheduled for May 6, 2019.

6. Adjourn

***Adjourned.***

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# Contra Costa County Board of Supervisors

## Subcommittee Report

### PUBLIC PROTECTION COMMITTEE

4.

**Meeting Date:** 06/03/2019  
**Subject:** Juvenile Justice Coordinating Council Applicants for At-Large  
Community and Youth Representatives  
**Submitted For:** PUBLIC PROTECTION COMMITTEE,  
**Department:** County Administrator  
**Referral No.:** 2019-13  
**Referral Name:** JJCC Community and Youth At-Large  
**Presenter:** L. DeLaney                      **Contact:** L. DeLaney, 925-335-1097

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### **Referral History:**

On February 13, 2018, the Board of Supervisors referred to the Public Protection Committee (PPC) a review of the production of the County's Multi-Agency Juvenile Justice Plan. The plan is due to the state on May 1 of each year, as a condition of Contra Costa's annual funding through the Juvenile Justice Crime Prevention Act (JJCPA) and Youthful Offender Block Grant (YOBG).

At the April 2018 meeting of the Public Protection Committee, staff was directed to return at a future meeting date with information regarding the Juvenile Justice Commission (JJC) and the Delinquency Prevention Commission (DPC).

At the September 10, 2018 meeting, staff presented the following summary of the JJC, the DPC and the JJCC:

### **Juvenile Justice Commission:**

The Juvenile Justice Commission is a state body created by statute and is in effect part of the Superior Court. (Welf. & Inst., § 229.) The charge of JJC's is, among other things, to inspect detention facilities or group homes in counties where a minor has been held in custody. In addition, a JJC may hold hearings from time-to-time and compel the attendance of individuals to testify at such hearings.

The JJC is not subject to the Brown Act, but rather the Bagley-Keene Open Meeting Act (Gov. Code, § 11120 et. seq.) and falls within an exemption to that Act specifically for courts. (Gov. Code, § 11121.1 (a).) The exemption allows for the Court to choose not to post agendas or otherwise meet publicly.

The JJC does not direct any County financial resources allocated for juvenile justice.

### **Delinquency Prevention Commission:**

The board of supervisors in each county has statutory authority to create and appoint members to a Delinquency Prevention Commission. The charge of a DPC is to coordinate on a countywide basis activities of governmental and non-governmental entities related to juvenile delinquency prevention. In lieu of appointing all members, a county board may designate the JJC (the State body described above) to also serve as the DPC. In Contra Costa County, the Board has chosen to designate members of the Court's JJC as the County's DPC by ordinance. This means that the membership of the County DPC is appointed by the Court and not the County.

The DPC is a local body implemented in this County by an ordinance. (Welf. & Inst. Code, § 233. Ord. Code, Ch. 26-6, "Delinquency Prevention Commission.") Thus, it is a legislative body for purposes of the Brown Act. (Gov. Code, § 54952 (a), (b).) DPC meetings must be conducted in accordance with the Brown Act.

The DPC does not direct any County financial resources allocated for juvenile justice.

### **Juvenile Justice Coordinating Council:**

The JJCC is created pursuant to Welfare and Institutions Code section 749.22 and is charged with creating and maintaining a multi-agency juvenile justice plan composed of several critical parts, including, but not limited to: (a) An assessment of existing law enforcement, probation, education, mental health, health, social services, drug and alcohol and youth services resources which specifically target at-risk juveniles, juvenile offenders, and their families. (b) An identification and prioritization of the neighborhoods, schools, and other areas in the community that face a significant public safety risk from juvenile crime, such as gang activity, daylight burglary, late-night robbery, vandalism, truancy, controlled substance sales, firearm-related violence, and juvenile alcohol use within the council's jurisdiction. (c) A local action plan (LAP) for improving and marshaling the resources set forth in subdivision (a) to reduce the incidence of juvenile crime and delinquency in the areas targeted pursuant to subdivision (b) above and the greater community. (d) Develop information and intelligence-sharing systems to ensure that county actions are fully coordinated, and to provide data for measuring the success of the grantee in achieving its goals. (e) Identify outcome measures. The JJCC does make recommendations for the allocation of County financial resources juvenile justice. Specifically, the multi-agency juvenile justice plan is required to received a state allocation of Youthful Offender Block Grant (YOBG) and Juvenile Justice Crime Prevention Act (JJCPA) each year. For fiscal year 2018/19, the County estimates receipt of \$8.96 million (\$4.7 million from JJCPA and \$4.2 million from YOBG). For fiscal year 2017/18, the County received a combined amount of \$8.2 million from both sources.

At the September 2018 meeting of the Public Protection Committee, CAO staff was directed to return at the October 2018 meeting to consider the steps needed to consolidate the delinquency prevention functions of the DPC and JJCC. Staff was also directed to return with information on the membership of the JJCC to allow the Committee to better assess the need for additional seats.

### **Juvenile Justice Coordinating Council Membership**

Welfare and Institutions Code (WIC) section 749.22 establishes the minimum membership of the JJCC. Per WIC §749.22, the JJCC "shall, at a minimum, include the chief probation officer, as chair, and one representative each from the district attorney's office, the public defender's office, the sheriff's department, the board of supervisors, the department of social services, the

department of mental health, a community-based drug and alcohol program, a city police department, the county office of education or a school district, and an at-large community representative. In order to carry out its duties pursuant to this section, a coordinating council shall also include representatives from nonprofit community-based organizations providing services to minors."

At its October 1, 2018 meeting, the Public Protection Committee directed staff to prepare for the Board of Supervisors' action a Board Order to combine the functions of the DPC and the JJCC and update the seats of the JJCC to include:

- Chief Probation Officer,
- District Attorney's Office representative,
- Public Defender's Office representative,
- Sheriff's Office representative,
- Board of Supervisors representative,
- Employment and Human Services Department representative,
- Behavior Health representative,
- County Alcohol and Drugs representative,
- City Police Department Representative,
- County Office of Education or a school district representative,
- County Public Health representative, and
- Eight community-based seats, including a minimum of two representing youth-serving community-based organizations and two youth-aged community representatives (14-21 years old).

At its December 4, 2018 meeting, the Board of Supervisors, by Ordinance 2018-30 dissolved the Delinquency Prevention Commission, and by Resolution 2018/597 added seats and duties to the Juvenile Justice Coordinating Council to increase its size to 19 members by adding one (1) representative from the County Public Health Department; three (3) additional at-large community representatives; and two (2) at-large youth representatives.

The JJCC membership as of February 2019 is Attachment A.

### **Referral Update:**

Subsequent to the Board of Supervisors' action on December 4 and December 18, 2018 to dissolve the DPC and to reconstitute the Juvenile Justice Coordinating Council (JJCC) so that it assumes the obligations and duties of the DPC and includes additional members, the Public Protection Committee at its March 11, 2019 meeting accepted a report on the County's JJCPA-YOBG Consolidated Annual Plan and directed staff on a recruitment process for the vacant at-large seats of the JJCC. These vacant seats include three (3) At-Large Community Representatives and two (2) At-Large Youth Representatives.

An 8-week process was directed by the PPC to include:

1. April 1: Issue Press Release advertising vacancies
2. May 24: Application Deadline
3. June 3: PPC Meeting Interviews
4. June 18: Board of Supervisors consideration of PPC nominees

The Office of Reentry and Justice issued the attached Press Release (Attachment B) and

distributed it both through the Office of Communications and Media and its email networks. As of close of business on May 24, 2019, a total of twenty-three (23) applications were received.

Two additional applications were received on May 28, 2019, after the deadline, from Alphonso Guerrero and Journey Horacek-Lee . Two more applications were received on May 30, 2019, from Imara Escarmant and Tracy Youngston. Of the 27 total applications received, five applicants indicated they were either still in high school or in college, thus eligible for the Youth Representative seat.

The applicants, in *alphabetic* order, include:

	<b><u>First</u></b>	<b><u>Last</u></b>	<b><u>Date rec'd</u></b>	<b><u>District</u></b>
1	Phillip	Arnold	May 14, 2019	3
2	Jonathan	Bean	April 18, 2019	3
3	Claire	Bromberry	May 24, 2019	4
4	Mariah	Castro	May 24, 2019	5
5	Joanne	Cherep	May 24, 2019	4
6	D'Ana	Clark	May 24, 2019	1
7	Cheryl	Clutter	May 2, 2019	2
8	Ella	Clutter	May 23, 2019	2
9	Nicole	Cuellar	April 26, 2019	3 (work)
10	Victoria	Cyrus	May 24, 2019	3
11	Imara	Escarmant	May 30, 2019	1
12	Carlos	Fernandez	April 29, 2019	1
13	LeDamien	Flowers	April 12, 2019	1
14	Desiree	Foley	May 24, 2019	4
15	Alphonso	Guerrero	May 28, 2019	3
16	Journey	Horacek-Lee	May 28, 2019	3
17	Kristin	Lobos	May 3, 2019	1
18	Dani (Danielle)	Longo	May 6, 2019	4
19	Stephanie	Medley	May 24, 2019	1
20	Sefanit	Mekuria	April 18, 2019	5 or countywide (work)
21	Cora	Mitchell	May 24, 2019	4
22	Mister	Phillips	April 6, 2019	1
23	Gaybriel	Rockett	May 1, 2019	1
24	Jason	Schwarz	April 19, 2019	2
25	Tamisha	Torres-Walker	April 17, 2019	3 (live), 1 (work)
26	Melvin	Willis	May 2, 2019	1
27	Tracy	Youngston	May 30, 2019	1

The applications are included in Attachment C, with all address, email and signatures of applicants redacted. All applicants have been notified about the interview process and a conference line has been made available for those who are not able to attend in person. Those who submitted late applications were notified that their applications may not be considered at this time. One of the youth applicants has graduation rehearsal and has requested a rescheduled

interview.

A summary of the applicants is included in Attachment D.

**Recommendation(s)/Next Step(s):**

1. CONSIDER applications submitted to the Clerk of the Board for the vacant seats on the Juvenile Justice Coordinating Council (JJCC).
2. INTERVIEW applicants for the vacant seats on the JJCC: three (3) At-Large Community Representatives; two (2) At-Large Youth Representatives.
3. CONSIDER the applications received and interviews conducted and CONSIDER making nominations to the Board of Supervisors at their June 18, 2019 meeting to fill the vacancies on the JJCC in the At-Large Community Representative Seats #13, #14, and #15 and the At-Large Youth Seats #18 and #19.
4. PROVIDE any additional direction to staff regarding the establishment of the Juvenile Justice Coordinating Council.

**Fiscal Impact (if any):**

No fiscal impact from the nomination of individuals to serve on the JJCC. Service on the JJCC is uncompensated.

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**Attachments**

Attachment A: JJCC Membership Feb. 2019

Attachment B: Press Release

Attachment C: Redacted Applications (REVISED 5/30/19)

Attachment D: Applicant Summary (ADDED ON 5/30/19)

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Contra Costa County  
 Juvenile Justice Coordinating Council Membership  
 As of February 2019

<b>Seat</b>	<b>Incumbent</b>	<b>Representing</b>
Chief Probation Officer, as Chair	Todd Billeci	Probation Department
District Attorney's Office	Jean Skilling	District Attorney's Office
Public Defender's Office	Karen Moghtader	Public Defender's Office
Sheriff's Department	David Hartman	Sheriff's Office
Board of Supervisors	Sonia Bustamante	Board of Supervisors - District I
Department of Social Services	Todd Lenz	Employment and Human Services Department - Children and Family Services
Department of Mental Health	Dan Batiuchok	Behavior Health - Health Services Department
Community-based Drug and Alcohol Program	Fatima Matal Sol	County Alcohol and Other Drugs
City Police Department	Aaron Roth	Martinez Police Department
County Office of Education or a School District	Lynn Mackey	Contra Costa Office of Education
Public Health*	Vacant	Public Health - Health Services Department
At-large Community Representative #1	Eric Hunn	Juvenile Justice Commission
At-large Community Representative #2*	Vacant	
At-large Community Representative #3*	Vacant	
At-large Community Representative #4*	Vacant	
Nonprofit Community-based Organization #1	Mickie Marchetti	REACH Project
Nonprofit Community-based Organization #2	Ruth Barajas-Cardona	Bay Area Community Resources (BACR)
At-large Youth Representative #1*	Vacant	
At-large Youth Representative #2*	Vacant	

\* Denotes a new seat created by Resolution 2018/597





## Contra Costa County

County Administrator's Office • 651 Pine Street • Martinez, CA 94553 • [www.contracosta.ca.gov](http://www.contracosta.ca.gov)

IMMEDIATE RELEASE  
April 1, 2019

Contact: Lara DeLaney, Director, Office of  
Reentry and Justice, 925-335-1097  
[lara.delaney@cao.cccounty.us](mailto:lara.delaney@cao.cccounty.us)

### Contra Costa County Seeks Applicants for Juvenile Justice Coordinating Council

(Martinez, CA) - The Contra Costa County Board of Supervisors is seeking residents who may be interested in serving on its 19-member Juvenile Justice Coordinating Council (JJCC).

The JJCC is a multi-agency advisory body charged with creating and maintaining the County's comprehensive *Juvenile Probation Consolidated Annual Plan* and coordinating county-based juvenile delinquency prevention initiatives. The state-mandated *Juvenile Probation Consolidated Annual Plan* is designed to improve services for Contra Costa County's juvenile justice population by assessing existing practices and resources, identifying system needs and gaps, and prioritizing and recommending solutions.

The Juvenile Justice Coordinating Council will be composed of the following 19 members:

- Nine (9) ex-officio voting members:
  1. Chief Probation Officer, as Chair
  2. District Attorney's Office representative
  3. Public Defender's Office representative
  4. Sheriff's Office representative
  5. Board of Supervisors' representative
  6. Employment and Human Services Department representative
  7. Alcohol and Other Drugs Division representative
  8. Behavioral Health Division representative
  9. Public Health Division representative
- Ten (10) additional voting members selected and appointed by the Board of Supervisors:
  10. City Police Department representative
  11. County Office of Education representative
  - 12–15. Four (4) At-Large Members, residing or working within Contra Costa County;
  - 16–17. Two (2) Community-Based Organization representatives;
  - 18–19. Two (2) At-Large Youth, age 14 to 21 years old, residing or working in Contra Costa County

The Board is now seeking applications for five (5) of the seats identified above:

- ✓ Three (3) individuals to serve in the At-Large Seats #13, #14 and #15;
- ✓ Two (2) youth, age 14 to 21 years old, to serve in the At-Large Youth Seats, #18 and #19

Appointments to the Juvenile Justice Coordinating Council will be for a term of two years. The JJCC is expected to meet on a regular basis, at intervals to be established by the JJCC. Members will serve without compensation, stipends, or reimbursement of expenses. The community based representatives should reflect the geographic, ethnic, and racial diversity of the County and should include youth or those providing restorative justice, faith-based, or mentoring services, to justice-involved, homeless, or foster-care involved youth.

Applicants will be interviewed by the Board of Supervisors' Public Protection Committee: Supervisors John Gioia, District I, and Federal Glover, District V. The nominations for the Juvenile Justice Coordinating Council will then be forwarded to the full Board of Supervisors for action.

Below is a timeline of the recruitment process for the five vacancies:

- April 1, 2019: First Day of the Application Period
- May 24, 2019: Final Day of the Application Period, due by 5:00 p.m.
- June 3, 2019: Public Protection Committee Meeting: Interviews
- June 18, 2019: Board of Supervisors Consideration of Nominees

Application forms can be obtained from the Clerk of the Board of Supervisors by calling (925) 335-1900 or by visiting the County webpage at <http://www.co.contra-costa.ca.us/3418/>. Applications should be returned to the Clerk of the Board of Supervisors, Room 106, County Administration Building, 651 Pine Street, Martinez, CA 94553. Applications can also be emailed to [ClerkoftheBoard@cob.cccounty.us](mailto:ClerkoftheBoard@cob.cccounty.us).

Public Protection Committee Chair and Board Chair, Supervisor John Gioia, commented on the process, "We value diversity, inclusion and racial equity in Contra Costa County, and we welcome interest from residents all across our County who want to serve the community in the cause of juvenile justice and delinquency prevention."

###

Print Form



# Contra Costa County

Please return completed applications to:

Clerk of the Board of Supervisors

651 Pine St., Room 106

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

## BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

Philip

Last Name

Arnold

Home Address - Street

City

Zip Code

Phone (best number to reach you)

Brentwood

94513

Resident of Supervisorial District:

3

Email

### EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended

Course of Study/Major

Degree Awarded

University of Cincinnati

Psychology

Yes

No

Yes

No

Yes

No

Other Training Completed:

Board, Committee or Commission Name

Juvenile Justice Coordinating Council

Seat Name

At-Large Member or Community-Based Organization

Have you ever attended a meeting of the advisory board for which you are applying?

No

Yes

If yes, how many?

Please explain why you would like to serve on this particular board, committee, or commission.

Juvenile criminal justice has been a consistent theme in my volunteer and employment activities going back to 1970 when I was a detention attendant at the Hamilton County Juvenile Hall in Cincinnati, Ohio. I have served with Orin Allen as a Commissioner, Contra Costa County Juvenile Justice & Prevention Commission, 2003-2004. As Chairperson for the Contra Costa County Board of Parole since 2011, I have seen all too often in hearing packets where something happened in a child's life between the ages of 12 and 15 that pointed them toward the school to prison pipeline. Without guidance, mentoring, and the appropriate resources our young men and women simply do not know where to go or who to go to for assistance to break the recidivism cycle.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Please see attached copy of resume titled: Resume Philip H Arnold Jr 05 2019.pdf

I am including my resume with this application:

Please check one:

Yes

No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one:

Yes

No



Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one:  Yes  No

List any volunteer and community experience, including any boards on which you have served.

Commissioner and Chairperson, Contra Costa County Board of Parole, 2011-Current  
Committee Member, Contra Costa County Inmate Welfare Fund, 2009-Current  
Chairperson, Contra Costa County Advisory Council on Equal Employment Opportunity (EEO) 2013-2014  
Commissioner, Contra Costa County Juvenile Justice & Prevention Commission, 2003-2004

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

[Empty box for relationship details]

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

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

[Empty box for relationship details]

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:

[Redacted signature]

Date:

5/13/2014

Submit this application to:

Clerk of the Board of Supervisors  
651 Pine St., Room 106  
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

**Important Information**

- 1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
- 2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
- 3. Members of certain 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.
- 4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
- 5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
- 6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
- 7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
- 8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.





## PHILIP H. ARNOLD, JR.

[REDACTED]  
Brentwood, CA 94513

[REDACTED]

[REDACTED]

[REDACTED]

### SUMMARY

**Senior Executive** recognized for tactful tenacity, leadership, operational effectiveness and the ability to establish productive relationships at executive management levels. Expertise in internal and external relationship asset management with C-suite executives. Described as a strategic visionary with strong implementation skills, the ability to foster cross discipline collaboration, and to bring the right people together for complex problem-solving purposes. Creates a climate that will elicit exchanges of information and full commitment from team members to achieve corporate goals and objectives.

### PROFESSIONAL EXPERIENCE

**JUVENILE HALL AUXILIARY (JHA)**, Martinez, CA

4/2019 – CURRENT

**Executive Director**

**Juvenile Hall Auxiliary** is a non-profit organization purposed to give young men and women in the Contra Costa County juvenile justice system a second chance. Through donations and the efforts of volunteers, **JHA** provides **scholarships, internships, career development, and financial assistance**. Our programs reduce recidivism by forming positive relationships with the young people who need it most, arming them with the skills they need to start over, and offering assistance at every step of their re-entry into society. Since 1955, our support has enabled them to follow their dreams to become pilots, teachers, business owners, and even members of law enforcement.

**GOVERNMENT ALLIANCE ON RACE AND EQUITY (GARE)**, Martinez, CA

1/2016 – 12/2017

**Team Lead (Volunteer), Contra Costa County Cohort**

**GARE** is a national network of government working to achieve racial equity and advance opportunities for all. The Alliance uses a three-prong approach:

- 1) Support jurisdictions that are at the forefront of work to advance racial equity.
- 2) Build pathways for new jurisdictions to begin doing racial equity work, including cohorts of new jurisdictions.
- 3) Expand and strengthen local and regional collaborations that are broadly inclusive and focused on achieving racial equity.

Over the last decade, a solid field of practice has developed that advances racial equity and transforms government. Government will not be able to advance racial equity without a fundamental transformation into an effective and inclusive democracy. The field of practice is based on the experiences of early adopters of racial equity within government. Over the past decade, cities and counties across the country have developed and are implementing racial equity initiatives or agendas and using racial equity tools.

**GARE** cohorts will implement proven practices and replicate success, changing the norm of what is expected and possible from government and will increase our collective impact.

**CONTRA COSTA COUNTY**, Martinez, CA

1/2015 – 12/2016

**Contract Consultant, Workforce Diversity & Inclusion Assurance**

Contract requires fulfillment of the MBO's listed below to assist the county's EEO Office. This is a post DOJ Consent Decree initiative for outreach in support of the county's workforce D&I (Diversity and Inclusion) as it relates to the county's constituent labor pool demographics.

**CONTRA COSTA COUNTY**, Martinez, CA

3/2009 – CURRENT

**Board Member (Volunteer), Sheriff's Inmate Welfare Fund (IWF)**



Under general direction the Sheriff's Director of Support Services, the IWF Board Members provide operational oversight for budget and management support activities for inmates in the detention facilities of the Contra Costa County Sheriff-Coroner's Department. Board Members are responsible for program and policy development for Detention Support Services and Inmate Services which:

**EMPLOYEE BENEFIT SPECIALISTS, INC, Pleasanton, CA** 3/2010 – 11/2011

**Executive Consultant,**

Responsible for national expansion through brand management, alliance partnership development, marketing campaigns and creating the infrastructure and foundation for the new national sales organization

**AUTOMATIC DATA PROCESSING, Pleasanton, CA** 6/2003 – 6/2009

**Corporate Sales Manager,** National Account Services 2005 – 2009

Responsible for the sale of ADP Time and Labor Management (TLM) applications to the public and private sectors with 1000+ employees in Northern California. Prospected and consulted with Fortune 100 corporations as well as local and state governments.

Appointed to Sales/Service Advisory Board by senior management to focus on product development, process re-engineering, and sales / service improvement.

**Sales Manager,** Major Accounts 6/2003 – 3/2004

Managed and coached 6 district sales managers in selling TotalChoice™ payroll solution to major accounts with 100 to 1000 employees in the Pacific Northwest region. Ranked #1 out of 7 enterprise-wide teams in leading the successful product launch nationwide.

**ORACLE, Redwood Shores, CA** 6/2000 – 5/2003

**Director,** Executive Liaison Program, Worldwide Corporate Marketing 2003

Executive liaison interacting and developing C-level relationships with Oracle's marquee Platinum accounts, establishing peer-to-peer relationships with senior management.

**Applications Sales Manager / CRM Solutions Specialist,**

Government, Education & Health 2002 – 2003

Sold e-business suite internet applications to State and Local Government entities.

**Project Manager,** Product Development 2000 – 2001

Led product development team in the design of new public sector multi-channel CRM "CIC/311" Citizen Interaction Center software that tracked citizen information inquires, service requests, and fulfillment costs from call/click to resolution.

**AUTOMATIC DATA PROCESSING, San Ramon, CA** 11/1994 – 6/2000

Claims Solutions Group

**Director,** National Accounts 1997 – 2000

Managed full scope account relationships for top tier insurance companies headquartered in the Western United States, delivering a client life cycle experience matching their strategic business initiatives. Forged partnerships at the senior executive levels, earning trusted advisor status based on managed outcomes.

**Account Executive** 1994 – 1997

Directed sales campaigns, growing stalled revenue stream for State Farm Insurance in Western United States. Exceeded sales forecasts by selling a solution set, improving adjuster productivity based on an exact understanding of claims processing requirements.

**Early Career**

**BANK OF AMERICA** - Vice President and Manager of National Sales Training

**XEROX** – Territory Sales Rep and HVSE

**ARNAR STONE LABORATORIES** – Territory Sales Rep

**MILITARY EXPERIENCE**

**UNITED STATES AIR FORCE, SECURITY SERVICE** 11/1965 – 8/1969

**Voice Intercept Processing Specialist - Russian Interpreter**

Intercepted, processed and analyzed top secret cryptographic Russian Air Force voice communications in Europe and the Middle East. [https://en.wikipedia.org/wiki/United\\_States\\_Air\\_Force\\_Security\\_Service](https://en.wikipedia.org/wiki/United_States_Air_Force_Security_Service)



- Graduate of the Department of Defense Language Institute – Russian Language Training, Syracuse, NY
- Enhanced U.S. Turkish relations by playing for a semi-pro Turkish National Basketball Team.
- Named to the U.S.A.F. Mediterranean Sea District All-Conference Basketball Team
- Named to the U.S.A.F. Europe All-Tournament Basketball Team

### **EDUCATION**

**BA, Psychology, University of Cincinnati, Cincinnati, OH**  
**Certificate of Achievement, Russian, Syracuse University, Syracuse, NY (U.S. Defense Language Institute)**

### **AWARDS**

**Distinguished Alumnus Award, Wyoming High School, Ohio 2019**  
**Humanitarian of the Year Award, Contra Costa County, 2018**  
**Appreciation Award, California GARE Community, 2017**  
**Outstanding Friend of Education Award, Contra Costa County Assn. of Calif School Administrators, 1994**  
**Humanitarian of the Year Award, City of Concord Human Relations Commission, 1994**

### **VIDEOS**

#### **Better and Not Bitter**

Calvary Temple Church Justice Weekend, *January 18, 2015*

<https://vimeo.com/117339306>

*I am introduced at the 2:45 minute mark*

#### **Patience and Perseverance**

Contra Costa County 38<sup>th</sup> Annual Martin Luther King Commemoration, *January 19, 2016*

[http://contra-costa.granicus.com/MediaPlayer.php?publish\\_id=3bc72aa0-bef5-11e5-b3ab-00219ba2f017](http://contra-costa.granicus.com/MediaPlayer.php?publish_id=3bc72aa0-bef5-11e5-b3ab-00219ba2f017)

*I am introduced at the 12:00 minute mark*

#### **2018 Humanitarian of the Year Celebration**

Contra Costa County 40<sup>th</sup> Annual Martin Luther King Commemoration, *January 16, 2018*

[http://contra-costa.granicus.com/MediaPlayer.php?view\\_id=9&clip\\_id=1243](http://contra-costa.granicus.com/MediaPlayer.php?view_id=9&clip_id=1243)

*I am introduced at the 1:19:10 minute mark*

### **COMMUNITY INVOLVEMENT**

Transportation Coordinator, **Northgate Instrumental Music Boosters, 2016-Current**  
 Commissioner and Chairperson, **Contra Costa County Board of Parole, 2011-Current**  
 Committee Member, **Contra Costa County Inmate Welfare Fund, 2009-Current**  
 City of Concord, CA **Chief of Police Citizen Advisory Committee, 2012-2018**  
 Community Advisory Committee Chair, **Concord Naval Weapons Station Reuse Project, 2016-2018**  
 Board of Directors, **Heritage Soccer Club, Pleasant Hill/Martinez, CA 2012-2016**  
 Chairperson, **Contra Costa County Advisory Council on Equal Employment Opportunity (EEO) 2013-2014**  
 Director, **Calvary Community Church Mentor Program, Vallejo, CA, 2003-2005**  
 Commissioner, **Contra Costa County Juvenile Justice & Prevention Commission, 2003-2004**  
**Leadership Concord VII, City of Concord, CA, 1993**  
**Business Arts Council Leadership Initiative, San Francisco Chamber of Commerce, 1993**  
 Past Board of Directors, **Diablo Valley College Foundation**  
 Past Board of Directors, **Concord Chamber of Commerce**  
 Past Board of Directors, **Concord Economic Development Corporation**  
 Past Board of Directors, **APEX-Academic Programs for Excellence**  
 Past Guest Lecturer, **Los Medanos Criminal Justice Academy**  
 Past Guest Lecturer, **Cultural Diversity – Contra Costa County Sheriff's Department**  
 Past President & Executive Producer, **Concord CitiArts Theatre**

# Application Form

## Profile

Jonathan \_\_\_\_\_ Bean \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_ Suite or Apt  
 Home Address

Antioch \_\_\_\_\_ CA \_\_\_\_\_ 94509  
 City State Postal Code

\_\_\_\_\_ Primary Phone

\_\_\_\_\_ Email Address

### Which supervisorial district do you live in?

District 5

At large \_\_\_\_\_  
 Seat Name

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

Heald \_\_\_\_\_  
 Name of College Attended

Criminal Justice \_\_\_\_\_  
 Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

\_\_\_\_\_ Name of College Attended



\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

\_\_\_\_\_  
 Yes  No

**College/ University C**

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

\_\_\_\_\_  
 Yes  No

**Other schools / training completed:**

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

**Certificate Awarded?**

\_\_\_\_\_  
 Yes  No

**Board and Interest**

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

\_\_\_\_\_  
Juvenile Justice Coordinating Council: Submitted

\_\_\_\_\_  
at large

\_\_\_\_\_  
Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

\_\_\_\_\_  
 Yes  No

\_\_\_\_\_  
If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, committee, or commission.

To improve the conditions for formerly incarcerated youth, by doing this decrease the chances of recidivism, due to lack of services and opportunities provided in their communities.

---

**Qualifications and Volunteer Experience**

I would like to be considered for appointment to other advisory boards for which I may be qualified.

Yes  No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

Yes  No

List any volunteer or community experience, including any advisory boards on which you have served.

President of the Male Involvement for the First Baptist Head Start in Antioch and Pittsburg ( 6 sites ) Local Advisory Committee in Antioch

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

See Resume attached

[Jonathan L Bean\\_2\\_resume.docx](#)

Upload a Resume

---

**Conflict of Interest and Certification**

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 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 publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree

Jonathan L. Bean

[REDACTED], Antioch, Ca

### **Professional Profile**

Seeking a position which effectively utilizes my 15 plus years, experience of grassroots organizing in disinvested communities of color. Also, an opportunity to develop and implement strategic solutions to tackle the social injustices targeting our youth. I have a passion to educate, empower, instill, and organize young folks in the city of Oakland. I work independently, require little or no supervision, competent, reliable, personable, able to multi-task, provider of great member service and extremely persistent.

**Oakland Urban Peace Movement                      Oakland, CA                      12/2017 -5-2018**

#### **Program Coordinator:**

- Coordinator Job Responsibilities.
- Maintaining program.
- Organized the weekly activities of the group.
- Coordinated promotional activities to ensure the success of events and to enhance public awareness of the organization and its mission.

### **Work Experience**

**Oakland Rising    Oakland, CA    May-  
June 2106**

#### **Outreach Team Leader for We Are California Campaign**

Daily supervision, management and coordination of a canvass/phoning team of at least 20 people, including:

- Conduct daily training, coaching and trouble-shooting with team members to improve results.
- Conduct quality control calls to check team results.
- Leading daily check-ins and debriefs (including ice breakers, trainings, charting daily numbers, behavior challenges etc.).

- Manage team members' performance and conflicts.
- Preparation of daily materials and logistics for walk/phone team.
- Maintain accurate team attendance time sheets and manage weekly payment processes.
- Tracking, generating reports, and quality control of phoning and walking outcomes, entering data into computer on a nightly basis.
- Review and coordinate logistics for the week as well as Daily Reports.
- Support direct contact work (phones, door-to-door contact).
- Fill all 20 seats on the phones and doors each day, bringing in alternates as needed in a timely manner.

### **Oakland Rising**

**Oakland, CA**

**2015**

#### **Outreach Team Member**

- Walk in Oakland neighborhoods and talk one-on-one with residents about financially supporting the work of Oakland Rising and building progressive political power.
- Be an ambassador for Oakland Rising, helping to build name recognition and awareness about our work throughout Oakland.
- Honestly and accurately report fundraising progress, and demonstrate a commitment to reaching daily, weekly and monthly goals.

### **Causa Justa :: Just Cause**

**Oakland, CA**

**2014**

#### **Outreach Team Leader**

- Conduct daily training, coaching and trouble-shooting with team members to improve results.
- Conduct quality control calls to check team results.
- Leading daily check-ins and debriefs (including ice breakers, trainings, charting daily numbers, behavior challenges etc.).
- Manage team members' performance and conflicts.
- Preparation of daily materials and logistics for walk/phone team.
- Maintain accurate team attendance time sheets and manage weekly payment processes.
- Tracking, generating reports, and quality control of phoning and walking outcomes, entering data into computer on a nightly basis.
- Review and coordinate logistics for the week as well as Daily Reports.
- Support direct contact work (phones, door-to-door contact).

- Fill all 20 seats on the phones and doors each day, bringing in alternates as needed in a timely manner.

**Causa Justa :: Just Cause****Oakland, CA****2013-2014****Oakland Housing Rights Organizer**

- Support member development and leadership within the organization using a transformative organizing theory model
- Secure member participation to membership meetings, community events and mobilization through regular member communication, as well as through phone-banking
- Support the development of member meeting agendas and content, as well as provide logistical support and staff membership meetings
- Support the successful planning and implementation of organizational events and activities
- Participate in civic engagement campaigns throughout the year through outreach/door-knocking efforts

**Rubicon Programs****Hayward, CA****2012****Re Entry Coach**

- Job placement and retention: Develop employer contacts, referral sources, generate job leads; market services; make job placements; provide post-placement support to clients and employers; participate in employer recruitment events; job fairs and networking events
- Coaching: Assess client service needs along with collaborating with clients to develop and follow a self-sufficiency plan; I motivated clients to achieve career goals and provide the clients with honest and productive feedback
- Case management: Conduct intake interviews, eligibility determination, pre-employment preparation, and advocacy; ensure clients access all needed Rubicon services including Housing and Financial Services, as well as services at partner organizations; accompany clients to appointments
- Group facilitation/instruction: Facilitate client workshops, discussion groups and/or classes on topics including but not limited to job readiness, cognitive thinking, and financial literacy
- Documentation & reporting: Performed data capture/entry at all points of client interaction. Reported accurate and timely reports per agency standards

- Coordinate case conferences with team and referral sources, attend community meetings and training sessions
- Perform other duties as assigned.

**Causa Justa :: Just Cause                      Oakland, CA    2012**

**Outreach Team Member-**

- Door-to-door outreach
- Community event planning
- Initiate and complete necessary paperwork
- Phone Follow-ups and evaluations
- Inform community of services provided by Just Cause

**California Peace Action (Activist)                      Berkeley, CA    1999-2000**

- Raised Donation against the war in Iraq and to help local families who have lost love ones to the war
- Communicating with donors and possible donors
- Door to Door grassroots organizing around issues that affect the community

**Education**

*BOLD: Black Organizing Leadership and Dignity (2014, Amandla graduate)*

*Heald College, Hayward, CA (Criminal Justice, graduated 2012)*

*Western Career College, Emeryville, CA (Graphic Art Design-2002)*

*Graduated from Georgia National Guard Military Academy, Ft. Stewart, GA (High School-1998)*

**Software Proficiencies**

Excel, Microsoft Word, Microsoft Outlook, Internet Explorer, Spreadsheet, Powerbase, PDI, Google Calendar, Google Drive

**Tracey Corder**



**Tim Smith**

[REDACTED]  
**Dawn Phillips**  
[REDACTED]

**I often say that I have a passion for organizing in communities of color, but there is a deep root of why that is such a true fact. First, the history I've witnessed of civil, social, judicial, and human right violations to my peers, family, neighbors, elders, and friends felt like a daily sitcom. I took my first stand against these injustices at the ripe age of 15, elected Youth and College President of NAACP Coffee County, Alabama local chapter. Marching in Selma on the same streets as Martin Luther King Jr., I believe started this fire to mobilize my people that continues to burn. Like most Black folks during that time, I was ignorant of the proven theory of "School to Prison pipeline". I lacked the understanding of why with so many alternative options to avoid incarceration it became such a revolving door for so much of my lifetime.**





Contra  
Costa  
County



Please return completed applications to:  
Clerk of the Board of Supervisors  
651 Pine St., Room 106  
Martinez, CA 94553  
or email to: ClerkofTheBoard@cob.cccounty.us

**BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION**

First Name: Chaire Last Name: Bomberry  
 Home Address - Street: [Redacted] City: Concord Zip Code: 94520  
 Phone (best number to reach you): [Redacted] Email: [Redacted]  
 Resident of Supervisorial District: 4

**EDUCATION** Check appropriate box if you possess one of the following:  
 High School Diploma       CA High School Proficiency Certificate       G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded	
<u>Laney Community College</u>	<u>AA General</u>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed: Grooming Certificate

Board, Committee or Commission Name: [Redacted] Seat Name: [Redacted]

Have you ever attended a meeting of the advisory board for which you are applying?  
 No       Yes      If yes, how many? [Redacted]

Please explain why you would like to serve on this particular board, committee, or commission.  
I was in the Martinez Juvenile Hall in 2003 after I went to CYA now DJJ until 2006. I currently work with the Ella Baker center and Legal Services for prisoners with children. I feel as if I have first hand experience relevant and I currently work on changing policy involving juvenile justice.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)  
My qualifications are my time spent within the system and my knowledge of current and changing policy.

I am including my resume with this application:  
 Please check one:       Yes       No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.  
 Please check one:       Yes       No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one:  Yes  No

List any volunteer and community experience, including any boards on which you have served.

I do work with the Ella Baker Center + LSPC in Oakland.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  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 relationships?

Please check one:  Yes  No

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: [Redacted Signature] Date: 5-24-19

Submit this application to: Clerk of the Board of Supervisors, 651 Pine St., Room 106, Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

Important Information

- 1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
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7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

# Application Form

## Profile

Mariah \_\_\_\_\_ Castro \_\_\_\_\_  
First Name Middle Initial Last Name

[Redacted] \_\_\_\_\_ Suite or Apt \_\_\_\_\_  
Home Address

Martinez \_\_\_\_\_ CA \_\_\_\_\_ 94523 \_\_\_\_\_  
City State Postal Code

[Redacted] \_\_\_\_\_  
Primary Phone

[Redacted] \_\_\_\_\_  
Email Address

Which supervisorial district do you live in?

None Selected

## Education

Select the option that applies to your high school education \*

High School Diploma

### College/ University A

San Jose State University \_\_\_\_\_  
Name of College Attended

B.A Psychology/Global Studies \_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

### College/ University B

Diablo Valley College \_\_\_\_\_  
Name of College Attended

A.A Psychology \_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**College/ University C**

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

**Certificate Awarded?**

Yes  No

**Board and Interest**

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

\_\_\_\_\_  
Juvenile Justice Coordinating Council: Submitted

\_\_\_\_\_  
Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

\_\_\_\_\_  
If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

I am a Youth Development Services Specialist for the Contra Costa Office of Education. I currently serve Foster Youth, justice-involved youth, and youth facing homelessness in our court and community schools here in Contra Costa County. I have a great understanding of the barriers our youth face every day and I can bring a useful lens to the board. I believe this particular board will also expand my knowledge around the policies and services our county has to offer so that I can better serve our youth.

---

## **Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?**

Yes  No

**List any volunteer or community experience, including any advisory boards on which you have served.**

Contra Costa County District Attorneys Office, Community Academy, certificate of completion (2018)

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

I believe I am highly qualified for a seat on the Juvenile Justice Coordinating Council as I directly serve the youth that the council discusses and makes decisions around every day. I am highly knowledgeable about the complexities of these youth populations that may come from underrepresented backgrounds and incorporate empathy, affirmation, and advocacy when working with them. I have experience serving the youth once they are released back into the community and understand their needs to be successful in their community.

[Resume.pdf](#)

Upload a Resume

---

## **Conflict of Interest and Certification**

**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 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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree

# Mariah Castro

██████████ Pleasant Hill CA 94523 · ██████████ · ██████████

Passionate Youth Development Services Specialist with extensive experience serving underrepresented student populations. Dedicated to working with students who have diverse ethnic, cultural and socioeconomic backgrounds.

## Key Qualifications

- Knowledge of financial aid and general student services departmental procedures.
- Knowledge of office procedures, as well as, principles and practices in customer service.
- Excellent analytical, organizational, and communication skills.
- Proven ability to prioritize and handle multiple tasks in a diverse environment.
- Ability to present information in various formats to the public.
- Highly proficient with office technologies and software, such as Colleague, NSLDS, COD, SARS, OnBase, SQL Reporting Services, Insite Portal, Canvas, Aeries, Foster Focus, Excel, Powerpoint, Word, Outlook, Google Drive, and various social media platforms.
- Efficient case management skills.
- Experience working with diverse populations, including Foster Youth, Youth experiencing homelessness and Probation Youth.

## Professional Experience

**Contra Costa Office of Education** Pleasant Hill/Martinez/Byron, CA *September 2017- Present*  
*Youth Development Services Specialist - Foster Youth Services Coordinating Program (FYSCP)*

- Conduct one-on-one meetings with Foster Youth, Youth experiencing homelessness and Probation Youth in diverse settings; creating college, career & goal transition plans.
- Responsible for relaying legal information regarding their educational rights as a Foster Youth.
- Assisting the Foster Youth with college applications, the FAFSA application, and scholarship applications.
- Review eligibility to refer students to programs such as the Workforce Innovation Act (WIOA), Workability, and tutoring offered through FYSCP.
- Assisting the youth and/or guardian with the school re-enrollment process.
- Collaborate with probation, social workers, school departments and other agencies to provide the most effective transition experience possible for the Foster Youth.
- Facilitate Job Tech, a college and career readiness course, at Juvenile Hall for the Youth Offenders Treatment Program and Girls In Motion Program.

**Contra Costa Community College District** Pleasant Hill/Pittsburg, CA *March 2016-November 2018*  
*Financial Aid Assistant I/ Financial Aid Assistant II*

- Conduct one-on-one meetings with students and perform a verification process to confirm student eligibility.
- Review financial aid applications, verify necessary information for accuracy and make corrections to financial aid applications when needed.
- Responsible for awarding student records and sending necessary follow-up communication.
- Provide students with information and applications for various financial programs and explain the eligibility requirements for each program.
- Provide student referrals to other students' services departments or programs such as Admissions & Records, Counseling, EOPS/CARE, or START (Foster Youth Program).

- 
- Responsible for responding to all inquiries submitted to DVC Financial Aid email account, fax and incoming mail.
  - Responsible for reviewing all pending student files and sending follow-up information over the phone, through written or electronic correspondence.
  - Process financial aid appeals, collect statistical data regarding appeal decisions and notify students of the appeal decision.
  - Perform administrative duties such as schedule appointments and prepare materials for the Dean of Student Support Services.

**Chiang Mai University** Chiang Mai, Thailand

*June 2016*

*English Instructor*

- Taught English writing, composition, and grammar skills to Novice Monks.
- Facilitated classroom activities to educate and engage students in the course material.
- Communicated with students regularly during class and office hours to help practice English speaking skills.
- Reviewed and edited undergraduate papers, as well as, provided constructive feedback.

**Diablo Valley College** Pleasant Hill, CA

*May 2015- March 2016*

*Financial Aid Office Clerk*

- Responsible for responding to financial aid inquiries at Financial Aid front counter.
- Provided student's status updates and directed them to appropriate college departments for non-financial aid related inquiries.
- Performed receptionist duties including filing, answering phones, and addressing email inquiries.
- Performed financial aid in reach and outreach such as presentations and workshops.
- Completed financial aid verification being requested from third-party agencies.

**Diablo Valley College** Pleasant Hill, CA

*August 2013- May 2015*

*Student Representative*

- Responsible for responding to financial aid inquiries at Financial Aid front counter.
- Responsible for indexing and electronically filing student files into the online database using OnBase.
- Performed clerical duties including filing, answering phones, and making copies.
- Performed financial aid in reach and outreach such as presentations and workshops.

**Education**

California State East Bay, Hayward, CA

*Present*

Masters of Science, Educational Leadership

Office of the District Attorney, Martinez, CA

*2018*

Community Academy, Certificate of Completion

San Jose State University, San Jose, CA

*2015-2017*

Bachelors of Art in Psychology - Minor in Global Studies

Diablo Valley College, Pleasant Hill, CA

*2013-2015*

Associates in Arts for Transfer in Psychology



# Application Form

## Profile

Joanne \_\_\_\_\_ Cherep \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_ Suite or Apt \_\_\_\_\_  
Home Address

Pleasant Hill \_\_\_\_\_ CA \_\_\_\_\_ 94523 \_\_\_\_\_  
City State Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Email Address

### Which supervisorial district do you live in?

District 4

## Education

### Select the option that applies to your high school education \*

High School Dipoloma

### College/ University A

UC Santa Cruz \_\_\_\_\_  
Name of College Attended

BA, English and American Literature \_\_\_\_\_  
Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**College/ University C**

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

**Certificate Awarded?**

Yes  No

**Board and Interest**

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

\_\_\_\_\_  
Juvenile Justice Coordinating Council: Submitted

**At Large**

\_\_\_\_\_  
Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

\_\_\_\_\_  
If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

I am interested in serving on the Juvenile Justice Coordinating Council for several reasons. Having lived in Contra Costa County for 25 years and raising our children here, I have a vested personal interest in the youth of our county. Secondly, I participated in the DA's Community Academy and learned about juvenile crime rates and the connection to school truancy. This piqued my curiosity to learn more about how juvenile cases are handled and what services are available to deter them from the system. Lastly, I help coordinate the Every 15 Minutes program at College Park and I'd like to learn about the possible legal consequences to an underage impaired driver because that could help us improve the event.

---

**Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?**

Yes  No

**List any volunteer or community experience, including any advisory boards on which you have served.**

I was a participant in the DA's first Community Academy in Fall 2018. I am co-chair of Every 15 Minutes at College Park High School to educate teens on the dangers of driving while impaired. I am a volunteer reading tutor at Valhalla Elementary School and a volunteer leader with Girl Scouts. I am an officer in Toastmasters to build my leadership and communications skills.

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

My qualifications are based on my work and volunteer experiences and include excellent communications skills, relationship building and problem solving. I am collaborative, open-minded and vested in our community. I think I can be of value to the Juvenile Justice Coordinating Council.

[Joanne\\_Cherep\\_resume.docx](#)

Upload a Resume

---

**Conflict of Interest and Certification**

**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 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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree

# Joanne Cherep

A skilled and experienced program coordinator with expertise in public speaking, communications, relationship building and problem solving. Deeply vested in the community and passionate about youth and public education.

## Expertise

- Public Speaking
- Relationship building
- Program Coordination
- Mentoring
- Event Management
- Problem Solving

## Experience

**Executive Assistant**, CSAA Insurance Group | Walnut Creek February 2015 - Present

- Manage calendars with attention to deadlines and proactively resolving conflicts.
- Plan and facilitate monthly division meetings by working collaboratively across departments.
- Arrange travel including all logistics for maximum efficiency and in keeping with the travel policy.
- Organize and execute quarterly events for the employee recognition program including contracting with vendors, managing budgets, and conducting follow-up surveys.
- Coordinate trainings and orientations for new employees.

**Program Coordinator**, Every 15 Minutes, College Park High School | Pleasant Hill 2014 - Present

- Plan and execute educational program for the 2,000-member student body.
- Liaise with school and district administration and volunteer committees to produce the program.
- Interview prospective student participants and coach them throughout the program.
- Develop and implement communications plan for print, social media and email.
- Recruit 20 new volunteers and train them through small group mentorships.
- Secure sponsorships and grants via giving letters and soliciting in-kind donations.

**Executive Assistant**, Consulate General of Canada | San Francisco October 2008 - December 2014

- Acted as gatekeeper to the Consul General's office in a diverse and bilingual environment.
- Managed complex calendar including all diplomatic and official appointments.
- Conducted research and wrote briefing notes and background materials.
- Communicated with legislative officials and staff on issues and protocol logistics.
- Organized and supported meetings and visits of government officials and dignitaries.

**President**, CSAA Talkers Toastmasters Club | Walnut Creek October 2015 - Present

- Develop public speaking and leadership skills through writing and delivering original speeches.
- Mentor new members on speech writing and delivery and encourage their progress.
- Oversee executive board in upholding the Toastmasters mission.

## Community Service

**Reading Tutor**, Valhalla Elementary School | Pleasant Hill October 2018 - Present |

- Tutor elementary school students in reading fluency and comprehension.

**Participant**, DA's Office Community Academy | Martinez September 2018 - Present |

- Selected to join the County's first Academy with the DA's office.
- Actively participate in various seminars and panels on criminal justice including a role in a mock trial.

**Unit Leader**, Girl Scouts of Northern California | 2001 - Present |

San Ramon

- Plan, deliver and lead themed activities for campers attending Diablo Day Camp.

## Education

**B.A. English and American Literature** | University of California Santa Cruz

# Application Form

## Profile

D'Ana \_\_\_\_\_ Clark \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_ Suite or Apt \_\_\_\_\_  
 Home Address  
 Richmond CA 94801  
 City State Postal Code

\_\_\_\_\_ Primary Phone

\_\_\_\_\_ Email Address

### Which supervisorial district do you live in?

District 1

## Education

### Select the option that applies to your high school education \*

None of the above

### College/ University A

Currently in High School and  
 graduating June 2019

\_\_\_\_\_  
 Name of College Attended

\_\_\_\_\_  
 Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

\_\_\_\_\_  
 Name of College Attended

\_\_\_\_\_  
 Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**College/ University C**

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

**Certificate Awarded?**

Yes  No

**Board and Interest**

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

\_\_\_\_\_  
Racial Justice Oversight Body: Submitted  
Juvenile Justice Coordinating Council: Submitted

**At-large Youth Seats”**

\_\_\_\_\_  
Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

**No**

\_\_\_\_\_  
If you have attended, how many meetings have you attended?



**Please explain why you would like to serve on this particular board, committee, or commission.**

I would like to serve on this committee because as formerly incarcerated African American young woman I would like to be able to further advocate and ensure justice and safety to all citizens. Especially for youth impacted by incarceration so that they can receive the resources that they need and deserve for a successful transition back into the community. As a Richmond Native I stand for justice, accountability, patience, love, respect, and being a voice for those who are not able to advocate for themselves. Being impacted by the juvenile justice system makes me want to be apart of a larger platform that will support, discuss and address the needs of youth incarcerated. Another significant reason why I will be a great candidate is because, as a formally impacted young person, I would be able to address the barriers in which young youth of color face daily. It is important that the board has a representation of who we are trying to advocate, and assess the needs for. My long term goal is to become a lawyer so that I can fight for the underserved population. RYSE has given me the platform to be in spaces where I can conduct myself professionally and articulate social injustices. I do have the awareness and knowledge of what being a youth leader and what being an advocate for myself and others mean.

---

**Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?**

Yes  No

**List any volunteer or community experience, including any advisory boards on which you have served.**

\* Volunteered with Richmond's Kids first \* Participated in Quest for Democracy in 2018 and 2018 \* Presented testimony on behalf of AB1354 and SB190 \* Participated in RYSE Leadership Institutes for 3 years

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

- Encourage and support members of the group to advocate for juvenile justice social issues
- Modeling the RYSE Values to ensure standards are being upheld
- Educating RYSE youth group members to advocate for social justice issues
- Involved in the planning and implementing of the youth programming
- Presenting testimony at the national, state, and local level around juvenile justice issues

[Resume.docx](#)

Upload a Resume

---

**Conflict of Interest and Certification**

**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 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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree

# D'Ana Clark

Richmond, CA 94801

---

## **EDUCATION**

**John F. Kennedy High School, Richmond, CA** — *Expected graduation June*  
*Honor Roll Candidate: 2015, 2016, 2017, 2018, 2019*  
*August 2016 - June 2019*

## **RELEVANT EXPERIENCE**

### **RYSE Youth Center, Richmond, CA**

*Youth Leader*

*October 2016 - PRESENT*

- Encourage and support members of the group to advocate for juvenile justice social issues
- Modeling the RYSE Values to ensure standards are being upheld
- Educating RYSE youth group members to advocate for social justice issues
- Involved in the planning and implementing of the youth programming
- Presenting testimony at the national, state, and local level around juvenile justice issues

### **Chuck E. Cheese's, Concord CA**

*Party Server/Cashier*

*September 2018 - Present*

- Excellent communication skills
- Ability to coordinate with his/her colleagues and superiors
- Deliver the food on time to the customer
- Handle the food carefully and implement the safety standards of the company
- Coordinate with the chef/assistant manager to get work done smoothly

## **EXTRACURRICULAR ACTIVITIES**

### **Volleyball, John F. Kennedy High School**

*2016 - 2018*

Participated in daily practices, and competed against other schools in Contra Costa County.

### **Black Student Union, John F. Kennedy High School**

*2016 - present*

Attended weekly meetings, discussing future goals, planning in hosting events, apply for colleges, ACT & SAT prep.



# Contra Costa County

Please return completed applications to:

Clerk of the Board of Supervisors

651 Pine St., Room 106

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

## BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

Cheryl

Last Name

Clutter

Home Address - Street

[REDACTED]

City

Danville

Zip Code

94526

Phone (best number to reach you)

[REDACTED]

Email

[REDACTED]

Resident of Supervisorial District:

2

### EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended

Course of Study/Major

Degree Awarded

California State University, Fullerton

Business Administration

Yes

No

Yes

No

Yes

No

Other Training Completed:

[REDACTED]

Board, Committee or Commission Name

Juvenile Justice Coordinating Council

Seat Name

At Large

Have you ever attended a meeting of the advisory board for which you are applying?

No

Yes

If yes, how many?

[REDACTED]

Please explain why you would like to serve on this particular board, committee, or commission.

I am interested in learning about and serving at risk youth in our community.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have volunteered with teens in the past through various organizations and am currently the parent of a teenager. I am also currently studying ministry in graduate school in order to learn how to better serve the marginalized in our community.

I am including my resume with this application:

Please check one:

Yes

No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one:

Yes

No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board?**

Please check one:  Yes  No

**List any volunteer and community experience, including any boards on which you have served.**

I am currently serving my second year of a two year term as President of the Parent-Teacher organization at my son's elementary-junior high school.

**Do you have a familial relationship with a member of the Board of Supervisors?** (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  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 relationships?**

Please check one:  Yes  No

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

**Signed:**  **Date:** May 2, 2019

**Submit this application to:** Clerk of the Board of Supervisors  
651 Pine St., Room 106  
Martinez, CA 94553

*Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at [ClerkofTheBoard@cob.cccounty.us](mailto:ClerkofTheBoard@cob.cccounty.us)*

**Important Information**

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain 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.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.



# Contra Costa County

Please return completed applications to:

Clerk of the Board of Supervisors

651 Pine St., Room 106

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

## BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

Ella

Last Name

Clutter

Home Address - Street

[REDACTED]

City

Danville

Zip Code

94526

Phone (best number to reach you)

[REDACTED]

Email

[REDACTED]

Resident of Supervisorial District:

2

### EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended

Course of Study/Major

Degree Awarded

		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed:

[REDACTED]

Board, Committee or Commission Name

Juvenile Justice Coordinating Council

Seat Name

Youth.At-Large

Have you ever attended a meeting of the advisory board for which you are applying?

No

Yes

If yes, how many?

[REDACTED]

Please explain why you would like to serve on this particular board, committee, or commission.

I am interested in serving at risk youth in my community.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I am a high school student in Contra Costa County

I am including my resume with this application:

Please check one:

Yes

No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one:

Yes

No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board?**

Please check one:  Yes  No

**List any volunteer and community experience, including any boards on which you have served.**

Volunteer with Guide Dogs for the Blind Danville Puppy Raisers Club

**Do you have a familial relationship with a member of the Board of Supervisors?** (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  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 relationships?**

Please check one:  Yes  No

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:  Date: May 2, 2019

**Submit this application to:** Clerk of the Board of Supervisors  
651 Pine St., Room 106  
Martinez, CA 94553

*Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at [ClerkofTheBoard@cob.cccounty.us](mailto:ClerkofTheBoard@cob.cccounty.us)*

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4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

# Application Form

## Profile

Nicole \_\_\_\_\_ F \_\_\_\_\_ Cuellar \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_ Apt. 65 \_\_\_\_\_  
 Home Address Suite or Apt

Hayward \_\_\_\_\_ CA \_\_\_\_\_ 94541 \_\_\_\_\_  
 City State Postal Code

\_\_\_\_\_ Primary Phone

\_\_\_\_\_ Email Address

### Which supervisorial district do you live in?

District 3

\_\_\_\_\_ Seat Name

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

University of California Berkeley \_\_\_\_\_  
 Name of College Attended

Bachelors of Science  
 Environmental Policy \_\_\_\_\_  
 Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

\_\_\_\_\_ Name of College Attended



\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**College/ University C**

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

**Certificate Awarded?**

Yes  No

---

**Board and Interest**

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

\_\_\_\_\_  
Juvenile Justice Coordinating Council: Submitted

**At-Large Member**

\_\_\_\_\_  
Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

0

\_\_\_\_\_  
If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

I am passionate about supporting youth and providing resources that allow them to avoid contact or continued interactions with the justice system. As a person who was born and raised in Antioch, I am deeply connected to the experiences of youth in the county and hope to give back to my community with the knowledge that I've gained. Through my working in youth diversion programs such as Victim Offender Reconciliation Programs and implementing Restorative Justice in schools, I have developed a strong sense of the resources available as well as the needs of our youth. Currently, I am working in Antioch as a part of the COCO LEAD+ diversion program. This experience has solidified my determination to amplify the use of Restorative Practices and other support-based programs within the justice system. Through this position on the Juvenile Justice Coordinating Council, I am to support the implementation and expansion of trauma-informed services to fully support the youth in Contra Costa County.

---

**Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?**

Yes  No

**List any volunteer or community experience, including any advisory boards on which you have served.**

Recess Supervision Support | Parkside Elementary | Aug. 2018 – Present - Supporting lunch supervisor staff with students once a week Client Outreach | Family and Community Reunification | Aug. 2016 – Present - Supporting AB109 clients in Contra Costa County to reconnect with family and community - Conducting outreach to AB 109 clients and introducing them to the family reunification program Tutor | Teach in Prison | San Quentin | Mar. 2015 – May 2015 - Tutored incarcerated individuals on a weekly basis to assist them in pursuing their GED Volunteer | Global Water Brigades | January 2014 - Spent one week in Honduras installing water infrastructure - Held workshops to educate local children on water conservation Study Abroad Program | Nairobi, Kenya | Summer 2013 - Interned with Teacher Environmental Rescue and held educational workshops for elementary to high school age students on environmental science and protection Oceans Campaign Coordinator | CalPIRG | August 2011– January 2012 - Led community outreach, education, and petition drives to ban plastic bags in Alameda County - Wrote an op-ed on ocean damage caused by pollution that was published in the SF Chronicle

---

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

I have over 3 years of experience working with youth in both the justice and school systems. This has increased my knowledge of issues facing young people in Contra Costa County, as well as appropriate responses to these challenges. I have attached my resume which further outlines my work and volunteer experience in the field.

[NCuellar\\_Resume\\_Juvenile\\_Council.pdf](#)

Upload a Resume

---

### Conflict of Interest and Certification

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:

---

I am currently employed with Community Works West as a part of the COCO LEAD+ Program. We are funded from a the Prop 47 grant. This should not be a conflict of interest as the program is funded solely for adults within east county.

### Please Agree with the Following Statement

---

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

---

I Agree

# Nicole Cuellar

## SKILLS & ABILITIES

- Restorative Practices facilitation
- Capable of working independently
- Proficient in Microsoft and Google Office
- Meticulous organization
- Program evaluation
- Public speaking
- Commitment to social justice
- Training design and facilitation
- Strong leadership experience

## EXPERIENCE

### **Community Circle Keeper | Community Works West | July 2018 - Present**

- Hired to facilitate healing and re-entry support circles in Contra Costa County
- Managing partnerships with local non-profits in order to expand program implementation
- Developing curriculum to support personal goal establishment, relationship building, and life skills
- Maintaining logs to analyze program success and assess impact beyond recidivism

### **Client Outreach & Research | Family and Community Reunification | Aug. 2016 – Present**

- Supporting reentering AB109 clients in Contra Costa County to reconnect with family members
- Conducting outreach to AB 109 clients and introducing them to the family reunification program

### **Mediation Facilitator| Congress of Neutrals | Mar. 2016 – Aug. 2016 / Mar. 2018 - Present**

- Facilitating victim-offender mediation conferences with first-time juvenile offenders
- Managing multiple cases until individuals successfully completed the program

### **Restorative Justice Coordinator | SEEDS Community Resolution Center | Aug. 2016 – June 2018**

- Hired to facilitate the implementation of restorative justice in two elementary schools
- Developed annual Restorative Justice implementation plans for the primary school level
- Designed and facilitated restorative justice trainings for teachers and staff
- Designed student group curriculum and classroom restorative processes
- Coached campus staff and faculty on restorative practices
- Facilitated a teacher cohort in order to deepen conflict resolution and circle keeping skills
- Maintained supportive partnerships with school staff and administration
- Coordinated and implemented customized restorative practices to meet site specific needs

**Project Coordinator | UC, Berkeley Facilities Services | Jun. 2014 – Jul. 2016**

- Hired to take charge of reaching UC Berkeley's Zero Waste by 2020 Goal
- Oversaw the creation and implementation of site specific zero waste building programs
- Built partnerships with campus departments, organizations, and other stakeholders
- Assessed, evaluated, and improved upon ongoing implementation and outreach programs
- Developed and presented educational materials for employees and custodial staff
- Represented the Recycling and Refuse office at departmental and partnership meetings

**Re-Entry Intern | Contra Costa County District 5 Office | Aug. 2015 – Oct. 2015**

- Partnered with county departments on reentry and youth prevention initiatives

**Tutor | Teach in Prison | San Quentin | Mar. 2015 – May 2015**

- Tutored incarcerated individuals on a weekly basis to assist them in pursuing their GED

**Oceans Campaign Coordinator | CalPIRG | August 2011 – January 2012**

- Led community outreach, education, and petition drives to ban plastic bags in Alameda County

**Intern | Supervisor Glover's Contra Costa County Office | June 2010 – July 2010**

- Represented the office at local meetings
- Filed documents into computer database

**EDUCATION**

BS Society & Environment | University of California, Berkeley | 2015 | 3.4 GPA

**CERTIFICATIONS AND TRAININGS****Motivational Interviewing | Community Works West | October 2018**

Communication skills that empower clients and support the development of individualized goals

**Transformative Justice for Restorative Justice Practitioners | Impact Justice | September 2018**

Introduction to Transformative Justice and Community Accountability Processes

**Creative, Connected, Resourceful and Whole Coaching | Beyond Emancipation | January 2018**

Recognizing symptoms of mental health issues and responding to them in a restorative manner

**40 Hour Mediation Certification | SEEDS Community Resolution Center | June 2016**

Mediation practices, communication skills, empathetic listening, and party preparation

# Application Form

## Profile

Victoria

First Name

K

Middle Initial

Cyrus

Last Name

[Redacted] Home Address

K-203 Suite or Apt

Antioch City

CA State 94509 Postal Code

[Redacted] Primary Phone

[Redacted] Email Address

### Which supervisorial district do you live in?

District 3

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

Name of College Attended

Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

Name of College Attended

Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**College/ University C**

Name of College Attended

Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

Course Studied

Hours Completed

**Certificate Awarded?**

Yes  No

**Board and Interest**

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

Juvenile Justice Coordinating Council: Submitted

Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

I'm interested In helping the juvenile system become more just. Confronting the negative reinforcement of juveniles. I always hope to open up my own group.



---

## Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

Yes  No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

Yes  No

List any volunteer or community experience, including any advisory boards on which you have served.

Feeding the homeless. Help with Elderly grooming of hair activities such as bingo etc.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

N/A

[Upload a Resume](#)

---

## Conflict of Interest and Certification

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 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 publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree

# Application Form

## Profile

Imara \_\_\_\_\_ Escarmant \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_ #6965 \_\_\_\_\_  
 Home Address Suite or Apt

San Pablo \_\_\_\_\_ CA \_\_\_\_\_ 94806 \_\_\_\_\_  
 City State Postal Code

Home: \_\_\_\_\_  
 Primary Phone

\_\_\_\_\_ \_\_\_\_\_  
 Email Address

### Which supervisorial district do you live in?

District 1

## Education

### Select the option that applies to your high school education \*

None of the above

### College/ University A

\_\_\_\_\_  
 Name of College Attended

\_\_\_\_\_  
 Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

\_\_\_\_\_  
 Name of College Attended

\_\_\_\_\_  
 Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**College/ University C**

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

**Certificate Awarded?**

Yes  No

**Board and Interest**

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

\_\_\_\_\_  
Juvenile Justice Coordinating Council: Submitted

**At-Large Youth seats**

\_\_\_\_\_  
Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

\_\_\_\_\_  
If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

\_\_\_\_\_  
I am a 17 year old girl that was raised in an environment that could have allowed me to get tangled in the crowd and have my life affected in the wrong ways but I chose not to. Advocating that your surroundings does not determine your outcome. Also, being an FBI agent is my future career of choice and this would be an amazing life changing experience for me.

---

## Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

---

Yes  No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

---

Yes  No

List any volunteer or community experience, including any advisory boards on which you have served.

---

Richmond Cadat Youth Academy

---

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

---

I am a junior in high school

---

[Upload a Resume](#)

---

## Conflict of Interest and Certification

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 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 publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree

# Application Form

## Profile

Carlos \_\_\_\_\_ J \_\_\_\_\_ Fernandez \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_ Suite or Apt \_\_\_\_\_  
Home Address

richmond \_\_\_\_\_ CA \_\_\_\_\_ 94801 \_\_\_\_\_  
City State Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Email Address

### Which supervisorial district do you live in?

District 1

Juvenile justice coordinating  
 council \_\_\_\_\_  
Seat Name

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

Contra costa college \_\_\_\_\_  
Name of College Attended

sociology \_\_\_\_\_  
Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

\_\_\_\_\_  
Name of College Attended



\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

\_\_\_\_\_  
 Yes  No

**College/ University C**

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

\_\_\_\_\_  
 Yes  No

**Other schools / training completed:**

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

**Certificate Awarded?**

\_\_\_\_\_  
 Yes  No

---

**Board and Interest**

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

\_\_\_\_\_  
Juvenile Justice Coordinating Council: Submitted

\_\_\_\_\_  
Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

\_\_\_\_\_  
 Yes  No

\_\_\_\_\_  
If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

Because I am a Contra costa county native been personally impacted by the system and engage young folks most impacted everyday and I see the direct support and resources they need in order to have a healthy life.

---

**Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?**

Yes  No

**List any volunteer or community experience, including any advisory boards on which you have served.**

community organizing and community events / panels around foster youth.

---

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

I am currently in the Richard boyd fellow ship at Safe Return Project and I am also a expert in being directly impacted.

[Upload a Resume](#)

---

**Conflict of Interest and Certification**

**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 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 publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

---

I Agree

# Application Form

## Profile

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

Juvenile Justice Coordinating Council: Submitted

LeDamien Flowers

Seat Name (if applicable)

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

I am very concerned about resources and oversight around funding that supposed to support youth impacted by the criminal justice system and give them the support they need to pipeline young people to success and re-enfranchise themselves back into society to become productive and also because I myself was impacted by the system and work with this population.

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

Ledamien

First Name

E

Middle Initial

Flowers

Last Name

[Redacted] Email Address

[Redacted] Home Address

Suite or Apt

Richmond

City

CA

State

94801

Postal Code

[Redacted] Primary Phone

The Safe Return Project

Employer

Community Organizer

Job Title

Organizing / Advocacy work.

Occupation

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

Yes  No

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

Yes  No

## Education History

Select the highest level of education you have received:

High School Diploma

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

**College/ University A**

Name of College Attended

Course of Study / Major

Units Completed

**Type of Units Completed**

None Selected

**Degree Awarded?**

Yes  No

Degree Type

Date Degree Awarded

**College/ University B**

Name of College Attended

Course of Study / Major

Units Completed

**Type of Units Completed**

None Selected

**Degree Awarded?**

Yes  No

\_\_\_\_\_  
Degree Type

\_\_\_\_\_  
Date Degree Awarded

---

### College/ University C

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Course of Study / Major

\_\_\_\_\_  
Units Completed

### Type of Units Completed

None Selected

### Degree Awarded?

Yes  No

\_\_\_\_\_  
Degree Type

\_\_\_\_\_  
Date Degree Awarded

---

### Other schools / training completed:

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

### Certificate Awarded?

Yes  No

---

### Work History

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

#### 1st (Most Recent)

---

Dates (Month, Day, Year) From - To

---

Hours per Week Worked?

**Volunteer Work?**

---

Yes  No

---

Position Title

**Employer's Name and Address**

---

**Duties Performed**

---

**2nd**

---

Dates (Month, Day, Year) From - To

---

Hours per Week Worked?

**Volunteer Work?**

---

Yes  No

---

Position Title

**Employer's Name and Address**

---

**Duties Performed**

---

**3rd**

---

Dates (Month, Day, Year) From - To

---

Hours per Week Worked?



**Volunteer Work?**

Yes  No

Position Title

**Employer's Name and Address**

**Duties Performed**

Upload a Resume

---

**Final Questions**

**How did you learn about this vacancy?**

None Selected

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

Print Form



Contra  
Costa  
County



Please return completed applications to:

Clerk of the Board of Supervisors

651 Pine St., Room 106

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

### BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

DESIREE

Last Name

FOLLEY

Home Address - Street

[REDACTED]

City

PLEASANT HILL

Zip Code

94523

Phone (best number to reach you)

[REDACTED]

Email

[REDACTED]

Resident of Supervisorial District:

[REDACTED]

## EDUCATION

Check appropriate box if you possess one of the following:

 High School Diploma *Completed* CA High School Proficiency Certificate G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded	
CAVONDELET CATHOLIC HIGH	PSYCHOLOGY / SOCIOLOGY	<input type="checkbox"/> Yes 2020 -	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed:

SAT / ACT

Board, Committee or Commission Name

[REDACTED]

Seat Name

[REDACTED]

Have you ever attended a meeting of the advisory board for which you are applying?

 No Yes

If yes, how many?

[REDACTED]

Please explain why you would like to serve on this particular board, committee, or commission.

I AM A LIFELONG CITIZEN OF CONTRA COSTA COUNTY  
 LOVE MY COMMUNITY  
 WOULD LIKE TO GIVE SERVICE TO THE YOUTH IN OUR COMMUNITY TO MAKE OUR WORLD  
 A BETTER PLACE.  
 VOLUNTEERING FOR ONES COMMUNITY IS A NOBLE ACTION.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of  
 your resume with this application)

I AM A PEOPLE PERSON -  
 I WANT TO REPRESENT A VOICE TO OUR YOUTH  
 I WANT TO GO INTO LAW AFTER HIGH SCHOOL AND STUDY IN COLLEGE -  
 I WANT TO BE A VOICE FOR THOSE THAT DO NOT HAVE ONE.

I am including my resume with this application:

Please check one:

 Yes No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one:

 Yes No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one:  Yes  No

List any volunteer and community experience, including any boards on which you have served.

ARF AVIARY CENTER - WAINUT CREEK  
CONTRA COSTA COUNTY FOOD BANK  
ST. ANTHONY'S DINING HALL - SF  
NUMEROUS VOLUNTEER EVENTS AT CAROLANET HIGH SCHOOL

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

[Empty box for relationship identification]

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

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

[Empty box for relationship identification]

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:

[Redacted signature]

Date:

5/24/2019

Submit this application to:

Clerk of the Board of Supervisors  
651 Pine St., Room 106  
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

**Important Information**

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain 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.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.



Contra  
Costa  
County

Late Submittal

Please return completed applications to:

Clerk of the Board of Supervisors

651 Pine St., Room 106

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

**BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION**

First Name

Alphonso

Last Name

Guerrero

Home Address - Street

[REDACTED]

City

Brewood

Zip Code

94513

Phone (best number to reach you)

[REDACTED]

Email

[REDACTED]

Resident of Supervisorial District:

3

**EDUCATION**

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended

Course of Study/Major

Degree Awarded

		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed:

Conflict Resolution Facilitator, Gang Prevention and Intervention, Youth Substance Use and Harm Reduction, Motivational Interviewing

Board, Committee or Commission Name

Juvenile Justice Coordinating Council

Seat Name

At-Large Member

Have you ever attended a meeting of the advisory board for which you are applying?

No

Yes

If yes, how many?

[REDACTED]

Please explain why you would like to serve on this particular board, committee, or commission.

I am interested in serving on the Juvenile Justice Coordinating Council because I would like to help improve services for justice involved youth in our county by helping identify system needs and solutions.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have over 20 years experience serving at-risk youth and young adults, and over 10 years working with justice involved youth and young adults. See attached resume.

I am including my resume with this application:

Please check one:

Yes

No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one:

Yes

No



Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one:  Yes  No

List any volunteer and community experience, including any boards on which you have served.

See attached resume.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  Yes  No

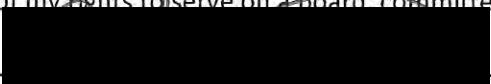
If Yes, please identify the nature of the relationship:

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

Please check one:  Yes  No

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:  Date: 5/24/19

Submit this application to: Clerk of the Board of Supervisors  
651 Pine St., Room 106  
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

**Important Information**

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2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain 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.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

**ALPHONSO GUERRERO**

[REDACTED]  
Brentwood, CA 94513  
[REDACTED]  
[REDACTED]

---

**S u m m a r y**

- Over 20 years experience working with and mentoring marginalized youth and young adults, over 10 years working with and providing support to youth and young adults involved in the Juvenile Justice System and experience in youth workforce development. Strong contributor with excellent communication skills. Able to objectively provide creative solutions. Excellent interpersonal skills with proven ability to build relationships and effectively lead. Work well collaboratively as well as independently. Self-starter, energetic, and motivated to help identify services and provide opportunities that will empower youth and young adults to identify and fulfill their purpose and destiny. Fluent in English and Spanish.

**C o m m u n i t y   W o r k**

- Compass Mentoring program facilitator at the Orin Allen Rehabilitation Facility (Byron Boys Ranch).
- Youth Pastor, Faith Worship Center Ministries, Pittsburg, CA.
- Partner with the Health/Wealth Initiative in East Contra Costa County, CA.
- Partner with The Youth Intervention Network, Antioch, CA.
- Consultant to the Antioch Children's Health Alliance.
- Volunteer with The REACH Project helping at-risk and incarcerated youth, Antioch, CA.
- Baseball coach with the CHAMP League for youth with special needs, East Contra Costa Co.

**E x p e r i e n c e**

02/18 – Present	Sr. Career Coach, Bay Area Community Resources, Antioch, CA
02/12 – Present	Youth Leader/Youth Pastor, Faith Worship Center Ministries, Pittsburg, CA
05/16 – 06/17	Work-Base Learning/Employer Engagement Liaison, WBDCCC Youth Programs
11/11 – 02/13	Site Safety Assistant, Deer Valley High School, Antioch, CA
05/04 – 05/16	Broker Associate, RE/MAX Blue Line & Realty World, Antioch, CA

**C e r t i f i c a t e s / A w a r d s / L i c e n s e s**

- Certified Conflict Resolution Facilitator through Dialog For Peaceful Change / Youth Intervention Network
- Gang Prevention and Intervention Certification
- Youth Substance Abuse and Harm Reduction Certification
- Motivational Interviewing Certification
- 2019 Los Medanos Community College Cesar Chavez Spirit Award Recipient
- Licensed Ordained Minister
- California Bureau of Real Estate Licensed Broker

**References:**

Gina Del Carlo, Director, Earn and Learn East Bay , 415-866-4384, gina@earnlearneastbay.org  
 Todd Billeci, Chief of Probation, Contra Costa Co. Probation, 925-313-4000, todd.billeci@prob.cccounty.us  
 Don Graves, Program Coordinator, Contra Costa Co. ILSP, 925-957-2404, dgraves@ehsd.cccounty.us

**From:** [REDACTED]  
**To:** [Clerk of the Board](#)  
**Subject:** Juvenile Justice Coordinating Council Application  
**Date:** Tuesday, May 28, 2019 9:54:32 AM  
**Attachments:** [JJCC Application 5.2019.pdf](#)

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Good Morning,

I apologize for submitting this application after the deadline date. I was made aware of this opportunity on 5/24 and didn't have time to submit my application by the 5:00 pm deadline. Attached is my application to be considered to serve as an At-Large member of the Juvenile Justice Coordinating Council. Please don not hesitate to contact me if you have any questions or concerns.

Best regards,

**Alphonso Guerrero**  
Founder  
Compass Mentoring Academy

[REDACTED]

--

**Alphonso Guerrero**  
Founder  
Compass Mentoring Academy

[REDACTED]



# Application Form

## Profile

Journey \_\_\_\_\_ G \_\_\_\_\_ Horacek-Lee \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_ Suite or Apt \_\_\_\_\_  
Home Address

Antioch \_\_\_\_\_ CA \_\_\_\_\_ 94531 \_\_\_\_\_  
City State Postal Code

Mobile: \_\_\_\_\_  
Primary Phone

\_\_\_\_\_ Email Address

### Which supervisorial district do you live in?

District 3

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

Los Medanos college \_\_\_\_\_  
Name of College Attended

Psychology \_\_\_\_\_  
Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

\_\_\_\_\_ Name of College Attended

\_\_\_\_\_ Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**College/ University C**

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

**Certificate Awarded?**

Yes  No

**Board and Interest**

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

\_\_\_\_\_  
Racial Justice Task Force: Submitted  
Juvenile Justice Coordinating Council: Submitted

\_\_\_\_\_  
Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

\_\_\_\_\_  
If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

As a former foster kid I was fortunate enough to be adopted by two loving parents providing a wonderful future for me to help fellow at risk youth who weren't as lucky as I, I would like to serve on this board to receive experience in aiding at risk youth currently being Washed out by the system and providing a voice and face for them

---

**Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?**


Yes  No

**List any volunteer or community experience, including any advisory boards on which you have served.**

I was in key club which provided community service such as cleaning up parks and providing help for homeless shelters between 2015-2016 as well as being the Vice President of club 19 at Deer valley highschool a women's empowerment club that provided girls with a safe environment educating both girls and boys on women's rights and issues as well as volunteering at women's shelters

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

I'm qualified to be on this council because I provide a unique perspective being a former foster kid, I think I can provide a adequate and most similar voice as a lot of these at risk youth who need just a little more help by the system by people like me, id also like to note the reason I turned this application in so late was due to being informed by the principal of my school the day the application was due and I was unaware I needed to turn in application till today by an email sent to my father, I really wish to serve on this board I know it'll open my eyes I'm helping the community and learning all the proceedings that go with it and I sincerely think I can help too

 Upload a Resume

---

**Conflict of Interest and Certification**

**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 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 publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

---

I Agree

Sprint LTE

2:30 PM

60%



### Hello

I'm Journey Horacek-Lee

[Redacted]  
Antioch, CA 94531  
[Redacted]  
[Redacted]

### Education

January 2016 - PRESENT. Will graduate in June 2019

**Deer Valley High School** - Antioch, CA

August 2015 - December 2016

**Douzer Libbey High School** - Antioch, CA

### Achievements

- Raised money through Club 19 to donate to breast cancer awareness
- Mock Trial Pre-trial attorney

### Volunteer Experience

- Key Club ( Helping around the community, Ex: making sandwiches for the homeless, etc.)

### Interests / Activities

- VP of Club 19 (A women's empowerment club at school)
- Mock Trial

### Computer Skills

- Proficient with Google Docs, Microsoft Word, Excel, and PowerPoint, and Internet

### Work Experience

County Market ( Dell Associate)





Contra  
Costa  
County



Please return completed applications to:

Clerk of the Board of Supervisors

651 Pine St., Room 106

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

**BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION**

First Name

Kristin

Last Name

Lobos

Home Address - Street

[REDACTED]

City

Richmond

Zip Code

94806

Phone (best number to reach you)

[REDACTED]

Email

[REDACTED]

Resident of Supervisorial District:

1

**EDUCATION**

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended

Contra Costa College (current student)

Course of Study/Major

Health & Human Services

Degree Awarded

Yes

No

Yes

No

Yes

No

Other Training Completed:

Mental Health First Aid, Domestic Violence Prevention, Adverse Childhood Experience Training

Board, Committee or Commission Name

Juvenile Justice Coordinating Council

Seat Name

Community Advisory Council Member

Have you ever attended a meeting of the advisory board for which you are applying?

No

Yes

If yes, how many?

[REDACTED]

Please explain why you would like to serve on this particular board, committee, or commission.

I just found out about this new Council, I have an interest and a passion for helping teens in crisis. My 23 year old daughter is in recovery, she was addicted to drugs as a teenager. I had to learn how to navigate the system in order to help her, she spent three months at Thunder Road residential rehab in Oakland. She turned 17 there, she has been doing great ever since with continued support. I am now becoming a Substance Use Disorder counselor myself to help other families. I also have a 14 year old daughter who will be going to Pinole Valley High school in the Fall. I have already met with the Health Center at the school, I am planning on running a parent support group there.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have been on the Advisory Counsel of Support 4 Recovery non-profit for the past 5 years. We work with Alcohol and Other Drugs division of behavioral health. I do education and ending stigma work. I also help raise money for an addiction recovery program inside San Quentin prison. I go inside to visit the men in our program a few times a year. My mother is a criminal defense investigator, and my father is a retired Attorney who worked for many years here in Contra Costa County representing Foster children. I literally grew up talking around the dinner table about how to keep young people out of the criminal justice system.

I am including my resume with this application:

Please check one:

Yes

No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one:

Yes

No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board?**

Please check one:  Yes  No

**List any volunteer and community experience, including any boards on which you have served.**

I am President of the Health and Human Services Club at Contra Costa College. We volunteer in the community and do speaking events on campus. I also volunteer with Ya-Neema Healing Circle support group. We are a non-profit who give support to families impacted by gun violence in the community. We have a group twice a month at Kaiser in Richmond. I am also on the Board of this Non-Profit. I did a non-paid intership at Ujima Family Recovery Program in Richmond. It is a drug and alcohol recovery program for women with children.

**Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)**

Please check one:  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 relationships?**

Please check one:  Yes  No

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:



Date:

5-3-19

**Submit this application to:** Clerk of the Board of Supervisors  
651 Pine St., Room 106  
Martinez, CA 94553

*Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at [ClerkofTheBoard@cob.cccounty.us](mailto:ClerkofTheBoard@cob.cccounty.us)*

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8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

# Application Form

## Profile

Danielle \_\_\_\_\_ M \_\_\_\_\_ Longo \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_ #19 \_\_\_\_\_  
 Home Address Suite or Apt

Walnut Creel \_\_\_\_\_ CA \_\_\_\_\_ 94596 \_\_\_\_\_  
 City State Postal Code

\_\_\_\_\_ \_\_\_\_\_  
 Primary Phone

\_\_\_\_\_ \_\_\_\_\_  
 Email Address

Which supervisorial district do you live in?

None Selected

## Education

Select the option that applies to your high school education \*

G.E.D. Certificate

### College/ University A

Mills College \_\_\_\_\_  
 Name of College Attended

BA Theater \_\_\_\_\_  
 Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

### College/ University B

Saint Mary's \_\_\_\_\_  
 Name of College Attended

MA Leadership \_\_\_\_\_  
 Degree Type / Course of Study / Major



**Degree Awarded?**

Yes  No

**College/ University C**

Name of College Attended

Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

Course Studied

Hours Completed

**Certificate Awarded?**

Yes  No

**Board and Interest**

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

Juvenile Justice Coordinating Council: Submitted

Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

Please see my attached cover letter and resume

**Qualifications and Volunteer Experience**

I would like to be considered for appointment to other advisory boards for which I may be qualified.

Yes  No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

Yes  No

List any volunteer or community experience, including any advisory boards on which you have served.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Please see attached cover letter

[new\\_resume.docx](#)

Upload a Resume

---

### Conflict of Interest and Certification

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 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 publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree



April 30, 2019

Contra Costa County Board of Supervisors  
c/o Clerk of the Board of Supervisors  
50 Douglas Drive, 2nd Floor  
Martinez, CA 94553

Reference: Contra Costa County Juvenile Justice Coordinating Council

Dear Supervisors:

A colleague forwarded me the announcement for the Juvenile Justice Coordinating Council as she thought I'd be ideally suited to contribute to its work based upon my background and passion to serve youth. By this letter, I am submitting my request to be considered for current openings on the Juvenile Justice Coordinating Council.

In 2016, I transitioned from a career in residential property management to focus my skills in service of Transitional Aged Youth (TAY). As a result, I have been working with TAY by supporting operations, logistics and placement assistance in transitional housing programs. I find this to an extremely rewarding as it allows me to assist troubled and often traumatized young people, provide a support for them though sourcing housing and contribute to support their capacity to create positive pathways for their lives. At the same time, I perceive and experience the systemic challenges that they face and believe that, if provided the right forum, that I contribute to a collaborative that informs solutions to evolve the system. I feel so strongly about this cause that I returned to school to pursue a graduate degree in Leadership with a concentration in Social Justice. My goal is to empower myself to positively impact the lives of youth in a deeper, broader and more systemic ways. It is my hope that this blend of skills, experience and passion are the makings of an excellent candidate for the position of Council Member.

One aspect that I feel uniquely qualifies me for such a position is the depth of compassion and empathy that I have for foster youth. I've seen young children being neglected by their parents. This made me realize that I want to support organizations that seek to intervene and to create positive change. The skills that I'm developing will empower me provide informed leadership and to be a strong advocate for youth who are struggling with issues in both the foster care and legal systems.

I look forward to hearing from you and discussing how I might fill one of the openings you've advertised.

Thank you for your time and consideration,

Danielle Longo

**Danielle (Dani) Longo**

[REDACTED]

[REDACTED]

**Skills: COS Certified, 4 years of experience with Yardi, Yardi Voyager, Appfolio, Microsoft Office and Excel, Sales force, Preparing 3-day notices, lease violations, rent and inspection notices.**

**Work History:****Advent Properties, July 2017-Nov2017**

Maintenance Supervisor responsible for all incoming work orders. I would either decide to have my staff do them in house or have an outside vendor handle the problem. I was also responsible for the budget if it was over the maintenance limit I had to call the owner and inform them. I had to get them various solutions to the problem. I had to work with tenants to help solve complicated issues in a way that kept them calm and content. But also kept the owner reasonably happy as well. I learned balance from this job.

**Abode Services, Feb 2017-May2017**

Housing Specialist responsible for TAY housing placement assistance for all Alameda County. Conduct landlord outreach and engagement. Review, process and execute leases and Housing assistant payment contracts with landlords. Develop and maintain inventory of appropriate units for potential participants; provide support for participant moves in/out; turnovers, and the coordinate the turnovers. Perform HQS, Housing Quality Standards Inspections prior to MI and annual re-certifications. Negotiate rents, keep files up to date.

**Boss, January 2016-Sept 19, 2016**

Manage all BOSS properties, including PSH for 2 dual diagnosis sober living facility, 1 Multi-family Transitional housing facility, 1 TAY housing facility collect all rents, make sure all properties are up to code to pass OHA inspections, Negotiate all county and city contracts, manage referrals from Homestretch lists, work with Shelter+Care providers, Housing navigators, PATH providers, as well as any and all service providers necessary to help all participants. Most important, I work with individuals with severe mental health issues to insure they have a happy and comfortable home.

**Central and Grand Apartments February 2015 until Dec 2015**

Collect and process all rents and bills, manage work orders, manage all projects including but not limited to mold remediation, landscaping, turnovers. Marketing, renting, move ins and outs of tenants, 3-day notices, 60 day notices.

**Lapham Company Oct 2013- Dec 2014 Resident Manager**

Collect rents, manage staff, manage turn overs, and supervise repairs, point of contact for tenant needs. Ensure historic accuracy of buildings design work.

**Contract Assignment EAH Housing- January 13-May 13 Assistant Property Manager**

Recertification's of a Co-op. working with HUD Rehab's. Supervising

Maintenance crew Responsible for all property operations under the Property Managers review. Liason between Contractors Property Management during rehab of the property.

**Hamilton Properties April 04-Oct 10  
Beacon Street**

**Property Manager of 627**

**Satellite Housing Inc. October 06 – March 08**

**Property Manager**

Property Manager affordable housing for seniors, HUD subsidized  
Responsible for all aspects of building management including maintenance and administrative

Insuring all paperwork is up to CAHI and HUD specifications Oversees a staff of 4-7 people

Manages approximately 80 units Working Knowledge of Yardi Voyager

Responsible for accounts payable. Volunteer for Jump Start, a program within Satellite pairing seniors with preschool children to give them a step up for Kindergarten

**Beacon Properties, Oakland, CA July 01- Feb 05**

**Property Manager**

Responsible for all residential and commercial leasing and rental contracts

Reviewing applications to ensure the best possible tenant

Running credit checks, Checking all references

Researching discrepancies, for example address inconsistencies

Ensuring contracts meet the proper laws and regulations of the city

Ensuring contracts meet the needs of the management company and the tenants

Annual fire inspections for all 700 units, Scheduling appointments with the Fire Marshall

Ensuring all units and common areas are up to code before the meeting with the Fire Marshall

Noticing tenants for entry

Ensuring all smoke alarms are in working order and all tenants have filled out a smoke detector agreement before meeting with Fire Marshall

Providing Fire Marshall with all necessary paper work, such as smoke detector agreement.

Making requested changes after inspection when appropriate for re-inspection within 30 days

**Annual schedule A and B safety inspections** for the city of Berkeley

**Schedule A inspections** cover the safety of the property, i.e. electrical, trip hazards, drain waste, vent plumbing and gas lines, door locks, appliances, handrail and guardrail safety, window operation, stairway condition, ventilation, fire extinguishers, roof conditions, smoke detectors and window bars.

**Schedule B inspection** for gas heaters must be passed by a city certified inspector.

Scheduling all units in Berkeley with inspector and ensuring repairs are made when necessary

Submitting both inspection reports to the city on time to avoid fines.

**Trouble shooting maintenance problems**

Answering tenant calls and identifying urgency of reported issues

Resolve any issues myself whenever possible

Contacting the appropriate person to complete necessary repairs, schedule repair with tenants

**Supervising Resident Managers**

Responsible for overseeing Resident Managers and making sure they have everything necessary to complete their tasks

**Reconciliation of bills**

Reconciling all incoming bills, using excel, such as Home Depot, OSH, Ace hardware, making sure each individual trust account pays its own bill, ensuring bills are paid on time

**Renewing contracts with Oakland and Berkeley Housing Authority**

Responsible for Sec 8 contracts for both Oakland and Berkeley.

Ensuring units will pass renewal and overseeing any repairs needed to pass inspections or ordered by the city for re-inspection. Contacting the appropriate parties when problems occur and working with the tenant and the city to resolve it.

**Education: Mills College BA Theater arts/Design**

**St. Mary's College MA Leadership Starting Fall 2017**

# Application Form

## Profile

Stephanie

First Name

Medley

Last Name

Middle Initial

[Redacted]

Home Address

Suite or Apt

Richmond

City

CA

State

94805

Postal Code

[Redacted]

Primary Phone

[Redacted]

Email Address

### Which supervisorial district do you live in?

District 1

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

San Francisco State University

Name of College Attended

Political Science & American Studies

Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

John F. Kennedy College of Law

Name of College Attended

Juris Doctor

Degree Type / Course of Study / Major



**Degree Awarded?**

Yes  No

**College/ University C**

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

**Certificate Awarded?**

Yes  No

**Board and Interest**

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

\_\_\_\_\_  
Juvenile Justice Coordinating Council: Submitted

**At-Large Seat**

\_\_\_\_\_  
Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

5

\_\_\_\_\_  
If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

I was born and raised in Richmond and have seen firsthand how my community has been deeply impacted by mass incarceration. While I have not experienced incarceration, I have had many friends that were caught in the system as youth and adults and both of my brothers experienced incarceration. The barriers that I have seen friends, family, and youth I work with face, can and have in fact had longlasting impacts on their lives. Ensuring that we utilize smart, fiscally responsible and community-centered strategies to provide the necessary support for youth in the system is my passion and why I would like to serve on the Juvenile Justice Coordinating Council.

---

**Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?**

Yes  No

**List any volunteer or community experience, including any advisory boards on which you have served.**

Racial Justice Oversight Body (current) Racial Justice Task Force (2017-2018) Youth Justice Initiative Steering Committee (2016-2018) Community Advisory Board (2013-2016)

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

I have been part of the RYSE Center since 2012 and now acts as the Director of Education & Justice. As Director of Education & Justice, I lead program development and advocacy and cultivates cross-sector collaborations to address the needs of youth & young adults impacted by education, economic, and criminal & juvenile legal systems. I am passionate about supporting the development and coordination of youth-friendly and culturally appropriate policies, practices, and supports and work to create avenues for young people to navigate their own liberation and transform systems. I have also had the opportunity to sit on many justice focused advisory boards in the county to support justice reform. The most recent win for the county is the partnership between RYSE, the DA, and Impact Justice to implement Contra Costa County's first pre-charge diversion program. Before joining RYSE, I worked on housing and eviction defense with Bay Area Legal Aid, served a year-long clerkship at San Francisco District Attorney's Office, clerked with Alameda County Public Defender's Office and for the Honorable Donald S. Mitchell, Superior Court of California County of San Francisco.

[Upload a Resume](#)

---

**Conflict of Interest and Certification**

**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:**

---

RYSE has a grant with Probation to provide youth reentry services.

**Please Agree with the Following Statement**

---

**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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree

**Print Form**

# Contra Costa County

Please return completed applications to:

Clerk of the Board of Supervisors

651 Pine St., Room 106

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

## BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

**First Name**

Sefanit

**Last Name**

Mekuria

**Home Address - Street**

[REDACTED]

**City**

Oakland

**Zip Code**

CA

**Phone (best number to reach you)**

[REDACTED]

**Email**

[REDACTED]

**Resident of Supervisorial District:**

[REDACTED]

### **EDUCATION**

*Check appropriate box if you possess one of the following:*

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded	
Boston University	Human Physiology	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Boston University	MD	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
University of California Berkeley	MPH	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Other Training Completed:**

[REDACTED]

**Board, Committee or Commission Name**

Juvenile Justice Coordinating Council

**Seat Name**

At Large Seat

**Have you ever attended a meeting of the advisory board for which you are applying?**

No

Yes

If yes, how many?

[REDACTED]

**Please explain why you would like to serve on this particular board, committee, or commission.**

I have a passion for adolescent health, with a focus on how can we support the most vulnerable youth in our communities. I'm invested in supporting and improving youth who come into contact with our juvenile justice system by thinking of both individual support for youth, but also system changes that may better support these youth to achieve their optimal health and future success.

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

I'm currently on of the providers within Contra Costa Juvenile hall and also clinical lead for our Adolescent school based clinics. Please see attached resume.

**I am including my resume with this application:**

Please check one:

Yes

No

**I would like to be considered for appointment to other advisory bodies for which I may be qualified.**

Please check one:

Yes

No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one:  Yes  No

List any volunteer and community experience, including any boards on which you have served.

[Empty box for volunteer and community experience]

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

[Empty box for relationship nature]

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

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

I'm a employee of Contra Costa County Health Services

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:

[Redacted signature]

Date:

4/20/19

Submit this application to:

Clerk of the Board of Supervisors  
651 Pine St., Room 106  
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

**Important Information**

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain 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.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

**Sefanit Fisseha Mekuria**

Phone: [REDACTED] • E-Mail: [REDACTED] or [REDACTED] • Oakland, CA 94607

**Education****University of California, Berkeley Extension**

Completed classes during the 2016-2017 academic year.

Coursework through the School of Public health in Healthy Cities, Multivariate Statistics, Methods in Social Epidemiology, and Preventive Medicine Seminar.

**University of California, Berkeley School of Public Health**

Master of Public Health (MPH), May 2015

Master's project: "Needs Assessment of the California Juvenile Justice System: Perspective from Key Informant Interviews."

Coursework in impact evaluation, mass communication/media advocacy, public health interventions, community health needs assessment, public health practice and eliminating health disparities, foundations of public health/global health, public health ethics, epidemiology, and biostatistics.

**Boston University School of Medicine**

Doctor of Medicine, May 2011

**Boston University College of Health and Rehabilitation Sciences: Sargent College**

Bachelor of Science (BS) in Human Physiology, May 2007, *cum laude*

Was accepted to Modular Medical Integrated Curriculum (MMEDIC) program. Was one of eight individuals given early acceptance to medical school, taking graduate level classes during junior and senior year, before starting medical school after graduation.

**Licensure/Certification**

Integrative Medicine in Residency 200 hour Training (2018)

Board Certified in Pediatrics (2015)

Board Certified in Preventive Medicine (2018)

Licensed to practice medicine in the state of California (2012)

**Awards/Honors**

Resident Physician Section, Preventive Medicine Conference Scholarship (2017)

**Professional Experience****Contra Costa Health Services, Provider, Communicable Disease Medical Consultant**

July 2018-Present

- Work in Contra Costa Public Health Department as a provider for School-Based clinics and also work as clinical lead to support School-Based Clinics programs and clinics, arrange and facilitate provider meetings, arrange education for staff, support Nurse Practitioners and review their charts, program planning for school based clinics, and work on improvement projects through the School-Based clinics, while also acting as a liaison to the pediatrics department.
- Work in Contra Costa Public Health Department Communicable Disease as a medical consultant and support work during outbreaks, work around Emergency Preparedness, and aided in development of Waterborne Illness Emergency Plan. Additionally, act as a resource for any

## Sefanit Fisseha Mekuria

Page 2

medical questions around cases and medical review of case, particularly if a pediatric case, and help support the communicable disease program with other activities as needed. Some examples of other support include presentation for highschool students around epidemiology and outbreaks, and improvements in orders in the electronic health record to aid providers in ordering certain communicable diseases.

- Act as the provider for record for the Vaccine for Children's program for all of Contra Costa Health Services Clinics and Contra Costa Public Health Department. Additionally, work as the Lead for quality improvement projects in the ambulatory setting around immunizations.
- Work in Contra Costa Juvenile Hall as a provider in juvenile hall and work around quality improvement projects with a focus on improving STD screening, improving transitions for youth leaving juvenile hall, improving clinical flow for providers and nursing, and improving collaboration and communication between probation, mental health, education, the medical department, and other stakeholders in and out of juvenile hall.

### **California Department of Public Health Preventive Medicine Residency, Preventive Medicine Resident**

July 2016-June 2018, Martinez, CA

- Graduated after completing a 2 year Preventive Medicine Residency training program. Worked on a variety of projects throughout Contra Costa Public Health Department and Services, while also taking part of many discussions throughout different divisions. Example of these projects include work with the PRIME foster workgroup, data analysis for the homeless services, work with the Health Equity team on several projects including a Health Equity Report, and work on group medical visits for African American children who are obese, an assessment of the food environment in a city in Contra Costa County, and presentations for different groups within Health services and the county.
- Contributed to discussions with communicable disease team and TB team as medical consultant and assisted with outbreak investigations, when needed. Have done rotations in environmental health, TB, and integrative medicine and have had shadowing experience in HIV clinics, maternal and child health home visits.
- Staff physicians for Contra Costa Health Services working as a pediatrician at the juvenile hall in Contra Costa County. Worked on a variety of quality improvement projects within juvenile hall to improve patient care and processes, which have continued in current role. Projects in juvenile hall include work around follow up and tracking of STD results done during intake, ensuring timely follow up after referral to specialists, collaborative work with behavioral health, and organizing/arranging a transition workgroup to discuss issues around transitioning youth out of juvenile hall.

### **UCSF Benioff Children's Hospital Oakland, ED Annex Physician (Moonlighter)**

October 2015-Present, Oakland, CA

- Work in a busy children's hospital ED2 (urgent care) seeing patients who come to the ED for urgent care issues.
- Supervise pediatric and family medicine residents rotating through the ED Annex.



## Sefanit Fisseha Mekuria

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### **Governor's Office of Planning and Research (OPR), Policy Fellow**

May 2017-December 2018, Sacramento/Work Remotely

- Spent 5-8 hours a week working on two main projects with the Senior Health Advisor for OPR. Projects include: working on gathering, cultivating, and curating case studies from organizations throughout the state that exemplify health equity, planning, and health for the OPR website; and work around SB 1000. Supported work to complete case studies and build out website around General Plan/SB 1000.

### **Pediatric Evening Referral Clinic, *Physician (Moonlighter)***

September 2015-June 2016, Oakland and San Francisco, CA

- Work in a busy urgent care seeing scheduled pediatric patients for urgent care issues. Patients can be scheduled every 10 minutes and during winter months schedules are often full.

### **Kaiser Permanente Pediatric Residency Program, *Pediatric Resident/Master in Public Health***

June 2011-June 2015, Oakland, CA

- Worked in a variety of clinical settings and completed a residency in Pediatrics.
- Elective rotations included a position with **Kaiser TPMG Government Affairs Office**. Played an active role recommending positions on resolutions presented prior to and at the annual California Medical Association (CMA) House of Delegates. An **education elective** teaching fellow residents a wide range of clinical skills and knowledge. Also elected to take part in an **Indian Health Service Rotation**, working in a busy pediatric clinic of an Indian Health Service hospital on the Navajo reservation.
- As part of the MPH track, obtained a MPH during the 4th year of residency.

### **Boston University Office of Residence Life, *Resident Assistant***

August 2005-June 2009, Boston, MA

- Acted as a resource for residents answering questions and establishing a community of 22-32 residents. Helped with office work, maintaining rules, and organizing events. On call 9x a semester and committed 10-20 hours a week.

### **Boston University School of Public Health, *Research Assistant***

June 2007-August 2007, Boston, MA

- Conducted phone interviews to screen the quality of care for patients with Epilepsy, and attended weekly meetings about the progress of the research and recruitment of patients.

### **Boston University Office of Orientation and Off-Campus Services, *Program Assistant***

March 2006-September 2006, Boston, MA

- Worked in an office answering questions, helping organize and run the Orientation for new students and parents.

## **Extracurricular and Volunteer Experience**

### **Project Angkor, *Physician Volunteer***

December 2014-January 2015, Cambodia

- Worked with a program aiming to give free medical care to poor Cambodian families.



- Worked as a Pediatrician seeing patients in a clinical setting with limited resources.

**Bananas Project, *Volunteer***

November 2012- January 2014, Oakland, CA

- Worked with fellow co-residents establishing a class for a community center focused on helping parents and caregivers.
- Designed a class to teach parents potty training techniques, and presented this class several times to parents and caregivers.

**International Health Elective, *Medical Volunteer***

February 2011-April 2011, Lesotho

- Spent six weeks working in a rural clinic in a community hospital (Maluti Adventist Hospital) in Lesotho as part of an elective rotation during the fourth year of medical school.
- Worked mostly in an outpatient setting, seeing patients in a busy clinic, while also spending some time in inpatient wards.

**International Health Organization, *Volunteer***

October 2007- May 2011, Boston, MA

- Helped organize a high school art competition for World Aids Day.
- Spent spring break (2009) volunteering in a rural mountain community in the Dominican Republic. Worked in the local clinic and went into the community to perform blood pressure checks, while also educating community members about the importance of hand hygiene.

**Project Health 2008-2009, *Volunteer***

March 2008- May 2009, Boston, MA

- Went to local Boston elementary and middle schools teaching lessons around nutrition, sexual health, bullying, and other issues that the teachers felt were important for the children to learn.

**Admission Committee, *Volunteer***

May 2008-May 2011, Boston, MA

- Helped with the admission process by giving tours, attending lunches to answer questions for prospective students, and being part of panel discussions for both prospective students interviewing and undergraduate students during society/club meetings.

**Pediatric Educational and Development Society, *Co-Chair***

September 2008-June 2009, Boston MA

- Helped organize lunch/dinner meetings bringing different physicians and speakers to talk to students about issues in pediatrics, and resources that are available to them.

**Boston University Alternative Spring Break, *Coordinator***

October 2006-April 2007, Boston, MA

- Helped organize and lead a spring break trip for 13 students volunteering at the Target House at St. Jude's Hospital in Memphis, TN.

### Publications/Presentations

- Mekuria, S (2017, December 8). *Homelessness: housing as a way to improve health and decrease cost*. HRSA-CDC Webinar Series: Preventive Medicine and Public Health Issues, The CDC HI-5 Initiative: Interventions and Applications of Health Impacts in 5 years.
- Mekuria, S. (2017, May 3-5). *Homelessness: housing as a way to decrease cost and improve health in a high cost population in Contra Costa County*. Poster presented at California Council of Local Health Officers Semi-Annual Meeting; Bakersfield, CA.
- Mekuria, S. (2014, September 29). *Review laws to stop 'active shooters'?* [Letter to the Editor]. *USA Today*.
- Mekuria, S. & Bellfield, E. (2014, May). *Obesity and Sleep*. Kaiser East Bay Pediatrics Journal Club, Oakland, CA.
- Mekuria, S. (2014, April). *Overview of Nonpharmacologic Pain/Anxiety Relief in Children during Minor Procedures*. Kaiser East Bay Pediatrics Grand Rounds, Oakland, CA.
- Mekuria, S. & Determan, M. (2014, February). *Effectiveness of Dexamethasone compared to Prednisone*. Kaiser East Bay Pediatrics Journal Club, Oakland, CA.
- Dandekar, A.; **Mekuria, S.**; Campbell, L.; Huynh, B.; and Christie, L. (2013, April). *Pediatric Clinical Case Conference: Infant with Limb Pain*. Kaiser East Bay Pediatrics Grand Rounds, Panel Discussion, Oakland, CA.
- Mekuria, S. and Westman, A. (2012, October). *Honey and Cough*. Kaiser East Bay Pediatrics Journal Club, Oakland, CA.
- Mekuria, S. and Rothman, M. (2012, July). *ADHD and Sleep Disorders*. Kaiser East Bay Pediatrics, Journal Club, Oakland, CA.

### Affiliations/Memberships

- Fellow of California Academy of Preventive Medicine (2018-Present)
- American College of Prevention Medicine (2018-2019)
- American Academy of Pediatrics (2011-2015)

# Application Form

## Profile

Cora \_\_\_\_\_ E \_\_\_\_\_ Mitchell \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_ Suite or Apt  
 Home Address

Concord \_\_\_\_\_ CA \_\_\_\_\_ 94521 \_\_\_\_\_  
 City State Postal Code

Mobile: \_\_\_\_\_  
 Primary Phone

\_\_\_\_\_ Email Address

### Which supervisorial district do you live in?

District 4

## Education

### Select the option that applies to your high school education \*

CA High School Proficiency Certificate

### College/ University A

California State University, East Bay  
 Name of College Attended

Master of Social Work  
 Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

California State University, East Bay  
 Name of College Attended

BA Sociology  
 Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**College/ University C**

\_\_\_\_\_  
Name of College Attended

\_\_\_\_\_  
Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

\_\_\_\_\_  
Course Studied

\_\_\_\_\_  
Hours Completed

**Certificate Awarded?**

Yes  No

**Board and Interest**

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

\_\_\_\_\_  
Juvenile Justice Coordinating Council: Submitted

\_\_\_\_\_  
Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

\_\_\_\_\_  
If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

I have been passionate about ending the school to prison pipeline for many years and did a great deal of my research in graduate school on the effects of trauma to on criminality including the life long implications of system involvement in childhood. I would like to do my part to reduce the impact early offenses can have and work towards helping them find the best launching point into adulthood we as a society can provide.

---

## **Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?**

Yes  No

**List any volunteer or community experience, including any advisory boards on which you have served.**

I am involved in several local grassroots community groups that focus on a variety of issues aimed at improving our community including advocating for students, access to mental health services, the immigrant community and other historically underserved populations.

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

My academic background has a heavy concentration of research and public policy. I chose to focus my study primarily on the population this advisory board seeks to help including my master capstone project on the need for therapeutic interventions for incarcerated individuals to reduce recidivism. Reducing recidivism not only benefits the offenders but is in the best interest of public safety and I would like to do my part to help.

Upload a Resume

---

## **Conflict of Interest and Certification**

**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 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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree



**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:

Juvenile Justice Coordinating Council

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Phillips, Mister  
 (Last Name) (First Name) (Middle Name)

2. **Address:** [Redacted] Richmond, CA 94801  
 (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 JD

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) UC Hastings College of the Law	Law	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	87		JD	2003
B) San Francisco State University	English and Political Science	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	79		BA	2000
C) Solano Community College	English, Social Science, and Liberal Arts	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	72		AA	1998
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                  12/16           Present                  Total: Yrs.    Mos.                  2                4                  Hrs. per week <input type="text"/> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title                  Board Member                  Employer's Name and Address                  West Contra Costa Unified School District                  [REDACTED]                  Richmond, CA 94801</p>	<p>Duties Performed                  Governance</p>
<p>B) Dates (Month, Day, Year)                  From            To                  11/2003        Present                  Total: Yrs.    Mos.                  15               5                  Hrs. per week 40 . Volunteer <input type="checkbox"/></p>	<p>Title                  Attorney                  Employer's Name and Address                  Self-employed</p>	<p>Duties Performed                  Legal services</p>
<p>C) Dates (Month, Day, Year)                  From            To                  [ ]               [ ]                  Total: Yrs.    Mos.                  [ ]               [ ]                  Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title                  [ ]                  Employer's Name and Address                  [ ]</p>	<p>Duties Performed                  [ ]</p>
<p>D) Dates (Month, Day, Year)                  From            To                  [ ]               [ ]                  Total: Yrs.    Mos.                  [ ]               [ ]                  Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title                  [ ]                  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

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: 04 / 06 / 2019

**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 Form

## Profile

Gaybriel \_\_\_\_\_ L \_\_\_\_\_ Rockett \_\_\_\_\_  
First Name Middle Initial Last Name

[Redacted] \_\_\_\_\_ Suite or Apt \_\_\_\_\_  
Home Address

Richmond \_\_\_\_\_ CA \_\_\_\_\_ 94804 \_\_\_\_\_  
City State Postal Code

Home: [Redacted] \_\_\_\_\_  
Primary Phone

[Redacted] \_\_\_\_\_  
Email Address

### Which supervisorial district do you live in?

District 1

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

Vincennes University \_\_\_\_\_  
Name of College Attended

A.A.S \_\_\_\_\_  
Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

DeVry University \_\_\_\_\_  
Name of College Attended

Bachelors \_\_\_\_\_  
Degree Type / Course of Study / Major



**Please explain why you would like to serve on this particular board, committee, or commission.**

I'd like to serve in this seat because I have been an educator in Richmond, Ca for over 15 years. I have been an homeowner in Richmond for over 10 years. I am a change agent and an influencer in the neighborhood. I run into my students who were once in the 5th grade now 25 years old. When I teach, I not only teach Common Core, I teach life skills. I know this community filled with minorities with limited resources are prime candidates for the prison to pipeline system. I want to save and rehabilitate as many as possible. As a teen in East St. Louis, ILL, one of the top rated homicide city in the U.S., I spent time in the juvenile system. I was a honor roll student and something still happened at 13/14 that made me give up hope. I had what it took at an early age, to rehabilitate myself, get my mind right, get back in the honor roll, and decide my trajectory of life depended solely on me. After 3 stints in the detention center (this was a time when parents could send you there, in a sense; no crimes committed on my end) one a 30 day; I returned to school and graduated and left for the Navy. I am a 10 year Navy veteran, a public speaker, a published poet, a community builder, and look young enough and I am cool enough to make connections with the youth.

---

### **Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?**

Yes  No

**List any volunteer or community experience, including any advisory boards on which you have served.**

Volunteer for GRIP Making Waves Education Program

---

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

Gaybriel Rockett OBJECTIVE: A position in the company utilizing my strengths in interpersonal communications emphasizing in employee and community relations, recruitment, and job counseling. I am consummate professional, adept multi-tasker, flexible and versatile, great attention to detail with innate ability to produce quality work while meeting arduous demands. PROFESSIONAL EXPERIENCE Teacher, (2004 - ) West Contra Costa Unified School District, West Contra Costa (2004 - ) Substitute teacher for elementary, secondary, and high schools in the WCCUSD Aspire Public Schools (2016 - ) Swing Education (2017 - ) Making Waves Education Program (MWEP) Richmond, CA (10/2004 – 7/2011) Case Manager, (September 2010 – July 2011) Develop a collaborative process to assess, plan, implement, coordinate, monitor, and evaluate options and services support and meet the client's needs. Ensured that each Wave-Maker.. . . . M... graduated high school on time with A-G requirements or the necessary skills to attend community college with possible scholarship opportunities. Executed advocacy, communication, outreach and resource management, which promoted quality and cost-effective interactions, interventions and outcomes. Independent Study Program Coordinator (ISP), (July 2007 – August 2011) Develop and coordinate program academic year to include curriculum development, school schedule, and snack/lunch delivery, P.E at neighboring YMCA Created Policy and Procedure handbook for students, teachers, and families Supervised and managed teachers for MWEP independent study students to ensure appropriate curriculum development based on California standards Created and distributed Weekly Progress Reports Oversee quarterly Parent/Teacher conference with school leads, psychological counselors, etc. Family and Tutor Relations Coordinator, (August 2005 – July 2007) Supervised and trained 20-25 tutors per academic school year Conducted 45 day evaluations, End of Year evaluations and exit interviews Document tutor and student performance; provide positive and constructive feedback as needed Act as liaison and maintained positive communication between student, parents, and teachers; Conduct Outreach at schools and community organizations to support students' academic success Coordinated special events and training Ensure the safety and needs of students are met Develop and implement detention curriculum Tutor, (MWEP), Richmond, CA (10/2004 - 2005) Tutor a group of 5-6 students (6th graders) from Title I schools Document students' academic progress and behavior daily; Assess students' academic strengths, weaknesses, and remedial needs; document the assessments; make recommendations UNITED STATES NAVY, (November 1992- January 2002) Recruiter/Job Counselor, (November 1998 – January 2002) Recruited prospects utilizing great interpersonal communication skills by generating leads via cold calls, school visits, career fairs, blind ads, and community outreach programs Sourced, identified, and oversaw full cycle recruitment process Monitored enlistees to ensure completion of high school Managed, trained, and motivated average 100 recruits per year Screened/verified prospective service member's' enlistment package for validation Structured interviews for job placement based on interest and aptitude test scores Processed and Contracted candidates into the USN; assigned departure dates Telecommunications Specialist, (March 1993 – October 1998) Installed and provided preventive and corrective maintenance on ship's public announcing system, alarms, sensors, telephone systems, and navigational equipment; Supervised first term (1st – 4th year) enlistees Assigned as Divisional Supply/Purchasing Manager Participated as Fire and Safety Team Member EDUCATION Master of Project Management Keller Graduate School of Management 4/14 Bachelor of Science, Network and Communications Management DeVry University, Fremont, CA 6/04 GPA 3.8 Dean's List – magna cum laude Associate in Applied Science, General Study focus on Electronic Engineering Vincennes University, Vincennes, IN 6/01 RELEVANT COURSEWORK Naval Classification Interviewer (Job Counselor) School Achieve Global Professional Selling Skills Course Naval Leadership Course Naval Recruiting Command School U.S. Navy Interior Communications Electrician School EMPLOYMENT HISTORY Oakland Regional VA (work-study) 8/2012 YWCA - Building Monitor 5/2003-11/2003 Oakland Veteran Center - Admin Assistant (work-study) 03/2003-07/2003 AWARDS RECEIVED Women's Initiative for Self-Employment Certificate of Completion (12/2011) DeVry Community College Scholarship (3/2002) Navy Achievement Medal (2)

[GRockett\\_resume\\_-\\_2013.docx.pdf](#)

Upload a Resume

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**Conflict of Interest and Certification**

**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 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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree

# Gaybriel Rockett

**OBJECTIVE:** A position in the company utilizing my strengths in interpersonal communications emphasizing in employee and community relations, recruitment, and job counseling. I am consummate professional, adept multi-tasker, flexible and versatile, great attention to detail with innate ability to produce quality work while meeting arduous demands.

## **PROFESSIONAL EXPERIENCE**

### **Teacher, (2004 - )**

**West Contra Costa Unified School District, West Contra Costa (2004 - )**

Substitute teacher for elementary, secondary, and high schools in the WCCUSD

**Aspire Public Schools (2016 - )**

**Swing Education (2017 - )**

### **Making Waves Education Program (MWEP) Richmond, CA (10/2004 – 7/2011)**

#### **Case Manager, (September 2010 – July 2011)**

- Develop a collaborative process to assess, plan, implement, coordinate, monitor, and evaluate options and services support and meet the client's needs.
- Ensured that each Wave-Maker.. . . . M... graduated high school on time with A-G requirements or the necessary skills to attend community college with possible scholarship opportunities.
- Executed advocacy, communication, outreach and resource management, which promoted quality and cost-effective interactions, interventions and outcomes.

#### **Independent Study Program Coordinator (ISP), (July 2007 – August 2011)**

- Develop and coordinate program academic year to include curriculum development, school schedule, and snack/lunch delivery, P.E at neighboring YMCA
- Created Policy and Procedure handbook for students, teachers, and families
- Supervised and managed teachers for MWEP independent study students to ensure appropriate curriculum development based on California standards
- Created and distributed Weekly Progress Reports
- Oversee quarterly Parent/Teacher conference with school leads, psychological counselors, etc.

#### **Family and Tutor Relations Coordinator, (August 2005 – July 2007)**

- Supervised and trained 20-25 tutors per academic school year
- Conducted 45 day evaluations, End of Year evaluations and exit interviews
- Document tutor and student performance; provide positive and constructive feedback as needed
- Act as liaison and maintained positive communication between student, parents, and teachers;
- Conduct Outreach at schools and community organizations to support students' academic success
- Coordinated special events and training
- Ensure the safety and needs of students are met
- Develop and implement detention curriculum

#### **Tutor, (MWEP), Richmond, CA (10/2004 - 2005)**



- Tutor a group of 5-6 students (6<sup>th</sup> graders) from Title I schools
- Document students' academic progress and behavior daily;
- Assess students' academic strengths, weaknesses, and remedial needs; document the assessments; make recommendations

**UNITED STATES NAVY, (November 1992- January 2002)**

**Recruiter/Job Counselor, (November 1998 – January 2002)**

- Recruited prospects utilizing great interpersonal communication skills by generating leads via cold calls, school visits, career fairs, blind ads, and community outreach programs
- Sourced, identified, and oversaw full cycle recruitment process
- Monitored enlistees to ensure completion of high school
- Managed, trained, and motivated average 100 recruits per year
- Screened/verified prospective service member's' enlistment package for validation
- Structured interviews for job placement based on interest and aptitude test scores
- Processed and Contracted candidates into the USN; assigned departure dates

**Telecommunications Specialist, (March 1993 – October 1998)**

- Installed and provided preventive and corrective maintenance on ship's public announcing system, alarms, sensors, telephone systems, and navigational equipment;
- Supervised first term (1<sup>st</sup> – 4<sup>th</sup> year) enlistees
- Assigned as Divisional Supply/Purchasing Manager
- Participated as Fire and Safety Team Member

**EDUCATION**

**Master of Project Management**

Keller Graduate School of Management 4/14

**Bachelor of Science, Network and Communications Management**

DeVry University, Fremont, CA 6/04

GPA 3.8 Dean's List – magna cum laude

**Associate in Applied Science, General Study focus on Electronic Engineering**

Vincennes University, Vincennes, IN 6/01

**RELEVANT COURSEWORK**

- Naval Classification Interviewer (Job Counselor) School
- Achieve Global Professional Selling Skills Course
- Naval Leadership Course
- Naval Recruiting Command School
- U.S. Navy Interior Communications Electrician School

**EMPLOYMENT HISTORY**

Oakland Regional VA (work-study) 8/2012

YWCA - Building Monitor 5/2003-11/2003

Oakland Veteran Center - Admin Assistant (work-study) 03/2003-07/2003

**AWARDS RECEIVED**

Women's Initiative for Self-Employment Certificate of Completion (12/2011)

DeVry Community College Scholarship (3/2002)

Navy Achievement Medal (2)



# Contra Costa County

Please return completed applications to:

Clerk of the Board of Supervisors

651 Pine St., Room 106

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

## BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

Jason

Last Name

Schwarz

Home Address - Street

[REDACTED]

City

Walnut Creek

Zip Code

94595

Phone (best number to reach you)

[REDACTED]

Email

[REDACTED]

Resident of Supervisorial District:

5

### EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended

Course of Study/Major

Degree Awarded

UC Berkeley

Econ/ Political Economy of Ind. Societies

Yes

No

UC Hastings College of the Law

JD

Yes

No

University of Nevada, Reno

MA in Justice Management

Yes

No

Other Training Completed:

[REDACTED]

Board, Committee or Commission Name

Juvenile Justice Coordinating Council

Seat Name

At Large Seat

Have you ever attended a meeting of the advisory board for which you are applying?

No

Yes

If yes, how many?

[REDACTED]

Please explain why you would like to serve on this particular board, committee, or commission.

After completing my term on the Community Advisory Board on Public Safety Realignment (CAB), I am interested in continuing my contribution to criminal justice development in the County. I have a strong interest in juvenile justice and developed a Juvenile Justice System Assessment Tool that is in use at my company, Tetra Tech, which provides justice management consulting services.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I am familiar with criminal and juvenile justice issues in the County. From 2016 to 2018, I was a member and then chair of the County's Community Advisory Board on Public Safety Realignment (CAB). I have a JD and MA in Justice Management with emphasis on juvenile justice and evidence based criminal justice policy. As noted I developed a juvenile justice assessment tool, in use by my company. I have experience consulting to justice sector institutions on data analysis and strategic plan development. Further, for my company I developed a Guide on Strengthening Criminal Justice Inter-Institutional Coordination.

I am including my resume with this application:

Please check one:

Yes

No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one:

Yes

No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one:  Yes  No

List any volunteer and community experience, including any boards on which you have served.

Community Advisory Board on Public Safety Realignment (CAB) from 2016-2018.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  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 relationships?

Please check one:  Yes  No

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 publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:  Date: 4-19-19

Submit this application to: Clerk of the Board of Supervisors  
651 Pine St., Room 106  
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at [ClerkofTheBoard@cob.cccounty.us](mailto:ClerkofTheBoard@cob.cccounty.us)

**Important Information**

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain 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.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

# JASON SCHWARZ

Walnut Creek, CA

Attorney and public sector management consulting professional with 20 years of professional experience including 16 years of public sector management consulting experience. Possesses a law degree and a MA in Justice Management. Currently Senior Director of Research and Program Development at Tetra Tech DPK, an international public sector management consulting firm based in San Francisco. Recently completed a 2-year tenure as Chairperson of the Contra Costa County Community Advisory Board on Public Safety Realignment. Skills include strategic planning, change management, data-driven performance management, organizational development, court management improvement programs, case management systems, and monitoring and evaluation.

## Experience

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### 2003-Present: Tetra Tech DPK, San Francisco, CA

**2015-Present: Senior Director of Research and Program Development**

**2008-2014: Director of Business Development**

**2005-2007: Project Manager**

- *Responsible for business strategy, research, and technical development*
- *Manage the firm's domestic justice consulting and commercial management consulting practice areas*
- *Lead business development and marketing for international and domestic consulting markets*
- *Technical director for selected international and domestic consulting projects*

### Selected Consulting Assignments

- 2019: Pretrial Staffing Analysis Project, Solano County Probation
- 2018: Organizer/Moderator, Bail Reform Conference, Oakland, CA
- 2018: Analysis of Reentry Data Management Systems Project, Contra Costa County Office of Reentry and Justice
- 2017: Institutional Needs Assessment, Ministry of Social Development, Amman, Jordan
- 2017: National Rule of Law Assessment, USAID/Myanmar
- 2013 to 2015: Deputy Chief of Party, USAID/Myanmar Promoting the Rule of Law Project
- 2012: Chief of Team, State Dept./INL Justice Sector Assistance Project, Ramallah, West Bank
- 2011: Chief of Party, USAID Judicial Administration and Management Reform Project, Tbilisi, Georgia
- 2007-2008: Judgement Enforcement System Reform Advisor, USAID Bankruptcy and Enforcement Strengthening (BES) Project, Belgrade, Serbia
- 2003-2004: Resident Legal Advisor, Judicial Reform Program, Sofia, Bulgaria

### 1998-2003 Attorney at Law

- June 2002 to February 2003: Associate, Donahue Gallagher LLP
- March 1999 to May 2002: Associate, Robbins Palmer & Allen LLP
- Nov. 1998 to February 1999: Contract Attorney, Marte Bassi, Esq. Attorney at Law

### 1997-1998: Law Clerk, Cotchett, Pitre & Simon LLP, Burlingame, CA

### 1996-1997: Law Clerk, Mexican American Legal Defense and Education Fund (MALDEF), San Francisco, CA

## Education

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- B.S., University of California, Berkeley, California
- J.D., University of California Hastings College of the Law, San Francisco, California
- M.A., Justice Management (Criminal Justice Policy Emphasis), University of Nevada, Reno

## Languages

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- English – Native
- Spanish – Proficient

## Certifications, Trainings, Memberships, and Publications

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### **Certifications**

- Certified Performance Technologist (International Society of Performance Technologists)
- Project Management Institute (PMI) Project Management Training (2018)

### **Memberships/Volunteer Work**

- California Bar Association (No. 200523)

#### Criminal Justice:

- Chair/Member: Community Advisory Board (CAB) for the Contra Costa County Community Corrections Partnership (steering committee for AB 109 and Contra Costa County Reentry Network) (2016-2018)
- Member, San Francisco Police Department Accountability Working Group (2018)
- Vice Chair of the Board of Horizons Unlimited, a San Francisco-based non-profit organization working with at-risk youth and families

#### Community Organizations:

- Founder/Program Coordinator of *Saranap Jobs Network*, a service of the Saranap Community Association, Lafayette, CA

### **Publications**

- Guide to Strengthening Evidence-Based Policy Making
- Criminal Justice Inter-Institutional Coordination Toolkit
- Juvenile Justice System Assessment Tool
- Criminal Justice System Assessment Tool
- Sustainable Legal Aid Development Guide
- Strengthening Environmental Crimes Enforcement Guide



**Contra  
Costa  
County**

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**BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION**

**First Name**

**Last Name**

**Home Address - Street**

**City**

**Zip Code**

**Phone (best number to reach you)**

**Email**

**Resident of Supervisorial District:**

**EDUCATION**

*Check appropriate box if you possess one of the following:*

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded	
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed:

**Board, Committee or Commission Name**

**Seat Name**

**Have you ever attended a meeting of the advisory board for which you are applying?**

No

Yes

If yes, how many?

**Please explain why you would like to serve on this particular board, committee, or commission.**

**Describe your qualifications for this appointment.** (NOTE: you may also include a copy of your resume with this application)

**I am including my resume with this application:**

Please check one:

Yes

No

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Please check one:

Yes

No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board?**

Please check one:  Yes  No

**List any volunteer and community experience, including any boards on which you have served.**

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Please check one:  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 relationships?**

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

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**Signed:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

**Submit this application to:**

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651 Pine St., Room 106  
Martinez, CA 94553

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8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.



Address:	Antioch CA, 94509	Mobile:	Email:
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**Professional Experience:****Civic Engagement Crew Member and lead****8/2010 – 12/2014**

- Voter registration, precinct voter initial contact engagement, worked independently and with a team as needed. Coordinated teams, data entry, recruitment, regional and State-wide collaboration
- Proposition 30 (education Funding for School with high percentages of English language learners, free and reduced lunch, and foster youth)
- Proposition 47 (Bill that over turns most drug felonies to misdemeanors and save millions for education, mental health services, and victim compensation)
- Assembly Bill AB218 (State Wide Fairness in Government hiring to reduce barriers to employment for those with criminal histories)

**Lead Reentry Community Organizer, Safe Return Project/CCISCO****9/2010 – 11/2015**

- Lead Community Organizer with a focus on reducing barriers to reintegration for men, women, and youth returning home to Contra Costa County from jails and Institutions. Duties: Research, Civic engagement, Strategic Planning, Advocacy for Policy change within the criminal justice system (SAFE RETURN PROJECT), and gun violence prevision (Ceasefire).
- Coalition building to reduce the risk of the school to prison pipeline in local high schools and the formation of Richmond High Schools BSU (Black Student Union) and the (African American Student and Parent collaborative) to improve academic achievement of African American Boys and Girls with the following partners: Alive & Free: Omega Boys Club, the County Health Department, and Youth Services Burial.
- National Campaign Leader for Bay Area PICO lifelines to Healing to end Mass Incarceration and gun violence
- Berkeley Global Campus at Richmond Bay Community benefits agreement campaign coordinator. Duties: Community engagement, trainings, and workshops around jobs and training opportunities for disadvantaged workers.

**Executive Director, Safe Return Project/Social Good Fund****2/2016-2/2019**

- Fundraising and finance management
- Over hiring and termination
- Staff management and development
- Program development and management
- Organizational Networking
- Institutional development
- Maintaining open and productive communication with fiscal entity

**Education:**

- **Associate degree, Psychology**  
Contra Costa Community College San Pablo California. 2014
- **Associate degrees, Liberal Arts**  
Contra Costa Community College San Pablo California. 2014
- **Bachelor's Degree, Psychology**  
California State University East Bay. 2019

**Skills:**

- Data Entry
- Staff Management
- Budget Management
- Basic computer skills
- Collaborative development
- Curriculum development
- Population based mentoring
- Institution based outreach
- Advocacy
- Public Speaking skills
- Large and Small group facilitation skills
- Conflict resolution

- Violence prevention

**Personal Skills:**

- Teachable
- Independent worker
- Critical thinker
- Team player
- Clear Communication Skills
- Active listener

**Certifications and recognitions:**

**Conflict Resolution Training**

- April 29, 2012 I Tamisha Walker received my certification in community mediation training from the Center for Human Development.

**Violence Prevention & Life Skills Training**

- December 30, 2010 I successfully completed the Omega Institutes Alive & Free Prescription and received my certification in violence prevention.
- October 18, 2011 I Tamisha Walker received a certificate in Life Skills Training from the Community Presbyterian Counseling Center.

**Completed two RockWood Art of leadership Institute**

- 2015 Director Track
- 2016 Formerly Incarcerated people's cohort

**2017 San Francisco Foundation Community Leadership Award**

**2018 Black Elected Officials Shine Award Recipient**

**2019 Rosenberg Foundation Leading Edge Fellowship Recipient**

**References Furnished Upon Request**

# Application Form

## Profile

Melvin \_\_\_\_\_ L \_\_\_\_\_ Willis \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_ Suite or Apt  
 Home Address

Richmond \_\_\_\_\_ CA \_\_\_\_\_ 94805  
 City State Postal Code

Home: \_\_\_\_\_  
 Primary Phone

\_\_\_\_\_ Email Address

### Which supervisorial district do you live in?

District 1

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

\_\_\_\_\_  
 Name of College Attended

\_\_\_\_\_  
 Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

\_\_\_\_\_  
 Name of College Attended

\_\_\_\_\_  
 Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**College/ University C**

Name of College Attended

Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

Course Studied

Hours Completed

**Certificate Awarded?**

Yes  No

**Board and Interest**

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

Juvenile Justice Coordinating Council: Submitted

Seat Name

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

If you have attended, how many meetings have you attended?

**Please explain why you would like to serve on this particular board, committee, or commission.**

I am a City Councilmember in Richmond and a community organizers. A rising concern in Richmond and Contra Costa County has been the need for more resources for youth programs and services. I want to serve on the commission to make sure that community concerns are being represented and prioritized while implementing strategies through commission.

---

## Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

Yes  No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

Yes  No

List any volunteer or community experience, including any advisory boards on which you have served.

I have served on a number of boards, commissions, and coalitions over the past seven years. I am currently a Richmond City Councilmember. I have served on the Richmond Planning Commission, the Raise up Richmond Coalition, Housing Now, Richmond Progressive Alliance, Richmond Environmental Justice Coalition, Contra Costa County Racial Justice Coalition, and many other coalitions that focus on Racial and Economic Justice.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

For the past seven years I have worked as a community organizer with the community group ACCE (Alliance of Californians for Community Empowerment). In that capacity over the last four years I worked on issues related to youth and criminal justice reform. Over the last two years I served on the Richmond City Council.

[Upload a Resume](#)

---

## Conflict of Interest and Certification

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 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 publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

---

I Agree

# Application Form

## Profile

Tracy \_\_\_\_\_ Youngston \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_ Suite or Apt \_\_\_\_\_  
Home Address

San Pablo \_\_\_\_\_ CA \_\_\_\_\_ 94806 \_\_\_\_\_  
City State Postal Code

Home: \_\_\_\_\_  
Primary Phone

\_\_\_\_\_ Email Address

### Which supervisorial district do you live in?

District 1

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

Chamberlain College of Nursing \_\_\_\_\_  
Name of College Attended

BSN \_\_\_\_\_  
Degree Type / Course of Study / Major

### Degree Awarded?

Yes  No

### College/ University B

Chamberlain College of Nursing \_\_\_\_\_  
Name of College Attended

MSN-FNP \_\_\_\_\_  
Degree Type / Course of Study / Major





---

## Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

Yes  No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

Yes  No

List any volunteer or community experience, including any advisory boards on which you have served.

Homeless shelter volunteer. Health education for the community (heart health), youth education (health, STI, emotional/social health).

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

Please see attached CV

[CVTracy\\_Youngston.docx](#)

Upload a Resume

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## Conflict of Interest and Certification

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**

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**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 publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

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I Agree

# TRACY YOUNGSTON

Phone: [REDACTED]  
[REDACTED]

[REDACTED] [REDACTED] [REDACTED]  
San Pablo, CA

## EDUCATION

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<b>DNP</b>	Chamberlain College of Nursing	Present
<b>MSN</b>	Chamberlain College of Nursing, Family Nurse Practitioner	August 2017
<b>BSN</b>	Chamberlain College of Nursing Graduated Summa Cum Laude	May 2013

## HONORS AND AWARDS

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<b>Sigma Theta Tau Nursing Honors Society</b> Maintaining a GPA greater than 4.0	2014
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## TEACHING EXPERIENCE

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<b>Chamberlain College of Nursing, Sacramento</b> <b>Associate Professor, Nursing</b>	March 2017-present
<ul style="list-style-type: none"> <li>• Taught NR341/342 Critical Care, an undergraduate course averaging 120 students per semester.</li> <li>• Developed quizzes, exams, and homework</li> <li>• Revised the syllabus to meet accreditation standards</li> <li>• Coordinated grading and labs with a team of 4 teaching assistants</li> </ul>	

## PROFESSIONAL TRAINING

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**Girls Circle Facilitator**  
One Circle Foundation, San Francisco  
Addresses conditions and risks and builds on protective factors, for ages 9-18.

**JUVENILE JUSTICE COORDINATING COUNCIL APPLICANTS -- Applications received as of May 30, 2019 for At-Large Community Representative Seats #2, #3, #4 and At-Large Youth Representative #1 and #2**

	First	Last	Date rec'd	District	City	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest	Possible Designation
1	Phillip	Arnold	5/14/19	3	Brentwood	University of Cincinnati, BA Psychology	Juvenile Hall Auxiliary, Executive Director	Contra Costa County Board of Parole (2011-current); GARE Team Lead; Contra Costa County Inmate Welfare Fund Committee Member; Chairperson Contra Costa Advisory Council on EEO	Detention Attendant at Hamilton County Juvenile Hall in 1970; Commissioner, Contra Costa Juvenile Justice & Prevention Commission (2003-4); Chairperson of Contra Costa Board of Parole since 2011	At-Large Community Representative
2	Jonathan	Bean	4/18/19	3	Antioch	Heald College, Criminal Justice; Black Organizing Leadership and Dignity, Amanda graduate	Safe Return Project; Program Coordinator	President of the Male Involvement for the First Baptist Head Start in Antioch and Pittsburg ( 6 sites ) Local Advisory Committee in Antioch	"To improve the conditions for formerly incarcerated youth, by doing this decrease the chances of recidivism, due to lack of services and opportunities provided in their communities."	At-Large Community Representative
3	Claire	Bromberry	5/24/19	4	Concord	Laney Community College, AA General	NA	Ella Baker Center and LSPC in Oakland	Lived experience in Martinez Juvenile Hall and CYA	At-Large Community Representative
4	Mariah	Castro	5/24/19	5	Martinez	San Jose State University, BA Psychology/Global Studies	Contra Costa Office of Education, Youth Development Services Specialist	Contra Costa County District Attorneys Office, Community Academy, certificate of completion (2018)	" I currently serve Foster Youth, justice-involved youth, and youth facing homelessness in our court and community schools here in Contra Costa County."	At-Large Community Representative
5	Joanne	Cherep	5/24/19	4	Pleasant Hill	UC Santa Cruz, BA English and American Literature	CSAA Insurance Group, Executive Assistant	DA's Community Academy; Every 15 Minutes Program at College Park; volunteer tutor; volunteer leader with Girls Scouts; Toastmasters officer	"I participated in the DA's Community Academy and learned about juvenile crime rates and the connection to school truancy"	At-Large Community Representative
6	D'Ana	Clark	5/24/19	1	Richmond	John F. Kennedy High School, graduating June 2019	NA	Volunteered with Richmond's Kids first; Participated in Quest for Democracy in 2018; Presented testimony on behalf of AB 1354 and SB 190; Participated in RYSE Leadership Institutes for 3 years	<ul style="list-style-type: none"> <li>● Encourage and support members of the group to advocate for juvenile justice social issues</li> <li>● Modeling the RYSE Values to ensure standards are being upheld</li> <li>● Educating RYSE youth group members to advocate for social justice issues</li> <li>● Involved in the planning and implementing of the youth programming</li> <li>● Presenting testimony at the national, state, and local level around juvenile justice issues</li> </ul>	At-Large Youth Representative
7	Cheryl	Clutter	5/2/19	2	Danville	California State University, Fullerton; Business Administration	NA	currently serving second year of a two year term as President of the Parent-Teacher organization at elementary-junior high school	"I have volunteered with teens in the past through various organizations and am currently the parent of a teenager. I am also currently studying ministry in graduate school in order to learn how to better serve the marginalized in our community."	At-Large Community Representative
8	Ella	Clutter	5/23/19	2	Danville	High School in Danville	NA	Volunteer with Guide Dogs for the Blind Danville Puppy Raisers Club	"I am interested in serving at risk youth in my community."	At-Large Youth Representative

**JUVENILE JUSTICE COORDINATING COUNCIL APPLICANTS -- Applications received as of May 30, 2019 for At-Large Community Representative Seats #2, #3, #4 and At-Large Youth Representative #1 and #2**

	First	Last	Date rec'd	District	City	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest	Possible Designation
9	Nicole	Cuellar	4/26/19	3 (work)	Hayward	UC Berkeley, BS Society & Environment	Community Works West as a part of the COCO LEAD+ Program	"I have over 3 years of experience working with youth in both the justice and school systems. This has increased my knowledge of issues facing young people in Contra Costa County, as well as appropriate responses to these challenges."	Recess Supervision Support   Parkside Elementary   Aug. 2018 – Present ; Client Outreach   Family and Community Reunification   Aug. 2016 – Present - Supporting AB 109 clients in Contra Costa County to reconnect with family and community; Tutor   Teach in Prison   San Quentin   Mar. 2015 – May 2015   Global Water Brigades   January 2014 - Spent one week in Honduras installing water infrastructure   Nairobi, Kenya   Summer 2013 - Interned with Teacher Environmental Rescue   CalPIRG   August 2011– January 2012 - Led community outreach, education, and petition drives to ban plastic bags in Alameda County - Wrote an op-ed on ocean damage caused by pollution that was published in the SF Chronicle	At-Large Community Representative
10	Victoria	Cyrus	5/24/19	3	Antioch			Feeding the homeless. Help with Elderly grooming of hair activities such as bingo etc.	"I'm interested in helping the juvenile system become more just. Confronting the negative reinforcement of juveniles. I always hope to open up my own group."	At-Large Community Representative
11	Imara	Escarmant	5/30/2019*	1	San Pablo	Junior in High School	NA	Richmond Cadet Youth Academy	"I am a 17 year old girl that was raised in an environment that could have allowed me to get tangled in the crowd and have my life affected in the wrong ways but I chose not to. Advocating that your surroundings does not determine your outcome. Also, being an FBI agent is my future career of choice and this would be an amazing life changing experience for me."	At-Large Youth Representative
12	Carlos	Fernandez	4/29/19	1	Richmond	Contra Costa College, Sociology	NA	community organizing and community events / panels around foster youth.	"Because I am a Contra costa county native been personally impacted by the system and engage young folks most impacted everyday and I see the direct support and resources they need in order to have a healthy life."	At-Large Community Representative
13	LeDamien	Flowers	4/12/19	1	Richmond	High School Diploma	The Safe Return Project, Community Organizer	NA	"I am very concerned about resources and oversight around funding that supposed to support youth impacted by the criminal justice system and give them the support they need to pipeline young people to success and re-enfranchise themselves back into society to become productive and also because I myself was impacted by the system and work with this population."	At-Large Community Representative
14	Desiree	Foley	5/24/19	4	Pleasant Hill	Carondelet Catholic High School, expected grad 2020	NA	ARF, Contra Costa County Food Bank, St. Anthony's Dining Hall, numerous events at school	"I am a people person. I want to represent a voice to our youth. I want to go into law after high school and study in college. I want to be a voice for those who do not have one."	At-Large Youth Representative
15	Alphonso	Guerrero	5/28/2019*	3	Brentwood	High School Diploma	Bay Area Community Resources, Sr. Career Coach	Compass Mentoring Program Facilitator; Youth Pastor; Partner with Youth Intervention Network; Consultant to Antioch Children's Health Alliance; Volunteer with the REACH project; Baseball coach	"I have over 20 years experience serving at-risk youth and young adults, and over 10 years working with justice involved youth and young adults."	At-Large Community Representative

**JUVENILE JUSTICE COORDINATING COUNCIL APPLICANTS -- Applications received as of May 30, 2019 for At-Large Community Representative Seats #2, #3, #4 and At-Large Youth Representative #1 and #2**

	First	Last	Date rec'd	District	City	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest	Possible Designation
16	Journey	Horacek-Lee	5/28/2019*	3	Antioch	Los Medanos College, Psychology	NA	"I was in key club which provided community service such as cleaning up parks and providing help for homeless shelters between 2015-2016 as well as being the Vice President of club 19 at Deer valley highschool a women's empowerment club that provided girls with a safe environment educating both girls and boys on women's rights and issues as well as volunteering at women's shelters"	"As a former foster kid I was fortunate enough to be adopted by two loving parents providing a wonderful future for me to help fellow at risk youth who weren't as lucky as I, I would like to serve on this board to receive experience in aiding at risk youth currently being Washed out by the system and providing a voice and face for them"	At-Large Youth Representative
17	Kristin	Lobos	5/3/19	1	Richmond	Contra Costa College, current student	Becoming a Substance Use Disorder counselor	President of the Health and Human Services Club at Contra Costa College; Volunteer with Ya-Neema Healing Circle Support group; Internship at Ujima Family Recovery Program	On the Advisory Council of Support 4 Recovery. Raise money for addiction recovery program in San Quentin; Mother is a criminal defense investigator and father is retired Attorney who represented foster children.	At-Large Community Representative
18	Dani (Danielle)	Longo	5/6/19	4	Walnut Creek	Mills College, BA Theater; St. Mary's College, MA Leadership	NA	Supporting operations, logistics and placement assistance in transitional housing programs	"My goal is to empower myself to positively impact the lives of youth in a deeper, broader and more systemic ways. It is my hope that this blend of skills, experience and passion are the makings of an excellent candidate for the position of Council Member"	At-Large Community Representative
19	Stephanie	Medley	5/24/19	1	Richmond	San Francisco State University, Political Science and American Studies; John F. Kennedy College of Law, Juris Doctor	RYSE Center, Director of Education & Justice	Racial Justice Oversight Body (current); Racial Justice Task Force (2017-2018); Youth Justice Initiative Steering Committee (2016-2018); CCP Community Advisory Board (2013-2016)	"As Director of Education & Justice, I lead program development and advocacy and cultivates cross-sector collaborations to address the needs of youth & young adults impacted by education, economic, and criminal & juvenile legal systems. I am passionate about supporting the development and coordination of youth-friendly and culturally appropriate policies, practices, and supports and work to create avenues for young people to navigate their own liberation and transform systems. I have also had the opportunity to sit on many justice focused advisory boards in the county to support justice reform. Before joining RYSE, I worked on housing and eviction defense with Bay Area Legal Aid, served a year-long clerkship at San Francisco District Attorney's Office, clerked with Alameda County Public Defender's Office and for the Honorable Donald S. Mitchell, Superior Court of California County of San Francisco."	At-Large Community Representative

**JUVENILE JUSTICE COORDINATING COUNCIL APPLICANTS -- Applications received as of May 30, 2019 for At-Large Community Representative Seats #2, #3, #4 and At-Large Youth Representative #1 and #2**

	First	Last	Date rec'd	District	City	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest	Possible Designation
20	Sefanit	Mekuria	4/18/19	5 or countywide (work)	Oakland	UC Berkeley, School of Public Health, MPH; Boston University School of Medicine, Doctor of Medicine; Boston University, BS in Human Physiology	Contra Costa Health Services, Provider, Communicable Disease Medical Consultant	Project Angkor, Physician Volunteer, Cambodia; Bananas Project Volunteer; International Health Elective, Medical Volunteer; International Health Organization, volunteer	"I have a passion for adolescent health, with a focus on how we can support the most vulnerable youth in our community. I'm invested in supporting and improving youth who come into contact with our juvenile justice system by thinking of both individual support for youth, but also changes that may better support these youth to achieve their optimal health and future success."	At-Large Community Representative
21	Cora	Mitchell	5/24/19	4	Concord	Cal State East Bay, Master of Social Work	NA	"I am involved in several local grassroots community groups that focus on a variety of issues aimed at improving our community including advocating for students, access to mental health services, the immigrant community and other historically underserved populations."	"I have been passionate about ending the school to prison pipeline for many years and did a great deal of my research in graduate school on the effects of trauma to on criminality including the life long implications of system involvement in childhood. I would like to do my part to reduce the impact early offenses can have and work towards helping them find the best launching point into adulthood we as a society can provide."	At-Large Community Representative
22	Mister	Phillips	4/6/19	1	Richmond	UC Hastings College of the Law, JD	West Contra Costa Unified School District, Board Member	NA	NA	At-Large Community Representative
23	Gaybriel	Rockett	5/1/19	1	Richmond	Keller School of Graduates, Masters	West Contra Costa Unified School District, Teacher	Volunteer for GRIP Making Waves Education Program	"I have been a homeowner in Richmond for over 10 years. I am a change agent and an influencer in the neighborhood... When I teach, I not only teach Common Core, I teach life skills. I know this community filled with minorities with limited resources are prime candidates for the prison to pipeline system. I want to save and rehabilitate as many as possible. As a teen in East St. Louis, ILL, one of the top rated homicide city in the U.S., I spent time in the juvenile system. I was a honor roll student and something still happened at 13/14 that made me give up hope. I had what it took at an early age, to rehabilitate myself, get my mind right, get back in the honor roll, and decide my trajectory of life depended solely on me. After 3 stints in the detention center (this was a time when parents could send you there, in a sense; no crimes committed on my end) one a 30 day; I returned to school and graduated and left for the Navy. I am a 10 year Navy veteran, a public speaker, a published poet, a community builder, and look young enough and I am cool enough to make connections with the youth."	At-Large Community Representative
24	Jason	Schwarz	4/19/19	2	Walnut Creek	UC Hastings College of the Law, JD; University of Nevada Reno, MA Justice Management	Tetra Tech DPK, Senior Director of Research and Program Development	Chairperson of CCP Community Advisory Board; Founder/Program Coordinator of Saranap Jobs Network	"After completing my term on the Community Advisory Board on Public Safety Realignment (CAB), I am interested in continuing my contribution to criminal justice development in the County. I have a strong interest in juvenile justice and developed a Juvenile Justice System Assessment Tool that is in use at my company, Tetra Tech, which provides justice management consulting services."	At-Large Community Representative

**JUVENILE JUSTICE COORDINATING COUNCIL APPLICANTS -- Applications received as of May 30, 2019 for At-Large Community Representative Seats #2, #3, #4 and At-Large Youth Representative #1 and #2**

	First	Last	Date rec'd	District	City	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest	Possible Designation
25	Tamisha	Torres-Walker	4/17/19	3 (live), 1 (work)	Antioch	Cal State East Bay, BA Psychology	Safe Return Project; Executive Director	"I AM A MEMBER OF THE RACIAL JUSTICE OVERSITE BODY; I WAS ALSO APPOINTED TO THE PREVIOUS RACIAL JUSTICE TASKFORCE. I AM A MEMBER OF ANTIOCH'S CO CO LEAD DIVERSION PROGRAM; I WAS RECENTLY APPOINTED TO THE COUNTIES JAG FUNDING COMMITTEE. I AM ALSO A MEMEBR OF CALIFORNIA FOR SAFTEY AND JUSTICE SECOND CHANCES COMMITTEE AT THE STATE LEVEL. "	"I HAVE EXPRENCED INCARCERATION AS A YOUTH AND YOUNG ADULT, I AM ALSO THE MOTHER OF A YOUNG PERSON THAT WAS IMPACTED BY INCARCERATIONA AND IT WAS MY JOB TO ASSIT HIM WITH NAVIGATING PROBATION REQUIERMENTS WITHOUT SERVICES. I AM ALSO THE DIRECTOR OF AN ORGANIZATION WHOS FOCUSE IS TO PREVENT MORE YOUTH AND ADULTS FROM COMING IN TO CONTACT WITH THE CRMINAL JUSTICE SYSTEM. I HAVE MENTORED AT RISK YOUNG PEOPLE AND INVESTED THE LAST 10 YEAR OF MY LIFE TO VIOLINEC REDUCTION EFFORTS FOCUSED ON REDUCING GUN VIOLENCE IN LOCALLY, STATEWIDE, AND NATIONALLY. I WOULD LIKE TO BE ON THE COMMITTEE BECAUSE I WANT TO HELP KEEP YOUNG PEOPLE OUT OF THE SYSTEM AND ASURE THAT THEY GET THE SUPPORT THAT THEY NEED TO LIVE A GOOD LIFE."	At-Large Community Representative
26	Melvin	Willis	5/2/19	1	Richmond	High School Diploma	Alliance of Californians for Community Empowerment (ACCE); community organizer	I have served on a number of boards, commissions, and coalitions over the past seven years. I am currently a Richmond City Councilmember. I have served on the Richmond Planning Commission, the Raise up Richmond Coalition, Housing Now, Richmond Progressive Alliance, Richmond Environmental Justice Coalition, Contra Costa County Racial Justice Coalition, and many other coalitions that focus on Racial and Economic Justice.	"I am a City Councilmember in Richmond and a community organizers. A rising concern in Richmond and Contra Costa County has been the need for more resources for youth programs and services. I want to serve on the commission to make sure that community concerns are being represented and prioritized while implementing strategies through commission."	At-Large Community Representative
27	Tracy	Youngston	5/30/2019*	1	San Pablo	Chamberlain College of Nursing, BSN	NA	Homeless shelter volunteer. Health education for the community (heart health), youth education (health, STI, emotional/social health).	"I currently serve African American girls in my non-profit program and would greater insight to the initiatives being formed to better serve the community and girls within my program. Bridging the gap between socio-emotional, college, and society readiness."	At-Large Community Representative

\*Application submitted after May 24, 2019 deadline



**County of Contra Costa**  
**OFFICE OF THE COUNTY ADMINISTRATOR**  
**MEMORANDUM**

**PUBLIC PROTECTION COMMITTEE**

5.

**Meeting Date:** 06/03/2019  
**SUBJECT:** FY 2019-20 Request for Interest/Proposals (RFI/Ps) Contract Award Recommendations for AB 109 Community Programs  
**FROM:** David Twa, County Administrator  
**DEPARTMENT:** County Administrator

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**RECOMMENDATION:**

1. Review the AB 109 Community Programs contract award recommendations of the ORJ and RFP review panels and RECOMMEND the Board of Supervisors award three year contracts for services, effective July 1, 2019 through June 30, 2022, as follows:

Civil Legal Services

Bay Legal for up to \$471,000

Management of the East/Central County Reentry Network

HealthRIGHT 360 for up to \$2,937,000

Employment Support and Placement Services

Rubicon Programs for up to \$6,849,000

Family Reunification Services

Centerforce for up to \$282,000

Mentoring Services in West County

Men and Women of Purpose for up to \$345,000

Short and Long-Term Housing Access

Shelter Inc. for up to \$2,576,000

Lao Family Community Development for up to \$1,290,000.

**BACKGROUND:**

On December 7, 2018, the Community Corrections Partnership (CCP) Executive Committed adopted a FY 2019-20 AB 109 Public Safety Realignment Budget for recommendation to the Board of Supervisors. This committee considered this recommended budget during its January 28, 2019, Special Session and February 4, 2019, General Meeting. After full consideration of the matter, a budget was recommended to the Board of Supervisors that included recommendations to fund the AB 109 Community Programs in the following amounts for FY 2019-20:

- Employment Support and Placement Services - \$2,283,000
- East/Central Reentry Network Management and Operation - \$979,000
- Short and Long Term Housing Access - \$1,272,000
- Legal Services - \$157,000
- Family Reunification Services - \$94,000
- Mentoring Services for West County - \$115,000
- Reentry Success Center Operation and Management - \$546,335

During this Committee's February 2019 General Meeting it was further recommended that \$50,000 for housing services be rolled over for FY 2019-20. This Committee also directed the Office of Reentry and Justice (ORJ) to use a collaborative process to develop solicitation documents for the competitive selection process to identify vendors to provide the above listed services (except for the Reentry Success Center which is entering its final contract

renewal year). During this meeting it was further determined that the solicitations would be for three year contracts at the above recommended annual funding levels. The recommended budget allocations above were subsequently approved by the Board of Supervisors with the approval of the County's FY 2019-20 Budget on April 16, 2019.

### **DISCUSSION:**

Consistent with the direction from this Committee, the ORJ invited a representative from Probation, the District Attorney, Public Defender, and CCP Community Advisory Board (CAB) to participate on a workgroup that would develop a two-stage solicitation process. This workgroup met in person and by phone during the development phase of all solicitation documents, and multiple opportunities to review and comment on document drafts were provided. Based on recommendations from the CAB, housing and employment services were ultimately integrated into a single solicitation.

Stage 1 of the solicitation process consisted of four Request for Interest (RFI) that sought responses from agencies with interest in providing the services to the County with the following funding amounts over for three fiscal years (a three-year total of \$16,004,000):

- a. Employment and Housing Services - \$10,715,000
- b. Family Reunification and Mentoring - \$1,881,000
- c. Central-East Network - \$2,937,000
- d. Civil Legal Services - \$471,000

The RFI process began when the solicitations were announce on February 15, 2019, and responses were due from vendors on February 28, 2019. Only agencies that expressed interest in Stage 1 of the process were eligible to participate in Stage 2's Request for Proposals (RFP). ORJ received 18 responses to the RFIs with 12 expressing interest in providing Housing or Employment Services and four expressing interest in providing Mentoring or Family Reunification Services. Bay Area Legal Aid was the only vender that expressed interest in providing the County with Civil Legal Services, and HealthRIGHT 360 was the only one that expressed interest in providing the County with Services for the Reentry Network. Because each of these two agencies have previously provided the solicited services to the County in a satisfactory fashion, the ORJ did not request proposals for either of these two services and recommends each agency be awarded a contract for the provision of the respective service. All other responders to the RFI were deemed qualified and subsequently invited to participate in Stage 2 of the solicitation process.

Stage 2 began when ORJ announced the beginning of the RFP process to eligible agencies on April 3, 2019. One RFP was distributed for Housing and Employment Services, and a second for Mentoring and Family Reunification Services. A mandatory bidder's conference was held April 9, 2019, and all eligible responders attended. A required Notice of Intent was due on April 19, 2019, and only one eligible agency did not submit a timely notice. All but three of the eligible agencies submitted a timely response package by the due date of May 1, 2019, with two agencies submitting a joint response. There were a total of seven proposals received for Housing and Employment Services (with two proposals for both service areas), and four proposals received for Mentoring and Family Reunification Services (with one proposal for both services). Review Panels were constructed for each RFP with proposal evaluations and interviews occurring the week of May 13, 2019. Panel recommendations for Employment Support and Placement Services were announced on May 15, 2019, and all other Panel recommendations were announced May 17, 2019.

### **RFP Review Panels**

The RFP Review Panels were convened by the ORJ and included subject matter experts, formerly incarcerated individuals, and representatives of organizations that either work with the reentry population directly or support agencies that provide services to the reentry population. Donté Blue, ORJ Deputy Director, facilitated the work of each review panel. The Review Panels utilized a "Consensus Scoring Methodology" for proposal evaluation and rating, and all members were required to return an Impartiality Statement before serving in order to ensure there were no individuals with conflicts of interest. Each panel made an independent determination of whether to invite any proposers for an interview prior to making its recommendation. The review panels invited the top two scoring agencies for interviews in each of the RFP services areas, except for the Employment Support and Placement Services award recommendation that the panel made without an interview.

The Review Panel for the Housing and Employment Services RFP responses was as follows:

- Charles Brown III, Business Services Representative, County Workforce Development Board

- Katie Kramer, Chief Executive Officer, The Bridging Group
- Lonnie Tuck, Regional Director, Center for Employment Opportunities
- Joseph Villarreal, Executive Director, Contra Costa County Housing Authority
- Denise Zabkiewicz, Research and Evaluation Manager, Office of Reentry and Justice

The Panel scored the proposals as follows [countywide services proposed unless otherwise noted]:

- A. Short- and Long-Term Housing Access
  - 1. Lao Family Community Development (77.5 pts.)
  - 2. Shelter Inc. (70 pts.)
- B. Employment Support and Placement Services
  - 1. Rubicon Programs (97.5 pts.)
  - 2. Richmond Workforce Development Board (86.5 pts.) [West County services proposed]
  - 3. Contra Costa County Office of Education (84.5 pts.)
  - 4. Goodwill Industries (83.5 pts.)
  - 5. Fast Community Development (81 pts.) [East or Central County services proposed]
  - 6. Lao Family Community Development (77.5 pts.) [West County services proposed]
  - 7. Shelter Inc. (57 pts.)

The Review Panel for the Mentoring and Family Reunification Services RFP responses was as follows:

- Dieudonné Brou, Managing Associate, Alameda County Children of Incarcerated Parents Partnership
- Lara DeLaney, Director, Office of Reentry and Justice
- Oscar Flores, All of Us or None National Organizer, Legal Services for Prisoners with Children
- DeVonn Powers, Chief Executive Officer, Humanity Way (Community Advisory Board Member)

The Panel scored the proposals as follows:

- A. Mentoring Services in West County
  - 1. Rubicon Programs (71.5 pts.)
  - 2. Men and Women of Purpose (68.5 pts.)
- B. Countywide Family Reunification Services
  - 1. Centerforce (74.5 pts.)
  - 2. Center for Human Development (61.5 pts.)
  - 3. Men and Women of Purpose (54 pts.)

## **Summaries of Recommended Proposals and Panel Comments**

### ***MENTORING AND FAMILY REUNIFICATION SERVICES***

#### **Family Reunification Services**

##### **Centerforce**

Panel recommends an award of up to \$282,000 for Countywide Family Reunification Services [\$282,000 requested]

Centerforce has been in operation for over 40 years and provides direct services to more than 400 clients annually to support, educate, and advocate for individuals, families and communities impacted by incarceration. For the past 15 years, Centerforce has provided family reunification services that include parenting classes and case management. In conjunction with Rubicon Programs, Centerforce currently operates a Back to Family program focused on supporting the efforts of parents to reunite with their children and partners. Centerforce staff includes individuals and family members of individuals who are formerly incarcerated, men and women of color, and that speak both English and Spanish. The program will be staffed by a Program Manager and three Parenting Coaches/Case Managers totaling .8 FTE, and will include the administrative support of the ED at .1 FTE. Services will be provide in space provided by Rubicon Programs in each of the County’s three regions.

The program is based on the “Parenting Inside Out” curriculum and intends to enroll at least 45 participants for services annually. Within a month of enrollment, program participants will be expected to complete a series of 10 classes dealing with parenting and relationship issues that include the management of stress in relationships, co-parenting, and discipline. Once completed, participants will begin to receive intensive case management services that begin with the development of a Family Reunification Plan. The Plan will identify the need for coaching, mediation, education, and support of pro-social familial interactions. Services provided to

participants may also include the provision of in-person and written support for a family court matter, advocacy with Children and Family Services if a child is in the foster care system, and other reunification support as necessary.

Centerforce intends to utilize the Level of Service/Case Management Inventory to identify the needs of participants and their risk for recidivism. This tool will be used to target resources at the highest risk participants. The program is designed to enhance the intrinsic motivation of participants to engage with children, partner/spouse, and pro-social community supports. Participants will not only be trained to develop critical communication skills, but also offered the opportunity to engage with family using tickets to local entertainment events (sports, museums, theatre, etc.) provided by the Community Access Ticket Service (CATS).

### Mentoring Services in West County

#### **Men and Women of Purpose**

Panel recommends an award of up to \$345,000 for West County Mentoring Services [\$345,000 requested]

Men and Women of Purpose (MWP) have been in operation since 2011, and provided mentoring services to the County for the past six years. During this time, the organization has met with over 5,400 justice involved individuals 60% of whom are Black men and approximately 10% have been women. They utilize the Insight Prison Project curriculum, and work with individuals both while they are in custody, and upon their release. The program will be operated by a Mentor Manager, three paid Peer Mentors, and an Addiction Specialist for a total of 1.6 FTE. Administrative support from the agency's CEO, COO, Administrative Assistant, and Data Clerk an additional .95 FTE assisting the program. Three volunteer Peer Mentors will also each provide 8 hrs. a week to the program.

MWP will begin working with individuals while they are still incarcerated in a local jail when possible and provide two 90 minute out of custody support groups to program participants each week. Mentoring Services will be provided to 120 program participants annually who will also have access to weekly one-on-one mentoring sessions according to their individual needs plan. Participants will participate in mentoring services for six months. Services are expected to be provided at MWP's offices and the Reentry Success Center, both in Richmond. During program participation, MWP mentors will be expected to help connect participants to the resources needed to overcome barriers to their reintegration.

#### Panel Comments

*The panel recognized that MWP scored less than Rubicon Programs, and usually this would suffice in recommending the County fund Rubicon Programs for these services. However, the Panel agreed to recommend the contract for Mentoring Services be awarded to MWP for the following overriding considerations.*

- 1. When looking at the financial information of Rubicon and MWP, the panel believed that terminating the contract with MWP would be a significant financial blow to the agency and could likely be fatal. Because the County indicated that MWP had satisfactorily performed on its current and previous contract for similar services, the panel did not believe that the potential incremental gain in service provision Rubicon might provide outweighed the substantial loss of potentially having one less agency providing services to the local reentry population.*
- 2. Based on the RFP language and scoring Rubric, the Panel believed the County had an express interest in investing in local organizations. While Rubicon is a local agency, the Panel recognized that there is a recommendation pending that would seek to invest more than \$2.5 million in AB 109 revenue alone in the agency during FY 2019-20. MWP on the other hand could be labeled as an indigenous agency because it is not only local to Contra Costa but was also founded by County residents. The Panel believed continued investments in such indigenous organizations was consistent with the County's interests.*
- 3. Lastly, the Panel believed Rubicon's proposal was well written and worthy of being considered for funding under different circumstances. However, since current funding levels could only support a single award, and the Panel was convinced that recent changes in MWP leadership provided an opportunity to invest this single award in the strategic growth of MWP.*

*The Panel further recommends that in managing the contract for these services, ORJ hold MWP accountable for building its organizational capacity to compete and perform, while also diversifying its revenue sources in a way that will better ensure the agency's long-term viability. This recommendation is based on the Panel's belief that MWP can be an increasingly productive partner with some support.*

## ***EMPLOYMENT AND HOUSING SERVICES***

### Employment Support and Placement Services

#### **Rubicon Programs**

Panel recommends an award of up to \$6,849,000 [\$6,848,999 requested]

Founded in 1973, Rubicon is a non-profit recognized for its integrated housing, mental health, relapse prevention, legal, financial education and employment services whose participant base includes a significant percentage of individuals with a history of justice involvement. Rubicon has been providing employment services as part of the AB 109 community programs since 2013 and proposes to continue providing a comprehensive suite of employment and career services through its program. Services will be provided in Rubicon service sites in East and West County, and at the Mount Diablo Adult Education Loma Vista site in Central County.

The program design targets 200 participants per year (125 in East County, 75 in Central County and 100 in West County). Phase 1 includes: Intake and Assessment, a 50 hour Job Readiness and Financial Literacy Training, Small Group Job Search Support and Digital Literacy Training, Benefits Screening and Application Assistance, and both Subsidized and Transitional Employment. Phase 2 includes Vocational Assessment and Career Advising, Vocational Skills Training, and Individualized Job Placement and Retention Services. These retention services will be provided for up three years along with job advancement support. The average length of engagement with the program is 15 to 24 months.

Rubicon's employment program offers a full range of grant-funded and leveraged employment services and also offers access to other Rubicon services including domestic violence screening and counseling, as well as anger management training by STAND!, GED prep through Liberty Adult Education, and adult basic literacy support through Literacy for Every Adult Program (LEAP). In addition the staffing for the proposal included just over 22 FTEs, leveraging a number of existing staff with about ten new staff to be hired. Total FTEs dedicated to the project: 5.98 FTEs for West County, 6.85 FTEs for Central County, 7.83 FTEs for East County, and 1.55 FTEs in program administration roles.

### Short- and Long-Term Housing Access

#### **Shelter Inc.**

Panel recommends an award of up to \$2,576,000 for Housing Services [\$3,866,000 requested]

Shelter Inc. (SI) has been the County's contracted provider of AB 109 Housing services since 2013, having provided 518 clients (unduplicated) with housing assistance services. SI has at least 19 years of experience providing services requested in the RFP. SI proposes to offer intensive case management with Sober Living Environments (SLE) used to provide short term housing support, and long-term housing rental assistance. Case management will not only help individuals address their housing barriers, but also access needed behavioral health, legal, and family reunification services. The program is designed to help clients work towards self-sufficiency. SI is proposing a step-down model of subsidized housing support where the program will target covering 100% of housing costs will be paid during the first month, 80% during the second month, 60% in month three, 40% in month four, 20% will be covered in the fifth month, and 10% in the sixth month. Participants will be expected to cover their own housing costs in month seven and beyond, but may be eligible for additional months of subsidized costs in some situations. The program will also provide support for rental assistance, security deposits, and utilities. About 75 individuals will receive housing assistance across the county at the recommended funding levels.

#### **Lao Family Community Development**

Panel recommends an award of up to \$1,290,000 [\$3,866,000 requested]

LFCDD has provided to "hard to reach" groups for almost 40 years. They have recently began to provide Career Technical Education services to the AB 109 population in Alameda County. They are proposing a project they call the My Action Plan 2 Jobs and Housing (MAP 2 JH). This program attempts to build from a housing program they have previously utilized for resettled immigrant refugee populations. MAP 2 JH seeks to leverage Workforce Investment and Opportunities Act funding through its present relationship with America's Job Centers of California, current and future LFCDD real estate holdings, and the agency's ongoing relationships with landlords and the San Pablo Economic Development Center.

The project will provide up to 24 months of long term housing support with beds for at least 14 individuals annually at the recommended funding levels. Initially participant needs will be assessed. This process will include a financial evaluation, health survey, and other screening as appropriate. These early assessments will be used to develop each participants individualized MAP. MAPs will include referrals to established partners to address needs, vocational interests and trainings needed, and a long-term plan to achieve the income needed to maintain independent housing. Services to provided as part of the program include cognitive behavioral training, life skills education, and support with money management and budgeting.

Once enrolled in the program, the first three months housing will be full subsidized by LFCD during which time participants will be supported in finding employment. During months 4 – 12 participants will be required to save up to a third of their income in an individual development account, and also pay up to 30% of their income towards their housing costs. Months 13-24 participants will continue to be supported and case managed, but will not have any of their housing costs subsidized. During this time they expect to ensure all residents retain employment and make progress toward the goals identified on their MAP. By month 24 the program expects participants that have adequately progressed through the goals of their MAP to have achieved placement in some form of permanent housing.

#### Panel Comments

*The panel recognized that LFCD scored had the higher overall score. The two proposed programs are very different with SI's program based on the utilization of SLEs and LFCD seeking to lease new properties directly. The Panel believes that SI has the greater experience in providing services to this population but seeks to provide LFCD a portion of what they requested to see if models the organization has used with other populations can be adjusted to be successful with the reentry population. Furthermore, the panel sees value in supporting the growth of experience in multiple agencies that provide housing for the reentry population. Because what LFCD is proposing has not yet been proven to be successful with the reentry population, the Panel felt it would not be prudent to award LFCD the entire funding allocation at this time. Instead, the Panel is recommending that LFCD be awarded approximately one-third of the available funding, be directed to either work with Rubicon or leverage other outside funding for employment services, and the success and value of the program be taken into consideration during future funding cycles. In the meantime, the County should award the remainder of the funding allocation to SI to provide housing access services similar to those currently provided.*

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#### Attachments

Attachment A - Recommendation Letters

Attachment B - Mentoring and Family Reunification Scores

Attachment C - Employment and Housing Scores

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# County Administrator

Office of Reentry and Justice  
651 Pine Street, 10<sup>th</sup> floor  
Martinez, California 94553-1229  
(925) 335-1097

Lara DeLaney  
Acting Director

# Contra Costa County



## Board of Supervisors

John M. Gioia  
1<sup>st</sup> District

Candace Andersen  
2<sup>nd</sup> District

Diane Burgis  
3<sup>rd</sup> District

Karen Mitchoff  
4<sup>th</sup> District

Federal D. Glover  
5<sup>th</sup> District

May 15, 2019

### **RFP #1903-337 Employment Support and Placement Services for the AB 109 Program** **Review Panel Contract Award Recommendations**

Upon completion of the RFP response evaluation process, the Review Panel recommends the Board of Supervisors award a contract for \$6,849,000 to Rubicon Programs for the provision of countywide Employment Support and Placement Services for three years beginning July 1, 2019.

The Review Panel was comprised of (*in alphabetic order*):

- Charles Brown III, Business Services Representative, County Workforce Development Board
- Katie Kramer, Chief Executive Officer, The Bridging Group
- Lonnie Tuck, Regional Director, Center for Employment Opportunities
- Joseph Villarreal, Executive Director, Contra Costa County Housing Authority
- Denise Zabkiewicz, Research and Evaluation Manager, Office of Reentry and Justice

The Public Protection Committee is expected to make a final recommendation on contract awards to the Board of Supervisors at the Committee's meeting on June 3, 2019. The Office of Reentry and Justice recognizes and appreciates the service of the Review Panel members, and thanks all responders for their interest in contracting with Contra Costa County.

Sincerely,

A handwritten signature in blue ink, appearing to read "Donte Blue".

Donte Blue  
Deputy Director, Office of Reentry and Justice

cc: Board of Supervisors  
David Twa, County Administrator  
Lara DeLaney, Office of Reentry and Justice Director  
Community Corrections Partnership Executive Committee  
Stephen Siptroth, Deputy County Counsel

# County Administrator

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Lara DeLaney  
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Karen Mitchoff  
4<sup>th</sup> District

Federal D. Glover  
5<sup>th</sup> District

May 17, 2019

### **RFP #1903-337 Housing Assistance for the AB 109 Program** **Review Panel Contract Award Recommendations**

Upon completion of the RFP response evaluation and interview process, the Review Panel recommends the Board of Supervisors award a contract for \$1,290,000 to Lao Family Community Development, Inc. and \$2,576,000 to SHELTER Inc. for the provision of countywide Housing Assistance for three years beginning July 1, 2019.

The Review Panel was comprised of (*in alphabetic order*):

- Charles Brown III, Business Services Representative, County Workforce Development Board
- Katie Kramer, Chief Executive Officer, The Bridging Group
- Lonnie Tuck, Regional Director, Center for Employment Opportunities
- Joseph Villarreal, Executive Director, Contra Costa County Housing Authority
- Denise Zabkiewicz, Research and Evaluation Manager, Office of Reentry and Justice

The Public Protection Committee is expected to make a final recommendation on contract awards to the Board of Supervisors at the Committee's meeting on June 3, 2019. The Office of Reentry and Justice recognizes and appreciates the service of the Review Panel members, and thanks all responders for their interest in contracting with Contra Costa County.

Sincerely,

A handwritten signature in blue ink, appearing to read "Donté Blue".

Donté Blue  
Deputy Director, Office of Reentry and Justice

cc: Board of Supervisors  
David Twa, County Administrator  
Lara DeLaney, Office of Reentry and Justice Director  
Community Corrections Partnership Executive Committee  
Stephen Siptroth, Deputy County Counsel



# County Administrator

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(925) 335-1097

Lara DeLaney  
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# Contra Costa County



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Karen Mitchoff  
4<sup>th</sup> District

Federal D. Glover  
5<sup>th</sup> District

May 17, 2019

### **RFP #1903-336 Mentoring and Family Reunification Services for the AB 109 Program** **Review Panel Contract Award Recommendations**

Upon completion of the RFP response evaluation and interview process, the Review Panel recommends the Board of Supervisors award a contract for \$345,000 to Men and Women of Purpose for the provision of Mentoring Services in West County and \$282,000 to Centerforce for the provision of countywide Family Reunification Services. Each contract award is for three years beginning July 1, 2019.

The Review Panel was comprised of (*in alphabetic order*):

- Dieudonné Brou, Managing Associate, Alameda County Children of Incarcerated Parents Partnership
- Lara DeLaney, Director, Office of Reentry and Justice
- Oscar Flores, All of Us or None National Organizer, Legal Services for Prisoners with Children
- DeVonn Powers, Chief Executive Officer, Humanity Way (Community Advisory Board Member)

The Public Protection Committee is expected to make a final recommendation on contract awards to the Board of Supervisors at the Committee's meeting on June 3, 2019. The Office of Reentry and Justice recognizes and appreciates the service of the Review Panel members, and thanks all responders for their interest in contracting with Contra Costa County.

Sincerely,

A handwritten signature in blue ink, appearing to read "Donté Blue".

Donté Blue  
Deputy Director, Office of Reentry and Justice

cc: Board of Supervisors  
David Twa, County Administrator  
Lara DeLaney, Office of Reentry and Justice Director  
Community Corrections Partnership Executive Committee  
Stephen Siptroth, Deputy County Counsel



*Center for Human Development*

**Scoring Sheet (100pts. possible)**

<p>II.1. <u>Agency Overview</u>          Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)</p>	<p><b>4</b></p>
<p>II.2. <u>Bidder’s Experience</u>          Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)</p>	<p><b>6</b></p>
<p>II.3. <u>Cultural Competency</u>          Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)</p>	<p><b>7</b></p>
<p>II.4 <u>Program Proposal</u>          A. Program design is clear, comprehensive, and consistent with goals (10 pts.) (7)          B. Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.) (5)          C. Outcomes are specific, reasonable, achievable, and challenging (15 pts.) (7)          D. Collaboration with other organizations/Coordination (5 pts.) (4.5)</p>	<p><b>23.5</b></p>
<p>II.5 <u>Program Implementation and Oversight</u>          A. Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.) (6)          B. Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.) (7)</p>	<p><b>13</b></p>
<p>III.1 <u>Fiscal Management Information</u>          Fiscal management information is reasonable. (5 pts.)</p>	<p><b>3</b></p>
<p>III.2 <u>Program Budget/Budget Narrative</u>          A. Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.) (5)          B. Matching resources are reasonable and provide sufficient leverage (3 pts.) (0)</p>	<p><b>5</b></p>

**Total Score: 61.5 pts**



<b>Centerforce</b>	<b>Scoring Sheet (100pts. possible)</b>
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- |       |   |             |
|-------|---|-------------|
| II.1. | <u>Agency Overview</u><br>Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)  | 4           |
| II.2. | <u>Bidder’s Experience</u><br>Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)         | 8           |
| II.3. | <u>Cultural Competency</u><br>Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.) | 7           |
| II.4  | <u>Program Proposal</u>   | <b>30.5</b> |
| A.    | Program design is clear, comprehensive, and consistent with goals (10 pts.)   | (8)         |
| B.    | Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.)  | (8)         |
| C.    | Outcomes are specific, reasonable, achievable, and challenging (15 pts.)  | (10)        |
| D.    | Collaboration with other organizations/Coordination (5 pts.)  | (4.5)       |
| II.5  | <u>Program Implementation and Oversight</u>   | <b>13</b>   |
| A.    | Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.)                                      | (6)         |
| B.    | Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.)                                     | (7)         |
| III.1 | <u>Fiscal Management Information</u><br>Fiscal management information is reasonable. (5 pts.)   | <b>5</b>    |
| III.2 | <u>Program Budget/Budget Narrative</u>  | <b>7</b>    |
| A.    | Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.)                           | (5.5)       |
| B.    | Matching resources are reasonable and provide sufficient leverage (3 pts.)  | (1.5)       |

<b>Total Score: 74.5 pts</b>
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<b><i>Men and Women of Purpose (Family Reunification)</i></b>	<b>Scoring Sheet (100pts. possible)</b>
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|-------|---|----|
| II.1. | <u>Agency Overview</u><br>Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)  | 4  |
| II.2. | <u>Bidder’s Experience</u><br>Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)         | 5  |
| II.3. | <u>Cultural Competency</u><br>Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.) | 7  |
| II.4  | <u>Program Proposal</u>   | 21 |
| A.    | Program design is clear, comprehensive, and consistent with goals (10 pts.) (6)   |    |
| B.    | Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.) (5)  |    |
| C.    | Outcomes are specific, reasonable, achievable, and challenging (15 pts.) (6)  |    |
| D.    | Collaboration with other organizations/Coordination (5 pts.) (4)  | 4  |
| II.5  | <u>Program Implementation and Oversight</u>   | 9  |
| A.    | Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.) (5)                                  |    |
| B.    | Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.) (4)                                 |    |
| III.1 | <u>Fiscal Management Information</u><br>Fiscal management information is reasonable. (5 pts.)   | 3  |
| III.2 | <u>Program Budget/Budget Narrative</u>  | 5  |
| A.    | Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.) (4)                       |    |
| B.    | Matching resources are reasonable and provide sufficient leverage (3 pts.) (1)  |    |

<b>Total Score: 54 pts</b>
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<b><i>Men and Women of Purpose (Mentoring)</i></b>	<b>Scoring Sheet (100pts. possible)</b>
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II.1.	<u>Agency Overview</u> Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)	4
II.2.	<u>Bidder’s Experience</u> Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)	9
II.3.	<u>Cultural Competency</u> Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)	9.5
II.4	<u>Program Proposal</u> A. Program design is clear, comprehensive, and consistent with goals (10 pts.) (6) B. Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.) (5) C. Outcomes are specific, reasonable, achievable, and challenging (15 pts.) (8) D. Collaboration with other organizations/Coordination (5 pts.) (4)	23
II.5	<u>Program Implementation and Oversight</u> A. Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.) (6) B. Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.) (8)	14
III.1	<u>Fiscal Management Information</u> Fiscal management information is reasonable. (5 pts.)	3
III.2	<u>Program Budget/Budget Narrative</u> A. Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.) (5) B. Matching resources are reasonable and provide sufficient leverage (3 pts.) (1)	6

<b><i>Total Score: 68.5 pts</i></b>
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**Rubicon Programs (Mentoring)**

**Scoring Sheet (100pts. possible)**

<p>II.1. <u>Agency Overview</u> Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)</p>	<p><b>4.5</b></p>
<p>II.2. <u>Bidder’s Experience</u> Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)</p>	<p><b>8</b></p>
<p>II.3. <u>Cultural Competency</u> Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)</p>	<p><b>7.5</b></p>
<p>II.4 <u>Program Proposal</u></p> <p>A. Program design is clear, comprehensive, and consistent with goals (10 pts.) (7)</p> <p>B. Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.) (5)</p> <p>C. Outcomes are specific, reasonable, achievable, and challenging (15 pts.) (10)</p> <p>D. Collaboration with other organizations/Coordination (5 pts.) (5)</p>	<p><b>27</b></p>
<p>II.5 <u>Program Implementation and Oversight</u></p> <p>A. Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.) (8)</p> <p>B. Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.) (4.5)</p>	<p><b>12.5</b></p>
<p>III.1 <u>Fiscal Management Information</u> Fiscal management information is reasonable. (5 pts.)</p>	<p><b>5</b></p>
<p>III.2 <u>Program Budget/Budget Narrative</u></p> <p>A. Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.) (5)</p> <p>B. Matching resources are reasonable and provide sufficient leverage (3 pts.) (2)</p>	<p><b>7</b></p>

**Total Score: 71.5 pts**





RFP #1903-337 – Employment and Housing Services

<i>Contra Costa County Office of Education</i>	<b>Scoring Sheet (100pts. possible)</b>
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II.1.	<u>Agency Overview</u> Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)	4.5
II.2.	<u>Bidder’s Experience</u> Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)	8.5
II.3.	<u>Cultural Competency</u> Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)	8
II.4	<u>Program Proposal</u>	33
A.	Program design is clear, comprehensive, and consistent with goals (10 pts.) (8)	
B.	Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.) (9)	
C.	Outcomes are specific, reasonable, achievable, and challenging (15 pts.) (11)	
D.	Collaboration with other organizations/Coordination (5 pts.) (5)	
II.5	<u>Program Implementation and Oversight</u>	16
A.	Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.) (8)	
B.	Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.) (8)	
III.1	<u>Fiscal Management Information</u> Fiscal management information is reasonable. (5 pts.)	5
III.2	<u>Program Budget/Budget Narrative</u>	9.5
A.	Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.) (6.5)	
B.	Matching resources are reasonable and provide sufficient leverage (3 pts.) (3)	

<b>Total Score: 84.5</b>
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## RFP #1903-337 – Employment and Housing Services

### Fast Community Development

### Scoring Sheet (100pts. possible)

II.1.	<u>Agency Overview</u> Agency's administrative officers are local, and the proposed services align with organization's mission and history (5 pts.)	5
II.2.	<u>Bidder's Experience</u> Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)	10
II.3.	<u>Cultural Competency</u> Cultural sensitive programming delivered in clients' primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)	7
II.4	<u>Program Proposal</u>	26
A.	Program design is clear, comprehensive, and consistent with goals (10 pts.)	(7)
B.	Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.)	(4)
C.	Outcomes are specific, reasonable, achievable, and challenging (15 pts.)	(10)
D.	Collaboration with other organizations/Coordination (5 pts.)	(5)
II.5	<u>Program Implementation and Oversight</u>	19
A.	Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.)	(9.5)
B.	Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program's design and services to be provided (10 pts.)	(9.5)
III.1	<u>Fiscal Management Information</u> Fiscal management information is reasonable. (5 pts.)	5
III.2	<u>Program Budget/Budget Narrative</u>	9
A.	Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.)	(7)
B.	Matching resources are reasonable and provide sufficient leverage (3 pts.)	(2)

**Total Score: 81 pts.**





RFP #1903-337 – Employment and Housing Services

<b><i>Goodwill Industries</i></b>	<b>Scoring Sheet (100pts. possible)</b>
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- |       |   |      |
|-------|---|------|
| II.1. | <u>Agency Overview</u><br>Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)  | 5    |
| II.2. | <u>Bidder’s Experience</u><br>Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)         | 10   |
| II.3. | <u>Cultural Competency</u><br>Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.) | 8    |
| II.4  | <u>Program Proposal</u>   | 33.5 |
| A.    | Program design is clear, comprehensive, and consistent with goals (10 pts.) (9)   |      |
| B.    | Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.) (6.5)  |      |
| C.    | Outcomes are specific, reasonable, achievable, and challenging (15 pts.) (13)   |      |
| D.    | Collaboration with other organizations/Coordination (5 pts.) (5)  |      |
| II.5  | <u>Program Implementation and Oversight</u>   | 15   |
| A.    | Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.) (7)                                  |      |
| B.    | Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.) (8)                                 |      |
| III.1 | <u>Fiscal Management Information</u><br>Fiscal management information is reasonable. (5 pts.)   | 5    |
| III.2 | <u>Program Budget/Budget Narrative</u>  | 7    |
| A.    | Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.) (6)                       |      |
| B.    | Matching resources are reasonable and provide sufficient leverage (3 pts.) (1)  |      |

<b>Total Score: 83.5</b>
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RFP #1903-337 – Employment and Housing Services

**Lao Family Community Development (Employment) Scoring Sheet (100pts. possible)**

II.1.	<u>Agency Overview</u> Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)	5
II.2.	<u>Bidder’s Experience</u> Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)	9.5
II.3.	<u>Cultural Competency</u> Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)	9
II.4	<u>Program Proposal</u>	33
A.	Program design is clear, comprehensive, and consistent with goals (10 pts.)	(9)
B.	Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.)	(7)
C.	Outcomes are specific, reasonable, achievable, and challenging (15 pts.)	(12)
D.	Collaboration with other organizations/Coordination (5 pts.)	(5)
II.5	<u>Program Implementation and Oversight</u>	13
A.	Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.)	(5)
B.	Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.)	(8)
III.1	<u>Fiscal Management Information</u> Fiscal management information is reasonable. (5 pts.)	5
III.2	<u>Program Budget/Budget Narrative</u>	7
A.	Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.)	(5)
B.	Matching resources are reasonable and provide sufficient leverage (3 pts.)	(2)

**Total Score: 81.5 pts.**



RFP #1903-337 – Employment and Housing Services

<b>Lao Family Community Development (Housing)</b>	<b>Scoring Sheet (100pts. possible)</b>
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II.1.	<u>Agency Overview</u> Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)	5
II.2.	<u>Bidder’s Experience</u> Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)	10
II.3.	<u>Cultural Competency</u> Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)	9
II.4	<u>Program Proposal</u>	28.5
A.	Program design is clear, comprehensive, and consistent with goals (10 pts.) (7)	(7)
B.	Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.)	(7)
C.	Outcomes are specific, reasonable, achievable, and challenging (15 pts.)	(9.5)
D.	Collaboration with other organizations/Coordination (5 pts.)	(5)
II.5	<u>Program Implementation and Oversight</u>	13
A.	Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.)	(5)
B.	Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.)	(8)
III.1	<u>Fiscal Management Information</u> Fiscal management information is reasonable. (5 pts.)	5
III.2	<u>Program Budget/Budget Narrative</u>	7
A.	Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.)	(5)
B.	Matching resources are reasonable and provide sufficient leverage (3 pts.)	(2)

<b>Total Score: 77.5 pts.</b>
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RFP #1903-337 – Employment and Housing Services

<b>Rubicon Programs</b>	<b>Scoring Sheet (100pts. possible)</b>
<p>II.1. <u>Agency Overview</u>  Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)</p>	<b>5</b>
<p>II.2. <u>Bidder’s Experience</u>  Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)</p>	<b>10</b>
<p>II.3. <u>Cultural Competency</u>  Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)</p>	<b>10</b>
<p>II.4 <u>Program Proposal</u></p> <p>A. Program design is clear, comprehensive, and consistent with goals (10 pts.) (9.5)</p> <p>B. Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.) (9.5)</p> <p>C. Outcomes are specific, reasonable, achievable, and challenging (15 pts.) (14)</p> <p>D. Collaboration with other organizations/Coordination (5 pts.) (5)</p>	<b>38</b>
<p>II.5 <u>Program Implementation and Oversight</u></p> <p>A. Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.) (10)</p> <p>B. Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.) (10)</p>	<b>20</b>
<p>III.1 <u>Fiscal Management Information</u>  Fiscal management information is reasonable. (5 pts.)</p>	<b>5</b>
<p>III.2 <u>Program Budget/Budget Narrative</u></p> <p>A. Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.) (7)</p> <p>B. Matching resources are reasonable and provide sufficient leverage (3 pts.) (2.5)</p>	<b>9.5</b>
<b>Total Score: 97.5 pts.</b>	





RFP #1903-337 – Employment and Housing Services

<b>Richmond Workforce Development Board</b>	<b>Scoring Sheet (100pts. possible)</b>
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II.1.	<u>Agency Overview</u> Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)	5
II.2.	<u>Bidder’s Experience</u> Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)	9.5
II.3.	<u>Cultural Competency</u> Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)	9
II.4	<u>Program Proposal</u>	32.5
A.	Program design is clear, comprehensive, and consistent with goals (10 pts.) (8)	
B.	Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.) (5)	
C.	Outcomes are specific, reasonable, achievable, and challenging (15 pts.) (14.5)	
D.	Collaboration with other organizations/Coordination (5 pts.) (5)	
II.5	<u>Program Implementation and Oversight</u>	16
A.	Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.) (8)	
B.	Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.) (8)	
III.1	<u>Fiscal Management Information</u> Fiscal management information is reasonable. (5 pts.)	5
III.2	<u>Program Budget/Budget Narrative</u>	9.5
A.	Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.) (7)	
B.	Matching resources are reasonable and provide sufficient leverage (3 pts.) (2.5)	

<b>Total Score: 86.5 pts.</b>
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## RFP #1903-337 – Employment and Housing Services

### Shelter Inc. (Employment)

### Scoring Sheet (100pts. possible)

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|-------|---|-----|
| II.1. | <u>Agency Overview</u>  | 3   |
|       | Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)  |     |
| II.2. | <u>Bidder’s Experience</u>  | 7   |
|       | Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)             |     |
| II.3. | <u>Cultural Competency</u>  | 7   |
|       | Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)     |     |
| II.4  | <u>Program Proposal</u>   | 21  |
| A.    | Program design is clear, comprehensive, and consistent with goals (10 pts.)   | (6) |
| B.    | Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.)  | (6) |
| C.    | Outcomes are specific, reasonable, achievable, and challenging (15 pts.)  | (7) |
| D.    | Collaboration with other organizations/Coordination (5 pts.)  | (2) |
| II.5  | <u>Program Implementation and Oversight</u>   | 10  |
| A.    | Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.)            | (5) |
| B.    | Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.)           | (5) |
| III.1 | <u>Fiscal Management Information</u>  | 5   |
|       | Fiscal management information is reasonable. (5 pts.)   |     |
| III.2 | <u>Program Budget/Budget Narrative</u>  | 4   |
| A.    | Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.) | (4) |
| B.    | Matching resources are reasonable and provide sufficient leverage (3 pts.)  | (0) |

**Total Score: 57 pts.**



RFP #1903-337 – Employment and Housing Services

<b><i>Shelter Inc. (Housing)</i></b>	<b>Scoring Sheet (100pts. possible)</b>
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II.1.	<u>Agency Overview</u> Agency’s administrative officers are local, and the proposed services align with organization’s mission and history (5 pts.)	4
II.2.	<u>Bidder’s Experience</u> Bidder, and bidder's staff, have current or past experiences that are relevant and demonstrate an ability to successfully provide services as proposed. (10 pts.)	8
II.3.	<u>Cultural Competency</u> Cultural sensitive programming delivered in clients’ primary language with services relevant to diverse client populations, including gender specific services. (10 pts.)	9
II.4	<u>Program Proposal</u>	22
A.	Program design is clear, comprehensive, and consistent with goals (10 pts.) (6)	(6)
B.	Use of an <b>evidence-based model</b> with an understanding of <b>RNR principles</b> (10 pts.)	(6)
C.	Outcomes are specific, reasonable, achievable, and challenging (15 pts.)	(7)
D.	Collaboration with other organizations/Coordination (5 pts.)	(3)
II.5	<u>Program Implementation and Oversight</u>	17
A.	Action-steps and timeline for implementation are clear, practical, and will likely help the program successfully achieve its stated goals and objectives (10 pts.)	(7)
B.	Program staffing (FTEs, responsibilities, compensation, experience) is reasonable and appropriate, given the program’s design and services to be provided (10 pts.)	(10)
III.1	<u>Fiscal Management Information</u> Fiscal management information is reasonable. (5 pts.)	5
III.2	<u>Program Budget/Budget Narrative</u>	5
A.	Narrative clearly explains cost estimates, calculations, and program elements, and budget is complete with line items are reasonable, cost-effective, and necessary. (7 pts.)	(5)
B.	Matching resources are reasonable and provide sufficient leverage (3 pts.)	(0)

<b>Total Score: 70 pts.</b>
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# Contra Costa County Board of Supervisors

## Subcommittee Report

### PUBLIC PROTECTION COMMITTEE

6.

**Meeting Date:** 06/03/2019

**Subject:** Request for Qualifications Process for Grant Writing Services Related to Justice System

**Submitted For:** PUBLIC PROTECTION COMMITTEE,

**Department:** County Administrator

**Referral No.:** 2019-14

**Referral Name:** RFQ for Grant Writing Services

**Presenter:** L. DeLaney and D. Blue

**Contact:** L. DeLaney, 925-335-1097

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### **Referral History:**

The Public Protection Committee has provided input to the contractor procurement process for AB 109-funded contracts since 2013.

### **Referral Update:**

The Office of Reentry & Justice is in the process of developing a Request for Qualifications to identify qualified contractors to provide grant writing services to the County for justice-related grants. Over the past several years, the State and Federal governments have made and continue to make funding opportunities available to counties to support justice related initiatives. The County has applied successfully for a number of these grants including:

- the federal Second Chance Act grant (2013)
- the federal Smart Reentry grant (2016)
- the federal Byrne JAG grant (2015)--*applied for funding in 2019 as well*
- the federal Smart Defense Initiative grant (2016),
- the state's Prop. 47 Grant (2017)-- *applied for Round 2 funding in 2019*

The County has also submitted applications for the BSCC's Youth Reinvestment Grant (2019), through the District Attorney's Office. In addition, County staff continues to review and consider applications for other funding opportunities including:

1. Department of Justice's "Improving Reentry for Adults with Co-occurring Substance Abuse and Mental Illness"
2. Department of Justice's "Justice and Mental Health Collaboration Program"

Responding quickly and effectively to these grant opportunities often requires the assistance of grant writing professionals. Therefore, the ORJ is embarking on a process to develop a list of qualified grant writers from which it can draw to support grant opportunities as they arise.

Funding for any ensuing contracts related to specific grants would be provided by the AB 109 Planning and Implementation funds, as available.



The proposed timeline for this process is as follows:

**Timeline for the RFQ for Grant Writing Services**

<b><u>Event</u></b>	<b><u>Date</u></b>
RFQ Draft & Timeline to Review Cmte.	June 3-June 14
PPC Designates Evaluators	June 3, 2019
RFQ Issued	June 17, 2019
Written Questions Due from bidders	noon, June 26
Addendum Issued	June 27, 2019
Responses Due	July 10, 2019
Evaluation Period	July 11-Jul. 26
Vendor Interviews	July 22- July 26
Results Letter Issued	July 26, 2019
Appeal Period	July 26-August 2
Public Protection Reviews Results	August 5, 2019

**Recommendation(s)/Next Step(s):**

CONSIDER providing direction to staff on the development of the procurement process for grant writing services for justice-related grants, including recommendations related to Review Panel members, timeline of the process, and outreach activities.

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**Attachments**

*No file(s) attached.*

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