



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

Jena

Last Name

Williams

Home Address - Street

[Redacted]

City

Oakley

Zip Code

94561

Phone (best number to reach you)

[Redacted]

Email

jena.williams@cchealth.org

Resident of Supervisorial District:

[Redacted]

EDUCATION

Check appropriate box if you possess one of the following:

[X] High School Diploma

[] CA High School Proficiency Certificate

[] G.E.D. Certificate

Colleges or Universities Attended

Course of Study/Major

Degree Awarded

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Contains redacted information and 'No' responses.

Other Training Completed:

[Redacted]

Board, Committee or Commission Name

Equal Employment Opportunity Advisory Council

Seat Name

Management Seat

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

[] No

[X] Yes

If yes, how many?

[Redacted]

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

As a County employee, it is important to ensure that policies and procedures are up to date, and are inclusive to feedback to the decision making processes. As a resident of Contra Costa County, it is also important to me that that all protected classes are provided an equivalent opportunity to civil service positions and provided advanced positions and promotions.

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

As a long time Contra Costa County resident and employee, I have served in different capacities serving my community. I was responsible for leading a school-based program working with diverse populations throughout the County. This included partnerships with school districts, community based organizations, and local elected officials. I have also lead a Food Security Council where we assessed risk factors on why lower income neighborhoods did not have access to fresh food. My role was to facilitate the Council. I am committed to my community and the policies that include making decisions for those underrepresented.

I am including my resume with this application:

Please check one:

[] Yes

[X] No

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

Please check one:

[X] 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.

Oakley Leadership Council, Food Security Council, AUSD Community Wellness Advisory, WCCUSD School-Based Advisory, MDUSD Health Advisory, Tobacco Prevention Coalition, Cal High Cheerleading Team Mom, CYO Basketball Team Mom

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: Jena Williams Date: 08/01/20

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.