



Agenda

FAMILY & HUMAN SERVICES COMMITTEE

March 22, 2021
9:00 A.M.

The public may observe and participate in the Virtual Zoom Meeting by using this link:

[Join Zoom Meeting](#)

Meeting ID: 142513

<https://cccouny-us.zoom.us/j/88428716712?pwd=Z0FYeEQ1UzVRdkyNWR4L3lUOGVrdz09>

Or Telephone, dial:

USA (214) 765-0478

USA (888) 278-0254 (US Toll Free)

Conference Code: 985922

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

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 and Human Services Committee on January 25, 2021. *(Enid Mendoza, Staff to FHS)*
4. CONSIDER making recommendations to the Board of Supervisors to appoint Susan Meltzer to the Member At-Large #18 seat on the Contra Costa Advisory Council on Aging, with a term expiring September 30, 2022; and reappoint Stacie Cooper-Roundtree, Amy Wells, Candy Duperroir, Cathy Roof, and Liliana Gonzalez to their current seats on the Local Planning and Advisory Council for Early Care and Education, with a term expiring April 30, 2024.
5. CONSIDER accepting the recommended amendments to the Contra Costa Commission for Women and Girls bylaws and accepting the recommended appointments of Kirsten Upshaw, Jennifer Rizzo, Lanita Mims and Faye Maloney to four At-Large seats, as recommended by the Contra Costa Commission for Women and Girls. *(Kelly Clancy, CCCWG Chair)*
6. CONSIDER accepting or modifying the Arts & Culture Prospectus for Contra Costa County, and forwarding to the Board of Supervisors for their approval. *(Jenny Balisle, AC5 Managing Director)*
7. CONSIDER approving the staff funding recommendations for FY 2021/22 Community Development Block Grant-Public Service Category and Emergency Solutions Grant projects, and directing the Department of Conservation and Development to prepare a staff report for Board of Supervisors consideration. *(Gabriel Lemus, Conservation and Development)*
8. The next meeting is currently scheduled for April 26, 2021.
9. 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:

Enid Mendoza, Committee Staff
Phone (925) 655-2051, Fax (925) 655-2066
Enid.Mendoza@cao.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

3.

Meeting Date: 03/22/2021
Subject: RECORD OF ACTION FOR THE PREVIOUS FHS MEETING
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: N/A
Referral Name: N/A
Presenter: Enid Mendoza **Contact:** Enid Mendoza, (925)
655-2051

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 January 25, 2021.

Recommendation(s)/Next Step(s):

RECEIVE and APPROVE the draft Record of Action for the meeting of the Family & Human Services Committee of January 25, 2021.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

DRAFT Record of Action - 1/25/2021

DRAFT



FAMILY AND HUMAN SERVICES COMMITTEE

RECORD OF ACTION FOR
January 25, 2021

Supervisor Candace Andersen, Chair
Supervisor Diane Burgis, Vice Chair

Present: Candace Andersen, Chair
Diane Burgis, Vice Chair

1. Introductions

The meeting was called to order at 9:00AM. Staff and members of the public in attendance introduced themselves.

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 members of the public provided any comments.

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

The committee recommended one correction to the section of the Record of Action documenting the members present for the November 23, 2020 meeting. No public comment. With correction, the Record of Action was approved.

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

- a. 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.

No public comment. Appointment recommendations were approved for referral to the Board of Supervisors.

- 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.

No public comment. Appointment recommendations were approved for referral to the Board of Supervisors.

- c. RECOMMEND the Board of Supervisors appoint:
- Catherine Jones to the At Large 5 Commissioner Seat on the CCCWG, a term ending February 28, 2022.

No public comment. Appointment recommendation was approved for referral to the Board of Supervisors.

- d. 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.

No public comment. Appointment recommendation was approved for referral to the Board of Supervisors.

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.

No public comment. Recommended referrals to the Board of Supervisors of bylaw changes and appointment were approved.

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

No public comment. Workplan recommendation was approved.

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

8. Adjourn

Meeting was adjourned at 9:17AM.

For Additional Information Contact:

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



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4.

Meeting Date: 03/22/2021
Subject: Advisory Body Appointments
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: N/A
Referral Name: Advisory Body Appointments
Presenter: Various **Contact:** Enid Mendoza, (925) 655-2051

Referral History:

On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1 to amend governing requirements and policies for making appointments to advisory bodies to the Board of Supervisors. This resolution supercedes Resolution No. 2011/497.

Section III.A. of Resolution No. 2020/1, Type 2: At Large/Countywide Appointments, states that when an advisory body conducts interviews, the body's recommendation will be provided to a Board Committee for further review, along with all applications received for the applicable seat. In all cases, the Board Committee decides which applicants to nominate for full Board action.

Contra Costa Advisory Council on Aging (ACOA):

ACOA provides a means for county-wide planning, cooperation and coordination for individuals and groups interested in improving and developing services and opportunities for the older residents of this County. The Council provides leadership and advocacy on behalf of older persons and serves as a channel of communication and information on aging.

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

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

Local Planning and Advisory Council for Early Care and Education (LPC):

The review of applications for appointments to the LPC was originally referred to the Family and Human Services Committee by the Board of Supervisors on April 22, 1997.

The LPC coordinates programs and services affecting early child care and education, including recommendations for the allocation of federal funds to local early child care and education programs.

The LPC consists of 20 members: 4 consumer representatives - a parent or person who receives or has received child care services in the past 36 months; 4 child care providers - a person who provides child care services or represents persons who provide child care services; 4 public agency representatives - a person who represents a city, county, city and county, or local education agency; 4 community representatives - a person who represents an agency or business that provides private funding for child care services or who advocates for child care services through participation in civic or community based organizations; and 4 discretionary appointees - a person appointed from any of the above four categories or outside of those categories at the discretion of the appointing agencies.

Terms of appointment are 3 years.

Referral Update:

The Contra Costa Advisory Council on Aging's Executive Committee reviewed the attached applications at their February 3, 2021 meeting and determined that the applicant meets the Council's eligibility requirements and needs and requests that the Committee recommend the appointments to the Board of Supervisors.

The Local Planning and Advisory Council for Early Care and Education and County Superintendent of Schools for Contra Costa County have reviewed the attached applications and determined that the applicants meet the eligibility requirements and requests that the Committee recommends appointment to the Board of Supervisors.

Recommendation(s)/Next Step(s):

RECOMMEND that the Board of Supervisors:

1. APPOINT Susan Meltzer to the Member At-Large #18 seat on the Advisory Council on Aging, with a term expiring September 30, 2022, and
2. REAPPOINT the following individuals to Local Planning and Advisory Council for Early Care and Education, the specified seats and terms listed below:

Appointee	Seat	Term Expiration
Stacie Cooper-Roundtree	Child Care Provider 4 - East County	April 30, 2024
Amy Wells	Public Agency 1 - West County	April 30, 2024

Candy Duperrior	Discretionary 1 - East County	April 30, 2024
Cathy Roof	Discretionary 3 - Central/South County	April 30, 2024
Liliana Gonzalez	Public Agency 2 - Central/South County	April 30, 2024

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

ACOA Appointment Memo

Meltzer Application

LPC Reappointments Memo

Cooper-Roundtree, Duperrior, Roof and Gonzalez Applications

A.Wells Application

Contra Costa County California
Employment & Human Services

Kathy Gallagher, Director
40 Douglas Dr., Martinez, CA 94553 * Phone: (925) 313-1579 * Fax: (925) 313-1575 * www.cccounty.us/ehsd.

MEMORANDUM

DATE: 02/18/2021

TO: Family and Human Services Committee

CC: Tracy Murray, Director, Aging and Adult Services

FROM: Anthony Macias, Staff Representative for the Advisory Council on Aging

SUBJECT: Advisory Council on Aging – Appointment Requested

The Contra Costa Area Agency on Aging (AAA) recommends for immediate appointment to the Contra Costa Advisory Council on Aging (ACOA) the following applicant: Ms. Susan Meltzer for Member at Large (MAL) Seat #18. The MAL #18 seat is undesignated and has remained vacant since 9/30/2020, with the term ending 9/30/2022.

The Area Agency on Aging, the ACOA and the Clerk of the Board, using CCTV, assisted with recruitment. AAA staff has encouraged interested individuals including minorities to apply through announcements provided at the Senior Coalition meetings and at the regular monthly meetings of the ACOA. The Contra Costa County EHSD website contains dedicated web content, where interested members of the public are encouraged to apply and provided an application with instructions on whom to contact for ACOA related inquiries, including application procedures.

Ms. Meltzer submitted an application for ACOA membership dated 08/20/2020 that is provided as a separate attachment. The ACOA Membership Committee interviewed Ms. Meltzer on 10/21/2020. The Membership Committee recommended Ms. Meltzer to the ACOA Executive Committee to fill MAL#1 seat. The ACOA Executive Committee approved Ms. Meltzer to fill MAL#1 at their 2/03/2021 meeting. Members of the ACOA voted unanimously to approve Ms. Meltzer's appointment to MAL#1 seat at their 2/17/2021 meeting.

Thank You.

Application Form

REDACTED

Profile

Susan

First Name

B

Middle Initial

Meltzer

Last Name

Home Address

Walnut Creek

City

Suite or Apt

CA

State

94598

Postal Code

Mobile: _____

Primary Phone

Email Address

Which supervisorial district do you live in?

☒ District 4

Education

Select the option that applies to your high school education *

☒ High School Diploma

College/ University A

Name of College Attended

SUNY Stonybrook

Degree Type / Course of Study / Major

MSW

Degree Awarded?

☒ Yes ☐ No

College/ University B

Name of College Attended

SUNY Stonybrook NY

Degree Type / Course of Study / Major

BA psychology

Degree Awarded?

☒ Yes ☐ No

College/ University C**Name of College Attended**

Suffolk county community college

Degree Type / Course of Study / Major

AAS criminal justice

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

Alcohol and Other Drugs Advisory Board: Submitted

Mental Health Commission: Submitted

Local Enforcement Agency Independent Hearing Panel: 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.

Improve quality service By providing my professional experiences Offering solutions

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.

Many years ago Lots of volunteers work No boards

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

Professional person Senior citizen Good person

[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:



Contra Costa County Office of Education

77 Santa Barbara Road, Pleasant Hill, CA 94523 • (925) 942-3388

Lynn Mackey, Superintendent of Schools

January 20, 2021

Family Human Services Committee
Contra Costa County Board of Supervisors
651 Pine Street, Suite 107
Martinez, CA 94553

Subject: Renewal Appointment of LPC Members

Dear County Board of Supervisors:

I have reviewed the memoranda and member renewal applications submitted by the Contra Costa Local Planning and Advisory Council for Early Care and Education (LPC). I recommend approval to renewal appointments of Stacie Cooper-Rountree to Child Care Provider 4 – East County, Amy Wells to Public Agency 1 – West County, Candy Duperroir to Discretionary 1 – East County, Cathy Roof to Discretionary 3 – Central/South County and Liliana Gonzalez to Public Agency — Central/South 2 County Representatives.

Based on the applicants' education, background, current employment and continued leadership and commitment to the LPC and the child care community, I have determined that the renewal applicants meet the eligibility definition for Child Care Provider, Public Agency, Community Representative and Discretionary seats in Contra Costa County as defined by the LPC Membership Structure.

I extend my appreciation for their continued commitment in contributing their knowledge and expertise for the improvement of early care and education in Contra Costa County through community service on the LPC.

Thank you,

Lynn Mackey
Superintendent of Schools
Contra Costa County

cc:

Denise Clarke, LPC Coordinator
Crystal McClendon-Gourdine, LPC Chair



Contra
Costa
County



Print Form

Please return completed applications to:

Clerk of the Board of Supervisors

1025 Escobar Street, 1st Floor

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

STACIE

Last Name

COOPER-ROUNDTREE

Home Address - Street

City

ANTIOCH

Zip Code

94531

Phone (best number to reach you)

Email

Resident of Supervisorial District:

east county

EDUCATION

Check appropriate box if you possess one of the following:



High School Diploma



CA High School Proficiency Certificate



G.E.D. Certificate

Colleges or Universities Attended

Course of Study/Major

Degree Awarded

Los Medanos College

Child Development



Yes



No

California State University Eastbay

Human Development



Yes



No



Yes



No

Other Training Completed:

Board, Committee or Commission Name

Contra Costa County Local Planning and Advisory Council (LPC)

Seat Name

PROVIDERS COUNTY-EAST

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

☐ No

☒ Yes

If yes, how many?

MANY AS A BOARD MEMEBER

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

As a childcare provider in the East County, my goal has always been to meet the needs of the families, children, and providers in our community. I advocate strongly for school readiness and family engagement, and I will continue to support this vision as well as others as a part of the Local Planning Committee.

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

I have been working with children for over thirty-plus years. I have been the owner of an large family childcare in the city of Antioch for twenty-three years, and have helped others start their own family childcare businesses. I have obtained a Child Development Degree, and will be graduating Spring 2022 with a degree in Human Development.

I am including my resume with this application:

Please check one:



Yes



No

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

Please check one:



Yes



No

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

Please check one: ☒ Yes ☐ No

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

Provider County East, Family Engagement & School Readiness, and Advocacy Committee's.

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 any statements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, commission, or committee of Contra Costa County.

Signed: Stacie Cooper-Roundtree Date: 01-03-2021

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

*Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at
ClerkofTheBoard@cob.cccounty.us*

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, a person will not be eligible for appointment if he/she is related to a Board of Supervisors member in any of the following relationships: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.



Contra
Costa
County

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
Candida

Last Name
Duperroir

Home Address - Street
[Redacted]

City
Pittsburg

Zip Code
94565

Phone (best number to reach you)
[Redacted]

Email
[Redacted]

Resident of Supervisorial District:
Glover (5)

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

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

Colleges or Universities Attended	Course of Study/Major	Degree Awarded
Los Medanos College	AA/Transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
CAL State East Bay	BA - Human Development	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

Other Training Completed: Certificate in Management/Supervision, Child Care Aware Leadership, Advocacy

Board, Committee or Commission Name
Local Planning Council

Seat Name
Discretionary 1 East County

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

☐ No ☒ Yes If yes, how many? 10

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

I am very interested in the child care system in Contra Costa County. I will bring the voices of families and children who need child care access and availability. I have 22 years experience working for Contra Costa's Child Care Resource and Referral Agency CocoKids as well as having 3 children of my own and 1 grandson. I have a strong relationship with families and licensed providers.

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

I am the Resource and Referral Manager at CocoKids as well as the Parent VOICES Organizer for Contra Costa County. I was also a former CAB committee member for AB109 to reduce incarceration and recidivism.

I am also an Active Commissioner for the city of Pittsburg's Community Advisory Commission.

I am including my resume with this application:

Please check one: ☒ Yes ☐ No

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

Please check one: ☒ Yes ☐ No

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

Please check one: ☒ Yes ☐ No

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

I have served on the AB109 CAB for 2 years. I have volunteered for many community events for families and children throughout the county. I am currently an Active Commissioner for the city of Pittsburg's Community Advisory Commission.

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:

Child Welfare/Emergency Child Care Foster Bridge Program

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: CANDIDA DUPERROIR

Date: 2/2/2021

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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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
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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

Cathy

Last Name

Roof

Home Address - Street

[REDACTED]

City

Martinez

Zip Code

94553

Phone (best number to reach you)

[REDACTED]

Email

[REDACTED]

Resident of Supervisorial District:

5

EDUCATION

Check appropriate box if you possess one of the following:



High School Diploma



CA High School Proficiency Certificate



G.E.D. Certificate

Colleges or Universities Attended

Course of Study/Major

Degree Awarded

Diablo Valley College

Child Development, Permit

☐ Yes

☒ No

CAL State Hayward

Liberal Arts, Child Development

☒ Yes

☐ No

CAL State Hayward

Educational Leadership, Child Dev

☒ Yes

☐ No

Other Training Completed:

Many Continuing Education hours, Univ Ca Berkeley-Non Profit Series

Board, Committee or Commission Name

Local Planning Council for Early Education

Seat Name

Discretionary - Central

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

☐ No

☒ Yes

If yes, how many?

30 years

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

I have been a member since 1991 when it was the Child Care Task Force. I believe I do contribute from my 49 years years in the early childhood field, and 35 years as Executive Director for State Preschool/Head Start program, contracted to the California Department of Education. I taught child development administration at Los Medanos College.

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

I have been an advocate for these many years for the field of early childhood. I have been involved in Licensing Regulations reviews representing EveryChild California Association, and annual hearings for funding from the State Legislation. I am one of the founders of our annual legislative forum.

I am including my resume with this application:

Please check one:

☐ Yes

☐ No

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

Please check one:

☐ Yes

☒ No

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

Please check one: ☒ Yes ☐ No

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

Local Planning Council for Early Care and Education since its inception.

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:

County Head Start & Maintenance of Effort

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:

January 18, 2021

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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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.
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8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

THIS FORM IS A PUBLIC DOCUMENT



Contra
Costa
County

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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

Liliana

Last Name

Gonzalez

Home Address - Street

City

Vallejo

Zip Code

94591

Phone (best number to reach you)

Email

Resident of Supervisorial District:

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma

☐ CA High School Proficiency Certificate

☐ G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded
Mills College	B.A. Research Psychology	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Mills College	M.A. Infant Mental Health	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

Other Training Completed:

Board, Committee or Commission Name

Local Planning Council

Seat Name

Public Agency Central/South 2

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

☒ No

☐ Yes

If yes, how many?

4+

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

It is part of First 5 Contra Costa and my personal belief that we must provide quality services and supports for families and young children to ensure the well being and best possible long term outcomes for young children. The LPC works to ensure that we have the best quality child care options available for our county's children and I wholeheartedly believe in their mission and work. I believe I can support the work with my knowledge and experience in the field.

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

My background is in the field of Infant Mental Health and early intervention and early childhood education. I have extensive experience working with Head Start programs as a home visitor, program coordinator, and home visitor coach as well as working directly with teaching staff to support their work plans and classroom curriculum.

I am including my resume with this application:

Please check one:

☒ Yes

☐ No

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

Please check one:

☐ Yes

☒ No

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

Please check one: ☒ Yes ☐ No

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

Women's Commission
CSB, Head Start Policy Council
Oral Health Collaborative
School Readiness Committee, LPC

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 appointment to the committee, or commission in Contra Costa County.

Signed:

Date:

1-26-2021

Submit this app

cccounty.us OR Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553

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8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.



Contra
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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Last Name
Amy	Wells
Home Address - Street	City
	Discovery Bay
Phone (best number to reach you)	Zip Code
	94505
Email	
Resident of Supervisorial District:	

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

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

Colleges or Universities Attended	Course of Study/Major	Degree Awarded
Cal State, Hayward	Human Development	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
University of Phoenix	Child Development	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

Other Training Completed:

Board, Committee or Commission Name	Seat Name
CC Local Planning and Advisory Council for Early Care and Education	Public Agency 1

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

☐ No ☒ Yes If yes, how many?

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

Serving on this board has previously provided me with an opportunity to act as a liaison between my agency (CCC-CSB) and the County Office of Education. It affords me the opportunity to learn new goals, strategic plans, and provide input into community projects, as well as bring this valuable information back to my peers at CSB. Serving on this board also allows for community relationships to develop, which enhances individual programs, as well as community programs as a whole.

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

At present, I am a Division Manager (Temporary Upgrade) at Contra Costa County Community Services Bureau. My previous role was that of an Assistant Director over education. My current role is overseeing all childcare/program operations for the bureau. I hold a BA in Human Development and a Master's Degree in Child Development. My many years of experience, in addition to my previous role with the LPC would allow me to continue to strongly serve in this capacity.

I am including my resume with this application:

Please check one: ☒ Yes ☐ No

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

Please check one: ☐ Yes ☒ No

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

Please check one: ☒ Yes ☐ No

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

Currently serve on the Los Medanos College Advisory Committee for Early Childhood.

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:

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Signed: Amy Wells

Date: 1/27/2021

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Martinez, CA 94553

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Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

5.

Meeting Date: 03/22/2021

Subject: Bylaw Revisions for the Contra Costa Commission for Women and Girls

Submitted For: Monica Nino, County Administrator

Department: County Administrator

Referral No.: N/A

Referral Name: N/A

Presenter: Kelly Clancy, CCCWG Chair **Contact:** Enid Mendoza, (925) 655-2051

Referral History:

On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1 amending 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 sub-committee.

The Contra Costa Commission for Women was formed to educate the community and advise the Contra Costa County Board of Supervisors on issues relating to the changing social and economic conditions of women in the County, with particular emphasis on the economically disadvantaged. The Commission's mission is, "to improve the economic status, social welfare, and overall quality of life for women in Contra Costa County." In September 2017, the IOC held a discussion about problems that had been reported concerning the Commission for Women and has worked with the Commission to institute policy and bylaws changes to address the issues that have hindered functioning of the Commission. The Commission for Women continues to face membership challenges. The committee consists of 15 members and one alternate including:

- Five district representatives (one from each supervisorial district),
- Ten At-Large members, and
- One At-Large Alternate.

Referral Update:

The last bylaws revisions did not specify the staggering of seat terms in relation to the approved extension from 3 year terms to 4 year terms. The Commission met to discuss these revisions and other bylaws clarifications and approved the changes as attached. The recommended amendments are attached, including both a red-lined version showing the proposed changes from the last revision and clean version with all proposed changes included. The proposed changes are summarized below:

ARTICLE III. MEMBERSHIP, Section 2. Member Responsibilities and Section 6.

Removal: Moved language pertaining to member absences from Section 2 to Section 6, since

Section 6.2. addresses membership attendance.

ARTICLE III. MEMBERSHIP, Section 4. Terms of Appointment: Added the seat term staggering plan and as previously approved by the Board to extend seat terms from 3 years to 4 years, and not included in the last bylaw revision.

ARTICLE IV. OFFICERS, Section 1. Nomination of Officers: Establish the annual February Commission meeting for the annual appointment of officers.

ARTICLE IV. OFFICERS, Section 2. Election of Officers: Removed ballots process at a membership committee and replaced with the election being conducted publicly at a commission meeting and by majority vote.

In addition to the bylaws changes, the Commission is requesting consideration to appoint two new members and reappoint two members to At-Large seats. The reappointment of Kirsten Upshaw would be to an At-Large seat, rather than the District V seat she vacated on February 28, 2021. If approved, Lanita Mims would be reappointed to the same At-Large seat she occupied during the last term. If the recommendations are approved and forwarded to the Board of Supervisors, 3 of the 15 seats would remain vacant: District V, District III, and At-Large Alternate.

Recommendation(s)/Next Step(s):

RECOMMEND that the Board of Supervisors:

1. ACCEPT the amended bylaws of the Contra Costa Commission for Women and Girls, and if approved,
2. APPOINT/REAPPOINT the following individuals to the specified seats and terms on the Contra Costa Commission for Women and Girls:

Appointee	Seat	Term Expiration
Kirsten Upshaw	At-Large 1	February 28, 2025
Jennifer Rizzo	At-Large 2	February 28, 2025
Lanita Mims	At-Large 4	February 28, 2025
Faye Maloney	At-Large 7	February 28, 2025

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

CCCWG Proposed Bylaws Amended - Red-line version

CCCWG Proposed Bylaws Amendment - Clean Draft version

CCCWG Appointments Memo

CCCWG Candidate Applications - Redacted

BYLAWS OF THE
CONTRA COSTA COMMISSION FOR WOMEN AND GIRLS
ADOPTED BY BOARD OF SUPERVISORS
MAY 07, 2019

ARTICLE I. NAME

Section 1.

The name of this body shall be the Contra Costa Commission for Women and Girls, hereinafter referred to as “the Commission.”

Section 2.

This body was formed in 1984 as an Advisory Committee. In 2000, the Contra Costa County Board of Supervisors approved the Advisory Committee’s request that the association be renamed the Contra Costa Commission for Women.

ARTICLE II. PURPOSE

The Commission shall provide information and advice to the Contra Costa County Board of Supervisors and other entities, as necessary, relating to the health and welfare of women and girls in the county. The Commission will strive to increase awareness of women’s and girls’ issues, celebrate the achievements of local deserving women, champion opportunities for women and girls, and recommend legislative solutions at the city, county, state and federal levels. Areas of focus will include, but are not be limited to, socio-economic conditions, workplace issues, social treatment of gender issues, and health and safety for women and girls.

ARTICLE III. MEMBERSHIP

Section 1. Members

The Commission shall not exceed fifteen (15) members plus one Alternate At-Large member, and the membership shall be broadly representative of the racial, ethnic, age, religious affiliation, gender, and sexual orientation diversity of the community at large. Members must be at least 18 years of age and work and/or reside in Contra Costa County.

The Alternate At-Large member is a non-voting member except that he/she shall fill in for a regular At-Large member when that member is absent from part or all of a meeting, during which time the alternate member shall constitute a voting member.

Section 2. Member Responsibilities. Each member is expected to:

- Attend meetings of the Commission. Members are expected to notify the Chair in advance of any absence from a meeting. Members may be excused by the Chair for authorized absences. ~~A member that is absent from three (3) consecutive scheduled meetings without authorization from the Chair will be considered to have resigned his or her position with the Commission, and the Chair will notify the Board of Supervisors of the vacancy.~~
- Comply with the Contra Costa County policy for Board Appointees concerning Conflict of Interest and Open Meetings, Resolution No. 2002/376.

- Should a member take on a leadership role within a Standing or Special Committee (Chair or Vice-Chair), the member shall commit to working to as many hours as is needed to complete the project.
- If appointed to the specific geographic District in which they work or reside, i.e.: District I, II, III, IV, and V; also referred to as “District Members”, meet and/or communicate regularly with the Supervisor for their District. District Members shall commit to meeting quarterly with their Supervisors.

Section 3. Appointment

District Members and At-Large Members of the Commission shall be appointed by the County Board of Supervisors for fixed, staggered terms. Incumbents may be appointed to successive terms.

Section 4. Terms of Appointment

All seat terms are for a period of four (4) years with staggered expiration dates for five (5) seats in one (1) year, five (5) seats plus the alternate in the second (2nd) year and five (5) seats in the third (3rd) year. Appointments to seats shall begin on the effective date of appointment and end on the scheduled expiration date for the seat to which the appointment is made. [Starting in 2021, the Year 1 seats expire.](#)

<u>Seats expiring in Year 1</u>	<u>Seats expiring in Year 2</u>	<u>Seats expiring in Year 3</u>
<u>1. At-Large 1</u>	<u>1. At-Large 5</u>	<u>1. At-Large 3</u>
<u>2. At-Large 2</u>	<u>2. At-Large 6</u>	<u>2. At-Large 8</u>
<u>3. At-Large 4</u>	<u>3. At-Large 10</u>	<u>3. At-Large 9</u>
<u>4. At-Large 7</u>	<u>4. District 3</u>	<u>4. District 1</u>
<u>5. District 5</u>	<u>5. District 4</u>	<u>5. District 2</u>
	<u>6. Alternate</u>	

Section 5. Vacancies

The Membership Committee shall monitor scheduled and unscheduled membership vacancies and promptly recruit to fill vacancies. The Membership Committee shall consider community experience, and the criteria outlined in Article III (Membership), Section 1 (Members) in formulating a recommendation for review by the Commission.

The Membership Committee will present Applicants to the District Supervisors or the Board’s Internal Operations Committee for appointment. The Commission Chair shall report to the County Board of Supervisors any unscheduled membership vacancy as it occurs.

The Membership Committee shall also engage in onboarding of new members as well as monitoring of the terms of appointment and meeting attendance.

Section 6. Removal

Members of the Commission serve at the pleasure of the Board of Supervisors. The following circumstances may be grounds for removal from the Commission:

1. **Resignation.** Members who wish to resign shall do so in writing to the Commission Chair.
2. **Absence from three (3) consecutive meetings or five (5) of the eleven (11) Commission meetings scheduled each year.** Members ~~who miss three (3) consecutive meetings and/or~~ whose attendance rate falls below forty-five percent (45%) will trigger an automatic recommendation notice to the Executive Committee. A member that is absent from three (3) consecutive scheduled meetings without authorization from the Chair will be considered to have resigned his or her position with the Commission, and the Chair will notify the Board of Supervisors of the vacancy. The Membership Committee shall monitor meeting attendance.
3. **Lack of participation on Standing and Special Committees.** The Commission Chair shall request information from Committee Chairs regarding member participation at the conclusion of each quarter. The Membership Committee will take this information into consideration should a meeting attendance recommendation be triggered under number two (2) above.
4. **Poor Conduct.** Behavior that violates state law or the County's policies, as prescribed in the County's Advisory Body Handbook.

ARTICLE IV. OFFICERS

The officers of the Commission shall comprise the Executive Committee and shall include a Chair, a Vice-Chair, a Treasurer, and a Secretary. In the event that the responsibilities of a designated office would be best served by two individuals, those individuals elected to that position will share the position as cooperative officers.

Section 1. Nomination of Officers

For annual appointment of Commission Chairperson, and Vice Chairperson the Membership Committee shall announce the solicitation of nominations from the Commission members during the December meeting or the next regularly-scheduled meeting, obtain the nominees' consent to serve, and announce the slate of nominees at the February Commission meeting, or at the next regularly scheduled meeting.

Appointment shall be made at the February Commission meeting by majority vote.

Should one of these positions become vacant during the term of office, nominations will be taken, nominees' consent to serve will be obtained, and nominees will be announced at the next regularly scheduled Commission meeting.

Section 2. Election of Officers

A Membership Committee and Chair shall be elected by Commission members at the regularly scheduled Commission meeting each January.

A report from the Membership Committee on the nomination of officers shall be given at the regularly scheduled Commission meeting each February.

Election of officers shall be held each February. Terms of office shall begin as of the regular meeting in March of each year.

Officer(s) shall be elected from among the members of the Commission in February of each year. Should vacancies occur, officers may also be appointed at the discretion of the Chair to fulfill the remaining term of the vacant officer position(s).

The election will be conducted publicly ~~through the use of ballots. Ballots will be announced and counted publicly by the Membership Committee at the Commission meeting.~~ The election of each officer will carry with a majority vote. In the case of a tie vote, the Commission may re-cast ~~vote~~ ballots until the tie is broken. If, in the opinion of the Chair, the tie will not be broken within a reasonable number of attempts, the election may be deferred until the next scheduled Commission meeting and the current seated officer will remain in office until a new officer is elected.

No commissioner shall serve on the Executive Committee until he/she has served 12 consecutive months of his/her term as a commissioner.

Section 3. Term of Office

The officers of the Commission shall hold office for a term of one (1) year, twelve (12) consecutive months beginning in March of the year of election. In the event elections are held after February in any given year, officers will serve their terms until elections the following year. Officers may serve consecutive terms.

No commissioner shall serve on the Executive Committee for more than two consecutive years.

In the event the Chair is unable to complete her term of office, the Vice Chair will succeed the Chair and fulfill the Chair's remaining term of office as the presiding officer. The membership will conduct an election to replace the Vice Chair. The Vice-Chair's successor will serve the remaining term of office.

A vacancy in any office may be filled by a majority vote of the members attending a special or regular Commission meeting.

Section 4. Duties

1. Chair

The Chair shall conduct meetings, develop agendas, ensure the full participation of the Commissioners present during a duly held meeting, and serve as the official spokesperson for the Commission.

The Chair shall also prepare Annual Reports for the County Board of Supervisors, and ensure that all members have completed the Brown Act and Better Government Ordinance training annually.

2. Vice-Chair

The Vice-Chair shall maintain the historical record of the Commission and manage time at regular or special Commission meetings. The Vice-Chair shall also assist

the Chair as directed by the latter and shall assume all the obligations and authority of the Chair in the absence of the latter.

3. Treasurer

~~3.~~ The Treasurer shall prepare the annual Commission budget, receive and account for donations and fundraising proceeds, and shall forward all receipts to the County Administrator's Office for deposit in the County Treasury. The Treasurer shall track and report monthly on the financial activity of the Commission and liaise with the County Administrator's Office to arrange authorized disbursements from the Commission's account.

4. Secretary

The Secretary shall handle any regular or special administrative duties, which may include the following tasks:

- Take minutes at regular or special Commission meetings, and send draft minutes to the Chair at least ten (10) calendar days before the next Commission meeting.
- File approved minutes and related handouts for the Commission's records.
- Ensure that agendas and minutes are uploaded to the Commission's website within a month of being approved.
- Ensure that the Commission's calendar is up to date on its website within a month of the next scheduled Commission meeting.
- Maintain a record of attendance of Commissioners as provided by the Membership Committee.
- In consultation with the Public Relations Subcommittee, maintain a subscription (distribution) list of individuals who have elected to receive the Commission's meeting notices and agenda.
- Check the Commission's email account at least twice a week.
- Check the Commission's mailbox at least once a week.
- Create, update, and keep name tents of each member for Commission meetings.

Section 5. Removal

The Commission, by a majority vote, may remove the Chairperson and/or Vice-Chairperson from office and relieve them of their duties. In the event of removal of the Chairperson and/or Vice Chairperson, the Membership Committee shall meet and present nominations for the vacant position(s) at the next regularly scheduled Commission meeting.

ARTICLE V. MEETINGS

Section 1. Regular Meetings

Regular meetings of the Commission shall be held at 7:00 pm on the third (3rd) Tuesday of each month. **Exception:** The Commission generally does not meet one month out of the year.

Notice of regular meetings of the Commission and an accompanying agenda shall be emailed to each member and publicly noticed on the Commission webpage and at the Clerk of the Board of Supervisors, 651 Pine St., Room 106, Martinez, CA., at least ninety-six (96) hours prior to the meeting date. Agendas shall be posted, mailed and made available to the public in accordance with the Brown Act and Contra Costa County Better Government Ordinance.

Section 2. Special Meetings

Special meetings of the Commission may be called at any time by the Chair. Notice of a special meeting will include the time, date, place, and purpose. Notice of special meetings of the Commission and an accompanying agenda shall be emailed to each member and publicly noticed on the Commission webpage and at the Clerk of the Board of Supervisors, 651 Pine St., Room 106, Martinez, CA., at least twenty-four (24) hours prior to the meeting date.

Section 3. Action at a Meeting: Quorum and Required Vote

A quorum is one person more than one-half of the authorized membership, or 8 members. Each member present shall have one vote on motions. Members must offer disclosure and abstain from voting or recuse themselves upon issues in which a conflict of interest may constrain impartiality.

1. The work of the Commission may proceed by consensus as long as there is no objection from a Member to proceeding in this manner.
2. On any matter where a Member requests a recorded vote, the matter may only be approved if it is approved by approval by a simple majority of the total number of voting members (at least 5 members).
3. Proxy voting is not permitted.
4. The Alternate At Large Member may only vote in the absence of one At Large Member.

Section 4. Open Meetings

All meetings of the Commission and all meetings of the standing and special committees shall comply with the Brown Act and the County's Better Government Ordinance.

ARTICLE VI. COMMITTEES

Section 1. Executive Committee

The Executive Committee shall consist of the Chair, Vice Chair, Treasurer and Secretary and shall be established to provide cohesive leadership to the Commission.

Section 2. Standing Committees

1. The Executive Committee and/or a majority of the Members may form Standing Committees to manage ongoing functions of the Commission and research and explore specific issues in-depth that come before the Commission. The goal of a Committee is to provide a working forum for interaction and information

exchange among members and the public focusing on issues needing in-depth consideration.

The Standing Committees are: Events, Legislative, Membership, and Public Relations. The Standing Committees shall be formed of, at minimum, two (2) members and, maximum, four (4) members, unless approved by the Chair. The Chair and Vice Chair of a Standing or Special Committee shall be responsible for scheduling and presiding over Committee meetings, serve as a point of contact for the Commission, and ensure that the Committee is fulfilling its goals.

All Standing Committees shall make progress reports to the Commission at each of the Commission's regular meetings.

1. **Events Committee.** The Events Committee's responsibilities are as follows:

- Plan events throughout the year.
- Invite speakers to Commission meetings.
- Collaborate with outside groups, as needed.

2. **Legislative Committee.** The Legislative Committee's responsibilities are as follows:

- Identify and recommend legislative initiative priorities to the Executive Committee.
- Monitor Contra Costa County legislative agendas for Federal, State and County Legislation:
 - Board of Supervisors 'State and Federal Legislative Platforms.
 - Board of Supervisors and Board Legislation Committee Actions, Minutes and/or Memorandums.
 - If not within expressed Platforms and/or expressed actions by Board, present formal request to the Board of Supervisors seeking Request for Support on behalf of the Commission. Commission members to approve formal requests by majority vote.
- Serve as liaison to Commission in women's legislative and policy initiatives.
- Disseminate information to Commission membership, including legislative updates and alerts; prepare legislative materials for advocacy purposes; and monitor federal and state legislation, funding and policy initiatives that affect women's rights in California.

3. **Membership Committee.** The Membership Committee shall consist of a minimum of three (3) and a maximum of four (4) members of the Commission who choose not to be considered for election to office. The Membership Committee's responsibilities are as follows:

- Annually in January, solicit nominations for the election of Commission officers, obtain the nominees' consent to serve, and provide the slate of nominees to the Commission in February

- Interview applicants and make recommendations to the Commission regarding applicants.
- Submit recommended ~~applicants~~ applicants' names to the Internal Operations Committee for possible consideration by the Board of Supervisors for appointment, and keep the Executive Committee apprised of the status of pending appointments.
- Engage onboarding with a new Member.
- Recommend policies, procedures, and strategies for enhancing Commission membership, both numerically and qualitatively, to assure a growing and vital organization.
- Monitor meeting attendance as well as report to the Executive Committee should an attendance violation occur.
- Maintain current membership roster.

4. **Public Relations Committee.** The Public Relations Committee's responsibilities are as follows:

- Serve as a link between the public and the Commission.
- Maintain the Commission's social media presence by posting information relevant to women in Contra Costa County.
- Prepare and send out quarterly newsletter.
- Maintain subscription (*Listserv*) of individuals interested in the Commission's work, in consultation with the Secretary.
- Create and send out press releases to media outlets in Contra Costa County as needed.
- Maintain the Commission's website.
- Design and update the Commission's logo as needed.

Section 3. Special Committees

The Chair of the Commission and/or the majority of the members may also form Special Committees. Special Committees ("ad hoc" or "select" committees) may be formed for a specific purpose and cease to exist after completion of a designated task.

Section 4. Terms of Committee Membership

The terms of membership for members of Standing Committees of the Commission shall be one year, twelve (12) consecutive months from appointment. Each February, membership of standing or special Committees will be reviewed and confirmed in March. All members of Commission must serve on at least one (1) Standing and/or Special Committee.

Section 5. Accountability of Committees

All Chair and/or Vice Chair of Committees shall present to the Commission Chair monthly activity reports due one (1) week prior in writing to the regularly scheduled meetings and shall have authority to make recommendations to the Commission on matters within the Committee's area of expertise. Only the Commission may take action on Committee recommendations.

ARTICLE VIII. GOVERNANCE

The operations of the Contra Costa Commission for Women and Girls shall be governed by its bylaws. To the extent there are any inconsistencies between these bylaws and the resolutions creating the Commission or countywide advisory body policies, the resolutions and countywide advisory body policies will govern.

ARTICLE IX. AMENDMENT OF BYLAWS

Proposals to amend the Commission Bylaws shall be presented at a regular Commission meeting and voted on at the following regular Commission meeting. These bylaws and any bylaw amendments shall be recommended by the Commission and be effective upon approval by the Board of Supervisors.

Originally adopted by majority membership vote at the regular Meeting of the Contra Costa County Women's Advisory Committee on May 18, 1993 and amended on September 21, 1993, March 19, 1996, April 16, 1996, November 21, 2000, April 17, 2007, February 17, 2010, December 11, 2010, ~~and~~ [2017], and March 30, 2021

BYLAWS OF THE
CONTRA COSTA COMMISSION FOR WOMEN AND GIRLS
ADOPTED BY BOARD OF SUPERVISORS
MAY 07, 2019

ARTICLE I. NAME

Section 1.

The name of this body shall be the Contra Costa Commission for Women and Girls, hereinafter referred to as “the Commission.”

Section 2.

This body was formed in 1984 as an Advisory Committee. In 2000, the Contra Costa County Board of Supervisors approved the Advisory Committee’s request that the association be renamed the Contra Costa Commission for Women.

ARTICLE II. PURPOSE

The Commission shall provide information and advice to the Contra Costa County Board of Supervisors and other entities, as necessary, relating to the health and welfare of women and girls in the county. The Commission will strive to increase awareness of women’s and girls’ issues, celebrate the achievements of local deserving women, champion opportunities for women and girls, and recommend legislative solutions at the city, county, state and federal levels. Areas of focus will include, but are not be limited to, socio-economic conditions, workplace issues, social treatment of gender issues, and health and safety for women and girls.

ARTICLE III. MEMBERSHIP

Section 1. Members

The Commission shall not exceed fifteen (15) members plus one Alternate At-Large member, and the membership shall be broadly representative of the racial, ethnic, age, religious affiliation, gender, and sexual orientation diversity of the community at large. Members must be at least 18 years of age and work and/or reside in Contra Costa County.

The Alternate At-Large member is a non-voting member except that he/she shall fill in for a regular At-Large member when that member is absent from part or all of a meeting, during which time the alternate member shall constitute a voting member.

Section 2. Member Responsibilities. Each member is expected to:

- Attend meetings of the Commission. Members are expected to notify the Chair in advance of any absence from a meeting. Members may be excused by the Chair for authorized absences.
- Comply with the Contra Costa County policy for Board Appointees concerning Conflict of Interest and Open Meetings, Resolution No. 2002/376.
- Should a member take on a leadership role within a Standing or Special Committee (Chair or Vice-Chair), the member shall commit to working to as many hours as is needed to complete the project.

- If appointed to the specific geographic District in which they work or reside, i.e.: District I, II, III, IV, and V; also referred to as “District Members”, meet and/or communicate regularly with the Supervisor for their District. District Members shall commit to meeting quarterly with their Supervisors.

Section 3. Appointment

District Members and At-Large Members of the Commission shall be appointed by the County Board of Supervisors for fixed, staggered terms. Incumbents may be appointed to successive terms.

Section 4. Terms of Appointment

All seat terms are for a period of four (4) years with staggered expiration dates for five (5) seats in one (1) year, five (5) seats plus the alternate in the second (2nd) year and five (5) seats in the third (3rd) year. Appointments to seats shall begin on the effective date of appointment and end on the scheduled expiration date for the seat to which the appointment is made. Starting in 2021, the Year 1 seats expire.

Seats expiring in Year 1	Seats expiring in Year 2	Seats expiring in Year 3
1. At-Large 1	1. At-Large 5	1. At-Large 3
2. At-Large 2	2. At-Large 6	2. At-Large 8
3. At-Large 4	3. At-Large 10	3. At-Large 9
4. At-Large 7	4. District 3	4. District 1
5. District 5	5. District 4	5. District 2
	6. Alternate	

Section 5. Vacancies

The Membership Committee shall monitor scheduled and unscheduled membership vacancies and promptly recruit to fill vacancies. The Membership Committee shall consider community experience, and the criteria outlined in Article III (Membership), Section 1 (Members) in formulating a recommendation for review by the Commission.

The Membership Committee will present Applicants to the District Supervisors or the Board’s Internal Operations Committee for appointment. The Commission Chair shall report to the County Board of Supervisors any unscheduled membership vacancy as it occurs.

The Membership Committee shall also engage in onboarding of new members as well as monitoring of the terms of appointment and meeting attendance.

Section 6. Removal

Members of the Commission serve at the pleasure of the Board of Supervisors. The following circumstances may be grounds for removal from the Commission:

1. **Resignation.** Members who wish to resign shall do so in writing to the Commission Chair.

2. **Absence from three (3) consecutive meetings or five (5) of the eleven (11) Commission meetings scheduled each year.** Members whose attendance rate falls below forty-five percent (45%) will trigger an automatic recommendation notice to the Executive Committee. A member that is absent from three (3) consecutive scheduled meetings without authorization from the Chair will be considered to have resigned his or her position with the Commission, and the Chair will notify the Board of Supervisors of the vacancy. The Membership Committee shall monitor meeting attendance.
3. **Lack of participation on Standing and Special Committees.** The Commission Chair shall request information from Committee Chairs regarding member participation at the conclusion of each quarter. The Membership Committee will take this information into consideration should a meeting attendance recommendation be triggered under number two (2) above.
4. **Poor Conduct.** Behavior that violates state law or the County's policies, as prescribed in the County's Advisory Body Handbook.

ARTICLE IV. OFFICERS

The officers of the Commission shall comprise the Executive Committee and shall include a Chair, a Vice-Chair, a Treasurer, and a Secretary. In the event that the responsibilities of a designated office would be best served by two individuals, those individuals elected to that position will share the position as cooperative officers.

Section 1. Nomination of Officers

For annual appointment of Commission Chairperson, and Vice Chairperson the Membership Committee shall announce the solicitation of nominations from the Commission members during the December meeting or the next regularly-scheduled meeting, obtain the nominees' consent to serve, and announce the slate of nominees at the February Commission meeting, or at the next regularly scheduled meeting. Appointment shall be made at the February Commission meeting by majority vote. Should one of these positions become vacant during the term of office, nominations will be taken, nominees' consent to serve will be obtained, and nominees will be announced at the next regularly scheduled Commission meeting.

Section 2. Election of Officers

A Membership Committee and Chair shall be elected by Commission members at the regularly scheduled Commission meeting each January.

A report from the Membership Committee on the nomination of officers shall be given at the regularly scheduled Commission meeting each February.

Election of officers shall be held each February. Terms of office shall begin as of the regular meeting in March of each year.

Officer(s) shall be elected from among the members of the Commission in February of each year. Should vacancies occur, officers may also be appointed at the discretion of the Chair to fulfill the remaining term of the vacant officer position(s).

The election will be conducted publicly at the Commission meeting. The election of each officer will carry with a majority vote. In the case of a tie vote, the Commission may re-vote until the tie is broken. If, in the opinion of the Chair, the tie will not be broken within a reasonable number of attempts, the election may be deferred until the next scheduled Commission meeting and the current seated officer will remain in office until a new officer is elected.

No commissioner shall serve on the Executive Committee until he/she has served 12 consecutive months of his/her term as a commissioner.

Section 3. Term of Office

The officers of the Commission shall hold office for a term of one (1) year, twelve (12) consecutive months beginning in March of the year of election. In the event elections are held after February in any given year, officers will serve their terms until elections the following year. Officers may serve consecutive terms.

No commissioner shall serve on the Executive Committee for more than two consecutive years.

In the event the Chair is unable to complete her term of office, the Vice Chair will succeed the Chair and fulfill the Chair's remaining term of office as the presiding officer. The membership will conduct an election to replace the Vice Chair. The Vice-Chair's successor will serve the remaining term of office.

A vacancy in any office may be filled by a majority vote of the members attending a special or regular Commission meeting.

Section 4. Duties

1. Chair

The Chair shall conduct meetings, develop agendas, ensure the full participation of the Commissioners present during a duly held meeting, and serve as the official spokesperson for the Commission.

The Chair shall also prepare Annual Reports for the County Board of Supervisors, and ensure that all members have completed the Brown Act and Better Government Ordinance training annually.

2. Vice-Chair

The Vice-Chair shall maintain the historical record of the Commission and manage time at regular or special Commission meetings. The Vice-Chair shall also assist the Chair as directed by the latter and shall assume all the obligations and authority of the Chair in the absence of the latter.

3. Treasurer

The Treasurer shall prepare the annual Commission budget, receive and account for donations and fundraising proceeds, and shall forward all receipts to the

County Administrator's Office for deposit in the County Treasury. The Treasurer shall track and report monthly on the financial activity of the Commission and liaise with the County Administrator's Office to arrange authorized disbursements from the Commission's account.

4. Secretary

The Secretary shall handle any regular or special administrative duties, which may include the following tasks:

- Take minutes at regular or special Commission meetings, and send draft minutes to the Chair at least ten (10) calendar days before the next Commission meeting.
- File approved minutes and related handouts for the Commission's records.
- Ensure that agendas and minutes are uploaded to the Commission's website within a month of being approved.
- Ensure that the Commission's calendar is up to date on its website within a month of the next scheduled Commission meeting.
- Maintain a record of attendance of Commissioners as provided by the Membership Committee.
- In consultation with the Public Relations Subcommittee, maintain a subscription (distribution) list of individuals who have elected to receive the Commission's meeting notices and agenda.
- Check the Commission's email account at least twice a week.
- Check the Commission's mailbox at least once a week.
- Create, update, and keep name tents of each member for Commission meetings.

Section 5. Removal

The Commission, by a majority vote, may remove the Chairperson and/or Vice-Chairperson from office and relieve them of their duties. In the event of removal of the Chairperson and/or Vice Chairperson, the Membership Committee shall meet and present nominations for the vacant position(s) at the next regularly scheduled Commission meeting.

ARTICLE V. MEETINGS

Section 1. Regular Meetings

Regular meetings of the Commission shall be held at 7:00 pm on the third (3rd) Tuesday of each month. **Exception:** The Commission generally does not meet one month out of the year.

Notice of regular meetings of the Commission and an accompanying agenda shall be emailed to each member and publicly noticed on the Commission webpage and at the Clerk of the Board of Supervisors, 651 Pine St., Room 106, Martinez, CA., at least ninety-six (96) hours prior to the meeting date. Agendas shall be posted, mailed and made available to the public in accordance with the Brown Act and Contra Costa County Better Government Ordinance.

Section 2. Special Meetings

Special meetings of the Commission may be called at any time by the Chair. Notice of a special meeting will include the time, date, place, and purpose. Notice of special meetings of the Commission and an accompanying agenda shall be emailed to each member and publicly noticed on the Commission webpage and at the Clerk of the Board of Supervisors, 651 Pine St., Room 106, Martinez, CA., at least twenty-four (24) hours prior to the meeting date.

Section 3. Action at a Meeting: Quorum and Required Vote

A quorum is one person more than one-half of the authorized membership, or 8 members. Each member present shall have one vote on motions. Members must offer disclosure and abstain from voting or recuse themselves upon issues in which a conflict of interest may constrain impartiality.

1. The work of the Commission may proceed by consensus as long as there is no objection from a Member to proceeding in this manner.
2. On any matter where a Member requests a recorded vote, the matter may only be approved if it is approved by approval by a simple majority of the total number of voting members (at least 5 members).
3. Proxy voting is not permitted.
4. The Alternate At Large Member may only vote in the absence of one At Large Member.

Section 4. Open Meetings

All meetings of the Commission and all meetings of the standing and special committees shall comply with the Brown Act and the County's Better Government Ordinance.

ARTICLE VI. COMMITTEES

Section 1. Executive Committee

The Executive Committee shall consist of the Chair, Vice Chair, Treasurer and Secretary and shall be established to provide cohesive leadership to the Commission.

Section 2. Standing Committees

1. The Executive Committee and/or a majority of the Members may form Standing Committees to manage ongoing functions of the Commission and research and explore specific issues in-depth that come before the Commission. The goal of a Committee is to provide a working forum for interaction and information exchange among members and the public focusing on issues needing in-depth consideration.

The Standing Committees are: Events, Legislative, Membership, and Public Relations. The Standing Committees shall be formed of, at minimum, two (2) members and, maximum, four (4) members, unless approved by the Chair. The Chair and Vice Chair of a Standing or Special Committee shall be responsible for scheduling and presiding

over Committee meetings, serve as a point of contact for the Commission, and ensure that the Committee is fulfilling its goals.

All Standing Committees shall make progress reports to the Commission at each of the Commission's regular meetings.

1. **Events Committee.** The Events Committee's responsibilities are as follows:

- Plan events throughout the year.
- Invite speakers to Commission meetings.
- Collaborate with outside groups, as needed.

2. **Legislative Committee.** The Legislative Committee's responsibilities are as follows:

- Identify and recommend legislative initiative priorities to the Executive Committee.
- Monitor Contra Costa County legislative agendas for Federal, State and County Legislation:
 - Board of Supervisors 'State and Federal Legislative Platforms.
 - Board of Supervisors and Board Legislation Committee Actions, Minutes and/or Memorandums.
 - If not within expressed Platforms and/or expressed actions by Board, present formal request to the Board of Supervisors seeking Request for Support on behalf of the Commission. Commission members to approve formal requests by majority vote.
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The operations of the Contra Costa Commission for Women and Girls shall be governed by its bylaws. To the extent there are any inconsistencies between these bylaws and the resolutions creating the Commission or countywide advisory body policies, the resolutions and countywide advisory body policies will govern.

ARTICLE IX. AMENDMENT OF BYLAWS

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CONTRA COSTA COMMISSION FOR WOMEN AND GIRLS

3/9/2021

Memo

To: Family and Human Services Committee

From: Contra Costa Commission for Women and Girls

Re: Appointments and Reappointments to the Commission

At the February 16 meeting for the Commission for Women and Girls the commission discussed the commissioner terms expiring and the current vacancies.

Lanita Mims and Kirsten Upshaw would like to be reappointed to the commission for another term.

Jennifer Rizzo and Faye Maloney have attended and participated in the requisite meetings since October 2020 and have expressed interest in being appointed to the commission.

The commission would like the vacant at large seats to be filled by Lanita Mims, Kirsten Upshaw, Jennifer Rizzo, and Faye Maloney.

Officers

Kelly Clancy *Chair*

Hannah Brown *Vice Chair*

Ariana Rickard *Secretary*

Dayanna Macias-Carlos *Treasurer*

District Members

Joey D Smith *District I*

Kelly Clancy *District II*

Open *District III*

Open *District IV*

Kirsten Upshaw *District V*

At-Large Members

Argentina Davila-Luevano

Phyllis Gordon

Lanita Mims

Deborah Cowan

Ariana Rickard

Dayanna Macias-Carlos

Hannah Brown

Michelle Hernandez

Application Form

Profile

Kisten

First Name

L

Middle Initial

Upshaw

Last Name

Home Address

Pittsburg

City

Suite or Apt

CA

State

94565

Postal Code

Primary Phone

Email Address

Which supervisorial district do you live in?☒ District 5

Education**Select the option that applies to your high school education ***☒ High School Diploma**College/ University A****Name of College Attended**

N/A

Degree Type / Course of Study / Major**Degree Awarded?**☐ Yes ☐ No**College/ University B****Name of College Attended****Degree Type / Course of Study / Major**

Degree Awarded?

☐ Yes ☐ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes ☐ No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Commission for Women and Girls: Submitted

Seat Name

District V

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?

I've been on the commission since 2014.

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

I am passionate about the CCCWG and the work we've done to uplift the Women and Girls of Contra Costa County. I would love to continue to serve as Supervisor Glover's Representative for District V, and continue to serve by bringing awareness and opportunities to the Women and Girls in our community.

Qualifications and Volunteer Experience

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

☒ Yes ☐ No

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

☒ Yes ☐ No

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

I have been Supervisor Glover's representative since 2014 on the Contra Costa Commission for Women and Girls. I was also served as a Board member of The Saklan School for 5 years.

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

I have been on the commission since 2014 and served as it's Vice-Chair and Chair,

[Upload a Resume](#)

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

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

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

☒ I Agree

Application Form

Profile

Jennifer

First Name

Rizzo

Last Name

Middle Initial

Home Address

Danville

City

Suite or Apt

CA

State

94506

Postal Code

Primary Phone

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**

University of Georgia

Degree Type / Course of Study / Major

Bachelor of Arts, Political Science

Degree Awarded?☒ Yes ☐ No

College/ University B**Name of College Attended**

American University

Degree Type / Course of Study / Major

Master of Arts, Political Science

Degree Awarded?

☒ Yes ☐ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes ☐ No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

Board and Interest

Which Boards would you like to apply for?

Commission for Women: Submitted

Seat Name

At-Large

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.

Women in our community face a number of difficult issues. I would like to work with community leaders to help improve the lives of women in Contra Costa County, transforming not only their lives but also benefiting their family, the community, and our economy.

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.

Danville Children's Guild, IMPACT Diablo Valley, National Charity League - Rolling Hills, Parents in Education, Parent Teacher Association (PTA), Girl Scouts

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

Throughout my career, I have worked to empower women at the local, national and international level. As a national political consultant, I helped elect many women leaders, including U.S. Congresswoman Jane Harman (CA) and U.S. Congresswoman Rosa DeLauro (CT). Through my work at the United Nations Foundation, I promoted the rights and equalities of girls and women around the world. And in Contra Costa County, I have served on many local foundations and organizations that seek to improve the welfare of women and children in the East Bay, including Danville Children's Guild, IMPACT Diablo Valley, Parents in Education, National Charity League - Rolling Hills, Junior League of Oakland-East Bay and Girl Scouts.

[Jennifer_Rizzo_resume_-_CCCW.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

Jennifer Ewen Rizzo

Danville, CA
94506

jennifer.ewen.rizzo@gmail.com

Jennifer is a highly skilled manager and political professional. She has worked alongside some of the most influential U.S. political and world leaders, promoting and advocating for their political issues and causes. Well-organized and efficient, she has managed major domestic and international outreach, events and fundraising for and in coordination with elected officials, nongovernmental organizations and associations. Jennifer is an effective leader, manager and mentor of staff.

Professional Experience

California State Senator Steve Glazer (CA 07), Senior District Representative

San Francisco East Bay Area (July 2019- present)

- Manage state and local government relations, primarily in the Tri-Valley area.
- Conduct outreach and community engagement with local elected officials, community organizations, special districts and nonprofits in Pleasanton, Livermore and Dublin.
- Brief and advise Senator Glazer on local issues impacting residents in the East Bay, including education, housing, transportation and COVID-related issues.
- Represent Senator Glazer at meetings, working groups and public events.

The White House, Office of Advance for the Vice President, Advance Team

Northern California, Washington, DC, Pennsylvania (Dec 2013 – Nov 2014 non-compensated)

- Planned, organized, and executed events and trips for Vice President Joe Biden.
- Responsible for logistics and operations prior to and during the Vice President's trips.
- Duties included briefing the Vice President and senior staff upon arrival, coordinating and negotiating with host organizations and community leaders, developing the visuals aesthetics of the event sites to reinforce White House messaging and positioning, and managing motorcade and hotel logistics and event operations.
- Collaborated closely with Secret Service on all aspects.

United Nations Foundation, Director of Board Relations and Global Events

Washington, DC (Nov 2000 – Sept 2008)

- Provided strategic and operational leadership on Board member engagement and global events to promote the Foundation's priorities.
- Served as the primary liaison between the UN Foundation and its Board, whose members include Ted Turner, H.M. Queen Rania of Jordan, former Prime Minister of Norway Gro Brundtland, Noble Peace Prize winner Muhammad Yunus and Emma Rothschild.
- Planned, organized and executed numerous large, medium and small scaled events, conferences and meetings globally each year.
- Developed and led high-leveled international outreach trips for the President and Board members. Responsible for planning, event management and execution.
- Built and maintained strong relationships with external United Nations agencies, NGOs, civil society, government and corporate leaders to develop and execute comprehensive international Board engagement plans and events and highlight public-private partnerships.

Mortgage Bankers Association, PAC Director

Washington, DC (Apr 2000 - Nov 2000)

- Managed and led the Association's political action committee, MORPAC, operations.
- Developed an overall strategic plan, including solicitation and disbursement strategies, membership development, and managed day-to day operations and donor CRM.
- Organized numerous creative fundraising activities and events among membership, including securing sponsorship and hosts and marketing the events.
- Represented MBA at political conventions and at candidate events.

Bill Bradley for President, Eastern Regional Finance Director

West Orange, NJ (Jan 1999 - Mar 2000)

- Senior member of finance team that successfully raised \$28 million.
- Responsibilities included creating fundraising strategy, prospecting new solicitors, coordinating events, building relationships, conducting host committee meetings and working closely with supporters to fulfill their fundraising pledge.
- Managed a portfolio of 250 solicitors.

Democratic Congressional Campaign Committee, NE/Midwest Financial Services Director

Washington, DC (Aug 1998 - Dec 1998)

- Advised targeted congressional campaigns on fundraising efforts.
- Wrote fundraising plans, trained new fundraising staffers, and established fundraising strategies, targets and goals.
- Organized events with Vice President Al Gore, Minority Leader Dick Gephardt and others.

U.S. Congresswoman Jane Harman (CA-36) campaign, Finance Director

Torrance, CA and Washington, DC (Feb 1997 - Apr 1998)

- Managed all aspects of the California, national and PAC fundraising operation.
- Raised over \$500,000 in 1997, exceeding all fundraising goals.
- Responsible for developing and implementing the fundraising strategy, coordinating events, collecting outstanding pledges and staffing the Congresswoman at campaign related events.

Fundraising Management Group, Vice President

Washington, DC (Sep 1993 - Dec 1996)

- Oversaw the fundraising operations and strategy for congressional clients and directed PAC, National and DC fundraising for U.S. Senator Jeff Bingaman (NM), U.S. Senator Ron Wyden (OR), U.S. Senator Harris Wofford (PA), Rep. Rosa DeLauro (CT) and Rep. Jane Harman (CA).
- Hired, trained, and supervised eight team members.
- Responsible for business marketing communications, sales materials and product, client recruitment, and managing the firm's daily operations.

Volunteer Experience

Danville Children's Guild, IMPACT Diablo Valley, Parent Investment in Education, Junior League of Oakland-East Bay, National Charity League, Rolling Hills

Education

The American University, Washington, DC, Master of Arts, Political Science

University of Georgia, Athens, GA, Bachelor of Arts, Political Science

Application Form

Profile

Lanita

First Name

L

Middle Initial

Mims-Beal

Last Name

Home Address

Oakley

City

Suite or Apt

CA

State

94561

Postal Code

Primary Phone

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**

SF Extention

Degree Type / Course of Study / Major

Meeting & Event Planning

Degree Awarded?☐ Yes ☒ No

College/ University B**Name of College Attended**

College of Alameda

Degree Type / Course of Study / Major

Business Admin.

Degree Awarded?

☐ Yes ☒ No

College/ University C

Name of College Attended

Merritt College

Degree Type / Course of Study / Major

Business Admin

Degree Awarded?

☐ Yes ☒ No

Other schools / training completed:

Course Studied

QC Career School

Hours Completed

16

Certificate Awarded?

☐ Yes ☒ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Commission for Women and Girls: Submitted

Seat Name

District 3

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?

24

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

I am currently reapplying for the Women's Commission

Qualifications and Volunteer Experience

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

Arts Commission, Performing Arts Community Committee, Board of Director for Diablo Ballet, Women's Commission

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

Event Planner and live in the county

[Upload a Resume](#)

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

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

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

☒ I Agree

Application Form

Profile

Fatima (Faye)

First Name

Maloney

Middle Initial

Last Name

Home Address

Suite or Apt

Brentwood

City

CA

State

94513

Postal Code

Primary Phone

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**

Kaplan University

Degree Type / Course of Study / Major

Bachelors of Science/Criminal Justice

Degree Awarded?☒ Yes ☐ No

College/ University B**Name of College Attended**

Sacramento City College

Degree Type / Course of Study / Major

Transfer

Degree Awarded?

☐ Yes ☒ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes ☐ No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Commission for Women and Girls: Submitted

Seat Name

What's available

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 would love to be a part of a team that educates and empowers women and girls from all different backgrounds, religions, and cultures. I work very well in a team environment and I would love to learn from all those on the commission as well.

Qualifications and Volunteer Experience

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

☒ Yes ☐ No

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

☐ Yes ☒ No

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

I am the current Regional Chairwoman for the California Narcotic Officers' Association which focuses on training of law enforcement training as well community liaison and awareness. I am also a volunteer for the Women Leaders in Law Enforcement where I am a part of the Program committee. I have also served as an Impact Speaker for the Child Abduction Task Force due to my experience as being abducted internationally by my father away from my mother.

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

I have experience in working with county/city officials as well as Outreach services for the homeless community within Alameda County. I have full training in crisis negotiation and de-escalation. I do have quality communication skills with my peers where we could work in a team environment to brainstorm solutions.

[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 Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

6.

Meeting Date: 03/22/2021

Subject: Arts and Culture Commission Cultural Plan Prospectus

Submitted For: Monica Nino, County Administrator

Department: County Administrator

Referral No.: 121

Referral Name: Cultural Plan Prospectus

Presenter: Jenny Balisle, AC5 Managing
Director

Contact: Enid Mendoza, (925)
655-2051

Referral History:

In Fiscal Year 2018-19, the Arts and Culture Commission of Contra Costa County (AC5) commissioned the execution of an *Arts and Culture Plan Prospectus*. The desired outcomes of the Prospectus is to increase engagement, outreach, community awareness and awareness of County Arts resources; conduct a community evaluation; and develop a set of policy recommendations through community partners for countywide cultural development.

At the February 2020 AC5 monthly meeting, AC5 commissioners discussed a community and advocacy need for an updated *Arts and Culture Plan*. At this meeting, the Commission approved submitting a request to the Board of Supervisors to engage the Family and Human Services Committee to seek support of a new countywide *Arts and Culture Plan*.

On March 10, 2020, the Board of Supervisors referred to the Family and Human Services Committee discussion for the pursuit of a *new Countywide Arts and Culture Plan* in Fiscal Year 2020-2021, as recommended by the Arts and Culture Commission of Contra Costa County (AC5). As a result, Cultural Plan Prospectus is Referral No. 121 of the Family and Human Services Committee.

Referral Update:

Calls for racial equity and social justice in a time of a historical pandemic, delayed and highlighted the need to recalibrate the Cultural Planning Prospectus to meet community and fiscal needs. Requests for district art projects along with Contra County County government and organization collaborations increased. The Arts and Culture Commission's new request shifts to a community action plan highlighting the value of art by creating an updated Arts & Culture Prospectus for Contra Costa County that identifies a district art project.

From July 2021 to June 2022, the Arts and Culture Commission will identify community stakeholders, facilitate two workshops, and present an updated Arts & Culture Prospectus for

Contra Costa County and District Art Project at the Board of Supervisors. Overall guiding principles will be to increase engagement, outreach, community awareness, highlight art resources, and conduct a community evaluation.

Recommendation(s)/Next Step(s):

CONSIDER accepting or modifying the *Arts & Culture Plan Prospectus for Contra Costa County* that identifies a district art project, and forwarding to the Board of Supervisors for their approval.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

Arts & Culture Prospectus for Contra Costa County

Arts & Culture Prospectus Presentation



Arts and Culture Commission of Contra Costa County

SUPPORTING ALL THE ARTS

Arts & Culture Prospectus for Contra Costa County & Timeline

Mission: The Arts and Culture Commission of Contra Costa County is dedicated to advancing the arts in a way that promotes communication, education, appreciation and collaboration throughout Contra Costa County so that we may grow creatively as a community that preserves and celebrates our diverse cultural expression.

What: *Arts & Culture Prospectus for Contra Costa County & Timeline*

Timeline: July 2021-June 2022

Ask: Board of Supervisor Support

Executive Summary: In 2019, the Arts and Culture Commission completed a *Cultural Planning Prospectus* with the recommendation to develop a set of policy recommendations through collaborations and community partners for countywide cultural development. Calls for racial equity and social justice in a time of a historical pandemic, highlight the need to recalibrate our focus. Requests for district art projects along with Contra County County government and organization collaborations have increased. In order to succeed, uplift, and meet the needs of all communities, we must garner sustained policy support through example.

Our new request shifts to a community action plan highlighting the value of art by creating an updated *Arts & Culture Prospectus for Contra Costa County* that identifies a district art project.

The Arts and Culture Commission promotes and encourages the arts and culture of Contra Costa County. Commissioners offer critical support to sustain and celebrate diverse art practices. With over 1.154 million residents, a thriving arts community is a critical economic engine driving the creativity and entrepreneurial vitality of Contra Costa County. Growth in the arts and culture sector is widespread across California, and nationally the arts contributed more to GDP than both agriculture and transportation. Contra Costa County has become one of the last pockets of affordability and accessibility for artists, arts organizations, and cultural institutions in the Bay Area. However, the pandemic has highlighted an increased need for support and we must deliver.

The *Arts & Culture Prospectus for Contra Costa County & Timeline* prioritizes imperative tasks and policies to achieve a unified set of goals. The following table identifies key areas of work we intend to accomplish by the end of June 2022. After the table, please find an expanded description of our goals, strategy, rationale, context for priorities and other relevant details.

Arts & Culture Prospectus for Contra Costa County & Timeline Guiding Principles:

1. Increase Engagement: We envision this plan identifies the needs of the diverse and vibrant population from each Contra Costa County district.

2. Increase Outreach: The plan will require the implementation of new and innovative outreach tools to tap into the diversity of our cultures.

3. Increase Community Awareness: The plan will enhance the Arts and Culture Commission's visibility as art advocates and highlight the importance of a better understanding of all communities.

4. Increase Community Awareness of County Arts Resources: Residents will be made aware of the cultural resources that the Arts and Culture Commission provides through announcements, social media, and public awareness along with partnerships with art museums, centers, and organizations.

5. Conduct a Community Evaluation: Placemaking promotes a healthy environment through the Arts in which communities become participants in the process. The goal is to engage in strategic discourse to hear the needs of the community and provide the support necessary to embrace the creative process. Intersectionality is the awareness of our differences and seeking to achieve a common purpose.

#	ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE GOALS/OUTCOMES	DATE	KEY PARTIES
1	Research and identify cultural stakeholders. Cultural Plan Subcommittee and Managing Director create database.	July-August 2021	District Supervisors, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
2	Confirm workshop stakeholders and prep workshop format.	August 2021	County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
3	Workshop #1	September 2021	Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, Commissioners, ASL Interpreters, Translators, Notetaker, and Technical Support
4	Summarize workshop #1 data and prep workshop #2.	September-October 2021	Cultural Stakeholders, Managing Director, Cultural Plan Subcommittee, and Commissioners
5	Workshop #2	November 2021	Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, Commissioners, ASL Interpreters, Translators, Notetaker, and Technical Support
6	Summarize workshop #1 and #2 data/survey into <i>Arts & Culture Prospectus for Contra Costa County</i> and Board of Supervisors presentation prep.	November-December 2021	Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
7	Board of Supervisors presentation and approval of <i>Arts & Culture Prospectus for Contra Costa County and District Art Project</i> funding.	January 2022-June 2022	Board of Supervisors, Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
8	Arts and Culture Commission Cultural Plan	June 2024-June 2027	Board of Supervisors, Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners

Rationale for Arts & Culture Prospectus for Contra Costa County & Timeline

These recommendations explain the table on page 2.

1. Identify cultural stakeholders and create an Arts & Culture Prospectus for Contra Costa County database: The Arts and Culture Commission has identified the need for an updated *Arts & Culture Prospectus for Contra Costa County & Timeline* that identifies a district art project. Board of Supervisors, Commissioners, and the Managing Director will identify Contra Costa County cultural stakeholders for two workshops. A database will be created and managed.

2. Confirm workshop stakeholders and prep workshop format: Once workshop cultural stakeholders are confirmed, workshop format (most likely virtual) will be determined following all pandemic protocols. The Cultural Plan Subcommittee will determine workshop agenda and facilitation format. ASL translators, interpreters, facilitator, notetaker, and tech support will be available for all participants.

3. Workshop #1: Prior to workshop, cultural stakeholders sent workshop agenda and sample questions for Workshop #1. ASL translators, interpreters, facilitator, notetaker, and tech support will be available for all participants. Cultural stakeholders will be invited to contribute to an online document to share ideas and comments.

4. Summarize workshop #1 data and prep workshop #2: Workshop #1 summary sent to cultural stakeholders and presented at Arts and Culture Commission Meeting. The Cultural Plan Subcommittee analyzes workshop #1 data and how to improve along with prepare for workshop #2.

5. Workshop #2: Prior to workshop, cultural stakeholders sent workshop agenda and sample questions for Workshop #2. ASL translators, interpreters, facilitator, notetaker, and tech support will be available for all participants. Cultural stakeholders will be invited to contribute to an online document to share ideas and comments. A workshop survey will be sent to cultural stakeholders.

6. Summarize workshop #1 and #2 data/survey into Arts & Culture Prospectus for Contra Costa County and Board of Supervisors presentation prep: The findings from both workshops and survey will be summarized into the *Arts & Culture Prospectus for Contra Costa County* that identifies a district art project. A Board of Supervisors presentation will highlight cultural stakeholders, process, findings, and references along with a summary, guiding principles, goals/outcomes chart, timeline, and executive summary.

7. Board of Supervisors presentation and approval of Arts & Culture Prospectus for Contra Costa County and District Art Project funding: Managing Director with cultural stakeholders present the *Arts & Culture Prospectus for Contra Costa County and District Art Project* pilot program at a Board of Supervisors meeting. The goal is to garner incremental support demonstrating the importance of culture and community throughout Contra Costa County. The Board of Supervisors initially adopts a yearly budget in May with final modifications in August for the *Final County Budget for FY 2022-21*.

8. Arts and Culture Commission Cultural Plan: After securing additional funding, our future goal is to complete a Cultural Plan.

Summary:

In response to the pandemic and societal crises, the Arts and Culture Commission has the responsibility to address the needs of our community through a collaborative vision and creative expression. The goals of completing a *Arts & Culture Prospectus for Contra Costa County* that identifies a district art project is to increase engagement, outreach, and conduct a community evaluation. We seek to increase community awareness of the Arts Commission along with arts resources. We look forward to working with the Board of Supervisors in making this vision a reality!

Background:

- The Arts and Culture Commission of Contra Costa County was established on December 13, 1994.
- Signature programs, services, activities, special projects, and events include the Arts Directory, Arts Calendar, Arts Passages, Arts Café, Poetry Out Loud, ABOUTFACE, Arts Recognition Awards, grants, advocacy, and outreach.
- The Arts Directory and Calendar is a free service to any Contra Costa County artist or arts organization.
- Arts Passages is a rotating visual art exhibit located at Contra Costa County's Administration Building and partnering venues.
- Arts Café is a series of art workshops, lectures, discussions, and exhibitions throughout Contra Costa County and online.
- Since 2008, Contra Costa County high school students have participated in Poetry Out Loud (a national recitation contest).
- ABOUTFACE provides free self-portrait painting classes for Veterans as a thank you for their service.
- Arts Recognition Awards highlight inspiring Contra Costa County individuals and organizations making significant artistic/philanthropic contributions to the community.
- 2020-21 we had our first Local Arts and Cultural Organizations Grant (LACOG) thanks to the California Arts Council!

Links:

www.ac5.org

<https://www.forbes.com/sites/forbesagencycouncil/2019/06/04/why-its-good-business-to-support-the-arts/#35a6361720f7>

<https://www.americansforthearts.org/by-program/reports-and-data/legislation-policy/naappd/arts-facts-arts-and-cultural-production-contribution-to-gdp-2017>

**ARTS &
CULTURE
PROSPECTUS**
FOR
CONTRA COSTA COUNTY
& TIMELINE

WWW.AC5.ORG



**Arts and Culture Commission
of Contra Costa County**

SUPPORTING ALL THE ARTS



Arts and Culture Commission of Contra Costa County

SUPPORTING ALL THE ARTS

Mission

The Arts and Culture Commission of Contra Costa County is dedicated to advancing the arts in a way that promotes communication, education, appreciation and collaboration throughout Contra Costa County so that we may grow creatively as a community that preserves and celebrates our diverse cultural expression.

**ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY
& TIMELINE**



Arts and Culture Commission of Contra Costa County

SUPPORTING ALL THE ARTS



Racial Equity Statement

The Arts and Culture Commission of Contra Costa County is dedicated to advancing the arts that preserves and celebrates our diverse cultural expression. Consistent with our values of supporting community, we have a responsibility to acknowledge that we occupy traditional native people's land. With over 1.154 million residents, we are committed to addressing the historical and systematic racial inequalities within government infrastructures, arts institutions, and society. Our top priority is delivering equity and equality in our core values, initiatives, and signature programs. Reimagining structures and policy requires honest self-reflection and identifying biases. Trust is earned through communication, education, appreciation, and collaboration.

ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE

ARTS & CULTURE PROSPECTUS

FOR
CONTRA COSTA
COUNTY
& TIMELINE



Arts and Culture Commission
of Contra Costa County

SUPPORTING ALL THE ARTS



ABOUTFACE is a free self-portrait painting classes for Contra Costa County Veterans.

ABOUTFACE



ARTS & CULTURE PROSPECTUS

FOR
CONTRA COSTA
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& TIMELINE



Poetry Out Loud (a national recitation contest) for high school students.



ARTS & CULTURE PROSPECTUS

FOR
CONTRA COSTA
COUNTY
& TIMELINE

FEATURING OVER 100 WORKS
FROM 27 HIGH SCHOOLS IN
CONTRA COSTA COUNTY

ARTIST CAFE

LIVE ON FACEBOOK
@artsculturecommission



Hear direct from some of
the High School artists that
have works in this show.
August 27 | 7-8pm

Moderated By
Lafayette HS Student,
Carolyn Considine

ACS.ORG
CALIFORNIA ARTS COUNCIL



Arts Café is a series of art workshops, lectures, discussions, and exhibitions.



ARTS & CULTURE PROSPECTUS

FOR
CONTRA COSTA
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& TIMELINE



**Arts and Culture Commission
of Contra Costa County**

SUPPORTING ALL THE ARTS

Arts Recognition Awards highlights individuals and organizations.



ARTS & CULTURE PROSPECTUS

FOR
CONTRA COSTA
COUNTY
& TIMELINE



East Bay Center for the Performing Arts

**Local Arts and Cultural
Organizations Grant (LACOG)**
thanks to the California Arts
Council!



Visit AC5.ORG



**EAST BAY CENTER FOR
THE PERFORMING ARTS**



ARTS & CULTURE PROSPECTUS

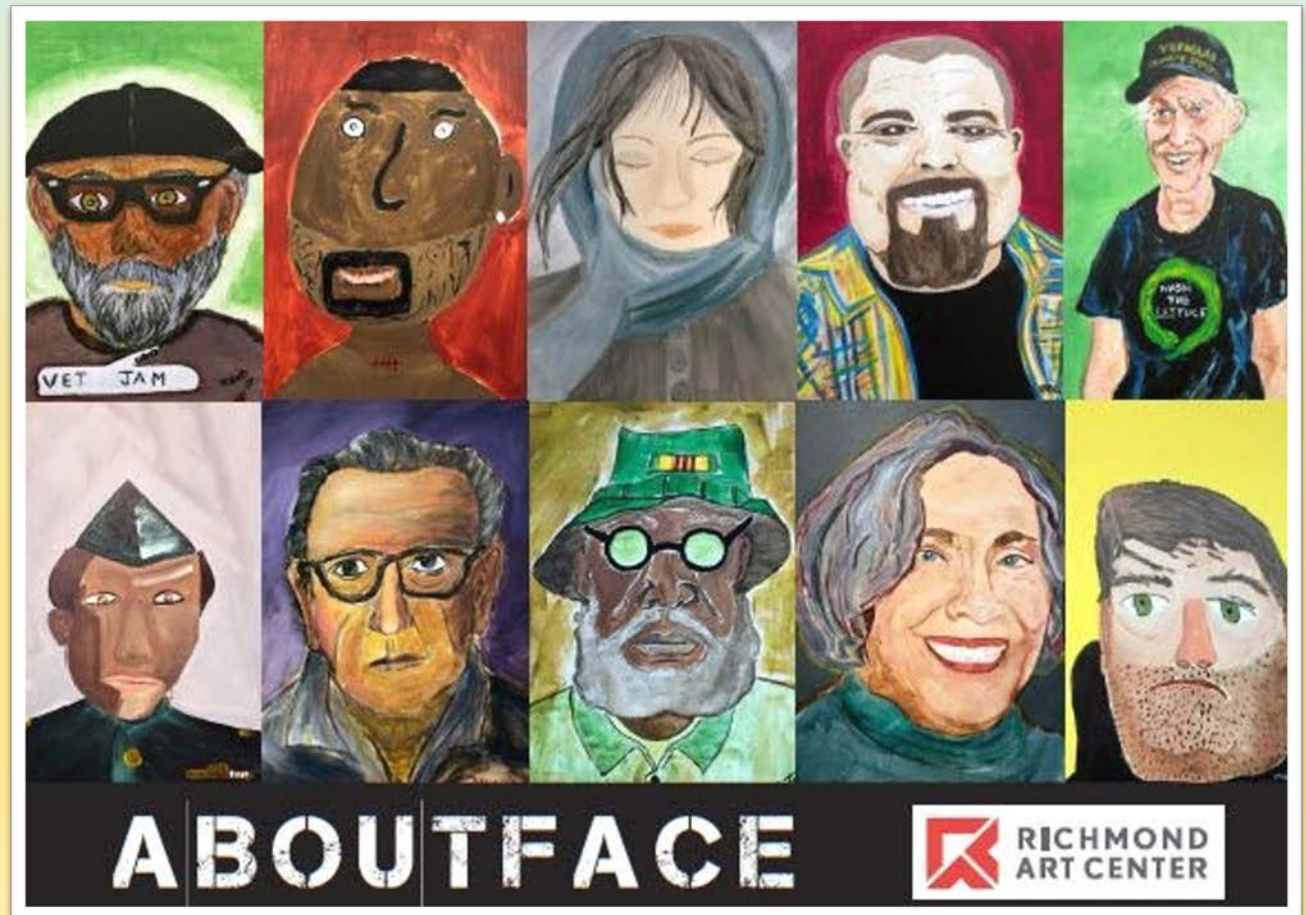
FOR
CONTRA COSTA
COUNTY
& TIMELINE



**Arts and Culture Commission
of Contra Costa County**

SUPPORTING ALL THE ARTS

Arts Passages rotating exhibitions located at County Administration Building.



ARTS & CULTURE PROSPECTUS

FOR
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Elisa by Rebeca Garcia-González

Arts Directory and **Calendar** for Contra Costa County artists or arts organizations.



It is free for any artist or arts organization to be listed in the Contra Costa Arts Directory.

[Click here for Directory registration or log in](#)

Or, click on a Category image below to narrow the Search and enter your search word (above), then click *Begin Search*.

The Search will only return results that contain ALL the *Search Word(s)* entered.

Visual Artists	Dance	Theatre
Literary Arts	Music	Organizations and Facilities
Public Art		

ARTS & CULTURE PROSPECTUS

FOR
CONTRA COSTA
COUNTY
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**Arts and Culture Commission
of Contra Costa County**

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Silvia Ledezma

Commission Chair: District 1

An international artist, photographer, and activist who was born in San Francisco, California, lived and traveled throughout Mexico.



Joan D'Onofrio

Commission Vice-Chair: At-Large-3

Founder of the Michelangelo D'Onofrio Arts Foundation, and currently employed by H&R Block.



Y'Anad Burrell

Senior Commissioner: At-Large-1

Founder/CEO of Glass House Communications (GHC), a boutique public relations agency, with a practice area in working with art and culture organizations throughout the Bay Area.



Elizabeth Wood

District 4: Commissioner

Retired from Chevron Corporation after 30+ years and returned as a part-time contract employee working on several marketing projects.



ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE



**Arts and Culture Commission
of Contra Costa County**

SUPPORTING ALL THE ARTS

Beverly Kumar

District 2: Commissioner

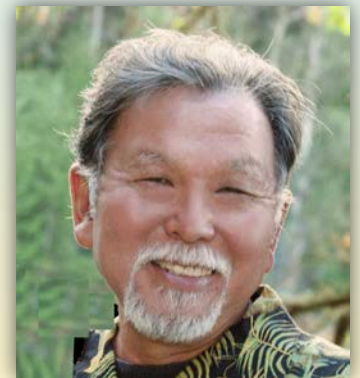
Served as an Art Commissioner for the Town of Danville. With a background in the performing arts, education and degree in communication, Beverly is an advocate for arts education and champion of young artists.



Ben Miyaji

At-Large-2: Commissioner

Ardent supporter and patron of the arts. He is the current chair of the Palo Alto Public Art Commission and has served on that commission for 8 years.



Lanita Mims

At-Large-4: Commissioner

Small business owner specializing in music and entertainment.



Pearl Parmelee Cabrera

Alternate

Volunteer in San Francisco and San Pablo with cultural festivals.





Arts and Culture Commission of Contra Costa County

SUPPORTING ALL THE ARTS

ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY
& TIMELINE

ARTS & CULTURE PROSPECTUS

FOR
CONTRA COSTA
COUNTY
& TIMELINE



Artist Malik Senefuru

What: Arts & Culture Prospectus for Contra Costa County & Timeline

Timeline: July 2021-June 2022

Ask: Board of Supervisor Support



Executive Summary

- **Racial equity** and **social justice** calls in a **pandemic** highlight the need to **recalibrate** focus.
- **Requests** for district art projects with Contra County County government and organization collaborations have **increased**.
- Sustained **policy support** through example uplifts and meets community needs.

Our request shifts to a community action plan highlighting the value of art by creating an updated Arts & Culture Prospectus for Contra Costa County that identifies a district art project.

ARTS & CULTURE PROSPECTUS

FOR
CONTRA COSTA
COUNTY
& TIMELINE



What: Arts & Culture Prospectus for Contra Costa County & Timeline

Timeline: July 2021-June 2022

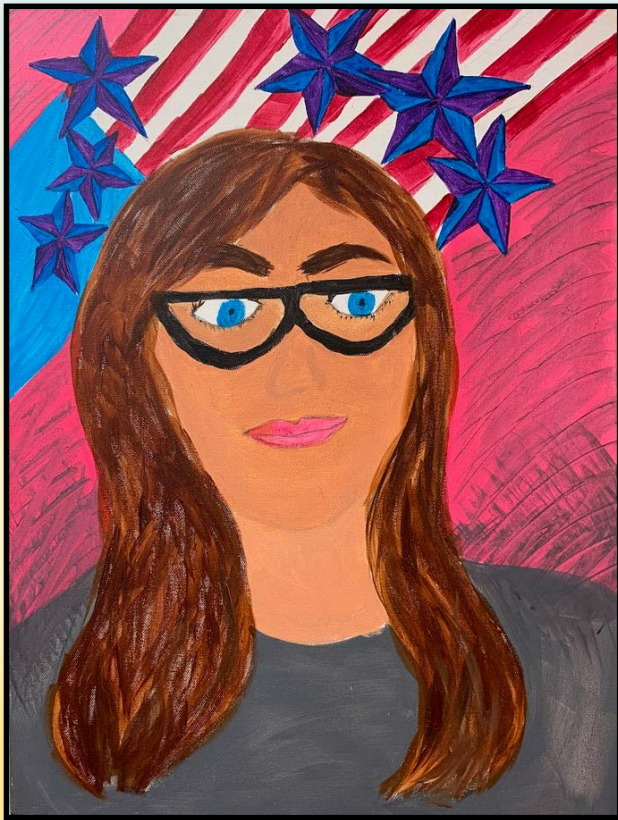
Ask: Board of Supervisor Support



WHY Cultural Master Plan Prospectus that identifies a district art project?

- **Promotes** and encourages culture and the arts.
- **Commissioners** support and celebrate diverse art practices.
- With over 1.1 million residents, a thriving arts community is a **critical economic engine** for creativity and entrepreneurial vitality.
- **Growth** in the arts and culture sector is widespread in California, and nationally the arts contributed more to GDP than both agriculture and transportation.
- **Contra Costa County** is one of the last pocket of accessibility for artists, arts organizations, and cultural institutions in the Bay Area.

Arts & Culture Prospectus for Contra Costa County & Timeline



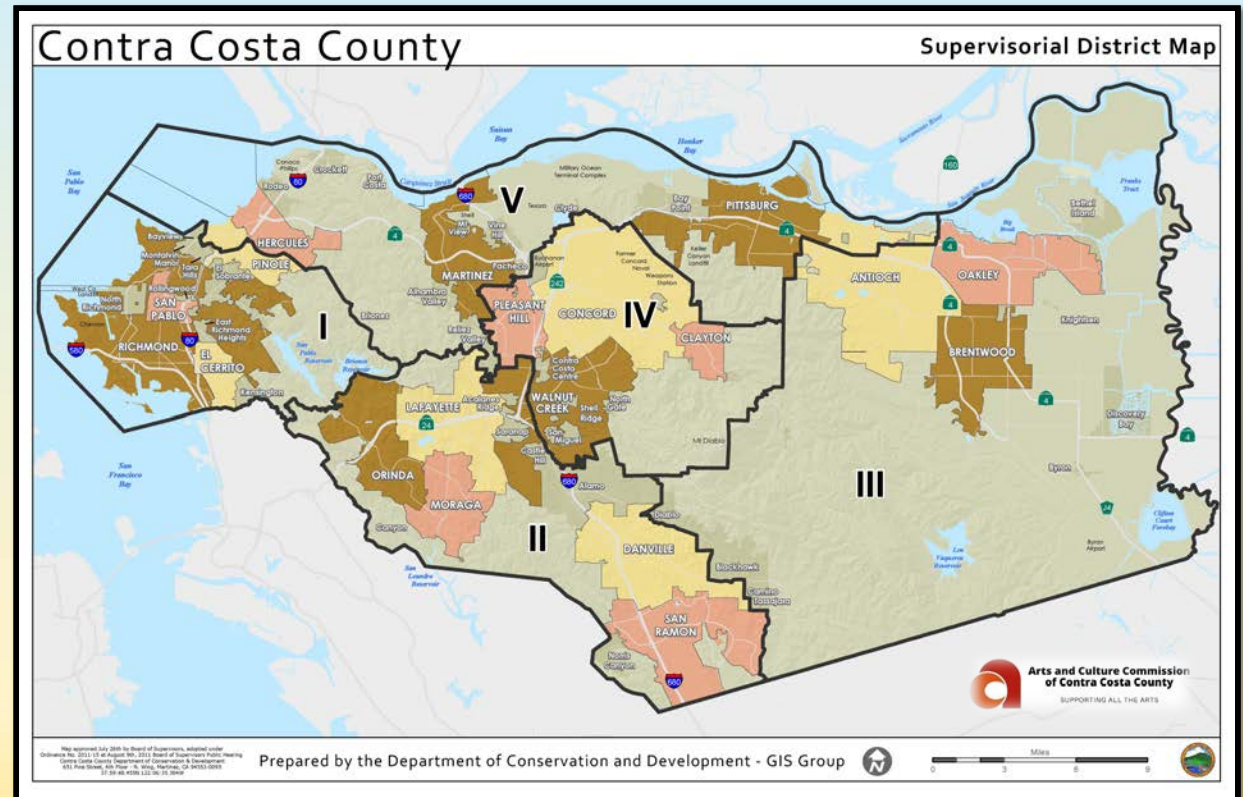
ABOUTFACE US Navy Veteran Nicole Raulston

5 GUIDING PRINCIPLES

1. Increase Engagement
2. Increase Outreach
3. Increase Community Awareness
4. Increase Community Awareness of County Arts Resources
5. Conduct a Community Evaluation

ARTS & CULTURE PROSPECTUS

FOR
CONTRA COSTA
COUNTY
& TIMELINE



The *Arts & Culture Prospectus for Contra Costa County* that identifies a district art project
prioritize tasks and policies

Arts & Culture Prospectus for Contra Costa County that identifies a district art project

The following table identifies key work to accomplish by June 2022.

ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE



**Arts and Culture Commission
of Contra Costa County**

SUPPORTING ALL THE ARTS

#	ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE GOALS/OUTCOMES	DATE	KEY PARTIES
1	Research and identify cultural stakeholders. Cultural Plan Subcommittee and Managing Director create database.	July-August 2021	District Supervisors, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
2	Confirm workshop stakeholders and prep workshop format.	August 2021	County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
3	Workshop #1	September 2021	Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, Commissioners, ASL Interpreters, Translators, Notetaker, and Technical Support
4	Summarize workshop #1 data and prep workshop #2.	September- October 2021	Cultural Stakeholders, Managing Director, Cultural Plan Subcommittee, and Commissioners
5	Workshop #2	November 2021	Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, Commissioners, ASL Interpreters, Translators, Notetaker, and Technical Support
6	Summarize workshop #1 and #2 data/survey into <i>Arts & Culture Prospectus for Contra Costa County</i> and Board of Supervisors presentation prep.	November- December 2021	Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
7	Board of Supervisors presentation and approval of <i>Arts & Culture Prospectus for Contra Costa County and District Art Project</i> funding.	January 2022- June 2022	Board of Supervisors, Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
8	Arts and Culture Commission Cultural Plan	June 2024- June 2027	Board of Supervisors, Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners

ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE

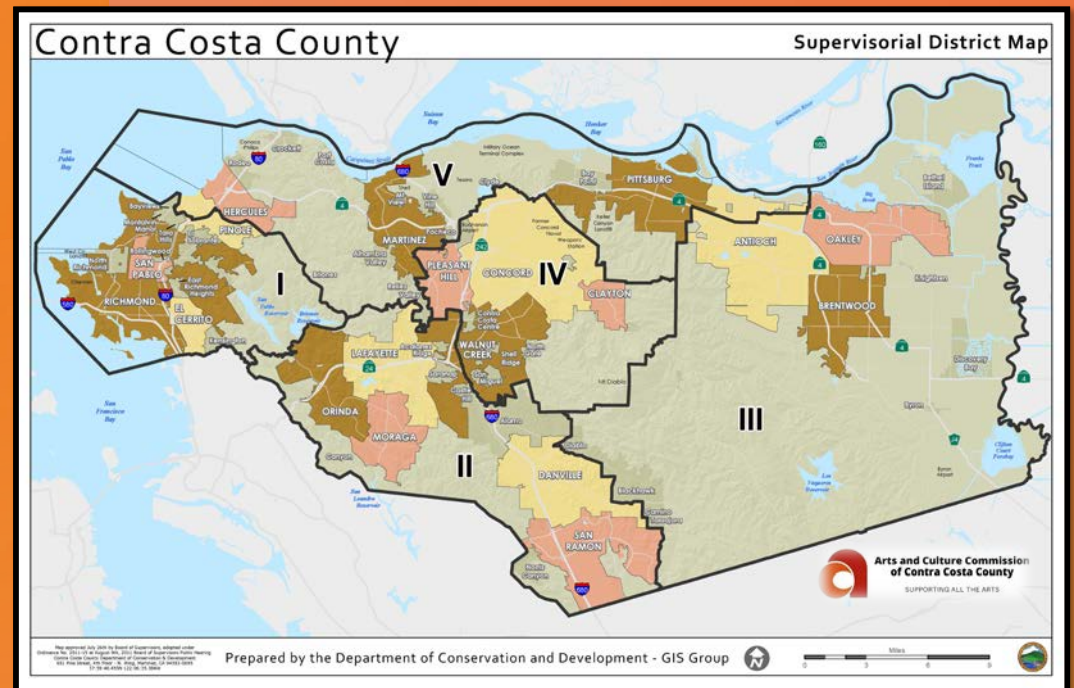
#1 Identify cultural stakeholders

and create an Arts & Culture Prospectus for Contra Costa County database

The Arts and Culture Commission has identified the need for an updated Arts & Culture Prospectus for Contra Costa County that identifies a district art project.

Who: District Supervisors, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners

Date: July-August 2021



ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE

#2 Confirm workshop stakeholders and prep workshop format

Who: County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners

Date: August 2021



#3 Workshop #1

ASL translators, interpreters, facilitator, notetaker, and tech support will be available for all participants.

Who: Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, Commissioners, ASL Interpreters, Translators, Notetaker, and Technical Support

Date: September 2021

ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE

#4 Summarize workshop #1 data and prep workshop #2

Who: Cultural Stakeholders,
Managing Director, Cultural
Plan Subcommittee, and
Commissioners

Date: September-October 2021



**Arts and Culture Commission
of Contra Costa County**

SUPPORTING ALL THE ARTS



#5 Workshop #2

ASL translators, interpreters,
facilitator, notetaker, and tech
support will be available for all
participants. A workshop survey will
be sent to cultural stakeholders.

Who: Cultural Stakeholders, County
Administration Office, Managing
Director, Cultural Plan
Subcommittee, Commissioners, ASL
Interpreters, Translators, Notetaker,
and Technical Support.

Date: November 2021

ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE

#6 Summarize workshop #1 and #2 data/survey into *Arts & Culture Prospectus* and Board of Supervisors presentation prep

Who: Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners

Date: November-December 2021



#7 Board of Supervisors presentation and approval of *Arts & Culture Prospectus for Contra Costa County and District Art Project funding*

Who: Board of Supervisors, Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners

Date: January-June 2022



ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE

#8 Arts and Culture Commission Cultural Plan

After securing additional funding, our future goal is to complete a Cultural Plan.

Who: Board of Supervisors, Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners

Date: June 2024-June 2027



**ARTS &
CULTURE
PROSPECTUS**
FOR
CONTRA COSTA
COUNTY
& TIMELINE



***Arts & Culture Prospectus for Contra Costa County
that identifies a district art project:***

ADDRESS

The need to recalibrate focus with racial equity and social justice calls in a pandemic.

ACKNOWLEDGE

Increased requests for district art projects with Contra County County government and organization collaborations.

ACTION

Sustained policy support through example to uplift and meet community needs.

Arts & Culture Prospectus for Contra Costa County that identifies a district art project

ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE



**Arts and Culture Commission
of Contra Costa County**

SUPPORTING ALL THE ARTS

#	ARTS & CULTURE PROSPECTUS FOR CONTRA COSTA COUNTY & TIMELINE GOALS/OUTCOMES	DATE	KEY PARTIES
1	Research and identify cultural stakeholders. Cultural Plan Subcommittee and Managing Director create database.	July-August 2021	District Supervisors, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
2	Confirm workshop stakeholders and prep workshop format.	August 2021	County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
3	Workshop #1	September 2021	Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, Commissioners, ASL Interpreters, Translators, Notetaker, and Technical Support
4	Summarize workshop #1 data and prep workshop #2.	September- October 2021	Cultural Stakeholders, Managing Director, Cultural Plan Subcommittee, and Commissioners
5	Workshop #2	November 2021	Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, Commissioners, ASL Interpreters, Translators, Notetaker, and Technical Support
6	Summarize workshop #1 and #2 data/survey into <i>Arts & Culture Prospectus for Contra Costa County</i> and Board of Supervisors presentation prep.	November- December 2021	Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
7	Board of Supervisors presentation and approval of <i>Arts & Culture Prospectus for Contra Costa County and District Art Project</i> funding.	January 2022- June 2022	Board of Supervisors, Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners
8	Arts and Culture Commission Cultural Plan	June 2024- June 2027	Board of Supervisors, Cultural Stakeholders, County Administration Office, Managing Director, Cultural Plan Subcommittee, and Commissioners

**ARTS &
CULTURE
PROSPECTUS
FOR
CONTRA COSTA COUNTY
& TIMELINE**

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**Arts and Culture Commission
of Contra Costa County**

SUPPORTING ALL THE ARTS

***Thank You
Supervisors!***



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

7.

Meeting Date: 03/22/2021

Subject: Community Development Block Grant Program Recommendations

Submitted For: John Kopchik, Director, Conservation & Development Department

Department: Conservation & Development

Referral No.: 20

Referral Name: Public Service Portion of the Community Development Block Grant (CDBG)

Presenter: Gabriel Lemus, CDBG Program
Manager

Contact: Enid Mendoza, (925)
655-2051

Referral History:

On February 11, 1997, the Board of Supervisors referred to the Family and Human Services Committee (FHS) the subject of the Public Service Portion of the Community Services Block Grant (CDBG) Program. Therefore, the Department of Conservation and Development reports to FHS at least annually regarding recommendations for the Public Services category and Emergency Solutions Grant funding allocations.

Referral Update:

Please see the attached report from the Conservation and Development Department transmitting the FY 2021/22 CDBG-Public Service Category and Emergency Solutions Grant funding recommendations. Staff's funding recommendations for FY 2021/22 PS projects are listed in Attachment A, and staff's funding recommendations for FY 2021/22 ESG projects are listed in Attachment B.

The Committee's recommendations will be forwarded to the full Board of Supervisors prior to the public hearing that is scheduled for May 11, 2021. Final recommendations must be forwarded to HUD within 60 days of HUD's announcement of the CDBG Program entitlement allocations, or by May 15, 2021, for review to ensure consistency with federal regulations.

Recommendation(s)/Next Step(s):

RECOMMEND that the Board of Supervisors:

1. APPROVE recommendations for FY 2021/22 CDBG Public Service (PS) projects as recommended by staff and/or amended by the Committee.
2. APPROVE recommendations for FY 2021/22 Emergency Solutions Grant (ESG) projects as recommended by staff and/or amended by the Committee.
3. DIRECT the Department of Conservation and Development to prepare a staff report on the Committee's recommendations. The staff report will be submitted together with funding recommendations for all other CDBG categories and considered by the Board of Supervisors

on May 11, 2021 as a “Consent” item.

Fiscal Impact (if any):

Upon approval, grants totaling \$761,375 for 34 renewal Public Service projects and \$372,865 for 6 renewal Emergency Solutions projects that would be recommended to the Board. Grant project totals are aligned with the Board's adopted guidelines for the allocation of CDBG funding.

Attachments

FY 2021-22 CDBG Allocation Recommendations



**CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION AND
DEVELOPMENT**
30 Muir Road
Martinez, CA 94553
Telephone: (925) 674-7882

MEMORANDUM

DATE: March 22, 2021

TO: Family and Human Services Committee
Supervisor Candace Andersen, Chair
Supervisor Diane Burgis, Vice-Chair

FROM: Gabriel Lemus, CDBG Program Manager

SUBJECT: FY 2021/22 (2nd Year) Community Development Block Grant (CDBG) Funding Recommendations – Public Service Category

FY 2021/22 (2nd Year) Emergency Solutions Grant Funding Recommendations

RECOMMENDATIONS

1. **APPROVE** recommendations for FY 2021/22 CDBG Public Service (PS) projects as recommended by staff and/or amended by the Committee.
2. **APPROVE** recommendations for FY 2021/22 Emergency Solutions Grant (ESG) projects as recommended by staff and/or amended by the Committee.
3. **DIRECT** the Department of Conservation and Development to prepare a staff report on the Committee's recommendations. The staff report will be submitted together with funding recommendations for all other CDBG categories and considered by the Board of Supervisors on May 11, 2021 as a "Consent" item.

BACKGROUND

The purpose of this memorandum is to transmit staff recommendations for funding in the PS category for the FY 2021/22 CDBG Program and the FY 2021/22 ESG Program. The proposed funding spreadsheets for both PS and ESG projects are attached.

In October 2013, the Board of Supervisors approved having two separate and distinct funding cycles for the non-housing categories of the CDBG Program and for the ESG Program to align with the five-year period of the CDBG/ESG Consolidated Plan. The first cycle is a two-year funding cycle for programs/projects in the CDBG PS, economic development, and infrastructure/public facilities

categories and for the ESG Program. The second cycle is a three-year funding cycle to conclude the final three years of a five-year Consolidated Plan period. Consequently, in May 2020, the Board approved the allocation of FY 2020/21 and FY 2021/22 CDBG and ESG funds. The allocation of FY 2021/22 CDBG and ESG funds is contingent on the availability of funds and the satisfactory accomplishment of contract goals.

Available Funding

On March 2, 2021, the U.S. Department of Housing and Urban Development (HUD) announced the FY 2021/22 CDBG Program entitlement allocations to all CDBG entitlement jurisdictions. The County's FY 2021/22 CDBG entitlement amount is \$4,665,011, which is approximately \$27,000 more than the County received in FY 2020/21.

On November 4, 2014, the Board of Supervisors (Board) adopted funding guidelines for the allocation of CDBG funds that require the County's annual grant be allocated to the following CDBG eligible categories:

Category of Use	Allocation Guidelines CDBG Program	Available Funding
Affordable Housing	45%	\$2,099,255
Public Services	*17%	\$ 793,052
Economic Development	10%	\$ 466,501
Infrastructure/Public Facility	8%	\$ 373,201
Administration	20%	\$ 933,002
Total FY 2021/22 CDBG Grant		\$4,665,011

*As long as the amount does not go over HUD's statutory cap for Public Services

CDBG Program – Public Service Category: Consistent with Board funding guidelines, 17 percent of the County's annual CDBG allocation may be used for PS projects. Consequently, \$793,052 is available to PS projects from the annual allocation. Lastly, \$40,000 is provided from the "Administration" category to assist with funding fair housing services. Therefore, a total of **\$833,052** is available for PS projects. A total of 34 renewal applications were received requesting a total of **\$761,375**. This includes one application from FY 2020/21 projects that did not commence due to limitations imposed by state/local emergency proclamations in response to the COVID-19 pandemic. The award for Rising Sun Center for Opportunity's Climate Careers program was postponed until FY 2021/22, which has afforded them the opportunity to best deliver their program. Rising Sun Center for Opportunity has transformed its program to include virtual components and hopes to continue in-person services once restrictions are lifted.

Staff recommends all 34 renewal projects be funded at the amounts requested (**Attachment A**). Therefore, a total of \$71,677 is available from the PS category to fund projects in other CDBG categories. Staff recommends distributing the \$71,677 to one, or more of the other CDBG categories in order to fund other viable projects. This will ensure that the applications in other CDBG categories get their full request and ensures that all of the available CDBG funds are allocated to eligible projects carried out during FY 2021/22.

ESG Program: The County receives ESG funds on an entitlement bases for use in funding renovation, major rehabilitation, or conversion of buildings for use as emergency shelters for the homeless,

provision of essential services for the homeless; emergency shelter operations and related services; and homelessness prevention and rapid re-housing activities. The County will receive a total of **\$395,606** in ESG funding for FY 2021/22, approximately \$7,500 less than FY 2020/21. Seven and a half percent (7.5%) of the grant will be used for administration expenses, resulting in a total of **\$365,935** available for projects.

A total of six renewal applications were received, requesting a total of \$372,865 in ESG Program funds. Given that the County's FY 2021/22 ESG Program allocation from HUD is slightly lower than the FY 2020/21 allocation, staff is recommending the same agencies and programs for FY 2021/22, but with slight reductions from FY 2020/21. Homelessness Prevention/Rapid Rehousing programs must get 40 percent of the total ESG allocation per ESG regulations. Therefore SHELTER, Inc.'s Prevention/Rapid Rehousing program is recommended to receive 40% of our total ESG allocation. Staff's detailed recommendations for the use of ESG funds are listed in **Attachment B**.

Application Process and Evaluation Criteria:

CDBG Program and ESG Program: For FY 2021/22, currently funded PS and ESG agencies were required to submit an abbreviated "renewal application", including a proposed FY 2021/22 budget, current audit, and confirmation of performance outcomes. This information was used to evaluate an agency's continuing capacity to operate its program during the next fiscal year.

Staff's funding recommendations for FY 2021/22 PS projects are listed in Attachment A, and staff's funding recommendations for FY 2021/22 ESG projects are listed in Attachment B. In general, most agencies are currently performing as proposed and are expected to meet or exceed performance outcomes, contained in their CDBG and ESG program agreements, by the end of the year. Many programs had to pivot their service models due to the pandemic and either operate virtually or at limited capacity for in-person services. Some have shifted functions altogether to better serve the community during this time.

Public Hearing and Transmittal of Recommendations: The Committee's recommendations will be forwarded to the full Board of Supervisors prior to the public hearing that is scheduled for May 11, 2021. Final recommendations must be forwarded to HUD within 60 days of HUD's announcement of the CDBG Program entitlement allocations, or by May 15, 2021, for review to ensure consistency with federal regulations.

Attachments

Attachment A – FY 2021/22 PS Projects

Attachment B – FY 2021/22 ESG Projects

cc: John Kopchik, Director, Department of Conservation and Development
Amalia Cunningham, Assistant Deputy Director, Department of Conservation and Development

Attachment A

**Community Development Block Grant
Public Services Category
FY 2021/22**

ATTACHMENT A

CCC Project No.	Applicant	Project Name	Outcome	Contra Costa County			Total Budget
				Amount Requested	Amount Received in FY 2020/21	County Staff Recommendation for FY 2021/22	
21-01-PS	Bay Area Crisis Nursery	Bay Area Crisis Nursery	Provide short-term residential/shelter services and emergency childcare for 21 children ages birth through 5 years.	\$15,000	\$15,000	\$15,000	\$894,927.00
21-02-PS	ECHO Housing	Landlord/Tenant Services	Provide information and assistance to 200 tenants and landlords on their housing rights and responsibilities.	\$80,000	\$80,000	\$80,000	\$258,451.00
21-03-PS	Food Bank of Contra Costa and Solano	Collaborative Food Distribution	Provide food to over 10,000 low-income persons in the Urban County.	\$46,500	\$46,500	\$46,500	\$5,523,246.00
21-04-PS	Loaves and Fishes of Contra Costa	Nourishing Lives in Martinez, Antioch and Pittsburg	Provide free buffet-style lunches and groceries weekdays to 650 homeless and low-income Urban County residents at the Loaves & Fishes Martinez and Oakley Dining Room.	\$18,000	\$18,000	\$18,000	\$1,627,240.00

**Community Development Block Grant
Public Services Category
FY 2021/22**

ATTACHMENT A

CCC Project No.	Applicant	Project Name	Outcome	Contra Costa County			Total Budget
				Amount Requested	Amount Received in FY 2020/21	County Staff Recommendation for FY 2021/22	
21-05-PS	Monument Crisis Center	Critical Safety Net Resources for Families and Individuals	Provide wrap-around safety net services to over 2,000 low-income residents, through a variety of services including: on-site food distribution, direct referrals and workshops for financial assistance, and other basic information and referrals and support to lower income families.	\$15,000	\$15,000	\$15,000	\$2,673,900.00
21-06-PS	Richmond Community Foundation (RCF)	Sparkpoint Contra Costa - Bay Point Community Career Center	Provide services to 160 Urban County residents to assist them in obtaining and maintaining employment, improve their careers.	\$13,000	\$13,000	\$13,000	\$229,747.00
21-07-PS	St. Vincent de Paul of Contra Costa County	RotaCare Pittsburg Free Medical Clinic at St. Vincent de Paul	Provide free urgent and chronic medical care to 386 uninsured clients.	\$15,000	\$15,000	\$15,000	\$243,367.00
21-08-PS	Choice in Aging	Mt. Diablo Center Adult Day Health Care	Provide an adult day health care program to 24 Urban County seniors, many with severe disabilities.	\$9,300	\$9,300	\$9,300	\$1,306,998.00

**Community Development Block Grant
Public Services Category
FY 2021/22**

ATTACHMENT A

CCC Project No.	Applicant	Project Name	Outcome	Contra Costa County			Total Budget
				Amount Requested	Amount Received in FY 2020/21	County Staff Recommendation for FY 2021/22	
21-09-PS	Contra Costa Crisis Center	Crisis / 211 Contra Costa	Provide crisis intervention service and information and referrals to 8,200 Urban County residents including homeless persons, abused children, seniors, battered spouses, persons with HIV/AIDS, and the disabled.	\$18,000	\$18,000	\$18,000	\$1,408,655
21-10-PS	Contra Costa Family Justice Alliance	Family Justice Center	Provide resources and one-stop services to 475 victims of interpersonal violence, including domestic violence, sexual assault, child abuse, elder abuse and human trafficking.	\$32,000	\$32,000	\$32,000	\$2,643,402.00
21-11-PS	Contra Costa Senior Legal Services	Legal Services for Seniors	Provide free legal counsel and direct representation to 200 Urban County seniors to prevent elder abuse, financial abuse, and loss of housing.	\$15,000	\$15,000	\$15,000	\$529,055.00
21-12-PS	Court Appointed Special Advocates (CASA)	Children At Risk	Provide advocacy, mentoring, and representation services to 70 Urban County abused and neglected children who are wards of the County's Juvenile Dependency Court as a way to improve access to health and social services, and a safe and permanent living situation.	\$18,000	\$18,000	\$18,000	\$1,019,750.00

**Community Development Block Grant
Public Services Category
FY 2021/22**

ATTACHMENT A

CCC Project No.	Applicant	Project Name	Outcome	Contra Costa County			Total Budget
				Amount Requested	Amount Received in FY 2020/21	County Staff Recommendation for FY 2021/22	
21-13-PS	Lamorinda Spirit - City of Lafayette	Lamorinda Spirit Van Senior Transportation Program	Provide transportation services to 160 Lafayette, Moraga, and Orinda older adults to medical and personal appointments; grocery and sundry shopping; errands; exercise and other classes; lunch at the Congregate Cafe, Walnut Creek Senior Center; Sunday church; and social outings, so they may age in their own homes.	\$10,000	\$10,000	\$10,000	\$180,317.00
21-14-PS	Lions Center for the Visually Impaired	Independent Living Skills for Blind and Visually Impaired Adults	Provide in-home independent living skills instruction and training to 42 visually impaired adults throughout the Urban County so they will maintain their independence and avoid institutionalization.	\$10,000	\$10,000	\$10,000	\$292,630.00
21-15-PS	Meals on Wheels Diablo Region	Care Management	Provide bilingual care management services to 140 seniors to prevent homelessness and premature institutionalization or hospitalization.	\$15,000	\$15,000	\$15,000	\$345,972.00
21-16-PS	Meals on Wheels Diablo Region	Meals on Wheels	Provide nutritious meal delivery services to 300 homebound, Urban County seniors, to allow them to age in place in the safety and comfort of their home.	\$15,000	\$15,000	\$15,000	\$341,576.00

**Community Development Block Grant
Public Services Category
FY 2021/22**

ATTACHMENT A

CCC Project No.	Applicant	Project Name	Outcome	Contra Costa County			Total Budget
				Amount Requested	Amount Received in FY 2020/21	County Staff Recommendation for FY 2021/22	
21-17-PS	Ombudsman Services of Contra Costa	Ombudsman Services of Contra Costa	Provide advocacy services to 300 Urban County elders residing in long term care facilities, insuring that these elderly residents receive proper health care and necessary daily living support.	\$12,000	\$12,000	\$12,000	\$1,954,217.00
21-18-PS	Pleasant Hill Recreation & Park District	Senior Service Network	Provide care services, including on-site crisis intervention and care management services, to 150 low-income seniors to prevent displacement or premature institutionalization.	\$10,000	\$10,000	\$10,000	\$55,917.00
21-19-PS	Rainbow Community Center of Contra Costa	Kind Hearts Community Support Program	Provide congregate meals, food pantry services, home/friendly visitor services and wellness calls to 65 Urban County People with AIDS and Lesbian, Gay, Bisexual and Transgender seniors to decrease isolation and improve quality of life.	\$11,000	\$11,000	\$11,000	\$213,525.00
21-21-PS	West County Adult Day Care	West County Adult Day Shelter/Alzheimer	Provide day care services to 56 Urban County seniors with alzheimer's/dementia, thereby supporting their caregivers and allowing the patients to remain in their homes longer and prevent premature placement in a care facility.	\$40,000	\$40,000	\$40,000	\$199,100.00

**Community Development Block Grant
Public Services Category
FY 2021/22**

ATTACHMENT A

CCC Project No.	Applicant	Project Name	Outcome	Contra Costa County			Total Budget
				Amount Requested	Amount Received in FY 2020/21	County Staff Recommendation for FY 2021/22	
21-21-PS	A Place of Learning (APOL)	After School Tutoring and Mentoring Program	Provide free after school mentoring and tutorial services to 60 underprivileged and English Learning Children in Brentwood, Oakley, Byron, Discovery Bay, Knightsen, and Bethel Island.	\$10,000	\$10,000	\$10,000	\$37,500.00
21-22-PS	East Bay Center for the Performing Arts	Deep Roots, Wide World Program	Provide sustained access to the performing arts to enrich the lives of 150 Urban County youth, and broaden their experience to diverse global art traditions, build community, and support a Countywide initiative to improve third grade reading at four critical sites.	\$11,500	\$11,500	\$11,500	\$55,927.00
21-23-PS	James Morehouse Project / Bay Area Community Resources (BACR) (fiscal sponsor)	James Morehouse Project at El Cerrito High School	Provide comprehensive mental health and student support services to 155 students attending El Cerrito High School resulting in improved well-being and an increase in school connectedness measured by student pre- and post-evaluations.	\$10,000	\$10,000	\$10,000	\$323,000.00

**Community Development Block Grant
Public Services Category
FY 2021/22**

ATTACHMENT A

CCC Project No.	Applicant	Project Name	Outcome	Contra Costa County			Total Budget
				Amount Requested	Amount Received in FY 2020/21	County Staff Recommendation for FY 2021/22	
21-24-PS	Mount Diablo Unified School District	CARES After School Enrichment Program	Provide enrichment through the CARES After School Program, to 700 elementary and middle school students in the Bay Point area as evidenced by on site and off site experiences and programs for students.	\$10,000	\$10,000	\$10,000	\$4,514,586.00
21-25-PS	RYSE, Inc.	RYSE Career Pathway Program	Provide support services, including 1) career development and soft skills support, 2) media arts skill development, 3) paid work experience opportunities; and 4) academic enrichment and interventions to 230 Urban County youth, in order to enable them to maintain long-term financial stability.	\$40,000	\$40,000	\$40,000	\$335,809.00
21-26-PS	Village Community Resource Center	Village Community Resource Center Program Support	Provide family-focused, bilingual afterschool tutoring and community school partnership programming to 100 East County children.	\$13,000	\$13,000	\$13,000	\$415,050.00
21-27-PS	ECHO Housing	Fair Housing Services	Provide comprehensive fair housing counseling services to approximately 80 Urban County residents.	\$40,000	\$40,000	\$40,000	\$361,482.00

**Community Development Block Grant
Public Services Category
FY 2021/22**

ATTACHMENT A

CCC Project No.	Applicant	Project Name	Outcome	Contra Costa County			Total Budget
				Amount Requested	Amount Received in FY 2020/21	County Staff Recommendation for FY 2021/22	
21-28-PS	Multicultural Institute	Lifeskills/Day Labor Program	Provide job-matching, individualized assistance with health, legal, and educational needs to 400 poverty level and extremely low-income day laborers.	\$26,000	\$26,000	\$26,000	\$117,191
21-29-PS	Opportunity Junction	Bay Point Career Development Services	Provide intensive, individualized vocational services including assessment and development of employment plans, case management and service referrals to 30 low-income persons.	\$20,000	\$20,000	\$20,000	\$134,348
21-30-PS	Rising Sun Center for Opportunity	Climate Careers Contra Costa County	Provide professional development training to 8 low-income, Urban County youth, ages 15-24, through the Climate Careers summer youth training and employment program, featuring workshops, individual mentorship, and energy conservation/efficiency training.	\$13,000	\$13,000	\$13,000	\$426,833.00

**Community Development Block Grant
Public Services Category
FY 2021/22**

ATTACHMENT A

CCC Project No.	Applicant	Project Name	Outcome	Contra Costa County			Total Budget
				Amount Requested	Amount Received in FY 2020/21	County Staff Recommendation for FY 2021/22	
21-31-PS	CCC-Health Servces Dept. - H3	CORE Street Outreach	Provide day and evening homeless street outreach services to at least 740 Urban County individuals living outside throughout the County to engage, stabilize, and deliver health and basic need services, and aid in obtaining interim and permanent housing.	\$90,000	\$90,000	\$90,000	\$877,200.00
21-32-PS	Interfaith Council of Contra Costa County	Winter Nights Emergency Family Shelter	Provide emergency shelter, food, tutoring, transportation, case management, housing placement assistance to 16 Urban County residents.	\$10,000	\$10,000	\$10,000	\$373,768.00
21-33-PS	SHELTER, Inc.	Homeless Prevention & Rapid Rehousing Program	Provide rapid rehousing and homeless prevention services to 160 Urban County residents to quickly regain stable, permanent housing or maintain their housing.	\$25,075	\$25,075	\$25,075	\$800,000.00
21-34-PS	Community Housing Development Corporation of North Richmond	Multicultural/Senior Family Center	Provide nutrition programs, senior services, educational, social and multi-cultural programs through the operation of a community center for a minimum of 400 residents of North Richmond.	\$25,000	\$25,000	\$25,000	\$800,000.00
TOTAL				\$761,375	\$761,375	\$761,375	\$31,514,686.00

Attachment B

**Emergency Solutions Grant Program
FY 2021/22**

ATTACHMENT B

CCC Project No.	Applicant	Project Name	Outcome	Contra Costa County			Total Budget
				Amount Requested	Amount Received In FY 2020/21	County Staff Rec. FY 2021/22	
21-01-ESG	CC Health Services H3	Adult Interim Housing Program	Emergency shelter beds and wraparound services for 150 homeless.	\$100,000	\$100,000	\$97,156	\$2,071,106
21-02-ESG	CC Health Services H3	Calli House Youth Shelter	Emergency shelter beds and support services for 96 homeless youth.	\$30,000	\$30,000	\$30,000	\$806,201
21-03-ESG	CC Health Services H3	CORE-Coordinated Outreach, Referral, and Engagement Program	Provide day and evening homeless street outreach services to at least 740 Urban County individuals living outside throughout the County to engage, stabilize, deliver health and basic need services, and aid in obtaining interim and permanent housing.	\$30,844	\$30,844	\$30,844	\$877,200
21-05-ESG	SHELTER, Inc.	Homeless Prevention and Rapid Rehousing Program	Homelessness prevention and rapid rehousing services to 60 Extremely Low Income households in the Urban County	\$131,021	\$131,021	\$128,573	\$800,000
21-06-ESG	STAND! For Families Free of Violence	Rollie Mullen Emergency Shelter	Emergency shelter and support services for 80 women and their children.	\$50,000	\$50,000	\$49,000	\$649,258
21-07-ESG	Trinity Center	Trinity Center	Hygiene/food services and day-use facility for 230 homeless clients.	\$31,000	\$31,000	\$30,363	\$1,204,501
Totals				\$372,865	\$372,865	\$365,936	\$6,408,266