



Contra
Costa
County

Print Form

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 **Middle Initial** **Last Name**

Home Address - Street **City** **State** **Postal Code**

Primary Phone (best number to reach you) **Email Address**

Resident of Supervisorial District (if out of County, please enter N/A):

Do you work in Contra Costa County? Yes No **If Yes, in which District do you work?**

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	Degree Type/Course of Study/Major	Degree Awarded	
University of Texas at El Paso	BA in Public Relations	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
University of North Texas	Masters in Public Administration	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Walden University	PhD in Public Policy (Graduation soon)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed: **Certificate Awarded for Training?**
 Yes No

Board, Commission, or Committee **Seat Name**

Have you ever attended a meeting of the advisory board for which you are applying?
Please check one: Yes No **If Yes, how many?**

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

I am the Director of the Community Services Bureau, the arm of Contra Costa county government that oversees all the Early Head Start and Head Start centers that are affiliated to the county. I believe that because of my position, being part of this Commission is mutually beneficial to both organizations. In addition, Kathy Gallagher, Employment and Human Services Department Head (who is part of the Commission) has asked me to be her alternate.

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

See resume attached (Please note that my resume does not include my current position)

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

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

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

Aging Action Initiative (Marin county) Board of Directors (Executive Committee)
California Association of Welfare Fraud Investigators (Board of Directors, Director)
California Association of Public Authorities (Board of Directors, Director)

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234).

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:



Date:

8/9/21

Submit this application to: ClerkofTheBoard@cob.cccounty.us OR Clerk of the Board
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 2021/234, 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) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter; (4) Registered domestic partner, pursuant to California Family Code section 297; (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner; (6) 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.

Aaron Alarcon-Bowen, MPA

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- Profile:** *Committed, effective and driven leader (*bilingual*) with 21 years of experience in social service, with an outstanding track record of proven success in *program development* and *enhancement*.
- *Strong ability to *build relationships* with stakeholders, partner agencies and staff. Critical thinker. Effective decision maker with the ability to listen and show empathy.
- Education:** **The University of Texas at El Paso**, El Paso, TX
BA in Organizational Communication/Public Relations
Graduation date: May 1999
- The University of North Texas**, Denton, TX
Masters in Public Administration
Graduation date: May 2008
- Walden University**, Minneapolis, MN
PhD in Public Policy and Administration
Expected Graduation date: May 2021
- Work Experience:** **IHSS Public Authority of Marin**, San Rafael, CA March 2017 – Present
Executive Director (Staff size: 7. Budget: \$2.7 million)
Accountable for the overall management of an independent, government agency that provides in-home care for vulnerable populations and supports their caregivers. Responsibilities fall under four components: leadership, programs and advocacy, finance/operations/human resources, and board governance. *Accomplishments: rebranded the organization, increased recruitment of caregivers and Board members, improved policies and procedures, added community partnerships, expended and improved services.*
- County of Marin**, San Rafael, CA July 2014 – March 2017
Program Integrity Coordinator
Oversaw the Program Integrity for the In-Home Supportive Services program, assuring that assistance received by the recipients was utilized according to regulations. Also represented the County during Fair Hearings, among others duties. *Accomplishments: designed and implemented policies and procedures, became Board member of the California Welfare Fraud Investigators Association*
- ChildNet Youth and Family Services**, Long Beach, CA November 2013 – April 2014
Recruitment Coordinator
Responsible of the recruitment process of potential foster parents. This process includes: outreach, screening, certification and training of potential foster parents. *Accomplishments: Met and surpassed recruitment goals.*
- Catholic Charities of Dallas**, Dallas, TX October 2008 – September 2013
Family Services Program Director (Staff size: 15. Budget: \$2 million)
Managed a program that provided financial and material assistance to low-income individuals. Grant writing, public speaking and fundraising. *Accomplishments: Created and developed the Financial Education Program for the agency. Implemented a self-sufficiency service plan for struggling families, including follow up and measurable outcomes.*
- Guardianship Services, Inc.**, Fort Worth, TX December 2005 – September 2008
Guardianship Specialist
Handled a caseload of up to 80 legally incapacitated clients; tasks included monthly visits to supervise their medical and mental status and making important life decisions such as placement, living arrangements and financial matters. *Accomplishments: Assigned to challenging cases because of documented, successful results.*
- L.U.L.A.C. Project Amistad** El Paso, Texas June 2002- August 2005
Guardianship Specialist/Program Director (Staff size: 12. Budget: \$750,000)
Legal decision maker for mentally incapacitated adults. Duties included weekly visits monitoring Wards; making key decisions on behalf of Wards; performing assessments on new referrals; attending court hearings, testifying before the Court. *Accomplishments: Promoted to Guardianship Program Director.*
- Palm Beach Opera**, West Palm Beach, Florida Sept 2000 – April 2001
Development Associate/Performer
Assisted with the fundraising activities of the company. Responsibilities included special events planning, such as golf tournaments, dinner galas and summer camps for unprivileged children. *Accomplishments: Started the "Amigos de la Opera" society, the first Spanish-speaking membership group of the organization.*
- United Way of El Paso County**, El Paso, Texas May 1999 – Sept 2000
Campaign Associate
Fundraiser for one of the top non-profit organizations in the United States. Duties included conducting presentations both in English and Spanish to manufacturing companies, as well as maintaining year-long relations with these businesses and their management team. *Accomplishments: Surpassed fundraising goal of one million dollars.*

References: Upon request.