Agenda

PUBLIC PROTECTION COMMITTEE

October 26, 2020
10:30 A.M.
VIRTUAL MEETING

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

https://cccounty-us.zoom.us/j/98738286859

Meeting ID: 987 3828 6859
Or by dialing:
(214) 765-0478
or (888)278-0254 (US Toll Free)
Conference code: 507994

Supervisor Candace Andersen, 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

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 September 28, 2020 meeting. **(Page 4)**

4. CONSIDER the applicants for the seven seats on the Racial Justice Oversight Body reserved for Community Representatives; CONDUCT interviews; and NOMINATE seven individuals to the Board of Supervisors for appointment consideration. **(Donté Blue, ORJ Acting Director)** **(Page 7)**

5. CONSIDER accepting an update on the impacts of recently signed public safety bills. **(Paul Reyes, Senior Deputy County Administrator)** **(Page 189)**

6. The next meeting is currently scheduled for November 23, 2020.

7. Adjourn

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.

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 1025 Escobar St.,4th Floor,

Martinez, during normal business hours.

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

For Additional Information Contact:

Paul Reyes, Committee Staff

Phone (925) 655-2049, Fax (925) 655-2066

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:

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

Contra Costa County Board of Supervisors

Subcommittee Report

PUBLIC PROTECTION COMMITTEE **3.**

Meeting Date: 10/26/2020

Subject: RECORD OF ACTION - September 28, 2020

Department: County Administrator

Referral No.: N/A

Referral Name: RECORD OF ACTION - September 28, 2020

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

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 the Committee's September 28, 2020 meeting.

Recommendation(s)/Next Step(s):

APPROVE Record of Action from the September 28, 2020 meeting.

Fiscal Impact (if any):

No fiscal impact. This item is informational only.

Attachments

Record of Action - September 28, 2020

PUBLIC PROTECTION COMMITTEE

RECORD OF ACTION FOR
September 28, 2020

Supervisor Candace Andersen, Chair
Supervisor Federal D. Glover, Vice Chair

Present: Candace Andersen, Chair
Federal D. Glover, Vice Chair

1. Introductions

Convene-10:30 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).

No public comment.

3. APPROVE Record of Action from the July 27, 2020 meeting.

Approved as presented.

AYE: Chair Candace Andersen
Vice Chair Federal D. Glover

4. 1. CONSIDER interviewing applicants for the two seats on the Juvenile Justice Coordinating Council reserved for Community-Based Organizations Representatives, and

2. RECOMMEND two candidates for the vacant seats identified above to the Board of Supervisors for appointment consideration.

The Committee considered the applicants and selected Julius Van Hook and Denise Mills to be recommended to the Board of Supervisors for appointment to the Community-Based Organization Representative seats on the Juvenile Justice Coordinating Council.

AYE: Chair Candace Andersen
Vice Chair Federal D. Glover

5. REVIEW and APPROVE a proposed recruitment process to fill seven community-based organization/public member seats on the 2021-22 Racial Justice Oversight Body.

The committee approved a 3-week recruitment timeline with staff being directed to return at the October 26, 2020 Public Protection Committee meeting for applicant consideration.

AYE: Chair Candace Andersen
Vice Chair Federal D. Glover

6. The next meeting is currently scheduled for October 26, 2020.

7. Adjourn

Adjourned - 11:20 am.

For Additional Information Contact:

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

Contra Costa County Board of Supervisors

Subcommittee Report

PUBLIC PROTECTION COMMITTEE **4.**

Meeting Date:	10/26/2020
Subject:	Racial Justice Oversight Body 2021-22 Membership
Submitted For:	Esa Ehmen-Krause, County Probation Officer
Department:	Probation
Referral No.:	NA
Referral Name:	Racial Justice Oversight Body
Presenter:	Donté Blue **Contact:** Donté Blue, 925-313-4087

Referral History:

On June 25, 2018, the Public Protection Committee (PPC) accepted the "Racial Justice Task Force--Final Report and Recommendations," as prepared by Resource Development Associates and the committee recommended the Board of Supervisors (BOS) adopt the report with the recommendations it included.

On July 24, 2018, the BOS considered adopting the "Racial Justice Task Force--Final Report and Recommendations," as prepared by Resource Development Associates and decided that except for recommendation #18 (related to establishing an independent grievance process for individuals in custody in County adult detention facilities to report concerns related to conditions of confinement based on gender, race, religion, and national origin. This process shall not operate via the Sheriff's Office or require any review by Sheriff's Office staff) and recommendation #19 (related to establishing an independent monitoring body to oversee conditions of confinement in County adult detention facilities based on gender, race, religion, and national origin and report back to the Board of Supervisors.) the BOS would adopt the report its recommendations as otherwise presented. These two excluded recommendations were then referred back to the PPC on a separate referral to gather further input from both the Sheriff and the Racial Justice Task Force on the excluded recommendations. After giving these two final recommendations additional consideration, the Task Force ultimately concluded that due to existing legal limitations, recommendations #18 and #19 should be removed from the final report of the Racial Justice Task Force.

On August 6, 2018, the Public Protection Committee considered implementation of the Task Force Recommendations and provided the following direction:

- Staff should develop a recruitment process to seat the Racial Justice Oversight Body (RJOB) with the following representation:

1. A representative from the Superior Court, as a non-voting member
2. The Sheriff or his designee
3. The Chief Probation Officer or his designee

4. The Public Defender or her designee
5. The District Attorney or her designee
6. A representative from a local law enforcement agency, nominated by the Contra Costa County Police Chiefs' Association
7. A representative from the Contra Costa County Board of Education
8. A representative from a School District
9. A representative from Contra Costa County Health Services
10. Nine community-based representatives, that include at a minimum:

    - Two members of the Racial Justice Coalition,
    - Two individuals with prior personal criminal or juvenile justice system involvement,
    - Three representatives from community-based organizations that work with individuals in the justice system, including at least one person who works directly with youth
    - One representative from a faith-based organization
    - One representative that is either a school aged youth or from a CBO who provides services to school aged youth

- The process to fill the School Board representative is to be determined by current School Board representatives of the Racial Justice Task Force
- The Racial Justice Coalition will select its two representatives
- Terms on the RJOB representatives should be for two years
- Return to the Committee for consideration of the second part of the Task Force recommendation for a RJOB regarding the need for additional resources necessary to staff and facilitate the work of the RJOB.

After the Public Protection Committee met on September 10, 2018, the Racial Justice Task Force school board representatives were consulted and determined that their rotation on the RJOB should begin with Mount Diablo Unified School District, followed by West Contra Costa Unified School District, before ending with Antioch Unified School District. Based on this rotation schedule, Debra Mason was subsequently seated as the first RJOB School District representative on behalf of Mount Diablo Unified School District.

Next, the Racial Justice Coalition subsequently contacted PPC staff and reported that Tamisha Walker and Jeff Landau were recommended by RJC membership to represent this group on the RJOB. The Public Defender, Robin Lipetzky, decided to represent her office, and similarly District Attorney Diana Becton decided to represent her office. The Chief Probation Officer originally designated Director Mike Newton to be his representative, but after the Chief's retirement the newly appoint Chief Probation Officer designated Assistant Chief Probation Officer, Melvin Russell to be her representative. The Superior Court designated the Director of Family Law and Probate, James Paulsen, as its representative. Also, the Sheriff identified Assistant Sheriff, John Lowden as his designated representative, and the Contra Costa County Police Chiefs' Association nominated then Interim Richmond Police Chief Bisa French as its representative.

To identify applicants for the seven remaining seats for community-based representatives, a recruitment process was initiated with the publishing of a press release concerning the vacancies on September 18, 2018. After a 7-week application period the County received a total of 14 timely applications, and one application that was received after the November 2 deadline which was therefore not forwarded to the committee for further consideration.

On November 13, 2018, the PPC interviewed applicants for the seven seats for community-based representatives on the RJOB and recommended BOS appointment of the following individuals:

- Superior Court representative: James Paulsen, Director of Family Law and Probate
- Sheriff or designee: John Lowden, Assistant Sheriff
- Chief Probation Officer or designee: Mike Newton, Probation Director
- Public Defender or designee: Robin Lipetzky, Public Defender
- District Attorney or designee: Diana Becton, District Attorney
- Local Law Enforcement representative: Bisa French, Assistant Chief, Richmond Police Department
- Contra Costa County Office of Education representative: Lynn Mackey, Superintendent Elect
- Local School District representative: Debra Mason, Mount Diablo Unified School District
- Health Services Department representative: Dr. William Walker
- Community representatives:
    - Tamisha Walker
    - Jeff Landau
    - Stephanie Medley
    - Tammy Appling-Cabading
    - Chala Bonner
    - Ledamien Flowers
    - Jay LeVine
    - Cheryl Sudduth
    - Edward Williams

On December 4, 2018, the Board of Supervisors appointed the 18 individuals recommended by the Public Protection Committee to serve on the Racial Justice Oversight Body. These appointments were to be for a two-year term commencing on January 1, 2019 and ending December 31, 2020.

On May 12, 2020, Ledamien Flowers, then filling a Community Representative Seat, notified staff of his resignation from the Racial Justice Oversight Body. Staff reported this resignation to the BOS and on June 16, 2020, the Board of Supervisors accepted the resignation of Ledamien Flowers, declared a vacancy of the RJOB Community Representative Seat 4, and directed the Clerk of the Board to post the vacancy. After a recruitment process was approved by the PPC on June 22, 2020, the ORJ received a total of 18 timely applications, and one that was submitted after the application deadline. This committee decided to consider all 19 applicants before nominating Ronell Ellis to fill the existing vacancy, and Mr. Ellis has been engaged in the meetings and activities of the RJOB since that time.

During this committee's September 2020 meeting it recognized that all the community representatives that were initially appointed to two-year terms starting January 2019 were set to end as of December 31, 2020. This again presented the PPC with the following seven (7) vacancies on the RJOB to fill, effective January 1, 2021:

1. Two (2) individuals with prior personal criminal or juvenile justice system involvement,
2. Two (2) representatives from community-based organizations that work with justice-involved populations of any age,
3. One (1) representative from community-based organization that works with justice-involved

youth,
4. One (1) representative from a faith-based organization, and
5. One (1) representative that is either a school aged youth or from a CBO who provides services to school aged youth

During last month's meeting, the PPC approved a three-week recruitment process and encouraged all RJOB members that occupied seats with expiring terms to submit an application if they were interested in renewing their membership on the Body. In preparation of considering their respective renewals, the PPC directed staff to also include a summary of each applicant's RJOB meeting attendance while being a member of the Body. This summary of attendance information has been included as Attachment A and was derived from the approved Records of Actions of the RJOB and its three subcommittees meetings. However, the ORJ also used draft versions of the Record of Actions for the August 2020 RJOB Quarterly Meeting and the September 2020 subcommittee meetings since these bodies have not yet met again, and thus have not had the opportunity to approve these draft Record of Actions.

Attachment B is the roster of ex-officio members who have confirmed their RJOB memberships in 2021-22. Also, please note that the Racial Justice Coalition has not yet informed staff of their RJOB member nominations for the 2021-22 term.

Referral Update:

Consistent with the PPC's direction, the RJOB application period began with the publishing of a press release on September 29 (Attachment C), and subsequently closed on October 19 at 5 p.m. Prior to the end of the application period, five (5) of the seven (7) current RJOB members occupying seats with expiring terms submitted timely renewal applications, and an additional 18 new applications were also received timely by the ORJ. In addition, two (2) more applications were submitted on the last day of the application period after the 5 p.m. deadline.

All 25 applications that were received are included in Attachment D with all signatures and personal contact information redacted. A summary of the information provided by the applicants as part of their respective applications is included as Attachment E, and this summary sheet is organized by last name of the applicants with each incumbent renewal applicant highlighted. All applicants were invited to participate in the optional public interview process for the upcoming RJOB vacancies that is scheduled to occur during the Public Protection Committee meeting on October 26, 2020.

Recommendation(s)/Next Step(s):

CONSIDER interviewing applicants for seven (7) seats on the Racial Justice Oversight Body that will become vacant when their terms expire on December 31, 2020, and that are collectively comprised of:

1. Two (2) seats for individuals with prior personal criminal or juvenile justice system involvement,
2. Two (2) seats for representatives of community-based organizations that work with justice-involved populations of any age,
3. One (1) seat for a representative from a community-based organization that works with justice-involved youth,
4. One (1) seat for a representative from a faith-based organization, and
5. One (1) seat for an individual that is a school aged youth or for a representative of a

community-based organization that provides services to school aged youth; and,

RECOMMEND candidates for the seats identified above to the Board of Supervisors for appointment consideration.

Attachments

Attachment A - RJOB Incumbents Attendance Summary

Attachment B - RJOB Ex-Officio Members Roster 2021-22

Attachment C - Recruitment Press Release

Attachment D - Applications

Attachment E - Application Summaries

Incumbents' Attendance at RJOB Quarterly Meetings and Subcommittee Meetings

	Quarterly Meeting	CEF	Data	Diversion	% meeting attendance
Bonner, Chala	5 out of 6		3 out of 8		57.14
Ellis, Ronell	1 out of 1				100.00
Medley, Stephanie	5 out of 6	6 out of 8		4 out of 5	78.95
Suduth, Cheryl	4 out of 6			5 out of 5	81.82
Williams, Edward	3 out of 6	3 out of 8			42.86

Contra Costa County

Attachment B

2021-22 Proposed Racial Justice Oversight Body Membership

	Seat	Appointee	Term Expiration
1	Superior Court representative	TBD	*ex-officio*
2	Sheriff or designee	John Lowden, Assistant Sheriff	*ex-officio*
3	Chief Probation Officer or designee	Esa Ehmen-Krause, Chief Probation Officer	*ex-officio*
4	Public Defender or designee	Robin Lipetzky, Public Defender	*ex-officio*
5	District Attorney or designee	Diana Becton, District Attorney	*ex-officio*
6	Local Law Enforcement representative	Bisa French, Police Chief, City of Richmond	December 31, 2022
7	Contra Costa County Office of Education	Lynn Mackey, County Superintendent of Schools	*ex-officio*
8	Local School District Representative	LaShante Smith, West Contra Costa Unified School District	December 31, 2022
9	Health Services Department representative	Dr. William Walker	*ex-officio*
10	CBO Representative, Seat 1	TBD	December 31, 2022
11	CBO Representative, Seat 2	TBD	December 31, 2022
12	CBO Representative, Seat 3	TBD	December 31, 2022
13	CBO Representative, Seat 4	TBD	December 31, 2022
14	CBO Representative, Seat 5	TBD	December 31, 2022
15	CBO Representative, Seat 6	TBD	December 31, 2022
16	CBO Representative, Seat 7	TBD	December 31, 2022
17	CBO Representative, Seat 8	TBD	December 31, 2022
18	CBO Representative, Seat 9	TBD	December 31, 2022

Attachment C

Contra Costa County
County Administrator's Office • 1025 Escobar St., 4th Floor • Martinez, CA 94553 • www.contracosta.ca.gov

IMMEDIATE RELEASE
September 29, 2020

Contact: Donté Blue, Acting Director
Office of Reentry & Justice, 925-313-4087
Donte.Blue@orj.cccounty.us

Contra Costa County Seeks Applicants for Racial Justice Oversight Body Community Representatives Seats

(Martinez, CA) - The Contra Costa County Board of Supervisors is seeking applicants who are interested in serving on its 18-member Racial Justice Oversight Body (RJOB). The Racial Justice Oversight Body will have vacancies for seven (7) Community-based Representatives effective January 1, 2021.

The RJOB is a multi-agency advisory body established by the Contra Costa County Board of Supervisors to oversee the implementation of the recommendations made by the Racial Justice Task Force and accepted by the Board of Supervisors to reduce racial disparities in the criminal and juvenile justice systems. The RJOB also reviews local criminal and juvenile justice data in an ongoing fashion to identify and address any racial disparities that may persist.

The Racial Justice Oversight Body is composed of the following 18 members:

- *Four (4) Ex-Officio Members:*
  - ✓ The Sheriff or his designee;
  - ✓ The Chief Probation Officer or her designee;
  - ✓ The Public Defender or her designee;
  - ✓ The District Attorney or her designee;

- *Five (5) Other Appointed Members:*
  - ✓ A representative from the Superior Court, as a non-voting member;
  - ✓ A representative from a local law enforcement agency, nominated by the Contra Costa County Police Chiefs' Association;
  - ✓ A representative from the Contra Costa County Office of Education;
  - ✓ A representative from a Local School District;
  - ✓ A representative from Contra Costa County Health Services Department;

- *Nine (9) community-based representatives selected and appointed by the Board of Supervisors:*
  - ✓ Two (2) members of the Contra Costa Racial Justice Coalition;
  - ✓ Two (2) individuals with prior personal criminal or juvenile justice system involvement;

- ✓ Two (2) representatives from community-based organizations that work with justice-involved populations, any age;
- ✓ One (1) representative from a community-based organization that works with justice-involved youth
- ✓ One (1) representative from a faith-based organization;
- ✓ One (1) representative that is either a school age young person, or from a community-based organization who provides services to school age youth.

The Board of Supervisors is seeking applications for the following seven (7) seats on the RJOB:

1. Two (2) individuals with prior personal criminal or juvenile justice system involvement;
2. Two (2) representatives from community-based organizations that work with justice-involved populations, any age;
3. One (1) representative from a community-based organization that works with justice-involved youth
4. One (1) representative from a faith-based organization; and
5. One (1) representative that is either a school age young person, or from a community-based organization who provides services to school age youth.

Appointments to the Racial Justice Oversight Body will be for a term of two years that will be effective as of January 1, 2021, and ending December 31, 2022. The RJOB meets on a quarterly basis and its members also serve on its three subcommittees that each currently meet on a monthly basis. All members serve on the RJOB and its subcommittees without compensation, stipends, or reimbursement of expenses, and the selection of the community-based representatives are intended to reflect the geographic, ethnic, and racial diversity of Contra Costa County.

Applications will be due by 5 p.m. on October 19, 2020, and all timely applicants will be invited to the public interview process conducted by the Board of Supervisors' Public Protection Committee: Supervisors Candace Andersen, District II, and Federal Glover, District V. This committee will then recommend a selection of applicants for Board of Supervisors to appoint to the Racial Justice Oversight Body.

Below is a complete timeline of this recruitment process to fill the seven (7) vacant RJOB seats:

- October 19: Final Day of the Application Period, due by 5:00 p.m.
- October 26: Public Protection Committee Meeting: Interviews
- November 10: Board of Supervisors Appointments

Application forms can be obtained from the Clerk of the Board of Supervisors by calling (925) 655-2000 or by visiting the County webpage at http://www.contracosta.ca.gov/3418/. Completed applications should be emailed to ClerkoftheBoard@cob.cccounty.us. Applications can also be mailed to the Clerk of the Board of Supervisors Office at 1025 Escobar Street, 1st Floor, Martinez, CA 94553.

###

Application Form

Profile

Nakenya
First Name

S
Middle Initial

Allen
Last Name

[redacted]
Home Address

Suite or Apt

Martinez
City

CA
State

94553
Postal Code

Mobile: [redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 5

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

UC Davis

Degree Type / Course of Study / Major

Animal biology

Degree Awarded?

- [ ] Yes
- [x] No

College/ University B

Name of College Attended

Carrington college

Degree Type / Course of Study / Major

AS

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?

Contra Costa Commission for Women and Girls: Submitted
Contra Costa Community Corrrections Partnership - All Members: Submitted
Racial Justice Oversight Body: 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, commitee, or commission.

I'm currently doing a lot of work in my town of Martinez to not only diversify it, but a grassroots movement for BLM, with goals to uproot white nationalism in Martinez. I have a lot to offer these positions and I'm open for growth. Thank you.

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)

I'm very motivated, outspoken, charming, and straightforward. I have a lot of experience, with most of these issues growing up in the system. I have a lot to offer, by means of understanding, and a unique perspective when it comes to making bold changes.

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

Application Form

Profile

Cassidie
First Name

C
Middle Initial

Bates
Last Name

[redacted]
Home Address

APT 152
Suite or Apt

Concord
City

CA
State

94521
Postal Code

Home: [redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 4

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

University of California, Berkeley

Degree Type / Course of Study / Major

Law and Public Policy

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

Goldman School of Public Policy (Graduate School at UC Berkeley)

Degree Type / Course of Study / Major

Certificate in Public Policy and International Affairs

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

Seat Name

Two (2) representatives from community-based organizations that work with justice-involved populations, any age

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, commitee, or commission.

Thank you for the consideration of a vacant seat of the RJOB. I am greatly interested in giving back to my community by participating as a member of this board. Throughout my time at UC Berkeley, I had the opportunity to work at the Death Penalty Clinic within Berkeley Law School. Through my legal work of trying to get those wrongfully or too severely convicted off of Death Row, I gained an acute awareness of the racial disparities present in our justice system. It's been a goal of mine throughout my academic and professional trajectory to lift up the voices of those most vulnerable and empower them to advocate for the systemic change they see as necessary. In my current role as the Policy & Advocacy Manager at the Food Bank of Contra Costa and Solano, I am extremely integrated into Contra Costa County and have an informed pulse on the needs of our community members. It’s one of my main job functions to interpret policy impacts and advocacy needs and merge those with the authentic voices of people in our county. From this work, largely surrounding poverty, food insecurity, and racial equity, I have a deep understanding of the systematic integrations that impact us all on a social and racial level. It would be my goal as part of this Board to effectively help guide the County in the relevant decision-making by utilizing a fact-based and equitable approach.

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.

-FESP (Family Economic Security Partnership) Contra Costa County-I currently serves as the "Food Policy Expert" on the FESP Executive Board -Community Care Coalition of Contra Costa County (Member) -Racial Equity & Hunger National Learning Network (Member) Please see attached resume for a full list of community, volunteer, and advisory board experiences.

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

First, I am specifically applying to the vacant seat, on the Racial Justice Oversight Body, of "from community-based organizations that work with justice-involved populations, any age". I want to note that I believe I fit into this seat description due to being employed at the Food Bank of Contra Costa and Solano (Contra Costa County CBO) and through my role, I work with justice-involved populations, including but not limited to the re-entry population, of all ages. To successfully serve the RJOB and Contra Costa County, it appears that a strong desire to learn from and listen to others, reflect, synthesize, and lead are essential qualities. These attributes are some of my strongest in addition to my ability to hear the needs expressed by others, translate that into actionable items, and clearly communicate those objectives to various audiences, specifically community members and elected officials. It's a strong desire of mine to help be part of positive change in our community and help create a more equitable environment for all. My academic background in Law and Public Policy and my related experiences, have given me invaluable tools for critical thinking, analysis and the ability to complete and digest quantitive and qualitative data. My community engagement and professional history have allowed me to directly engage with our most vulnerable populations and refine my ability to advocate for those whose vital needs are not adequately met within the existing frameworks. Another key quality set that I would bring to this group is patience and commitment. I'm aware of how long change can take to come about and, especially when dealing with topics of race and justice, the matter can be deeply personal for some and for others completely foreign. It would be a main goal of mine to ensure that the RJOB operates with this understanding by providing the Board time to process the gravity of the work it's undertaking while remaining dedicated to meeting the ambitious yet crucial Board objectives. I'm proud to be a leader who is able to collaborate, an advocate with an ability to listen to understand, not just respond, and a Contra Costa resident who is eager to continue moving our County forward.

Cassidie_Bates_Resume_pdf.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.

- [x] I Agree

CASSIDIE CARMEN BATES

[redacted] *Concord, CA 94521* || [redacted]

EDUCATION

UNIVERSITY OF CALIFORNIA BERKELEY — BACHELOR OF ARTS: LEGAL STUDIES, PUBLIC POLICY

GOLDMAN SCHOOL OF PUBLIC POLICY — PUBLIC POLICY AND INTERNATIONAL AFFAIRS CERTIFICATE

EXPERIENCE

POLICY AND ADVOCACY MANAGER | FOOD BANK OF CONTRA COSTA AND SOLANO | JUNE 2019-CURRENT

As manager of the Policy & Advocacy team at the Food Bank, I lead policy prioritization and legislation steering for the 80 member organization on local, state, and federal policy for all anti-hunger and anti-poverty legislation of approx. 30 bills per year. As manager, I direct a team that works with 15 community advocates to refine their ability to testify about their lived experiences of hunger for state and federal hearings. I conduct qualitative and quantitative research for our legislative decision-making and I work closely with elected officials and community partners to maintain and foster partnerships.

MOTHERSHIP STRATEGIES | DIGITAL FELLOW | 1 YEAR

At this political consulting firm in Washington DC, which represented clients: *End Citizens United* and *Fight for Reform,* I worked with 5 primary clients to craft content strategy, and coded their websites and emails for campaign fundraising. I statistically analyzed the fundraising projections and outcomes and served as a direct point of contact for clients by performing quality assurance checks to ensure client's standards of excellence were being met. In weekly planning meetings, I developed the tactics and content utilized each week from my knowledge of current political events.

GOLDMAN SCHOOL OF PUBLIC POLICY | PPIA FELLOW | 2018 FELLOW

I earned my certificate in Public Policy and International Affairs during the Junior Summer Institute, where I completed graduate coursework in Economics, Quantitative Analysis, Policy and Communications. Simultaneously, I was attending law and policy modules at Berkeley Law on various topics, including: food insecurity, international human rights and geopolitical mapping.

KIND SNACKS | MARKETER | 3 YEARS

Brand marketing through event planning, execution and forming partnerships with organizations that promote physical and mental health, active lifestyle, and nutrition in the San Fransisco Bay area. Created digital forms for customers to contact and interact with KIND which have been implemented company wide.

DELTA SIGMA | CHAPTER PRESIDENT | 1 YEAR

Led executive board of 30 collegiate officers, advisory, and alumni board. Created board, chapter meeting agendas and facilitated weekly meetings. Directed operations of 150+ member chapter in community, academic, and professional development. Executed 2 annual philanthropic events; donated funds raised which exceed $10,000. Allocated and approved annual budget of $400,000.

PERSPECTIVES | INTERNATIONAL RESEARCH STUDENT

Researched the Israeli-Palestinian Conflict in Syria, Israel and Palestine with group of twenty UC Berkeley students. Interviewed: government officials, journalists, religious authorities, educators and university students. Studied: historical, religious and political topics. Presented group and individual research findings.

DELTA SIGMA | FOUNDING MEMBER AND RECRUITMENT CHAIR | 1 YEAR

As a founding member of UC Berkeley's first local Panhellenic Sorority, that supports survivors of human trafficking, I wrote bylaws, filed for 501c3 status and university affiliation. As Recruitment Chair, directed membership planning, strategic outreach and current member retention; recruiting a total of 75 members with total membership retention.

BERKELEY LAW SCHOOL | INTERN WITHIN DEATH PENALTY CLINIC | 1 YEAR

While assigned to 3 state and 1 federal death row cases, which included significant communication with the clinic's attorneys, I edited appeals and drafted memos. I conducted evidence sorting and preservation; indexing, digitizing, filing. Transcribed records of jail phone calls: analyzed characteristic patterns of inmates. Researched death penalty laws on state and federal level for inclusion in article on legal reform.

SKILLS

Communication: Spanish: Reading and Writing, Public Speaking, Group Facilitation, Conflict Resolution, Project Management, Collaborator, Self-Starter
Technical: Coding (HTML), Quantitative Analysis, Complete Google Drive and Microsoft Suite, Adobe: Acrobat, Photoshop, Event Planning, Marketing
Certifications: LEO(Leadership of Equity and Opportunity), Public Policy and International Affairs, Project Management, Restorative Justice, Group Facilitation

CURRENT BOARD POSITIONS

DA VINCI CHARTER ACADEMY | PRESIDENT OF ALUMNI BOARD

PRYTANEAN WOMEN'S HONOR SOCIETY | EXECUTIVE BOARD MEMBER

FAMILY ECONOMIC SECURITY PARTNERSHIP OF CONTRA COSTA BOARD MEMBER

Print Form

Contra Costa County

Please return completed applications to:
Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Chala
Last Name: Bonner
Home Address - Street: [redacted]
City: Stockton
Zip Code: 95206
Phone (best number to reach you): [redacted]
Email: [redacted]
Resident of Supervisorial District: work i

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 College	Business Management	■ Yes ☐ No
		☐ Yes ☐ No
		☐ Yes ☐ No

Other Training Completed:

Board, Committee or Commission Name: Racial Justice Oversight Body
Seat Name: Community Member

Have you ever attended a meeting of the advisory board for which you are applying?
☐ No ■ Yes If yes, how many? 17

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

I have lived in Contra Costa almost my whole life. I just recently moved to San Joaquin County because my family could not afford to stay. However, I still work in Contra Costa County. Although I no longer live in Contra Costa County, my heart is in Contra Costa County, my work is in CCC, majority of my family and friends still live there and I hope some day that I will be able to return. In the meantime, I plan to continue to advocate for change.

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

I serve on the Racial Justice Steering committee and I am co-lead for the Racial Justice Coalition. This work is very important to me because I am a formerly incarcerated black woman and I want to make sure that formerly incarcerated people have a voice at the table.

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 have served on the Racial Justice Oversight Body for the past year and I am also appointed to the CCC Community Advisory Board, in which I have served 2 year and will term out in 2022.

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 ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: [redacted] **Date:** 10/19/2020

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 655-2000 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

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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
		☐ Yes ☐ No
		☐ Yes ☐ No
		☐ Yes ☐ 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

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.

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 ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

[redacted] **Date:** _____

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board of Supervisors
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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.

Brittany B. Butler

[redacted]

EDUCATION:

University of California Berkeley, Berkeley, California
Bachelor of Arts in Anthropology and African American Studies
Emphasis: Cultural Anthropology and Critical Theory GPA **3.56**

Relevant Skills: Twitter, Salesforce, SurveyMonkey, Mailchimp, Tableau, Microsoft Office, Fluxx, Technical Writing and Editing, Adobe, WordPress, Graphic Design, and Project Management

WORK EXPERIENCE:

The Reentry Success Center, Richmond California **July 2020-**
Reentry Success Coach

- Develop a client profile including information related to the inmate's personal, social, criminal, medical, educational, and psychological history, substance abuse history. Manage and coordinate case study developmental data.
- Conduct basic orientation of new members, complete admission and orientation documentation and prepare necessary files. Ensure the member is fully engaged in the planning process and clearly understands responsibilities, expectations of the Reentry Success Center. Communicate the relationship between improving basic skills and developing self-sufficiency.
- Responsible for developing and managing SAFE database. Serves as the technical assistant on maintaining and developing processes within the database. Responsibilities include user training and documentation.

The San Francisco Foundation, San Francisco, California **October 2019-March 2020**
FAITHS and Multicultural Fellowship Administrative Assistant

- Assisted with creating and managing a $200,000+ FAITHS Grants and maintained detailed financial records associated with grant management.
- Conducted audits on the environment and provided capacity planning, best practices guide for future production, development and tests on database administration on systems such as Fluxx and Salesforce.
- Analyzed, conducted and implemented physical database designs. Oriented other database administrators on Fluxx and Salesforce, server management including upgrades and migration.
- Functioned as chief liaison with various grantmaking donors, philanthropy agencies, and collaborators to transfer funds, negotiate contracts, and facilitate operations.
- Proposed and implemented an internal repository clean-up project on Salesforce which updated over 100+ Multicultural Fellow Alumni, San Francisco Foundation donors, and grantee profiles.

Koshland Foundation Intern **June 2019-October 2019**

- Crafted awareness to commemorate the 37th anniversary of the Daniel E. Koshland Civic Unity Program. Developing a special logo and press kit. Enhance community relations by initiating and maintaining key relationships with Koshland Fellows, Daniel E. Koshland's descendants, service and business organizations.
- Oversee all communications and marketing efforts, continually enhancing the Koshland Program's visibility to increase awareness and strengthen donor support. Areas of insight include Facebook, eblasts, annual reports, press releases, and calendar reports.
- Used exclusively online marketing in a way that brought tangible results, increasing applications for Koshland Young Leaders and Koshland Fellows Program by 25% over a four-month period.

Bancroft Library, Berkeley, California **July 2018 –August 2019**
Library Assistant

- Helped hundreds of Berkeley student patrons at the Bancroft Library public service desk in locating reference materials.
- Deselected library items based on infrequent circulation/use, condition, relevancy, and currency.
- Created 100+ digital records for donated acquisitions.
- Assisted hundreds of library users with bibliographical information and reference queries both on-site and online.

Application Form

Profile

Terrence
First Name

M
Middle Initial

Cole
Last Name

[redacted]
Home Address

#208
Suite or Apt

Walnut Creek
City

CA
State

94596
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 4

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

Walden University

Degree Type / Course of Study / Major

PhD/Public Policy & Public Administration

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

University of Memphis

Degree Type / Course of Study / Major

MS/Education Administration Leadership

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

University of Tennessee

Degree Type / Course of Study / Major

BS/Criminal Justice & Psychology

Degree Awarded?

◉ Yes ○ No

Other schools / training completed:

Course Studied

Negotiation & Mediation

Hours Completed

24

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Economic Opportunity Council: Submitted
Mental Health Commission: Submitted
Workforce Development Board: Submitted
Racial Justice Oversight Body: Submitted

Seat Name

ROJB

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?

0

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

I have advocated in these particular fields and area for reform. I have gain work experience in the field of 20 plus years and principle & foundation through my education. I have build and served in leadership roles in every field selected. I would like to serve on board, commission and/or 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.

Education, Mental Health, Criminal Justice (Adults & Juveniles), Economic Development, Workforce development, etc.

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

MANAGERIAL/SUPERVISORY/DIRECTOR SKILLS • Background in managing, direct oversight for creating, planning, programing, workforce and economic development • Able to anticipate and project organizational change • Highly skilled in leading, developing and executing complex and multi-disciplinary projects at all organizational levels • Proven leader, administrator, supervisor and manager of local programs, resources, conflict resolution and staff LEADERSHIP/TRAINING/STAFF DEVELOPMENT SKILLS Honest and collaborative leader with high integrity, with a focus on effective customer service, community, and smart growth who can naturally create positive working relationships with community leaders and business partners, City employees, and City Council. Demonstrates strong technical and business acumen; understanding the need to provide efficient public service by being a role model, while developing a supportive and responsive City staff, and embracing the opportunities and challenges of diverse and involved community. A track record leading and successfully managing non-profit and private service initiatives in areas of urban planning, financial and fiscal management, community development, agency administration, and staff development. Administrative: Recruiting and staffing, benefits, compensation, employee relations, HR compliance, organizational design, training and development, human resource information systems (H.R.I.S.) and payroll. Requests for leaves and sabbaticals, family accommodations, conflict of commitment preapprovals, salary, employee and school reimbursements, multilocation agreements and exceptions to policy. Facilitated and lead the development and preparation

of grant proposals, personnel policy and procedure creation and development. Implements and advises the CFO concerning collective bargaining agreements covering employees, vendors and professional experts. Coalition building, bringing in new, diverse partnerships, and voices, as well as your experience coordinating/facilitating diverse groups. Administers online and other electronic resources and data management systems related to personnel in addition to serving as the office of employee personnel files. IT applications and documents; review, edit and revise grant narratives for all divisions; prepare and process related paperwork such as forms, agenda items, memoranda, resolutions and supporting documentation; prepare grant applications and documents for distribution and submission. and the mailing of confidential reports, meeting strict deadlines, and avoiding cost increase. Problem Solving: Created an outpatient wellness center program involving providing programmatic supervision within an intensively structured creative wellness center for adults diagnosed with cooccurring severe and persistent psychiatric and substance use disorders. Handling conflict in diverse partnerships, facilitating diverse groups or coalition building, especially in a public setting. The majority of our clients have diagnoses of schizophrenic and bipolar disorders along with long histories of substance use, multiple hospitalizations, trauma, and homelessness. A budget of 1.5 Million in the City of Oakland and County of Alameda. Management: Oversaw operations of an expanding training, compliance & regulations, policy development, RFP & RFQ submitter, budget oversight, research lab, providing expertise, quantitative and qualitative data developer, commitment, implement strategic planning, development and cost-effective deployment of systems, quality & assurance control during a time of significant transition. Active Leadership, judgment, decision making skills, relationship building and effective communication skills, evaluating economic development programs, principles and practices of forecasting, public driven projects and programs of economic development including affordable housing. Directly consults with business leaders in guiding their organizations through the change and adoption from working in traditional offices, plants and labs to new work environments. Accountable for supporting the evolution of the overall social and adoption strategy and that is leveraged at the project level. Consulting arm for the socio-technological practices to accelerate organizational as well as manager and employee readiness and adoption for these new environments and ensure these groups can work more flexibly, collaboratively and with a stronger sense of community in their new environments. Serve as the socio-entrepreneur/tech lead from Pre-initiation through Sustaining with a focus on building engagement, readiness, and adoption. Customize the Readiness and Adoption Strategy to fit the leadership style, culture and communications/work practices of the Business Sponsor and Client Leaders. Structure the internal teams and core teams to ensure effective stakeholder engagement and an efficient and effective process from pre-initiation through sustaining. Partner with Program Managers and Core Team members to ensure organizational readiness and adoption of socio-entrepreneur/technology and new ways of working is weaved effectively through an array of projects Design and facilitate with the business sponsors, client leaders and key activities such as the organization readiness discussions, key work practice workshops, tech assessments, stakeholder readiness assessments, and manager readiness sessions to ensure organizational alignment and surface potential challenges in adopting new ways of working. Identify work practices that require a focus on adopting new collaborative meeting tools and applications to enable teams to work better together and individuals to work more productively

Resume_2023_II.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:

NA

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:

NA

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

Terrence M. Cole

[redacted] Walnut Creek CA 94596
[redacted]

PROFILE

• Highly skilled in leading and executing complex and multi-disciplinary projects at all organizational levels
• Proven leader, administrator, supervisor and manager of local programs, resources, and staff
• Driven for equity and social justice
• Over 15 years' experience as an Education, Criminal Justice and Organization Administration

EDUCATION

PhD in Public Policy and Public Administration, Walden University (Fall, 2020)
Certificate of Completion Mediation, Hasting College of Law, UC, San Francisco, CA
Master of Science in Educational Administration Leadership, University of Memphis, Memphis, TN
Bachelor of Science in Criminal Justice, University of Tennessee, Martin, TN
Associate of Applied Science, Police Science, Shelby State College, Memphis, TN

EXPERIENCE

Re-Entry Program Creator March 2020 - Present

Cañada College
4200 Farm Hill Blvd.
Redwood City CA

Reentry initiative designed to reduce recidivism among inmates who are at moderate to high risk of re-offending. Inmates who participate in the program receive a broad range of jail-and community-based services, including employment assistance, housing, family support, and substance use treatment. Responsibilities include, but are not limited to:

- Collaborating with contracted providers and serving as a liaison between providers and DOC staff
- Escalate any provider and/or DOC operation/issues as they arise
- Contribute to the development of innovative strategies to maximize program participation and performance.
- Evaluating program performance against targets.
- Tracking program participation and preparing reports to document activities.
- Coordinating program activities, including scheduling of on-going activities, planning special events, and assembling workshops. Carrying out special projects to advance the goals of the Reentry Services unit
- Using motivational interviewing and other techniques to engage inmates in reentry services and assess their needs, including employment, housing, and substance use.
- Refer inmates to partner organizations for services.

[redacted] Walnut Creek CA 94596
[redacted]

- Documenting inmate assessments utilizing appropriate reporting mechanisms, including web-based data collection systems.
- Monitoring program participation and retention.
- Following up with program participants to obtain feedback on services and to ensure that their program-related needs are being met.
- Developing partnerships and collaborative relationships with service providers to ensure smooth service delivery.
- Assisting in the development of short- and long-term plans for reentry programming.
- Researching best practices to inform program improvement.
- Carrying out special projects to support reentry services.
- Preparing presentation materials, reviewing reports and documents, prioritizing, and managing multiple projects simultaneously, and performing other duties as assigned.

Program Director

Bonita House Inc./Casa Ubuntu June 2016 – February 2020
6333 Telegraph Ave. Oakland Ca. 94609

Key Responsibilities

Co-founder and Program Director providing programmatic supervision within an intensively structured creative wellness center for adults diagnosed with co-occurring severe and persistent psychiatric and substance use disorders. The majority of our clients have diagnoses of schizophrenic and bipolar disorders along with long histories of substance use, multiple hospitalizations, trauma, and homelessness.
The Program Director oversees day to day operations, maintaining fidelity to Integrated Dual Diagnosis Treatment and other evidence-based practices utilized. Must understand and adhere to the principles of recovery, culturally responsive strength-based practices, client empowerment, and ensure that all services provided are trauma informed. Develops systems that track performance measures and client outcomes. Plans, supervises and facilitates with staff a wide range of individual group and family treatments; maintains the program according to licensing standards, provides training and supervision to a multidisciplinary team of professional and paraprofessional staff, maintains occupancy standards and compliance with various contracts, manages the program's budget, oversees the maintenance of the site, and participates as a member of the agency's Management Team.

Terrence M. Cole

[redacted] Walnut Creek CA 9459[redacted]
[redacted]

Instructor/Counselor (Workforce and Economic Development Education)
San Francisco Sheriff Department 5 Keys Charter School **May 2013 – June 2016**
70 Oak Grove St., San Francisco CA.

Key Responsibilities

Provides educational counseling, and educational instructions to Interrupt, Predict, and Organize (IPO) for a Safer San Francisco is a violence prevention and intervention initiative by Mayor Lee's Office. The objective is to implement a coordinated service strategy for high at-risk and in-risk individuals in gangs in San Francisco's high crime neighborhoods. This strategy is designed to address early intervention, education, workforce and behavioral health needs.

Achievements:

• High School Diploma and GED Instructor for 5 Keys Charter School prepare materials and classroom for class activities
• Maintain accurate and complete student records as required by law, district policy, and administrative regulations,
• Establish clear objectives for all lessons, units, and projects
• Communicate those objectives to students
• Instruct students in the knowledge and skills required in a specific occupation or occupational field
• Use a systematic plan of lectures, discussions, audio-visual presentations, and laboratory, shop and field studies

Over- Night Residential Counselor (Part-Time) (Workforce and Economic Development Education)
Larkin Street Youth Services **June 2013-Present**
869 Ellis Street
San Francisco CA.

As a Residential Counselor it is integral to create a home-like environment.

Achievements:

- Committed to creating long-term relationships with the residents in the program

Terrence M. Cole

[redacted] Walnut Creek CA 94596
[redacted]

- As a team, we embrace the Harm Reduction philosophy and approach to the work that we do by meeting the clients where they are, consistent with the agency's standards
- Set firm limits and intervene when challenging behaviors arise
- Able and willing to provide bedside care for residents with minor temporary illnesses as well as long-term conditions
- Such care includes, but is not limited to, bathing and feeding clients, assisting them with medications and assisting with general housekeeping needs such as laundry, sweeping/mopping floors, etc. particularly for those who may not be able to do so themselves
- Teaching basic life skills as well as meeting the residents' daily living needs are core components of the program
- Ability to model these skills consistently; specifically, meal preparation, cleaning, and household maintenance. The position requires the ability to learn and implement complex internal systems and have exceptional attention to detail
- Knowledge and understanding of working with diverse populations is a must, including working with people with mental health issues, active substance use/abuse issues, people who are heavily street-engaged

Educational Administrator (Workforce and Economic Development Education)
Spectrum Center Schools and Programs **February 2008 – May 2013**
6325 Camden Street, Oakland CA, 94605

Key Responsibilities

Direct oversight of four major programs and Supervise 15 employees providing Administration for the agency. Directly coordinate with Regional and Program Directors. Synchronize all efforts to achieve the agency requirement to enable California Department of Education standards for Academic achievement for Elementary, Middle, Secondary School age students including a Vocational program for youth ages 16-22 from a securely managed network with reduced cost of ownership.

Achievements:

• Created risk management components of the school program; provide behavior assessments, behavior management program development, and clinical problem solving;

and provide guidance in empirical classroom management systems, data-guided teaching and curriculum developer

• Developed innovative staff development practices and training programs. These policies are now being incorporated by agencies; emergency management developing and delivering presentations and training

• Integrated best educational practices from continuing education programs and created an efficient program that work best with student needs and goals

• Met weekly with Senior Leaders in achieving the necessary change supervision in their organizational processes. Encouraged discussion of differences to generate the best options for implementation.

Paralegal Specialist **GS-07 October 2005 – February 2008**
Department of Housing and Urban Development **Temporary Part-time**
600 Harrison St, San Francisco, CA.

Assist with Contracts, Declarations of Trust, Reconveyances, Investigations, Closings, Applications, Dept Collections Reports and Support. Knowledge of basic concepts and principles of contract and real estate law sufficient to perform assigned under the general supervision of an attorney or the Chief Counsel. Reviewed an array of laws and regulations applicable to HUD programs, and of the procedures and activities. Thus, knowledge of the techniques of contract preparation peculiar to Federal assistance contracts and of specific authorizations required for such contract execution on behalf of the government.

Achievements:

- Gathered, arrange, analyze, evaluate, and control information and references needed for case file processing and for contract preparation.
- Successful accomplishment of the work facilitates the work of the Chief Counsel and attorneys in providing legal services in program areas and administrative law matters, and in executing contracts on the behalf of the Government.
- The accuracy of each incumbent activity greatly contributes to the successful completion of assigned workload in the Legal Division.

Terrence M. Cole

[redacted]

Supervisor/Counselor, Youth Habilitation Center **August 1995-September 2005**
(Workforce and Economic Development Education)
(Juvenile Detention Center) 24-hour lockdown **Minimum and Maximum Facility**
789 Washington St. Memphis, TN 38105

Key Responsibilities

Responsible for Counseling and Supervising Juvenile Delinquents, to develop an array of programs for progressive note taking on Juveniles.

Achievements:

• Implemented metrics for defining efficiency, effectiveness and overall success of the business unit

• Supervised 20 to 25 employees per weekend. Also maintained knowledge of general safety and health principles and practices pertaining to community correction; emergency management developing and delivering presentations and training

• Worked closely with program director to receive feedback and determine needs assessments.

• Consulted with clients to define nature and the extent of the project. Collection and review of data

• Analyzed statistics and other data, interview employees and observe the operations on a day to day basis

• Encouraged workforce diversity to create atmosphere conducive to high quality service

Educational Consultant, Co-Founder
(Workforce and Economic Development Education)
Memphis Academy of Health Sciences **June 2002 – January 2005**
Memphis TN

Key Responsibilities

• Responsible for developing the first Charter School for the State of Tennessee in the City of Memphis, TN

Achievements:

• Orchestrated management activities for a large charter school population in the State of

[redacted]

Tennessee with annual revenues approaching $4.5 M and a staff of 20 managers and 1,800 employees

• Supervises and evaluates the performance of assigned personnel; works with Human Resources department to interview and select employees and recommends transfers, reassignments, terminations and disciplinary actions; emergency management developing and delivering presentations and training

• Develops and prepares annual budget for the assigned area; analyzes and reviews budgetary and financial data; monitors and authorizes expenditures in accordance with established guidelines

• Directed all financial, budgeting, operating, compliance, purchasing, and domestic marketing, human resource, public relations, and administrative functions. Ensured timely execution of financial reporting, operating forecasts, cash flow planning, new project evaluation, banking, taxation, legal, regulatory, equipment maintenance, advertising, cost/pricing and related activities

• Monitored and controlled credit facilities, approved expenditures, and liaised with bankers, government officials, vendors and other agencies. Evaluated local suppliers for school and sports materials, and replacement parts and equipment

• Surveyed target markets and executed related strategic plans, promotions, advertising, sales incentive programs, publicity, financial forecasts, pricing, product mix, new product rollouts, and reporting

Application Form

Profile

Donald
First Name

E
Middle Initial

Darrah
Last Name

[redacted]
Home Address

Suite or Apt

Martinez
City

CA
State

94553
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 *

- [x] G.E.D. Certificate

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?

Racial Justice Oversight Body: 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, commitee, or commission.

I was born and raised in Martinez and want to do my part for my community

---

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)

I have no background or resume , just a concern citizen

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

Application Form

Profile

Patanisha
First Name

E
Middle Initial

Davis
Last Name

[redacted]
Home Address

Antioch
Suite or Apt

Brentwood
City

CA
State

94513
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 3

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

Tuskegee University

Degree Type / Course of Study / Major

Bachelor of Arts in Psychology

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

California School of Professional Psychology

Degree Type / Course of Study / Major

Master of Arts in Change Leadership and Organizational Development

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

John F. Kennedy University

Degree Type / Course of Study / Major

Juris Doctorate of Law

Degree Awarded?

◉ Yes ○ No

Other schools / training completed:

Course Studied

Public Interest Law

Hours Completed

85

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Equal Employment Opportunity Advisory Council: Submitted
Family & Children's Trust Committee: Submitted
Advisory Council on Aging: Submitted
Racial Justice Oversight Body: 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, commitee, or commission.

Patanisha means reconciler of differences and I try to live up to my namesake. I am interested in serving on various boards and committees as I am committed to public service and effectuating change in my community. More specifically I would like to serve on these particular boards and committees as I have had a great deal of experience with racial injustice and discrimination based on ability level, gender and race and I believe it has been time for a change. I am seeking a opportunity to work with other leaders in my community to create unity and equality for all people.

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.

-California Women Lawyers Executive Board – Affiliate Governor, Chair of Diversity Committee -Contra Costa County Bar Association Women Section Executive Board – Past President -Contra Costa County Bar Association East County Section - Program Chair -Contra Costa County Bar Association Diversity Committee -Member of the Contra Costa County Conflicts Panel (Probate) -Member of the Contra Costa County Bar Assn. (Women's Section, Solo and Small Firms Section, Barristers, East County) -Member of the Robert G. McGrath American Inn of Court - Associate -Member of EBTEL (East Bay Trust and Estate Lawyers) -Member of the Aids Legal Referral Panel (Landlord/Tenant, Estate Planning, Civil, and DV Issues) -Member of the Conference of California Bar Associations - Contra Costa County -Bay Area Tuskegee Alumni Club - Former Vice President -Alameda County Bar Association -American Bar Association

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

BAR MEMBERSHIP California Licensed Attorney: #281261, Issued by The State Bar of California, December 2011. Federal Court Admittance: Admitted to practice in U.S. District Court: Eastern District of California, February 16, 2016 and Northern District of California, January 27, 2016 EDUCATION John F. Kennedy University School of Law, Pleasant Hill, CA Degree: Juris Doctorial, Graduation date December 2010. Public Interest Law Certificate Santa Clara University School of Law, Santa Clara, CA Honors: Recipient of the Law Faculty Scholarship. Attended: August 2003–June 2004 California School of Professional Psychology, Alameda, CA Degree: M.A. in Organizational Development and Change Leadership, June 2002 Honors: Completion of all PhD level courses Tuskegee University, Tuskegee, AL Degree: B.A. in Psychology, May 2000. Honors: Vice National Deans List and Published as a Who's Who Among America College Students Scholar LEGAL EXPERIENCE Key Counsel, P.C. September 2018-Current Attorney/Partner Managing a two-attorney law practice and legal staff. Litigation in civil, probate, adoption and estate planning from intake to closure of the matter. Primary litigation in probate and estate

planning. Court appointed counsel on the Contra Costa County Guardianship and Conservatorship Panels. Administrative task includes: administering payroll; trainings; marketing; accounts payable and receivable, tax and 1099 reporting, and billing. The Life Law Group Firm January 2017-Current Attorney Established a solo probate, estate, and civil planning law practice. Manage office staff, marketing, and all cases independently to settlement or through litigation. Responsible for maintaining books of business and billable hours. I serve as a member of the Contra Costa County Criminal Conflicts Panel. As a member of the Panel, I accept court appointments on Probate and Criminal Matters. Provide pro bono service to the community through the Volunteer Legal Service Panel of the Bar Association of San Francisco and the Aids Legal Services Panel. Legal experience: Litigation, drafting pleadings, client and case management, settlement negotiations, discovery, and jury and non-jury trials. Life Law Group, LLP March 2013-December 2016 Attorney/Partner Managed a three-attorney law practice and legal staff. Litigation in civil, probate, adoption and criminal law from intake to closure of the matter. Primary litigation in probate and civil. Court appointed counsel on the Contra Costa County Criminal, Guardianship and Conservatorship Panels. Administrative task includes: administering payroll; trainings; marketing; accounts payable and receivable, tax and 1099 reporting, and billing. John F. Kennedy University January 2016-September 2016 Adjunct Law Professor Part-time instructor of the legal methods course to first year law students. Responsible for full 15 weeks of instruction and grading. Also responsible for development of lessons and testing. Law Office of Patanisha Davis-Jenkins January 2012-February 2013 Attorney Established a solo law practice in the following areas of law: Family, Adoption, Estate Planning, Probate, and Landlord/ Tenant. Manage office staff, marketing, and all cases independently to settlement or through litigation. Responsible for maintaining books of business and billable hours. Provide pro bono service to the community through the Volunteer Legal Service Panel of the Bar Association of San Francisco and the Aids Legal Services Panel. Law School Admissions Council (LSAC) June 2010-May 2017 Site Supervisor As the site supervisor I am responsible for the overall administration of the Law School Admissions Test (LSAT) and Multistate Professional Responsibility Exam (MPRE) at my testing center. I am required to hire and manage test proctors and room supervisors and oversee that the test is ran to the LSAC Protocol and using the highest security measures. John F. Kennedy University Housing Advocacy Clinic August 2010-December 2010 Clinical Intern As a certified law student and under the supervision of counsel I dispensed legal advice to clients with housing issues and disputes, on matters including landlord/tenant disputes, unlawful detainers, and habitability. Provided legal assistance to clients through Bay Area Legal Aid and the San Francisco Tenants Union. Drafted retainer agreements, medical releases, settlement agreements, among other client documents. San Francisco District Attorney's Office August 2009-December 2009 Law Clerk (Internship) As a certified law student I provided assistance to the Assistant District Attorney's in the preliminary department. Responsible for drafting and filing motions in a timely manner, including oppositions to motions for dismissal, opposition to 1538.5 motions, and the Peoples complaints. Under the supervision of counsel, litigated in the preliminary department over the preliminary hearing. Napa County Superior Court June 2009-August 2009 Judicial Clerk (Internship) Provided research assistance to superior court judges and the alternative dispute resolution department. Met with superior court judges, Napa County Public Defender and District Attorney to obtain critical litigation techniques and advice on career advancement. Bay Area Legal Aid June 2008-August 2008 Law Clerk (Internship) Provided legal assistance to victims of domestic violence in the matters of family law, restraining orders, and immigration assistance. Assist with documenting and drafting of temporary restraining orders to be presented to the courts. Eden Area Regional Occupation Program August 2004-June 2009 Criminal Justice Instructor Provided assistance with curriculum development. Develop course goals and lesson plans. Taught criminal justice to more than 145 San Leandro High School Students per semester. Taught on subjects including: The history and structure of the criminal justice system, history of law enforcement, constitutional law, substantive and procedural law, trial process/procedure, and corrections. Taught life skills including: time and conflict management, money management, and the fundaments of job and college searches. Drafted a course textbook. Assisted in establishing the entire Introduction to Criminal Justice Programs as a model practice to be recognized by the State of California. AFFILIATIONS AND PUBLIC SERVICE -California Women Lawyers Executive Board – Affiliate Governor, Chair of Diversity Committee -Contra Costa County Bar Association Women Section Executive Board – Past President -Contra Costa County Bar Association East County Section - Program Chair - Contra Costa County Bar Association Diversity Committee -Member of the Contra Costa County Conflicts Panel (Probate) -Member of the Contra Costa County Bar Assn. (Women's Section, Solo and Small Firms Section, Barristers, East County) -Member of the Robert G. McGrath American Inn of Court - Associate - Member of EBTEL (East Bay Trust and Estate Lawyers) -Member of the Aids Legal Referral Panel (Landlord/Tenant, Estate Planning, Civil, and DV Issues) -Member of the Conference of California Bar

Associations - Contra Costa County -Bay Area Tuskegee Alumni Club - Former Vice President -Alameda County Bar Association -American Bar Association PUBLICATIONS Book: Barren, But Not Broken: A Guide from Infertility to Adoption, 2019 Article: https://www.cccba.org/article/diversity-considerations-in-the-appointment-of-counsel-for-conservatees-unintentional-implicit-bias/

PD_RESUME_Updated_19.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?

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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

PA`TANISHA ENA DAVIS, ESQ.

[redacted] **Brentwood CA 94513**

[redacted]

BAR MEMBERSHIP

California Licensed Attorney: #281261, Issued by The State Bar of California, December 2011.
Federal Court Admittance: Admitted to practice in U.S. District Court: Eastern District of California, February 16, 2016 and Northern District of California, January 27, 2016

EDUCATION

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Degree: Juris Doctorial, Graduation date December 2010. **Public Interest Law Certificate**

Santa Clara University School of Law, Santa Clara, CA
Honors: Recipient of the Law Faculty Scholarship. Attended: August 2003–June 2004

California School of Professional Psychology, Alameda, CA
Degree: M.A. in Organizational Development and Change Leadership, June 2002
Honors: Completion of all PhD level courses

Tuskegee University, Tuskegee, AL
Degree: B.A. in Psychology, May 2000.
Honors: Vice National Deans List and Published as a Who's Who Among America College Students Scholar

LEGAL EXPERIENCE

Key Counsel, P.C. September 2018- Current
Attorney/Partner
Managing a two-attorney law practice and legal staff. Litigation in civil, probate, adoption and estate planning from intake to closure of the matter. Primary litigation in probate and estate planning. Court appointed counsel on the Contra Costa County Guardianship and Conservatorship Panels. Administrative task includes: administering payroll; trainings; marketing; accounts payable and receivable, tax and 1099 reporting, and billing.

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John F. Kennedy University Housing Advocacy Clinic August 2010-December 2010

Clinical Intern

As a certified law student and under the supervision of counsel I dispensed legal advice to clients with housing issues and disputes, on matters including landlord/tenant disputes, unlawful detainers, and habitability. Provided legal assistance to clients through Bay Area Legal Aid and the San Francisco Tenants Union. Drafted retainer agreements, medical releases, settlement agreements, among other client documents.

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Law Clerk (Internship)

As a certified law student I provided assistance to the Assistant District Attorney's in the preliminary department. Responsible for drafting and filing motions in a timely manner, including oppositions to motions for dismissal, opposition to 1538.5 motions, and the Peoples complaints. Under the supervision of counsel, litigated in the preliminary department over the preliminary hearing.

Napa County Superior Court June 2009-August 2009

Judicial Clerk (Internship)

Provided research assistance to superior court judges and the alternative dispute resolution department. Met with superior court judges, Napa County Public Defender and District Attorney to obtain critical litigation techniques and advice on career advancement.

Bay Area Legal Aid June 2008-August 2008

Law Clerk (Internship)

Provided legal assistance to victims of domestic violence in the matters of family law, restraining orders, and immigration assistance. Assist with documenting and drafting of temporary restraining orders to be presented to the courts.

Eden Area Regional Occupation Program August 2004-June 2009

Criminal Justice Instructor

Provided assistance with curriculum development. Develop course goals and lesson plans. Taught criminal justice to more than 145 San Leandro High School Students per semester. Taught on subjects including: The history and structure of the criminal justice system, history of law enforcement, constitutional law, substantive and procedural law, trial process/procedure, and corrections. Taught life skills including: time and conflict management, money management, and the fundaments of job and college searches. Drafted a course textbook. Assisted in establishing the entire Introduction to Criminal Justice Programs as a model practice to be recognized by the State of California.

AFFILIATIONS AND PUBLIC SERVICE

-California Women Lawyers Executive Board – Affiliate Governor, Chair of Diversity Committee
-Contra Costa County Bar Association Women Section Executive Board – Past President
-Contra Costa County Bar Association East County Section - Program Chair
-Contra Costa County Bar Association Diversity Committee
-Member of the Contra Costa County Conflicts Panel (Probate)
-Member of the Contra Costa County Bar Assn. (Women's Section, Solo and Small Firms Section, Barristers, East County)
-Member of the Robert G. McGrath American Inn of Court - Associate
-Member of EBTEL (East Bay Trust and Estate Lawyers)
-Member of the Aids Legal Referral Panel (Landlord/Tenant, Estate Planning, Civil, and DV Issues)
-Member of the Conference of California Bar Associations - Contra Costa County
-Bay Area Tuskegee Alumni Club - Former Vice President
-Alameda County Bar Association
-American Bar Association

PUBLICATIONS Barren, But Not Broken: A Guide from Infertility to Adoption, 2019

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: Ronell
Last Name: Ellis
Home Address - Street: [redacted]
City: Antioch
Zip Code: 94531
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
Los Medanos College	A.A. Liberal Arts	■ Yes ☐ No
Holy Names University (Oakland, CA.)	B.A. Criminology	■ Yes ☐ No
		☐ Yes ☐ No

Other Training Completed: CBT, T4C, Omega Institute, MI

Board, Committee or Commission Name: Racial Justice Over-site Board
Seat Name: Seat #4

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.

I am confident that my personal experience as a person involved in the State and local incarceration institutions, along with my formal education in the in the discipline of Criminology allows me to have a diverse contribution to the board. I am concerned about the public and the community, therefore I am willing to commit my efforts to help this board serve the community in a capacity that will be beneficial to all who reside in this county. I am interested in seeing that Justice is equitable and that all people of this county has an even playing field.

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

I was formerly incarcerated for over 15 years at all levels of institutions, County, CDC & Federal
San Francisco County Superior Court Certified Expunged Criminal Record
California State Superior Court Certificate of Rehabilitation
Currently awaiting a Governor's approval for a Pardon
B.A. Degree in Criminology
28 years of experience working in my current field of Reentry counseling at all levels, CDC, County Jail & Public.
18 year resident of 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.

Racial Justice Task Force
Cease Fire
Omega Boys Club
Deer Valley Youth Football
Oakland Probation Department
San Francisco Juvenile Probation Department

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 ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: [redacted] **Date:** 7/12/2020

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

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.

Ronell Ellis

[redacted] • Antioch, CA U.S.A. • [redacted]
[redacted]

OBJECTIVE

Gain upward mobility in my career in the SUD, Social Services, or Criminal Justice field. Curb recidivism, to assist human beings with eliminating substance abuse, incarceration and to improve their quality of life.

SUMMARY

35 Years of experience in the Therapeutic Community, Substance Abuse, Parole and Criminal Justice areas of operation. Familiar with group facilitation, case management, individual assessment, judicial system and institutions.

EDUCATION

Holy Names University, Oakland, CA, June 2010 to December 2012
BA, Criminology, Minor in Sociology

Los Medanos College, Pittsburg, CA, January 2009 to June 2010
AA, Liberal Arts

PROFESSIONAL EXPERIENCE

Helathriight360, Reentry Network, February 2017 – Current: Case Management, create, facilitate groups along with special events. Teach Reentry workshops. Collaborate with industry partners. Intake participants in/out of custody, to connect them to resources to overcome poverty and incarceration..

Centerforce, February 2016 – February 2017 Case management, Facilitated Prison inmate Parenting Classes in CDC and in the community. Advocated for participants regarding court custody cases.

Healthright360/Walden House, San Francisco, CA. December 2013 – February 2016
(S.F. County Jail) Case manager, facilitate groups, individual counseling, recruiting outside speakers, communicating with Parole/Probation Officers and assisting clients with an exit plan to successfully re-enter society. This Substance Abuse Program was located within the San Francisco County Jail.

DHL Express Inc., Oakland, CA, November 1995 to April 2009
Driver and Customer Service Rep.

- Maintained customer relations, solved customer disputes and delivered parcels of all sizes to businesses and homes.

Alameda County Food Bank, Oakland, CA, August 1994 to January 1996
Driver and Warehouse Clerk

- Generated food drives to assist local charities in the fight for hunger. Maintained customer relations with charity contacts and Pickup/Delivery of product.

The Walden House Inc., San Francisco, CA, January 1994 to August 1994
Driver and HIV/AIDS Facility Counselor

- Transported clients to and from medical appointments.
- Facilitated groups and counseled individuals.

LICENSURE AND CERTIFICATIONS:

Valid Class A CDL Driver License with all endorsements, (1994) Certificate of Rehabilitation from the Superior Court of San Francisco and the State of California, (2011), Registered R.A.S. AOD Counselor.

Application Form

Profile

Jason
First Name

E
Middle Initial

Espino
Last Name

[redacted]
Home Address

Suite or Apt

Walnut Creek
City

CA
State

94595
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 2

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

Trident University International

Degree Type / Course of Study / Major

Bachelor of Science

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?

Equal Employment Opportunity Advisory Council: Submitted
Local Enforcement Agency Independent Hearing Panel: Submitted
Racial Justice Oversight Body: 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, commitee, or commission.

Hello, As a Executive leader in the Security Industry. I am very aware of the challenges facing our community. I have severed honorably in the United States Air Force, volunteer with Federal Law enforcement programs and have a long personal relationship with all things related to security that affects us here locally and abroad. I would be greatly honored to serve in any capacity. Thank you, Jason E Espino

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.

Ambassador for the UCSF Benioff Children's hospital- responsible for philanthropy and fundraising
Member of the Citizens Academy Alumni Association for the Federal Bureau of Investigation (FBI)- San Francisco Advisor to the Federal Law Enforcement Foundation- Honolulu, HI

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

Placeholder; Please reference resume

Espino-Resume-SF-AUG-2020.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

JASON ESPINO **HEAD OF ENTERPRISE & PRODUCT SECURITY**

EMAIL: [redacted] LINKEDIN: [redacted]

[redacted] E. WALNUT CREEK, CA 94595

A trusted, dynamic technology leader known for driving business innovation. Possessing superb communication, service delivery and business management expertise. An extensive track record of complex program delivery, hands on leadership and collaboration with customer focus.

Skills/Attributes	
IT Security Management	Start-Up Leadership
Corporate Security	IT Audit & Remediation
Security Operations	Security Team Development
Security Training Implementation	Vulnerability Management
Network Security	Financial Management
Secure Software Development (SSDLC)	Zero Trust Security
Federal/DOD Security Frameworks	M&A/Divestiture

Security Orchestration & Automations – OWASP FeDRAMP – Risk Management Framework – SOX SOC – Privacy Shield – GDPR – NISPOM – HIPAA –PCI/DSS – COBIT/ ISO – NIST 800-171/ 800-53 Identity Access Management – Privileged Access Management – Security Investigations – IPS/IDS Encryption – Governance – BCP/DR International Operations

Technology and Security Leadership Benchmarks and Career Progression

Head of Enterprise & Product Security Entrepreneur Top Secret Clearance (DoD) Compliance Director

Riverbed Technology **riverbed.com** **Jan 2017– Current San Francisco, CA**

Riverbed makes applications, websites, networks, data centers, the cloud, and remote offices work better. We bring the promise of digital transformation to life.

Vice President - Head of Product and Information Security & Compliance

- Responsible for the Security and Compliance for a $3BN Tech company, with international offices in 59 locations and 2000+ employees.
- Spearheaded an initiative to standardize compliance activities for the company, doing so helped center our NIST, FISMA, ISO and SOC compliance activities.
- Developed a Secure Software Development strategy and procedure for our Global Applications team. Leveraging Cloud security frameworks and best practices to transition from legacy On-Prem to Cloud based architecture.
- Implemented a training policy and program for the organization. Achieving a 100% completion rate for all Riverbed employees and contractors. This program helped riverbed achieve and maintain compliance across multiple frameworks.
- Direct and expand our enterprise wide security controls and safeguards to our locations across North/South America, EMEA and APAJ. Including Security Operations Centers, Firewall refresh program and data privacy protections for each region.

ZMANA LLC | zmana.com **Nov 2016– Current San Francisco, CA | Honolulu, HI**

Partner, Chief Technology Officer

- Built a Security and SMART technology services business in the state of Hawaii
- Partnered with the Largest North American Home developer DR Horton to become the sole provider for SMART and Security home products for a major island home development, 12K homes and businesses over 20 years.
- Developed and hired a world-class team from scratch to help achieve objectives of having world class service
- Build Marketing and strategy plans to help boost the ZMANA brand

- Developed plan to Develop and Market brand across many market verticals, focusing on Consumer market and B2B market segments

- Developed Federal and DoD line of business to capture new business. Awarded contracts for new business that has helped to boost the ZMANA brand across the Federal and DoD space.

Computer Skills: AWS | Azure | SaaS | IaaS | IDaaS | MSSP | SOC		
Operational Security	**Application Security**	**Vulnerability Management & Compliance**
• Cisco, Palo Alto Juniper, Firewalls, Panorama, TACACS, Aruba, Riverbed, Xirrus, Type I&II Encryptors, PKI, AD, Group Policy, Splunk Cloud (Enterprise Security), FireEye, JAMF, SCCM, ProofPoint (Email Security), Akamai (DDoS Protection), HID (Physical Security), Camera Surveillance, NetApp, Cloudwatch, Azure Protect	• Docker, Kubernetes, VMware NSX, HipChat, Slack, Bamboo, Jenkins, Jira, BugZilla, Apache, Splunk, Qualys, Veracode	• Tenable (Nessus/PVS) • US-CERT, FBI IC3 • NIST Cyber Security Framework, 800-171/800-53 • International Organization of Standardization (ISO) • Amer. Nat'l. Standards Institute (ANSI) • Standardization organization (ISO), Federal • Aviation Administration (FAA), Health Insurance • Portability and Accountability (HIPAA), • Directorate of Defense Trade Controls (DDTC) • Intelligence Community Directives (ICD)
Professional Affiliations		
• FBI Citizens Academy Alumni Association- San Francisco, San Diego • Aerospace Industries Association (AIA) • Defense Security organization NCMS • Project Management Institute (PMI)	• Fleet Reserve Association Branch 46 Pearl Harbor, HI • Information Technology Process Institute (ITPI) • Future Leaders of America (FLA)	

L-3 Applied Technologies Inc. (ATI) | L3t.com **Jul 2013– Jan 2017 San Diego/Oakland, CA**

L-3 ATI specializes in electromagnetic systems used in scientific research; advanced simulations, electromagnetic shielding for and advanced high-speed radiography solutions for industrial applications. Employees: 275, Revenue: $70M

Director of IT, Security

- Direct responsibility of IT infrastructure and budget of all Information Technology functions including ERP business systems, 3 data centers, WAN Network, financial business systems and 24/7 Support desk.
- Responsible for recruiting, hiring and developing Information Technology and Security teams, seen as a leader in cross-divisional training and employee development utilizing techniques that enhance effectiveness and growth.
- Led the successful implementation of IT Security & Compliance controls in accordance with Sarbanes Oxley (SOX), Federal Information Processing Standards (FIPS) and Federal Aviation Administration (FAA) requirements.
- Responsible for managing relationships with multiple customers; continually providing key project performance data for critical path decision points;

L-3 Sonoma Operations | L3t.com **Sep 2011 – Jul 2013, Santa Rosa, CA**

L-3 Sonoma's business is centered on Electro-Optic / Infrared (EO IR), laser imaging and targeting sensor systems that provide unparalleled image stability and long-range detection capability to Defense/Military, Homeland Security and Airborne law enforcement agencies.

Sr. IT Manager Facility Security Officer/ ISSM

- Direct responsibility of the support of all IT related functions to include Executive level support to a business valued in excess of $980M
- James G. Cogswell Award Winner 2012 Security Industry's highest Award for an exceptional business security program.
- Planned and managed the Technology Refresh program resulting in the enhancement of 65% of network devices within a three month timeframe. Led team to deploy and maintain communication assets valued in excess of $15M
-

L-3 STRATIS (Now L-3 NSS) | L3t.com **May 2007-Sep 2011 Honolulu, HI**

L-3 NSS provides full-spectrum cyber operations, enterprise and tactical IT, intelligence operations support, integrated security and Big Data solutions. Employees: 66, Revenue $72M

Sr. IT Manager and Sr. Network Engineer

- Sr. Manager and Video Teleconferencing Engineer. Responsible for $72M IT enterprise for Special Operations Forces in the Pacific Region. Lead Contractor responsible for multiple data centers and operation support facilities in 13 countries. Directly supervised 4 Managers and a total of 72 IT technicians across the 13 countries.
- Sr. Manager and Video Teleconferencing Engineer (VTC) for a Secure Military network Enterprise, responsible for design procurement and implementation of the Secure VTC system architecture as well as Network operations and global customer support.
- Civilian Appreciation Award, Special Operations Command Pacific, 2007

United States Air Force **Multiple Locations Jun 2000-Jul 2007**

USAF Non-Commissioned Officer specializing in Global Network Operations and mobile/ tactical telecommunications. Providing leadership and oversight of Critical Military Communication Systems.

Data Center Manager, Non-Commissioned Officer

- Led and maintained daily operation of $16 million Data Center facility ensured 99% availability rate.
- Managed the creation of a new 3000 square foot Data Center; increased capacity by 25% for Operational business Systems supporting 7,000 users. New center is valued at $8M.
- Responsible for a reorganization of an agency; 127 military Intelligence analysts; Ensuring information systems were accessible Awarded Joint Service Achievement medal for program efficiency;

Education □ Professional Training □ Certifications □ Skillsets □ Affiliations	
• B.S., Information Technology Management, Touro University International (EGD Summer 2020) • Federal Bureau Of Investigations (FBI), Citizens Academy Alumni	
Professional Training	
• CCNA Boot camp • CISSP- ISC2 • PMP – Global Knowledge • TANDBERG Engineer Level I & II • TANDBERG Management Software Training	• RADVISION—SCOPIA/IVIEW VTC Implementation • Project Management Body of Knowledge (PMBOK) • Windows 2010 Server/Active Directory • Sr. Executive Security Detail- Advanced Course
Certifications	
• Cisco Certified Network Associate • Tandberg Certified Engineer Level I & II • National Industrial Security Program (NISP) • CompTIA Security +	• CompTIA A+ • CompTIA Network + • ITIL V2 Management

Application Form

Profile

Noe
First Name

Middle Initial

Gudino
Last Name

[redacted]
Home Address

#B
Suite or Apt

Concord
City

CA
State

94521
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 4

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

San Francisco State Univ

Degree Type / Course of Study / Major

MPA graduate program

Degree Awarded?

- ○ Yes
- ◉ No

College/ University B

Name of College Attended

Cal state univ- East Bay

Degree Type / Course of Study / Major

BA Political Science

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?

Contra Costa Council on Homelessness: Submitted
Racial Justice Oversight Body: Submitted
Juvenile Justice Coordinating Council: Submitted

Seat Name

Representatives from community-based organizations that work with justice-involved populations, any age; One (1) representative from a community-based organization that works with justice-involved youth

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?

0

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

I have direct experience as a Formerly Incarcerated Youth and Adult from Contra Costa County. I have been to Martinez Juvenile Hall, Byron Boys Ranch, Karis group home (Visalia,CA), DJJ (PReston ,Ventura, O.H. CLose) Martinez County jail. Recently, I received a honorable discharge from DJJ, more than 8 years from being released. Since I have volunteered and worked in the nonprofit sector in a variety of roles centered around equity, inclusion, restorative justice, political participation and community empowerment.

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 Economic Opportunity Council, GRIP, A.C.C.E, APEN, Contra Costa Racial Justice Coalition, Sf Debt Free Justice Coalition, California Nurses Association, and many more

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

I added my resume

Noe_Gudino_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

Noe Gudino

[redacted] Concord, CA 95419
[redacted]

Objective

To obtain a rewarding and challenging position working with marginalized communities to empower others through political engagement.

Education

Cal State- East Bay, Hayward, CA
B.A. Political Science, Expected Graduation Fall 2019
Concentration: Public Administration

University of California-Berkeley, Berkeley, CA
General Education, 2016-2017

Berkeley City College, Berkeley, CA
A.A. Political Science and Sociology**,** 2014-2017

Work Experience

Staff Organizer/ Policy Fellow, Legal Services for Prisoners with Children, Oakland, Ca

- Work with coalitions and legislative offices to draft bill language and move up to three bills through the legislative process.
- Monitor state legislative bills, write support and opposition letters, and engage in other advocacy as needed including attending lobby days and organizing LSPC/AOUON's annual Quest for Democracy lobby day.
- Advocate with All Of Us or None for releasing incarcerated people, reunifying families, and restoring human and civil rights through storytelling, public speaking, and social media campaigning.
- Build and maintain professional relationships with supportive state and local policyholders.
- Advance the right and responsibility of incarcerated and formerly incarcerated people to speak and be heard, transform lives and communities, and fully participate in all aspects of society.
- Develop a critical understanding of the root causes of mass incarceration.
- Develop critical skills and experience necessary for a full-time position as an organizer or criminal justice advocate.
- Attend National and International Humanitarian Conferences

Retail Sales Associate, Pet Food Express, Oakland, CA
September 2017- December 2017

- Assist customers in finding products and answering questions
- Maintaining inventory and restocking product
- Create a positive environment for customers and fellow team members

Administrative Assistant, Staying Power, Oakland, CA
February 2017-August 2017

Noe Gudino

[redacted], Concord, CA 95419
[redacted]

- Data collection and research regarding Bay Area housing
- Developing policies addressing social issues surrounding homelessness and low income housing
- Attend and/or organize educational community events
- Foster and maintain ongoing communications with supportive state and local officials.

Campaign Coordinator, Grassroots Campaign Inc., Berkeley, CA
November 2016- June 2017

- Canvassing/Fundraising to support campaign goals
- Establishing community relations to help promote community engagement
- Recruit interns and volunteers

Student Assistant, National Nurses United, Berkeley, CA
March 2016- July 2016

- Student Campus Organizer
- Voter Registration for members of the community
- Event coordinator for events such as GOTV (Get Out the Vote)
- Community Relations
- Phone Banking to raise awareness about National Nurses United
- Daily Reporting

Package Associate, United Parcel Services, Inc., South San Francisco, CA
November 2013-November 2016

- Package Handling
- Sort packages and safely load and unload trucks
- Ensuring customers receive their packages on time,
- Directly impacting the bottom line on a global scale

Skills

- Community organization and engagement
- Public speaking on social issues such as immigration, mass incarceration, and wage disparities
- Ability to Multitask, prioritize project steps, and meet deadlines
- The ability to work independently and complete tasks as assigned with support.
- Excellent interpersonal and analytical skills
- Works well independently and enthusiastic team player
- Tech savvy problem solver that is able to achieve high productivity
- Trilingual (Spanish and ASL)
- Knowledge of Microsoft Office (Word, Access, PowerPoint, Outlook) and all Social Media

References Available Upon Request

Application Form

Profile

Joanna
First Name

Middle Initial

Hernandez
Last Name

[redacted]
Home Address

Suite or Apt

Pittsburg
City

CA
State

94565
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 5

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

Joanna Hernandez

Degree Type / Course of Study / Major

Criminal justice

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

Cognitive behavioral therapy training

Hours Completed

200+

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

individuals with prior personal criminal or juvenile justice system involvement

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, commitee, or commission.

I am an ideal applicant due to my experience, not only as a woman of color and community, but also as someone who has navigated the criminal justice system successfully. We cannot create lasting and impactful change if we don't fully understand the challenges that our community faces. I have been active with committees that inspire true change, such as the sentencing commission for San Francisco. We were able to look at disparities between age groups that were being persecuted and see what resources were available for suppression, intervention and prevention service providers. In my current role with Five Keys Schools and Programs overseeing the reentry programs in northern California, I make sure that men and women impacted by the criminal justice system have all the resources they need to stay alive and free. I have seen many examples of bias in the criminal justice system and it is my belief that if we change policy, we can have better interactions with the community, which in term can gain respect and decrease negative interactions with those directly affected. My passion and my goal is to gain the trust of my new found community, Contra Costa County. As a homeowner and active member of this community, I feel that it is my responsibility to share my passion and experience with those that are being negatively impacted by a broken system.

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

Joanna_Hernandez_2019-2020.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

JOANNA HERNANDEZ

▪ **Mobile:** [redacted] ▪ **E-mail:** [redacted] ▪

EXECUTIVE SUMMARY

COMMITMENT | LEADERSHIP | INTEGRITY

A proven visionary, strategic leader and manager that translates youth and adult re-entry programs into maximum people served commensurate with the best interest of shareholders, customers, employees, **and** the public. An expert in enhancing participant services; developing and implemenating strategic initiatives; and growing programs with high-quality. Extensive knowledge of the criminal justice and re-entry field with a proven track record of implementing the necessary controls to ensure the highest quality assurance. Dedicated to maintaining a reputation built on quality, service, and uncompromising ethics.

AREAS OF EXPERTISE

- Criminal Justice & Reentry
- Strategic / Tactical Planning & Implemenation
- Quality Assurance
- Grant Management
- Personnel Management
- Operations Management
- Staff Development
- Case Conferencing
- Conflict Resolution
- Strategic Partnerships
- Case Management
- Barrier Remediation
- Career Advising
- Prevention/Intervention

OVERVIEW OF QUALIFICATIONS

- Over 20 years management experience while providing comprehensive services for pre and post clients involved in the criminal justice system
- Developed and managed various programs and budgets for at risk youth and adults
- Experienced in database information systems, such as DCYF Contract Management System, METSYS, and Client Track, ACCESS and OASIS
- Extensive knowledge of community resources, which assist in client barrier remediation
- Coordinated after care service for victims of violence in collaboration with San Francisco General Hospital "Wrap Around Project"
- Implemented policy and procedures on field safety and communication
- Implemented intensive job readiness workshops for at risk adults and the reentry population
- Developed program manual as well as created forms for various programming
- Developed case conferencing for programs and system partners
- Serve as the point contact liaison with all partner agencies on behalf of organization
- Bilingual – English and Spanish

PROFESSIONAL EXPERIENCE

FIVE KEYS CHARTER SCHOOL , SAN FRANCISCO, CA — 2014 – PRESENT

DIRECTOR OF REENTRY IN CUSTODY PROGRAMS

- Managed and mentored 16 staff while leading day-to-day operations for the Reentry Pod and all In Custody Program Pods
- Responsible for northern region reenrtry programs, including, San Frasncisco, Alameda, San Mateo and Solano counties
- Servced as community liaison developing and enhancing strategic community partnerships bridging the gap to in custody and community programs
- Supported staff to incorporate counseling and crises interventions for client treatment plan and behavior modifications
- Submitted and approved monthly reports, program narratives and managed on-going potentinal immate master lists for the SFSD classification unit
- Implemented LGBTQ Services in open general population pod
- Ensure housing unit classes are scheduled and coordinated with facilitators, case managers, credentialed teachers, and program partners, while soliciting and sharing feedback from clients

JOANNA HERNANDEZ

▪ Pittsburg, California ▪ [redacted] ▪ **E-mail:** [redacted]

GOODWILL INDUSTRIES , SAN FRANCISCO, CA 2006 – 2014

CRIMINAL JUSTICE & REENTRY MANAGER

- Managed and mentored 22 staff while leading day-to-day operations for programs such as; **Back on Track, Intenstive Job Readiness Training, Reconnecting All Through Multiple Pathways, Reentry Navigator, Reentry San Francsisco, Transitions San Francisco** as well as the **Homeless Services** and **One Stop** staff for the organization
- Responsible for creating new partnership to better serve our participants
- Coordinated client intakes and assessments with the San Francisco District Attorney's office, Public Defenders and Superior Court Judges
- Submitted and approved monthly reports, program narratives and managed on-going master lists
- Responsible for the Women's Reentry program, and other Goodwill's reentry initiatives, specializing in workforce development and personal transformation
- Responsible for court reports and quality assurance of Restorative Justice hours

EDUCATION

GENERAL STUDIES

City College of San Francisco – San Francisco, CA

PROFESSIONAL DEVELOPMENT

Stop the Bleed 2019
The Keys to Achieving Leadership and Organizational Success, Randy Goruk – 2018
Leadership Architect 101, Lominger International – 2010
Supervisor 101 Coaching, Compass – 2010
Domestic Violence Training, Casa de las Madres – 2010
National Association of Workfoce Development Professionals (Member) -2012
Intentional Communications -2018
Community Trauma and Trauma Informed Care- 2019
Implicit Bias - 2018
Creative Leadership Training – 2019
Managing Emotions Under Pressure – 2019
Leadership, Team Building and Coaching Skills for Managers and Supervisors – 2019
Case Management: Compassion & Cupcakes - A Self-Care Training for Providers Standards 2013
Application –Understanding and Supporting LGBTQ Families 2014

PROFESSIONAL AFFLIIATIONS

Mission Girls Board Member/Co Madrinas 2006 – Present
Leadership High School Parent Liasion 2012-2015
Sentencing Commission Commissioner 2013-2014
Mission Peace Collaborative Member 2014 – Present
Young Queens on the Rise Founder
SFSD Visiting Committee Member 2011 – 2014
RTP Steering Committee Member
Mission Community Response Network Member

Application Form

Profile

Dr. Michelle
First Name

R.
Middle Initial

Hernandez
Last Name

[redacted]
Home Address

Apt. A
Suite or Apt

Concord
City

CA
State

94521
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 4

Education

Select the option that applies to your high school education *

- [x] CA High School Proficiency Certificate

College/ University A

Name of College Attended

Alliant International University

Degree Type / Course of Study / Major

PhD Clinical Psychology

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

CSU EAST BAY

Degree Type / Course of Study / Major

BS CRIMINAL JUSTICE ADMINISTRATION

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Alliant International University

Degree Type / Course of Study / Major

BA Psychology

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?

Advisory Council on Aging: Submitted
Mental Health Commission: Submitted
Workforce Development Board: Submitted
Racial Justice Oversight Body: Submitted

Seat Name

Mental Health Commission

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?

4

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

As a mental health professional it is essential that the services within our community be representative of our demographics, culture, and inclusiveness. As the only Latinx Clinical Psychologist who specializes in Disability, I bring a unique and diverse perspective to the commission. As our society transforms, I strongly feel that Contra Costa County can benefit from bringing in a diverse justice arena which highlights disability (physical, learning, psychiatric, and developmental.)

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.

IHSS Public Authority Advisory Committee Bicycle and Pedestrian Advisory Council Women's Commission Equal Employment Opportunity Council

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

Dr. Michelle Hernandez

May_20_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

Dr. Michelle R. Hernandez

Concord, CA 94521 | [redacted]

EXPERIENCE

The Disability Guru, Concord, CA 2014-Present

Clinical Psychologist and Disability Consultant

- Gives presentations on a myriad of topics related to disability: physical, learning, cognitive, and psychiatric disabilities.
- Proper education on the ADA and the ramifications therein are one of the most valuable aspects of this inclusive model.
- Trainings are goal directed and solution-focused
- Uses interactive and experiential exercises to engage the specific audience (students, faculty, organizations, hospitals, corporations, law enforcement agencies, and mental health professionals).
- Material is enhanced by the use of digital media, podcasts, curriculum development and universal design.
- Current events are examined through a clinically curious disability perspective while using social media as a core component in the exploration process.

Psychological Services Center, Oakland, CA 2012-2014

2nd Half-Time Post-Doctoral Intern (CAPIC Accredited)
Clinical Psychologist: Outreach Coordinator

- Established a marketing plan that includes redesigning marketing materials for the university's walking tour project
- Used public relations skills to promote awareness of mental health issues in Alameda County
- Worked directly with members of the community to educate people and explain the importance of mental health aspects within the elderly, disabled, and underrepresented minority groups.
- Implemented support groups in various senior centers in and surrounding Oakland, California.
- Collaborated with foster youth services by appointing doctoral students to serve as liaisons by providing psycho-educational groups to the youth.
- Contracted with Center for Independent Living in Berkeley, California and provided mental health counseling to the homeless, severely disabled, deaf, and psychiatric population.
- Psycho-diagnostic assessor and therapist in adult outpatient Mental Health Clinic.
- Teacher of 'Life Strategies for Senior's at the Center for Elder Independence' in Oakland, CA. Client population included low-socioeconomic status (SES) adults in an ethnically diverse environment, the geriatric population, and the physically disabled. Duties include psychological assessment, report writing, making recommendations to Child Protective Services, treatment planning and implementation, psychotherapy, DSM-IV-TR diagnoses, progress reports, termination processes, presentations, and didactic training participation. Co-led a Support Group for the Physically Disabled.

Contra Costa Crisis Center, Walnut Creek, CA 2007-2009

Grief Counselor

- Served individual clients as well as co-facilitator of a support group for widow and widowers.
- Assisted a support group for survivors who have lost a loved one in their family.

Los Medanos College, Pittsburg, CA 2007-2008

Mentor for The Puente Program

- Focus was on assisting and advocating for the Latino population to transfer to a four-year university and attain higher education.

New Directions Counseling Center, Concord, CA 2006-2007

Therapist Intern

- Served disadvantaged clients
- Medi-Cal, Court- Mandated, and Victims of Crime specifically.
- Center closed in December of 2007

Center for Independent Living, Berkeley, CA 2004-2005

PhDt Intern

- Served English and Spanish counseling populations.
- Co-facilitator of support group for individuals with physical disabilities.
- Supervised a San Francisco State University psychology intern student.
- Experience in reporting and writing various reports including but not limited to Child Protective Services, General Assistance, and Social Security Disability.

United States Department of Veterans Affairs: Vet Center, Concord, CA 2003-2004

PhD Intern for Readjustment Counseling Service

- Served clients with Post Traumatic Stress Disorder and/or Sexual Trauma Victims.
- Assessment competency in administering the Clinician Administered PTSD scale for DSM IV.
- Competency in writing Social Security Disability Reports.

John F. Kennedy University Community Counseling Center, Pleasant Hill, CA 2001-2002

Counseling Trainee

- 500+ hours of counseling experience.
- Member of Evaluation Committee which involved completing intakes, assessing appropriateness for the center, and making referrals.
- Support group facilitator for individuals with physical disabilities and/or terminal illness.

CERTIFICATES

Citizen's Police Academy, Concord, CA 2019
Concord Community Institute, Concord, CA 2017

AWARDS

National Council of Independent Living Centers 2019
Advocate of the Year Award
Los Medanos College 2016
Keynote Speaker: Disability Success
Featured in exclusive article in "*The Voice of Alliant*" 2010
Honorary Recipient of the CSPP Mental Health Services Act Fellowship 2008 – 2009

PROFESSIONAL TRAININGS

Hispanic Foundation of Silicon Valley, San Jose, CA 2020

Leadership Academy

- The Latino Board Leadership Academy trains Latinos to volunteer their time in leadership roles as board members of nonprofits in our region.
- Less than 3% of Latinos serve on nonprofit boards in Silicon Valley.
- We recruit, train, and guide Latinos to maximize their impact.

Loyola Marymount University, Los Angeles, CA 2019
Ambassador for the Department of Rehabilitation

- Focus was on increasing employment of people with disabilities in front of and behind the camera and keyboard
- Improving disability portrayals while reducing stigma
- Advocating for the integration of access to media with captions and audio descriptions

Congressional Hispanic Caucus Institute Leadership Summit, Washington, D.C. 2019
Ambassador for the World Institute on Disability

- I represented the disabled Latinx population and advocated for inclusion in the public policy arena within this subgroup.

Boards, Committees, and Commissions, Contra Costa County, CA 2019

Brown Act & Better Government Ordinance

- Work with the Board of Supervisors, Department Heads, and other agencies to provide the highest level of services, using available resources, to the people of Contra Costa County
- Increase intergovernmental cooperation and public access to government
- Assist Department Heads in translating Board policy, direction, and County vision into coordinated operating plans
- Provide vision, advise, and assistance to Department Heads in establishing the environment and tools that will allow the County to move forward in fulfilling its mission
- Preserve fiscal integrity of the county

Stanford University: School of Design, Stanford, CA 2019

Design the Future Summer Intensive

- Participated as a group facilitator and project partner in developing assistive technological devices for the disabled population

Holy Names University, Oakland, CA 2019

Disability & Clinical Inclusiveness

- Presented workshop
- Geared towards graduate students who were in the process of pursuing a counseling emphasis in their Master's program
- Topics covered focused in on the multi-factored areas which need to be considered when assisting individuals with disabilities.

Latina Leadership Network of California Community Colleges, CA 2019

Owning Your Authenticity

- Presented workshop
- Empowered women of color, especially Latinas, to achieve higher education.
- A paradigm shift was employed to illustrate the benefits of reaching out and joining a community versus feeling isolated, and hopeless in the face of diversity.

San Francisco State University, San Francisco, CA 2019

Let's Meet at the Intersection

- Presented workshop which dealt with Sexuality & Disability
- Included individuals who self-identified as part of the LGBTQ community by having them serve on a panel for questions and answers.
- A myriad of resources was discussed and critically evaluated through different theories and current research.

Pacific Rim Conference, Honolulu, HI 2017

Culture and Disability

- Presented workshop centered on both theory and personal life experience and examples

Psychological Services Center, Oakland, CA 2011

Disability Training: How to Counsel Clients with Physical Disabilities

- I presented a workshop on key concepts of accessibility issues, the Americans with Disabilities Act, and Section 504 plan for educational rights and services.
- The population catered to doctoral level students majoring in Clinical Psychology.

Alameda Family Services, Alameda, CA 2010

Disability Training: Physical & Learning Disabilities from a Mental Health Perspective

- The DSM-IV was used to address mental health issues whereupon the individual had a physical and/or a learning disability.
- Focused on essential factors that are needed to assess, such as proper evaluation in assessment, competent written reports, and disability friendly etiquette.

Chabot College, Fremont, CA 2008

Disability and Equal Access to Elementary Education

- Worked with school psychologists

- Pertinent issues within the public-school system were addressed.
- Legal and ethical concerns were explored and evaluated through a variety of specific interventions.

Alliant International University, San Francisco, CA
Wounded Warriors: Helping Returning Veterans Achieve Higher Education 2009
Effective Teaching 2008
Disability and Equal Access to Community College 2008
Disability, Families, and Law 2007
Neuropsychology 2007
Psychopharmacology 2004
Intrusiveness in mother-child relationships when the child has a physical disability 2004
Child Custody, Mediation, and Evaluation 2004

San Quentin Prison, San Quentin, CA 2006
Pre-Release Counselor

- Assisted with Orientation
- Developed psycho-educational groups on adjustment to civilian life.
- Mental health issues were assessed and appropriate resources were compiled.
- Job readiness, proper etiquette and attire were addressed as well.

UC Berkeley Extension, Berkeley, CA
Counseling the Disabled within the Community: A Holistic Perspective 2010
Grief Support: After a Sudden Death 2006
Spiritual Issues in Aging, Illness and Death 2006
Introduction to Loss and Grief Issues 2005

National Center for PTSD: Veterans Administration, Menlo Park, CA 2004

EDUCATION

Alliant International University, San Francisco, CA 2011
Doctor of Philosophy in Clinical Psychology

University of California Berkeley Extension Program, Berkeley, CA 2006
Certificate of Achievement in the Study of Loss and Grief

John F. Kennedy University, Orinda, CA 2002
Master of Arts in Counseling Psychology
Concentration: Somatic Psychology

California State University, Hayward, CA 1998
Bachelor of Science in Criminal Justice Administration
Concentration: Law Enforcement

University of California, Davis, CA 1996
Bachelor of Arts in Psychology

BOARD & COMMISSIONS

Regional Center for the East Bay, CA 2019
Self-Determination Local Advisory Council

City of Concord, CA
Chamber of Commerce 2019
Hispanic Chamber of Commerce 2019
Bicycle and Pedestrian Advisory Council 2018

Toastmasters International 2019

Stanford Medical Abilities Coalition (SMAC) 2019

Contra Costa County, CA
Commission for Women and Girls 2019
Equal Employment Opportunity Council 2019
IHSS Public Authority Advisory Committee 2017

Golden Gate Regional Foundation, San Francisco, CA 2018
Board of Directors

Independent Living Resource Centers of Contra Costa County & Solano County 2018

Board of Directors
Hand in Hand - Domestic Workers Alliance 2017
Co-Chair
Christopher & Dana Reeves Foundation 2017
Peer Mentor
Easy Does It, Berkeley, CA 2015
Board of Directors
Council Member 2015
Association of Bay Area Governments
Metropolitan Transportation Commission
Policy Advisory Council
Arthritis Foundation 2013
Ambassador
City of Oakland: Mayor's Commission on People with Disabilities, Oakland, CA 2010-2016
Commissioner

AFFILIATIONS

- American Association of University Women
- Women's Foundation of California
- Women's March Foundation
- Mental Health Association of San Francisco
- National Council on Independent Living
- National Association of Mental Illness
- National Association of Commissions for Women
- American Association of People with Disabilities
- Association on Higher Education and Disability
- National Coalition for Latinx with Disabilities
- Latina Leadership Network
- California Psychological Association
- American Psychological Association Division 22 Rehabilitation Counseling
- American Psychological Association Division 35 Society for the Psychology of Women
- Alameda County Psychological Association
- Contra Costa Psychological Association
- Society for Disability Studies
- Sacramento Valley Psychological Association
- California Latino Psychology Association
- San Francisco Psychology Association

REFERENCES

**Letters of recommendation upon request*

Dr. Gregory Holler, Behaviorist, East Bay Regional Center (925)207-6069
1320 Willow Pass Rd, Ste. 300
Concord, CA 94520
(925) 691-2300

Mr. James Shorter, Executive Director (Retired), Golden Gate Regional Center (707) 557-1717
1355 Market Street, Ste. 220
San Francisco, CA 94103

Dr. Nina Ghiselli, Director of Disabled Student Services, Alliant International University (415) 955-2100
1 Beach Street, Ste. 100
San Francisco, CA 94133

Dr. Elizabeth Milnes, Psychological Services Center (510) 628-9065
519 17th Street, Ste. 210
Oakland, CA 94612

Marco Godinez, M.A, Puente Counselor, Los Medanos College (925) 439-2181
2700 East Leland Rd.
Pittsburg, CA 94565

Application Form

Profile

Shatae
First Name

M
Middle Initial

Jones
Last Name

[redacted]
Home Address

Suite or Apt

Richmond
City

CA
State

94801
Postal Code

Home: ([redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 1

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

Sacramento State University

Degree Type / Course of Study / Major

MSW

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

Sonoma State University

Degree Type / Course of Study / Major

BA-Sociology

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?

Affordable Housing Finance Committee: Submitted
Contra Costa Council on Homelessness: For Review
Racial Justice Oversight Body: For Review

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, commitee, or commission.

Shatae Jones is a creative and powerful thought leader, strategic thinker and social justice advocate. Over the last 14 years Shatae has used her voice to courageously fight for equitable solutions in non- profit community based organizations. By using the principles of cultural humility, partnership development, community engagement and collaboration, Shatae continues to invest in service delivery that demonstrates excellence and amplifies the voices of marginalized communities. As a Clinician Shatae has impacted the climate of supportive Housing & community development through critical review of policies that impact disenfranchised communities. Her passion has moved efforts into outcomes and has led organizations through county wide systemic transformations. Shatae Jones believes that every leader must be a learner who can practice critical self-reflection and vulnerability in order to impact true change. In Most recent years, Shatae has dedicated her personal time to expanding her brand and reach by providing clinical consultation to organizations servicing, families, single adults, seniors and transitional age youth. Shatae is an encourager by nature and helps service providers develop cutting edge approaches to support whole communities. In 2019, Shatae has begun to branch into the Tech world as she uses her fun spirit and high acumen for transformational leadership, to support the configuration, development and execution of collaborative tech platforms in order to bring together both Services and technology to help communities build more collaborative, effective, and efficient systems of care. Shatae Jones fights for both local and global change. Through hard-work, grit, innovation and equitable distribution of resources Shatae believes that any community and its constituents can be whole and complete.

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 resume

S.Jones_Resume_2020.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:

STRTP Grant with Contra Costa 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

Shatae Jones, LCSW #76650

[redacted] Richmond CA, 94801
Email: [redacted]

Education:
Licensed Clinical Social Worker, LCSW # 76650
Board of Behavioral Sciences
Post 2-years (Active)

Masters Degree: Social Work (MSW)
Sacramento State University, Sacramento CA
Emphasis: Child Welfare-Title IV-E

Clinical Consultant, Emphasis Supportive Housing Model, Substance Abuse & Mental Health
Certified Trainer of Cultural Humility: Diversity, Equity & Inclusion
Dr. Melanie Tervalon: Train-The-Trainer Series

Related Professional Experience

Youth Homes Inc. **July 2020- Current**
Vice President of Short Term Residential Treatment Programs
Contra Costa, CA

-

Bitfocus Inc. **September 2019- June 2020**
Deputy Project Administrator
San Francisco, CA

- Embody principles of Cultural Humility to build, cultivate and lead stakeholder relationships
- Manage and facilitate customer and stakeholder collaborations through complex project management
- Identify, access and problem-solve data quality errors in cross system functionality through evaluation of Clarity Human Services System Functionality
- Analyze and interpret federal HUD guidelines for policy and procedural compliance of stakeholder operations teams.
- Develop written policy for operational compliance with federal, state and local regulations
- Develop organizational training material for employee performance and compliance

- Execute system-wide trainings and training content for San Francisco City/County Community End-Users
- Plan, execute and oversee projects that support San Francisco City and County workflow as it pertains to strategic vision to end Homelessness
- Coordinate and manage stakeholder communications related to project milestones, timelines and risks
- Develop subject matter expertise on Clarity Human Services Software
- Develop subject matter expertise on the local, national policies, practices and program models that impact San Francisco Homeless Response Systems
- Public and community representation, delivering effective messaging to community providers
- Present organizational content and stakeholder strategic plans to live and remote audiences, including, but not limited to: software demonstrations, local and federal policy updates, reports on local outcomes and accomplishments
- Demonstrate agency core values and exercise integrity in complex dialogues through modeling
- Quality assurance: resolves problems, completes audits, identifies trends, make strategic recommendations, determine and implements system improvements
- Lead, facilitate, manage interdepartmental/ cross-agency workgroups
- Responsible for all aspects of program including: contract monitoring, program compliance, service delivery and program enhancements

First Place For Youth **December 2018- September 2019**
Director of San Francisco & Alameda County Programs
Oakland, CA

Program Operations:

- Leads projects and program implementation ensuring quality, productivity and service delivery standards
- Resolves complex problems, completes audits, identify trends and recommend/implements systemic improvements
- Complied with organizational vision through leading dialogue related to strategic planning, review of organizational data and managing assigned projects
- Facilitate and participate in agency-wide workgroups with partners, competitors and community representatives.
- Interpret local, state policies and provide suggestions to Vice President of Program, Board and CEO

Financial Responsibilities:

- Meet financial objectives by forecasting requirements, preparing recommendations for annual budgeting, scheduling expenditure, analyzing variances and initiating corrective actions

- Identify funding gaps and make recommendations
- Monitoring vacancy, census, static and other metrics to ensure fiscal health of program(s)
- Provide monthly budgetary reports to contract holders

Human Resources:

- Recruit, retain, orient, train, assign, schedule, coaches, counsels assigned employees to achieve program results and high quality services
- Develop Staff Performance Plans and Staff Development Trainings
- Enforces policy, communicates clear expectations, plan, monitor and appraise performance
- Implement practices of Cultural Humility with Diversity, Equity and Inclusion in Mind
- Identify training gaps for staff and develop/identify training curriculum
- Review and recommend compensation actions
- Provide Clinical leadership, including direct clinical supervision of staff
- Fiscal/Budget Management-Salaries
- Meets financial objectives by forecasting requirements, preparing and commending annual budget plans, scheduling expenditures, analyzing variances and initiating corrective action plans
- Ensure program(s) meet or exceed all regulatory and contractual responsibilities and obligations including development of formal training programs for staff

Community Development

- Represents agency interest and advance agency reputation with external stakeholders, including: partners, sub-contractors, county agencies and funders
- Collaboratively explores and recommends program and contract improvements
- Leadership
- Collaborates and communicates effectively throughout the organization
- Exemplifies and promotes standard of high achievement
- Recommends strategic and program improvement through participation on assigned program leadership teams
- Training and Compliance practices related to people management

Tenderloin Neighborhood Development Corporation **February 2017- December 2018**
Program Manager- Family Portfolio
San Francisco, CA

Clinical Oversight:

- Provide Clinical Support and guidance to Supervisors and their staff
- Execute facilitation of a multi-disciplinary service team and works in partnership with off-site service providers from outside agencies
- Manage and develop Clinical Consultation Curriculum for Social Work Staff who serve clients with complex mental health and substance use histories

- Manage stakeholder relationships with The Department of Homelessness and Supportive Housing, Coordinated Entry, Continuum of Care Federal Subsidy Programs through HUD
- Organize and coordinate Trauma Informed Care, Harm Reduction, Cultural Humility and ACE (Adverse Childhood Experiences) in-service trainings
- Develop strategic goals/objectives for departmental change management/cultural humility initiative

Program Development:

- Oversight of affordable housing process and service delivery, including representation on interdepartmental design Team projects
- Develop new partnerships and relationships with outside service providers and funders
- Assess Program needs and make recommendations to Director of Supportive Housing to support functionality of Supportive Services Programs
- Provide interdepartmental leadership and consultation to Property Management and Housing Development Staff
- Develop operations manuals through analyzing local, state policy
- implement new program policies and best practices to ensure program compliance
- Manage and oversee program contracts
- Ensure programmatic and staff compliance with all funding reporting requirements
- Ensure data quality as it relates to overall system performance and documentation standards
- Compile and execute Monthly, Quarterly and Annual Contract Reports (i.e. Federal Subsidy Program Annual Performance Reports, Continuum of Care HUD reports/Shelter Plus Care)
- Manage Assigned Portfolio budgets
- Manage annual performance planning for Staff
- Create Individual training schedules
- Talent Management, succession planning and performance management
- Strategic planning & Organizational Culture Development
- Ensure compliance with departmental Quality Assurance

Tenderloin Neighborhood Development Corporation **July 2008- February 2017**
Social Worker/ Site Supervisor
San Francisco, CA

- Coordination of a comprehensive service delivery program for clients
- Supervision, evaluation and coaching of Social Workers (Family and Senior serving portfolio)
- Train, orient Supervisees
- Formulation and evaluation of staff yearly focal point evaluations, performance plans, goals and outcomes
- Provide coaching and strategic planning to saff as it relates to their individual and group goal completion

- Quarterly review of staff plans for professional development
- Implementation of client satisfaction surveys, evaluation of results and formulation of next steps for agency
- Provide direct services to individuals with complex mental health, substance use and chronic homelessness
- Completion of comprehensive intake assessments, crisis management, safety planning, home-visitation, needs assessments, and individualized service plan development
- Provision of direct services to children, youth and families by working in partnership with multidisciplinary
- Provision of direct services to children, youth and families by working in partnership with multidisciplinary teams (counselors, medical providers, community stake-holders, resource agencies, educators and educational facilities, dependency counselors, benefits agencies and Child Protective Services)
- Coordination of services, including but not limited to: The Department of Public Health, in home Support Services (IHSS) consortium, Adult Protective Services, Eviction Defense Collaborative, Homeless Prenatal, Family Service Agency, and Law enforcement
- Serve as a liaison and advocate for clients in their housing setting to assist with issues of stabilization, housing retention and family planning
- Acted as liaison for the agency to collaborate with third-party funders such as Department of Human Services for coordination of new program implementation/changes and completion of Annual Progress reports for the agencies renewal of Shelter plus Care contracts
- Maintained timely, detailed, analytical records and case notes, which reflected the client's progression in case plan objectives
- Organization and facilitation of community activities, skill building workshops, informational workshops, and group therapy sessions
- Crisis management, de-escalation, intervention
- Bio psychosocial assessments, motivational interviewing, cultural humility, service integration model
- Compiled monthly statistical information for client reporting into internal database systems
- Monitoring database ETO systems to make sure in compliance by agency and contractual obligations--quality assurance
- Carry and respond promptly to emergency cell phone calls daily to provide 24 hour on-call support
- Attend regularly scheduled board meetings and executive management meetings to discuss the agencies program implementation, policies, best practices, service provision, and utilization

Seneca Youth Center-Oak Grove Site **May 2007- August 2007**
Mental Health Social Worker
Concord, CA

- Attend regularly scheduled board meetings and executive management meetings to discuss the

agencies program implementation, policies, best practices, service provision, and utilization
- Met with clients and caregivers on a weekly basis to discuss clients treatment planning goals
- Charting of mental health treatment notes, treatment plans, incident reporting and documentation of clients goal achievement in a timely manner
- Used coaching, motivational interviewing, and behavior modification techniques
- Crisis intervention/assessments for clients who experience multiple levels of abuse (physical, sexual, and emotional), de-escalation of trauma survivors
- Implementation of Pro-ACT--Professional Assault Crisis Training)
- Transportation of clients to additional appointments
- Facilitation of individual and small group instruction
- Participation and advocacy in treatment reviews and IEP meetings

Sacramento State Adoptions Bureau **August 2007- May2008**
Adoptions Specialist
Sacramento, CA

- Participation and advocacy in treatment reviews and IEP meetings
- Perform and assist with home studies evaluations and assessments of identified adoptive parents
- Administered placement and post -placement supervision
- Coordination of services with Child Protective Social Workers and Juvenile Court for case reviews of concurrent placement of court dependents
- Evaluation, research and review of child Welfare and California Adoptions laws and regulations
- Meet agency's program outcomes relating to ensuring stable adoptive matches
- Client advocacy, resource, and referral linkage
- Supportive counseling, family therapy
- Case management/ intake assessments and interviewing
- Facilitation of educational informational for prospective and adopting parents
- Risk assessments, needs assessments, safety assessments, structured decision making implementation)

Department of Child Protective Services **August 2006- May2007**
Social Worker- Title IVE- Intern
Sacramento, CA

- Risk assessments, needs assessments, safety assessments, structured decision making implementation)
- Identified, documented and assessed issues of neglect and abuse for children, youth and families.
- Conducted SDM assessments
- Collaboration with educational institutions, law enforcement, and community-based organizations, treatment providers/counselors and other community partners to provide quality wrap around

services for families to live safe, healthy, and sustainable lives.

- Continual assessment of client goals as it relates to the progression of case plan objectives
- Usage of Agency standardized reporting and assessment materials
- Thorough documentation of client status through database entry, file documentation and court reporting as it relates to agency quality assurance standards.
- Biopsychosocial assessments when treatment planning with clients to gain a full understanding of avenues to offer strength-based, culturally humble case management and support
- Conducted Home visits with clients to assess for risk, safety, and need for additional resources
- Intervention and support to families by engaging clients in TDM meetings: utilizing the families as experts in their networks of reciprocity/support. Also to discuss all options of placement (i.e. permanency planning, removal, changes of placement, reunification)
- Problem solving, behavior modification, modeling, and counseling
- Family counseling, harm reduction model, and recovery technique

References Available Upon Request

Application Form

Profile

Stephen
First Name

Middle Initial

Kirnon
Last Name

[redacted]
Home Address

Suite or Apt

San Ramon
City

CA
State

94582
Postal Code

Mobile: [redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 2

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

Harvard University

Degree Type / Course of Study / Major

BA / Biochemistry

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

Pepperdine University

Degree Type / Course of Study / Major

MBA/Operations and Management

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Pepperdine University

Degree Type / Course of Study / Major

EdD. / Organization Change and Trasnformational Leadership

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?

Emergency Medical Care Committee: Submitted
Workforce Development Board: Submitted
Racial Justice Oversight Body: 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, commitee, or commission.

Access to healthcare and education for people of color has been a driver in my personal life from growing up as a black American in an Irish neighborhood during the busing riots in Boston to leading education initiatives at Harvard to actively recruiting in my life science companies to serving as Program Chair for Pepperdine's Social Entrepreneurship and Change Master's Program. My vision and passion is to ensure transparent, fair, access for all since healthcare and education are the great equalizers.

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 serve as a Member, Industrial Advisory Board for Pharmaceutical and Chemical Sciences Graduate Program, The University of the Pacific

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

See attached resume

Kirnon__Stephen_N._Resume_-January_2020.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

STEPHEN N. KIRNON, Ed.D, MBA

[redacted] • San Ramon, California 94582
Home: [redacted] • Mobile: [redacted] • [redacted]

SUMMARY

A San Francisco Bay Area life science executive with proven leadership, team building, entrepreneurial, administrative, managerial, and board of director skills. Areas of expertise include diversity and inclusion, organizational behavior and management, governance, transformational leadership and change, business development/marketing, P&L/capital planning management, strategy development/implementation, and organizational analysis/alignment/growth. Significant global operational experience in general management, for-profit and non-profit board experience, people development, finance, fund-raising, marketing, sales, manufacturing/facilities, visioning, and advancing people of color in both industry and academia.

SELECTED ACCOMPLISHMENTS

Executive Leadership and General Management

- Developed, inspired, participated, and executed the vision, mission, strategic goals, and design of small, mid-sized, and large organizations.
- Aligned organizations with stakeholder expectations by reducing business risk, hiring reputable co-workers, establishing affiliations with prestigious institutions, building exceptional intellectual property portfolio, securing appropriate, cost-effective facilities, in-licensing or creating required know-how and assets, and building good relationships with government authorities and local community.
- Significant functional experience in global business development, marketing, project management, sales, operations, financial planning, and human resources.
- Experienced recognizing and leading all phases of organizational growth, diversity and inclusion, and organizational change.

Finance, Fund-raising, and Business Development/Marketing

- Prepared and delivered investor presentations, leading to securing over $20 million of private financing.
- Co-prepared proposals and grants leading to securing over $4 million of government and foundation financing.
- Created and increased value for shareholders by growth-in-equity, increased product sales, organization design to better utilize assets, business development partnerships, and M&A activity amounting to over $350 million in new value to shareholders.
- Led major capital planning projects including construction of new, cGMP pharmaceutical manufacturing facilities.
- Doubled contributed amount and number of donors to Pepperdine University's Social Entrepreneurship and Change master's program

Teaching and building high performance teams

- Appointed to and continuing member of Pepperdine's Dean's Academic Council which is responsible for operational and academic excellence of programs
- Developed and teach courses for Pepperdine University and Hult International Business School.
- Serve as Trustee and on finance and academic affairs committees for New England College of Optometry.
- Serve as Industrial Advisor for The University of the Pacific.
- Recognized expert on organizational trends and quoted/published in several major business newspapers and magazines.
- Established world-class corporate, academic, scientific, program, and medical advisory boards to support the organization's business model.
- Recruited and developed in Academia and Industry an effective work force (executive/faculty and non-executive/staff) leading to operational trust and excellence.
- Proven ability to understand complex issues, markets, and diverse stakeholders.
- Successfully completed board level, Dean, CXO, VP, and director retained searches in Academia and Industry.

PROFESSIONAL EXPERIENCE

PHARMAPLAN LLC AND SHAWSHANK THERAPEUTICS, INC. San Ramon, California **2009 - Present**
Co-founder and CEO, Board Member

PharmaPlan identifies and licenses early-stage life-science research. Shawshank Therapeutics, Inc. develops and commercializes products and programs based on PharmaPlan's technology.

VITAVIS LABORATORIES, INC. San Ramon, California **2014 - 2017**
Co-founder and CEO, Board Member

Vitavis Laboratories, Inc. develops and commercializes products and programs based on PharmaPlan's technology focused on mitochondrial health.

- Developed the vision, mission, strategic goals, and design of the organization to focus effort on moving the lead product, Pruvin® through animal and human testing to commercialization (www.pruvin.com).
- Sold to Nestle Health Sciences in 2017

Pepperdine University, Malibu, California **2010-Present**
CLINICAL PROFESSOR AND PROGRAM CHAIR, SOCIAL ENTREPRENEURISM AND CHANGE MASTER PROGRAM
Responsible for leading all aspects (vision, mission, strategy, evaluation/assessment, recruitment, and funding) of SEC Program and teaching courses in vision, mission, strategy, marketing, dissertation support, and public relations.

- Selected to moderate several Dean's Lecture Series
- Consistently receives top student and faculty ratings and feedback leading to enhanced collaboration
- Advocate for Pepperdine and SEC program to university administration, community, and accreditation bodies
- Recruited and developed exceptional faculty, staff, and students
- Increased visibility of program to external stakeholders leading to enhanced engagement and SEC Fast Pitch Event.
- Designed, obtained approval, and implemented significant changes in program leading to students being ready to fully utilize and position new SEC master's degree and geographic expansion of the hybrid program.
- Awarded Distinguished Alumni Award May 2016

Hult International Business School, San Francisco, California **2013 - Present**
PROFESSOR AND HEAD LEADERSHIP COACH, MBA PROGRAM
Responsible for teaching team and leadership skills, New Product Development, Organizational Behavior as well as Human Resource Management

- Led the successful implementation of Hult 3-18 DNA which stressed core competencies in adaptive thinking, interpersonal influence, and team collaboration

WITT/KIEFFER, EMERYVILLE, California **2012 - 2013**
Vice President, Co-Lead Life Science Practice, Consultant

Responsible for establishing the Life Science Practice for this healthcare executive search company.

- Developed the vision, mission, strategy, and marketing plan/public relations including messaging for Life Sciences.
- Fully integrated new practice into organization.
- Recruited additional life science team members.
- Recruited top executives (CEO, Dean, VP) for both Academia and Industry

STRAWN ARNOLD ASHPITZ GROOVER, INC., AUSTIN, Texas **2008 - 2011**
Executive Vice President and Head Northern California Office and Diversity Leader

Responsible for establishing the San Francisco Bay Area office and for developing and implementing the strategic and operational plan for diversity for this life science executive search company. As lead consultant,

- Utilized corporate, venture/private equity, and academic personal and professional networks to differentiate firm and generate business.
- Significantly expanded client and candidate databases. Successfully completed board level, CXO, VP, and director retained searches.
- Utilizes educational and professional backgrounds to assist clients and candidates with organizational design and assessment.

PEPGEN CORPORATION, Alameda, California **2003 - 2007**
President and CEO, Board Member

Responsible for the strategic and operational leadership for this emerging, autoimmune biopharmaceutical company.

- Developed the vision, mission, strategic goals, and design of the organization to focus effort on moving the lead development product into Phase II clinical development in two disease states and second product through pre-clinical testing.
- Prepared and delivered investor presentations, leading to securing $17 million of additional financing.
- Established world-class scientific and medical advisory boards to support products in development.
- Aligned Pepgen with biomedical industry expectations by reducing risk with clinical stage products in multiple indications, hiring proven Chief Medical Officer, establishing affiliations with prestigious institutions, building exceptional patent portfolio, securing appropriate, cost-effective facilities, in-licensing a product discovery platform, and building good relationship with regulatory authorities.

TARGET PROTEIN TECHNOLOGIES, INC., San Diego, California **2001 - 2003**
President and CEO, Board Member

Responsible for the transition of TPT from a start-up with a process technology to an enterprise with extensive development, drug delivery, and operational expertise focused on target organ drug delivery.

- Developed the strategic goals of the organization to focus effort on a limited number of value-producing discovery and development projects that increased TPT's Target Protein Library by four fold and generated animal efficacy data on lead development products and platforms.
- Negotiated and secured $4.5 million of additional financing.
- Recruited an effective executive and scientific team as well as a world-class scientific advisory board members leading to development of a lung target delivery system (LUTS™).

YAMANOUCHI PHARMA TECHNOLOGIES, INC. (now Astellas), Palo Alto, California **2000 - 2001**
President and COO, Board Member

Formulated and evolved the vision, short- and long-term strategies, and business objectives for this Delaware-incorporated subsidiary of Yamanouchi Pharmaceuticals. Accountable for research and development for drug delivery technologies and NCE's, corporate policies, financial performance, personnel, cash usage, and external corporate partnerships. Reported to Japan-based CEO and board of directors. Executive functional reports included R&D, Project Management, Business Development, HR & Administration, IT, Operations, Finance, and Legal.

- Established new mission/vision/strategy that succeeded in transforming the organization, which was in chaos with an absence of direction, into a high-performance emerging growth company.
- Achieved a 30% growth-in-equity value to $165 million and 70% growth in sales to $32 million over prior year.
- Developed process and initiated search for successor, enabling technology including microelectromechanical systems (MEMS) capable of delivering macromolecules and extendable into site-specific disease targeting.
- Worked with business development to close several partner collaborations representing more than $100 million.

CYGNUS, INC., Redwood City, California **1993 - 1999**
President, Drug Delivery Division 1997 - 1999

Responsible for the vision, strategy, goals, profitability, cash usage, and external corporate partnerships for the drug delivery division. Led a 60-employee organization in the areas of marketing, research and development, operations, QA/QC, regulatory, clinical affairs, finance, and human resources. Managed a budget of $17 million.

- Designed and implemented organizational structure for a 60-person decentralized division, allowing 60 people to complete the tasks previously requiring 90-100 people, resulting in savings of $10 million per year.
- Developed and implemented vision and strategy to position the division to capitalize on trends in the biopharmaceutical (large molecule) and high technology (miniaturization) industries. Two patent applications have been filed for delivering biotechnology products utilizing high technology techniques.
- Generated profits and positive cash flow within one year, representing a positive $3.5 million change in net operating income.
- Sold business for approximately $100 million in December 1999.

Senior Vice President, Marketing & Business Development 1996 - 1997
Director, Marketing & Business Development 1993 - 1996

Directed all business development and marketing activities.

- Negotiated major partnership agreements in smoking cessation, central nervous system, pain, hormone replacement therapy, and over-the- counter areas.
- Identified and licensed technology to enhance product line that saved an estimated two years and $3.6 million in development time and expense.
- Developed business development strategy for partnering glucose monitoring devices.
- Identified and completed strategic alliance for drug delivery division, providing access to distribution network and funding for development of clinical affairs department.
- Renegotiated current agreements to allow access to end-user via co-promotion/co-marketing.

BIOGENEX INC., San Ramon, California **1992 - 1993**
National Sales & Marketing Manager, Rapid Diagnostics 1993

Reporting to CEO, responsible for all sales and marketing activities for Rapid Diagnostics business unit. Managed national distributor network as well as telesales and marketing personnel. Developed strategic marketing plans for life science research (proteomics and genomics) products.

Manager, Business Development 1992 - 1993

Generated new business through licensing and joint ventures. Developed business plans for basic research and industry for cell pathology and rapid diagnostics businesses. Negotiated two joint ventures. Identified and acquired new products and technology (equipment to automate tissue staining) to enhance product lines.

SMITHKLINE BEECHAM CORPORATION (NOW GLAXOSMITHKLINE) **1985 - 1992**
Recruited into the "Fast Track" management program, which emphasized functional experience throughout multi-departmental job rotations. Assigned to a series of SmithKline Beecham subsidiaries and/or divisions.

ALLERGAN INC., Irvine, California
Manager Market Research/Territory Manager 1990 - 1992
Manager, Aerosol Production 1988 - 1990
Manager, Financial Planning 1987 - 1988

HUMPHREY INSTRUMENTS, San Leandro, California 1986 - 1987
Product Manager

SMITHKLINE & FRENCH, Philadelphia, Pennsylvania 1986
Supervisor, Capsule Production

SMITHKLINE BIOSCIENCE LABORATORIES, King of Prussia, Pennsylvania 1985
Human Resource Manager

EDUCATION

Ed.D, Organization Change, Pepperdine University, Malibu, California

MBA, Pepperdine University, Malibu, California

BA, Biochemistry, Harvard University, Cambridge, Massachusetts

PROFESSIONAL AFFILIATIONS

Trustee, The New England College of Optometry

Member, Industrial Advisory Board for Pharmaceutical and Chemical Sciences Graduate Program, The University of the Pacific

Member of the Board, ToxEM LLC, Alexandria, Virginia

Member of the Board, IonDx, Monterey, California

Harvard College Alumni Interviewer

Member of Steering Board for Pope John Paul II Catholic High School, Livermore, California

Eucharistic Minister and Lector, St Joan of Arc, San Ramon, CA

Print Form

Contra Costa County

Please return completed applications to:
Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Stephanie
Last Name: Medley
Home Address - Street: [redacted]
City: El Sobrante
Zip Code: 94803
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	Course of Study/Major	Degree Awarded	
San Francisco State University	Political Science & American Studies (double major)	■ Yes	☐ No
JFK College of Law	Law	■ Yes	☐ No
		☐ Yes	☐ No

Other Training Completed:

Board, Committee or Commission Name: Racial Justice Oversight Body
Seat Name: Community Seat #2 or #3-CBO working with system involved youth

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.

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 and family members that were caught in the system as youth and adults; both of my brothers experienced incarceration. The barriers that I have seen friends, family, and youth I work with fac, can and have in fact had long lasting impacts on their lives. Ensuring that we utilize smart, fiscally responsible and community-centered healing and equitable strategies to provide the necessary support for youth and adults in the system is my passion and why I would like to serve on the Racial Justice Oversight Body.

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

I have been a staff member of the RYSE Center since 2012 and serve 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 & youth 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.

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 participate or have previously participated on the following county boards: Racial Justice Oversight Body (current, co-chair); Juvenile Justice Coordinating Council (current);JJCC-DJJ subcommittee (current); DA initiated Reimagine Youth Justice meetings (current; Racial Justice Task Force (2017-2018); Youth Justice Initiative Steering Committee (2016-2018); AB 109 Community Advisory Board (2013-2016).

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: RYSE has several grants from the county to provide services for youth

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 ommissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed: [redacted] **Date:** 10/19/20

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 655-2000 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.

THIS FORM IS A PUBLIC DOCUMENT

Application Form

Profile

Maisha
First Name

Middle Initial

Nelson
Last Name

[redacted]
Home Address

Suite or Apt

Pinole
City

CA
State

94564
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 1

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

University of California, Irvine

Degree Type / Course of Study / Major

Bachelor of Arts, Sociology

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

New York University

Degree Type / Course of Study / Major

Certificate, Leadership & Organizational Development

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

New York University

Degree Type / Course of Study / Major

Certificate, Business Finance Fundamentals

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

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, commitee, or commission.

In the United States, people of color (POC) are disproportionally incarcerated at a higher rate in jails and prisons compared to their white counterparts. This contrast was highlighted when the War on Drugs began and ramped up in the 60's and 70's, followed by the Three Strikes Law in the 90's. These declarations caused the already disproportionate numbers grow exponentially and still today they show no signs of stopping. 2020 has underscored the continuous displays of police brutality and violence inflicted upon Black people; the favorable laws and less harsh sentencing granted to White's; and the families that face irrevocable damage and despair as a result of their loved ones returning from prison without the proper tools and support to get them back on their feet. What these people come back to and face are a society that shuns them, oftentimes excludes them from second chances, and shows discriminatory practices in both housing and employment practices. My business, Partnerships with Purpose, LLC (P2) is a movement to help reduce the rate of recidivism, specifically for POC, by helping to reduce the employment barriers that they face when attempting to be hired back into the workforce. At P2, we focus on building partnerships, not barriers. Having the opportunity to serve would allow me to provide my expertise in matters of racial (in)justice, to continue to use my voice to affect change when it comes to individuals who face systematic oppression, and bring a different point of view to the table.

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.

National Association for African Americans in Human Resources, Northern California Chapter - March 2020 - present Oakland SPCA, Oakland, CA - Volunteer for two years City Team, Oakland, CA - Volunteer for one year Fortune Society, NYC - Mentor for three years Eagle Academy Foundation, NYC - Mentor for two years Northside Center, NYC - Co-Chair of the Junior Executive Board for one year

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

In addition to having a full-time position for a non-profit (please see my attached resume), I am also founded Partnerships With Purpose (P2) to change workplace cultures for the formerly incarcerated population.

M._Nelson_October_2020.doc

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

MAISHA E. NELSON

CAREER SUMMARY: Motivated and results-driven leader with over 15 years of experience across a wide range of industries. I blend human resources management, performance improvement, operations, customer service, financial management, and project management together to successfully help organizations meet their goals. Having a detail-oriented method of working, I successfully adapt to demanding environments, see multiple projects through to their completion, and lead those around me.

PROFESSIONAL EXPERIENCE

Immigrant Legal Resource Center
Non-Profit Organization San Francisco, CA October 2019 – Present
Director of Human Resources & Administration (1 direct report in a non-unionized setting)

- The newly added aspects of this role include oversight of the administrative team to ensure seamless coordination and workflow for the organization.
    - Directs and supervises Office Manager/Executive Assistant, who in turn oversees the remaining administrative staff.
    - Develops and implements administrative policies for the organization as necessary. Provides oversight if needed for the Attorney of the Day program, administratively.
    - Guides miscellaneous projects such as sustainability and working with vendors who align with our mission.

Director of Human Resources September 2018 – October 2019

- Lead daily human resources operations for a social justice organization consisting of 54 employees. Started an employee recognition program as well as creating and leading our DE&I initiative.
- **Human Resources Management (software used: BambooHR)**
    - Manages the recruiting process, ensuring requirements are clear and well-communicated, an appropriate pool of candidates is generated, and the organization conveys the best possible image and message to all candidates.
    - Serves as a resource to employees on issues of policy or matters of concern.
    - Advises management in appropriate resolution of employee relations issues and serves as liaison to outside employment counsel.
- **Compliance and Regulatory Management**
    - Identifies legal requirements and government reporting regulations affecting human resources functions and ensures policies, procedures, and reporting are in compliance with local, state, and federal law.
    - Remains knowledgeable and up to date regarding federal, state and case law changes and monitors labor law updates for changes that affect human resources and the organization; ensures that the organization's policies, procedures and practices comply with all existing, as well as new federal, state and local regulations.
- **Operations Management**
    - Works closely with the Director of Finance & Operations to support the strategic mission of the organization as laid out by the Executive Director.
    - Works with the leadership team to review and develop policies, procedures, and to implement changes within the organization relative to the impact of business decisions

in the context of employee morale, retention, attraction, and company culture.

- **Financial Management**
  - Approves payroll for the organization and works closely with the Finance Coordinator to process all employee changes.
  - Works with the Controller for various audits and other reports that overlap between the two departments.
  - Collaborates with finance team to anticipate and forecast people related investments and expenses.

Icahn School of Medicine at Mount Sinai – Cardiovascular Institute
Department of Cardiology New York March 2016 – August 2018
Director of Administration (12 direct reports in a unionized setting)

- Lead daily operations of clinical, academic, and research programs of the department consisting of 178 employees including 25 physicians and 153 clinical support, research, and administrative staff. Prepare and oversee a budget consisting of $21M in revenue, $50K in clinical research, and $350K in discretionary funding.
- **Human Resources Management (software used: Kronos and Taleo)**
  - Interprets and administers policies regarding hiring, payroll, appointments and promotions, placement and orientation of all faculty and/or staff.
  - Works closely with the Director of Labor Relations to handle all with union and non-union grievances that occur within the Department.
  - Directs and coordinates the performance appraisal system for all faculty, professional staff and biweekly employees.
- **Compliance and Regulatory Management**
  - Assures compliance with regulatory, insurance and ethical standards regarding safety of patients, employees and property. Identifies contingency plans for potential risks.
  - Maintains all reconciliation and compliance documents including but not limited to Professional Service Agreements and Time & Effort tracking.
  - Reviews quality assurance programs to meet standards and regulations of federal, state and city accrediting agencies.
  - Ensures standards and regulations of accrediting agencies such as Joint Commission on the Accreditation of Healthcare (JCAHO), Commission on Accreditation of Rehabilitation Facilities (CARF) and New York State and City Department of Health are met.
- **Operations Management**
  - Provides administrative direction and coordination in the formulation, interpretation and administration of current and long range policies, procedures and programs by collaborating with the Chairman and System Administrator.
  - Oversee 8 offsite ambulatory practices throughout Manhattan and Brooklyn, NY.
- **Financial Management**
  - Collaborates with the Chief Financial Officer and the System Administrator to build and

execute the annual budget and subsequent monitoring of financial status of the department for both the current and future states.
    - Initiates and develops business plans to support new program development and to expand our clinical footprint throughout NYC.

Icahn School of Medicine at Mount Sinai – Department of Medicine
Institute of Liver Medicine New York October 2015 – March 2016
Administrative Director (5 direct reports in a non-unionized setting)

- As inaugural Administrative Director, led administrative operations for the Institute which created a platform for shared research, clinical acumen and teaching opportunities throughout the Health System.
- **Human Resources Management**
    - Developed and executed educational programs to update the staff on the ever-changing landscape in our area of medical expertise.
- **Compliance and Regulatory Management**
    - Triaged the clinical trials across the System to ensure that studies are carried out in an efficient manner while still meeting the regulatory needs of the Sponsors.
- **Operations Management**
    - Managed the daily administrative, financial, operational, and clinical duties in the Institute.
    - Oversaw the Institute of Liver Medicine (ILM) in an administrative capacity for Mount Sinai Health System.
    - Sought out new business opportunities to expand our clinical footprint throughout NYC, Long Island, and Westchester.

Icahn School of Medicine at Mount Sinai – Department of Medicine
Division of Liver Diseases New York November 2011 – March 2016
Administrative Manager (5 direct reports in a non-unionized setting)

- Managed daily operations of clinical, academic, and research programs of division consisting of approximately 78 employees including 29 physician and research faculty and 49 fellows, research, clinical operations, and administrative staff. Prepared and oversaw a budget consisting of $3M in operations, $6M in grants, and $1.5M in seed funding.
- **Human Resources Management (software used: Laborworkx and Taleo)**
    - Developed and executed educational programs to update the staff on the ever-changing landscape in our area of medical expertise.
    - Oversaw the administrative and clinical staff by managing their workload as needed in addition to performing their annual evaluations.
    - Provides oversight in the area of on and off-boarding for all employees in the Division.
- **Compliance and Regulatory Management**
    - Worked closely with the Clinical Trials Office to make sure studies are executed and performed within the specified regulations.
    - Prepared strategic plans in accordance with new healthcare mandates to keep the Division on the forefront of providing exemplary patient care.

- **Operations Management**
    - Analyzed current clinical operations in order to suggest and implement changes as needed.
    - Provided guidance for grant proposals when applying for funding, whether internal or external.
    - Worked with patients and clinical faculty to ensure that patient needs are being met and as well as to oversee and patient disputes that arise.

- **Financial Management**
    - Prepared the annual budget, reviewed ledgers, and implemented corrective actions as needed to monitor spending within the Division.
    - Planned and administered the pre and post-award grant spending for all research faculty within the Division for both Foundation and NIH sponsored grants.
    - Developed business plans for incoming faculty, administrative and clinical staff.

Icahn School of Medicine at Mount Sinai – Department of Medicine
Division of Liver Diseases New York May 2009 - December 2013
Grant Manager

- As the first person hired in this newly created position, I acted as the liaison between the Division of Liver Diseases, the Cancer Institute, the Department of Pathology, and the Transplant Institute for all collaborations including but not limited to grant research, clinical trials, and personnel management.
- **Human Resources Management**
    - Responsible for the on boarding of national and international personnel for research personnel.
- **Compliance and Regulatory Management**
    - Met with the clinical trial auditors during site visits to ensure compliance.
- **Operations Management**
    - Managed over 25 studies for the Hepatocellular Cancer (HCC) Director and the Division Chief.
    - Proofread articles and presentations before submission.
- **Financial Management**
    - Planned and executed the Mount Sinai Liver Cancer Program annual meeting in all financial aspects, including but not limited to faculty compensation, venue rental, food purchases, and transportation.

Icahn School of Medicine at Mount Sinai – Tisch Cancer Institute
Division of Hematology/Oncology New York May 2008 - April 2009
Grant Writing Assistant

- **Operations Management**
    - Assisted the Director of Hematology and Medical Research with various projects as needed.
    - Liaison between Postdoctoral/Research students and outside vendors.
    - Organized travel arrangements for guest speakers as well as current faculty.
- **Financial Management**

- Reviewed and approved invoices for payment.

- **Compliance and Regulatory Management**
  - Initiated and executed paperwork for the Grants & Contracts Office.

E1 Asset Management
Brokerage Firm New York September 2006 - March 2008
Director of Human Resources (1 direct report in a non-unionized setting)

- Lead daily human resources operations of a mid-size Wall Street based firm consisting of 250 employees. Entered into a relationship with three nearby gyms to increase the work-life balance for the organization as well as hosting a first-ever health fair for employees.

- **Human Resources Management**
  - Solely responsible for filling all positions within the firm whereby increasing company size by 64%.
  - Responsible for brainstorming and overseeing new recruiting strategies.
  - Surveyed multiple vendors in an effort to reduce the insurance rates for all employees.
- **Compliance and Regulatory Management**
  - Used Web CRD for all broker registrations and terminations with FINRA.
  - Resolved employee disputes along with the Compliance department.
  - Revised employee manuals and implemented new policies as needed.
- **Operations Management**
  - Input and maintained all employee information into several databases.
  - Compiled and submitted findings for EEO-1 survey.
  - Managed medical, dental, vision, and 401(k) enrollment/cancellations/changes.
  - Ordered and distributed TransitChek's to employees on a quarterly basis.
- **Financial Management**
  - Assisted the Accounting Department with Payroll on a monthly basis.
  - Submitted monthly credit card reconciliation reports.
  - Reviewed invoices to ensure no errors were found before handing off to the Accounting Department.

OTHER EXPERIENCE

National Association for African Americans in Human Resources, Northern California Chapter **December 2018 – Present**
Vice President, Programs **March 2020 – Present**

Oakland SPCA (Volunteer) **December 2018 – Present**
Canine Companion & Enrichment Activities and Volunteer Lead

CityTeam Oakland (Volunteer) **November 2018 – June 2020**
Food prep and server

Humane Society of Blooming Grove (Volunteer) **May 2018 – August 2018**
Volunteer oversight

Northside Center (Volunteer) **June 2017 – August 2018**
Co-Chair, Junior Executive Board

The Fortune Society (Volunteer) **October 2013 – December 2016**
Mentor

Toastmasters, International **January 2010 – March 2016**
Member, Secretary, and Sergeant at Arms

Mount Sinai Health System **March 2014 – March 2015**

African American Cultural Committee (Volunteer)
Co-Chair

Eagle Academy Foundation (Volunteer) **September 2013 – September 2015**
Mentor and then a Junior Executive Board Member

EDUCATION

SPHR Certification
June 2019
New York University – Certificate in Business Finance Fundamentals
March 2013
New York University – Certificate in Leadership and Organizational Development
July 2011
University of California, Irvine – Bachelor of Science, Sociology

Application Form

Profile

Michael
First Name

S
Middle Initial

Pierson
Last Name

[redacted]
Home Address

Suite or Apt

Brentwood
City

CA
State

94513
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 3

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

University of California Berkeley

Degree Type / Course of Study / Major

Bachelor of Arts, Political Science

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

John F. Kennedy School of Law

Degree Type / Course of Study / Major

Juris Doctorate

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?

Equal Employment Opportunity Advisory Council: Submitted
Planning Commission: Submitted
Racial Justice Oversight Body: Submitted

Seat Name

Community Representative

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, commitee, or commission.

I am a person of color and a resident of Contra Costa County who is a first-hand witness to the racial and ethnic disparities within the local criminal justice system. As an African American youth growing up in the projects of Oakland, I personally witnessed and experienced the harsh and unequal treatment of Blacks by law enforcement and the criminal justice system. It was these disparities in the criminal justice system that made me want to be a lawyer so I can help make a difference in my community. I have experienced both sides of the criminal justice system, as a criminal defendant and as a criminal defense attorney. I believe that this gives me a unique perspective on the criminal justice system. As our country has reached a boiling point with race and the injustices of the criminal system, I am compelled to do my part to make a difference in my community. I am committed to doing everything in my power to be a part of the solution to these issues, and I believe that being on this board/commission I can make a difference in my local community.

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 a current member of the Contra Costa County Bar Association Board of Directors, where I chair several committees and serve on various Sections. I was a long-time volunteer and mentor with the CHAMPS Foundation. I served as Mock Trial Co-Instructor for Center for Youth Development Through Law. I have been a moderator and/or panelist for various community and legal Race and Equality panels. I have been a guest speaker at various Bay Area community centers for at-risk youth.

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

Please see my attached resume.

Michael_Pierson_-_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

MICHAEL PIERSON
[redacted] **Antioch, CA 94531**
[redacted]
[redacted]

LEGAL EXPERIENCE

Key Counsel, P.C., Antioch & Walnut Creek, CA (2018 – Present)
Partner/Attorney at Law

- Provide legal representation to clients in civil litigation, business, criminal, conservatorship, and guardianship cases.
- Supervise and manage attorneys, paralegals, and support staff.
- Draft business formations, legal documents, correspondences, and pleadings.
- Correspond on a regular basis with attorneys, judges, clerks, clients, and 3rd parties.
- Provide customer service to firm clients.

Arise Law Group, Antioch & Walnut Creek, CA (2017 – 2018)
Principle/Attorney at Law

- Represent clients in various civil, criminal, conservatorship, and guardianship matters.
- Supervise and manage paralegals and office staff.
- Manage day to day business operations of the firm.
- Draft various legal documents, correspondences, and pleadings.
- Correspond on a regular basis with attorneys, judges, clerks, clients, 3rd parties, and vendors.

Life Law Group, Concord, CA (2012- 2017)
Partner/Attorney at Law

- Represented clients in civil, criminal, conservatorship, and guardianship matters.
- Supervised and managed attorneys, paralegals, and administrative staff.
- Drafting various legal document, correspondences, and pleadings.
- Appeared in court on client matters and at trials.

John F. Kennedy College of Law, Pleasant Hill, CA (2016-2017)
Adjunct Law Professor

- Instructor of the legal methods writing course for first year law students.
- Developed the syllabus, course lesson plan, and exams.
- Responsible for full 15 weeks of instruction of law students.
- Reviewed and graded all student course assignments and exams.

John F. Kennedy College of Law, Pleasant Hill, CA (2011-2015)
Director of Law Admissions, Outreach and Examination Services

- Recruited potential law students for admissions to the College of Law and Paralegal Studies Department.
- Represented the College of Law at graduate school fairs throughout the state.
- Worked with Barbri to develop an intensive California State Bar Examination program.
- Advised potential students on admissions and prepared current students for the bar exam.

Pierson Law Office, Walnut Creek, CA (2011 - 2012)
Principle/Attorney at Law

- Represented clients in major felony and misdemeanor criminal matters.
- Responsible for collecting the necessary data, reviewing the facts, and providing legal advice to clients in criminal matters.
- Performed tasks of investigating, interviewing witnesses, and researching all aspects of client cases.
- Responsible for drafting and arguing motions at various law and motion proceedings.
- Negotiated with District Attorney Offices in multiple counties.

Santa Clara County District Attorney's Office, San Jose, CA (2010)
Law Clerk

- Conducted extensive legal research.
- Drafted motions and responses for the Felony Motions, Writs and Appeals Team.
- Organized and maintained highly sensitive and confidential information.
- Assisted a team of Attorneys in preparation for hearings and trials.
- Communicated and worked collaboratively with Judges, Public Defenders, Prosecutors, Private Attorneys, Police Officers, and Investigators.

Robinson Law Firm, Fremont, CA (1989-1993; 2007-2010)
Law Clerk

- Coordinated multifaceted office functions to provide legal and administrative support for a criminal defense law firm.
- Interviewed clients, prepared witnesses, and directed activities of investigators.
- Drafted moving and responsive briefs, client letters, demand letters, and memoranda.
- Assisted in all aspects of State and Federal Court trial preparation, including in-court litigation support.

EDUCATION

University of California Berkeley
Bachelor of Arts (2002), Political Science

John F. Kennedy School of Law, Pleasant Hill, CA
Juris Doctorate (2010)

- Dean's List & ranked in top 10% of class
- Top Student Award, Witkins Award of Excellence (Constitution law & Evidence)
- Vice-President/Co-Founder, Law Students Association
- Graduate Teaching Assistant Constitution Law

LICENSE /CERTIFICATION

Admitted Member (2011) – The State Bar of California
Admitted Member (2014)– United States District Court – Northern District
Admitted Member (2016)– United States District Court – Eastern District
Certified Mediator – Congress of Neutrals
California Licensed Real Estate Agent

PROFESSIONAL MEMBERSHIPS/VOLUNTEER

Contra Costa County Bar Association - Board of Directors
Contra Costa County Bar Association - East County Section (Vice-President)
Contra Costa County Bar Association – Diversity Committee (Sub-Committee Co-Chair)
Contra Costa County Bar Association – Women's Section
Contra Costa County Bar Association – Probate & Estate Planning Section
Contra Costa County Bar Association – Barrister Section
Contra Costa County Bar Association – Criminal Section
Contra Costa Criminal Conflicts Panel (Panel Attorney)
The Robert G. McGrath American Inns of Court
Charles Houston Bar Association
CHAMPS Foundation (Mentor/Volunteer)
Familiar Legal (Co-Founder/CFO)
AIDS Legal Referral Panel Attorney
American Bar Association Member
California Women Lawyers
East Bay Trusts and Estates Lawyers Association
National Forum for Black Public Administrators
Center for Youth Development Through Law – Volunteer Mock Trial Co-Instructor

AWARDS

Super Lawyers Northern California Rising Stars
National Association of Distinguished Counsel Fellow
Contra Costa County Diversity Award Platinum Recipient
Contra Costa County Bar Association – 2019 Platinum Diversity Award Winner
Contra Costa County Bar Association – 2020 Platinum Diversity Award Winner

REFERENCES

Mika Domingo, M.S. Domingo Law Group
1501 N Broadway Suite 260, Walnut Creek, CA 94596; (925) 891-5006

Martin Caraves, Torres & Caraves, APC
300 Frank H Ogawa Plz, Ste 203, Oakland, CA 94612-2051; (510) 508-0118

Matthew Talbot, Talbot Law Group, PC
2033 N Main St #750, Walnut Creek, CA 94596; (925) 322-1795

Qiana Washington, Washington & Associates Law Firm
1470 Maria Ln Suite 240, Walnut Creek, CA 94596; (925) 278-1791

Application Form

Profile

Terri
First Name

L
Middle Initial

Pulliam
Last Name

[redacted]
Home Address

Suite or Apt

Danville
City

CA
State

94506
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 3

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

Drury University

Degree Type / Course of Study / Major

BA/Criminology Major/Sociology Minor

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

Crime Prevention/Crime Scene Processing/Crime Prevention Through Environmental Design

Hours Completed

160

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: 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, commitee, or commission.

In light of current events, and with my criminal justice background, I would like to serve on this board/committee as a civilian. I am a supporter of police and in support of being an advocate for making sure racial injustice in Contra Costa County is righted. I have a background in juvenile justice as well, and would like to participate in whatever capacity the committee sees fit. I really feel like I can help and make a difference. My credentials are as follows: I was a Deputy Juvenile Probation Officer in Boone County, Missouri prior to moving to California. As a California resident, I have been a law clerk, campus monitor for the SRVUSD, and a Community Services Officer for the Town of Danville Police Department. I became a stay at home mother after having my two daughters, and now that they are in middle school and high school, I have more time to volunteer my services.

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.

My daughters and I are members of the National Charity League, a mother-daughter philanthropy. We volunteer 20+ hours annually through that organization. I volunteer with the Delta Delta Delta sorority alumnae group with various philanthropic organizations. While a CSO at Danville Police Department, I was elected to and served on the California Crime Prevention Officers Association State Board. Below you will see a broader listing of my participation in criminal justice.

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

Hello. My name is Terri Pulliam, and I live in district 3 in Contra Costa County. Here is a little about myself: I have lived at 11 Oakridge Ln., in Danville (Blackhawk), for 11 years; and in the Town of Danville for 7 years prior to my current address. I graduated from Drury University in 1996 with a BA degree in criminology. After graduating college, I was a Deputy Juvenile Probation Officer in Boone County, Missouri for almost 3 years. In that short time, I not only had a delinquent youth caseload, but I co-ran the Young Offenders Program (children under the age of 10 with a felony conviction), and submitted and won a state grant for the Young women's Offender program. I had to leave that position as my husband had taken a job in California, and we moved out west. In California, I started work as a law clerk with Nelson & Vencill, attorneys in San Ramon. While their estate planning and construction law firm was not in my wheelhouse of interest, I moved on to be the Campus Monitor for SRVUSD's Monte Vista High School in Danville. While working there, I was often in the company of the Town of Danville's Police Department's School Resource Officer. That officer convinced me that I should be working for the Town of Danville instead of the lower paying job with the school district. In 2001, I became a Community Services Officer for the Town of Danville's Police Department. I worked there for 6 years, doing a myriad of non-sworn official duties including crime scene processing, child car seat inspection, overseeing neighborhood watch programs, overseeing the volunteer program, and co-leading the Citizen Police Academy with the Chief of Police. I also did many crime prevention duties, including home security surveys and assisting with CPTED (Crime Prevention Through Environmental Design) with the Town's planning department. I was elected to and served on the California Crime Prevention Officers Association State Board. I left Danville Police in 2005 after the birth of my first child, to become a stay at home mother. I am now P/T gymnastics instructor and raising two girls, ages 15 and 12, with my husband. I am blessed to be able to be home after school with them! I am in support of law enforcement, and at the same time, in support of stopping racially unjust treatment of individuals in our county. I think by working together with law enforcement, county officials, state officials, the community, and victims, we can right the wrongs plaguing our communities. I do not have an answer to how this is done, but would really like the opportunity to volunteer to help make that happen. Please feel free to reach out to me.

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

Application Form

Profile

Charanjit
First Name

Middle Initial

Singh
Last Name

[redacted]
Home Address

Suite or Apt

Alamo
City

CA
State

94507
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

☑ District 2

Education

Select the option that applies to your high school education *

☑ None of the above

College/ University A

Name of College Attended

University of Alberta, Canada

Degree Type / Course of Study / Major

M.Sc.(Eng)

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

University of British Columbia, Canada

Degree Type / Course of Study / Major

M.B.A.

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

University of Wisconsin, Madison

Degree Type / Course of Study / Major

Professional Development- see below

Degree Awarded?

○ Yes ◉ No

Other schools / training completed:

Course Studied

Acrdt's Commissioning Process (Eng)

Hours Completed

2 weeks duration - Univ. of Wisconsin

Certificate Awarded?

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Alamo Municipal Advisory Council: Submitted
Racial Justice Oversight Body: Submitted

Seat Name

Don't know

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, commitee, or commission.

My International Professional Engineering Experience over about 40 years lends itself to issues on the Agenda of Municipal Advisory. Since 2005, I have build homes, inclding in Alamo. Being a Chemical Engineer progressing to Project Management in Air, Water Quality, Standard seting, Enforcement and as Expert witness in Court, including Experience with Contra Costa Planning and Public Works Department supplements my background sufficiently to contribute meaningfully to this Board. Since 2014, I have served as Vice President/ Director on Windsor Green HOA in Alamo as well, and now wish to extend my services more broadly.

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.

Participation In Racial Justice oversite body is more of a social concern affecting not only Alamo, but the USA in general. If guided sensitively, can benefit the society at large. Hence my interest due to insights gained from interactions with other ethnic Professionals, as well as with memebrs of Native Communities during the development of Industrial, Municipal projects and in propmoting availability of Job for their community memebers. This fact also affects members of society belonging to non-professional ethnic groups who provide us with varied daily Services.

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

P. Eng (Rtd); M.Sc., M.B.A., CPP plus Serving Windsor Green HOA.

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

Application Form

Profile

Mahogany
First Name

Middle Initial

Spears
Last Name

[redacted]
Home Address

Suite or Apt

Antioch
City

CA
State

94509
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 3

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

Saint Augustine's College

Degree Type / Course of Study / Major

Political Science BA

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

University of San Francisco

Degree Type / Course of Study / Major

M.A Counseling Psychology

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

Seat Name

Resident

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, commitee, or commission.

My interest in serving on the Juvenile Justice Coordinating Council and the Racial Justice Oversight Body stems from my passion of public safety and the impacts of racial injustice. Collectively, my academic and professional experience have exposed me to the structural inequality faced by many in our society and have reaffirmed my commitment to social justice.

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)

I have over 10 years of experience within the criminal justice field.

Mahogany_Spears_resume_.doc

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

Mahogany Spears

[redacted]

Experience:

Alameda County Probation Dept. Oakland , CA 2/10/2020 - Present
Deputy Probation Officer

- Performs related duties and responsibilities as assigned.
- Design and maintain treatment case plan for each participant.
- Interviews, investigates and supervises adult offenders
- Transport clients from and to residential treatment program
- Appears in court as needed and represents the department in matters involving probation decisions and questions raised by the court, district attorney or the defendant's attorney; submits supplemental information as required; calendars and presents motions to extend, revoke, modify and terminate probation

SF City & County Adult Probation Dept. San Francisco, CA 3/6/2017 – 2/7/2020
Deputy Probation Officer

- Co-Manage the Mayor's Interrupt, Predict and Organization Employment Program (IPO T.A.Y 18-25)
- Represent or lead on behalf of the Mayor's Office at key policy-making bodies on criminal justice related work.
- Assist in the creation of program and project evaluation efforts, including the development and refinement of program quality standards, outcome indicators, performance measures, and other continuous improvement tools.
- Write and develop reports, briefing memos and presentations for the department and for external stakeholders.
- Create, foster, maintain, and facilitate partnerships within and across city agencies, other public and private entities, service providers, and additional stakeholders to accomplish defined objectives.
- Performs related duties and responsibilities as assigned.
- Design and maintain treatment case plan for each participant.
- Interviews, investigates and supervises adult offenders
- Transport clients from and to residential treatment program
- Appears in court as needed and represents the department in matters involving probation decisions and questions raised by the court, district attorney or the defendant's attorney; submits supplemental information as required; calendars and presents motions to extend, revoke, modify and terminate probation

San Francisco Mayor's Office San Francisco, CA 12/30/2016 – 3/6/2017
Senior Policy Analyst Violence Prevention Services

- Manage the Mayor's Interrupt, Predict and Organization Employment Program (IPO T.A.Y 18-25)
- Facilitate and lead partnerships within and across city systems to accomplish project objectives.
- Identify, evaluate, and analyze issues and problems relating to criminal justice/violence prevention programs and procedures, present informed recommendations, and develop and implement solutions.
- Analyze legislative, funding, and policy threats, changes and opportunities to make recommendations to enhance access, sustainability, quality of services delivered and enhance the efficiency and impact of systems-building efforts.
- Represent or lead on behalf of the Mayor's Office at key policy-making bodies on criminal justice related work.
- Assist in the creation of program and project evaluation efforts, including the development and refinement of program quality standards, outcome indicators, performance measures, and other continuous improvement tools.
- Write and develop reports, briefing memos and presentations for the department and for external stakeholders.
- Create, foster, maintain, and facilitate partnerships within and across city agencies, other public and private entities, service providers, and additional stakeholders to accomplish defined objectives.

- Liaison with relevant regional, state, and national coalitions, research entities, funding networks, and other associations as needed to inform local efforts.
- Performs related duties and responsibilities as assigned.

SF City & County Adult Probation Dept. San Francisco, CA 9/2013 – 12/30/2016
Deputy Probation Officer

- Design and maintain treatment case plan for each participant.
- Interviews, investigates and supervises adult offenders
- Transport clients from and to residential treatment program
- Appears in court as needed and represents the department in matters involving probation decisions and questions raised by the court, district attorney or the defendant's attorney; submits supplemental information as required;calendars and presents motions to extend, revoke, modify and terminate probation

SF City & County Juvenile Probation San Francisco, CA 11/2010 –9/2013
8321 Juvenile Counselor

- Design and maintain treatment case plan for each participant.
- Plan, direct and supervisor leisure time activities.
- Conduct ongoing individual and group counseling sessions with residents.
- Prepare and maintain log books and records
- Prepare 90 day progress reports and graduation reports for Juvenile Court
- Transport residents from and to various locations
- Conduct orientations for newly detained minors
- Monitor and observe conduct, behavior, attitude and progress of residents.

Girl's 2000 San Francisco, CA 8/2010-12/2010
Case Manager

- Identify educational, social, and health needs of participants and their families.
- Design and maintain treatment case plan for each participant.
- Access resources based on treatment plan needs and ensure service delivery.
- Maintain monthly contact with parents of participants
- Participate in the planning and supervision of participants during enrichment activities and classes.
- Provide tutorial support during educational program components.
- Conduct counseling sessions for participants and their parents as needed.
- Participate in the overall empowerment and leadership development of the participants
- Demonstrate good oral and written communication skills.
- Initiate and maintain contact with teachers, probation officers, social workers and other relevant parties to provide advocacy and complementary social support
- Facilitate weekly workshops/groups and access resources for participants in the area of life-skills development.

Southeast Community Resource Network San Francisco, CA 12/2009-8/2010
Street Outreach Worker

- Facilitate group meetings for Gang Intervention between rival gang members
- Create violence prevention, self-esteem, anger management and financial workshops
- Assist in School mediation for the San Francisco Unified School District
- Responsible for CBO support
- Active Case manager for young adults between the ages of 13-21
- Prepared weekly and monthly statically reports

Student Support Services San Francisco, CA 8/2009-12/2009
Support Staff

- Responsible for hiring packets and payroll
- Responsible for preparation of contracts and K resolutions

- Responsible for excel reports
- Responsible for budget/ordering /budget log
- Responsible for account management: invoices, requisitions and encumbrances

Positive Directions Equal Change **San Francisco, CA** **5/2008-06/2009**
Case Manager/Counselor Intern

- Assist with case loads
- Connect clients with different organizations and resources
- Managed referrals to residential treatment programs and Child Protective Service
- Assist in counseling groups
- Responsible for keeping paperwork up-to-date

San Francisco Unified School District **San Francisco, CA** **10/2008-5/2009**
Senior Clerk Typist
Various Temp Locations

- Responsible for Attendance
- Responsible for Memos
- Responsible for accuracy in both interpreting the files information and entering data
- Responsible for generating Excel report
- Responsible for answering all incoming lines
- Administrative duties

San Francisco City & County **San Francisco, CA** **10/2007-4/2008**
Senior Clerk Typist

- Responsible for inventory of Adoption case files
- Responsible for Quality Control Checks
- Responsible for accuracy in both interpreting the files information and entering data
- Responsible for generating Excel reports
- Responsible for answering all incoming lines
- Administrative duties

Computer Skills:

Microsoft Office Suite: Word 2007 Excel 2007 Outlook 2007 Access 2007

Education:

Saint Augustine's College Raleigh, NC
BA Political Science May 2007

University of San Francisco San Francisco, CA
Master's in Counseling Psychology May 2015

San Francisco Law School Emeryville, Ca
Juris Doctorate Anticipated graduation date May 2022

Accomplishments:

- Recipient of the scholastic achievement award for Academic Achievers Program at Saint Augustine's College
- Recipient of the United Negro College Fund- Wells Fargo Scholarship
- Recipient of Omega Boys Club Scholarship
- Completion of Juvenile and Adult Probation Core Training
- Completion of P.C. 832 Laws of Arrest Training

Application Form

Profile

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name (if applicable)

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

I have been involved with the Racial Justice Coalition & the work of the subsequent Task Force since inception. I've played an integral role in ensuring the final recommendations reflect the needs of our greater community & would like to work towards ensuring the implementation follows the spirit of the recommendations. As a trained mediator & negotiator, multicultural & multilingual, as well as one heavily involved in many different community groups throughout the county, I believe I can represent multiple perspectives while maintaining focus on the purpose of the advisory body.

This application is used for all boards and commissions

Cheryl
First Name

Middle Initial

Sudduth
Last Name

[redacted]
Email Address

[redacted]
Home Address

Suite or Apt

El
City

CA
State

94803
Postal Code

[redacted]
Primary Phone

Employer

Job Title

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:

None Selected

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

College/ University A

Unit of IL

Name of College Attended

Cellular & Molecular Biology and Biochemistry

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

CSudduth_res_18km2.pdf

Upload a Resume

Final Questions

How did you learn about this vacancy?

☑ Other

Racial Justice Task Force meeting

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

Cheryl Sudduth

[redacted]

Summary of Professional Skills

Detail-oriented Contracting Director with extensive experience in local, state, federal, international public/private/commercial contracting & governance. Chief negotiator, evaluator, drafter of wide range of contracts; manage P&Ls; supervise contract specialists & project managers. Valid government clearances.

Project Management | Negotiations | Strategic Oversight | Business Development | Leadership & Team Building | Market Insights | Facilitation & Mediation
Compliance |Budget Management | Public Relations | Legal Acumen |Research & Development | Development | Client & Community Outreach

Professional Contracts & Project Management Experience

- SME & chief resource for all aspects of contract interpretation & administration; senior-level cradle-to-grave contract administration: drafted, negotiated, closed, administered nearly $500M private, public sector & commercial contracts; preparation, finalization, analysis and administration. Provided leadership, management & oversight of all aspects of entire contract operations process and all regulatory compliance program requirements throughout contract life cycle for private, commercial, public sector *(GSA, USCG, Dept. of the Navy, Dept. of the Army, IRS, SSA, CBP, USDA, FDA, DOD, DOI, FPS, & DHS)* contracts: negotiations, drafting, pre-award & post-award functions, procurement, close-outs, terminations, & administer full range of standard & complex software, hardware, systems, materials, consulting, communications, & services agreements plus other transactions.
- Created new procedures to reduce contracting processing incl. preapproved contract clauses directory to streamline negotiations, checklists to aid in contract review, contract summary sheets and calendar tickler forms to increase efficiencies.
- Directed oversight of real property contract division: drafting, negotiating, closing, administering $15M-450M in merger & acquisitions, lease management, professional services, and construction of client-owned property or renovated leased property incl. overseeing/conducting due diligence research; defining & documenting project scope; working with architects, construction project managers and the facility engineering team to define, design, plan construction or renovation/alteration and any subsequent scope changes; work with project managers on any additional changes to project scopes or operational plans, any needed maintenance or repair; sourcing materials & resources; vetting vendors; negotiating & administering contracts & leases; preparing documentation; developing timetables and processes for completion; defining inspection criteria, quality assurance and quality surveillance programs; tracking progress and handling any construction or project issues; establishing project evaluation criteria; managing timely delivery of property and services as contracted and inspecting final buildings to ensure final specs and quality standards are met as defined.
- Managed procurement administration: created bid announcements, reviewed/selected LTPA bids suitable to budget & timeline, prepared award letters, purchase agreements, contracts, leases to acquire most cost--effective services & terms; compare prices, discounts, delivery dates, materials & pricing, labor costs, overhead, handling charges, negotiate prices & services, vendor/subcontractor vetting, oversee adherence to contract flow-down provisions.
- Negotiated agency-wide vendor supplies agreements, resulting in monthly incentives for early payments of up to 7.25% & annual savings of 22%.
- Defined, researched, interpreted, & framed complex issues; reviewed contractual & regulatory data; assessed-prioritized-monitored-addressed potential challenges and risks; evaluated alternate solutions; provided clear, concise, insightful contractual analyses & presentations to executive management and outside counsel; recommended feasible actions; developed timetables & processes for completion.
- Project Manager: regularly oversaw, planned, scheduled & organized work of division & program staff incl. flow of activity to accomplish strategic objectives, meet deadlines, stay within budget, exchange information, meet contract specifications & departmental policy. Established priorities, allocated resources & provided appropriate support through project life cycle, incl. utilizing CRM, ERP & other dashboard systems and government proprietary tracking programs to manage performance & resources.
- Developed annual division operating budget for exec review & approval; reviewed & approved financial reports, contracts, budget change requests, & no-cost extensions; closely monitored spending to ensure budgets tracked with approved financial plan & periodically discussed with managers; coordinated integral business components *(purchasing, contracts, construction)*; kept all internal/external stakeholders apprised of ongoing project statuses.
- Implemented new cross-departmental management training system, identifying opportunities for managers of different departments to learn new skills and to diversify thought leadership & skills capabilities across agency.
- Worked with HR, Project Teams, Marketing & Client Services to ensure compliance with Sec. 508-Accessibility Standards for Documents. Conducted needs assessment, instructional curriculum design, training materials, tools & resources; developed & facilitated ADA Documentation Remediation Training *(in multiple languages)* following web content accessibility guidelines *(WCAG)* Level AA/AAA or ISO *(International Organization for Standardization)* specificity for various document types - *Adobe PDFs(.pdf), Adobe InDesign(.indd), Microsoft Word(.doc, .docx), Microsoft Excel(.xls, .xlsx), Microsoft PowerPoint(.ppt, .pptx)*. Developed detailed best practices guides for future reference.
- Discovered additional revenue opportunities that increased revenues over $1.6M annually. Oversaw work of outside agencies, consultants & vendors; worked with sales & operations managers/project managers to develop business proposals & prepare specs & RFPs; coordinated in-house & consultant input for proposal docs; provided management oversight of new opportunities.
- Community Engagement: Advance and communicate organization's mission via effective marketing and public relations. Lead community partner and agency communication efforts inc. strategy planning, developing print media and marketing collateral, media relations, website/electronic communications, crisis communications, & printed materials/publications/photography. Increase engagement of community members through designing & executing marketing campaigns, contests, & other initiatives. Grow existing partner/client base, maintain current relationships & build strategic relationships between organization & local community, non-profit agencies, schools, & government offices. Act as employee advocate.
- Events Management: planned annual *dis*Ability Awareness Month activities and Employee recognition Awards events; organized annual/semi-annual training and recognition events for community partners; coordinated special events related to learning, community engagement, and other opportunities for stakeholders, including workshops, panels, site visits, or other programs; collaborated with project managers and community partners on Service & Leadership, MLK Week, *dis*Ability Week/Month recognition; annual training & achievements conference planning team member & forum participant; mySiebel News team liaison & legal/contracts group intranet administrator; international delegate at worldwide training & industry events.

Professional Compliance Officer Experience

- Planned and oversaw regulatory program by devising and implementing appropriate strategies for compliance and creating the structures, systems, competencies and monitoring activities to meet requirements; set priorities, determined goals and planned changes; worked directly with managers to communicate, educate and facilitate team productivity, efficiency and proficiency.
- Developed a single quality compliance group with defined standards; implemented specific quality & performance metrics in adherence to applicable contract/organizational policies and procedures, regulatory requirements, external laws and accreditation standards. Managed implementation of adopted national/international performance & quality standards *(ISO 9001, CARF, LEAN, AbilityOne, Goodwill Int'l)* & quality checks.
- Created inspection criteria & checklists to reduce work/prep time & aid staff in noticing errors quicker, improving quality control by 45%.
- Produced quantitative reports/dashboards to measure effectiveness of compliance programs & training; tracked risk mgt issues; summarized cases.

- Coordinated with project managers, contractors and vendors to conduct proper EIRs & ensure all regulatory requirements, incl. all environmental and social impact concerns are defined, properly addressed & documented.
- Worked with advocacy organizations, federal, state & local regulators to ensure each project plan incl. sustainability, recycling measures, water efficiencies, renewable resources, and energy efficiency; & preserved any required historical building features.
- Performed routine & targeted internal audits, monitored reviews to identify trends in potential compliance & privacy risks, recommended corrective action plans as needed. Maintained well-organized, auditable regulatory files. Provided external audit support, coordination, & trend analysis.
- Facilitated & participated in collective bargaining + mediation. Oversaw complaint resolution & grievance processes & procedures, incl. investigated bargaining/non-bargaining unit grievances, interviewing employees, developing & recommending appropriate resolutions & corrective actions, advising managers on communications approaches, documentation, dispute resolution. Conducted grievance hearings.
- Served as AA/EEO Officer, directly conducted or assisted staff with review and investigations of charges of unfair labor practices and employment discrimination claims, incl. assisted in responding to requests to NLRB, EEOC, & State regulatory agency investigations and hearings.
- Advised, trained and provided specific direction to managers to ensure compliance with policies and practices governing workplace rules and conduct, plus applicable laws, regulations and best practices.
- Created culture for learning & continuous improvement: needs assessment, instructional design; developed & disseminated training materials, trainer development, delivery; provide tools & resources for quality, performance management & measurement; train/re-train managers & site supervisors.
- Maintained regulatory intelligence through research, continuing education, regulatory seminars, conferences & meetings to stay abreast of new/emerging regulations. Monitored & maintained up-to-date knowledge of federal, state & applicable international employment laws, pending legislation reported in federal register, updated OIG work plans, revised accreditation standards, & monitored advancements in privacy rights & compliance technologies to determine level & need for inclusion in current policies & procedures/SOPs. Utilized statistical aggregation & analyses, proactive & purposeful communications, and training & monitoring activities to identify, implemented & disseminated best practices.

M_2E_2 Consulting Inc. ~ ***Principal Consultant, Contracts and Compliance*** ~ *01.2005-*

- Contracts Drafting, Negotiation and Analysis; Contracts & Records Management; Compliance oversight & Regulatory Affairs management. Serve as SME providing expert Technical and Research Assistance *(local, state/federal/industry)*.
- Define framework, strategies, and deployment plans for contract management. Administer contract review and approval process utilizing global document management system. Liaise with Legal and Procurement leaders to develop contract templates for major spend categories and an approved clauses & standard agreements templates library for contingent use by contracting staff.
- Develop and direct implementation of strategic goals and objectives, policies, procedures and standards.
- Conduct/analyze gap analyses and evaluations for executive team and other stakeholders incl. local/state/federal entities and other agencies.
- Develop training programs; design training, educational & communications tools & collateral materials for staff, executives, stakeholders & public.
- Provide ongoing execution and management of process & business excellence initiatives utilizing certified, industry-wide best practices (LEAN, TCM, & ISO 9001), aligned with PMI & PMBOK, to provide cradle-to-grave contract management.
- Oversee Procurement & Property Asset Management incl. contract negotiations & administration. Develop, maintain & execute policies, procedures & systems; ensure scalability of processes & systems. Develop best cost-value sourcing processes in coordination with int/ext business partners. Vendor/Supplier vetting. Effect sound QA/QS programs.
- Chief Labor Negotiator: assist in contract bargaining; finalize post-negotiation docs; provide guidance through grievance & arbitration process.
- Directed development of capital improvement plan budgets for approval, as well as monitored implementation of adopted budgets.
- Oversee Real Property transactions: due diligence; M&A; leases; defining & documenting project scope; sourcing; vetting; negotiations; documentation prep; developing timetables; defining inspection criteria, QA/QSP; tracking progress; handling construction/project issues; establishing project eval criteria; managing timely delivery of property/services & final inspections; ensuring proper & timely payment receipts.
- Conduct manager and staff training and provide guidance on building safe, inclusive environments for ***all*** workers inc. sexual harassment/AB1825, EEO, DOL, FMLA, ADAAA, OSHA and workplace safety, policies & compliance matters,
- Community Engagement, Social Equity and Justice: issues chiefly related to job & wage equity, housing security, food justice and access, inclusive community development, leadership development, inclusive public safety, and other issues, while employing true community engagement and empowerment especially that which is committed to building power for communities of color, low-income people, immigrants, and other marginalized people. Build and strengthen relationships with other local community-based organizations. Collaborate with existing community groups, leaders and community members to develop and execute community-based initiatives/campaigns which help to build community power, with a particular focus on housing, community wellness, civil & immigrant rights, food & environmental (clean air & water) justice, and public safety interventions (in a non-punitive, inclusive way). Expand and strengthen grassroots coalition base via recruiting volunteers and developing community leaders. Supervise and mentor leaders. Facilitate leadership classes to educate community on social justice issues; serve as moderator and forum participant. Conduct community outreach and information sharing and engage community in meetings, town halls, listening sessions to determine needs and concerns. Develop and implement specific political and organizing strategies for each campaign. Research, compile, analyze, interpret and summarize complex, information then determine reasonable alternatives and conclusions as well as recommendations for actions/inactions. Advocate policy positions at public forums, City Hall, County Board Administration meetings, and State Legislative sessions. Meet with local, county and state elected officials to discuss community issues and advocate needs.

Goodwill Industries, Inc. / Calidad Industries, Inc., *an AbilityOne - affiliated CRP)* ~ ***Senior Director, Contracts & Compliance*** ~ *02.2003-12.2016*

- Contracts Negotiation & Management: cradle to grave, providing leadership to 12-15 project managers & site supervisors. SME & chief resource. Interpreted & analyzed contract terms and potential impacts to Agency incl. translation of issues and proposed alternative contract language/terms.
- Procurement, purchasing, global source selection, RFI/RFP preparation, evaluation, negotiation and issuance, and subcontracting vendor management utilizing standard & customized SRM, ERP and CRM systems.
- Contractor, subcontractor, and vendor compliance: periodic audits and field investigations to confirm compliance with applicable laws, regulations & related policies incl. flow-down terms & conditions, prevailing wage *(SCA/WDR/DBA)* policies and other labor regulations.
- Experienced Labor Negotiator: lead contract bargaining; finalize post-negotiation documents; train and coach managers on supporting union-represented workers; provide guidance through grievance & arbitration process.
- Budget Management: annual budget preparation and revenue projection analyses, quarterly P&L planning and budget management. Conduct periodic audits to ensure compliance with financial regulations. Prepare risk assessments. Advise project team of impact of operational decisions on P&L.
- Regulatory and Contract Compliance Research: reviewed, interpreted, applied and monitored requirements under FLSA, SCA, AbilityOne, DOL, DBRA, FAR, DOD, SOX, OFAC, GLBA, EEO, ADA, FMLA, EDD, KYC, cost-ben analyses, LOCs, Patriot Act, Reg. E, HIPAA and HITECH.

- Quality Management: developed, designed and managed implementation of quality and performance metrics applicable to contract/organizational policies, regulatory requirements, external laws, adopted int'l quality and accreditation standards *(CARF, ISO 9001, AbilityOne, Goodwill Int'l)*. Produced quantitative reports/dashboards measuring effectiveness of compliance programs & training; tracked issues & summarized mgt efforts.
- Management Staff Coaching and Guidance: labor and employee relations practices, performance improvement, contract interpretation & administration, developing and implementing strategic initiatives, safety administration, and emerging workforce issues.
- Personnel Compliance: EEO Officer for AbilityOne workforce. Resident SME on laws governing equal employment and fair, consistent treatment of employees. Handled regulatory filings, inquiries, audits, investigations. Facilitated satisfactory resolutions to grievances. Assisted HR with document production to regulatory agencies, investigations. Trained managers and staff and provided guidance on building safe, inclusive environments for *all* workers *(sexual harassment/AB1825, EEO, DOL, FMLA, ADAAA, OSHA, EHS, and workplace safety)*.
- Suggested then helped implement personnel realignment so key individuals communicated critical information & instructions in real-time updates.
- *dis*Ability and AbilityOne Program oversight: HR compliance systems and processes to ensure compliance with regulatory requirements.
- Increased direct labor ratio from 67% to 83% over five years, using intentional direct hiring efforts and enhanced worker training.
- Directed hiring & retention to increase Wounded Warriors & Veterans w/*dis*Abilities participants, increasing hires by 19.5% FFY14 ->FFY17.
- Chair agency's Quality Work Environment *(QWE)* task force working directly with workers with significant *dis*Abilities to determine most effective ways to help workers be more efficient & productive, leading to increased wages and greater opportunities for advancement and/or competitive employment outside of the agency. Annually, identify & train select workers with significant *dis*Abilities to participate on task force, learn self-advocacy & leadership skills, and attend annual conferences in Washington DC, Los Angeles, Dallas and Sacramento.

Siebel Systems, Inc. *(now Oracle Corp.)* ~ ***Sr. Contracts Negotiator*** ~ *11.1998 – 01.2003*

- Senior-level cradle-to-grave contract management incl. drafted, negotiated, closed, administered $450M of large standard and complex, non-standard software license and professional services agreements and related contractual collateral.
- Worked with senior corporate counsel to establish real property division incl. negotiating & administering real estate contracts for company-owned property & acquisitions, lease management, defined inspections & QA programs. Assisted senior corporate counsel in handling all M&A transactions for real and intellectual property incl. EDD & KYC.
- Worked directly with project team to define project scope, develop timetables and processes for completion, track progress and management issues *(incl. QA & inspection reports or complaints),* evaluation criteria, summarize case management efforts utilizing standard and customized systems *(Siebel, PeopleSoft, SAP, Oracle, Salesforce),* manage and inspect timely delivery of property and services as contracted and proper payments received.
- Created training & negotiation tools (standard contract templates, contract playbooks and clauses repository) for sales, operations & legal team.
- Interpreted & analyzed contract terms & potential impacts to company incl. translation of issues & proposal of alt. language or other resolution(s).
- Developed and delivered on-site contract negotiation training to contracts/sales personnel throughout No. America, So. America, EMEA, and Australia; worked with local legal staff and consultants to create localized versions of agreements, contract manuals, & training materials *(verse in 8 languages)*; created user-friendly contract manuals, detailed 'playbooks' and 'best practices guides' for training legal support and sales staff.
- Annual training & achievements conference planning team member and forum participant; mySiebel News team liaison & legal/contracts group intranet administrator; International delegate at worldwide training & industry events.

Sony Signatures Inc. *(a division of Sony Pictures Entertainment and Sony Software)* ~ ***Mgr. Contracts/Negotiator*** ~ *08.1994 – 01.1999*

- Managed negotiation & contracting process for standard to complex, public/private sector merchandising license & services agreements, statements of work, amendments, technology, real property, non-disclosures, contractors, distributors, & vendors under tight deadlines with limited direction.
- Interpreted and analyzed contract terms and potential impacts to company incl. translation of issues and proposal of alt. contract language/terms.
- Created, reviewed, updated standard contract templates, playbooks, clauses repository and contract summary sheets.
- Worked with corporate counsel/general counsel on real property transactions incl. due diligence research on international real estate purchases and tax implications, defining & documenting project scope, construction issues & vendor vetting, negotiating contracts & property leases, defining inspection criteria & quality surveillance programs, prep docs, managing property inspections of final building deliveries to ensure final specs met.
- Coordinated tracking & verification activities; communicated with implementation licensees to detail reporting requirements & ensure quarterly reports were submitted accurately and timely. Created & supervised maintenance of databases. Developed & implemented quality pre- & post-contract systems to automate & streamline contract process; proactively monitored compliance for 300+ agts, incl. 2,000+ contracts shared database.
- Assisted with creation, design, testing, & maintenance of Royalty Management System & Lotus Notes. Developed & delivered on-site training to contracts/artist relations personnel in No. America, So. America, EMEA & Australia. Served as U.S. Customs liaison & aided in enforcement of IP rights incl. prep of cease & desist letters and reports of violating companies & products and those involved in detentions and seizures.

Professional Education & Training

- *University of Illinois, Urbana-Champaign, Bachelor of Science, Cellular & Molecular Biology/Biochemistry*
- *Continuing Education, Contracting and Compliance: Virginia Commonwealth University, Defense Acquisition Univ. (DAWIA), NCMA, Strayer Univ.*
- *Member, National Contract Management Association (NCMA), Government Contract Management certification, in progress*
- *Member, International Association for Contract & Commercial Management (IACCM), Certified Contract Management Expert (CCME), in progress*
- *Member, American Contract Compliance Association (ACCA), Certification in progress*
- *California Diversity Council, National Diversity Council, National Disability Council, National Association of Professional Women*
- *Specialized: Contracts Management, Contract Claims Management, FAR Administration, Strategies in Contracts Negotiation, Managing Cost Contracts, Cost Contract Accounting Principles, Research & Contracting Strategies, GSA Contracting Basics, Internal Quality Assurance, Art of Negotiation, Fed Compliance, HIPAA, Stark, False Claims Act, Problem Solving & Decision Making, Sexual Harassment AB1825 (Trainer), EEO Officer, ADA & disAbility Awareness (Trainer), Leadership (Trainer).*

Professional Awards & Accomplishments

- ***Goodwill*** *'President's & Chairman's Awards' for outstanding job performance 2003-15.*
- ***Goodwill*** *Qualified Trainer in contract compliance, EEO & ADA regulations, management principles, organizational behavior, project management, organizational development, change management, succession planning, strategic planning, personnel management.*
- ***Goodwill*** *Community recognition for 'Opening Doors and Building Opportunities for Persons with Disabilities' 2003-16.*
- ***Siebel*** *'President's Award' for outstanding job performance (1 of 10 annual recipients from ~9,000 employees) 1998-2002.*
- ***Siebel*** *Legal/Contracts group international 'MVP' staff trainer and coach, 1999-2002.*
- ***Sony*** *'Spotlight Award' for 'Clearly Outstanding Job Performance' (1 of 25 annual recipients of all US employees) 1995-98.*
- ***Working Mother Magazine "****Mother of the Year" 2005-06, "Workplace Maverick" 2005-06.*
- ***Oakland Tribune & Contra Costa Times*** *"Person of Influence" 2006-08, "Community Involvement Award" 2006-08, 11-14, 16-17.*
- ***City of Albany & Albany Unified School District*** *"Volunteer of the Year" 2009/10,* ***Boys & Girls Club*** *"Valuable Volunteer".*

Application Form

Profile

Apollo
First Name

Middle Initial

Sulse
Last Name

[redacted]
Home Address

Suite or Apt

Brentwood
City

CA
State

94513
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

Which supervisorial district do you live in?

- [x] District 3

Education

Select the option that applies to your high school education *

- [x] High School Diploma

College/ University A

Name of College Attended

West Valley Community College

Degree Type / Course of Study / Major

Communications

Degree Awarded?

- (•) Yes
- ( ) No

College/ University B

Name of College Attended

Northwest University

Degree Type / Course of Study / Major

Ministry Leadership

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

Seat Name

representative from a faith-based organization OR representative who works with youth in the community

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?

0

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

Growing up a minority in a low income neighborhood, I have experienced first hand what racial injustice looks like. While I may not have experienced it to the degree some of my brothers and sisters have, I am very passionate about bringing equality and justice to those who do. I have been working with youth my entire career and have a life long goal of expanding perspective, and giving insight for young people in our communities to achieve growth academically, in future career pursuits, but more importantly in their personal lives as they discover what it means to engage 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.

I have been working with minorities and at risk students in my community for the past 13 years whether on staff or in a volunteer capacity. I organized a peaceful prayer walk for justice in our community this year that involved over 15 churches/places of worship of varying faith backgrounds in our area and worked alongside the Concord PD to both include them and support them. I currently work with different high schools in our county to educate students on how to succeed at the next level in education, the work force, or other areas of personal development.

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

I am a passionate leader that has a heart for social justice issues in our community and I want to work towards healthy change. Working with youth every day of my career, I have a good pulse on where young people are at and what effects the media and their peers play on their development. I am a strong communicator and want to help be a voice to the voiceless, but more importantly an ear for the community. I am flexible, coachable, and I work well in teams. I am willing to be a leader, but also willing to be a servant to my peers and my community.

Apollo_Sulse_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:

n/a

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:

n/a

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

Apollo Sulse

[redacted]
Concord, CA 94513
[redacted]

PROFILE

I am a passionate community driven leader who has been doing ministry for 13 years with youth and young adults.
I possess the following valuable qualities:

- ***Discipleship:*** Have worked one on one with over 35 adult volunteers as well as multiple youth entering into adulthood, training them and helping guide them to a strong faith walk, some of which are now in part time/full time ministry and other community service based organizations.
- ***Leadership*:** Able to encourage, motivate and guide others, able to delegate and follow up, ensuring accomplishment of tasks, willing to get hands dirty and do what needs to be done to fulfill needs of community.
- ***Management:*** Planning and organizational skills, works in best interest of team, problem-solver, leads by example, loves to coach others and is willing to be coached.
- ***Communication:*** Gifted as a communicator, an active listener to others, great relationship building and networking skills.
- ***Technical Expertise:*** Able to work with various hardware and software for; music, audio, visual, computers, etc. both PC and Mac based systems.
- ***Extra Curricular:*** Certified Prepare Enrich Facilitator (couples counseling), Performed several weddings & funerals, planned camps/outreaches/missions/events in the community

EDUCATION

2018 - Present Northwest University
Bachelors in Christian Ministry Leadership (last semester)

2014 - 2016 West Valley College
Received Communication Achievement Award

2015 - 2016 Fuller Theological Seminary
Sticky Faith Youth Ministry Training/Cohort

2011 - 2012 Northern California Bible College
Courses in Biblical Studies

WORK EXPERIENCE

2016 – Present ***The Bay Church (3,500 weekly)*** Concord, CA
Youth Network Lead/Intern Director: Took over a ministry of 9 students and grew to 200 students over the course of 2 years. Speak on a weekly basis presenting full sermons as well as equipping and preparing other leaders to present messages of their own. Developed teams that started with 3 youth leaders to now 35 leaders that are actively engaged in small groups, mentoring programs, campus ministries, and beyond. Operate as Network Lead over 2 campuses ensuring growth of both youth ministries. Started with no campus presence at local high schools to now being heavily involved at 5 different campuses through clubs and mentoring reaching a span of over 350 students. Developing leadership from the student level as well as the adult level. Working with families in cultivating a healthy environment for growth not just at church but also at home. Speaking to the main congregation several times a year and sharing vision for overall church growth as well as student ministry growth. As an Intern Director I recruited and developed students and steered the ship of

changing the program from a small stipend based program into a partnership program with a fully accredited university. Helped prepare students for full time vocational ministry and community work. Charted the growth of program from being catered to just youth ministry to span the breadth of the entire church and outreach based programs for our neighborhoods. Planned and coordinated multiple events in the community as well as retreats and camps for the interns/ students to serve in.

2012 – 2016 ***Cathedral of Faith (10,000 weekly)*** San Jose, CA
Youth Director: Developed a strong weekly youth service starting with 60 students and doubled in one year to over 120 students weekly; Creation and development of weekly curriculum both for sermons as well as small group Bible study plans. Recruited volunteers and grew a team of 12 to a team of 35 adult leaders. Coordinated and created camp programs for our church as well as others in our area. Led teams on missions trips twice a year from as little a group as 10 people to as large as 80. Planned and oversaw outreach events in the community for over 2,000 students. Ministered the Gospel on a weekly basis to youth from the pulpit as well as on school campuses. Working hands on not just with at risk students but also with whole families, partnering to grow our community. Regularly visit school campuses to build relationships with faculty and the student body.

2010 – 2014 ***Neighborhood Christian Center (200 Students Daily)*** Santa Clara, CA
Master Teacher: Ran a class of 80 students and 10 adult teachers, teaching and developing curriculum based on art, music, drama, dance, and supplements of English, Math and Science. Worked hands on with several students, but more importantly entire families. Healthy growth in our communities starts with healthy families. Taught and developed daily messages and curriculum plans for my classroom as well as curriculum for the entire school for the arts program. Co-led weekly chapel meetings and led music program for entirety of school.

2007 – 2010 ***YMCA (90 Students Daily)*** Cupertino, CA
Youth Program Site Director: Led a team of 7 adults and over 90 students in a youth program geared towards low income and struggling families in the public school system. Created and implemented curriculum to help students achieve academic success and overcome behavioral issues. Partnered with parents as well as teachers to help students succeed in school. Created fun and safe environment for students to feel welcome and want to learn. Taught through games, activities, reward systems, and special events to encourage growth.

BIOGRAPHY

I have a beautiful wife, Rebekah and we have been married for 5 years and have two amazing twin boys named Ephraim and Elisha. We've been doing ministry together since 2008 from the time we started in the same youth group where we met to our positions at our current church in Concord, CA. I was a teacher for almost 5 years but felt God's call on my life to full time ministry. I took a leap of faith and quit my job to lead a youth group full time without pay for almost a year util God opened the door for a full time employment. We have now been serving as the youth pastors and intern directors at our current church and we absolutely love ministry and serving the local church! My wife and I believe that God has a specific plan for us to reach young people for His kingdom and we are willing to do whatever it takes to see His glory revealed in this generation.

REFERENCES

Vontre Mason
Deer Valley High School
Antioch, CA
925-586-3733

Pastor Scott Cody
Saint Andrews Pres
New Port Beach, CA
949-574-2270

Pastor Jason Bishop
The Bay Church
Concord, CA
406-471-4170

Pastor Derik Scott
Tapestry Church
Redwood City, CA
408-772-9913

Graciela Marques-Hahn
Neighborhood Christian Center
Santa Clara, CA
408-984-3418

Pastor Kevin Andrews
The Bay Church
Pittsburg, CA
925-334-9776

Print Form

RECEIVED
OCT 11 2018
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

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:

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Williams (Last Name) Edward (First Name) Ellis (Middle Name)

2. **Address:** [redacted] (No.) (Street) Richmond, Calif 94804 (Apt.) (City) (State) (Zip Code)

3. **Phones:** (Home No.) (Work No.) [redacted] (Cell No.)

4. **Email Address:**

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

High School Diploma ☐ G.E.D. Certificate ☒ California High School Proficiency Certificate ☐

Give Highest Grade or Educational Level Achieved

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Contra Costa College	Health and Human Services	Yes No ☐ ☒	6			
B)		Yes No ☐ ☐				
C)		Yes No ☐ ☐				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No ☐ ☐			

THIS FORM IS A PUBLIC DOCUMENT

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.**

A) Dates (Month, Day, Year)	Title	Duties Performed
From: 2015 To: 2018 Total: Yrs. 3 years Mos. 4 mos. Hrs. per week ____. Volunteer ☒	Reentry Success Center Employer's Name and Address Pat Mims [redacted] Richmond, Ca 94801	mentoring Youth
B) Dates (Month, Day, Year)	**Title**	**Duties Performed**
From: 2016 To: 2018 Total: Yrs. 2 years Mos. 8 mos. Hrs. per week ____. Volunteer ☒	Men and Women of Valor Employer's Name and Address Pamela Saucer-Bilbo [redacted] Richmond, Ca 94801	Training Youth
C) Dates (Month, Day, Year)	**Title**	**Duties Performed**
From: 3 years To: 6 mos. Total: Yrs. Mos. Hrs. per week ____. Volunteer ☒	Men and Women of Purpose Employer's Name and Address Frank Hancock [redacted] Richmond, Ca 94801	violence Prevention Youth
D) Dates (Month, Day, Year)	**Title**	**Duties Performed**
From: To: Total: Yrs. Mos. Hrs. per week ____. Volunteer ☐	Employer's Name and Address	

THIS FORM IS A PUBLIC DOCUMENT

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: [redacted] **Date:** 10-8-2018

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.

THIS FORM IS A PUBLIC DOCUMENT

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:

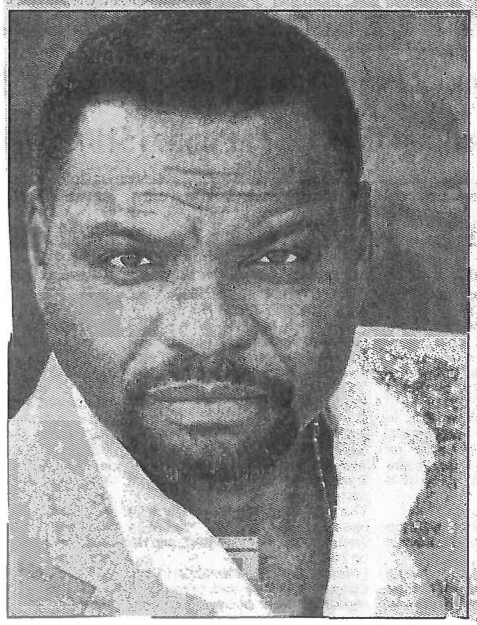
I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.

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.

postnewsgroup.com

Judge Judy Bailiff Heads to Oakland to Host OK Program's Community Unity Celebration in the Park



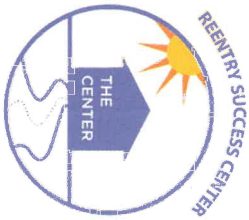
Television personality Petri Hawkins-Byrd (pictured at left), known for his role as the popular bailiff on the television court program Judge Judy, will serve as the master of ceremonies for KIC'IT In The Park '16, Saturday, May 21 at Verdese Carter Park, 98th Ave. and Bancroft Ave. from 11:00 a.m. to 3:00 p.m.

The gathering will feature a community picnic, free food, soft drinks and a host of fun games and activities for youth and families. with a special performance by the ACTS Full Gospel Choir.

"I'm looking forward to seeing hundreds of friends and families in Oakland for this very special fun day in the Park," said Hawkins-Byrd, known affectionately as Byrd by Judge Judy and others. "We want to celebrate our youth, as well as highlight all the positive things that are being done in our communities, especially the efforts between the Oakland Police Department and Oakland's OK Program," added Byrd, who serves as the Chair of the national OK Program Board of Directors.

REENTRY SUCCESS CENTER

912 Macdonald Avenue, Richmond, CA 94801 | reentrysuccess.org



[redacted]

Edward Williams
Intake Specialist

Certificate of Completion

Awarded To

EDWARD WILLIAMS

For completing the Contra Costa County AB109 Peer Mentoring Training

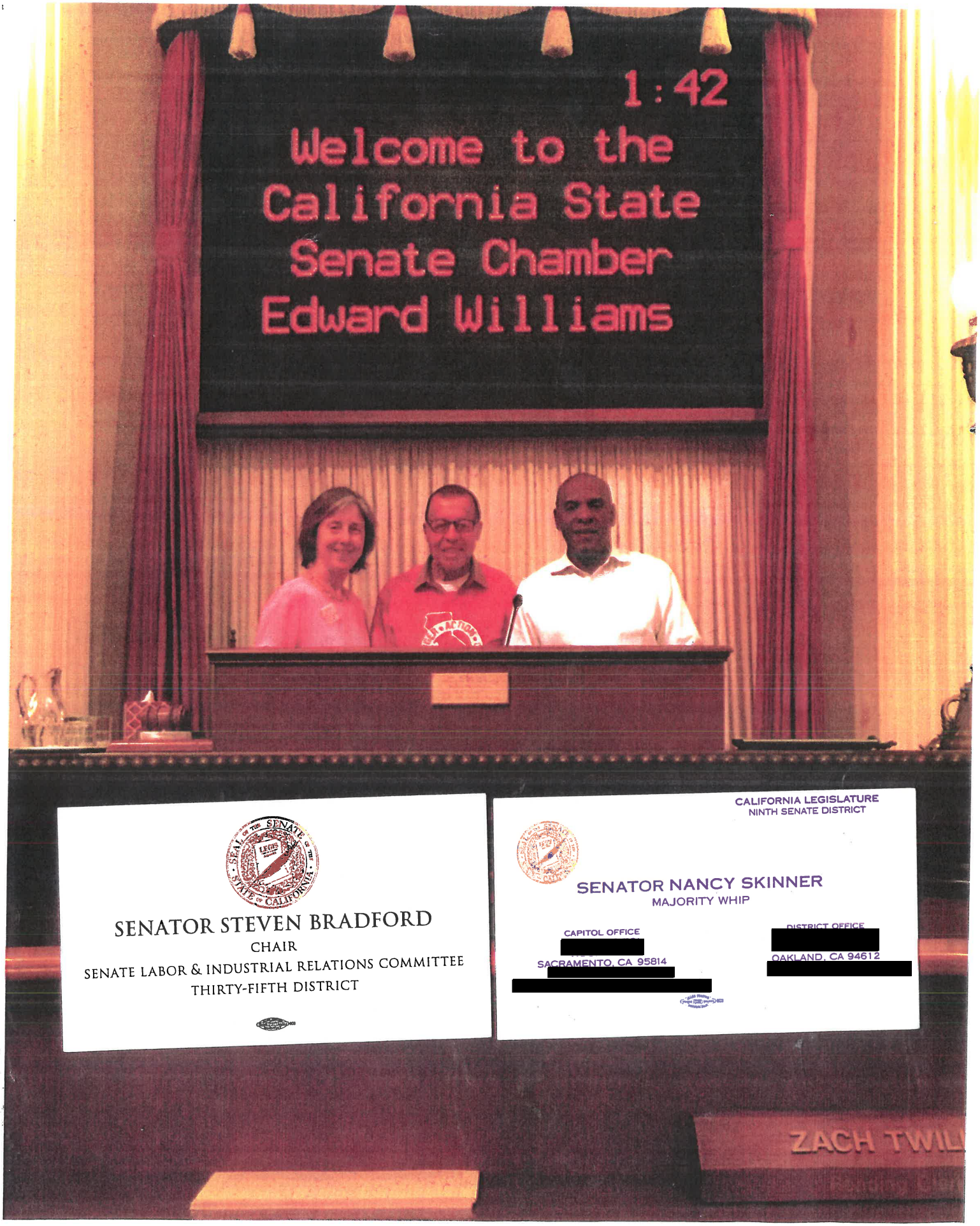
Trainers: Men and Women of Purpose & Brighter Beginnings

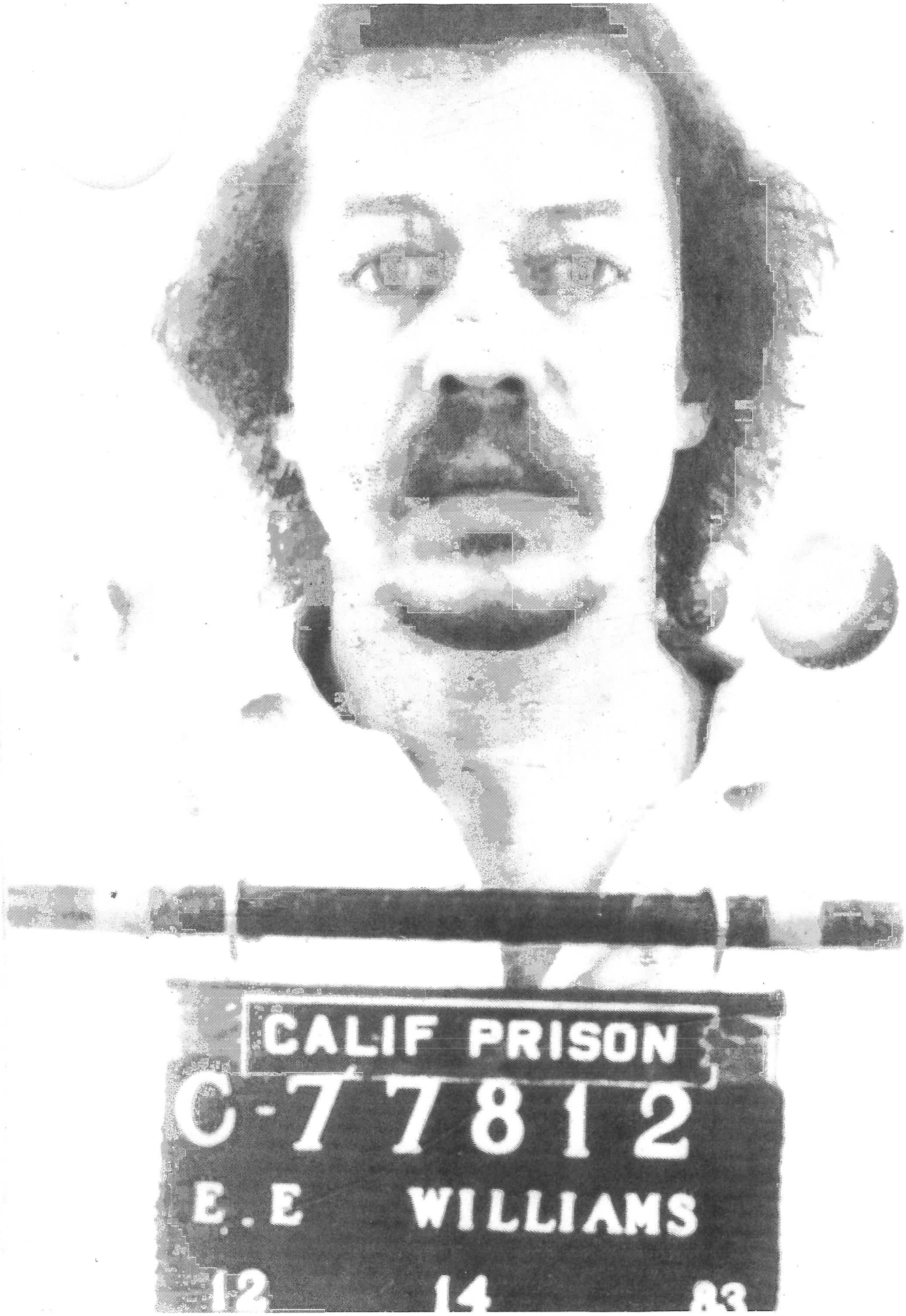
September 18 & 19, 2014

[redacted]
Frank Hancock
Life Skills/Mentor Director

[redacted]
Ignacio Ferrey
Program Manager

[redacted]
Clyde Wayne
Program Coordinator


1:42
Welcome to the
California State
Senate Chamber
Edward Williams
SENATOR STEVEN BRADFORD
CHAIR
SENATE LABOR & INDUSTRIAL RELATIONS COMMITTEE
THIRTY-FIFTH DISTRICT
CALIFORNIA LEGISLATURE
NINTH SENATE DISTRICT
SENATOR NANCY SKINNER
MAJORITY WHIP
CAPITOL OFFICE
[redacted]
SACRAMENTO, CA 95814
[redacted]
DISTRICT OFFICE
[redacted]
OAKLAND, CA 94612
[redacted]
ZACH TWIL


CALIF PRISON
C-77812
E.E WILLIAMS
12 14 83

"This is my Mantra"

"I Will Persist Until I Succeed!!!"

In the Orient, young bulls are tested for the fight arena in a certain manner. Each is brought to the ring and allowed to attack a picador who pricks them with a lance.

The bravery of each bull is then rated with care according to the number of times he demonstrates his willingness to charge in spite of the sting of the blade. Henceforth will I recognize that each day I am tested by life in like manner. If I persist, if I continue to try, if I continue to charge forward, I will succeed.

I WILL PERSIST UNTIL I SUCCEED!

I was not delivered into this world in defeat, nor does failure course in my veins. I am not a sheep waiting to be prodded by my shepherd. I am a lion, and I refuse to talk, to walk, to sleep with the sheep. I will hear not those who weep and complain, for their disease is contagious. Let them join the sheep. The slaughter house of failure is not my destiny.

I WILL PERSIST UNTIL I SUCCEED!

The prizes of life are at the end of each journey, not near the beginning, and it is not given to me to know how many steps are necessary in order to reach my goal.

Failure I may still encounter at the thousandth step, yet success hides behind the next bend in the road. Never, will I know how close it lies unless I turn the corner.

Always will I take another step. If that is of no avail, I will take another, and yet another. In truth, one step at a time is not too difficult.

I WILL PERSIST UNTIL I SUCCEED!

Henceforth, I will consider each day's effort as but one blow of my blade against a might oak. The first blow may cause not a tremor in the wood, nor the second, not the third. Each blow, of itself, may be trifling, and seem of no consequence. Yet from childish swipes the oak will eventually tumble. So it will be with my efforts of today.

I will be liken to the rain drop which washes away the mountain; the ant who devours a tiger; the star which brightens the earth; the slave who builds a pyramid. I will build my castle one brick at a time, for I know that small attempts, repeated, will complete any undertaking.

I WILL PERSIST UNTIL I SUCCEED!

I will never consider defeat and I will remove from my vocabulary such words and phrases as quit, cannot, unable, impossible, out of the question, improbable, failure, unworkable, hopeless, and retreat; for they are the words of fools.

I will avoid despair, but if this disease of the mind should infect me, then I will work on in despair. I will toil and I will endure. I will ignore the obstacles at my feet, and keep mine eyes on the goals above my head, for I know that where dry desert ends, green grass grows.

I WILL PERSIST UNTIL I SUCCEED!!

Mayor Tom Butt

NAME and NUMBER

WILLIAMS ELLIS 13-B-3L C-77812

CDC-128-B (Rev. 4/74

On October 24 and 25, 1994, inmate WILLIAMS ELLIS voluntarily participated in the video production, "Changing Directions-Breaking Barriers." This video was created specifically for inmates housed within statewide SHU programs at the direction of Education and Inmate Programs, Sacramento, and in conjunction with the Pacific Institute.
The inmates assistance in the successful filming was appreciable, noteworthy and he is to be commended for his cooperation.

cc: Central File
Inmate
Class File
Education File

Sara Ridgel
Pre-Release Instructor
CSP-Solano Level II

W.Chee
Supervisor
Academic Instruction (A)
CSP-Solano

[redacted]

DATE 10/26/94

GENERAL CHRONO

NAME and NUMBER **WILLIAMS** **C-77812** **21-D-2L**

CDC-128-B Rev. 4/74

Inmate WILLIAMS, was one of many participants of the 4th Annual Juneteenth Celebration, Saturday, June 19, 2004, here on Facility IV. His contribution as historical/motivational speaker is herewith acknowledged, appreciated and commended. Thank you for help making this years celebration a success.

cc: C-File
Writer
Inmate

[redacted]

R.L. WHITFIELD
TEACHER, PHYSICAL EDUCATION
RECREATION DEPARTMENT

DATE **June 24, 2004** **(Laudatory Chrono)**

GENERAL CHRONO

CONTRA COSTA
HEALTH SERVICES

Contra Costa Health Services
Certificate of Attendance

Name:

Edward Williams

Course Title:

GROUP FACILITATION SKILLS TRAINING

Instructor(s):

Dr. Karen Burt & Dr. Amy Gordon

Course Date(s):

Jan 12 & 13, 2018

LEAH ROMITO, M.D.

Leah Romito, MD, Medical Education Committee Chair

This activity has been designated for AAFP Prescribed Credits

The Harriet Tubman Award
THE Re-entry HEALTH CONDUCTOR PROGRAM
REMEDY SUPPORT Group

THIS CERTIFICATE OF APPERECIATION
ACKNOWLEDGES

Edward Williams

For having successfully completed the following requirements in the REMEDY Support Group Network Cognitive Behavior Therapy, Cultural Realignment, and Character refinement. Edward has shown an admirable willingness of contribution, love for education and commitment to living the REMEDY

[redacted]

Roosevelt Terry

Arlinda Timmons-Love

[redacted]

Tiombe Mashama

Dr. Michael Changaris

Presented By Contra Costa Health Services in partnership
with Center for Human Development

CONTRA COSTA
HEALTH SERVICES

Our Kids Program

711 G Street • Sacramento, CA 95814 • (916) 683-1164

State of California

Department of Alcohol and Drug Programs
Governor's Policy Council on
Drug and Alcohol Abuse
1700 K Street
Sacramento, CA 95814

Askia M. Abdulmajeed
Assistant Deputy Director

(916) 323-1706
ATSS 8-473-1706
FAX (916) 323-5873

January 22, 1996

Dear Mr. Parker,

I am writing you to let you know how much the O.K. (Our Kids) Program appreciated receiving a check on May 16, 1994 in the amount of $821.27 from Mr. Ellis Williams #C77812 and the Black Cultural Educational Awareness Program from Solano State Prison in Vacaville.

I was impressed by Mr. Williams as he explained the purpose of his organization and how they work to raise funds to help other organizations reach youth, in order to prevent them from making choices that could cause them to end up in prison.

I'm sure that I speak for the kids in the O.K. Program, their parent(s), and the mentors who work with the kids when I say that the funds were badly needed. We used them to pay for incentives for the students who meet the program's academic and social criteria.

Again, please inform Mr. William that his hard work and dedication is much appreciated.

Sincerely,

[redacted]

Deputy Donald Northcross
President/CEO

LEROY F. GREENE
MEMBER, CALIFORNIA LEGISLATURE
SIXTH SENATE DISTRICT

JAMES E. COOPER JR., M.P.A.
FIELD OPERATIONS ADMINISTRATOR

CAPITOL
[redacted]

DISTRICT OFFICE
[redacted]

26

Law Enforcement, Students, School Administrators, and Community Members working together!

Williams bestows lessons

3-14, 2014 The Advocate

Mentor released, yearns to help peers overcome adversity

By Denis Perez
ASSISTANT PHOTO EDITOR
dperez.theadvocate@gmail.com

A group in their mid-30s forms a circle in LA-103 as they prepare to witness 74-year-old Edward Williams' ability to counsel a room full of teenagers.

In a moment's notice the room transforms from one filled with older people into a space filled with young, care-free, arrogant teenagers from a poor local high school.

Williams' job is to act as the facilitator.

He is a co-facilitator of a progressive discussion about issues that underlie school bullying with the youth who suffer from being bullied, participate in the act or have seen bullying.

As Williams, a health and human services major at Contra Costa College, takes control of the noisy room with his firm voice, he starts explaining what will be discussed and the limits of confidentiality. As the exercise continues, the room becomes rowdy, impatient and intolerant to the things Williams and his co-facilitator say.

As the students in the room began to disengage, Williams maintains his composure and continues. He patiently sits and listens closely to what is being said, by whom, and in what way.

At the end of the exercise Williams tells the students that they should be soft spoken or silent until the person is ready to have a conversation.

"Today's young people from the hood have developed a mental abnormality," Williams said.

He knows troubled youth. Williams said he served 30 years inside the California State Prison in Vacaville where he encountered many young people. Most of them were gang members.

"He is the smartest man I know," Arner Pitts, an ex-Los Angeles crip gang member who was mentored by Williams, said. Pitts said that at first he was proud to be locked up in prison because he felt as though he had "graduated into the big leagues."

Pitts said when Williams asked him his name he replied confidently with his street name, "Spook." Williams frowned, and asked him if he knew his father and with a yes response from Pitts, Williams requested that Pitts ask his father what the Spook Hunters were.

"I felt like shit," Pitts said.

He found out that his street name was a derogative term coined by the Spook Hunters, a white racist youth gang that directed violence toward the growing Los Angeles black community in the 1940s and 50s.

Pitts said, "Teach (Williams) took his time to mentor me and mentored me until the day I paroled."

He said Williams made him read three newspapers a day, study black ancient history up to current history, taught him philosophy and made him into a studious young man. People even started calling him Young Malcolm.

Pitts said Williams changed his mentality from an angry gang member to an educated, sophisticated young man who was ready to be a valuable part of his community.

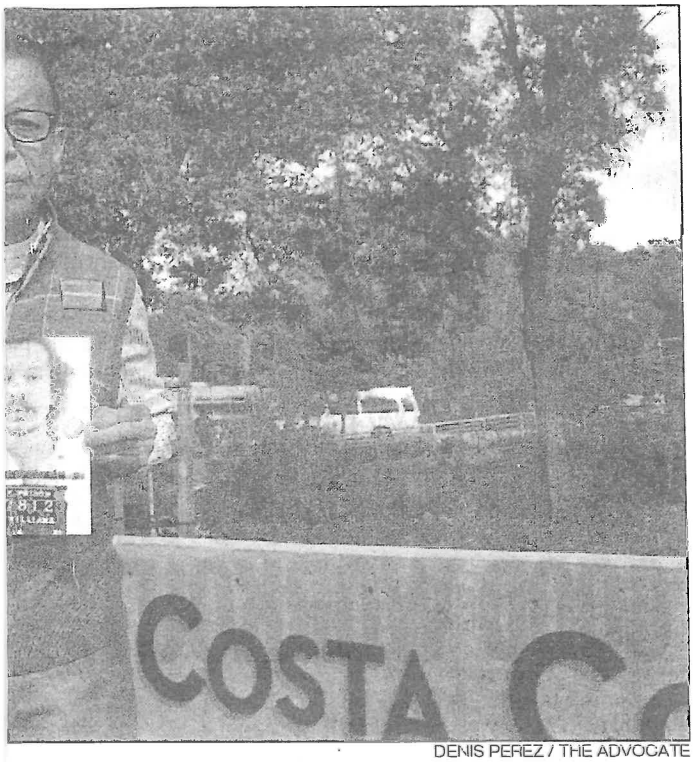
Pitts said Williams was the source of his evolution as a man.

After parole, Pitts enrolled at Cerritos College in Norwalk, transferred to Cal Poly-Pomona and went on to get his business degree in finance and, eventually, a law degree.

"Teach would always talk with knowledge. He would always be educating someone," Pitts said.

CCC professor of health and human

s of life, offers advice



DENIS PEREZ / THE ADVOCATE

LEFT: Edward Williams holds his mug shot from 1983 taken at California State Prison in Vacaville. Williams is attending CCC to gain a counseling certificate to counsel youth who are currently on a path to the prison system.

> "If we don't make an effort, and I mean a real effort, to get their attention, our future is going to be jeopardized."
>
> — *Edward Williams, health and human services major*

services Aminta Mickles said Williams offers support to anyone, if he can.

"Williams has a spirit of advocacy," intern assistant for Group Processes for Helping Professionals Mariyke Gray said.

During his time away from the college, he participates in the community. He is a member of organizations like the Men and Women of Valor and the Reentry Success Center that help the Richmond community progress.

Williams also speaks to a different group of recently released men every first Thursday of the month in the Veterans Hall in Richmond. Toward the end of his sessions Williams shows the men his mug shot from when he started his sentence.

Williams said, "After serving 30 years, I can see in their faces that they know I know how they feel."

Pamela Saucer-Bilbio, CEO of Men and Women of Valor, said it is a tough field that Williams is going into but there is a need for someone to mentor youth.

Mickles said, "You're only as sick as your secret, and Mr. Williams told us his. He is tenacious and is already envisioning."

Williams said he is learning from the organizations he participates in and classes he is taking at CCC on how to successfully grow an organization. Williams was influenced by Mace Thomson to enroll in college after being released from prison. Williams returned for his third semester of college after suffering a heart attack last year. He was not able to attend classes in the fall of 2015.

Mickles said Williams approached her about some of his concerns. One of them was that Williams doubted if he would fit in because of his past. While actively participating in events in the community, Mickles said Williams "fits in."

Williams said something he has learned about youth today is that the ambition in most youth is not to gain knowledge and experience but to accomplish requirements that will gain them a degree.

Williams said that the materials that are in books and that are taught in school mean something.

He said he sees the young people in prisons and in the outside world.

"If we don't make an effort, and I mean a real effort, to get their attention, our future is going to be jeopardized," Williams said.

Photo/Foto • Office of Mayor Tom Butt/Oficina del alcalde Tom Butt

The new Reentry Success Center on Macdonald Ave celebrated its grand opening in October.

El nuevo centro de reingreso exitoso en Macdonald Ave celebró su gran apertura en octubre.

Re-Entry Center for Former Inmates Opens in Richmond

Centro de Reingreso para Ex Convictos Abre en Richmond

Page 172 of 193

Sabiduría de un Líder Comunitario. Khalid Elahi

News Report • Malcolm Marshall

A new center in downtown Richmond aims to help individuals navigate the process of rejoining society after prison. The Reentry Success Center, which celebrated its grand opening on Oct. 13, is financed in large part by Contra Costa County's prison realignment funds.

"The vision for the center is to serve as a beacon of hope and opportunity," said Rebecca Brown, chair of the center's 12-person steering committee that, together with the nonprofit organization Rubicon Programs, manages the center. "When people come here, we want to start saying, 'Yes' to them right away. Yes, in fact, even with your criminal conviction, you're eligible for General Assistance. Yes, you're eligible for food stamps, and that could be a lifesaver."

The center brings together many organizations under one site to make it easier for former inmates and their families to navigate the services. These include the Contra Costa County Human Employment and Services Divisions, the Office of the Public Defender, Bay Area Legal Aid and Reach Fellowship International, which helps women transition from jail and prison life. Former inmates will be able to get help finding jobs and housing as well as access to computers and classes.

"There's an incredible need for reentry services in Contra Costa County and Richmond in particular," said center director Nicholas Alexander. "There are over 2,000 men and women on probation and over 1,000 on parole in Contra Costa County. The numbers are growing...Over 90 percent of our men and women who are incarcerated are going to be eventually released and they need help."

"All of the county residents coming home from incarceration and their families will be welcomed at the new center," said Alexander.

To mark the center's opening, Richmond Mayor Tom Butt and County Supervisor John Gioia were among several leaders who spoke to a crowd of more than 100 people assembled outside on Macdonald Avenue.

"I think it says something about a community, about our government, about our community-based organizations, when we give as much respect to people who were incarcerated returning to our community as we do every other member of our society," said Gioia.

He noted that even before the realignment bill, State Assembly Bill 109, was signed

Reportaje • Malcolm Marshall

Un nuevo centro en el centro de Richmond tiene como objetivo ayudar a los individuos navegar el proceso de reincorporación a la sociedad después de la prisión. El Reentry Success Center (centro de reingreso exitoso), que celebró su gran apertura el 13 de octubre, se financia en gran parte con fondos de redistribución de la prisión del Condado de Contra Costa.

"La visión del centro es servir como un faro de esperanza y oportunidad", dijo Rebecca Brown, presidenta del comité directivo de 12 personas del centro que, junto con la organización sin fines de lucro Rubicon Programs, dirige el centro. "Cuando la gente viene aquí, queremos empezar a decirles, 'Sí' de inmediato. Sí, de hecho, incluso con su condena penal, usted es elegible para Asistencia General. Sí, usted es elegible para vales de comida, y eso podría ser un salvavidas".

El centro reúne a muchas organizaciones bajo un mismo sitio para que sea más fácil que los ex presos y sus familias naveguen los servicios. Estos incluyen las divisiones de Empleo y Servicios Humanos del Condado de Contra Costa, la Oficina del Defensor Público, Asesoría Legal del Área de la Bahía y Reach Fellowship International, que ayuda a las mujeres en la transición después de la vida en la cárcel y la prisión. Los ex reclusos podrán conseguir asistencia buscando empleos y vivienda, así como el acceso a las computadoras y clases.

"Hay una necesidad increíble para los servicios de reingreso en el Condado de Contra Costa y Richmond en particular", dijo el director del centro Nicholas Alexander. "Hay más de 2.000 hombres y mujeres en condena condicional y más de 1.000 en libertad condicional vigilada en el Condado de Contra Costa. Los números están creciendo... Más del 90 por ciento de nuestros hombres y mujeres que están encarcelados serán finalmente liberados y necesitan ayuda".

"Todos los residentes del condado regresando a casa de la cárcel y sus familias serán recibidos en el nuevo centro", dijo Alexander.

Con motivo de la apertura del centro, el alcalde de Richmond Tom Butt y el supervisor del Condado John Gioia estaban entre varios líderes que hablaron con una multitud de más de 100 personas reunidas afuera en Macdonald Avenue.

"Creo que dice algo acerca de una comunidad, de nuestro gobierno, de nuestras organizaciones comunitarias, cuando damos el mismo respeto a las personas que fueron encarceladas y que regresan a nuestra comunidad como lo hacemos a todos los demás miembros de nuestra sociedad", dijo Gioia.

Notó que, incluso antes de el proyecto de ley de redistribución, SB 109, se convirtió en ley en 2011, el condado había comenza-

developing a re-entry plan for former prisoners.

"I think we all came together and understood that we need to invest money, not just in county departments and law enforcement, but in community-based organizations that are providing real-life services to people re-entering our community," he said. "We need to show that this is indeed successful, so we can be advocates across this state."

Former inmate Clarence Ford, who shared his story at the opening, said the difficulties of re-entering society often became a topic of conversation with other prisoners.

"I was a bit apprehensive about getting released, because I knew that once I was released, I would come to face these barriers," he explained. He said he was rejected from numerous jobs and almost gave up hope until he eventually returned to school. He credits his re-entry coach for helping integrate him back into the community.

"It's individuals like that, working with organizations and agencies, that have the most effect," he said.

Contra Costa County Public Defender Robin Lipetzky added that former inmates need different kinds of help at different times, from job training and support to housing.

"People need those the moment they walk out of a jail or prison," she said. "But [they] might also need those six months or a year into their return. The center is going to be here for everybody, regardless of when they were incarcerated."

Lipetzky said family members of those returning from prison also need support. Brown agreed, noting that families often take on much of the emotional and financial burden when a loved one is imprisoned.

"When you have a family member who's incarcerated, it builds up tension in the family," Brown said. "It makes it hard for a family to succeed. We think of family members or other allies as very important members, both to support the success of people who are incarcerated and also to support their own well-being."

Dameion King, a skills specialist at Rubicon Programs, said he hopes the center becomes more than just a place for information or assistance, but a support network that plays a significant role in the lives of returning residents.

"Some of the biggest challenges that the re-entry population faces is having no support systems," King said. "Many times you have men and women who return back to the streets, and mom and dad have passed away, or the close ties that they had to the community are still involved in things that would hinder them.

"It's not a matter of just introducing people to skills and opportunities," he said. "It's finding ways to change people's perspective. I hope that the re-entry center can be successful at giving our re-entry population new lenses -- new ways of looking at law enforcement, new ways of looking at community -- and hopefully they begin to see themselves as stakeholders." •

"Tenemos que demostrar que esto es realmente un éxito, para así poder ser defensores en todo el estado".

El ex recluso Clarence Ford, quien compartió su historia en la inauguración, dijo que las dificultades de reingresar a la sociedad a menudo se convirtieron en un tema de conversación con otros presos.

"Yo estaba un poco aprensivo acerca de ser liberado, porque sabía que una vez que fuera liberado, enfrentaría estas barreras", explicó. Dijo que fue rechazado de numerosos puestos de trabajo y casi perdió la esperanza hasta que finalmente regresó a la escuela. Él acredita su coach de reingreso por ayudarlo a reintegrarse en la comunidad.

"Son individuos así, en colaboración con organizaciones y organismos, que tienen el mayor efecto", dijo.

La defensora pública del Condado de Contra Costa Robin Lipetzky añadió que los ex reclusos necesitan diferentes tipos de ayuda en diferentes momentos, desde la capacitación laboral y apoyo de vivienda.

"La gente necesita eso el momento en que salen de una cárcel o prisión", dijo. "Pero [ellos] también pueden necesitar esos mismos seis meses o un año después de su regreso. El centro va a estar aquí para todos, independientemente de cuando fueron encarcelados".

Lipetzky dijo que los familiares de los que regresan de la cárcel también necesitan apoyo. Brown estuvo de acuerdo, señalando que las familias a menudo asumen gran parte de la carga emocional y financiera cuando un ser querido está encarcelado.

"Cuando se tiene un familiar que está encarcelado, se acumula la tensión en la familia", dijo Brown. "Esto hace que sea difícil que una familia tenga éxito. Pensamos en miembros de la familia u otros aliados como miembros muy importantes, tanto para apoyar el éxito de las personas que están encarcelados y también para apoyar su propio bienestar".

Dameion King, especialista de habilidades en Rubicon Programs, dijo que espera que el centro se convierta en algo más que un lugar para obtener información o asistencia, sino una red de apoyo que desempeña un papel importante en las vidas de los residentes que están regresando.

"Algunos de los mayores retos que enfrenta la población de reingreso es no tener sistemas de apoyo", dijo King. "Muchas veces tienes a hombres y mujeres que regresan de nuevo a las calles, y su papá y mamá han fallecido, o los estrechos vínculos que tenían a la comunidad todavía están involucrados en cosas que los dificultarían.

"No es una cuestión de simplemente presentar habilidades y oportunidades a la gente", dijo. "Se trata de encontrar formas de cambiar la perspectiva de la gente. Espero que el centro de reingreso pueda ser exitoso en dar a nuestra población de reingreso nuevos lentes - nuevas formas de ver a los agentes de la ley, nuevas formas de ver a la comunidad - y ojalá puedan comenzar a verse a sí mismos como partes interesadas". •

Application Form

Profile

Stephen
First Name

Middle Initial

Williams
Last Name

[redacted]
Home Address

Suite or Apt

San Ramon
City

CA
State

94582
Postal Code

Mobile:[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 *

- [x] 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?

Racial Justice Oversight Body: 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, commitee, or commission.

I have a long term interest in improving the criminal justice system. Professionally I work with data to identify abuse and define metrics to improve our systems. I would like to serve on this body to use my skills & interest in order to improve the criminal justice system locally 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.

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

I am familiar with the criminal justice system and have extensive quantitative experience & analytical skills. In particular, my focus professionally is combating abuse and establishing trustworthy systems.

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

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 **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
		☐ Yes ☐ No
		☐ Yes ☐ No
		☐ Yes ☐ 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

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.

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 ommissions of material fact may cause forfeiture of [redacted] or commission in Contra Costa County.

Signed: _____ **Date:** _____

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.

Darris Young

[redacted]

An enthusiastic professional with 5 years of community advocacy, organizing, and human development experience. Exceptional skills in public speaking, service coordination, and communications in a mission-driven environment. My leadership footprint includes expertise in criminal justice policy, governance, and coalition building. Adept at creating strategies to respond to shifting economic, political, or policy priorities. Proficient in prioritizing and completing tasks in a timely manner, yet flexible to multitask when necessary.

KNOWLEDGE / STRENGTHS / PROFICIENCIES

Case Presentation	Leadership Cultivation	Addictions Counseling
Crisis Intervention	Quantitative/Qualitative/Research	Domestic Violence Prevention
Workshop Facilitation	Strategic Campaign Planning	Report & Record Keeping
Program Development	Policy Analysis	Active Listening

CAREER HIGHLIGHTS

06/20-Present - Policy Manager

Bay Area Regional Health Inequities Initiative (BARHII)

➢Charged with ensuring that African American, Pacific Islander Communities, and those impacted by the carceral system have the living conditions that create health-and leading with their own voices to shape the processes that impact health.

➢ Develop health equity advocacy strategy for BARHII so that local public health departments are positioned and supported to advocate for policies that improve health equity by transforming the social conditions that impact health and health disparities.

➢Identify and pursue key leverage points for advocacy and best practice integration within cities, counties, and the state for our policy priorities. Represent BARHII at policy hearings/briefings.

➢Evaluate existing policies for Social Determinants of Health Impacts and research and summarize best practices, approaches, and potential policy updates. Analyze equity and health benefits of existing policies and revenue streams.

➢Support data and communication through the development of communication materials, briefings, and policy analysis. Develop research-informed advocacy letters and talking points

03/18 - 06'2020 - Program Associate

Urban Strategies Council - Oakland, CA

➢ Charged with coordinating and facilitating Oakland Alameda County Alliance Boys & Men of Color table meetings. My main responsibilities include moving Alliance members towards creating campaigns that will create policies within Alameda County and the city of Oakland that improve educational outcomes and create employment opportunities in the growing Bay Area Tech and health industries, for Boys & Men of Color.

➢Coordinated and supervised 25 Fellows to conduct Participatory Action Research into the causes and solutions to violence in Oakland, California for the purpose of informing policy for Oakland's Department of Violence prevention.

➢Program Coordinator for MBK Alliance Community Challenge project. My duties include recruiting 25 male youth of color between the ages of 16-24 who are justice impacted to receive mentoring while learning to conduct community-driven Participatory Action Research.

04/14 – 3/18 – Senior Organizer/Advocate

Ella Baker Center for Human Rights – Oakland, CA

➢ Charged with conducting outreach at local county jails, courthouses, and neighborhoods that are beset by a lack of resources, recruiting those that are directly impacted by the criminal justice system to become members of the Ella Baker Center.

➢ Advanced truth and reinvestment campaigns in Alameda County.

➢ Represented Ella Baker Center in the Justice Reinvestment Coalition of Alameda County, with particular leadership on prison realignment funding implementation, including the design and implementation of community-based reentry programs

➢ Official Ella Baker Center representative at county criminal justice reform meetings, and at reentry policy committee meetings.

EDUCATION / TRAINING / CERTIFICATIONS

2015 - Bachelor Of Biblical Addiction Counseling - New Gate College/Association Christian Alcohol Drug Counselor Institute Institute - Yucaipa, CA

2018 - Certified Alcohol and Drug Counselor-Certified Addiction Specialist - California Consortium of Addiction Specialist (CCAPP) - 2400 Marconi Ave, Sacramento, CA 95821

2019- 76 Hour Peer Support and Recovery Training - RI Consulting 2701 N. 16th Street Suite 218 Phoenix, AZ 85006

2017 - Certified Addictions Treatment Counselor (CATC) - Addiction Counselor Certification Board of California- Sac, CA

2015 - Bachelor of Biblical Addictions Counseling - New Gate College/Association Christian Alcohol Drug Counselor Institute - Yucaipa, CA

2015 - Certificate – Restorative Justice Training – SEEDS Community Resolution Center, Berkeley, CA

2013 – 40 Hour Domestic Violence Certification –Building Futures with Women and Children – San Leandro, CA

2013 – Certification – Youth Violence Prevention/Intervention - Omega Boys Club - Alive & Free, SF, CA

1985 - Police Academy Graduate-Class Vice President - Los Medanos College Administration of Justice Program - Pittsburg, CA

1983 - Associate of Arts Degree - Diablo Valley College - Pleasant Hill, CA

BOARDS / COMMISSIONS

05/2018 - Present Community & Youth Outreach INC, Oakland, Board Member

01/2017 - Present, Barbershop Forum, Oakland, Community Engagement Coordinator/Board Member.

09/2016 - 6//2017 -Reset Foundation - Berkeley, Advisory Board

Attachment E

Racial Justice Oversight Body Applicants -- Applications received as of October 19,2020 for Community Representatives Seats

	First	Last	Date rec'd	District	Residence City	Work Location	Current RJOB Member	Member Characteristics*	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest
1	Nakenya	Allen	10/3/20	5	Martinez	NA	No	1	UC Davis, Animal Biology; Carrington College, AS	NA	NA	I'm currently doing a lot of work in my town of Martinez to not only diversify it, but a grassroots movement for BLM, with goals to uproot white nationalism in Martinez. I have a lot to offer these positions and I'm open for growth. Thank you. I'm very motivated, outspoken, charming, and straightforward. I have a lot of experience, with most of these issues growing up in the system. I have a lot to offer, by means of understanding, and a unique perspective when it comes to making bold changes.
2	Cassidie	Bates	9/30/20	4	Concord	Concord	No	1,3,5	UC Berkeley, Law and Public Policy; Goldman School of Public Policy (Graduate School at UC Berkeley), Certificate in Public Policy and International Affairs	Food Bank of Contra Costa and Solano	FESP (Family Economic Security Partnership) Contra Costa County- serve as the "Food Policy Expert" on the FESP Executive Board; Community Care Coalition of Contra Costa County (Member); Racial Equity & Hunger National Learning Network (Member)	I am greatly interested in giving back to my community by participating as a member of this board. Throughout my time at UC Berkeley, I had the opportunity to work at the Death Penalty Clinic within Berkeley Law School. Through my legal work of trying to get those wrongfully or too severely convicted off of Death Row, I gained an acute awareness of the racial disparities present in our justice system. It's been a goal of mine throughout my academic and professional trajectory to lift up the voices of those most vulnerable and empower them to advocate for the systemic change they see as necessary. In my current role as the Policy & Advocacy Manager at the Food Bank of Contra Costa and Solano, I am extremely integrated into Contra Costa County and have an informed pulse on the needs of our community members. It's one of my main job functions to interpret policy impacts and advocacy needs and merge those with the authentic voices of people in our county. From this work, largely surrounding poverty, food insecurity, and racial equity, I have a deep understanding of the systematic integrations that impact us all on a social and racial level. It would be my goal as part of this Board to effectively help guide the County in the relevant decision-making by utilizing a fact-based and equitable approach.
3	Chala	Bonner	10/19/20	Out of County	Out of County	Richmond	Yes	1,3	Contra Costa College, Business Management	The Safe Return Project	I have served on the Racial Justice Oversight Body for the past year and I am also appointed to the CCC Community Advisory Board, in which I have served 2 year and will term out in 2022.	I have lived in Contra Costa almost my whole life. I just recently moved to San Joaquin County because my family could not afford to stay. However, I still work in Contra Costa County. Although I no longer live in Contra Costa County, my heart is in Contra Costa County, my work is in CCC, majority of my family and friends still live there and I hope some day that I will be able to return. In the meantime, I plan to continue to advocate for change. I serve on the Racial Justice Steering committee and I am co-lead for the Racial Justice Coalition. This work is very important to me because I am a formerly incarcerated black woman and I want to make sure that formerly incarcerated people have a voice at the table.
4	Brittany	Butler	10/19/20	5	Hercules	Richmond	No	3	San Jose State University (In Progress), Library and Information Science; University of California Berkeley, African American Studies and Anthropology; Contra Costa Community College, Liberal Arts and Humanities	The Reentry Success Center	Food Bank, Vallejo, CA February 2020-March 2020 Rapid Response Fund Committee, San Francisco Foundation October 2019-February 2020 West African Research Center Library Fellowship, Dakar, Senegal June 2019 – August 2019 West African Research Association, April 2019 – Present Departmental Citation Award, UC Berkeley May 2019 Wikipedia Edit-a-thon, UC Berkeley March 2019-March 2019 Ve Ve Clark Institute for Engaged Scholars, UC Berkeley July 2018 – August 2019 Per Ankh Academy, Scholar Contra Costa College August 2015 – August 2017	The inequity of the socially marginalized students that I encountered along my time as a fellow- first-generation, low-income, homeless, and LGBTQIA+- bear witness to the dividing line of the higher education system. As a response to countering the narrative of inequity among students, I co-taught race theory and Black feminism research seminars at the University of Cheikh Anta Diop. I was in partnership with first through fourth-year students and developed instruction sessions that incorporated information and issues that plagued members of the African diaspora. I wanted these sessions to be successful in increasing Senegalese students' confidence in their studies by involving topics that were pertinent to their identities. This opportunity gave me even more apprehension in my understanding that education is critical to any person's ability to control and determine the direction of their own life....The injustice of the socially marginalized people that I have encountered along my lifetime- houseless, detainees, disabled, neurodiverse, formerly incarcerated, and undocumented- bear witness to the submerged turbulence of the dividing line between the rich and the poor. Many are familiar faces; most are Black and Latinx men, women, and children. One of the main issues among this population is facing harsher criminal punishments and prison sentences because of the unjust system and the lack of legal education. Due to their lack of disposable income, they do not have access to certain resources so as a Reentry Coach at the Reentry Success Center I am able to assist members with free legal, educational, housing, employment, and counseling services. The work that I do seeks to educate justice-impacted community members about their choices, legal rights, and expose them to free and accessible resources so that they can overcome recidivism, unfair sentence trials, and other issues that affect the justice-impacted population. Working as a Reentry Coach is a contribution that I make to bridge my formal knowledge from my legal and library science background with the passion I feel to bring light into the traumatized places of my community. I know all too well that we are truly "the ones we've been waiting for."
5	Terrence	Cole	9/29/20	4	Walnut Creek	Redwood City	No	2,3	Walden University, PhD/Public Policy & Public Administration; University of Memphis, MS/Education Administration Leadership; University of Tennessee, BS/Criminal Justice & Psychology	Cañada College	Education, Mental Health, Criminal Justice (Adults & Juveniles), Economic Development, Workforce development, etc.	I have advocated in these particular fields and area for reform. I have gain work experience in the field of 20 plus years and principle & foundation through my education. I have build and served in leadership roles in every field selected. I would like to serve on board, commission and/or commission.

Racial Justice Oversight Body Applicants -- Applications received as of October 19,2020 for Community Representatives Seats

	First	Last	Date rec'd	District	Residence City	Work Location	Current RJOB Member	Member Characteristics*	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest
6	Donald	Darrah	10/3/20	5	Martinez	NA	No	1	NA	NA	NA	I was born and raised in Martinez and want to do my part for my community
7	Patanisha	Davis	8/26/20	3	Brentwood	Antioch	No	Unknown	Tuskegee University, Bachelor of Arts in Psychology; California School of Professional Psychology, Master of Arts in Change Leadership and Organizational Development; John F. Kennedy University, Juris Doctorate of Law	Key Counsel, P.C.	California Women Lawyers Executive Board – Affiliate Governor, Chair of Diversity Committee -Contra Costa County Bar Association Women Section Executive Board – Past President -Contra Costa County Bar Association East County Section - Program Chair -Contra Costa County Bar Association Diversity Committee - Member of the Contra Costa County Conflicts Panel (Probate) -Member of the Contra Costa County Bar Assn. -Member of the Robert G. McGrath American Inn of Court - Associate -Member of EBTEL (East Bay Trust and Estate Lawyers) - Member of the Aids Legal Referral Panel -Member of the Conference of California Bar Associations - Contra Costa County -Bay Area Tuskegee Alumni Club - Former Vice President -Alameda County Bar Association -American Bar Association	Patanisha means reconciler of differences and I try to live up to my namesake. I am interested in serving on various boards and committees as I am committed to public service and effectuating change in my community. More specifically I would like to serve on these particular boards and committees as I have had a great deal of experience with racial injustice and discrimination based on ability level, gender and race and I believe it has been time for a change. I am seeking a opportunity to work with other leaders in my community to create unity and equality for all people.
8	Ronell	Ellis	7/12/20	5	Antioch		Yes	1,3	Los Medanos College, A.A. Liberal Arts; Holy Names University, B.A. Criminology	HealthRIGHT 360	Racial Justice Task Force; Cease Fire; Omega Boys Club; Deer Valley Youth Football; Oakland Probation Department; San Francisco Juvenile Probation Department	I am confident that my personal experience as a person involved in the State and local incarceration institutions, along with my formal education in the discipline of Criminology allows me to have a diverse contribution to the board. I am concerned about the public and the community, therefore I am willing to commit my efforts to help this board serve the community in a capacity that will be beneficial to all who reside in this county. I am interested in seeing that Justice is equitable and that all people of this county has an even playing field. I was formerly incarcerated for over 15 years at all levels of institutions, County, CDC & Federal. San Francisco County Superior Court Certified Expunged Criminal Record; California State Superior Court Certificate of Rehabilitation; Currently awaiting a Governor's approval for a Pardon; B.A. Degree in Criminology; 28 years of experience working in my current field of Reentry counseling at all levels, CDC, County Jail & Public; 18 year resident of Contra Costa County.
9	Jason	Espino	9/1/20	2	Walnut Creek	San Francisco	No	Unknown	Trident University International, Bachelor of Science;	Riverbed Technology	Ambassador for the UCSF Benioff Children's hospital- responsible for philanthropy and fundraising Member of the Citizens Academy Alumni Association for the Federal Bureau of Investigation (FBI)- San Francisco Advisor to the Federal Law Enforcement Foundation- Honolulu, HI	Hello, As a Executive leader in the Security Industry. I am very aware of the challenges facing our community. I have severed honorably in the United States Air Force, volunteer with Federal Law enforcement programs and have a long personal relationship with all things related to security that affects us here locally and abroad. I would be greatly honored to serve in any capacity.

Racial Justice Oversight Body Applicants -- Applications received as of October 19,2020 for Community Representatives Seats

	First	Last	Date rec'd	District	Residence City	Work Location	Current RJOB Member	Member Characteristics*	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest
10	Noe	Gudino	10/19/20	4	Concord	Oakland	No	1,2,5	San Francisco State University, MPA Graduate Program; Cal state univ- East Bay, BA Political Science	Legal Services for Prisoners with Children	Contra Costa County Economic Opportunity Council, GRIP, A.C.C.E, APEN, Contra Costa Racial Justice Coalition, Sf Debt Free Justice Coalition, California Nurses Association, and many more	I have direct experience as a Formerly Incarcerated Youth and Adult from Contra Costa County. I have been to Martinez Juvenile Hall, Byron Boys Ranch, Karis group home (Visalia,CA), DJJ (PReston ,Ventura, O.H. CLose) Martinez County jail. Recently, I received a honorable discharge from DJJ, more than 8 years from being released. Since I have volunteered and worked in the nonprofit sector in a variety of roles centered around equity, inclusion, restorative justice, political participation and community empowerment.
11	Joanna	Hernandez	9/30/20	5	Pittsburg	San Francisco	No	1,2	General Studies, City College of San Francisco	Five Keys Charter School	NA	I am an ideal applicant due to my experience, not only as a woman of color and community, but also as someone who has navigated the criminal justice system successfully. We cannot create lasting and impactful change if we don't fully understand the challenges that our community faces. I have been active with committees that inspire true change, such as the sentencing commission for San Francisco. We were able to look at disparities between age groups that were being persecuted and see what resources were available for suppression, intervention and prevention service providers. In my current role with Five Keys Schools and Programs overseeing the reentry programs in northern California, I make sure that men and women impacted by the criminal justice system have all the resources they need to stay alive and free. I have seen many examples of bias in the criminal justice system and it is my belief that if we change policy, we can have better interactions with the community, which in term can gain respect and decrease negative interactions with those directly affected. My passion and my goal is to gain the trust of my new found community, Contra Costa County. As a homeowner and active member of this community, I feel that it is my responsibility to share my passion and experience with those that are being negatively impacted by a broken system.
12	Michelle	Hernandez	8/31/20	4	Concord	Concord	No	Unknown	Alliant International University, PhD Clinical Psychology; CSU East Bay, BS - Criminal Justice Administration; UC Davis, BA - Psychology	The Disability Guru	IHSS Public Authority Advisory Committee Bicycle and Pedestrian Advisory Council Women's Commission Equal Employment Opportunity Council	As a mental health professional it is essential that the services within our community be representative of our demographics, culture, and inclusiveness. As the only Latinx Clinical Psychologist who specializes in Disability, I bring a unique and diverse perspective to the commission. As our society transforms, I strongly feel that Contra Costa County can benefit from bringing in a diverse justice arena which highlights disability (physical, learning, psychiatric, and developmental.)
13	Shatae	Jones	8/20/20	1	Richmond	Pleasant Hill	No	2,3,5	Sacramento State University, MSW; Sonoma State University, BA-Sociology	Youth Homes Inc.	NA	Shatae Jones is a creative and powerful thought leader, strategic thinker and social justice advocate. Over the last 14 years Shatae has used her voice to courageously fight for equitable solutions in non- profit community based organizations. By using the principles of cultural humility, partnership development, community engagement and collaboration, Shatae continues to invest in service delivery that demonstrates excellence and amplifies the voices of marginalized communities. As a Clinician Shatae has impacted the climate of supportive Housing & community development through critical review of policies that impact disenfranchised communities. Her passion has moved efforts into outcomes and has led organizations through county wide systemic transformations. Shatae Jones believes that every leader must be a learner who can practice critical self-reflection and vulnerability in order to impact true change. In Most recent years, Shatae has dedicated her personal time to expanding her brand and reach by providing clinical consultation to organizations servicing, families, single adults, seniors and transitional age youth. Shatae is an encourager by nature and helps service providers develop cutting edge approaches to support whole communities. In 2019, Shatae has begun to branch into the Tech world as she uses her fun spirit and high acumen for transformational leadership, to support the configuration, development and execution of collaborative tech platforms in order to bring together both Services and technology to help communities build more collaborative, effective, and efficient systems of care. Shatae Jones fights for both local and global change. Through hard-work, grit, innovation and equitable distribution of resources Shatae believes that any community and its constituents can be whole and complete.
14	Stephen	Kirnon	10/1/20	2	San Ramon	San Ramon	No	None	Harvard University, BA/Biochemistry; Pepperdine University, MBA/Operations and Management; Pepperdine University, EdD. / Organization Change and Trasnformational Leadership	PharmaPlan LLC and Shawshank Therapeutics, Inc.	I serve as a Member, Industrial Advisory Board for Pharmaceutical and Chemical Sciences Graduate Program, The University of the Pacific	Access to healthcare and education for people of color has been a driver in my personal life from growing up as a black American in an Irish neighborhood during the busing riots in Boston to leading education initiatives at Harvard to actively recruiting in my life science companies to serving as Program Chair for Pepperdine's Social Entrepreneurship and Change Master's Program. My vision and passion is to ensure transparent, fair, access for all since healthcare and education are the great equalizers.

Racial Justice Oversight Body Applicants -- Applications received as of October 19,2020 for Community Representatives Seats

	First	Last	Date rec'd	District	Residence City	Work Location	Current RJOB Member	Member Characteristics*	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest
15	Stephanie	Medley	10/19/20	1	El Sobrante	Richmond	Yes	**2**,3,5	San Francisco State University, Political Science & American Studies (double major); JFK College of Law, Law	RYSE Center	Racial Justice Oversight Body (current, co-chair); Juvenile Justice Coordinating Council (current);JJCC-DJJ subcommittee (current); DA initiated Reimagine Youth Justice meetings (current; Racial Justice Task Force (2017-2018); Youth Justice Initiative Steering Committee (2016-2018); AB 109 Community Advisory Board (2013-2016).	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 and family members that were caught in the system as youth and adults; both of my brothers experienced incarceration. The barriers that I have seen friends, family, and youth I work with, can and have in fact had long lasting impacts on their lives. Ensuring that we utilize smart, fiscally responsible and community-centered healing and equitable strategies to provide the necessary support for youth and adults in the system is my passion and why I would like to serve on the Racial Justice Oversight Body. I have been a staff member of the RYSE Center since 2012 and serve 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 & youth 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.
16	Maisha	Nelson	10/19/2020**	1	Pinole	San Francisco	No	3	University of California, Irvine, Bachelor of Arts, Sociology; New York University, Certificate, Leadership & Organizational Development; New York University, Certificate, Business Finance Fundamentals	Immigrant Legal Resource Center	National Association for African Americans in Human Resources, Northern California Chapter - March 2020 - present Oakland SPCA, Oakland, CA - Volunteer for two years City Team, Oakland, CA - Volunteer for one year Fortune Society, NYC - Mentor for three years Eagle Academy Foundation, NYC - Mentor for two years Northside Center, NYC - Co-Chair of the Junior Executive Board for one year	In the United States, people of color (POC) are disproportionally incarcerated at a higher rate in jails and prisons compared to their white counterparts. This contrast was highlighted when the War on Drugs began and ramped up in the 60's and 70's, followed by the Three Strikes Law in the 90's. These declarations caused the already disproportionate numbers grow exponentially and still today they show no signs of stopping. 2020 has underscored the continuous displays of police brutality and violence inflicted upon Black people; the favorable laws and less harsh sentencing granted to White's; and the families that face irrevocable damage and despair as a result of their loved ones returning from prison without the proper tools and support to get them back on their feet. What these people come back to and face are a society that shuns them, oftentimes excludes them from second chances, and shows discriminatory practices in both housing and employment practices. My business, Partnerships with Purpose, LLC (P2) is a movement to help reduce the rate of recidivism, specifically for POC, by helping to reduce the employment barriers that they face when attempting to be hired back into the workforce. At P2, we focus on building partnerships, not barriers. Having the opportunity to serve would allow me to provide my expertise in matters of racial (in)justice, to continue to use my voice to affect change when it comes to individuals who face systematic oppression, and bring a different point of view to the table.
17	Michael	Pierson	8/26/20	3	Brentwood	Antioch &Walnut Creek	No	1	University of California Berkeley, Bachelor of Arts, Political Science; John F. Kennedy School of Law, Juris Doctorate	Key Counsel, P.C.	I am a current member of the Contra Costa County Bar Association Board of Directors, where I chair several committees and serve on various Sections. I was a long-time volunteer and mentor with the CHAMPS Foundation. I served as Mock Trial Co-Instructor for Center for Youth Development Through Law. I have been a moderator and/or panelist for various community and legal Race and Equality panels. I have been a guest speaker at various Bay Area community centers for at-risk youth.	I am a person of color and a resident of Contra Costa County who is a first-hand witness to the racial and ethnic disparities within the local criminal justice system. As an African American youth growing up in the projects of Oakland, I personally witnessed and experienced the harsh and unequal treatment of Blacks by law enforcement and the criminal justice system. It was these disparities in the criminal justice system that made me want to be a lawyer so I can help make a difference in my community. I have experienced both sides of the criminal justice system, as a criminal defendant and as a criminal defense attorney. I believe that this gives me a unique perspective on the criminal justice system. As our country has reached a boiling point with race and the injustices of the criminal system, I am compelled to do my part to make a difference in my community. I am committed to doing everything in my power to be a part of the solution to these issues, and I believe that being on this board/commission I can make a difference in my local community.
18	Terri	Pulliam	10/13/20	3	Danville	NA	No	1	Drury University, BA/Criminology Major/Sociology Minor	NA	My daughters and I are members of the National Charity League, a mother-daughter philanthropy. We volunteer 20+ hours annually through that organization. I volunteer with the Delta Delta Delta sorority alumnae group with various philanthropic organizations. While a CSO at Danville Police Department, I was elected to and served on the California Crime Prevention Officers Association State Board.	In light of current events, and with my criminal justice background, I would like to serve on this board/committee as a civilian. I am a supporter of police and in support of being an advocate for making sure racial injustice in Contra Costa County is righted. I have a background in juvenile justice as well, and would like to participate in whatever capacity the committee sees fit. I really feel like I can help and make a difference. My credentials are as follows: I was a Deputy Juvenile Probation Officer in Boone County, Missouri prior to moving to California. As a California resident, I have been a law clerk, campus monitor for the SRVUSD, and a Community Services Officer for the Town of Danville Police Department. I became a stay at home mother after having my two daughters, and now that they are in middle school and high school, I have more time to volunteer my services.

Racial Justice Oversight Body Applicants -- Applications received as of October 19,2020 for Community Representatives Seats

	First	Last	Date rec'd	District	Residence City	Work Location	Current RJOB Member	Member Characteristics*	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest
19	Charanjit	Singh	10/17/20	2	Alamo	NA	No	Unknown	University of Alberta, Canada, M.Sc.(Eng); University of British Columbia, Canada, M.B.A.; University of Wisconsin, Madison, Professional Development	NA	Participation In Racial Justice oversite body is more of a social concern affecting not only Alamo, but the USA in general. If guided sensitively, can benefit the society at large. Hence my interest due to insights gained from interactions with other ethnic Professionals, as well as with memebrs of Native Communities during the development of Industrial, Municipal projects and in propmoting availability of Job for their community memebers. This fact also affects members of society belonging to non-professional ethnic groups who provide us with varied daily Services.	My International Professional Engineering Experience over about 40 years lends itself to issues on the Agenda of Municipal Advisory. Since 2005, I have build homes, inclding in Alamo. Being a Chemical Engineer progressing to Project Management in Air, Water Quality, Standard seting, Enforcement and as Expert witness in Court, including Experience with Contra Costa Planning and Public Works Department supplements my background sufficiently to contribute meaningfully to this Board. Since 2014, I have served as Vice President/ Director on Windsor Green HOA in Alamo as well, and now wish to extend my services more broadly.
20	Mahogany	Spears	8/17/20	3	Antioch	Oakland	No	Unknown	Saint Augustine's College, Political Science BA;University of San Francisco, M.A Counseling Psychology	Alameda County Probation Dept.		My interest in serving on the Racial Justice Oversight Body stems from my passion of public safety and the impacts of racial injustice. Collectively, my academic and professional experience have exposed me to the structural inequality faced by many in our society and have reaffirmed my commitment to social justice. I have over 10 years of experience within the criminal justice field.
21	Cheryl	Sudduth	10/16/18	1	El Sobrante	NA	Yes	2,**3**,4	University of Ilinois, Cellular & Molecular Biology and Biochemistry;	NA	NA	I have been involved with the Racial Justice Coalition & the work of the subsequent Task Force since inception. I've played an integral role in ensuring the final recommendations reflect the needs of our greater community & would like to work towards ensuring the implementation follows the spirit of the recommendations. As a trained mediator & negotiator, multicultural & multilingual, as well as one heavily involved in many different community groups throughout the county, I believe I can represent multiple perspectives while maintaining focus on the purpose of the advisory body.
22	Apollo	Sulse	10/12/20	3	Brentwood	Concord	No	4	West Valley Community College, Communications; Northwest University, Ministry Leadership	The Bay Church	I have been working with minorities and at risk students in my community for the past 13 years whether on staff or in a volunteer capacity. I organized a peaceful prayer walk for justice in our community this year that involved over 15 churches/places of worship of varying faith backgrounds in our area and worked alongside the Concord PD to both include them and support them. I currently work with different high schools in our county to educate students on how to succeed at the next level in education, the work force, or other areas of personal development.	Growing up a minority in a low income neighborhood, I have experienced first hand what racial injustice looks like. While I may not have experienced it to the degree some of my brothers and sisters have, I am very passionate about bringing equality and justice to those who do. I have been working with youth my entire career and have a life long goal of expanding perspective, and giving insight for young people in our communities to achieve growth academically, in future career pursuits, but more importantly in their personal lives as they discover what it means to engage their communities. I am a passionate leader that has a heart for social justice issues in our community and I want to work towards healthy change. Working with youth every day of my career, I have a good pulse on where young people are at and what effects the media and their peers play on their development. I am a strong communicator and want to help be a voice to the voiceless, but more importantly an ear for the community. I am flexible, coachable, and I work well in teams. I am willing to be a leader, but also willing to be a servant to my peers and my community.
23	Edward	Williams	10/11/18	1	Richmond	Richmond	Yes	1,**3**	NA	The Reentry Success Center	NA	NA

Racial Justice Oversight Body Applicants -- Applications received as of October 19,2020 for Community Representatives Seats

	First	Last	Date rec'd	District	Residence City	Work Location	Current RJOB Member	Member Characteristics*	Education	Current Employer	Volunteer Activity/Affiliation	Experience/Interest
24	Stephen	Williams	10/19/2020**	2	San Ramon	NA	No	Unknown	NA	NA	NA	I have a long term interest in improving the criminal justice system. Professionally I work with data to identify abuse and define metrics to improve our systems. I would like to serve on this body to use my skills & interest in order to improve the criminal justice system locally in Contra Costa County. I am familiar with the criminal justice system and have extensive quantitative experience & analyticalskills. In particular, my focus professionally is combating abuse and establishing trustworthy systems.
25	Darrris	Young	10/19/20	1	El CERRITO	Oakland	No	1,3	Western Mich University Graduate College (In Progress), Public Health; New Gate College/ACADC Institute, Addiction Studies; Diablo Valley College, General Education	Bay Area Regional Health Inequities Initiative (BARHII), Policy Manager	04/2013 – 12/2014, City Team International –Oakland, Cease Fire Violence Community Engagement Coordinator. 05/2013 – 11/2014, Allen Temple Baptist Church – Oakland, –Domestic Violence Group Co-Facilitator. 09/2016 - 6//2017 -Reset Foundation - Berkeley, Advisory Board. 01/2017 - Present, Barbershop Forum, Oakland, Community Engagement Coordinator/Board Member. 05/2018 - Present, Community & Youth Outreach INC, Oakland, Board Member	...Racial justice oversight bodies need individuals to serve on them who have been personally impacted by racial injustice who can fight for policies that reduce disparities in the criminal justice system amongst African Americans and other people of color who are over-represented in the system while at the same time keeping public safety in mind. I want to be a part of transforming Contra Costa county into a region that is seen as the model of what it means to create policies that eliminate the policies and conditions that have made being African American synonymous with criminal. I am a returning citizen (formerly incarcerated) who paroled from a 20-year sentence in July of 2012. One year after paroling from prison I completed certifications in substance abuse and domestic violence counseling. In April of 2014, I began working for the Ella Baker Center For Human Rights. At Ella Baker...we led a campaign of which I was the lead organizer, to shift 50 percent of Alameda Counties AB 109 prison realignment money away from the Sheriff to community-based organizations to provide re-entry services. In 2016...we led a successful campaign to move the Alameda County BOS to provide county jobs for those on county felony probation, and returning residents from state and federal prison. In March of 2018, I began working for the Urban Strategies Council of Oakland... My work as the coordinator for the BMOC table led to Oakland Mayor Libby Schaaf selecting Urban Strategies Council to represent the city of Oakland in the Obama Foundations My Brothers Keeper Community Challenge of which Oakland was chosen as a Community Impact winner...I also led a team of 15 community volunteers who had been impacted by violence in Oakland in conducting a City Council sanctioned Participatory Action Research project on the causes of violence in Oakland...The report informed the policies that will be created to reduce gun violence, domestic violence, and the Commercial sexual exploitation of children, Department of Violence Prevention.

*Member Characteristics (the incumbent seat characteristic is in bold and underlined):
1. Two (2) individuals with prior personal criminal or juvenile justice system involvement;
2. One (1) representative from a community-based organization that works with justice involved youth
3. Two (2) representatives from community-based organizations that work with justice-involved populations of any age
4. One (1) representative from a faith-based organization
5. One (1) representative that is either a school age youth, or from a community-based organization who provides services to school age youth

**Applications Submitted after the deadline of 5 p.m. on 10/19/2020.

Contra Costa County Board of Supervisors

Subcommittee Report

PUBLIC PROTECTION COMMITTEE **5.**

Meeting Date:	10/26/2020		
Subject:	Legislation Impacts		
Submitted For:	PUBLIC PROTECTION COMMITTEE,		
Department:	County Administrator		
Referral No.:	n/a		
Referral Name:	n/a		
Presenter:	Paul Reyes	**Contact:**	Paul Reyes, 925-655-2049

Referral History:

The Public Protection Committee was established by the Board of Supervisors to examine and make recommendations on issues relating to public protection services provided through the County's criminal justice programs. The committee currently has ongoing referals spanning the County's criminal justice system, including juvenile justice, and juvenile/adult criminal administrative fees. During this year's legislative session, a number of bills have been chaptered that impact the Board of Supevisors' recent actions or will impact future actions.

Referral Update:

Numerous public safety bills were signed by Governor Newsom which will affect the County to varying degrees. Below is a list of significant public safety Assembly Bills (AB) and Senate Bills (SB) that have been identified as having an impact on recent actions by the Board of Supevisors and possibily on future actions of the Board.

AB 1185 (County board of supervisors: sheriff oversight.) - This bill authorizes a county to establish a sheriff oversight board to assist the board of supervisors with those duties as they relate to the sheriff, either by action of the board of supervisors or through a vote of county residents; authorizes a county, either by action of the board of supervisors or through a vote of county residents, to establish an office of the inspector general to assist the board of supervisors with these duties as they relate to the sheriff; and authorizes the chair of the oversight board and the inspector general to issue a subpoena or subpoena duces tecum when deemed necessary to investigate a matter within their jurisdiction. This law will take effect January 1, 2021.

AB 1869 (Criminal Fees.) - This bill by the Assembly Committee on Budget repeals the authority to collect various criminal justice administrative fees upon conviction or arrest and also appropriate $65 million annually for five years to counties to backfill associated revenue losses. The bill expresses the intent of the Legislature to pursue legislation with the Budget Act of 2021 to finalize the funding allocation methodology for distribution to counties.

This bill, effective July 1, 2021, repeals the following administrative fees:

1) Government Codes 27712 (public defense fee), 27753 (cost of counsel), 29550(c) (criminal justice administration fee), 29550(f) (administrative screening fee and citation processing fee), 29550.1 (criminal justice administration fee), 29550.2 (county booking fee), 29550.3 (city booking fee), and

2) Penal Codes 1203 (interstate compact supervision), 1203.016(g) (adult home detention administrative fee), 1203.018(j)(electronic monitoring administrative fee), 1203.1b (probation department investigation/progress report fee), 1203.1e (parole supervision fee), 1208.2(b) (program administrative fee), 1210.15 (continuous electronic monitoring fee), 3010.8 (parole continuous electronic monitoring fee), 4024.2(e)(work furlough administrative fee), 6266 (work furlough program fee), 987.4 (minor public defense fee), 987.5 (public defense registration fee), and 987.8 (public defense fee).

The administrative fees related to the public defense, probation, criminal justice administration fee, and alternative custody included in the bill were also included in the County's moratorium on certain criminal justice fees. The inclusion of these fees in this bill will need to be taken into consideration when the Board of Supervisors considers the elimination of these fees.

SB 823 (Juvenile justice realignment: Office of Youth and Community Restoration) - This bill creates a new state agency, the Office of Youth and Community Restoration (OYCR), and sets forth provisions for the forthcoming closure of the Divison of Juvenile Justice and transfers the responsibility for the supervision of these youth to the Counties. Among other requirments of this bill, a subcommittee of the Juvenile Justice Cocordinating Council is required to develop a plan that addresses the supervision and programming strategies for this realigned population. This plan will be submitted to the Board of Supervisors with recommendations for the funding allocation that the county will receive, as well as to the OYCR, once the agency is established. Probation will be responsible for the supervision and aftercare needs of this population, including any related contracting needs to support their successful transition back into the community.

SB 1290 (Juveniles: costs.) - This bill vacates certain county-assessed or court-ordered costs imposed before January 1, 2018, against parents and guardians of youth subject to the juvenile delinquency system and against persons aged 18 to 21 subject to the criminal justice system. This bill is an extension of SB 190 (Mitchell, 2017), which limits the authority of local agencies to assess and collect specified fees against families of persons subject to the juvenile delinquency system. Since the County Board of Supervisors had previously taken action in 2017 to eliminate juvenile fees, this bill will not require further action by the County.

Other significant legislation that will impact County departments include:

AB 1950 (Probation: length of terms.) - This bill restricts the period of probation for a misdemeanor, except where specified, to not longer than one year, and for a felony, except as specified, to not longer than two years. This shortened allowable timeframe could potentially impact the Deputy Probation Officer’s ability to effectively apply dosage-based evidence based practices. The Probation Department will be closely monitoring this to identify any unintended increase in violations as a result.

AB 3234 (Public Safety.) - This bill authorizes a judge in the superior court to offer misdeameanor diversion to a defendant over the objection of the prosecuting attorney, and continue diverted cases for a period not to exceed 24 months. Per the bill, if the defendant

complies with all terms of diversion, the Judge is required to dismiss the action against the defendant. While in most cases these individuals would not be formally supervised by the Probation Department, this will significantly impact the duties of the court officers. The Judges often rely upon these deputies to make referrals and track program completion for defendants on "court probation." Additionally, this will potentially increase the need for additional programs and services that can be made available for these individuals.

AB 3364 (Judiciary omnibus) - This bill enacts numerous technical changes to several of the California codes as part of the judiciary omnibus bill. One of the technical changes in AB 3364 is the delay of implementation of provisions of SB 10 (Hertzberg), Chap. 244, Stats. 2018, which repeals the cash bail system and instead requires Pretrial Assessment Services to assess a person arrested or detained according to a risk assessment instrument and specifies the procedures for the detention or release of that person until October 1, 2021. The results of Proposition 25, the Replace Cash Bail with Risk Assessments Referendum, will impact this legislation. Staff is continuing to track this legislation.

Additionally, a list of bills impacting the Probation Department has been provided by the Chief Probation Officer in Attachment A. Some of the bills noted in the attachment are included in the list above, but it also includes other bills impacting the department's operations.

Recommendation(s)/Next Step(s):

CONSIDER accepting an update on the impacts of recently signed public safety bills.

Attachments

Attachment A - Probation Legislative Impact

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50 Douglas Dr. Suite 200
Martinez, California 94553-4898
(925) 313-4188 Phone

Contra Costa County

Esa Ehmen-Krause
CHIEF PROBATION OFFICER

TO: Paul Reyes, Deputy County Administrator

FROM: Esa Ehmen-Krause, Chief Probation Officer

DATE: October 20, 2020

SUBJECT: Legislative Impacts

Governor Newsom's demonstrated committment to justice reform was evident by the numerous bills he signed this year which will affect Probation, to varying degrees. The following Assembly Bills (AB) and Senate Bills (SB) have been identified as ones which will impact our operations:

AB 846 requires Peace Officer preemployment psychological evaluations to include an assessment for any bias against race or ethnicity, gender, nationality, religion, disability, or sexual orientation. The contracted provider that administers the psychological portion of our background will be advised of the requirement to include this for all candidates.

AB 1950 restricts the period of probation for a misdemeanor, except where specified, to not longer than one year, and for a felony, except as specified, to not longer than two years. This shortened allowable timeframe could potentially impact the Deputy Probation Officer's ability to effectively apply dosage-based evidence based practices. We will be closely monitoring this to identify any unintended increase in violations as a result.

AB 1979 requires an evaluation of the County's placement resources and programs, as it relates to the needs of nonminor dependent youth, and examine the ability to meet their emergency housing needs. While this will impact the existing work of the placement unit deputies, this bill aligns with the Department's ongoing effort to provide supportive and stable housing for *all* of our clients, as well as our focus on the unique needs of our transition age youth.

AB 2321 and SB 1126 will both impact our records sealing process. AB 2321 authorizes a judge or prosecutor to access specified sealed juvenile records for the limited purpose of assisting a victim or victim's family with processing certain necessary documents. SB 1126 authorizes those records to be unsealed for the purpose of assessing the minor's competency. We will need to amend our records sealing process to allow for potential future access of those records, additionally this will potentially create additional clerical workload to process these requests and "unseal" these records as needed.

AB 2338 permits the court to grant probation or a conditional sentence in lieu of an order for community service, imprisonment, or both for a party found in contempt with a court order pursuant to the Family Code. While these individuals will not be formally supervised by the Probation Department, this will create a potential increase in responsibility for our court deputies.

AB 2606 requires each county probation deparment to update any supervised release file that is available on CLETS by entering any person that is placed on any form of post-conviction supervision within their jurisdiction. This creates a significant increase in workload for our clerical staff, as they will now be responsible for tracking and updating this information in the CLETS system on anyone supervised within the county, regardless of supervising agency.

AB 2655 establishes a new misdemeanor for any first responder who takes a photo of a deceased person for any purpose other than in their official capacity. The Probation Department is required to notify any staff who serves in the capacity of a first responder of the prohibitions imposed by this bill on January 1, 2021.

AB 3234 authorizes a judge in the superior court to offer misdeameanor diversion to a defendant over the objection of the prosecuting attorney, and continue diverted cases for a period not to exceed 24 months. Per the bill, if the defendant complies with all terms of diversion, the Judge is required to dismiss the action against the defendant. While in most cases these individuals would not be formally supervised by the Probation Department, this will significantly impact the duties of the court officers. The Judges often rely upon these deputies to make referrals and track program completion for defendants on “court probation.” Additionally, this will potentially increase the need for additional programs and services that can be made available for these individuals.

SB 203 requires that all youth ages 17 or younger consult with legal counsel prior to a custodial interrogation, and before waiving any specified rights. Existing law currently requires this provision for youth 15 and younger. Juvenile hall staff have already been notified of this change.

SB 823 creates a new state agency, the Office of Youth and Community Restoration (OYCR), and sets forth provisions for the forthcoming closure of the Divison of Juvenile Justice and transfers the responsibility for the supervision of these youth to the Counties. Among other requirments of this bill, a subcommittee of the Juvenile Justice Cocordinating Council is required to develop a plan that addresses the supervision and programming strategies for this realigned population. This plan will be submitted to the Board of Supervisors with recommendations for the funding allocation that the county will receive, as well as to the OYCR, once the agency is established. Probation will be responsible for the supervision and aftercare needs of this population, including any related contracting needs to support their successful transition back into the community.

I am happy to discuss any further impacts, as well how the Department intends to address and respond to the above referenced bills.