



Agenda

FAMILY & HUMAN SERVICES COMMITTEE

January 25, 2021
9:00 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/84252662304>

OR
Calling in using this phone number and Meeting ID code:
1-888-278-0254
Meeting ID: 786066

Supervisor Candace Andersen, Chair
Supervisor Diane Burgis, Vice Chair

Agenda Items:	Items may be taken out of order based on the business of the day and preference of the Committee
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1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).
3. RECEIVE and APPROVE the draft Record of Action for the meeting of the Family & Human Services Committee on November 23, 2020.
4. CONSIDER making recommendations to the Board of Supervisors on the following advisory body appointments, re-appointments or vacancies:
 - a. RECOMMEND that the Board of Supervisors:
 1. REAPPOINT Nancy Leasure to At-Large Seat #8 for a term expiring on September 30, 2022, and
 2. APPOINT Dr. Michelle Hernandez to Member At-Large Seat #13 of the Contra Costa Advisory Council on Aging (ACOA) for a term expiring on September 30, 2022, as recommended by the Council. (*Anthony Macias, Employment and Human Services Department*)
 - b. RECOMMEND that the Board of Supervisors:
 1. APPOINT Rhiannon Shires to the Member-at-Large Seat IV for a term ending on June 30, 2023;
 2. APPOINT Dylan Johnston to the Member-at-Large Seat VI for a term ending on June 30, 2024; and

3. APPOINT Ashley Ganem to the Member-at-Large Alternate Seat I for a term ending on June 30, 2024.

c. RECOMMEND that the Board of Supervisors:

- APPOINT Catherine Jones to the At Large 5 Commissioner Seat on the Contra Costa Commission on Women and Girls for a term ending February 28, 2022.

d. RECOMMEND that the Board of Supervisors:

- APPOINT Pa'tanisha Davis to At-Large Seat 1 expiring on September 30, 2022 on the Family and Children's Trust Committee, as recommended by the Employment and Human Services Department.

5. RECOMMEND that the Board of Supervisors:

1. CONSIDER accepting amendments to the Arts and Culture Commission Bylaws and, if Bylaw amendments are approved by the Board,
2. APPOINT Carolyn Considine as a non-voting Youth Advisor on the Arts and Culture Commission for a one-year term.

6. CONSIDER accepting or modifying the 2021 Family and Human Services Committee meeting schedule and work plan.

7. The next meeting is currently scheduled for February 22, 2021.

8. Adjourn

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

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Family & Human Services Committee less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar 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:

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



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

3.

Meeting Date: 01/25/2021
Subject: RECORD OF ACTION FOR THE PREVIOUS FHS MEETING
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: NA
Referral Name: NA
Presenter: Dennis Bozanich **Contact:** Dennis Bozanich;
925-655-2050

Referral History:

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meeting.

Referral Update:

Attached is the draft Record of Action for the meeting of the Family & Human Services Committee on November 23, 2020.

Recommendation(s)/Next Step(s):

RECEIVE and APPROVE the draft Record of Action for the meeting of the Family & Human Services Committee of November 23, 2020.

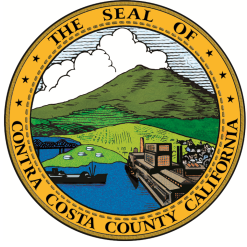
Fiscal Impact (if any):

None

Attachments

DRAFT Record of Action - 11/23/2020

DRAFT



FAMILY AND HUMAN SERVICES COMMITTEE

RECORD OF ACTION FOR
November 23, 2020

Supervisor John Gioia, Chair
Supervisor Candace Andersen, Vice Chair

Present: Candace Andersen, Chair
Diane Burgis, Vice Chair

1. Introductions

The Committee was called to order at 9:01AM.

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 was made.

3. RECEIVE and APPROVE the draft Record of Action for the Special Meeting of the Family & Human Services Committee Meeting of October 29, 2020.

No public comment. Approved without objection.

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

a. RECOMMEND to the Board of Supervisors the appointment to the Council on Homelessness, for two year terms, of:

- Iman Novin of Walnut Creek to the Affordable Housing Developer seat;
- Margaret Schlitz of Richmond to the Behavioral Health seat;
- Teri House of Antioch to the City Government seat;
- Jo Bruno of Antioch to the Consumer seat;
- Alejandra Chamberlain of Pleasant Hill to the Education Vocational Training seat;
- Gabriel Lemus of Martinez to the Emergency Solutions Grant seat;
- Linea Altman of Concord to the Healthcare Provider seat;

- Deanna Pearn of Pleasant Hill to the Homeless Service Provider seat;
- Manjit Sappal of Martinez to the Public Safety #1 seat;
- Misaki Hiriyama of Martinez to the Veteran Administration seat;
- Maureen Nelson to the Workforce Development seat; and
- Renee Hendrick of Crockett to the Youth representative seat.

No public comment. Approved for Board consideration without objection.

- b. RECOMMEND to the Board of Supervisors the appointment of Penny Reed to Member At-Large Seat #1 on the Contra Costa Advisory Council on Aging (ACOA) for a term expiring on September 30, 2022., as recommended by the Council.

No public comment. Approved for Board consideration without objection.

- c. RECOMMEND to the Board of Supervisors the appointment of Ben Miyaji to the At-Large 2 seat on the Arts and Culture Commission of Contra Costa County (AC5) to a term expiring June 30, 2023, as recommended by the Arts and Culture Commission.

No public comment. Approved for Board consideration without objection.

- d. RECOMMEND to the Board of Supervisors the appointment of David Leimsieder to At-Large 3 seat expiring on September 30, 2021 and Jennifer Early to At-Large 5 seat expiring on September 30, 2022 on the Family and Children's Trust Committee, as recommended by the Employment and Human Services Department.

No public comment. Approved for Board consideration without objection.

- e. Board of Supervisor may consider appointing DeVonn Powers to Flex Seat #2 of the local Workforce Development Board (WDB) for a term that expires on June 30, 2024.

No public comment. Approved for Board consideration without objection.

- f. RECOMMEND to the Board of Supervisors the appointments of Stacey Norman to the vacant Community Representative - Central/South 2 seat and Liliana Gonzalez to the vacant Public Agency - Central/South 2 seat on the Local Planning and Advisory Council for Early Care and Education, as recommended by the County Office of Education.

No public comment. Approved for Board consideration without objection.

5. CONSIDER accepting and submitting for approval by the Board of Supervisors modifications to the IHSS Public Authority Registry Policies and Procedures.

No public comment. Approved for Board consideration without objection.

6. CONSIDER accepting and submitting for approval to the Board of Supervisors modifications to the Advisory Council on Aging Bylaws.

No public comment. Approved for Board consideration without objection.

7.
 1. Accept this report from the Health Services Department; and
 2. Forward this report to the Board of Supervisors for acceptance; and
 3. Direct staff to continue to report on a quarterly basis to the FHS Committee regarding health status of the homeless population in Contra Costa County by the Health Care for the Homeless Program.

No public comment. Chair Gioia expressed concern for what happens when Project RoomKey ends. Approved for Board discussion without objection.

8. ACCEPT the updated Mental Health Services Act Three Year Plan, REFER to the Board of Supervisors for consideration.

No public comment. Approved for Board discussion without objection.

9. ACCEPT the attached report on the Employment and Human Services Department's Innovative Community Partnerships.

No public comment. Approved for Board discussion without objection.

10. The next meeting is to be determined, likely in early 2021.

11. Adjourn

Meeting adjourned at 10:44AM.

For Additional Information Contact:

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



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4.

Meeting Date: 01/25/2021

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

Submitted For: Monica Nino, County Administrator

Department: County Administrator

Referral No.: NA

Referral Name: Advisory Body Appointments

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

Referral History:

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

Referral Update:

Recommendation(s)/Next Step(s):

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

Fiscal Impact (if any):

NA

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4. a.

Meeting Date: 01/25/2021
Subject: Appointment to the Advisory Council on Aging
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: N/A
Referral Name: Appointments to Advisory Bodies
Presenter: Anthony Macias **Contact:** Anthony Macias,
925.602.4175

Referral History:

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

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

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

Referral Update:

The Contra Costa Area Agency on Aging (AAA) recommends the reappointment of Nancy Leasure to At-Large Seat #8 for a term expiring on September 30, 2022, and appointment of Dr. Michelle Hernandez to Member At-Large Seat #13 of the Contra Costa Advisory Council on Aging (ACOA) for a term expiring on September 30, 2022.

The Membership Committee recommends the reappointment of Ms. Leasure and the appointment of Dr. Hernandez. Please find a copy of the member's applications provided as separate attachment.

Recommendation(s)/Next Step(s):

RECOMMEND that the Board of Supervisors reappoint Nancy Leasure to At-Large Seat #8 for a term expiring on September 30, 2022, and appoint Dr. Michelle Hernandez to Member At-Large Seat #13 of the Contra Costa Advisory Council on Aging (ACOA) for a term expiring on September 30, 2022, as recommended by the Council.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

Reappointment Application - Leasure

Appointment Application - Hernandez



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

Personal information fields: First Name (Nancy), Last Name (Leasure), Home Address - Street, City (Danville), Zip Code (94526), Phone, Email, Resident of Supervisorial District.

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

Education checkboxes: High School Diploma (checked), CA High School Proficiency Certificate, G.E.D. Certificate.

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Row 1: U. of Illinois, History, Yes/No.

Other Training Completed: [Empty field]

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

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

Please explain why you would like to serve on this particular board, committee, or commission. I appreciate the work the council is doing, and want to help them achieve their goals.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) I am elderly, and knowledgeable about the council. My husband was involved for years, from 2003 until his death in 2018, and I accompanied him to many meetings.

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

I would like to be considered for appointment to other advisory bodies for which I may be qualified. Please check one: [] Yes [x] No

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

Please check one: Yes No

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

Current member of the Advisory Council on Aging.
Girl Scout leader.
Sunday School teacher

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Signed: Nancy Leasure

Date: Nov. 27, 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.

Application Form

Profile

Dr. Michelle

First Name

R.

Middle Initial

Hernandez

Last Name

[REDACTED]

Home Address

[REDACTED]

Suite or Apt

Concord

City

CA

State

94521

Postal Code

Mobile: (925) 759-8610

Primary Phone

mihernandez11@gmail.com

Email Address

Which supervisorial district do you live in?

District 4

Education

Select the option that applies to your high school education *

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

UC DAVIS

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?

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

As a mental health professional it is essential that the services within our community be representative of our demographics, culture, and inclusiveness .

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

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

Dr. Michelle Hernández

[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 understand 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 Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4. b.

Meeting Date: 01/25/2021

Subject: RECOMMEND Declaration of Vacancy and Appointments to Alcohol and Other Drug Advisory Board

Submitted For: Monica Nino, County Administrator

Department: County Administrator

Referral No.: NA

Referral Name: Fatima Mata Sol

Presenter: Fatima Matal Sol

Contact: Fatima Matal Sol; 5-3307

Referral History:

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

The Alcohol and Other Drugs Advisory Board provides input and recommendations to the Board of Supervisors and the Health Services Department concerning family and community needs regarding prevention and treatment of alcohol and drug related problems. The mission of the Contra Costa County Alcohol and Other Drugs Advisory Board is to assess family and community needs regarding treatment and prevention of alcohol and drug abuse problems. The board reports their findings and recommendations to the Contra Costa Health Services Department, the Board of Supervisors and the communities they serve. The Alcohol and Other Drugs Advisory Board works in collaboration with the Alcohol and Other Drugs Services of Contra Costa Health Services. The board provides input and recommendations as they pertain to alcohol and other drugs prevention, intervention, and treatment services.

Referral Update:

The Alcohol and Other Drugs Advisory Board's Executive Committee met and are recommending the following actions:

- Appointment of Rhiannon Shires to the Member-at-Large Seat IV for a term ending on June 30, 2023;
- Appointment of Dylan Johnston to the Member-at-Large Seat VI for a term ending on June 30, 2024; and
- Appointment of Ashley Ganem to the Member-at-Large Alternate Seat I for a term ending on June 30, 2024.

Due to the reorganization of the AODAB's structure, there is a need for additional At-Large

members to support a broader county geographical representation.

In accordance to the recruitment policy of the Board of Supervisors a media advisory will be released to recruit potential Board members. Alcohol and Other Drug Services maintains an internal system to monitor countywide geographical and culturally representation.

Recommendation(s)/Next Step(s):

RECOMMEND that the Board of Supervisors:

1. APPOINT Rhiannon Shires to the Member-at-Large Seat IV for a term ending on June 30, 2023;
2. APPOINT Dylan Johnston to the Member-at-Large Seat VI for a term ending on June 30, 2024; and
3. APPOINT Ashley Ganem to the Member-at-Large Alternate Seat I for a term ending on June 30, 2024.

Fiscal Impact (if any):

NA

Attachments

Application - Shires

Application - Johnston

Application - Ganem

Current Advisory Board Roster 1-12-2021



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

Rhiannon

Last Name

Shires

Home Address - Street

[Redacted]

City

Danville

Zip Code

94526-2949

Phone (best number to reach you)

[Redacted]

Email

[Redacted]

Resident of Supervisorial District:

[Redacted]

EDUCATION

Check appropriate box if you possess one of the following:

[X] High School Diploma

[] CA High School Proficiency Certificate

[] G.E.D. Certificate

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include Boston University, California State University Northridge, and California Institute of Integral Studies.

Other Training Completed:

[Redacted]

Board, Committee or Commission Name

Alcohol & Other Drugs Advisory Board

Seat Name

Member

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

[X] No

[] Yes

If yes, how many?

[Redacted]

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

I have been a Clinical Psychologist for 25 years. I have worked in Hospitals, Social Service Agencies, Schools, and Private Practice. I have worked extensively with patients with Alcohol & other Drug problems. With the uprise in these issues since the inception of COVID, I feel a strong moral and ethical urge to give back to my community in whatever way possible.

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

I am a Licensed Clinical Psychologist with extensive knowledge and work experience with patients having Alcohol and other Drug related problems for 25 years. I have worked in Hospitals, Social Service Agencies, Schools, and Private Practice.

I am including my resume with this application:

Please check one:

[] Yes

[X] No

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

Please check one:

[X] Yes

[] No

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

Please check one: Yes No

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

Girl Scout Leader, Make a Wish Foundation, Born that Way Foundation, Peter Pan Foundation, FAME (Famous Artist and Musician Experience) at SRVUSD.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Signed: Rhiannon Shires

Date: 1/23/20

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

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4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, a person will not be eligible for appointment if he/she is related to a Board of Supervisors member in any of the following relationships: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.



Contra Costa County

Please return completed applications to:

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1025 Escobar Street, 1st Floor
Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Dylan, Last Name: Johnston, Home Address - Street: [redacted], City: Concord, Zip Code: 94518, Phone: [redacted], Email: [redacted], Resident of Supervisorial District: 5

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

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include Diablo Valley College and University of California, Berkeley.

Other Training Completed: [redacted]

Board, Committee or Commission Name: Alcohol and Other Drugs Advisory Board, Seat Name: District 5 At Large

Have you ever attended a meeting of the advisory board for which you are applying?
[] No, [x] Yes, If yes, how many? 2

Please explain why you would like to serve on this particular board, committee, or commission.
As a recovering addict (2 years clean), issues that surround addiction and recovery are central to my life. I have personally navigated the system in Contra Costa County, having been homeless for nearly a decade, and understand both its strengths and the hurdles it presents to individuals seeking to heal.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)
I am an active member of the recovery community in Contra Costa County, through personal recovery work, my employment and my volunteering. I am currently Program Manager of Seeds4Recovery, Support4Recovery's newest program, bringing services into low-income Recovery Residences.

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

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

2019: Co-Founder, Seeds4Recovery, a program of Support4Recovery
March 2020 to present: Program Manager, Support4Recovery
2019-2020: Volunteer, Rodger's Ranch Community Farm, Pleasant Hill
2020-current: Volunteer, Family Harvest Farm, Pittsburg
2019-2020: Secretary, NA, Concord Fellowship
2020-current: GSR Alternate, NA Concord Fellowship
2017: Volunteer Office Assistant, Diablo Valley Ranch

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Signed:



Date:

12/8/2020

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.

THIS FORM IS A PUBLIC DOCUMENT

Application Form

Profile

Ashley _____ B _____ Ganem _____
 First Name Middle Initial Last Name

_____ Suite or Apt
 Home Address

San Ramon _____ CA _____ 94582 _____
 City State Postal Code

Mobile: _____
 Primary Phone

_____ Email Address

Which supervisorial district do you live in?

None Selected

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Cal State East Bay

Degree Type / Course of Study / Major

BA in English

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Diablo Valley College

Degree Type / Course of Study / Major

AA Degree

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?

Alcohol and Other Drugs Advisory Board: Submitted

Seat Name

Cal State East Bay

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, committee, or commission.

SUD Counselor

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)

CADC-II

[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:

Supervisor at Bright Heart Health

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 understand 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

Ashley B. Ganem

[REDACTED] Danville, CA 94506 ([REDACTED], [REDACTED])

Objective: To become a Licensed Marriage and Family Therapist with a specialization in Substance Use Disorder.

Education

[REDACTED] Certified Alcohol and Drug Counselor II (CADC II) A057590720
August 2018
Diablo Valley College, 2016-2017, Addiction Studies Program (AS)
California State University East Bay, 2012-2014, Bachelor of Arts (BA),
English
Diablo Valley College, 2008 to 2011, Associate of Arts
(AA), English

Skills & Qualifications

- Comprehensive background in addiction
- Excellent communication and interpersonal skills
- Proficient computer skills including MS Word, MS PowerPoint, Excel, Kareo, ARMS, Clinician’s Gateway
- Demonstrates excellence in reliability and attendance
- Ability to work independently in non-office based settings
- Able to assist with crisis assessment and intervention
- Motivational Interviewing, Group counseling, Treatment planning, Discharge planning, Case management, Patient education
- Strong facilitation skills for groups
- Dedicated and skillful counselor

Experience

Bright Heart Health, SUD Counselor **August 24, 2020 to Present**

- Group counseling, individual counseling, treatment planning, bio/psycho/social intake/assessment

Horizon Services, Inc., SUD Counselor

Substance Use Disorder Counselor for Project Eden East County

January 2019 to Present

- Intake/assessments, group counseling, individual counseling, patient education, treatment planning, crisis intervention, case management, discharge planning

Center Point Inc., Transitional Counselor

Transitional Counselor for San Quentin in Prison Program **August**
2018 to December 2018

- Responsible for providing support to participants in transitioning back into the community by working with them to develop a continuing care plan that integrates after care services and housing.

Center Point Inc., Entry Level Counselor

Entry level AOD Counselor for San Quentin in Prison Program **March**
2018 to August 2018

- Intake/assessments, group counseling, one on one counseling, treatment planning, discharge planning, auditing files

Diablo Valley Drug and Alcohol Services, Intern **August**
9, 2017 to March 9, 2018

- Shadow, observe, facilitate/co-facilitate group sessions, case notes, and weekly clinical supervision

Bright Heart Health, Care Coordinator/Supervisor

March 2015 to March 2018

Case Manager/Supervisor of Telemedicine Eating Disorders Intensive Outpatient Treatment Program and Opioid Use Disorder Outpatient Treatment Program

- First point of contact for callers seeking treatment providing a consultative and caring approach to each call.
- Assess suitability for program, verify insurance benefits, and perform all areas of intake and enrollment for potential patients.
- Answer phone calls and live chat sessions with potential and active patients.
- Performing insurance verification as needed by checking with insurance company on benefit coverage for patients as well as completing prior authorizations for medication.
- Handle scheduling for clinical, nutritional assessments, individual and group sessions, and doctor visits.
- Oversee and manage Care Coordinators/Admissions team
- Facilitate Support Groups

Current AODAB Representation

Seat	Name	Address	District of Residence
District I	Antwon Cloird	Richmond, CA, 94804	I
District II	Guita Bahramipour	Moraga, CA, 94556	II
District III	Cynthia Chavez	Antioch, CA, 94531	III
District IV	Tom Aswad	Walnut Creek, CA, 94598	IV
District V	Logan Campbell	Martinez, CA, 94553	V
At Large - 1	Jonathan Ciampi	San Ramon, CA, 94583	II
At Large - 2	Victor Ortiz	Walnut Creek, CA, 94598	IV
At Large - 3	Talia Moore E.D.D.	El Sobrante, CA, 94803	I
At Large - 4	Vacant		
At Large - 5	Evelyn Howard	Alamo, CA 94507	II
At Large - 6	Vacant		
At Large - Alternate 1	Vacant		
At Large - Alternate 2	Vacant		
At Large - Alternate 3	Vacant		

Current AODAB Applicants

Name	Address	District of Residence
Dylan Johnston	Concord, CA 94518	IV
Ashley Ganem	San Ramon, CA 94582	II
Rhiannon Shires	Danville, CA 94526	II

Number of Apointed Members per District of Residence

District I	2
District II	3
District III	1
District IV	2
District V	1

Number of Applicants per District of Residence

District I	0
District II	2
District III	0
District IV	1
District V	0

RECOMMEND the Board of Supervisors appoint:

- Catherine Jones to the At Large 5 Commissioner Seat on the CCCWG, a term ending February 28, 2022.

Fiscal Impact (if any):

NA

Attachments

Application - Jones

CCCWG Roster as of December 2020

Application Form

Profile

Catherine

First Name

L.

Middle Initial

Jones

Last Name

[Redacted] Home Address

Suite or Apt

Walnut Creek

City

CA

State

94597

Postal Code

Home:

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 *

High School Diploma

College/ University A

Name of College Attended

McGill University

Degree Type / Course of Study / Major

BSc Microbiology&Immunology

Degree Awarded?

Yes No

College/ University B

Name of College Attended

The Rockefeller University

Degree Type / Course of Study / Major

PhD Virology

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?

Commission for Women: 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, committee, or commission.

I am interested in joining the Commission for Women & Girls. We know that the COVID-19 crisis is having an outsized impact on women. Women are suffering economic setbacks not only from lost jobs, but also from increased unpaid responsibilities. Women are the majority of US essential workers; in Contra Costa this is reflected in the fact that 52% of COVID-19 cases are in women. I am interested in joining the Contra Costa Commission for Women & Girls to help advocate for the unique needs of women as we weather this crisis.

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.

Moms Demand Action for Gun Sense in America - Lamorinda Chapter Membership and Welcome Call Lead - Gun Sense Action Network Volunteer Outreach calling team - Gun Sense Action Network Voter Outreach calling team Elementary School writing workshop parent volunteer Get out the vote postcards, phone banking, and texting

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

I am a scientist, immigrant, and mother raising two young daughters in Walnut Creek. I became a US citizen in 2017 after living in the US for almost twenty years. Prior to immigrating, I lived in the United Kingdom, Canada, Papua New Guinea, and Thailand. Professionally, I am trained as a virologist. I received my PhD in infectious diseases from The Rockefeller University in New York, where I studied the molecular biology of hepatitis C virus. I continued working at Rockefeller as a Laboratory Manager, and helped to secure several million dollars in funding for infectious disease research. I then became a Program Manager at Seeding Labs, a non-profit that enables access to scientific careers for aspiring researchers across the globe. I went on to become an Associate Director at Novartis Institutes for BioMedical Research in Emeryville, where I worked to discover antibiotics, antivirals, and anti-malarial drugs. I now have my own business as a consultant to the biotech industry. I currently contribute to my community as Membership co-lead for the Lamorinda Moms Demand Action group. I also volunteer with a number of get out the vote efforts, including postcards, phone banking, and texting. Thank you so much for your consideration.

[Jones_Catherine_CV_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



Contra Costa County, CA

Contra Costa Commission for Women and Girls

Board Roster



Michelle Brown

1st Term Apr 24, 2018 - Feb 28, 2021

Position At-Large 1



Rosa Argentina Davila-Luevano

2nd Term Mar 14, 2017 - Feb 28, 2021

Position At-Large 2



Dayanna Macias-Carlos

2nd Term Mar 01, 2019 - Feb 28, 2023

Position At-Large 3



Lanita Mims

1st Term Nov 06, 2018 - Feb 28, 2021

Position At-Large 4



Ariana J Rickard

1st Term Oct 23, 2018 - Feb 28, 2022

Position At-Large 6



Phyllis Gordon

2nd Term Mar 14, 2017 - Feb 28, 2021

Position At-Large 7



Shailaja Dixit

1st Term Sep 15, 2020 - Aug 24, 2024

Position At-Large 8



Michelle Hernandez

1st Term Nov 05, 2019 - Feb 28, 2023

Position At-Large 9



Silvia Young

1st Term Mar 01, 2018 - Feb 28, 2022

Position At-Large 10



Joey Smith

2nd Term Mar 01, 2019 - Feb 28, 2023

Position District I



Kelly Clancy

1st Term Sep 10, 2019 - Feb 28, 2023

Position District II



Hannah R Brown

1st Term Oct 13, 2020 - Feb 28, 2022

Position District IV



Kirsten Upshaw

2nd Term May 09, 2017 - Feb 28, 2021

Position District V



Vacancy

Position At-Large Alternate



Vacancy

Position District III



Vacancy

Position At-Large 5



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4. d.

Meeting Date: 01/25/2021
Subject: Appointments to FACT
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: NA
Referral Name: Advisory Board Appointment
Presenter: Laura Malone **Contact:** Laura Malone; 8-4943

Referral History:

On December 6, 2011 the Board of Supervisors adopted Resolution No. 2011/497 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was the requirement that applications for at-large/countywide seats be reviewed by a Board of Supervisors sub-committee. The Family and Children's Trust Committee (FACT), was established in 1982 by the Contra Costa County Board of Supervisors to make funding recommendations on the allocation of a variety of funds for prevention and intervention services to reduce child abuse and neglect, provide supportive services to families and children, and promote a more coordinated, seamless system of services for families. Funding for FACT supported projects derived from federal and state program legislation, and donations to the County's Family and Children's Trust Fund. Every two years, the members of the FACT establish a series of County priorities for the use of these funds through review of existing data and reports and by holding Public Hearings in various areas of the county. The Committee then develops a competitive bidding process to select non-profit, community-based agencies that can best provide the services determined to be most important. Program recommendations are made to the Board of Supervisors which makes the final funding decisions. The Committee continues to evaluate these funded programs to ensure continued provision of quality service and achievement of stated goals. Programs currently being supported include countywide parenting classes, therapeutic day care for emotionally disturbed children, treatment for families, young children and teens with both substance abuse and child abuse issues, services for homeless families, and projects to support children whose mothers have been victims of domestic violence and sexual assault. The FACT has up to fifteen members who are appointed by the Board and include citizens with expertise in children's issues, education, law, non-profit agency management, public health, and program research/evaluation. In addition, the Director of the Child Abuse Prevention Council sits as ex-officio member of the Committee and participates in all matters except actually voting on funding recommendations. Terms for all Commission seats are two years. At-Large and non-District appointed seat vacancies on the FACT have been assigned for Family and Human Services Committee (F&HS) review since 2003.

Referral Update:

At-Large Seat 1 was declared vacant on January 5, 2021 upon transition of a FACT Committee member to the vacant District II Seat. The FACT Committee voted on November 2, 2020 to recommend appointment of Pa'tanisha Davis to At-Large Seat 1 contingent upon seat vacancy. Candidates for appointment to the FACT Committee typically serve a two-year term. The At-Large Seat 1 currently has a term expiration of September 30, 2022.

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the appointment of Pa'tanisha Davis to At-Large Seat 1 expiring on September 30, 2022 on the Family and Children's Trust Committee, as recommended by the Employment and Human Services Department.

Fiscal Impact (if any):

No fiscal impact.

Attachments

Appointment Memo

Application - Davis

FACT Roster - December 2020



EMPLOYMENT & HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

40 Douglas Drive, Martinez, CA 94553 • (925) 608-5000 • Fax (925) 313-9748 • www.ehsd.org

To: Family and Human Services Committee
Supervisor Candace Andersen, District II, Chair
Supervisor Diane Burgis, District III, Vice Chair
Date: January 25, 2021
From: Kathy Gallagher, EHSD Director
Laura Malone, FACT Staff
Subject: Family and Children's Trust (FACT) Committee Seat Membership Recommendation

The Employment and Human Services Department Director, Kathy Gallagher, respectfully requests that the Family and Human Services Committee accept the following recommendation to appoint the following applicant to the FACT Committee:

Table with 3 columns: Name, Seat, Area. Row 1: Pa'tanisha Davis, At-Large Seat 1, East County

At-Large Seat 1 was declared vacant on January 5, 2021 upon transition of a FACT Committee member to the vacant District II Seat. The FACT Committee voted on November 2, 2020 to recommend appointment of Pa'tanisha Davis to At-Large Seat 1 contingent upon seat vacancy.

Candidates for appointment to the FACT Committee typically serve a two-year term. The At-Large Seat 1 currently has a term expiration of September 30, 2022.

PURPOSE OF COMMITTEE

The purpose of this committee is to establish priorities and make funding recommendations to the Board of Supervisors on the allocation of specific funds for the prevention/amelioration of child abuse and neglect, and the promotion of positive family functioning. These funds include: Child Abuse Prevention, Intervention, and Treatment funds (CAPIT) funds, (AB 1733), Birth Certificate revenue to the County Children's Trust (AB2994), the Ann Adler Children's Trust funds, Community-Based Child Abuse Prevention funds (CBCAP) and other funds as may be subsequently directed by the Board of Supervisors.

SUMMARY OF RECRUITMENT EFFORTS/NOMINEES FOR MEMBERSHIP

The FACT Committee, in conjunction with the County Administrator's Office, continues to make every effort to fill its vacant seats. These efforts include releasing public notices on the EHSD social media sites, contacting each district Supervisor's office and releasing public notice, inviting interested parties to consider membership and soliciting the support of current members to outreach to potential candidates for consideration for membership.

FACT Committee membership consists of the following:

- Five AT-Large seats
- One representative from each of the five Supervisorial Districts
- Five discipline/sector specific seats

There are currently 12 seats filled on the FACT Committee, with one pending resignation and three vacancies. The Committee has vacancies as follows:

- At-Large Seat 1 – declared vacant on January 5, 2021 due to transition of committee member to the District II Seat on January 5, 2021.
- District III – declared vacant on January 5, 2021 resulting from committee member resignation on December 7, 2020.
- District V Seat – declared vacant on September 17, 2019 resulting from committee member resignation on August 25, 2019.

The FACT Committee has actively recruited to fill the vacancies and has submitted an applicant to Supervisor Glover's office for recommendation to the District V Seat.

As referenced, the FACT Committee has also received resignation notification from one member, which will result in a vacancy. The pending resignation is for the District IV Seat and was received on January 6, 2021 with an immediate effective date.

If the seat members referenced herein are appointed, FACT Committee seat members will live or work in the following areas of the county (excluding the pending resignation):

- East (1): At-Large Seat 1
- Central/South (8): Four discipline specific, Three At-Large, District IV
- West (3): District I, One discipline specific, One At-Large

The FACT Committee recommends appointing Pa'tanisha Davis to At-Large Seat 1, which will have term expiration of September 30, 2022.

The candidate has expressed a sincere interest in serving on the Committee and is dedicated to fulfilling the mission and goals as outlined in the Committee's policies and procedures.

Based on the above information, the Director of EHSD on behalf of the FACT Committee respectfully recommends that the FHS Committee appoint Pa'tanisha Davis to serve as a member on the FACT Committee.

Enc. Board, Committees, and Commission Application for *Pa'tanisha Davis*
FACT Roster - DRAFT

Application Form

Profile

Patanisha

First Name

E

Middle Initial

Davis

Last Name

[Redacted]

Home Address

Suite or Apt

City

CA

State

94513

Postal Code

Primary Phone

[Redacted]

Email Address

Which supervisorial district do you live in?

District 3

Education

Select the option that applies to your high school education *

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, committee, 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 fundamentals 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.

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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?

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

PA`TANISHA ENA DAVIS, ESQ.
, Brentwood CA 94513

Email: [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

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.

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Eden Area Regional Occupation Program

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Criminal Justice Instructor

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- Contra Costa County Bar Association Women Section Executive Board – Past President
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- Contra Costa County Bar Association Diversity Committee
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- 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

FACT ROSTER January 2021 - DRAFT

Committee Seats (5)	At-Large Members (5)	District Seats (5)
<p>1. First 5 Commission Exp. 09/30/2022 Lisa R. Johnson ████████████████████ Concord, CA 94520 ████████████████████</p> <p>2. School Representative Exp. 09/30/2022 Karin Kauzer ████████████████████ Walnut Creek, CA 94595 ████████████████████</p> <p>3. Child Development Early Childhood Education/Local Planning Council Exp. 09/30/2022 Micaela Mota ████████████████████ Richmond, CA 94804 ████████████████████</p> <p>4. Child Abuse Prevention Council Exp. 09/30/2021 Carol Carrillo, MSW ████████████████████ Concord, CA 94520 ████████████████████</p> <p>5. Mental Health Exp. 09/30/2021 Dr. Allyson Mayo ████████████████████</p>	<p>1. Pa'tanisha Davis Exp. 09/30/2022 ████████████████████ Brentwood, CA 94513 ████████████████████ ████████████████████</p> <p>2. Katie Callahan Cisco Exp. 09/30/2022 ████████████████████ Concord, CA 94521 ████████████████████</p> <p>3. David Leimsieder Exp. 09/30/2021 ████████████████████ Walnut Creek, CA 94596 ████████████████████</p> <p>4. Joseph DeLuca Exp. 09/30/2021 ████████████████████ Lafayette, CA 94549 ████████████████████</p> <p>5. Jennifer Early Exp. 09/30/2022 ████████████████████ Richmond, CA 94804 ████████████████████</p>	<p>District I Exp. 09/30/2021 Supervisor John Gioia Richard Bell ████████████████████ El Cerrito, CA 94530 ████████████████████</p> <p>District II Exp. 09/30/2021 Supervisor Candace Andersen Mary Flott Exp. 09/30/2022 ████████████████████ Alamo, CA 94507 ████████████████████</p> <p>District III Exp. 09/30/2022 Supervisor Diane Burgis Vacant</p> <p>District IV Exp. 09/30/2021 Supervisor Karen Mitchoff PENDING Vacancy</p> <p>District V Exp. 09/30/2021 Supervisor Federal Glover Vacant</p>
	<p align="center">Staff to FACT (2)</p> <p>Elaine Burres 40 Douglas Drive Martinez, CA 94553 O: (925) 608-4960 eburres@ehsd.cccounty.us</p> <p>Laura Malone (temp) 40 Douglas Drive Martinez, CA 94553 O: (925) 608-4943 malonl@ehsd.cccounty.us</p> <p align="center">Reception: (925) 608-5000</p>	



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

5.

<u>Meeting Date:</u>	01/25/2021	
<u>Subject:</u>	CONSIDER recommending bylaw revisions for the Arts and Culture Commission	
<u>Submitted For:</u>	Monica Nino, County Administrator	
<u>Department:</u>	County Administrator	
<u>Referral No.:</u>	NA	
<u>Referral Name:</u>	NA	
<u>Presenter:</u>	Anthony Macias	<u>Contact:</u> Anthony Macias, 925.602.4175

Referral History:

The Arts and Culture Commission (AC5) of Contra Costa County was created in 1994 to advise the Board of Supervisors in matters and issues relevant to the arts and culture of the County; to advance the arts in a way that promotes communication, education, appreciation and collaboration throughout the County; to preserve, celebrate, and share the arts and culture of the many diverse ethnic groups who live in the county; to create partnerships with business and government; to increase communications and understanding between all citizens through art; and to create District Alliances in each Supervisorial District chaired by that appointee. Most importantly, the Commission will promote arts and culture as a vital element in the quality of life for all of the citizens of Contra Costa County.

The current AC5 has nine members and one alternate. Each Supervisor appoints one member to represent his or his district. Four at-large members and one alternate member are recommended by the Commission for appointment by the Board of Supervisors.

Referral Update:

In order to promote youth participation and leadership in arts in the County, on November 2, 2020, the Arts and Culture Commission approved the recommendation to revise the Bylaws and add two non-voting Youth Advisors to the Commission.

The AC5 is requesting that the Bylaws be modified to incorporate the following changes:

- The Commission will also include two non-voting Youth Advisor members. Each Youth Advisor will be a high school or college student. Each Youth Advisor will be interviewed and recommended by the Commission for appointment by the Board of Supervisors for a one-year term.
- Each Youth Advisor will perform a Commission-approved service project during their

respective term. The Youth Advisors will be expected to attend all Commission meetings and other Commission activities as needed.

Attached are draft Bylaws incorporating the proposed changes.

On January 4, 2021, the Arts and Culture Commission approved the recommendation to appoint Carolyn Considine as a non-voting Youth Advisor for a one-year term.

Recommendation(s)/Next Step(s):

RECOMMEND that the Board of Supervisors:

1. CONSIDER accepting amendments to the Arts and Culture Commission Bylaws and, if Bylaw amendments are approved by the Board,
2. APPOINT Carolyn Considine as a non-voting Youth Advisor on the Arts and Culture Commission for a one-year term.

Fiscal Impact (if any):

None

Attachments

Arts & Culture Commission Bylaw Revisions - Redline version

Arts & Culture Commission Bylaw Revisions - Non-redline version

**BY-LAWS OF THE
ARTS AND CULTURE COMMISSION
OF CONTRA COSTA COUNTY**
RECOMMENDED AMENDMENTS December, 2020

1. STATEMENT OF PURPOSE

The function of the Arts and Culture Commission of Contra Costa County (Commission) is to advise the Board of Supervisors on matters and issues relevant to arts and culture; to advance the arts in a way that promotes communication, education, appreciation and collaboration throughout Contra Costa County; to preserve, celebrate and share the arts and culture of the many diverse ethnic groups who live in Contra Costa County; to create partnerships with business and government; to increase communication and understanding between all citizens through art; and to create District Alliances in each Supervisorial District. Most importantly, the Commission will promote arts and culture as a vital element in the quality of life for all of the citizens of Contra Costa County.

2. DUTIES OF COMMISSIONERS

Each Commissioner is expected to:

- a. Support the functions of the Commission.
- b. Give all meetings and other Commission activities a priority on his/her calendar.
- c. Serve on and chair Commission committees and events.
- d. Keep current with all facts and information upon which the Commission must base its collective opinions and decisions.
- e. Participate in strategic planning and implementation of arts programming.
- f. Be an ambassador and proponent of the arts and the Commission in Contra Costa County and engage people from all cultural and ethnic groups in the arts and in the work of the Commission.

3. LOCATION OF MEETINGS

Regularly scheduled Commission meetings will be held at the location designated by a majority of the Commission, and such location shall be accessible to the public.

4. MEMBERSHIP OF THE COMMISSION

The Commission will have nine members and one alternate. Each Supervisor will appoint one member to represent his or her district. Four members will serve at-large and will be recommended by the Commission for appointment by the Board of Supervisors, as will the one alternate. The alternate may sit and vote for any absent member or vacant seat.

The Commission will also include two non-voting Youth Advisor members. Each Youth Advisor will be a high school or college student. Each Youth Advisor will be interviewed and recommended by the Commission for appointment by the Board of Supervisors for a one-year term.

Each Youth Advisor will perform a Commission-approved service project during their respective term. The Youth Advisers will be expected to attend all Commission meetings and other Commission activities as needed.

5. TERMS OF COMMISSIONERS

Staggered terms are four years in length, ending June 30. Upon expiration of their term, Commissioners may continue to serve until their reappointment has been approved, or a successor is appointed. There are no term limits.

6. RESIGNATION AND/OR REMOVAL OF COMMISSIONERS

Resignations from District seats shall be given in writing to the appointing District Supervisor. Resignations from at-large seats shall be given in writing to the Executive Director or the Chair. Resignation will be effective upon receipt of the written letter, unless a later effective date is specified in the resignation.

Regular attendance is essential for the Commission to conduct regular business, accomplish annual goals as approved by the Board of Supervisors, and meet funding source program requirements. Any Commissioner who is absent from three (3) regular meetings in a 12-month period, may be asked to resign, unless good cause is shown and approved by the Commission (e.g., work assignment, accident, illness or death of a family member, vacation, or personal illness).

7. OFFICERS

The officers are Chair, Vice-Chair, and Senior Commissioner.

8. ELECTION OF OFFICERS

A three-member nomination committee, appointed by the Chair, will develop a slate of officers to be presented and elected by the Commission at the June meeting. If an office becomes vacant at any time, the Commission will elect a new officer at the first regularly scheduled meeting following the effective date of the vacancy.

9. TERMS OF OFFICE

Each officer serves a term of one year, beginning in July and ending the following June. An officer may not serve more than two consecutive terms, unless 80% of the Commissioners approve the waiving of this bylaw provision.

10. DUTIES OF OFFICERS

Chairperson

1. The Chair calls and presides over meetings of the Commission.
2. The Chair and the Executive Director, with input from the Commissioners, prepare the meeting agenda.
3. The Chair may delegate his/her duties to the Vice-Chair.
4. The Chair ensures that there is full participation of the Commissioners present during a duly held meeting.

Vice-Chair

1. The Vice-Chair assumes the duties of the Chair in the Chair's absence.
2. The Vice-Chair assumes the duties of the Chair for the remainder of the term of that office if the Chair is unable to continue.

Senior Commissioner

1. The Commissioner with the most service time on the Commission, excluding the Chair and Vice-Chair, is the Senior Commissioner.
2. In the absence of the Chair and Vice-Chair, the Senior Commissioner will assume the duties of the Chair until either the Chair or Vice-Chair returns, or a new Chair or Vice-Chair is appointed.

11. THE STANDING COMMITTEES

The Commission may create committees composed solely of members of the Commission, which can be standing committees, task forces, or ad hoc committees, as needed.

Standing committees should meet at least quarterly or more frequently as needed. All actions approved by a standing committee will be referred to the Commission for final approval. Former Commissioners, the general public, and community members may, and are encouraged to, attend meetings of a standing committee, task force, or ad hoc committee, but may not be members of any committee.

1. **Communications Committee** – It is recommended that three Commissioners serve on the Communications Committee.

The Communications Committee will develop plans to increase public visibility of both the Commission and the arts in Contra Costa County. Functions include public relations, marketing and media relations.

2. **Public Arts Committee** – It is recommended that three Commissioners serve on the Public Arts Committee.

The Public Arts Committee will oversee the Arts Passages Program and other public art projects as directed by the Commission.

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The Executive Committee is comprised of the Commission Chair, Vice-Chair, and Senior Commissioner. The Executive Committee will review and make recommendations concerning Commission staff, personnel matters, finance and budget, and Commission governance issues. The Executive Committee shall meet at least once every six months with the Executive Director to establish priorities and set agendas for the regular meetings of the Commission.

4. **Arts Recognition Awards Committee** – It is recommended that two Commissioners serve on the Arts Recognition Awards Committee.

The Arts Recognition Awards Committee shall oversee the Annual Arts Recognition Program, including, but not limited to, establishing a project plan, reviewing the nomination forms for completeness, selecting judges, managing the judging process, selecting the artist to create the awards, and the coordination and preparation of the celebration honoring the recipients.

12. CONDUCT OF MEETINGS

All meetings of the Commission and its committees shall be held in accordance with The Ralph M Brown Act and the County's Better Government Ordinance.

13. QUORUM

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14. AMENDING THE BY-LAWS

Any proposed changes to these bylaws will be referred to the Executive Committee for review and recommendation to the Commission. The proposed changes to these bylaws shall be presented in writing at the next regularly scheduled meeting of the

Commission and may be recommended to the Board of Supervisors by a two-thirds vote of the Commission members present. The proposed changes to these bylaws shall be effective upon approval by the Board of Supervisors.

Adopted: 5/8/96

Amended: 8/14/96, 9/23/02, 10/09/02, 02/08/06, 10/02/07, 04/23/13, 02/03/15,
4/10/18, 9/8/20, 12/2/20

BY-LAWS OF THE ARTS AND CULTURE COMMISSION OF CONTRA COSTA COUNTY

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4/10/18, 9/8/20, 12/02/20

- 16 110 Innovative Community Partnerships (Includes Whole Family Services Report)
- 17 111 Family Justice Center & Commercially Sexually Exploited Children
- 18 112 Policy Options to Protect Youth from Tobacco Influences in the Retail Environment
- 19 114 Impacts of Technology on Access to Public Benefits
- 20 116 Public Mental Health Care System
- 21 117 Mental Health Services Act / Proposition 63 Funding
- 22 118 Mental Health Services Act Funding
- 23 119 Elimination of Head Start Home Based Program services for children ages three to five.
- 24 120 Clarifying the Role of the Family and Children's Trust (FACT) Committee.

The Committee members have selected the fourth Monday of each month at 9:00 a.m. as the standing meeting date and time for 2021.

Referral Update:

Attached for the Committee's review is the proposed meeting schedule and the proposed work plan for hearing each of the 2021 referrals (**Attachment A**).

Recommendation(s)/Next Step(s):

APPROVE the proposed 2021 Committee meeting schedule and work plan, or provide direction to staff regarding any changes thereto.

Fiscal Impact (if any):

None

Attachments

Draft 2021 Committee Workplan

DRAFT 2021 Family Human Services Committee Workplan

Meeting Details	Agenda Items
January 25, 2021 9:00 - 10:15 Virtual Meeting Items due by 5:00PM 1/15/2021	Review of FHS Committee Annual Workplan for 2021
	Appointment Recommendations as needed
February 22, 2021 9:00 - 10:15 Virtual Meeting Items due by 5:00PM 2/12/2021	Child Care Needs Assessment Review (#81) and Local Planning Council appointments- Countywide Child Care Report (#92)
	Appointment Recommendations as needed
March 22, 2021 9:00 - 10:15 Virtual Meeting Items due by 5:00PM 3/12/2021	Public Service Recommendations of the County's FY 2020-21 CDBG and ESG Action Plan
	Cultural Plan Prospectus (#121)
	Appointment Recommendations as needed
April 26, 2021 9:00 - 10:15 Virtual Meeting Items due by 5:00PM 4/16/2021	Mental Health Awareness Month - May
	Public Mental Health Care System (#115/116)
	AOT - Assisted Outpatient Treatment (Laura's Law) (#107)
	Appointment Recommendations as needed

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<p>May 24, 2021 9:00 - 10:15 Virtual Meeting Items due by 5:00PM 5/14/2021</p>	
	Workforce Investment Act Update (#109)
	SNAP/CalFresh Update (#103)
	Appointment Recommendations as needed
<p>June 28, 2021 9:00 - 10:15 Virtual Meeting Items due by 5:00PM 6/18/2021</p>	
	Veteran's Stand Down Report
	Youth Services Report - (Includes Independent Living Skills Program Report) (#93)
	Family Justice Center & Commercially Sexually Exploited Children (#111)
	Appointment Recommendations as needed
<p>July 26, 2021 9:00 - 10:15 Location TBD Items due by 5:00PM 7/16/2021</p>	
	Continuum of Care Plan for the Homeless/Healthcare for the Homeless (#5)
	Innovative Community Services (#110)
	Challenges for EHSD (#44) - Includes Continuum of Care Reform Report
	Appointment Recommendations as needed
<p>August 23, 2021 9:00 - 10:15 Location TBD Items due by 5:00PM 8/13/2021</p>	Healthy Aging Month - September
	Adult Protective Services and Challenges for Aged & Disability Populations including status of the Aging Master Plan (#45)
	Health, Housing and Homeless Services (#5)
	Appointment Recommendations as needed

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September 27, 2021 9:00 - 10:15 Location TBD Items due by 5:00PM 9/17/2021	Head Start Awareness Month - October
	Community Services Bureau/Head Start Oversight with staffing report (#78)
	Appointment Recommendations as needed
October 25, 2021 9:00 - 10:15 Location TBD Items due by 5:00PM 10/15/2021	Great American Smoke Out - 3rd Thursday in November
	Policy Options for protecting Youth from Tobacco Influences in the retail environment (#112)
	Secondhand Smoke Ordinance (#82)
	Appointment Recommendations as needed
November 22, 2021 9:00 - 10:15 Location TBD Items due by 5:00PM 11/12/2021	World AIDS Day - December 1
	HIV Prevention Needle Exchange Program (#61)
	Appointment Recommendations as needed
December 27, 2021 Recommend canceling this meeting	