



Contra  
Costa  
County

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: February 9, 2021

Subject: RECRUITMENT PROCESS FOR COMMUNITY ADVISORY COMMITTEE FOR MEASURE X

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**RECOMMENDATION(S):**

1. CLARIFY the following composition and eligibility issues related to seats on the Measure X Community Advisory Board:

- a. Composition
  - i. 17 At-Large seats; or
  - ii. 15 Supervisorial District seats (3 per Supervisorial District) and 2 At-Large seats; or
  - iii. Other composition as determined by the Board
- b. Eligibility - Determine whether certain public officials are eligible to serve on the Community Advisory Board, including, but not limited to elected officials (Mayors, City Council members, etc.) and appointed officials (City Managers, Fire Chiefs, etc.)

2. ADOPT a process to recruit and appoint members of the Measure X Community Advisory Board; DETERMINE how long the recruitment should be advertised and PROVIDE any additional direction to staff regarding next steps.

**FISCAL IMPACT:**

No fiscal impact.

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- APPROVE  OTHER
  - RECOMMENDATION OF CNTY ADMINISTRATOR  RECOMMENDATION OF BOARD COMMITTEE
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Action of Board On: **02/09/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 9, 2021

Contact: Timothy Ewell, (925) 655-2043

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

cc:

## **BACKGROUND:**

On February 2, 2021, the Board of Supervisors established the Measure X Community Advisory Committee. Specifically, the Board defined the responsibilities of the Committee, its membership composition, appointment process and terms of office for members. Below is a summary of each specific area determined by the Board:

**Responsibilities:** The Community Advisory Committee's main responsibilities:

- Overseeing an annual assessment of community needs, focusing primarily on the priority areas identified in this year's Needs Assessment, including emergency response (fire/medical), health care, safety net services, preventative care, affordable housing, and supports for early childhood, youth, families, and seniors.
- Creating detailed priority lists of the top ten service gaps (county- and community-provided) based on the results from the needs assessment.
- Using the assessment to make general funding priority recommendations to the Board of Supervisors on 95% of the revenue generated by Measure X. Providing an annual report on the outcomes and impact of allocated funds.
- The committee shall initially meet as needed to develop a recommended annual budget allocation plan, and thereafter shall meet quarterly.

**Membership:** The Community Advisory Committee shall be composed of 17 individuals and its membership should represent broad and diverse voices, perspectives and expertise, including but not exclusive to: budget justice advocacy, children's services, community health, consumer advocacy, faith leadership, senior services, fire and public safety protection, housing and homelessness, labor union representation, legal advocacy, local businesses, mental health services, non-partisan civic organizations, policy organizations, public health, racial justice and equity, safety net services, senior services, substance use services, taxpayers, and youth services.

- Committee members should have expertise in an area outlined above or that is otherwise in accordance with the priorities set by the ballot measure and needs assessment
- Representation on the committee shall be from community-based organizations, labor organizations and residents from across the County who have knowledge and understanding of County services
- Committee members shall either live or work in Contra Costa County, with a majority being residents of the County

**Appointment Process:** The County will solicit applications to fill the 17 member committee. Applications shall be referred to the Board Finance Committee which shall make recommendations to the full Board of Supervisors on appointments to the Community Advisory Committee. The Board shall make every effort to insure that there is representation from the broadest cross-section of stakeholders as described in the "Membership" section above, as well as geographic, racial and ethnic representation reflecting the County's diversity.

**Terms:** The initial members of the Community Advisory Committee shall serve staggered terms of two or three years, and subsequent appointments serving three-year terms, with a maximum of six years

served consecutively by any member.

Today's action is follow up to the Board's action on February 2, 2021 and is requesting the Board adopt a recruitment process and procedure for the Measure X Community Advisory Board. The County Administrator's Office has prepared a draft media release for review and has also identified points of clarification to request from the Board regarding composition and eligibility of the membership of the Community Advisory Board.

CONSEQUENCE OF NEGATIVE ACTION:

The Board will not have established a formal recruitment procedure for the Measure X Community Advisory Board.

ATTACHMENTS

DRAFT Media Release - Would you Like to Serve on the Measure X Community Advisory Board