



# Agenda

## FAMILY & HUMAN SERVICES COMMITTEE

September 28, 2020

9:00 A.M.

Virtual Meeting

The Public may observe and participate in the virtual Zoom meeting by using this link:

<https://cccouny-us.zoom.us/j/98411599033>

OR

Calling in using this phone number and Meeting ID code:

1-888-278-0254

Meeting ID: 786066

Supervisor John Gioia, Chair  
Supervisor Candace Andersen, Vice Chair

### Agenda Items:

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

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).
3. RECEIVE and APPROVE the draft Record of Action for the August 24, 2020 Family & Human Services Committee Meeting.
4. CONSIDER making recommendations to the Board of Supervisors on the following advisory body appointments, re-appointments or vacancies:
  - a. RECOMMEND to the Board of Supervisors reappointment to the Contra Costa Advisory Council on Aging (ACOA) the nine individuals listed for At-Large Seats with all terms expiring on September 30, 2022, as recommended by the Council:
    - At-Large Seat #2: Shirley Krohn
    - At-Large Seat #5: Deborah Card
    - At-Large Seat #6: Steve Lipson
    - At-Large Seat #7: Summer Selleck
    - At-Large Seat #10: Terri Tobey
    - At-Large Seat #12: Nuru Neemuchwalla
    - At-Large Seat #15: Mary Bruns
    - At-Large Seat #17: Kevin Donovan

- At-Large Seat #20: Susan Frederick

*(Anthony Macias, Employment and Human Services Department)*

5. CONSIDER receiving a report from the Employment and Human Services Department on the implementation of the CalFresh benefit expansion, update on the CalFresh Outreach Plan and CalFresh staffing needs. *(Kathy Gallagher, Employment and Human Services Director)*
6. CONSIDER accepting a report from the Employment and Human Services Department on the oversight and activities of the Community Services Bureau. *(Kathy Gallagher, Employment and Human Services Director)*
7. The next Regular Meeting of the Family and Human Services Committee scheduled for October 26, 2020 at 9:00AM has been cancelled. The Committee will hold a Special Meeting on October 29, 2020 at 1:00PM.
8. Adjourn

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

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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 Family & Human Services Committee less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, 4th Floor, Martinez, CA, 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:

Dennis Bozanich, Committee Staff  
Phone (925) 655-2050, Fax (925) 655-2066  
Dennis.Bozanich@cao.cccounty.us



# Contra Costa County Board of Supervisors

## Subcommittee Report

### FAMILY AND HUMAN SERVICES COMMITTEE

3.

**Meeting Date:** 09/28/2020  
**Subject:** RECORD OF ACTION FOR THE PREVIOUS FHS MEETING  
**Submitted For:** David Twa, County Administrator  
**Department:** County Administrator  
**Referral No.:** NA  
**Referral Name:** NA  
**Presenter:** Dennis Bozanich                      **Contact:** Dennis Bozanich;  
925-655-2050

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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 is the draft Record of Action for the August 24, 2020 Family & Human Services Committee Meeting.

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

RECEIVE and APPROVE the draft Record of Action for the August 24, 2020 Family & Human Services Committee Meeting.

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

None

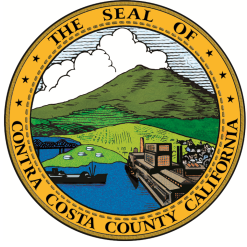
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#### **Attachments**

DRAFT Record of Action - August 24, 2020

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# DRAFT



## FAMILY AND HUMAN SERVICES COMMITTEE

RECORD OF ACTION FOR  
August 24, 2020

Supervisor John Gioia, Chair  
Supervisor Candace Andersen, Vice Chair

Present: John Gioia, Chair  
Candace Andersen, Vice Chair

1. Introductions

Meeting was called to order at 9:00 A.M.

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

No public comment.

3. RECEIVE and APPROVE the draft Record of Action for the July 27, 2020 Family & Human Services Committee Meeting.

Recommended action was approved. No public comment.

AYE: Chair John Gioia  
Vice Chair Candace Andersen

4. CONSIDER each of the following advisory board appointments, re-appointments or vacancy declarations for possible recommendation to the Board of Supervisors.

- a. RECOMMEND to the Board of Supervisors appointment of Sara Shafiabady to the At Large No. 4 seat on the Advisory Council on Aging for a term expiring September 30, 2022 as recommended by the Council.

Recommended action was approved. Item will be forwarded to the Board of Supervisors. No public comment.

AYE: Chair John Gioia  
Vice Chair Candace Andersen

- b. RECOMMEND to the Board of Supervisors the reappointment of Lisa Johnson to the First Five Commission Seat 1, as well as the appointments of Micaela Mota to the Child Development/Early Childhood Education/Local Planning Council Seat 3 and Katie Callahan Cisco to At-Large 2 seat on the Family and Children's Trust Committee each for terms ending on September 30, 2022, as recommended by the Employment and Human Services Department.

Recommended action was approved. Item will be forwarded to the Board of Supervisors. No public comment.

AYE: Chair John Gioia  
Vice Chair Candace Andersen

- c. RECOMMEND the Board of Supervisors appoint:
- Shailaja Dixit, as At Large Seat Commissioner on the CCCWG, a term ending August 24, 2024, and
  - Silvia Young, as AT Large Seat Commissioner on the CCCWG, a term ending August 24, 2024.

Recommended action was approved. Item will be forwarded to the Board of Supervisors. No public comment.

AYE: Chair John Gioia  
Vice Chair Candace Andersen

5. CONSIDER accepting and submitting for approval to the Board of Supervisors modifications to the FACT Policies and Procedures, and CONSIDER accepting and submitting for approval to the Board of Supervisors the ability for the FACT Committee to extend a third contract renewal to second year FACT contract recipients that meet the criteria for renewal.

Recommended action was approved with the addition of "subject to Board approval" to Article II; Paragraph 1 to match Paragraph 2. Item will be submitted to the Board of Supervisors with addition. No public comment.

AYE: Chair John Gioia  
Vice Chair Candace Andersen

6. ACCEPT the report from the Employment and Human Services Department on aging and adult services, including the progress made to address the issue of elder abuse in Contra Costa County.

Recommended action was approved. Public comment was provided recommending access to aging and adult services through the use of technology.

AYE: Chair John Gioia  
Vice Chair Candace Andersen

7. The next meeting is currently scheduled for September 28, 2020.
8. Adjourn

Meeting was adjourned at 9:50 A.M.

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For Additional Information Contact:

Dennis Bozanich, Committee Staff  
Phone (925) 335-1037, Fax (925) 646-1353  
Dennis.Bozanich@cao.cccounty.us



# Contra Costa County Board of Supervisors

## Subcommittee Report

### FAMILY AND HUMAN SERVICES COMMITTEE

4.

**Meeting Date:** 09/28/2020

**Subject:** CONSIDER recommendations to the Board on the following advisory body appointments, re-appointments or vacancies

**Submitted For:** David Twa, County Administrator

**Department:** County Administrator

**Referral No.:** NA

**Referral Name:** Advisory Body Appointments

**Presenter:** Dennis Bozanich                      **Contact:** Dennis Bozanich; 925-655-2050

#### **Referral History:**

On December 6, 2011 the Board of Supervisors adopted Resolution No. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was a requirement that applications for at large/countywide seats be reviewed by a Board of Supervisors committee.

#### **Referral Update:**

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

CONSIDER each of the following advisory board appointments, re-appointments or vacancy declarations for possible recommendation to the Board of Supervisors.

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

NA

#### **Attachments**

*No file(s) attached.*



# Contra Costa County Board of Supervisors

## Subcommittee Report

### FAMILY AND HUMAN SERVICES COMMITTEE

4. a.

**Meeting Date:** 09/28/2020  
**Subject:** Appointment to the Advisory Council on Aging  
**Submitted For:** David Twa, County Administrator  
**Department:** County Administrator  
**Referral No.:** N/A  
**Referral Name:** Appointments to Advisory Bodies  
**Presenter:** Anthony Macias                      **Contact:** Anthony Macias,  
925.602.4175

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### **Referral History:**

On December 6, 2011 the Board of Supervisors adopted Resolution No. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was a requirement that applications for at large/countywide seats be reviewed by a Board of Supervisors committee. The Advisory Council on Aging provides a means for county-wide planning, cooperation and coordination for individuals and groups interested in improving and developing services and opportunities for the older residents of this County. The Council provides leadership and advocacy on behalf of older persons and serves as a channel of communication and information on aging.

The Advisory Council on Aging consists of 40 members serving 2 year staggered terms, each ending on September 30. The Council consists of representatives of the target population and the general public, including older low-income and military persons; at least one-half of the membership must be made up of actual consumers of services under the Area Plan. The Council includes: 19 representatives recommended from each Local Committee on Aging, 1 representative from the Nutrition Project Council, 1 Retired Senior Volunteer Program, and 19 Members at-Large.

The Area Agency on Aging, the ACOA Membership Committee and the Clerk of the Board, using CCTV, recruit for these seats. The Contra Costa County EHSD website contains dedicated web content where interested members of the public are encouraged to apply. The website provides access to the Board of Supervisors official application with instructions on whom to contact for ACOA related inquiries, including application procedure.

### **Referral Update:**



The Contra Costa Area Agency on Aging (AAA) recommends the following (9) individuals for reappointment to At-Large Seats assigned to the Contra Costa Advisory Council on Aging (ACOA) with terms expiring on September 30, 2022:

- At-Large Seat #2: Shirley Krohn
- At-Large Seat #5: Deborah Card
- At-Large Seat #6: Steve Lipson
- At-Large Seat #7: Summer Selleck
- At-Large Seat #10: Terri Tobey
- At-Large Seat #12: Nuru Neemuchwalla
- At-Large Seat #15: Mary Bruns
- At-Large Seat #17: Kevin Donovan
- At-Large Seat #20: Susan Frederick

The Membership Committee and the Councils current President, Susan Frederick, recommends the reappointment of the above list of MAL members who are interested in serving an additional term. Please find copies of the members' applications provided as separate attachments.

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

RECOMMEND to the Board of Supervisors reappointment to the Contra Costa Advisory Council on Aging (ACOA) the nine individuals listed for At-Large Seats with all terms expiring on September 30, 2022, as recommended by the Council:

- At-Large Seat #2: Shirley Krohn
- At-Large Seat #5: Deborah Card
- At-Large Seat #6: Steve Lipson
- At-Large Seat #7: Summer Selleck
- At-Large Seat #10: Terri Tobey
- At-Large Seat #12: Nuru Neemuchwalla
- At-Large Seat #15: Mary Bruns
- At-Large Seat #17: Kevin Donovan
- At-Large Seat #20: Susan Frederick

**Fiscal Impact (if any):**

There is no fiscal impact.

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**Attachments**

Reappointment Memo

Reappoint Application - M Bruns

Reappoint Application - D Card

Reappoint Application - K Donovan

Reappoint Application - S Frederick

Reappoint Application - S Krohn

Reappoint Application - S Lipson

Reappoint Application - N Neemuchwalla

Reappoint Application - S Selleck

Reappoint Application - T Tobey

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Contra Costa County California  
**Employment & Human Services**

Kathy Gallagher, Director

40 Douglas Dr., Martinez, CA 94553 \* Phone: (925) 313-1579 \* Fax: (925) 313-1575 \* [www.cccounty.us/ehsd](http://www.cccounty.us/ehsd).

**MEMORANDUM**

DATE: 09/21/2020

TO: Family and Human Services Committee

CC: Tracy Murray, Director Aging and Adult Services

FROM: Anthony Macias, Area Agency on Aging Senior Staff Assistant

SUBJECT: Advisory Council on Aging – Appointment Requested

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The Contra Costa Area Agency on Aging (AAA) recommends the following (9) individuals for reappointment to At-Large Seats assigned to the Contra Costa Advisory Council on Aging (ACOA) with terms expiring on September 30, 2022:

- At-Large Seat #2: Shirley Krohn
- At-Large Seat #5: Deborah Card
- At-Large Seat #6: Steve Lipson
- At-Large Seat #7: Summer Selleck
- At-Large Seat #10: Terri Tobey
- At-Large Seat #12: Nuru Neemuchwalla
- At-Large Seat #15: Mary Bruns
- At-Large Seat #17: Kevin Donovan
- At-Large Seat #20: Susan Frederick

The Area Agency on Aging, the ACOA Membership Committee and the Clerk of the Board, using CCTV, recruit for these seats. The Contra Costa County EHSD website contains dedicated web content where interested members of the public are encouraged to apply. The website provides access to the Board of Supervisors official application with instructions on whom to contact for ACOA related inquiries, including application procedure.

The Membership Committee and the Councils current President, Susan Frederick, recommends the reappointment of the above list of MAL members who are interested in serving an additional term. Please find copies of the members' applications provided as separate attachments.

Thank You



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: Mary, Last Name: Bruns, Home Address - Street, City: Concord, Zip Code, Phone, Email, Resident of Supervisorial District: 4

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

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Row 1: Grinnell College, Psychology, [X] Yes, [ ] No

Other Training Completed:

Board, Committee or Commission Name: Advisory Council on Aging, Seat Name: MAL

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

Please explain why you would like to serve on this particular board, committee, or commission. I am involved with transportation in Lafayette, Orinda, Moraga, Contra Costa County and operate the Lamorinda Spirit Van Senior Transportation Program

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) 15 years experience in senior transportation

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: [ ] Yes, [X] 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.

Advisory Council on Aging  
Senior Mobility Action Council  
Paratransit Coordinating Council  
Accessible Transportation Strategic Plan Technical Advisory Committee

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: CDBG Grant, CC Cafe transportation funding.

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: Mary K. Brun Date: 9/9/2020

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.

Re: Deborah Card  
ALDA-MAL Applic

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: Deborah Last Name: Card  
 Home Address - Street: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: 94565  
 Phone (best number to reach you): \_\_\_\_\_ Email: \_\_\_\_\_  
 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
Michigan State University	Nursing	<input checked="" type="checkbox"/> Yes BSN <input type="checkbox"/> No
UC San Francisco	Nursing	<input checked="" type="checkbox"/> Yes MSN <input type="checkbox"/> No
Univ of San Francisco	Education	<input checked="" type="checkbox"/> Yes Ed.D. <input type="checkbox"/> No

Other Training Completed: Gerontology Certificate Cal State East Bay

Board, Committee or Commission Name: Advisory Council on Aging Seat Name: Member At Large

Have you ever attended a meeting of the advisory board for which you are applying?  
 No  Yes If yes, how many? Monthly 225 yrs

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

Serve as an advocate, a voice of support, for enhancing the quality of life for LCL's older adult residents, and persons with disabilities, through: 1) an advisory role, 2) education of available services, 3) referral to essential resources, 4) consultation partnership with community-based organizations.

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

- 42 yrs as a LCL Public Health Nurse, working closely with, providing direct care, and advocating for the health and well-being of our county's most vulnerable populations  
- 25 years as a member of the ALDA+ Workgroups, in an advisory and volunteer role  
- 23 years as a Nursing Professor, teaching courses on Adult Development and Aging

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

Re: Deborah Card  
ALOA - MAL Applic

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.

CCC Advisory Council on Aging (Current member) Bay Point Nutrition Site - Volunteer (Current)  
CCC Information and Assistance Program (Volunteer) Pittsburg Senior Center - Volunteer (Current)  
Ombudsman Board of Directors (previous post) East County Senior Coalition - prev post  
CC Public Health Health Services Diversity Board (prev post)

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: Deborah Card Date: 9/17/2020

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
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Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Kevin, Last Name: Donovan, Home Address - Street, City: Danville, Zip Code, Phone, Email, Resident of Supervisorial District: 2 (C. Anderson)

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

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include UC Berkeley (AB - Economics) and University of Southern California (MBA - Finance).

Other Training Completed:

Board, Committee or Commission Name: Advisory Council on Aging, Seat Name: Member at Large

Have you ever attended a meeting of the advisory board for which you are applying?
[ ] No, [checked] Yes, If yes, how many? 20 + meetings

Please explain why you would like to serve on this particular board, committee, or commission.
The ACOA has a unique advocacy role for the senior community within Contra Costa County. Through my involvement with the Planning Committee I have developed an appreciation for the many non-profit groups that the County contracts with to provide services to needy seniors. The Committee's challenge is to make sure the grant funds received from Federal and State programs is used as efficiently as possible.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)
Through my initial term on the ACOA I have been able to leverage my prior business experience and education to begin making a contribution to the larger group. Additionally through my participation in volunteer commissions and activities with the Town of Danville I am aware of the thorough and deliberate nature of the government decision making process.
My resume is attached.

I am including my resume with this application:
Please check one: [checked] Yes, [ ] No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
Please check one: [checked] 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.

ACOA of Contra Costa County and its Planning Committee and Technology Workgroup.  
Parks, Recreation and Arts Commission of the Town of Danville and its Arts Advisory Board.  
Previously a board member of Monte Vista High School Athletic Boosters and a Board Member  
of the Mustang Youth Soccer League.

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:

*[Handwritten signature]*

Date:

*Sept 10, 2020*

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.

**KEVIN D. DONOVAN**

Danville, California

Err: \_\_\_\_\_

**PROFESSIONAL EXPERIENCE:**

**East West Bank**

**First Vice President**

August 2018 – May 2019

*Focused on business development with US subsidiaries of the Bank's China based publicly traded clients and introduced the Bank to Employee Stock Ownership ("ESOP") opportunities.*

- Generated \$100MM in opportunities with US subsidiaries of Chinese clients.
- Developed referral relationships with leading CPA and ESOP advisory firms leading to \$25MM in potential opportunities

**US Bank Equipment Finance**

**Area Manager, Pacific Northwest, Senior Vice President**

January 2016 – September 2017

*Responsible for the identification, proposing and closing of equipment finance transactions in the Pacific Northwest.*

- 2016 funded volume of \$140MM exceeded annual goal by 75%, \$75MM funded volume for the first nine months of 2017.
- Completed a \$97.7MM equipment financing, the largest transaction in the history of the equipment finance business unit which generated a \$977,000 closing fee.
- Highest volume and revenue producer of business unit's 22 area managers in 2016.

**Western Region Manager, Senior Vice President**

2006-December 2015

*Supervised recruitment, development and support of a five-person Western Region sales team.*

- 2015 regional volume of \$370MM exceeded annual goal by 25% and led the business unit.
- Extensive support in pre-call planning, sales presentations and transaction management provided to regional sales team members.
- Guided region's entry into two new markets, corporate aircraft and alternative energy, which generated 2015 new business volumes of \$166MM and \$23MM respectively.
- Worked closely with senior US bank leaders to promote equipment financing products to their banking teams and clients.

**RBS Lombard, Inc. /Royal Bank of Scotland ("RBS")**

**Senior Vice President, RBS Asset Finance**

2002-2006

*Responsible for deal origination and managing a three-person regional sales team in new RBS venture.*

- Successfully introduced the RBS brand to equipment finance markets on the West Coast.
- Through aggressive marketing the region led RBS in both volume and spread of funded transactions for two of its first three years with average annual funded volumes in excess of \$200MM.

## **Heller Financial Inc.**

### **Senior Vice President, Commercial Equipment Finance**

1992-2002

*Provided structured financing solutions to leveraged companies through a three-person sales team.*

- Annual funded volume during last three years averaged over \$200MM.
- Targeted middle market and non-investment grade corporate entities for structured lease and equipment secured financing transactions.
- Promoted Heller Financial's re-entry into the equipment finance market.

## **Chrysler Capital Corporation**

### **Area Manager**

1982-1992

*Business unit manager responsible for business development, credit analysis and documentation.*

- Grew annual funded volumes from \$12MM in 1982 to over \$90MM in 1991.
- Responsible for all aspects of the business unit's success including new business volume, profitability, portfolio performance and administration.
- Focused on highly structured transactions for lower middle market credits.

## **United States Leasing Corporation**

### **Senior Credit Manager**

1979-1982

*Supported a national sales team and major vendor financing program.*

- Analyzed financing opportunities ranging in size from \$100,000 to \$10MM+.
- Managed documentation negotiation and transaction closing.

## **VOLUNTEER ACTIVITIES:**

### **Parks, Recreation and Arts Commission; Danville, California**

*23+ year commissioner advising Town Council on park development and recreational programming.*

### **Advisory Council on Aging; Contra Costa County, California**

*Formulate recommendations to County Board of Supervisors for the funding of non-profit senior focused service organizations.*

## **EDUCATION:**

### **University of Southern California**

Master of Business Administration - Finance

Beta Gamma Sigma Honor Society

### **University of California, Berkeley**

Bachelor of Arts – Economics

Graduated with Distinction



Contra  
Costa  
County

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651 Pine St., Room 106  
Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

**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	
Contra Costa Community College	Nursing	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
New York State University	Nursing	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
St. Mary's College	Administration	<input checked="" 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.**

My background in Nursing and my understanding of the needs of the Elder community, will enable me to contribute to this committee.

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

I am an elder.  
I have a background in Health.  
Resume attached

**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.

Board of Directors of Ombudsman of Contra Costa, Solano and Alameda County  
Eight years on Advisory Council On Aging  
Past Volunteer at a Nursing Home

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: Susan Frederick

Date: 9-8-20

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](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.

Susan Jane Frederick

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T: (925) 374-0040

F: (925) 374-0040

Education: Contra Costa Community College: AA Nursing 1976

New York State University: BSN 1985

St. Mary's College: MSHSA 1988 (Master of Science in Health Service Administration)

Employment: Veterans Administration Hospital, Martinez 1976-1991

Duties: Nursing duties

Evening Nurse Supervisor

Head Nurse Medical Unit

Head Nurse Surgical Unit

Head Nurse Intensive Care Unit

Served on various hospital committees including professional Standard's Board

Certified in Critical Care Nursing by American Assn. of Critical Care Nurses

Certified in Nursing Administration by American Nurses Assn.

## University of Phoenix

In late 80's taught two courses for the BSN program. Business Administration and a class on Orem's Theory of Nursing. Due to change of employment ended my association with the University.

## Contra Costa Regional Medical Center 1991-2001

Duties: As Nurse Program Manager

Managed Critical Care Unit, Intermediate Care Unit (step-down unit) Surgical Unit, and (temporarily, months) Nursing Director of Surgical Department.

Served on various committees including:

Multidisciplinary Critical Care Committee

Multidisciplinary Hospital Continual Quality Improvement

Nursing Continual Quality Improvement (chair)

Developed the Intermediate Care Unit (step-down unit)

During the building of the new hospital, worked with Architectural Team in designing Critical Care Unit, Intermediate Care Unit and Surgical Unit. This include signing off on Architectural plans for the above Units.

Worked with the physician Critical Care Director in a collaborative practice model.

## Responsibilities

Oversee patient care

Hiring discipline and evaluation of staff

Development of a Continuous Quality Improvement Program for the CCU, ICU, Surgical Unit

## Volunteer

Area Council on Ageing (ACOA) 2012 to present

Served member on the following committees/workgroups

Health Work Group, Membership Committee, Planning Committee

Chair of Health Work Group

Served in following officer positions: President, Vice President

Church volunteer at Nursing Home and in Chaplain Service at Doctor's Hospital, San Pablo

Volunteer Hula Dance Group through Hercules Senior Center entertained at various Nursing homes in Pinole and Berkeley and at other Senior events in Berkeley, San Pablo, Concord.





Contra  
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**BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION**

**First Name** Shirley **Last Name** Krohn  
**Home Address - Street** **City** Walnut Creek **Zip Code**  
**Phone (best number to reach you)** **Email**  
**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	
		<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**  
 Advisory Council on Aging Member at Large  
 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.**  
 Have been a member of the Advisory Council on Aging since 2004 and have served as Chair on two separate occasions

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

Served twice as Chair of the ACOA

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:

*Shirley Krohn*

Date: 9/7/2020

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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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.

THIS FORM IS A PUBLIC DOCUMENT

# RESUME'

## SHIRLEY KROHN

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324 El Divisadero Avenue  
Walnut Creek, CA 94598  
925/256-8736  
[Skrohn9520@aol.com](mailto:Skrohn9520@aol.com)

Retired in 1997 after 40 years with Bechtel Corporation. Career included: Publications Management, Major Event Planning & Coordination, College Recruiting, New Hire Training & Orientation, Training Programs in Cost, Schedule & Estimating, Outplacement Counseling, and Coaching Executives on Presentation Skills.

### Concurrent Volunteer Activities:

1972 – 2012 Board Chair, Spectrum Federal Credit Union  
2004 – Present Contra Costa County Advisory Council on Aging  
2006 – Present Senior Assembly Member, California Senior Legislature  
2013 – Present CSL Joint Rules Committee Member  
2009 – 2012 Board Member, California Council on Gerontology & Geriatrics  
2008 – Present Program Manager & Presenter – Communities against Senior Exploitation (CASE)  
2012 – Present Board Member – California Elder Mental Health & Aging Coalition  
2009 – 2014 Contributing Editor – “Victimization of the Elderly and Disabled” (VED)

#### ▪ Articles:

- Elder Justice Work Group
- Call to Action 2010 – Confronting Elder Financial Abuse
- From Youngest Sibling to Caregiver
- Intergenerational Learning Experience
- Nonprofits Fight Financial Abuse
- Senior Housing – Village Concept
- Senior Consumers and Financial Exploitation – About CFPB
- Abuse of LGBT Elders in Facilities
- What Aging Advocacy Looks Like
- When the System Fails You\*
- Consumer Beware\*
- Seniors Writing Legislation Protecting Seniors
- *\*articles selected to be published in Civic Research Institute, Family & Intimate Partner Violence Quarterly publication*

2011 – 2012 President, Contra Costa County, Advisory Council on Aging  
2013 – Present Consumer Voice for Quality Long Term Care – Leadership Council member  
2014 – Present Alameda/Contra Costa Steering Committee – The Conversation Project  
2014 – Coordinated Care Initiative – Advisory Council on Aging Representative

### Public Speaking Engagements:

2013 CalSWEC Aging Initiative Summit – Intergenerational Student Field Placements  
2013 Jan-Dec 18 Presentations on Elder Financial Abuse Prevention & Education  
Over 25 Presentations about the California Senior Legislature

Resume April 2015

- 2012 Lecturer to MSW grad students at CSUS – Demystifying the Legislative Process
- 2012 Elder Financial Protection Network (EFPN), Call to Action, Panelist – Legislative Update
- 2011 Speaker – Aging in America Conference – “An Intergenerational Mentor Approach to Achieving Social Policy Related Gerontology Competencies”
- 2011 Speaker – Aging in America Conference – “Empowering Financial Professionals, Advocates and Seniors to Stop Financial Abuse”
- 2010 Speaker – Council on Social Work Education Conference – Portland, Ore. – Intergenerational Learning
- 2008 Panelist – Institute of Medicine meeting “The Health Care Workforce for Older Americans Promoting Team Care”
- 2012 – Present Senior Center Without Walls Speaker – Elder Financial Abuse & End of Life Planning

**Other Significant Activities & Honors:**

- 2014 Public Citizen of the Year – National Association of Social Workers (California Chapter)
- 2012 Volunteer of the Year Award – Culture to Culture Foundation
- 2011 Member, California Elder Justice Workgroup
- 2010 Call to Action – Community Service Awareness for CASE Program
- 2010 California Senior Leaders – Class of 2010
- 2006 – 2008 Director – Fair Lending Consortium
- 2002 – 2006 Board Chair – Elder Financial Protection Network

**Ongoing Affiliations:**

- Consumer Federation of California
- California Geriatric Behavioral Health Policy & workforce Coalition
- Aging Alliance
- California Elder Justice Coalition

**Legislative Activities:**

- 2007 AB 2051 Elder Abuse Offender Registry (Resubmitted as SB 473 in 2014. Authored by Senator Bates)
- AB 2100 Report Abuse in Facilities to DA (chaptered)
- AP-5 Elder & Dependent Abuse – Standard Reporting & Coding
- AP-27 Elder Death Review Teams
- 2008 AB 2543 Geriatric and Gerontology Workforce Expansion Act – Enrolled (vetoed)
- 2008 Repeal Sunset Date on financial institutions being mandated reporters (not picked up)
- 2009 Repeal Sunset Date on financial institutions being mandated reporters (not picked up)
- 2010 SB 345 State Ombudsman Program
- SB 33 Repeal Sunset Date on financial institutions being mandated reporters (chaptered)
- 2011 AB 2010 Reverse Mortgage Counseling
- 2012 AB 663 Sensitivity Training for Administrators in Facilities with LGBT residents (chaptered)
- Criminal Background Checks on all Caregivers (not picked up)
- 2013 AFP 8 Reduced Federal Student Loan Interest Rates
- AP 16 Social Security Fraud Prevention
- AP 18 Geriatric Behavioral Health – Create two state positions to monitor MHSA Funds
- AP 15 Residential Care Facilities for the Elderly – Rates
- 2014 Proposal – Incarcerated Elders
- Proposal – Mandated Reporting, Financial Institutions – Enforcement & Fine Increases
- 2014 AB 2623 – Advanced Peace Officer Training in Elder Abuse - Chaptered

**Other Areas of Interest and Advocacy:**

- The Conversation Project and Compassion & Choices – Addressing End of Life Issues

Resume April 2015



Contra Costa County

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Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Steve, Last Name: Lipson, City: El Cerrito, etc.

EDUCATION: High School Diploma, CA High School Proficiency Certificate, G.E.D. Certificate

Table with columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded

Other Training Completed:

Board, Committee or Commission Name: Advisory Council on Aging, Seat Name: Member-at-Large

Have you ever attended a meeting of the advisory board for which you are applying? Yes, approx. 1.5 yrs

Please explain why you would like to serve on this particular board, committee, or commission. Over the years I have been active and have served on several different commissions, committees, councils, and organizations as an advocate for older adults.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) Founder and Executive Director of ElderTech Academy; Current member-at-large of the Advisory Council on Aging...

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 above

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:

[Handwritten signature]

Date:

9-9-20

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](mailto:ClerkofTheBoard@cob.cccounty.us)

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**BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION**

First Name

Nuruddin

Last Name

Neemuchwalla

Home Address - Street

[Redacted]

City

[Redacted]

Zip Code

[Redacted]

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	
Merchant Marine Capt	Master license	<input checked="" 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

Advisory Council on Aging

Seat Name

MAL #12

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

No

Yes

If yes, how many?

Many

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

ACOA. ... Enjoy doing service to the senior citizens of Contra Costa county.

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

Retired Merchant Navy Captain

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.

ACOA-MAL  
AARP

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: Sd. N.A.Neemuchwalla Date: Sept.8th 2020

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Martinez, CA 94553

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Contra Costa County

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or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Summer, Last Name: Selleck, City: Martinez, District: 5

EDUCATION: High School Diploma, CA High School Proficiency Certificate, G.E.D. Certificate

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded

Other Training Completed:

Board, Committee or Commission Name: Advisory Council on Aging, Seat Name: Member at large

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

Please explain why you would like to serve on this particular board, committee, or commission. I have been on the board for a few years and find it beneficial to understand the needs and wants of the elderly community in Coco.e

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) I am an elder law attorney so I work with elderly and disabled in the judicial 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.

Contra Costa Bar Assoc. Board of Directers

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: Summer Selleck

Date: 9/7/2020

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.

Print Form



Contra Costa County

Please return completed applications to:

Clerk of the Board of Supervisors

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Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Terri, Last Name: TOBEY, Home Address - Street: 28, City: Walnut Creek, Zip Code: 94598, Phone, Email, Resident of Supervisorial District: 2

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

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include Washington University (BA Performing Arts/Edu), Webster University (MA Education), Webster University (MA Gerontology).

Other Training Completed:

Board, Committee or Commission Name: ACOA, Seat Name: Member at Large

Have you ever attended a meeting of the advisory board for which you are applying? [ ] No, [X] Yes If yes, how many? 2019, 2020

Please explain why you would like to serve on this particular board, committee, or commission. I'm a gerontologist practicing in Contra Costa County. In a care management + volunteer coordinator position serving 60+ yr old seniors with health, finance, & fiduciary support, advocacy & programming.

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

I've been in the geriatric industry in various capacities for 20 yrs. Specializing in health & finance. I also facilitate educational events throughout the year open to the CCC community. This advisory committee on Aging serves the population same as I specialize in assisting.

I am including my resume with this application: [ ] Yes, [X] No

I would like to be considered for appointment to other advisory bodies for which I may be qualified. (if appropriate) Please check one: [X] Yes, [ ] No

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

ACOA

Please check one:  Yes  No

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

Ombudsman volunteer  
planning committees for Aging conferences (local, Regional, National)  
membership chair @ Rossmore Club (RLSC)  
Board of End of Life Club (Rossmore)

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: [Signature] Date: 9/9/2020

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# Contra Costa County Board of Supervisors

## Subcommittee Report

### FAMILY AND HUMAN SERVICES COMMITTEE

5.

**Meeting Date:** 09/28/2020  
**Subject:** CONSIDER a report of the SNAP/CalFresh Program in Contra Costa County  
**Submitted For:** David Twa, County Administrator  
**Department:** County Administrator  
**Referral No.:** 103  
**Referral Name:** SNAP/CalFresh Update  
**Presenter:** Kathy Gallagher                      **Contact:** Kelly Curtis 925-608-4800

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#### **Referral History:**

The SNAP Program was originally referred to the Family and Human Services Committee by the Board of Supervisors on February 15, 2011. This program was formerly known as Food Stamps and is currently known as the Federal Supplemental Nutrition Assistance Program (SNAP). In California, the name of the program is CalFresh. EHSD has presented periodic status reports to the FHS related to concerns about extended wait times for benefits and the anticipated impact of the expansion of CalFresh benefits to SSI (Supplemental Security Income/Supplementary Payments) recipients effective June 1, 2019. FHS received status reports on September 24 and December 3, 2018; and on April 22, June 10, July 29, and September 23, 2019. Staff reported that CalFresh applications were beginning to level off at about 2,700 per month as compared to 2,200 per month prior to the SSI expansion. EHSD also presented a status report directly to the Board of Supervisors on July 9, 2019. In November 2019, Kathy Gallagher and Rebecca Darnell updated the FHS Committee. EHSD staff provided an update on June 22, 2020. During that update, Committee members requested the return of EHSD staff in the Fall for a further update.

#### **Referral Update:**

Please see attached report from EHS Director Kathy Gallagher providing an update on the department's implementation of the CalFresh benefits expansion, the department's CalFresh Outreach Plan, and staffing needs.

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

ACCEPT status report from the Employment and Human Services Department on the department's implementation of the CalFresh benefits expansion, and its CalFresh Outreach Plan and staffing needs.

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

NA

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**Attachments**

CalFresh Update - September 28, 2020

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CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

# Contra Costa County Employment and Human Services Department

## CalFresh Report

Family and Human Services Committee

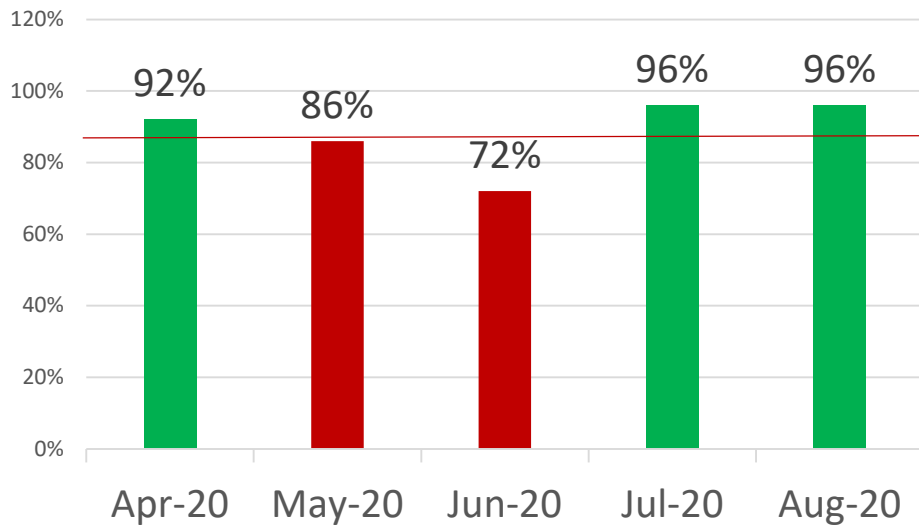
September 28, 2020



Due in part to COVID 19, **18 million children** (1 in every four kids) may not know where they will get their next meal.

Source: Feeding America

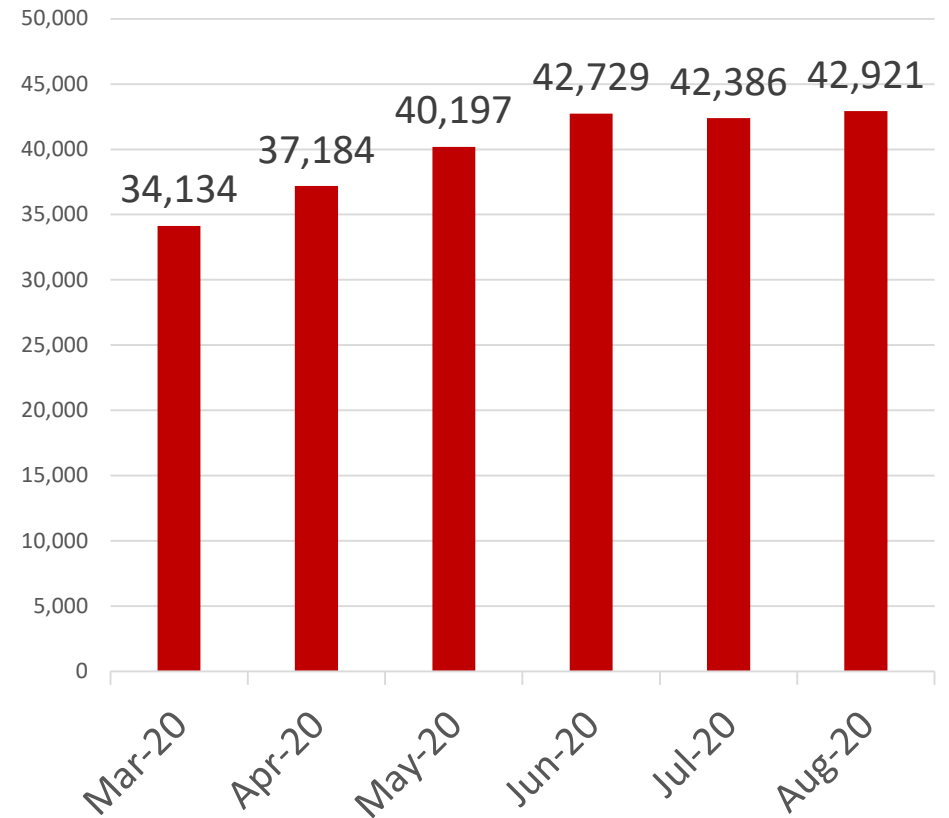
Applications Processed Timely



Returning to compliance with 90% of applications processed in 30 days.

EHSD's CalFresh caseloads are higher than the numbers experienced at the height of the Great Recession.

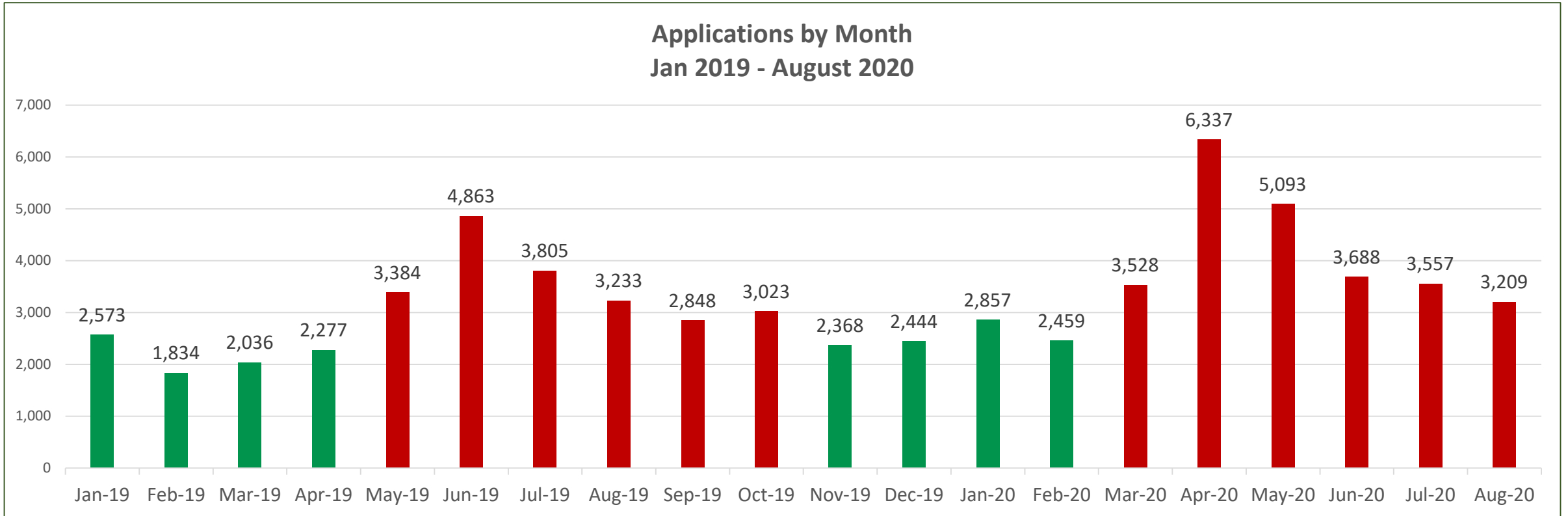
CalFresh Caseload by Month  
March - August 2020







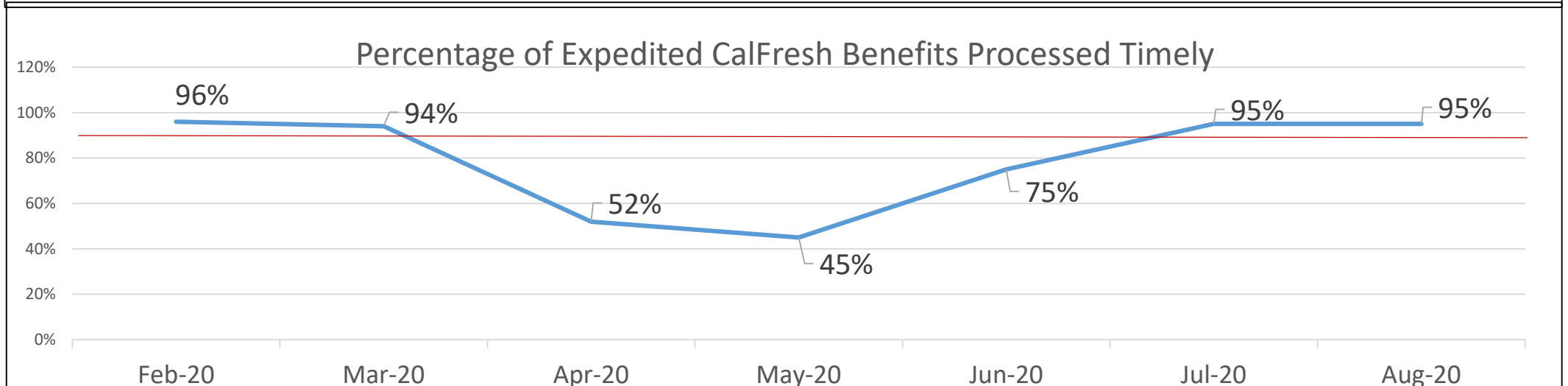
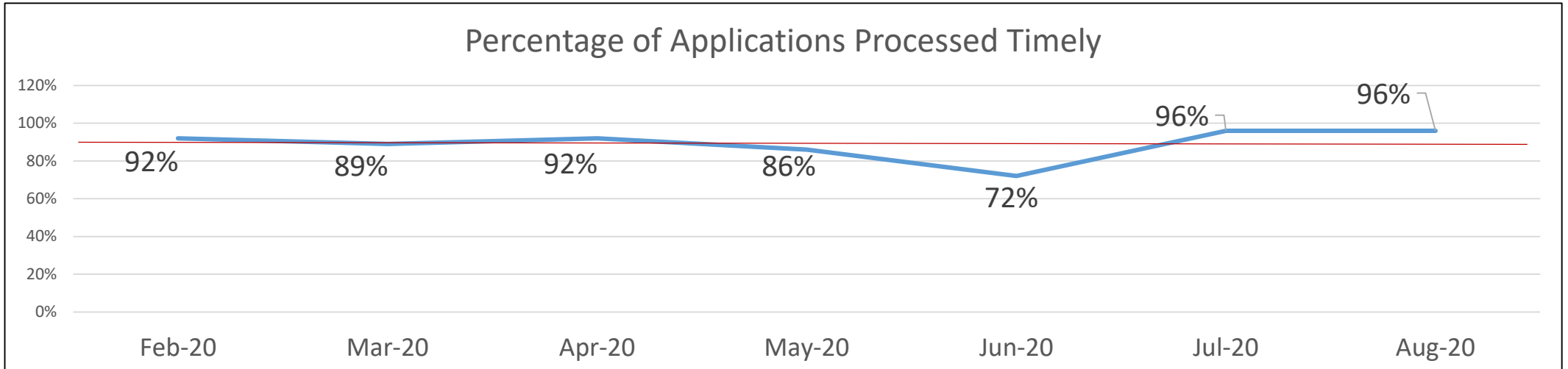
# Applications



***Over the past 20 months, two significant changes have resulted in unprecedented CalFresh caseloads in Contra Costa County. In May 2019, CalFresh eligibility was expanded to SSI (Supplemental Security Income) recipients, resulting in an application surge through October 2019. The second and even more significant application surge was driven by the economic impacts of COVID-19. Applications for benefits have remained above average since March.***



# Timeliness and Compliance



Source: CF 296



## Reasons Applications are Denied

### Top 3 denial reasons

1. Over income
2. Missed mandatory interview appointment
3. Failed to provide mandatory verification

### Strategies implemented since March to reduce procedural denials

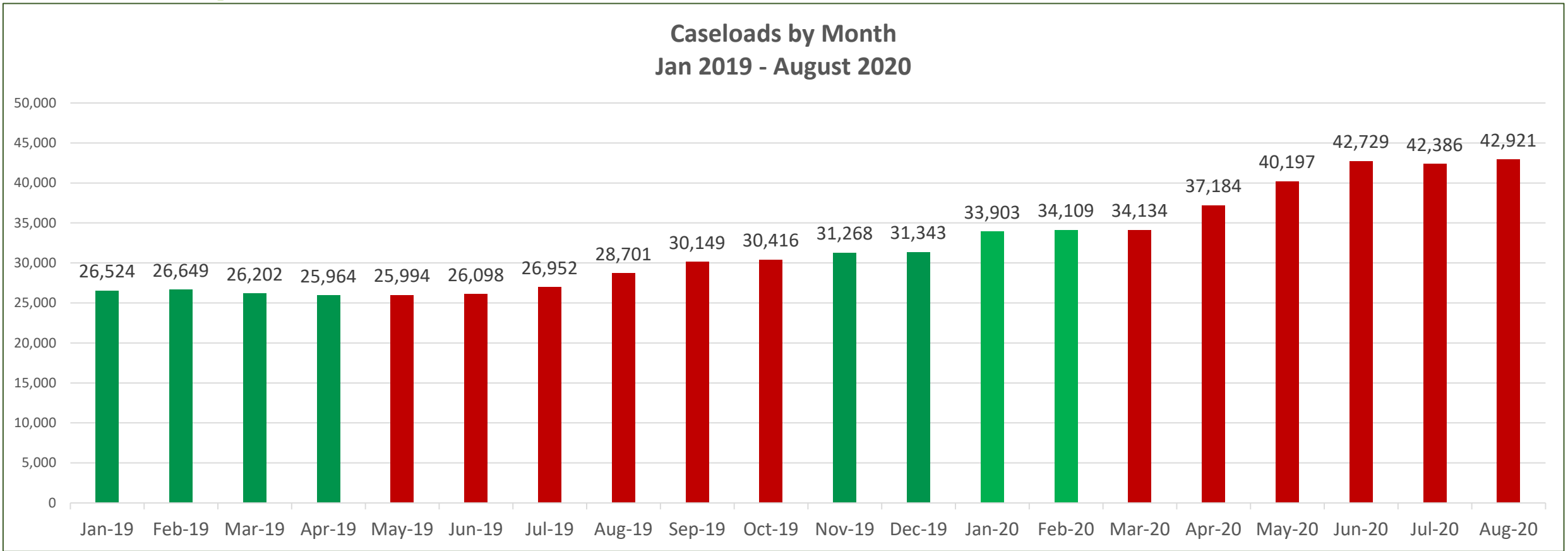
- Adobe Sign for receiving email documents
- Telephonic signature for applications

### Additional strategies being explored

- Automated text and/or voice reminders for appointments
- Secure text to submit verifications during phone interviews
- Updating EHSD.org to receive applicant verifications



# Caseload



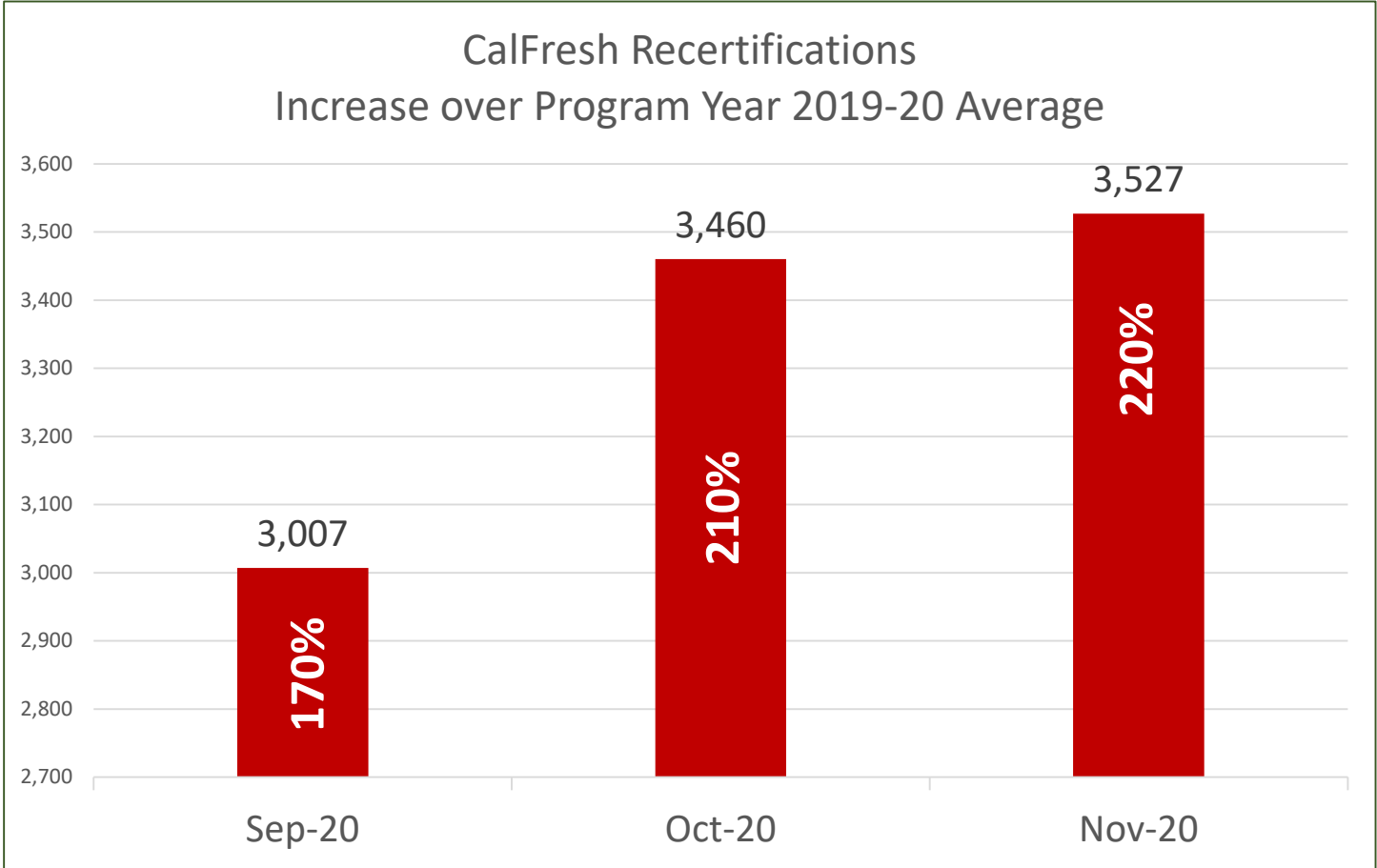
***CalFresh caseloads have grown 62% in the past 20 months primarily due to CalFresh expansion to Supplemental Security Income (SSI) recipients and COVID-19 financial impacts.***



# Current Workload Impacts

CalFresh Recertifications were deferred in March, April and May to September, October and November

During Program Year 2019-20, the average number of recertifications due each month was 1108 (excluding deferred months).



Source: CalWIN

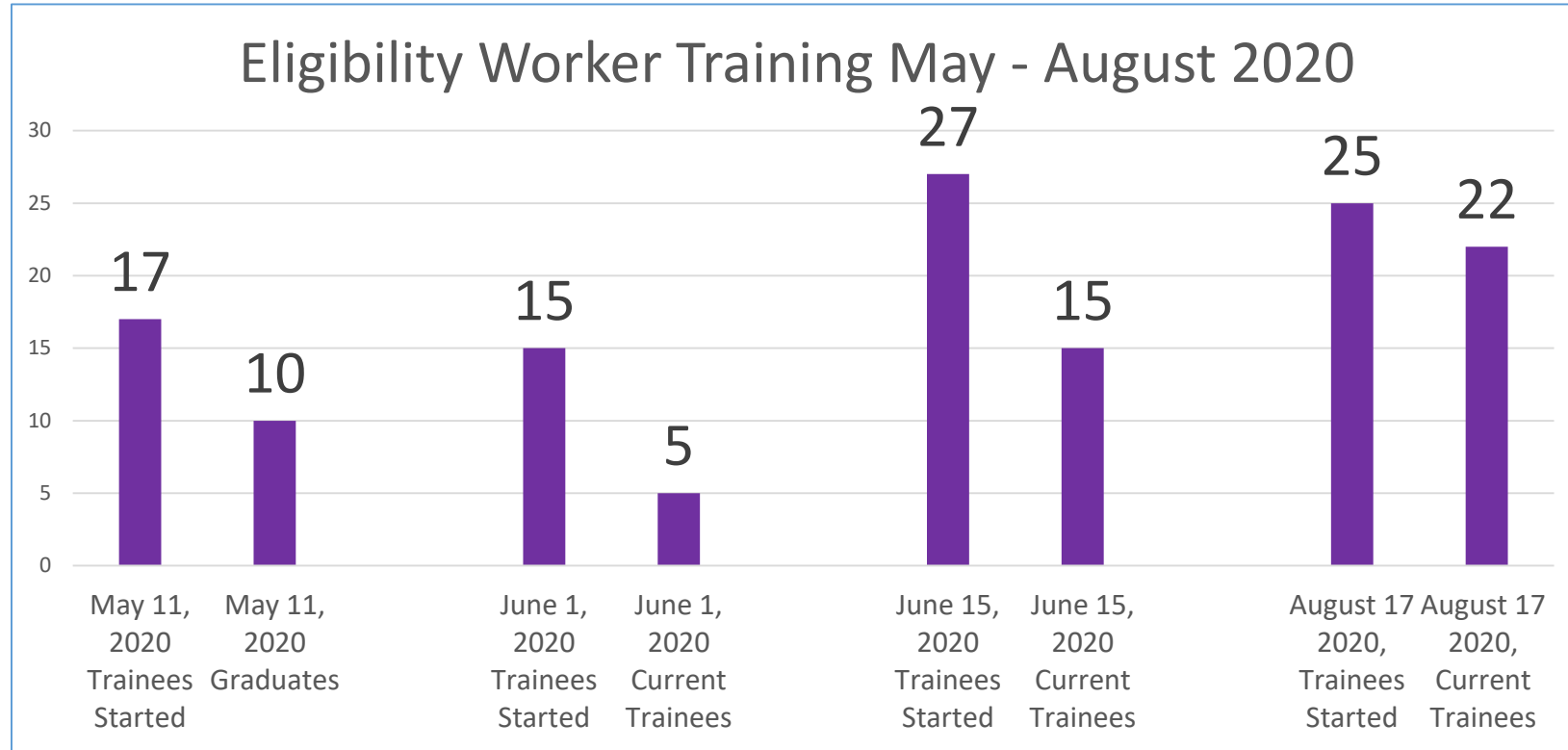


# Staffing Efforts & Challenges

**84** new eligibility workers have been hired since May 2020.

**38%** attrition rate to date compared to 25 – 30% pre-COVID

**74%** of those who separated resigned or were no shows to training



COVID 19 is also impacting eligibility worker training success.

The CalFresh logo features the word "Cal" in a green script font, followed by a stylized graphic of a green leaf with red and purple berries. To the right of the graphic, the word "Fresh" is written in a bold, green, sans-serif font.

# CalFresh Program Updates

- Temporary Waivers, Postponements and Benefit Expansion Due to COVID 19
  - Emergency CalFresh benefits bring families up to maximum household benefit through September
  - Interview waivers allowed on some applications expired August 2020
  - Waiver of the requirement to conduct a face-to-face interview if requested has been extended through October 2020
  - Able-Bodied Adults Without Dependents work requirements waived through public health emergency
  - Online EBT purchases through Amazon and Walmart
  - Over 54,000 Contra Costa families received Pandemic-EBT cards supporting households who lost access to free or reduced price school meals between March and June 2020.
  
- SSI and Senior Outreach
  - IHSS/SSI recipient participation in CalFresh increased by 12% following the mailing of approximately 2,000 flyers in June, July and August. Mailing will continue at a rate of 500 a month through December 2020
  - Community outreach remains on hold due to COVID 19



## Next Steps

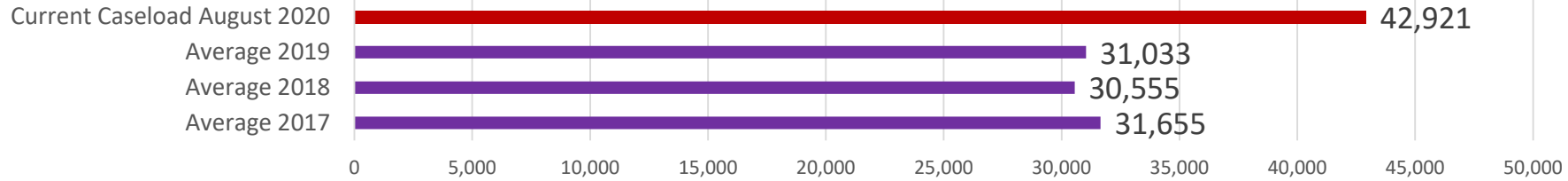
- ❖ Medi-Cal recipient mailer in partnership with the Food Bank of Contra Costa and Solano
- ❖ Program reach research to identify outreach targets post-COVID
- ❖ IHSS recipient mailers continue through December 2020





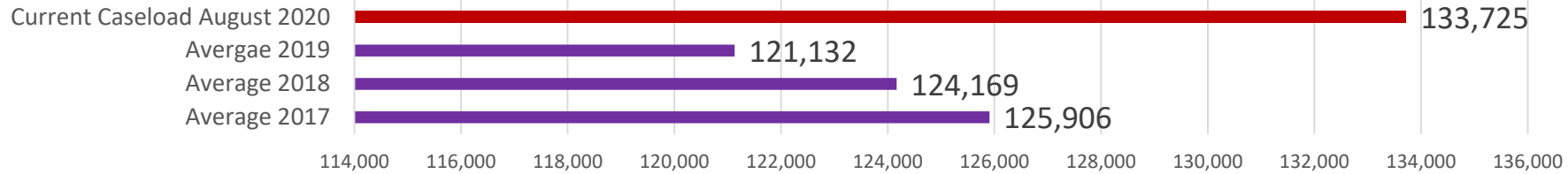
# Program Comparison

**CalFresh Caseload Averages 2017 – 2019 and Current Caseload August 2020**



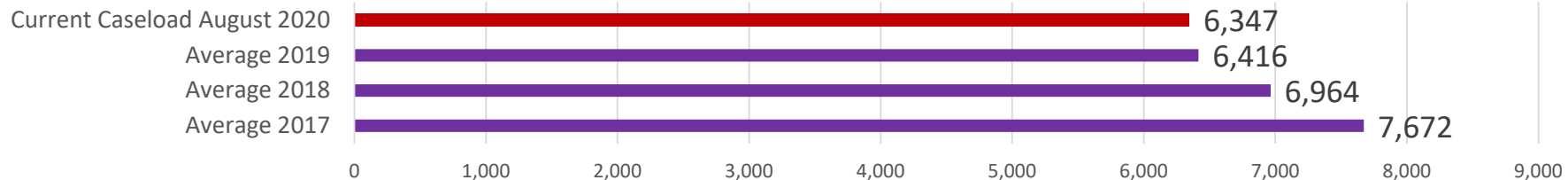
Number of CalFresh  
Individuals served in  
August 2020:  
**77,362**

**Medi-Cal Caseload Averages 2017-2019 Current Caseload August 2020**



Number of Medi-Cal  
Individuals served in  
August 2020:  
**257,369**

**CalWORKs Caseload Averages 2017-2019 and Current Caseload August 2020**



Number of CalWORKs  
Individuals served in  
August 2020:  
**13,980**



Questions?



# Contra Costa County Board of Supervisors

## Subcommittee Report

### FAMILY AND HUMAN SERVICES COMMITTEE

6.

**Meeting Date:** 09/28/2020

**Subject:** Community Services Bureau/Head Start Oversight

**Submitted For:** David Twa, County Administrator

**Department:** County Administrator

**Referral No.:** FHS #78

**Referral Name:** Community Services Bureau/Head Start Oversight

**Presenter:** Katharine Mason, Community Services Director  
**Contact:** Katharine Mason (925) 681-6300

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#### **Referral History:**

Oversight of the Community Services Bureau and Head Start programs was originally referred to the Family and Human Services Committee on March 1, 2005. Since that time the program has provided the Committee with annual updates on the programs and services provided. The last report was received by the FHS Committee on October 22, 2018.

#### **Referral Update:**

Please see the attached report from the Employment and Human Services Department Community Services Bureau regarding its program accomplishments, special initiatives and anticipated challenges.

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

ACCEPT the report from the Employment and Human Services Department on the oversight and activities of the Community Services Bureau.

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

There is no fiscal impact.

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#### **Attachments**

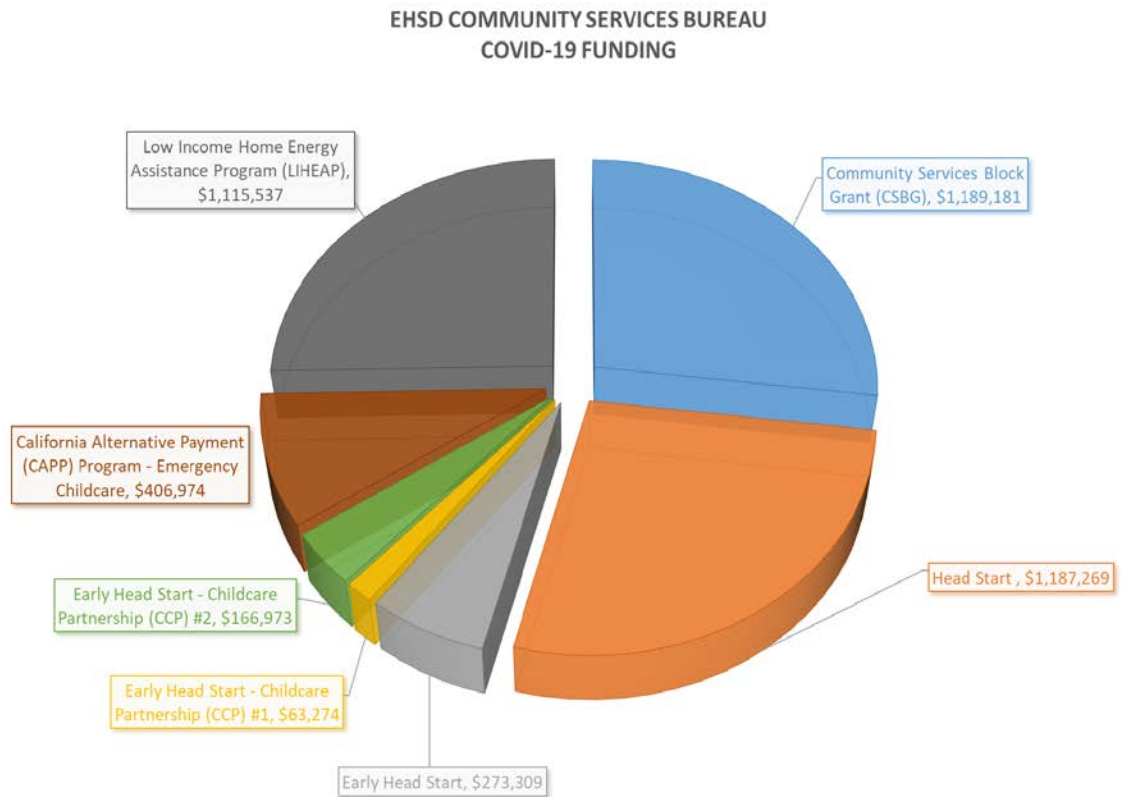
Community Services Bureau Report - September 2020

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the resulting need to close nine classrooms cohorts in a two-week period, CSB closed operation in August. During this four-week period management work closely with stakeholders, newly received State mandates, and the Health Services Department to refine protocols and enhance safety precautions, and in some cases at levels above suggested guidelines for the benefit of staff and children. At this time all CSB, Delegate Agency and childcare partner programs are open for in-class services except a few Family Childcare providers and two school-based centers due to campus closure.

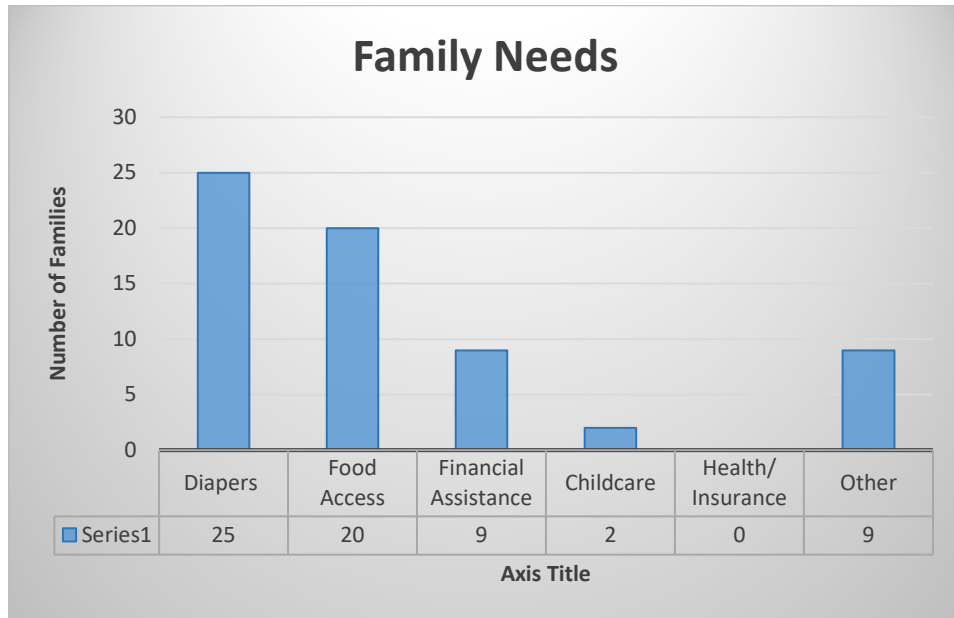
- New COVID-19 CARES Act funding to the Bureau totaling \$4,402,517



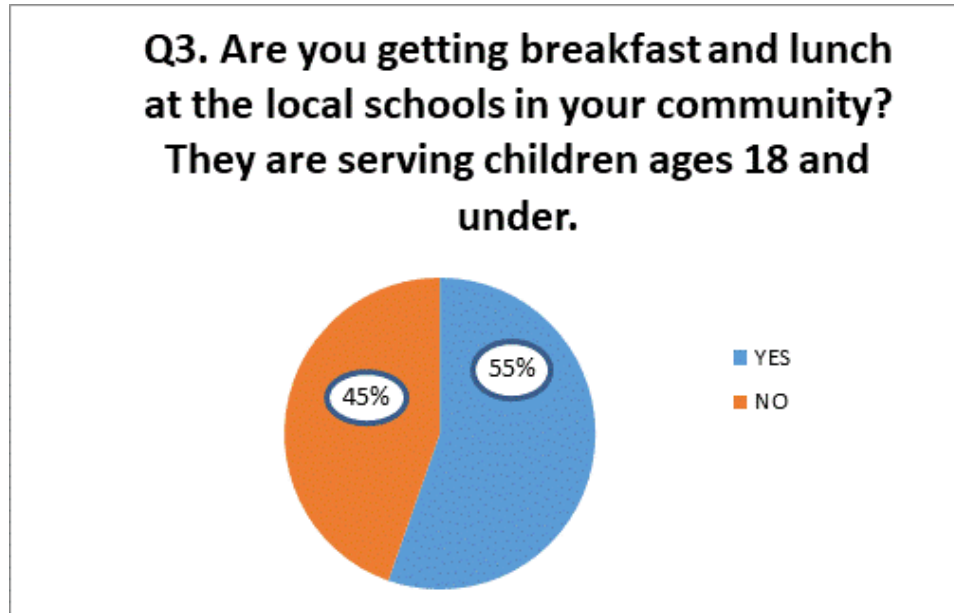
- These funds are being used in a variety of ways where stipulated by the specific funder. Community Services Block Grant (CSBG) funds are directed by the Economic Opportunity Council to support the community with stable housing, mental health services and food security. Head Start and Early Head Start funds are used to support facility modifications, purchase of PPEs and cleaning supplies, conduct specialized cleaning, and purchase of materials, supplies and equipment used for distance-learning and on-site services. CAPP funds are supporting extended childcare services for essential workers, up to five months as needed. Low-income Home Energy Assistance (LiHEAP) funds are used to expand services, with priority to those impacted

by unemployment and Vulnerable Populations defined as elderly individuals, disabled individuals or children age five and under.

- To support enrolled families, the Comprehensive Services Team re-tooled their approach and developed new strategies and resources to meet families' needs based on data collected from a newly established Family Resources Hotline and from survey responses. The Family Support Hotline showed the highest needs were in rental assistance, food resources and diapers.



The survey showed that families were unaware that schools were offering free breakfast and lunch to all children and their siblings.



- In response, a weekly “grab & go” distribution of diapers, wipes and formula was implemented along with a resource blast on text messaging, emailing, and Facebook of school-based and community food distribution sites. Phone call follow up was made to ensure the families were getting their needs met, averaging 245 calls per day. Use of technology has been maximized by greater use of Facebook and conducting monthly parent meetings and Policy Council meetings via Zoom. A survey on communication preferences revealed that phone calls were the first preference followed by Facebook. The survey also revealed that 72% of parents were not aware of the CSB YouTube Channel that has abundance content for distance learning, healthy cooking, and story time. By virtue of survey, they are now better informed.
- Like all other County buildings, CSB’s offices and centers have been equipped with distance markers, postings and front desk barriers where necessary. Childcare centers have additional precautions in place due to the increased risk involved in congregate care. In alignment with federal, state and local guidance, these precautions include health-screening checks for all staff and children upon arrival, strict maintenance of small stable cohorts of staff and children that do not co-mingle with other cohorts, and additional PPEs such as smocks and face shields for teaching staff.
- To support staff morale and well-being CSB significantly increased wellness activities and information for staff. Examples include: twice weekly wellness emails focused on mental health and holistic wellness, trauma-focused survey to identify staff needs and areas of concern, and EAP presentation to managers/supervisors and facilitated group discussions with staff in need.

### III. Ongoing Challenges:

- At this time in-class services and cohort sizes are limited as required by local Health Department and Community Care Licensing. As a result, CSB and its childcare partners are able to serve 48% of enrolled children in-class, while the remaining children continue to receive distance learning services as described above. CSB is closely monitoring any changes in these requirements so that in-class services can be expanded as soon as permissible and safe.
- **Teaching staffing shortage:** CSB continues to hover at a 10% shortage in our teaching positions, primarily in positions working with infants and toddlers and the Associate Teacher classification, as well as Teacher Assistant Trainees and Food Service

Transporters. The key reasons for the shortage remain the same as presented in October 2018:

- ~ High cost of living in the Bay Area. Many of our staff struggle to make ends meet.
- ~ Staff migration: Our greatest staffing shortage is in West County. Staff are moving out of the county or farther east.
- ~ Transitional Kindergarten and other subsidized programs in the area.
- ~ Nation-wide shortage: programs throughout the state/ nation are experiencing teacher staffing shortages.

**IV. Staffing Issues – Successful Outcome:**

- March 2020 Human Resources completed the Salary Study requested by this committee. Eight classifications were recommended for varying levels of salary increases to bring wages up to livable and competitive levels: Teacher Assistant Trainee, Child Nutrition Food Service Transporter, Community Services Building Services Worker, Associate Teacher, Infant-Toddler (IT) Associate Teacher, and Child Nutrition Worker I, II and III.

Class Title	CCC Salary	Mean	Median	CCC % above/below mean	CCC% above/below median
Teacher Assistant Trainee	\$2,484	\$3,081	\$3,081	-24.03%	-24.03%
Child Nutrition Worker I-Project	\$2,738.94	\$3,465	\$3,828	-26.51%	-39.77%
Child Nutrition Food Service Transporter-Project	\$2,738.94	\$3,334	\$3,581	-21.73%	-30.74%
Community Services Building Services Worker-Project	\$2,897.60	\$3,757	\$4,143	-29.67%	-42.98%
Child Nutrition Worker II-Project	\$2,990.87	\$4,010	\$4,010	-34.06%	-34.06%
Associate Teacher	\$3,023	\$3,216	\$3,291	-6.38%	-8.87%
IT Associate Teacher	\$3,023	\$3,072	\$3,006	-1.62%	0.58%



Child Nutrition Worker III-Project	\$3,231.02	\$4,012	\$3,989	-24.18%	-23.46%
Teacher	\$4,073	\$3,859	\$3,895	5.25%	4.38%
IT Teacher	\$4,073	\$3,695	\$3,680	9.27%	9.65%
Master Teacher	\$4,327	\$4,382	\$4,382	-1.27%	-1.27%
IT Master Teacher	\$4,327	\$4,382	\$4,382	-1.27%	-1.27%

- CSB is in the process of implementing the recommended increases and has secured Quality Improvement (QI) funds from Office of Head Start to support salary increases.

PROGRAMS	QUALITY IMPROVEMENT (QI)
EHS-CCP	\$104,540
Head Start	\$359,366
Early Head Start	\$113,826
Total QI Funding	\$577,732
First Baptist Head Start	\$ (47,181)
<b>QI Funding available</b>	<b>\$530,551</b>

<b>Total Budget for Teacher Salary Increase</b>	<b>\$ 651,633</b>
Shortage covered by Base Grant	\$ (121,082)

**V. Moving Forward:**

- Replacing CSB’s central kitchen:** We have secured a space at 303 41<sup>st</sup> Street in Richmond. The building will require a seismic retrofit before the kitchen is constructed. The construction drawings for the project started in August 2020 and include structural work such as a new roof diaphragm, wall supports and new openings for the entry points. In addition, this make-ready phase includes a fire sprinkler system, and in-floor utility work. Construction is expected to begin in October 2020 and will start with demolition of the existing interior. Concurrently, the kitchen build-out construction drawings are underway. The project’s tenant improvement phase includes new interior walls, new plumbing, gas and electrical utilities, remodel of an interior ramp, new HVAC equipment, and new exterior ADA

ramps and parking. The kitchen construction will start in April 2021 and includes kitchen appliances, office/cubicles spaces and bathroom upgrades.

- **Continued investment in our staff:**
  - ~ Growing our own through Teacher Apprentice and LINKED programs in partnership with Contra Costa and Diablo Valley Colleges.
  - ~ Advocating for national, state and local investment in the workforce.
  - ~ Marketing and advertising in new and innovative ways.
  - ~ Retention strategies that focus on staff competencies, trauma informed practice, staff wellness, reflective supervision and practice and recognition programs.
  
- **State review year:** We anticipate a Contract Monitoring Review by California Department of Education (CDE) sometime in 2020-2021 program year, held over from 2019-2020 due to pandemic. The Contract Monitoring Review consists of family data file review, classroom observations, attendance records, child portfolios, inventory records, site licensure and staff development program.
  
- We continue to be the largest high quality childcare provider in the county.