



Agenda

FAMILY & HUMAN SERVICES COMMITTEE

September 27, 2021
9:00 A.M.

Join from PC, Mac, Linux, iOS or Android:
<https://cccouny-us.zoom.us/j/82715406542>

Or Telephone:
Dial Toll Free in the U.S.:
(888)278-0254
Conference code: 786066

Supervisor Candace Andersen, Chair
Supervisor Diane Burgis, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

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 July 26, 2021 Family & Human Services Committee meeting.
 4. CONSIDER making recommendations to the Board of Supervisors on the following advisory body appointments, re-appointments or vacancies:
 - A. RECOMMEND that the Board of Supervisors:
 - APPOINT Laura Rodriguez Discretionary Representative 1 West County of the Local Child Care Planning Council;
 - APPOINT Hannah Michaelson Community Representative 3 Central/South County of the Local Child Care Planning Council; and
 - APPOINT John Moon Public Agency Representative 3 Central/South County of the Local Child Care Planning Council, as recommended by the County Office of Education, and
- ACCEPT the annual Local Planning Council Activities Report.

- B. RECOMMEND that the Board of Supervisors:
- REAPPOINT Carol Carrillo to Seat 4 - Child Abuse Prevention Council seat and Dr. Allyson Mayo to Seat 5 - Mental Health seat, with terms expiring on September 30, 2023; and
 - REAPPOINT by extending the term of Jenny Tsang to At-Large Seat 3 to September 30, 2023 on the Family and Children's Trust Committee, as recommended by the Employment and Human Services Department.
- C. RECOMMEND that the Board of Supervisors:
- APPOINT Audra Carrion to At-Large Seat 1 on the Family and Children's Trust Committee for a term ending on September 30, 2022, as recommended by the Employment and Human Services Department.
- D. RECOMMEND that the Board of Supervisors:
- APPOINT Victor Ortiz to Member-at-Large Seat 2 on the Alcohol and Other Drugs Advisory Board for a term ending June 30, 2024, as recommended by the Advisory Board's Executive Committee.
- E. RECOMMEND that the Board of Supervisors:
- REAPPOINT the following individuals to the identified At-Large seats on the Contra Costa Advisory Council on Aging (ACOA) with terms expiring on September 30, 2023, as recommended by the Council Membership Committee and Council Chair:
 - At-Large Seat #3: Rhoda Butler;
 - At-Large Seat #9: Gerald Richards;
 - At-Large Seat #11: Jagjit Bhambra;
 - At-Large Seat #14: Dennis Yee;
 - At-Large Seat #16: Brain O'Toole; and
 - At-Large Seat #19: Jill Kleiner.

(Anthony Macias, Employment and Human Services Department)

5. CONSIDER accepting the 2021 Second Quarter status report on the Continuum of Care Plan for the Homeless. *(Jaime Jenett, Community Engagement Specialist)*
6. CONSIDER accepting a report from the Employment and Human Services Department on the oversight and activities of the Community Services Bureau. *(Aaron Alarcon-Bowen, Community Services Bureau Director)*
7. CONSIDER accepting the report from the Employment and Human Services Department on the foster care Continuum of Care Reform and the Family First Prevention Services Act implementation efforts. *(Kathy Marsh, Children and Family Services Bureau Director)*
8. The next meeting is currently scheduled for October 25, 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:

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



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

3.

Meeting Date: 09/27/2021
Subject: RECORD OF ACTION FOR THE PREVIOUS FHS MEETING
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: NA
Referral Name: NA
Presenter: 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 July 26, 2021 Family & Human Services Committee meeting.

Recommendation(s)/Next Step(s):

RECEIVE and APPROVE the draft Record of Action for the July 26, 2021 Family & Human Services Committee meeting.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

DRAFT Record of Actions for 7-26-2021 FHS

DRAFT



FAMILY AND HUMAN SERVICES COMMITTEE

RECORD OF ACTION FOR
July 26, 2021

Supervisor Candace Andersen, Chair
Supervisor Diane Burgis, Vice Chair

Present: Candace Andersen, Chair
Diane Burgis, Vice Chair

1. Introductions

Chair Andersen called the meeting to order at 9:00 a.m.

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 wished to speak during public comment.

3. RECEIVE and APPROVE the draft Record of Action for the June 28, 2021 Family & Human Services Committee meeting.

The Committee approved the Record of Action for the June 28, 2021 Family and Human Services Committee meeting as presented.

AYE: Chair Candace Andersen
Vice Chair Diane Burgis

4. RECOMMEND to the Board of Supervisors the reappointment of Joan D'Onofrio to the At Large 3 seat on the Arts and Culture Commission with a term ending June 30, 2025 and the appointment of Naina Shastri to the Alternate seat on the Arts and Culture Commission with a term ending June 30, 2025, as recommended by the Arts and Culture Commission.

The Committee approved forwarding the recommended appointments to the Board of Supervisors as a consent item.

AYE: Chair Candace Andersen

Vice Chair Diane Burgis

5. RECOMMEND to the Board of Supervisors the appointments of Douglas R. Lezameta to the Business Seat #5, Lauren D. Johnson to the Business Seat #6, Steve Older to the Workforce & Labor Seat #4, and Traci Young to the Workforce & Labor Seat #5 of the Workforce Development Board with terms expiring June 30, 2025.

The Committee approved forwarding the recommended appointments to the Board of Supervisors as a consent item.

AYE: Chair Candace Andersen
Vice Chair Diane Burgis

6. ENDORSE and SUPPORT the Stand Down on the Delta event for homeless veterans to be held September 10-13, 2021 at the Contra Costa County Fairgrounds in Antioch and forward to the Board of Supervisors for their endorsement and support.

J.R. Wilson, Board Chairman of Stand Down on the Delta, presented on the upcoming Stand Down on the Delta with a theme of unity and inclusive of a recognition ceremony for 9/11. Pat Jeremy, Director of the Stand Down on the Delta, responded to COVID-19 precaution questions by Chair Andersen. The Committee approved endorsing and supporting the Stand Down on the Delta and encouraged the Delta Veterans Group to continue their fundraising efforts to procure additional portable showers as needed for the event.

7. CONSIDER accepting the cumulative evaluation report from the Health Services Department on the implementation of Laura's Law – Assisted Outpatient Treatment (AOT) program during the period July 2019 through June 2020, and directing the Department to forward these reports annually and directly to the Board of Supervisors for their information.

AYE: Chair Candace Andersen
Vice Chair Diane Burgis

8. ACCEPT the report from the Behavioral Health Division of the Health Services Department on the MHSSA and school-based behavioral health program expansion efforts to support the mental health needs of children and adolescents, and forward to the Board of Supervisor for their information.

The Committee received the report on the Mental Health School Services Act grant programs as presented by staff. Supervisor Burgis emphasized the importance of encouraging younger generations to understand there should not be a stigma on mental health and the benefits of self-care before getting to a crisis.

The Committee accepted the report as presented to move forward to the Board

of Supervisors as a consent item.

AYE: Chair Candace Andersen
Vice Chair Diane Burgis

9. APPROVE the revised 2021 Committee work plan, or provide direction to staff regarding any changes thereto.

The Committee accepted the 2021 Family and Human Services Committee work plan as presented.

AYE: Chair Candace Andersen
Vice Chair Diane Burgis

10. The next meeting is currently scheduled for September 27, 2021.
11. Adjourn

The meeting adjourned at 10:28 a.m.

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: 09/27/2021

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

Submitted For: Monica Nino, County Administrator

Department: County Administrator

Referral No.: NA

Referral Name: Advisory Body Appointments

Presenter: Dennis Bozanich

Contact: Dennis Bozanich; 925-655-2050

Referral History:

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

Referral Update:

Recommendation(s)/Next Step(s):

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

Fiscal Impact (if any):

NA

Attachments

No file(s) attached.



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4. A.

Meeting Date: 09/27/2021

Subject: Appointments to the Local Planning and Advisory Council for Early Care and Education (LPC)

Submitted For: Monica Nino, County Administrator

Department: County Administrator

Referral No.: 25

Referral Name: Child Care Planning/Development Council Membership

Presenter: N/A **Contact:** Dennis Bozanich 925-655-2050

Referral History:

The review of applications for appointments to the Contra Costa Local Planning Council for Child Care and Development was originally referred to the Family and Human Services Committee by the Board of Supervisors on April 22, 1997.

The Local Planning and Advisory Council for Early Care and Education (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 County Superintendent of Schools for Contra Costa County has reviewed the applications, 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):

ACCEPT the annual Local Planning Council Activities Report, and

RECOMMEND to the Board of Supervisors the appointments to the Local Planning Council of:

- Laura Rodriguez Discretionary Representative 1 West County;
- Hannah Michaelson Community Representative 3 Central/South County; and
- John Moon Public Agency Representative 3 Central/South County, as recommended by the County Office of Education.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

LPC Annual Activities Report

Appointment Memo - LPC

Applications - Redacted

Other applicants

MEMORANDUM

DATE: July 29, 2021

TO: Family and Human Services Committee
Supervisor Candace Andersen, District II, Chair
Supervisor Diane Burgis, District III, Vice Chair

Contra Costa County Office of Education
Lynn Mackey, Contra Costa County Superintendent of Schools

FROM: Denise Clarke, LPC Coordinator/Manager, Educational Services

SUBJECT: Annual Activities and Key Accomplishments Report for Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC)

RECOMMENDATION(S):

1) **ACCEPT** the activities report and key accomplishments during fiscal year 2020-2021 for the LPC as they relate to Education Code - *Section 8499.3 – 8499.7*

REASON/S FOR RECOMMENDATION:

Projects and activities of the Contra Costa LPC align with legislative intent for Local Planning Councils to *serve as a forum to address the child care needs of all families and all child care programs, both subsidized and non-subsidized in Contra Costa County* (Ed code Sections 8499.3 and 8499.5).

BACKGROUND:

The Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC) was established in April 1998. Required by AB 1542, which was passed in 1993, thirty members of the LPC were appointed by the County Board of Supervisors and the County Superintendent of Schools. Childcare consumers and providers, public agency representatives, and community representatives each comprise 20% of the LPC. The remaining 20% are discretionary appointees. Membership is for a three year term.

On January 7, 2003, membership was decreased from 30 to 25 members, due to the difficulty being experienced in filling all of the seats. On September 19, 2012 membership was decreased from 25 to 20, due to continued difficulty to fill vacant seats. Official reduction of appointed seats provides flexibility to ensure quorum is met in order to conduct Council business.

I. SUMMARY OF ACTIVITIES

New LPC Coordinator – A new LPC Coordinator was hired in January 2021.

Annual Young Children’s Issues Forum – Due to COVID-19 the Annual Young Children’s Forum was postponed this year. Since this in-person event was not possible, the LPC hosted a virtual Speaker Series for Educators.

Speaker Series for Early Care Educators – The LPC hosted its first virtual event, a 4-part speaker series throughout the month of February. The following speakers/topics were included: (1) Self Care Your Way” with LaWanda Wesley, Ed.D, (2) “Mix it Up! Colors and Textures, Art Galore,” with Benu Chhabra, owner Benu’s Preschool, (3) Moving Inward: Self Reflection & Self Care in Action with Valentina Torres, MA, MFT, Jewish Family and Community Services of the East Bay. (4) The series culminated with an early educator virtual block party and breakout sessions for early educators to meet and network with others in the ECE field.

Coordinated and Facilitated Quarterly State Funded Program Administrators Network (SFPAN) meetings held at the CCCOE and facilitated by the LPC Coordinator.

The State Funded Administrators Network (SFPAN) convenes 14 agencies that contract with the California Department of Education to provide General Child Care Services for children ages 0-12 and State Preschool services for high need families and children throughout Contra Costa. The SFPAN includes the county’s Head Start and Early Head Start providers and the CalWORKs child care voucher program known as the Alternative Payment Program which includes Stage 1, Stage 2 and Stage 3 families.

LPC Coordinator is CCCOE’s administrator for the California State Preschool Program QRIS Block and the Quality County California QRIS Block Grant Contracts for Contra Costa County. The LPC is actively involved in the local planning, coordination and implementation of quality improvement services, professional development and growth activities and incentives, and countywide efforts to increase public awareness of “quality indicators” through the *Contra Costa Quality Matters* program.

II. ACCOMPLISHMENTS

As in previous years, the LPC has offered multiple professional growth and development services and incentives in Contra Costa County.:

- **Professional Development Program (PDP) Services and Incentives:** During fiscal year (FY) 2020-2021, the Contra Costa LPC/CCCOE continued the partnership with First 5 Contra Costa for Professional Development Program funding. This program, previously funded with AB 212 funds has now transitioned and is funded as part of the new Quality Counts California Workforce Pathways Grant. The following chart summarizes participant data for the 2020-2021 PDP Program:

Total Cumulative Number of PDP Participants Eligible for Stipend	135 Participants
Total numbers of units completed by all participants	1,179 Units
Total Education Milestones Reached	22 (8 permits, 5 Associate's Degrees, 9 transfer)
Total number of PD hours completed	688 Professional Development Hours
Total Stipends Issued (both agencies)	\$183,550

- **Permit Applications:** Staff continued to assist early childhood educators to apply for new, renewal and upgrade Child Development Permit applications and to receive Temporary County Certificates. A total of 116 permit applications were accepted and processed during 2020-2021. Additionally, 250 individuals received Professional Growth Advising.
- **CA Early Care and Educator Workforce Registry (The Registry)** – In 2020-2021, the Contra Costa LPC continued coordinating efforts with other stakeholders to increase participation by early care educators in joining The Registry. The California Department of Education's Early Learning and Care Division has been requiring participants of its quality improvement professional development activities to register with the Registry since January 2017. A targeted campaign was created this year to meet the goal of having all Quality Matters California participating sites join the registry, and overall to increase county-wide utilization. The campaign and technical assistance provided to ECE providers through the targeted campaign resulted in 100% of Quality Matters sites meeting this milestone, and an overall increase of 438 new accounts created for ECE professionals in Contra Costa County this year.

III. PROPOSED WORK PLAN/OBJECTIVES FOR 2021 - 2022

The LPC will continue to oversee the design and implementation of the following projects and priority activities:

Implement the California Department of Social Services Early Learning and Care Quality Counts California Workforce Pathways Grant – Allocation of \$244,034. This funding will continue to support teacher incentives and professional development supports through the Professional Development Program offered in partnership with First 5 Contra Costa.

Participate, support and align funding goals to support countywide efforts to improve the quality of all Early Care and Education programs through the *Quality Matters (QRIS) Project*.

Participate in the Subsidized Child Care Pilot Cross-County Evaluation – Legislation enabled the implementation of individual County Child Care Subsidy Pilot Projects (Pilots) to provide counties flexibility to address local needs and priorities through solutions such as modifying eligibility criteria, family fees, reimbursement rates and contract transfers. Contra Costa County is currently one of 12 counties implementing Pilots at various stages. The multi-county evaluation process will be used to examine what the Pilots are accomplishing statewide, including lessons learned and proposed next steps to further innovation and continue to expand access to affordable child care.

Plan, Coordinate and Host the Annual Young Children's Issues Forum – Tentatively in March 2022, pending ability to host in-person events or transitioning to a virtual event.

MEMORANDUM

DATE: August 2, 2021

TO: Contra Costa County Board of Supervisors
Family and Human Services Committee
Supervisor Candace Andersen, District II, Chair
Supervisor Diane Burgis, District III, Vice Chair

Contra Costa County Office of Education
Lynn Mackey, Contra Costa County Superintendent of Schools

FROM: Denise Clarke, LPC Coordinator/Manager, Educational Services

SUBJECT: LPC APPOINTMENTS
Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC)

RECOMMENDATION(S):

1) **APPOINT** the following new members to the Contra Costa Local Planning and Advisory Council for Early Care and Education, as recommended by the LPC:

Name	Seat	Area
Laura Rodriguez	Discretionary Representative 1	West County
Hannah Michaelson	Community Representative 3	Central/South County
John Moon	Public Agency Representative 3	Central/South County

REASON/S FOR RECOMMENDATION:

The Contra Costa County Local Planning Council for Child Care and Development (LPC) was established in April 1998. Required by AB 1542, which was passed in 1993, thirty members of the LPC were appointed by the County Board of Supervisors and the County Superintendent of Schools. Childcare consumers and providers, public agency representatives, and community representatives each comprise 20% of the LPC. The remaining 20% are discretionary appointees. Membership is for a three-year term. On January 7, 2003, membership was decreased from 30 to 25 members, due to the difficulty being experienced in filling all of the seats.

On September 19, 2012 membership was decreased from 25 to 20, due to continued difficulty to fill vacant seats. Official reduction of appointed seats provides flexibility to ensure quorum is met in order to conduct Council business.

Membership consists of the following:

- Four consumer representatives - a parent or person who receives or has received child care services in the past 36 months;

- Four child care providers - a person who provides child care services or represents persons who provide child care services;
- Four public agency representatives - a person who represents a city, county, city and county, or local education agency;
- Four 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;
- Four discretionary appointees - a person appointed from any of the above four categories or outside of those categories at the discretion of the appointing agencies.

Appointments to the Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC) are subject to the approval of the Board of Supervisors and County Superintendent of Schools, Lynn Mackey. The Board of Supervisors designated the Family and Human Services Committee to review and recommend appointments on their behalf.



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: Laura, Last Name: Rodriguez, Home Address - Street, City, Zip Code, Phone, Email, Resident of Supervisorial District: yes

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

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include Cal State University, East Bay (Ethnic Studies) and San Jose State University (Master of Library and Information Sciences).

Other Training Completed: Child development

Board, Committee or Commission Name: Local Planning and Advisory Council for Early Care and Education, Seat Name

Have you ever attended a meeting of the advisory board for which you are applying? [] No, [X] Yes, If yes, how many? 1

Please explain why you would like to serve on this particular board, committee, or commission. I work to serve the families of young children in the county by providing resources and professional development to childcare providers and early childhood educators.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) I have been working with childcare providers in Contra Costa for several years. I am knowledgeable about Contra Costa's young children and the ecosystems that make up their care.

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

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

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

Please check one: Yes No

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

n/a

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: Contracts for providing PD

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: Laura Rodriguez Date: 7/12/21

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: Hannah Last Name: Michaelson

Home Address - Street: [Redacted] City: [Redacted] Zip Code: [Redacted]

Phone (best number to reach you): [Redacted] Email: [Redacted]

Resident of Supervisorial District: 3

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	
Brigham Young University	BA - Political science	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
"	Master of Public Administration	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed: [Redacted]

Board, Committee or Commission Name: Local Planning & Advisory Council for ECE Seat Name: Community Rep or Discretionary Appointment

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

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

A representative from the agency, Care Parent Network, has long participated on this commission. It is important for the needs of families & children with special needs to be considered in the jurisdiction of the commission.

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

I am the program Director of Care Parent Network, serving families of children with special needs. I am also the parent of an adult son, who has autism. Last year, Care served over 1500 families whose kids are age 5 or younger.

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.

parent Mentor, Care Parent Network
Interagency Coordination Council
Self-Determination Advisory Committee RCEB

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:

Care receives the FACT grant

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:

Hannah Mubach

Date:

7/12/21

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.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, a person will not be eligible for appointment if he/she is related to a Board of Supervisors member in any of the following relationships: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.



Contra Costa County

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: John, Last Name: Moon, Home Address - Street, City, Zip Code, Phone, Email, Resident of Supervisorial District: 1

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

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include Frostburg State University, Johns Hopkins University, and George Mason University.

Other Training Completed: California Preschool Instructional Network Certified Instructor

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

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

Please explain why you would like to serve on this particular board, committee, or commission. I am the current coordinator for the California Preschool Instructional Network (CPIN) at the CCCOE located in Central Contra Costa County.

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

As the current coordinator for CPIN, I bring a unique skill set and early learning knowledge to the LPC. Not only am I an experienced, credentialed early childhood teacher and administrator, I have served the early learning field for 25 years.

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

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

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

Please check one: Yes No

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

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Signed: John M. Moon Date: July 30, 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 Office of Education

77 Santa Barbara Road, Pleasant Hill, CA 94523 • (925) 942-3388
Lynn Mackey, Superintendent of Schools

August 4, 2021

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

Subject: LPC Application Status

Dear County Board of Supervisors:

The Local Planning and Advisory Council for Early Care and Education (LPC) has received an application from Tytiana Demings. Due to lack of information provided on the application, several attempts were made to contact Ms. Demings to confirm qualifications and verify the seat she is applying for.

Unfortunately, I have been unable to obtain any additional information to indicate that Ms. Demings meets 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.

Therefore, at this time the application has not moved forward in the appointment process. If you have any additional questions regarding this application, please do not hesitate to contact me.

Thank you,

Denise Clarke
LPC Coordinator

cc:

Lynn Mackey, Superintendent of Schools, Contra Costa County
Crystal McClendon-Gourdine, LPC Chair



Contra Costa County Office of Education

77 Santa Barbara Road, Pleasant Hill, CA 94523 • (925) 942-3388
Lynn Mackey, Superintendent of Schools

August 9, 2021

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

Subject: LPC Application Status

Dear County Board of Supervisors:

The Local Planning and Advisory Council for Early Care and Education (LPC) received an application from Joy Emole on 8/6/2021. Ms. Emole was contacted to confirm interest and seat category she was applying for. After speaking with Ms. Emole it was mutually determined that there are not any current vacancies that would be applicable for her to represent.

Therefore, at this time the application has not moved forward in the appointment process. Her application will be kept on file and she will be contacted should an appropriate seat become available. If you have any additional questions regarding this application, please do not hesitate to contact me.

Thank you,

Denise Clarke
LPC Coordinator

cc:

Lynn Mackey, Superintendent of Schools, Contra Costa County
Crystal McClendon-Gourdine, LPC Chair

Application Form

Profile

Tytiana _____ L _____ Demings _____
 First Name Middle Initial Last Name

_____ Suite or Apt _____
 Home Address

Antioch _____ CA _____ 94531 _____
 City State Postal Code

Home: _____
 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 _____

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?

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

Seat Name

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

Yes No

If you have attended, how many meetings have you attended?

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

I've always been passionate about social issues, educating myself as well as anyone near me, and aside from being openly opinionated, I remain open minded and driven to help others grow. I want to be informed and apart of positive changes. Especially for my son.

Qualifications and Volunteer Experience

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

Yes No

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

Yes No

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

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

I

Upload a Resume

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

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

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

I Agree

Application Form

Profile

Joy _____ N _____ Emole _____
 First Name Middle Initial Last Name

_____ Suite or Apt _____
 Home Address
 Brentwood CA 94513
 City State Postal Code

Home: _____
 Primary Phone

_____ Email Address

Resident of Supervisorial District:

District 3

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

University of London - QueenMary and Westfield college

Degree Type / Course of Study / Major

Bsc in Economics

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Walden University

Degree Type / Course of Study / Major

MBA in Project Management

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Walden University

Degree Type / Course of Study / Major

PhD in Management

Degree Awarded?

Yes No

Other Training Completed:

Certificate Awarded for Training?

Yes No

Board and Interest

Which Boards would you like to apply for?

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

Seat Name

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

Yes No

If Yes, how many meetings have you attended?

3

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

I am always curious to learn more things, board duties will provide a rewarding intellectual challenge. I recently completed my PhD in Management program and serving on the board will allow me the chance to give back in a different capacity. It will enable me to practice my communication and leadership skills. Also working with professionals from different backgrounds, will give me the chance to hone on my leadership skills.

Qualifications and Volunteer Experience

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

I recently earned my PhD in Management and I believe that I would be an ideal candidate for this position due to my leadership skills, relevant work experience, academic qualifications and also my personal abilities. As a highly skilled and successful professional with 15 years of experience driving successful business operations and enhancing corporate productivity, I possess a wide range of knowledge and experience that will allow me to contribute toward the success of the County.

Upload a Resume

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?

Yes No

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

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

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

Abuja Food Bank Volunteer Shift Manager, June 2007–2010 • Organize and managed food pantry operations resulting in a 20% decrease in spending • Train volunteer base on managing the food shelves • Create, organize and manage shift calendar for over 100 volunteers ACIU Medical Center, Medical Office Assistant • Worked directly with patients to provide advanced services • Handled multiple patient loads • Assisted head nurse in organizing work schedules for nursing staff

Conflict of Interest and Certification

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

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?**

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

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
 - (1) Mother, father, son, and daughter;
 - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

JOY EMOLE, PH.D.

Brentwood, CA • [REDACTED] • [REDACTED] • [REDACTED]

LEADER IN ACADEMIC RESEARCH AND ADMINISTRATION

Dynamic, innovative and charismatic academic leader and student advocate consistently delivering the talent required to enhance engagement while ensuring success for all.

Poised to deliver success, leveraging extensive experience, education, and skills to propel attainment of objectives for your organization. Recognized for excellence with a Ph.D. in the field of Knowledge Management, Leadership, and organizational development and subject matter expertise in people management, product oversight, and business development across the globe. Adamant believer in creating and implementing programs that address the many different learning styles and direct needs of students while promoting structure to help learners manage information and technology in a constantly changing global society. Spearhead project management from inception to completion, creating strategic plans, enhancing risk management, and implementing conflict resolution strategies to ensure success of project objectives and goals. Passionate research and development professional successful in driving achievement by combining intellectual, managerial and program management skills. Track record of partnering with academia and community initiatives to drive creative solutions.

— Areas of Expertise —

Information Technology | Compliance | Management | Project Management | Needs & Performance Analysis
Performance Management | Curriculum Integration | Fiscal Responsibility | Strategic Planning Integration |
Multiple Learning Styles | Program Management | Organization & Collaboration | Learning Outcomes |
Partnership Outcomes Trending & Forecasting | Community Outreach | Writing Expertise Research &
Development | Customer Service Instructional Delivery | Curriculum & Instruction

EDUCATION

PhD, Management (Present)
Walden University, Minneapolis, MN

Master of Philosophy, Management (2019)
Walden University, Minneapolis, MN

MBA, Project Management (2014)
Walden University, Minneapolis, MN

B.Sc., Economics
University of London - Queen Mary and Westfield College

NOTABLE SUCCESSES

Academia

- Played a critical role in enhancing and maintaining classroom management by implanting proven-effective motivational activities and positive reinforcement where students took accountability for their actions and behavior.

...continued...

- Lauded for delivering engaging, memorable, and innovative teaching strategies and resources to establish learning methods that motivate participation and self-motivation to seek out further information and critical thinking.
- Conceptualized and established innovative learning centers by successfully extending and elevating the learning process, while also aiding the growth and knowledge of all students,
- Held accountability for overseeing undergraduate dissertations while conducting assessments on student presentations.
- Facilitated extensive program development and implementation designed to deliver interactive teaching sessions followed by intensive evaluation.
- Served across a wide array of functions including assisting with program development and student assessments, as well as creating and executing interactive teaching sessions.

Research/Project Management

- Spearheaded all facets of designing and conducting in-depth interviews, while also ensuring alignment with client's specifications and objectives.
- Worked in tandem with the leadership team and clients to debrief on findings, advising on strategies for process improvements and business initiatives.
- Devised, developed, and implemented best practices regarding project execution and fulfillment of clients research goals.
- Delivered strategic reports and support to client through extensive analysis via NVivo software.
- Propelled team collaboration and success with marketing programs involving internal and external collaboration.
- Recognized as SME by supervisors for demonstrating a robust work ethic in completing complex research projects.
- Drove a significant increase in operational efficiency by 37% by instituting cutting-edge strategy to cross-train employees.
- Equipped with a proven ability to resolve complex issues independently and efficiently.
- Demonstrated a keen ability to surpass customer expectations on all aspects of customer service, while also maintaining the company's goals and mission standards.
- Recognized for excellence by supervisor for exceeding performance goals within a fast-paced work environment.
- Devised, developed, and implemented a best-in-class employee training initiative by utilizing proven-effective educational book reading best practices, subsequently improving the concepts of the professional team members and workflow.

PROFESSIONAL EXPERIENCE

Walden University School of Management and Technology **Graduate Student Researcher | Mentor for Undergraduate Research Assistants | Teaching Assistant, School of Management, 2015 to Present**

Walden University School of Management and Technology
Research Assistant, September 2019 to March 2020

School of Management, Walden University

Research Assistant, September 2018 to November 2018

Undergraduate Research Assistants, School of Management, Walden University
Mentor, September 2018 to November 2018

School of Management, Walden University
Teaching Assistant, June 2017 to August 2017

College of North West - London, United Kingdom
Teaching Assistant, Business Department, September 2012 to November 2012

Bank of the West BNP PARIBAS - Walnut Creek, California
BSA/AML Transaction Monitoring Manager, January 2007 - June 2012

Apple Inc. - Napa, California
Project Manager, May 2000 to December 2006



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4. B.

Meeting Date: 09/27/2021
Subject: RECOMMEND Appointment to FACT
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: NA
Referral Name: Advisory Board Appointment
Presenter: Laura Malone **Contact:** Laura Malone; 8-4943

Referral History:

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

Referral Update:

The seats recommended for reappointment all expire on September 30, 2021. The FACT Committee voted to recommend reappointment for all three current members. Ms. Tsang was just appointed earlier this summer and her seat expires on September 30, 2021 also. FACT Committee recommends that her appointment be extended for two more years to align with the standard two-year term.

Recommendation(s)/Next Step(s):

RECOMMEND that the Board of Supervisors:

- REAPPOINT Carol Carrillo to Seat 4 - Child Abuse Prevention Council seat and Dr. Allyson Mayo to Seat 5 - Mental Health seat, with terms expiring on September 30, 2023; and
- REAPPOINT by extending the term of Jenny Tsang to At-Large Seat 3 to September 30, 2023 on the Family and Children's Trust Committee, as recommended by the Employment and Human Services Department.

Fiscal Impact (if any):

No fiscal impact.

Attachments

Appointment Memo - FACT

Application - Carrillo

Application - Mayo

Application - J Tsang

FACT Roster - September 2021



EMPLOYMENT & HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

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

To: Family and Human Services Committee Date: August 16, 2021
Supervisor Candace Andersen, District II, Chair
Supervisor Diane Burgis, District III, Vice Chair
cc:
From: Kathy Gallagher, EHSD Director
Laura Malone, FACT Staff
Subject: Family and Children's Trust (FACT) Committee Seat Membership Recommendation

The Employment and Human Services Department Director, Kathy Gallagher, respectfully requests that the Family and Human Services Committee accept the following recommendations.

First, please accept the recommendation to re-appoint the following members to their respective discipline specific seats on the Family and Children's Trust (FACT) Committee:

Table with 3 columns: Name, Seat, Area. Rows include Carol Carrillo (Child Abuse Prevention Council, Central County) and Dr. Allyson Mayo (Mental Health, Central County).

The seats above expire on September 30, 2021. The FACT Committee voted to recommend the re-appointments, which, upon approval, the candidates will serve a two-year term, which would extend the term to September 30, 2023. There were no other applicants for these seats.

Second, please accept the recommendation to extend the term expiration date for the following member holding the At-Large Seat on the Family and Children's Trust (FACT) Committee:

Table with 3 columns: Name, Seat, Area. Row includes Jenny Tsang (At-Large Seat 3, Central County).

Ms. Tsang was recently appointed by the Board of Supervisors on June 8, 2021 (C.34) to the FACT At-Large Seat 3 which expires on September 30, 2021. The Committee would request extending the Seat expiration date for Ms. Tsang to September 30, 2023 to align with the standard two-year term cycle.

PURPOSE OF COMMITTEE

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

SUMMARY OF RECRUITMENT EFFORTS/NOMINEES FOR MEMBERSHIP

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

FACT Committee membership consists of the following:

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

There are currently 14 seats filled on the FACT Committee with one pending resignation and one vacancy as follows:

- At-Large Seat 1 – declared vacant on July 27, 2021 due to transition of committee member to the District III Seat that same day.

The pending resignation is for the At-Large Seat 4 (Committee Chair) and effective September 30, 2021 at the expiration of the current term. The FACT Committee has actively recruited to fill vacancies and has a waiting list for At-Large Seats.

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

- East (1): District III
- Central/South (10): District II, IV & V; Four Discipline Specific; Three At-Large,
- West (3): District I; One Discipline Specific; One At-Large

The FACT Committee recommends re-appointing current Seat 4 Child Abuse Prevention Council member, Carol Carrillo, and current Seat 5 Mental Health member, Dr. Allyson Mayo. In addition, the FACT Committee recommends extending Jenny Tsang's At-Large Seat 3 membership expiration date given the recent appointment by the BoS. All of which will have a term expiration on September 30, 2023.

All candidates have expressed a sincere interest in serving on the Committee and are dedicated to fulfilling the mission and goals as outlined in the Committees' policies and procedures.

Based on the above information, the Director of EHSD on behalf of the FACT Committee respectfully recommends that the FHS Committee re-appoint Carol Carrillo and Dr. Allyson Mayo, well as extend the expiration term date for Jenny Tsang, for continues membership on the FACT Committee.

Enc. Board, Committees, and Commission Application for *Carol Carrillo*
Board, Committees, and Commission Application for *Dr. Allyson Mayo*
Board, Committees, and Commission Application for *Jenny Tsang*
Board Order C.34, June 8, 2021 for *Jenny Tsang*
FACT Roster - DRAFT

Application Form

Profile

Carol _____ Carrillo _____
First Name Middle Initial Last Name

_____ Suite or Apt _____
Home Address
 Benicia CA 94510
City State Postal Code

Primary Phone

capccarol@gmail.com
Email Address

Which supervisorial district do you live in?

None Selected

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Carol Carrillo

Degree Type / Course of Study / Major

MSW

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Washington University in St. Louis

Degree Type / Course of Study / Major

Social Work with a emphasis on child welfare

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?

Family & Children's Trust Committee: 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.

My position as an advisor to the Family and Children Trust Fund committee will expire September 2021. I would like to continue to serve in an advisory capacity on the committee.

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.

Family and Children's Trust Fund.

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

I am the Executive Director of the Child Abuse Prevention Council of Contra Costa 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 understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

I Agree

Application Form

Profile

Allyson

First Name

J

Middle Initial

Mayo

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

Arizona State University

Degree Type / Course of Study / Major

Doctor of Behavioral Health

Degree Awarded?

Yes No

College/ University B

Name of College Attended

University of San Francisco

Degree Type / Course of Study / Major

MS Behavioral Health

Degree Awarded?

Yes No

College/ University C

Name of College Attended

University of San Francisco

Degree Type / Course of Study / Major

B Business Administration

Degree Awarded?

Yes No

Other schools / training completed:

Course Studied

Alcohol and Other Drugs

Hours Completed

2000

Certificate Awarded?

Yes No

Board and Interest

Which Boards would you like to apply for?

Family & Children's Trust Committee: Submitted

Seat Name

Mental Health

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?

20

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

Currently on this board and seeking to re-apply

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.

FACT Seat for Mental Health

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

Deep and dynamic working knowledge of Adverse Childhood Experiences, Trauma Informed Practice/Care, and Addiction Medicine. Well positioned to provide collaboration efforts for the FACT mission and vision.

[Upload a Resume](#)

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

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

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

I Agree

Application Form

Profile

Jenny _____ Tsang _____
 First Name Middle Initial Last Name

Home Address _____ Suite or Apt _____
 Concord _____ CA _____ 94521 _____
 City State Postal Code

Primary Phone _____

jennyctiu@gmail.com _____
 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

UCLA

Degree Type / Course of Study / Major

B.S. Physiological Science

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Golden Gate University School of Law

Degree Type / Course of Study / Major

J. D.

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?

Family & Children's Trust Committee: Submitted

Seat Name

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

Yes No

If you have attended, how many meetings have you attended?

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

I've always had a special interest in helping at risk kids. I have experience helping parents with their CPS cases.

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 worked in Solano County helping parents with their CPS cases.

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

I have experience helping parents with their CPS cases.

[Upload a Resume](#)

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

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

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

I Agree

FACT ROSTER August 2021 - DRAFT

Committee Seats (5)	At-Large Members (5)	District Seats (5)
<p>1. First 5 Commission Exp. 09/30/2022 Lisa R. Johnson ████████████████████ Concord, CA 94520 ████████████████████</p> <p>2. School Representative Exp. 09/30/2022 Karin Kauzer ████████████████████ Walnut Creek, CA 94595 ████████████████████</p> <p>3. Child Development Early Childhood Education/Local Planning Council Exp. 09/30/2022 Micaela Mota ████████████████████ Richmond, CA 94804 ████████████████████</p> <p>4. Child Abuse Prevention Council Exp. 09/30/2021 Pending Re-Appointment Carol Carrillo, MSW ████████████████████ Concord, CA 94520 ████████████████████ ████████████████████</p> <p>████████████████████ Health Exp. 09/30/2021 Pending Re-Appointment Dr. Allyson Mayo ████████████████████</p>	<p>1. Vacant - Pending Appointment - Carrion Exp. 09/30/2022 Address City, CA Zip Phone:</p> <p>2. Katie Callahan Cisco Exp. 09/30/2022 ████████████████████ Concord, CA 94521 ████████████████████</p> <p>2. Jenny Tsang Pending Extension Exp. 09/30/2021 ████████████████████ Lafayette, CA 94549 ████████████████████</p> <p>4. Joseph DeLuca Pending Vacancy Exp. 09/30/2021 ████████████████████ Lafayette, CA 94549 ████████████████████</p> <p>5. Jennifer Early Exp. 09/30/2022 ████████████████████ Richmond, CA 94804 ████████████████████</p> <hr/> <p align="center">Staff to FACT (2)</p> <hr/> <p>Elaine Burres 40 Douglas Drive Martinez, CA 94553 O: (925) 608-4960 eburres@ehsd.cccounty.us</p> <p>Laura Malone (temp) 40 Douglas Drive Martinez, CA 94553 O: (925) 608-4943 malonl@ehsd.cccounty.us</p> <p align="center">Reception: (925) 608-5000</p>	<p>District I Exp. 09/30/2021 Supervisor John Gioia Pending Re-Appointment Richard Bell ████████████████████ El Cerrito, CA 94530 ████████████████████</p> <p>District II Exp. 09/30/2021 Supervisor Candace Andersen Pending Re-Appointment Mary Flott ████████████████████ Alamo, CA 94507 ████████████████████</p> <p>District III Exp. 09/30/2022 Supervisor Diane Burgis Pa'tanisha Davis ████████████████████ Brentwood, CA 94513 ████████████████████</p> <p>District IV Exp. 09/30/2023 Supervisor Karen Mitchoff David Leimsieder Exp. 09/30/2021 ████████████████████ Walnut Creek, CA 94596 ████████████████████</p> <p>District V Exp. 09/30/2023 Supervisor Federal Glover Ani Pereira-Sekhon ████████████████████ Lafayette, CA 94549 ████████████████████</p>



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4. C.

Meeting Date: 09/27/2021
Subject: RECOMMEND Appointment to FACT
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: NA
Referral Name: Advisory Board Appointment
Presenter: Laura Malone **Contact:** Laura Malone; 8-4943

Referral History:

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

Referral Update:

At-Large Seat 1 was declared vacant on July 27, 2021 upon transition of a FACT Committee member to the vacant District III Seat. The FACT Committee voted on April 5, 2021 to recommend appointment of Audra Carrion to At-Large Seat 1. Candidates for appointment to the FACT Committee typically serve a two-year term. The At-Large Seat 1 currently has a term expiration of September 30, 2022.

Recommendation(s)/Next Step(s):

RECOMMEND that the Board of Supervisors:

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

Fiscal Impact (if any):

No fiscal impact.

Attachments

Recommendation Memo and Application - Carrion

FACT Roster - September 2021



EMPLOYMENT & HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

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

To: Family and Human Services Committee Date: September 8, 2021
Supervisor Candace Andersen, District II, Chair
Supervisor Diane Burgis, District III, Vice Chair
cc:
From: Kathy Gallagher, EHSD Director
Laura Malone, FACT Staff
Subject: Family and Children's Trust (FACT) Committee Seat Membership Recommendation

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

Table with 3 columns: Name, Seat, Area. Row 1: Audra Carrion, At-Large Seat 1, Central County

At-Large Seat 1 was declared vacant on July 27, 2021 upon transition of a FACT Committee member to the vacant District III Seat. The FACT Committee voted on April 5, 2021 to recommend appointment of Audra Carrion to At-Large Seat 1.

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

PURPOSE OF COMMITTEE

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

Application Form

Profile

Audra Carrion
First Name Middle Initial Last Name

San Ramon CA 94583
Home Address City State Postal Code

Home:
Primary Phone

audracarrion@gmail.com
Email Address

Which supervisorial district do you live in?

District 2

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Arizona State University

Degree Type / Course of Study / Major

Organizational Leadership

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Diablo Valley College

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

I have a love for our community and a specific interest in fire, women and families. Currently I am mostly concerned with women struggling to work and maintain a lifestyle during this Pandemic and the daughters that watch as many mothers take a back seat to their career to take care of schooling and the children that can not learn in person. I see a need for guidance and assistance in women and children in particular in our county right now. I am also a firewife. Although we reside in San Ramon, and are blessed to have San Ramon Valley Fire District serve our city, I care deeply about Contra Costa County and the surrounding departments that do not have the financial strength and backing like SRVFPD has. We see the cities inside Contra Costa County struggling to maintain fire stations and the looming threat of closures within the districts.

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.

Past PTA president, co-chair for the health and safety committee in San Ramon Valley Unified School District. Attend many City Council meetings and Fire protection board meetings. Current volunteer for Helping One Woman- Danville chapter. Current volunteer for San Ramons- free marketing program for struggling small businesses in San Ramon and Tri Valley areas. Girl Scouts past leader Youth sports coach

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

My true qualification for these positions is my passion for helping others and keeping the public informed. Resume attached.

[Audra Carrion Resume .docx](#)

Upload a Resume

Conflict of Interest and Certification

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

Yes No

Audra Carrion

San Ramon, CA 94583

CA Insurance License #

EXPERIENCE

Carrion Insurance Services

Independent Broker/Agent/Account Manager - current

- Producer/Agent/Broker for multiple carriers
- Account Management

HIPPO Direct Sales - remote

Independent Broker/Agent/Account Manager- current

- Homeowners insurance sales
- Account Management

Rogers Insurance Services, Inc. - remote

Independent Broker/Agent/Account Manager January 2018-
July 2019

- Develop positive working relationships with clients
- Approach clients via cold calling, warm calling, email and direct mail
- Quote and issue new business, rewrites, and reinstatements as necessary
- Assist with obtaining underwriting approval
- Respond to clients' questions and complaints
- Participate in continuing education programs in both insurance and sales
- Maintain sales goals
- Maintain CRM system and update daily

Mac Donald Insurance/ Steven Hom Insurance Services - Danville, CA

Personal Lines Account Manager September 2015- August 2017

- Client Liaison for all personal lines customers
- Quote and Issue new business on personal lines products with multiple carriers
- Interact with all Territory Managers in a consistent and professional manner
- Process applications for, changes to, reinstatement of, and cancellation of insurance policies. Review insurance applications to ensure that all questions have been answered
- Determine adequate coverage for client needs
- Obtain underwriting approval by accurately completing applications
- Maintain positive relationships with clients by tracking renewals, cancellations, endorsements
- Facilitate and help expedite claims processing with carriers

Alameda County Schools Insurance Group-

Claims Assistant/ Workers Compensation 2002-2007

Farmers Insurance-

District Training Assistant/District Administrator 2000-2002

SKILLS

Office 365, Outlook, Excel, RedTail, EZLYNK, Hawksoft, QQ, RING Central, Multi Insurance Carrier sites, P&C license, Life license, Google Drive, One Note, Social Media

EDUCATION

Arizona State University-
Organizational Leadership

FACT ROSTER August 2021 - DRAFT

Committee Seats (5)	At-Large Members (5)	District Seats (5)
<p>1. First 5 Commission Exp. 09/30/2022 Lisa R. Johnson ████████████████████ Concord, CA 94520 ████████████████████</p> <p>2. School Representative Exp. 09/30/2022 Karin Kauzer ████████████████████ Walnut Creek, CA 94595 ████████████████████</p> <p>3. Child Development Early Childhood Education/Local Planning Council Exp. 09/30/2022 Micaela Mota ████████████████████ Richmond, CA 94804 ████████████████████</p> <p>4. Child Abuse Prevention Council Exp. 09/30/2021 Pending Re-Appointment Carol Carrillo, MSW ████████████████████ Concord, CA 94520 ████████████████████ ████████████████████</p> <p>████████████████████ Health Exp. 09/30/2021 Pending Re-Appointment Dr. Allyson Mayo ████████████████████</p>	<p>1. Vacant - Pending Appointment - Carrion Exp. 09/30/2022 Address City, CA Zip Phone:</p> <p>2. Katie Callahan Cisco Exp. 09/30/2022 ████████████████████ Concord, CA 94521 ████████████████████</p> <p>2. Jenny Tsang Pending Extension Exp. 09/30/2021 ████████████████████ Lafayette, CA 94549 ████████████████████</p> <p>4. Joseph DeLuca Pending Vacancy Exp. 09/30/2021 ████████████████████ Lafayette, CA 94549 ████████████████████</p> <p>5. Jennifer Early Exp. 09/30/2022 ████████████████████ Richmond, CA 94804 ████████████████████</p> <hr/> <p align="center">Staff to FACT (2)</p> <hr/> <p>Elaine Burres 40 Douglas Drive Martinez, CA 94553 O: (925) 608-4960 eburres@ehsd.cccounty.us</p> <p>Laura Malone (temp) 40 Douglas Drive Martinez, CA 94553 O: (925) 608-4943 malonl@ehsd.cccounty.us</p> <p align="center">Reception: (925) 608-5000</p>	<p>District I Exp. 09/30/2021 Supervisor John Gioia Pending Re-Appointment Richard Bell ████████████████████ El Cerrito, CA 94530 ████████████████████</p> <p>District II Exp. 09/30/2021 Supervisor Candace Andersen Pending Re-Appointment Mary Flott ████████████████████ Alamo, CA 94507 ████████████████████</p> <p>District III Exp. 09/30/2022 Supervisor Diane Burgis Pa'tanisha Davis ████████████████████ Brentwood, CA 94513 ████████████████████</p> <p>District IV Exp. 09/30/2023 Supervisor Karen Mitchoff David Leimsieder Exp. 09/30/2021 ████████████████████ Walnut Creek, CA 94596 ████████████████████</p> <p>District V Exp. 09/30/2023 Supervisor Federal Glover Ani Pereira-Sekhon ████████████████████ Lafayette, CA 94549 ████████████████████</p>



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4. D.

Meeting Date: 09/27/2021
Subject: RECOMMEND Appointments to Alcohol and Other Drug Advisory Board
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: NA
Referral Name: Advisory Board Appointment
Presenter: Fatima Matal Sol **Contact:** Fatima Matal Sol; 5-3307

Referral History:

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

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

Referral Update:

The Alcohol and Other Drugs Advisory Board's Executive Committee met and are recommending the reinstatement of Victor Ortiz. Mr. Ortiz's previous term expired on June 30, 2021. Because the term expired, the seat is vacant but Mr. Victor Ortiz, who was the Vice Chair of the Board at the end of his term in June 2021, has expressed his interest to continue on the Advisory Board.

Recommendation(s)/Next Step(s):

RECOMMEND that the Board of Supervisors, APPOINT Victor Ortiz to Alcohol and Other Drugs Advisory Board Member-at-Large Seat 2 for a term ending June 30, 2024.

Fiscal Impact (if any):

NA

Attachments

Appointment Memo - AODAB

AODAB - Roster



Contra Costa County Alcohol and Other Drugs Advisory Board
1220 Morello Avenue, Suite 101
Martinez, CA 94553
(925) 335-3307; fax (925) 335-3318

“The mission of the Contra Costa County Alcohol and Other Drugs Advisory Board is to assess family and community needs regarding prevention and treatment of alcohol and other drug-related problems. Resultant findings and recommendations are forwarded to the Health Services Department and the Board of Supervisors. The Board also serves as an advocate for these findings and recommendations to the communities that we serve.”

Date: September 8, 2021

To: Family and Human Services Committee, Contra Costa Board of Supervisors

From: Fatima Matal Sol, Staff contact for the Alcohol and Other Drugs Advisory Board

RE: **Alcohol and Other Drugs Advisory Board – At Large Member Reinstatement**

District 1
Antwon Cloird

District 2
Guita Bahramipour

District 3
Vacant

District 4
Vacant

District 5
Logan Campbell

At- Large Member
Jonathan Ciampi
Vacant
Talia Moore
Rhiannon Shires
Evelyn Howard
Dylan Johnston

At- Large Alternate
Ashley Ganem
Robert Frey
Candace Cowing

The Alcohol and Other Drugs Advisory Board (AODAB), in its continued efforts to maintain full membership that represents the diversity in our community and county, hereby makes the following recommendation to reinstate a Board member whose seat expired on June 30, 2021. Because the term expired the seat is vacant but Mr. Victor Ortiz who is also the Vice Chair of the Board has expressed his interest to continue on the Board.

NOMINEE	SEAT	TERM EXPIRATION
Victor Ortiz	Member-at-Large Seat 2	6/30/2024 Three years

Mr. Ortiz has been serving on the AODAB for over two years, since his appointment he has contributed with his leadership and facilitation skills. As indicated above, he is currently the Vice-Chair and would like to be considered for reinstatement. He is a resident of the City of Walnut Creek. Should you have any questions, please contact me at:

Phone: 925-335-3307
 Email: Fatima.MatalSol@hsd.cccounty.us

Thank you in advance for your kind consideration in this matter.

CCCAODS will provide reasonable accommodations for persons with disabilities planning to attend the meetings who should contact staff at least 24 hours before the meeting at (925) 335-3307.

The Contra Costa County Alcohol and Other Drugs Advisory Board welcomes and encourages public participation at each meeting. Public comments on the agenda or any item of interest within the jurisdiction of the Contra Costa County Alcohol and Other Drugs Advisory Board are restricted to a maximum of three minutes per speaker. Topics not posted on the agenda may be addressed by the general public, however, California Law prohibits a Board or Commission from taking action on matters which are not on the agenda, unless in specific instances as stated under the Brown Act. Any person wishing to address this Board on matters not posted on the agenda should bring their request to the attention of the Chair, Vice Chair or Staff of the Board. Thank you. For more information, contact Fatima Matal Sol (925) 335-3307.

Contra Costa County Alcohol and Other Drugs Advisory Board
1220 Morello Avenue, Suite 101
Martinez, CA 94553
925-335-3307

	<u>Phone Number</u>	<u>Email Address</u>	<u>Appt</u>	<u>Expires</u>
<u>DISTRICT I – MEMBERS John Gioia, Supervisor 11780 San Pablo Ave. #D, El Cerrito 94530 W: (510) 374-3231 F: (510)374-3429</u>				
Antwon Cloird	[REDACTED]	[REDACTED]	2012	6-30-22
<u>DISTRICT II – MEMBERS Candace Andersen, Supervisor 309 Diablo Road, Danville, 94526 W: (925) 957-8860 F: (925) 820-3787</u>				
Guita Bahrampour	[REDACTED]	[REDACTED]	2011	6-30-23
<u>DISTRICT III – MEMBERS Diane Burgis, Supervisor 3361 Walnut Boulevard Suite 140, Brentwood, CA, 94513 W: (925) 252-4500 F: (925) 240-7261</u>				
Vacant				
<u>DISTRICT IV – MEMBERS Karen Mitchoff, Supervisor 2151 Salvio Street, Suite R, Concord, CA 94520 W: (925) 521-7100 F: (925) 646-5202</u>				
Vacant				
<u>DISTRICT V – MEMBERS Federal Glover, Supervisor 315-E. Leland Ave., Pittsburg 94565 W: (925) 427-8138 F: (925) 427-8142</u>				
Logan Campbell	[REDACTED]	[REDACTED]	2019	6-30-22
<u>AT LARGE MEMBERS (Internal Operations Committee)</u>				
Jonathan Ciampi (I)	[REDACTED]	[REDACTED]	2018	6-30-23
Talia Moore (III)	[REDACTED]	[REDACTED]	2018	6-30-22
Rhiannon Shires, Psy.D (IV)	[REDACTED]	[REDACTED]	2021	6-30-23
Evelyn Howard (V)	[REDACTED]	[REDACTED]	2020	6-30-23
Dylan Johnston (VI)	[REDACTED]	[REDACTED]	2021	6-30-24
<u>AT LARGE ALTERNATE MEMBERS (Internal Operations Committee)</u>				
Ashley Ganem (R)	[REDACTED]	[REDACTED]	2021	6-30-24
Candace Cowing	[REDACTED]	[REDACTED]	2021	6-30-24
Robert Frey		[REDACTED]	2021	6-30-24
<u>ALCOHOL AND OTHER DRUGS SERVICES ADMINISTRATIVE STAFF</u>				
Fatima Matal Sol	W: 925-335-3307	Fatima.MatalSol@cchealth.org		
Jayne Shipe	W: 925-335-3306	Jayme.Shipe@cchealth.org		



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

4. E.

Meeting Date: 09/27/2021
Subject: Appointment to the Advisory Council on Aging
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: N/A
Referral Name: Appointments to Advisory Bodies
Presenter: Anthony Macias **Contact:** Anthony Macias,
925.602.4175

Referral History:

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

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

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

Referral Update:

The Contra Costa Area Agency on Aging (AAA) recommends the the following individuals for reappointment to At-Large Seats assigned to the Contra Costa Advisory Council on Aging (ACOA) with terms expiring on September 30, 2023:

- At-Large Seat #3: Rhoda Butler;
- At-Large Seat #9: Gerald Richards;
- At-Large Seat #11: Jagjit Bhambra;
- At-Large Seat #14: Dennis Yee;
- At-Large Seat #16: Brain O’Toole; and
- At-Large Seat #19: Jill Kleiner.

Recommendation(s)/Next Step(s):

RECOMMEND that the Board of Supervisors, REAPPOINT the following individuals to At-Large Seats assigned to the Contra Costa Advisory Council on Aging (ACOA) with terms expiring on September 30, 2023:

- At-Large Seat #3: Rhoda Butler;
- At-Large Seat #9: Gerald Richards;
- At-Large Seat #11: Jagjit Bhambra;
- At-Large Seat #14: Dennis Yee;
- At-Large Seat #16: Brain O’Toole; and
- At-Large Seat #19: Jill Kleiner.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

Reappointment Memo - ACOA

Application - Butler

Application - Richards

Application - Bhambra

Application - Yee

Application - O’Toole

Application - Kleiner

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: 09/21/2021

TO: Family and Human Services Committee

CC: Tracy Murray, Director Aging and Adult Services

FROM: Anthony Macias, Area Agency on Aging Senior Staff Assistant

SUBJECT: Advisory Council on Aging – Appointment Requested

The Contra Costa Area Agency on Aging (AAA) recommends the following six individuals for reappointment to At-Large Seats assigned to the Contra Costa Advisory Council on Aging (ACOA) with terms expiring on September 30, 2023:

- At-Large Seat #3: Rhoda Butler
- At-Large Seat #9: Gerald Richards
- At-Large Seat #11: Jagjit Bhambra
- At-Large Seat #14: Dennis Yee
- At-Large Seat #16: Brain O’Toole
- At-Large Seat #19: Jill Kleiner

Recruitment is handled by both the Area Agency on Aging, the ACOA Membership Committee and the Clerk of the Board using CCTV. The Contra Costa County Employment and Human Services Department 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.

Members of the ACOA Membership Committee interviewed all Membership At-Large (MAL) applicants recommended for reappointment. The Membership Committee and the Council’s current President, James Donnelly, recommends the reappointment of the above list of MAL members who are interested in serving an additional term. Please find copies of the members’ applications provided as separate attachments.

Thank You

Application Form

Profile

Rhoda

First Name

Butler

Last Name

4839 Fallow Way

Home Address

Suite or Apt

Antioch

City

CA

State

94509

Postal Code

Mobile: (510) [REDACTED]

Primary Phone

[REDACTED]@yahoo.com

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

Capella University

Degree Type / Course of Study / Major

Masters/Industrial organization psychology

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Capella University

Degree Type / Course of Study / Major

Masters of Psychology specializing in leadership coaching

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

Mental health theory and counseling

Hours Completed

40

Certificate Awarded?

Yes No

Board and Interest

Which Boards would you like to apply for?

Advisory Council on Aging: 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.

Serving on the committee will allow me to give back to my community by being a change agent for my community in order to make it a better place to live.

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 experience in implementing change within an organization.

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

I have served on many committees while working for the State California for 30 years implementing change.

[Upload a Resume](#)

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

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

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

I Agree



Contra Costa County

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: fGerald, Last Name: Richards, Home Address - Street: 2352 Redwood Rd, City: Hercules, Zip Code: 94547, Phone: +1 5106603572, Email: gerald.richards@gmail.com, Resident of Supervisorial District: 5

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

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include Lafayette College, Purdue University, and Golden Gate University.

Other Training Completed: Applied Sci, UC Davis, Armor Officer Training, Counter Insurgency Warfare

Board, Committee or Commission Name: Advisory Council on Aging, Seat Name: MAL #9

Have you ever attended a meeting of the advisory board for which you are applying? [] No, [X] Yes, If yes, how many? About 17 years' worth

Please explain why you would like to serve on this particular board, committee, or commission. I spent about 18 years providing legal consultation at Senior Centers as a volunteer. Before that I served as a board member and president of the Valley Volunteer Center, Pleasanton, CA where I learned the deficiencies in the government services that were supposed to serve the poor, disabled, and older adults. I have recreated the Housing Workgroup of the Advisory Council in 2016 and I want to continue leading it.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) I suppose that now I am qualified from having successfully served on the Council since 2005 except for one year. I served as president of the Council four separate one year terms as well as Vice President an equal number of terms. I presently serve as a member of the Elder Abuse Workgroup in addition to Chairing the Housing Workgroup. Over the years, I have also been a member of the Membership and Executive Committees as well a member of the Health and Legislative Workgroups.

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

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

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

Please check one: Yes No

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

Volunteer Attorney with Contra Costa Senior Legal Services, member of the Antioch Board of Administrative Appeals, Housing Authority Commissioner for Livermore CA, Covia (now Front Porch) call in program called Ask the Attorney

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:

[Empty box for relationship details]

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:

[Empty box for relationship details]

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: Gerald D. Richards Date: 7 Sept. 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

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



Contra Costa County

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: JAGJIT, Last Name: BHAMBRA, Home Address - Street: 428 BAINBRIDGE ST, City: HERCULES, Zip Code: 94547, Phone (best number to reach you): 916-224-7402, Email: jagjit.bhambra@herculesca.com, Resident of Supervisorial District: []

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

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include Delhi University, India and National University, San Diego, CA.

Other Training Completed: Leadership Contra Costa, RCFE Administrator, CA Real Estate Broker

Board, Committee or Commission Name: Advisory Council on Aging, Seat Name: MAL#11

Have you ever attended a meeting of the advisory board for which you are applying?
[] No [X] Yes If yes, how many? Last 4 Years

Please explain why you would like to serve on this particular board, committee, or commission.
As an advocate for Seniors, act as part of the advisory body to the Contra Costa County Board of Supervisors in developing and implementing County's Aging Policy in coordination with Aging & Adult Services Bureau of Employment & Human Services.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)
*An active Senior Citizen of Contra Costa County
*RCFE Administrator
*Current at-large member of ACOA
*Senior Citizen member of Contra Costa Community College District Citizen's Bond Oversight Committee

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

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

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

Please check one: Yes No

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

*City Of Hercules - Community Service Commission
*Contra Costa Community College District Citizen's Bond Oversight Committee
*Contra Costa County Advisory Council on Aging

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Signed:

Jagjit

Date:

09/01/2021

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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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 application
Clerk of the Board of Super
1025 Escobar Street, 1st
Martinez, CA 9
or email to: ClerkofTheBoard@cob.cccoun

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name DENNIS Last Name YEE
 Home Address - Street [REDACTED] City PLEASANT HILL Zip Code 94523
 Phone (best number to reach you) [REDACTED] Email LIGUN@JUNO.COM
 Resident of Supervisorial District: [REDACTED]

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	
University of California	BIOLOGY	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
SAN FRANCISCO STATE	BUSINESS MGMT	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed: [REDACTED]

Board, Committee or Commission Name ACOA Seat Name MEMBER AT LARGE

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

Please explain why you would like to serve on this particular board, committee, or commission.
TO BE INFORMED OF THE ISSUES FACING ONE OF THE MOST NEGLECTED AND VULNERABLE SEGMENTS OF OUR COMMUNITY

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)
I HAVE SERVED FOUR YEARS AS A MEMBER AT LARGE OF THE ACOA PREVIOUS TO THIS RENEWAL.

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 A MEMBER AT LARGE OF ACOA

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

Please check one: Yes No

If Yes, please identify the nature of the relationship: _____

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

Please check one: Yes No

If Yes, please identify the nature of the relationship: _____

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

Signed: _____ Date: 9/8/21

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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.

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

BRIAN

Last Name

O'TOOLE

Home Address - Street

[Redacted]

City

WALNUT CREEK

Zip Code

94598

Phone (best number to reach you)

[Redacted]

Email

[Redacted]

Resident of Supervisorial District:

MITCHOFF

EDUCATION

Check appropriate box if you possess one of the following:

[X] High School Diploma

[] CA High School Proficiency Certificate

[] G.E.D. Certificate

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include UC DAVIS (GENETICS AND PHILOSOPHY) and UC HASTINGS (LAW).

Other Training Completed:

[Redacted]

Board, Committee or Commission Name

AREA COUNCIL ON AGING

Seat Name

MEMBER AT LARGE

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

[] No

[X] Yes If yes, how many?

25

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

I am an elder law attorney and like to keep abreast of the issues the county faces as it relates to caring for elders at home and at assisted living facilities.

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

I am a licensed attorney and focus on elder law, estate planning, and Medi-Cal for nursing home residents.

I am including my resume with this application:

Please check one: [] Yes [X] No

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

Please check one: [] Yes [X] No

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

Please check one: Yes No

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

I serve on the ACOA.

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Signed: BRIAN O'TOOLE Date: 8/24/2021

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

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Print Form



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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Jil
 Last Name: Kleiner
 Home Address - Street: [Redacted]
 City: Moraga
 Zip Code: 94556
 Phone (best number to reach you): [Redacted]
 Email: [Redacted]
 Resident of Supervisorial District: 2

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	
University of California, Berkeley	Statistics	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed: [Redacted]

Board, Committee or Commission Name: Advisory Council on Aging
 Seat Name: Member at Large

Have you ever attended a meeting of the advisory board for which you are applying?
 No Yes If yes, how many? Monthly meetings since June 2018

Please explain why you would like to serve on this particular board, committee, or commission.
 Having become a member at large of the ACOA in December 2018, I look forward to renewing my membership. I'm currently very involved by being a part of the Technology work group, Elder Abuse work group, Planning Committee and recently took over Membership Chair and am VP for ACOA.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)
 In January 2018, I retired from a 30+ year career as a Retirement Plan consultant at Willis Towers Watson advising Fortune 500 companies as well as volunteering for 20+ years for the Western Pension and Benefits Council, including being president of their governing board of 11 chapters.

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.

Contra Costa County Advisory Council on Aging

Western Pension & Benefits Council - San Francisco Chapter and Governing Board

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Signed:

Jill Kleiner

Date: 09/04/21

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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: 09/27/2021

Subject: Quarterly Status on Continuum of Care Plan for the Homeless

Submitted For: Monica Nino, County Administrator

Department: County Administrator

Referral No.: FHS #5

Referral Name: Continuum of Care Plan/Healthcare for the Homeless

Presenter: Jaime Jenett, Community Engagement
Specialist

Contact: Jaime Jenett (925)
464-0152

Referral History:

The Family and Human Services Committee received a report on the homeless continuum of care in November 2020. The Committee requested quarterly updates on the status of efforts.

Health, Housing and Homeless Services Division staffs the Council on Homelessness, which functions as both an advisory board to the Board of Supervisors and the governing board of the Contra Costa County Homeless Continuum of Care.

The Council is submitting a 2021 quarterly report with updates on the homeless Continuum of Care and work of the Council on Homelessness, as well as recommendations for the Board of Supervisors from the Council on Homelessness Advisory Body.

Referral Update:

Please see the attached Homeless Continuum of Care Quarterly Report for Q2 2021.

Recommendation(s)/Next Step(s):

ACCEPT this report from the Health Services Department

Attachments

2021 Q2 Report for Homeless Continuum of Care

Presentation - Q2 Report from CoH



STAFF REPORT FROM THE CONTRA COSTA COUNCIL ON HOMELESSNESS

Contra Costa County Homeless System of Care Quarterly Report for Quarter 2 of 2021 (April-June)

LETTER FROM THE CHAIR

Dear Contra Costa County Board of Supervisors,

The homeless Continuum of Care (CoC) and Council on Homelessness (COH) had a productive second quarter of 2021 and are excited to share in our efforts with you. The CoC and COH continue to balance the impacts of the COVID-19 pandemic and the need for available services in our community. The Health, Housing, and Homeless Services (H3) Division of the Health Services Department has done an excellent job keeping the COH abreast of their efforts and the funding streams and opportunities available to providers in our County. This includes ongoing conversations about the U.S. Department of Housing and Urban Development's 2021 CoC Notice of Funding Opportunity, federal vouchers, and forthcoming state funds for homeless services. We are grateful to H3 staff and the CoC for their commitment to improving our system and to serving individuals experiencing homelessness in Contra Costa County. The COH has also continued to take an active role in planning and policy development via our various committees, which include oversight, policy and an ad hoc committee currently planning Homeless Awareness Month.

This report contains important data about the CoC and the people we serve. It also includes recommendations put forward by the COH. I hope you will give these recommendations careful consideration as you begin your conversations and deliberations around the disbursement of Measure X funds. This is a rare opportunity for our county to enact meaningful change and to potentially increase the availability of permanent supportive housing in Contra Costa County – something the COH has long advocated for.

The COH is excited for the opportunity to share information with you on the work happening in the Contra Costa CoC. I ask you to please review and consider the material and recommendations provided in this report.

Thank you for your time and support. We are thankful for your partnership and commitment to the homeless system's opportunities, progress, and challenges.

Sincerely,

Lindy Lavender, Chair of the Council on Homelessness



INTRODUCTION

The Contra Costa Council on Homelessness (CoH) is the governing and oversight body for the County homeless Continuum of Care (CoC) and is appointed by the Board of Supervisors. The Council provides advice and input to the Board of Supervisors on the operations of homeless services, program operations, and program development efforts in Contra Costa County. The Contra Costa Council on Homelessness is the governing body for the Contra Costa County Continuum of Care (CoC).

The Contra Costa CoC is comprised of multiple partners, including service providers, members of the faith community, local business, private and public funders, community members, education system and law enforcement, and others who are working collaboratively to end homelessness. The COH and COC are supported by Contra Costa Health Services Health, Housing & Homeless Services (H3) Division. H3 functions as the CoC administrative entity and collaborative applicant, CoC Lead Agency and Homeless Management Information System (HMIS database) Lead Agency.

The purpose of this report is to share information about the CoC and COH activities with the Contra Costa County Board of Supervisors and to provide recommendations from the COH to the County Board of Supervisors on long range planning and policy formulation that would support the county homeless CoC. This report includes information on system data, funding and policy activities, and CoC initiatives. All information will reflect activities and data for the prior quarter.

This report was produced on behalf of the CoH by H3 in collaboration with the CoH and CoC partners.

SYSTEM DATA

Appendix A includes a data analysis depicting the inflow and outflow of clients in the system, current utilizers of the system, and recidivism (rates of individuals returning to homelessness). The graphics and content in that analysis depict data for the second quarter of 2021 (April, May and June).

SYSTEM FUNDING

This quarter the CoC continued to evaluate the system of care and pursue funding opportunities to address the gaps in Contra Costa's homeless system.



Mainstream Vouchers: Contra Costa received 100 Mainstream Vouchers (for people experiencing homelessness) from the Housing Authority of the County of Contra Costa. In August 2020, the COH approved a prioritization process to focus on COVID-19 Project Roomkey residents and as of May, there were 35 households with vouchers and a goal to have leases completed by the end of June.

Emergency Housing Vouchers (EHV)- The American Rescue Plan (ARP) of 2021 appropriated \$5 billion for New Emergency Housing Vouchers (Tenant Based Rental Assistance). Contra Costa received 201 vouchers. The Council on Homelessness is in the process of planning out the EHV related processes and programs needed to distribute the vouchers.

HUD CoC NOFA- In Quarter 2 of 2021, the CoC continued annual preparations to compete for the CoC's largest source of renewable (sustainable) funding from the US Department of Housing & Urban Development – the HUD CoC Notice of Funding Availability (NOFA). This competition brings in more than 80% of the CoC's funding and is the primary source of funding for the County's permanent supportive housing stock. This funding application was released in mid-August and the funding process will continue through Q3.

POLICY

The CoC works closely with H3 and local stakeholders and system partners to track homeless and affordable housing policy that may impact the CoC, its clients, funding or current and future operations. The CoH and CoC, with support from H3, tracked the state budget and United States Department of Housing and Urban Development (HUD) for upcoming funding and funding policy strategies related to homelessness.

In June, the Council submitted a letter to the Measure X committee in support of:

1. Capacity building innovations such as seed funding for land trusts;
2. Ensuring funding specific to homelessness prevention and permanent housing for people experiencing homelessness;
3. Making recommendations that promote permanent housing and prioritize permanent supportive housing (PSH) opportunities; and
4. Prioritizing ongoing funding for affordable housing options, including permanent and permanent supportive housing, to address the inequities produced by systemic and institutional biases and racism.



SYSTEM INITIATIVES

The CoC regularly engages in multiple activities, partnerships, evaluations, and improvement that are designed to improve services to clients and achieve various system goals.

Equity - C4 Innovations is working with the CoC to provide expert equity technical assistance to produce a racial equity assessment; support client engagement strategies; and support the identification, correction and planning of further equity improvements for the system and agencies providing service in the CoC. A four-part training series on Racial Equity for H3, CoC leadership, providers and partners will be completed in Q3.

Meetings, Trainings, and Events – The CoC hosted three (3) COH meetings for Councilmembers to meet to conduct the business of the CoC Board; three (3) provider meetings; four (4) trainings including Motivational Interviewing, Housing First for Affordable Housing Developers and Property Managers, Housing First 2.0 and Case Management; and 11 other events including three (3) CoC NOFA Scoring Tools Community Meetings, three (3) COH Policy Committee meetings, one (1) Oversight Committee meeting, three (3) HMIS Policy Committee Meetings, and a CoC Learning Hub focused on Behavioral Health Resources for People Experiencing Homelessness. The recordings, minutes and materials for trainings and meetings can be found on the H3 website¹ and on the County agenda center², and a calendar of upcoming meetings and events can be found on the H3 website.

COVID-19 UPDATE

The CoC has continued to support providers, staff, and consumers during the COVID-19 pandemic providing guidance, COVID-19 testing, vaccines, and implementing a strategy to transition individuals in Project Roomkey into permanent housing. The system of care is continuing to reopen programs and sites in accordance with health orders and guidance provided by Contra Costa Health Services.

¹ <https://cchealth.org/h3/coc/partners.php#Training>

² <https://www.contracosta.ca.gov/agendacenter>



East County Interim Housing Program (ECIHP)

The Motel 6 in Pittsburg, purchased with state of California Homekey funds awarded to the county, was remodeled and opened as the East County Interim Housing Program (ECHIP), with Bay Area Community Services (BACS) contracted as the service provider. The site has 170 rooms (non-congregate), a 24/7 Residential Counselor team, Care Coordinators, Employment Coordinators, benefits linkages and advocacy, on-site mental health services and community-based Housing Locators.

Project Roomkey

At the end of Q2, two of the four Project Roomkey hotels closed and hotel residents were offered either housing or shelter placement. One hundred participants were identified, approved for vouchers and supported in completing their voucher applications. In addition, H3 contracted with Bay Area Community Services (BACS) to implement a Rapid Rehousing Program to provide move in assistance and rental assistance to people to assist with exits to permanent housing from the hotels.

TESTING AND VACCINATION

In the second quarter of 2021, among people who meet the HUD definition of homelessness:

- 3,856 new COVID-19 tests were administered to a total of 1,960 people
- 43 individuals received positive tests for COVID-19
- 2,463 vaccines administered

Additional data related to COVID-19 and those experiencing homelessness can be found on the data dashboard.³

RECOMMENDATIONS

In conclusion, the second quarter shed more light on the CoC's pandemic response and the growing need and evidence for Permanent Supportive Housing (PSH). The data, funding, policy and system initiatives sections included in this report provide information to see this need for

³ <https://www.coronavirus.cchealth.org/homeless>



PSH. Below are a few recommendations from the COH to the BOS that will help to support the CoC in addressing these needs.

1. Support a Housing Trust Fund

Resources and attention should be devoted to the development of a Housing Trust Fund. The housing trust fund is a flexible legal vehicle or entity that can hold and administer funding for large scale projects such as land acquisition, capital costs, operational subsidies for providers and underfunded homeless services, as well as serving as a mechanism for holding land for future development. (A land trust is limited to holding property and is not as flexible as a housing trust for this purpose.) One of the primary benefits of the Housing Trust Fund is that this fund will allow Contra Costa County to become eligible for additional state, federal, and private funding directed specifically at communities with these legal vehicles or entities. In the past two years there have been more than four opportunities to apply for federal and state grant funding that could have contributed hundreds of thousands of dollars to this fund, some of which are renewable, for flexible purposes identified by the community. This is a critical piece of infrastructure that is not far out of reach and could provide significant resources for affordable housing preservation and production. (Please note: This is fund distinct from the Housing Security Fund currently in place that is designed to quickly deliver financial assistance such as direct rental assistance payments through local service providers to rapidly stabilize and house households experiencing homelessness.)

2. Support Leveraging State Funding

It is also important that the Board and community continue to prioritize and support securing additional funding from the State via programs like the multi-family housing program (MHP) and the Tax Credit Program to supplement and leverage affordable housing resources for low, very low, and extremely low-income persons experiencing homelessness.

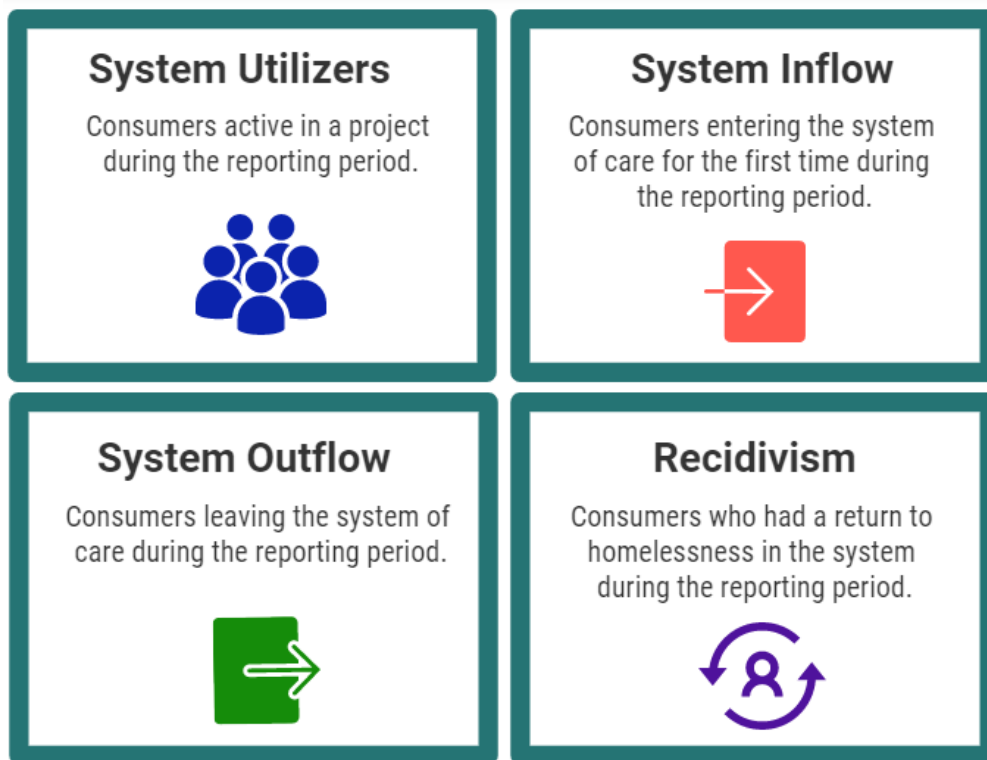
APPENDIX A

CONTRA COSTA COUNTY HEALTH, HOUSING, AND HOMELESSNESS DATA SUMMARY

Description of the data:

- **What:** Program Utilization, Outcomes, and Consumer Demographics Summary
- **Who:** Contra Costa Continuum of Care (CoC) consumers
- **When:** April 1, 2021 – June 30, 2021 (Quarter 2)
- **Why:** Presentation to the Board of Supervisors

This summary includes high-level analyses of CoC consumers during the second quarter of 2021, focusing on the following four indicators, including race and ethnicity demographics for each measure:





Main Findings

- 5,010 consumers (3,816 households) utilized the homelessness system of care during Q2 (Prevention and Diversion, Literally Homeless, and Permanent Housing programs⁴).
 - The majority of consumers were White (42%), followed closely by Black/African American/African (39%); 20% were Hispanic/Latin(o)(a)(x). 68% of all households accessed a Literally Homeless program.
- More consumers exited the system of care in Q2 than entered. There were no significant differences in the proportion of in-flow and out-flow by race or ethnicity.
 - 16% of total consumers served were categorized as “in-flow” or “new to the system” (n=813). Black/African American/African consumers made up the largest group (41% of in-flow), followed by White (35%); 24% were Hispanic/Latin(o)(a)(x). 73% of households new to the system of care accessed a Literally Homeless program during Q2.
 - 30% of all consumers served were categorized as “out-flow” or exited the system of care (n=1,524). 40% of households exiting the system exited to a Permanent destination.
- Black/African American/African consumers returned to homelessness at a higher rate than any other racial group of consumers (43%).

Current System Utilizers

5,010 total unique consumers (making up 3,816 households) had an active enrollment in a CoC program during Quarter 2. This included all project types providing services within Contra Costa County’s Homelessness CoC (Prevention and Diversion, Literally Homeless programs, and Permanent Housing programs⁵). Program type utilization for households, or the number of Heads of Households (HoH), is presented in Table 1.

⁴ The Coordinated Entry project type is not included in this quarter’s summary. Please see the Methods section for more details.

⁵ A detailed description of each program type category is provided in the Methods section of this summary.



Program Type Category	Number of HoH's	% of Households
Prevention and Diversion	281	7%
Literally Homeless	2,602	68%
Permanent Housing	933	25%
Total (unduplicated)	3,816	100%

Table 1. Household System Utilization by Program Type Category

Of the total 3,813 households served in this quarter, 2,602 households (68%) accessed a Literally Homeless program, 933 households (25%) were enrolled in a Permanent Housing program, and 281 households (7%) utilized a Prevention and Diversion program.

The racial distribution across unique consumers and households is presented in Table 2. The ethnic distribution across unique consumers is presented below in Table 3.

Race of All Consumers	Number of Consumers	Number of HoH's	% of Consumers
White	2,097	1,695	42%
Black, African American, or African	1,945	1,439	39%
American Indian, Alaska Native, or Indigenous	324	251	6%
Multi-Racial	307	182	6%
Asian or Asian American	113	72	2%
Native Hawaiian or Pacific Islander	79	59	2%
Missing (N/A)	145	118	3%
Total (unduplicated)	5,010	3,816	100%

Table 2. Race Breakdown by Unique Consumers and Households



Ethnicity of All Consumers	Number of Consumers	Number of HoH's	% of Consumers
Non-Hispanic/Non-Latin(a)(o)(x)	3,911	3,085	78%
Hispanic/Latin(a)(o)(x)	979	631	20%
Missing (N/A)	120	100	2%
Total (unduplicated)	5,010	3,816	100%

Table 3. Ethnicity Breakdown by Unique Consumers and Households

System Inflow

813 unique consumers (making up 538 households), or 16% of all active consumers, enrolled into the system of care for the first time ever during Quarter 2 of 2021. This includes new enrollments into a program within the Prevention and Diversion, Literally Homeless, or Permanent Housing program type categories. The breakdown of program utilization by category is shown in Table 4. The racial distribution across new unique consumers is presented below in Table 5, and the ethnic distribution across new consumers is presented in Table 6.

Program Type Category	Number of HoH's	% of Households
Prevention and Diversion	101	19%
Literally Homeless	395	73%
Permanent Housing	42	8%
Total (unduplicated)	538	100%

Table 4: Household Inflow by Program Type

Of the 538 new households entering the system in Quarter 2, 101 (19%) entered a Prevention and Diversion program, 395 (73%) entered a Literally Homeless program, and 42 (8%) entered a Permanent Housing program.



Race of New Consumers	Number of Consumers	Number of HoH's	% of Consumers
Black, African American, or African	330	223	41%
White	283	190	35%
American Indian, Alaska Native, or Indigenous	64	44	8%
Multi-Racial	43	17	5%
Asian or Asian American	38	20	4%
Native Hawaiian or Pacific Islander	8	7	1%
Missing (N/A)	47	37	6%
Total (unduplicated)	813	538	100%

Table 5: Race Breakdown of Consumers New to System of Care

Ethnicity of New Consumers	Number of Consumers	Number of HoH's	% of Consumers
Non-Hispanic/Non-Latin(a)(o)(x)	578	404	71%
Hispanic/Latin(a)(o)(x)	199	108	24%
Missing (N/A)	36	26	4%
Total (unduplicated)	813	583	100%

Table 6: Ethnicity Breakdown of Consumers New to System of Care

System Outflow

1,542 unique consumers (1,033 households), or 31% of consumers active during Quarter 2, exited the system of care to any destination and did not reenroll into another program by the end of the reporting period. The exit destinations of consumers leaving the system of care, according to their final exit, are shown in Table 7. Exit destination categories include Temporary (emergency shelter, hospital, jail, staying with friends or family temporarily), Permanent (rental unit, moving into own unit, staying with friends or family permanently, nursing home), Unsheltered Destination (last destination recorded was a place not meant for habitation), and Other (consumer deceased or destination unknown).



Exit Destination Category	Number of Households	Number of HoH's	% of Consumers
Temporary	205	157	14%
Permanent	616	297	40%
Unsheltered	43	43	3%
Other/Unknown destination	660	536	43%
Total (unduplicated)	1,524	1,033	100%

Table 7: Exit Destinations of Consumers Leaving the System of Care

616 consumers (297 households), or 40% of all system leavers, exited to a Permanent exit destination in Quarter 2. 43% exited to an Other/Unknown destination, 14% to a Temporary destination, and 3% to an Unsheltered exit destination. The racial distribution across exiting unique consumers and households is presented below in Table 8, and the ethnic distribution across exiting unique consumers and households is presented below in Table 9.

Race of Leaving Consumers	Number of Consumers	Number of HoH's	% of Consumers
Black, African American, or African	632	419	41%
White	548	401	36%
American Indian, Alaska Native, or Indigenous	105	75	7%
Multi-Racial	105	59	7%
Asian or Asian American	54	23	4%
Native Hawaiian or Pacific Islander	23	19	1%
Missing (N/A)	57	37	4%
Total (unduplicated)	1,524	1,033	100%

Table 8: Race Breakdown of Consumers Exiting the System of Care



Ethnicity of Leaving Consumers	Number of Consumers	Number of HoH's	% of Consumers
Non-Hispanic/Non-Latin(a)(o)(x)	1,155	920	76%
Hispanic/Latin(a)(o)(x)	333	193	22%
Missing (N/A)	36	25	2%
Total (unduplicated)	1,542	1,033	100%

Table 9: Ethnicity Breakdown of Consumers Exiting the System of Care

Recidivism

28 unique consumers (24 households) returned literally homeless to the system of care in Quarter 2 of 2021. A return as literally homeless included anyone who enrolled into a non-permanent housing program within 365 days or less from their last exit to a permanent destination. The racial distribution across unique consumers returning to the system of care is presented below in Table 10. The ethnic distribution across unique consumers returning to the system of care is presented below in Table 11.

Race of Returning Consumers	Number of Consumers	Number of HoH's	% of Consumers
Black, African American, or African	12	12	43%
White	7	7	25%
American Indian, Alaska Native, or Indigenous	7	3	25%
Multi-Racial	0	0	0%
Asian or Asian American	1	1	3.5%
Native Hawaiian or Pacific Islander	1	1	3.5%
Missing (N/A)	0	0	0%
Total (unduplicated)	28	24	100%

Table 10: Race Breakdown of Consumers Returning to System of Care



Ethnicity of Returning Consumers	Number of Consumers	Number of HoH's	% of Consumers
Non-Hispanic/Non-Latin(a)(o)(x)	25	21	89%
Hispanic/Latin(a)(o)(x)	3	3	11%
Missing (N/A)	0	0	0%
Total (unduplicated)	28	24	100%

Table 11: Ethnicity Breakdown of Consumers Returning to System of Care

In-flow and Out-flow by Race/Ethnicity

Summarizing the Quarter 2 findings presented above, the system of care was comprised of 5,010 unique consumers, 813 consumers were new to the system, 1,524 consumers left the system, and 28 consumers returned within a year from an exit to a stably housed destination (Figure 1).

Overview of System Utilization (Unique Consumers)

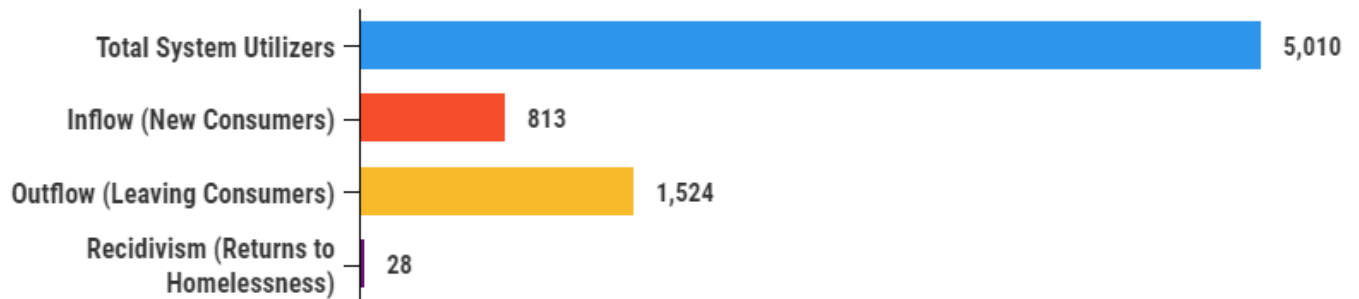


Figure 1: Overview of System Utilization (unique consumers)

There are differences by race and ethnicity for system utilizers, in-flow, out-flow, and returns to the homelessness system of care, as shown in Figure 2.

System Inflow & Outflow Overview by Race/Ethnicity (Unique Consumers)

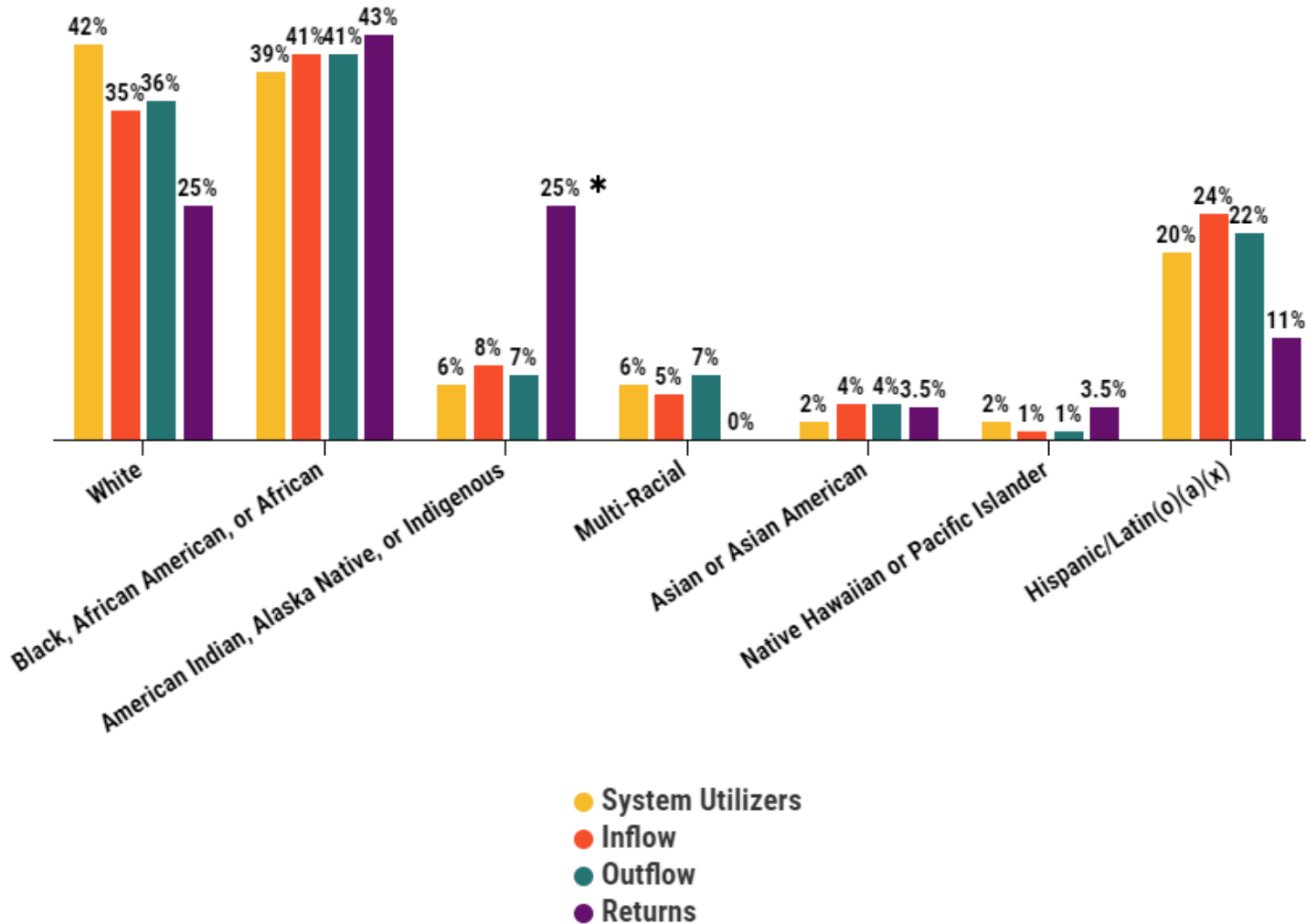


Figure 2: System Utilization by Race & Ethnicity

*Due to the low number of total consumers returning to the system (n=28), the percentage of the American Indian, Alaska Native, or Indigenous population returning to the system (n=7) appears to be disproportionately high compared to the total number of system utilizers of this race (n=324). It is important to consider this context when making policy decisions or conclusions from this data.



Methods & Definitions

Data Quality & Analysis

- Please be advised that the reporting algorithms used to pull this data have changed since Quarter 1, and we therefore do not recommend drawing conclusions between the two quarters at this time. As the report methodology is further refined and solidified, trend analyses will be included in the report body. Further, the HMIS is a live and shared database; numbers are potentially subject to minor fluctuations at any given time, should the report be rerun for the same time period. This could be due to retroactive data entry or data clean-up work.

Head of Household (HoH)

- The Head of Household (HoH) is one member of a household to whom all other household members can be associated. A household can be a single individual or a group of persons who apply together to a continuum project for assistance and who live together in one dwelling unit, or, for persons who are not housed, who would live together in one dwelling unit if they were housed. For the purpose of this report, the demographic data of the HoH represents the entire household.

Race Definitions (as defined by the Dept of Housing and Urban Development)

- American Indian, Alaska Native, or Indigenous: A person having origins to any of the indigenous peoples of North and South America, including Central America.
- Asian or Asian American: A person having origins of Asian descent, including but not limited to Chinese, Indian, Japanese, Korean, Pakistani, Vietnamese, or another representative nation/region.
- Black, African American, or African: A person having origins to any of the Black racial groups of Africa, including Afro-Caribbean.
- Native Hawaiian or Pacific Islander: A person having origins in any of the indigenous peoples of Hawaii, Guam, Samoa, or another Pacific Island.
- Multi-Racial: A person who identifies as more than one race.
- White: A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

Ethnicity

- Hispanic/Latin(a)(o)(x): A person of Central American, Latin American, or South American origin, separate from race.



Program Type Categories

- The Program Type Categories included in this report are Prevention and Diversion, Literally Homeless, and Permanent Housing. Coordinated Entry has been excluded from this analysis due to pending system wide decisions around inclusion/exclusion criteria, as well as data completion concerns. The system utilization numbers in this report will be noticeably lower compared to Quarter 1, which did include Coordinated Entry data.
 - Prevention and Diversion:
 - An enrollment into a Homeless Prevention program.
 - Literally Homeless:
 - An enrollment in Emergency Shelter, Transitional Housing, or Street Outreach project.
 - An enrollment in a Services Only project with no move-in date recorded, and with a housing status not equal to “stably housed”.
 - Permanent Housing:
 - An enrollment in Rapid Re-Housing or Permanent Housing.
 - An enrollment in Street Outreach or Services Only project while stably housed, according to the housing status question.

Exit Destination Categories

- The specific exit destinations that fall under each category are listed below:
 - Temporary:
 - Emergency shelter, including hotel or motel paid for with emergency shelter voucher, or RHY-funded Host Home shelter, Hospital or other residential non-psychiatric medical facility, Host Home (non-crisis), Hotel or motel paid for without emergency shelter voucher, Moved from one HOPWA funded project to HOPWA TH, Jail, prison or juvenile detention facility, Psychiatric hospital or other psychiatric facility, Staying or living with family, temporary tenure (e.g. room, apartment or house), Staying or living with friends, temporary tenure (e.g. room, apartment or house), Transitional housing for homeless persons (including homeless youth), Safe Haven, Residential project or halfway house with no homeless criteria, Substance abuse treatment facility or detox center.
 - Permanent:



- Long-term care facility or nursing home, Rental by client in a public housing unit, Rental by client, no ongoing housing subsidy, Rental by client, with GPD TIP housing subsidy, Owned by client, no ongoing housing subsidy, Owned by client, with ongoing housing subsidy, Moved from one HOPWA funded project to HOPWA PH, Rental by client, with HCV voucher (tenant or project based), Rental by client, with other ongoing housing subsidy, Rental by client, with RRH or equivalent subsidy, Rental by client, with VASH housing subsidy, Permanent housing (other than RRH) for formerly homeless persons, Staying or living with friends, permanent tenure, Foster care home or foster care group home, Staying or living with family, permanent tenure.
- Unsheltered:
 - Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside).
- Other/Unknown:
 - Client doesn't know, Client refused, Data not collected, Deceased, Other, or No exit interview completed.



APPENDIX B

Commonly Used Acronyms and Terms

Acronym	Definition
APR	Annual Performance Report (for HUD homeless programs)
BOS	Board of Supervisors (Contra Costa County)
BCSH	California Business Consumer, Services and Housing Agency
CARE	Coordinated Assessment and Resource
CCACS/CCYCS	Contra Costa Adult Continuum of Service/ Contra Costa Youth Continuum of Services (H3 programs)
CDBG, CDBG-CV	Community Development Block Grant (federal and state programs) and the federal Community Development Block Grant CARES Act coronavirus allocation.
CESH	California Emergency Solutions and Housing program (state funding)
COH	Council on Homelessness
Continuum of Care (CoC)	Continuum of Care approach to assistance to the homeless. Federal grant program promoting and funding permanent solutions to homelessness.
Con Plan	Consolidated Plan, a locally developed plan for housing assistance and urban development under CDBG.
CES/CE	Coordinated Entry
CNWS	Concord Naval Weapons Station
CORE	Coordinated Outreach Referral, Engagement program
COVID-19	Coronavirus
DCD	Contra Costa Department of Conservation and Development
DOC	Department Operations Center
CDSS	California Department of Social Services
EHSD	(Contra Costa County) Employment and Human Services Division
EOC	Emergency Operations Center
ESG and ESG-CV	Emergency Solutions Grant (federal and state program) and the federal Emergency Solutions Grant CARES Act coronavirus allocation.
FMR	Fair Market Rent (maximum rent for Section 8 rental assistance/CoC grants)
HCD	Housing and Community Development (State office)
HCFC	Housing Coordinating and Financing Council (state governing board under BCSH)
HEAP	Homeless Emergency Aid Program (state funding)
HEARTH	Homeless Emergency and Rapid Transition to Housing (HEARTH) Act of 2009
HHAP	Homeless Housing and Assistance Program (state funding);



HMIS	Homeless Management Information System
HOME	Home Investment Partnerships (CPD program)
Homekey	California funding to support development of interim and permanent housing
HUD	U.S. Department of Housing and Urban Development (federal)
MHSA	Mental Health Services Act
NOFA	Notice of Funding Availability
PHA	Public Housing Authority
Project Roomkey	COVID-related State funding program to support decongregating homeless shelters using hotels/motels.
PSH	Permanent Supportive Housing
PUI	Persons Under Investigation
RFP/RFQ/LOI	Request for Proposal/Request for Qualifications/Letter of Intent related to funding opportunities
RRH	Rapid Rehousing
SAMHSA	Substance Abuse & Mental Health Services Administration
SRO	Single-Room Occupancy housing units
SSDI	Social Security Disability Income
SSI	Supplemental Security Income
TA	Technical Assistance
TAY	Transition Age Youth (usually ages 16-24)
VA	Veterans Affairs (U.S. Department of)
VASH	Veterans Affairs Supportive Housing
VI-SPDAT	Vulnerability Index – Service Prioritization Decision Assistance Tool

Contra Costa County COVID-19 Resources:

Please see below for additional resources on COVID-19.

Health Services COVID Data Dashboard- <https://www.coronavirus.cchealth.org/dashboard>

Health Services Homeless Specific Data Dashboard- <https://www.coronavirus.cchealth.org/homeless-dashboard>

Health Services COVID Updates- <https://www.coronavirus.cchealth.org/health-services-updates>

Health Services Homeless-Specific COVID Resources -<https://www.coronavirus.cchealth.org/for-the-home>



QUARTER 2 REPORT FROM THE COUNCIL ON HOMELESSNESS

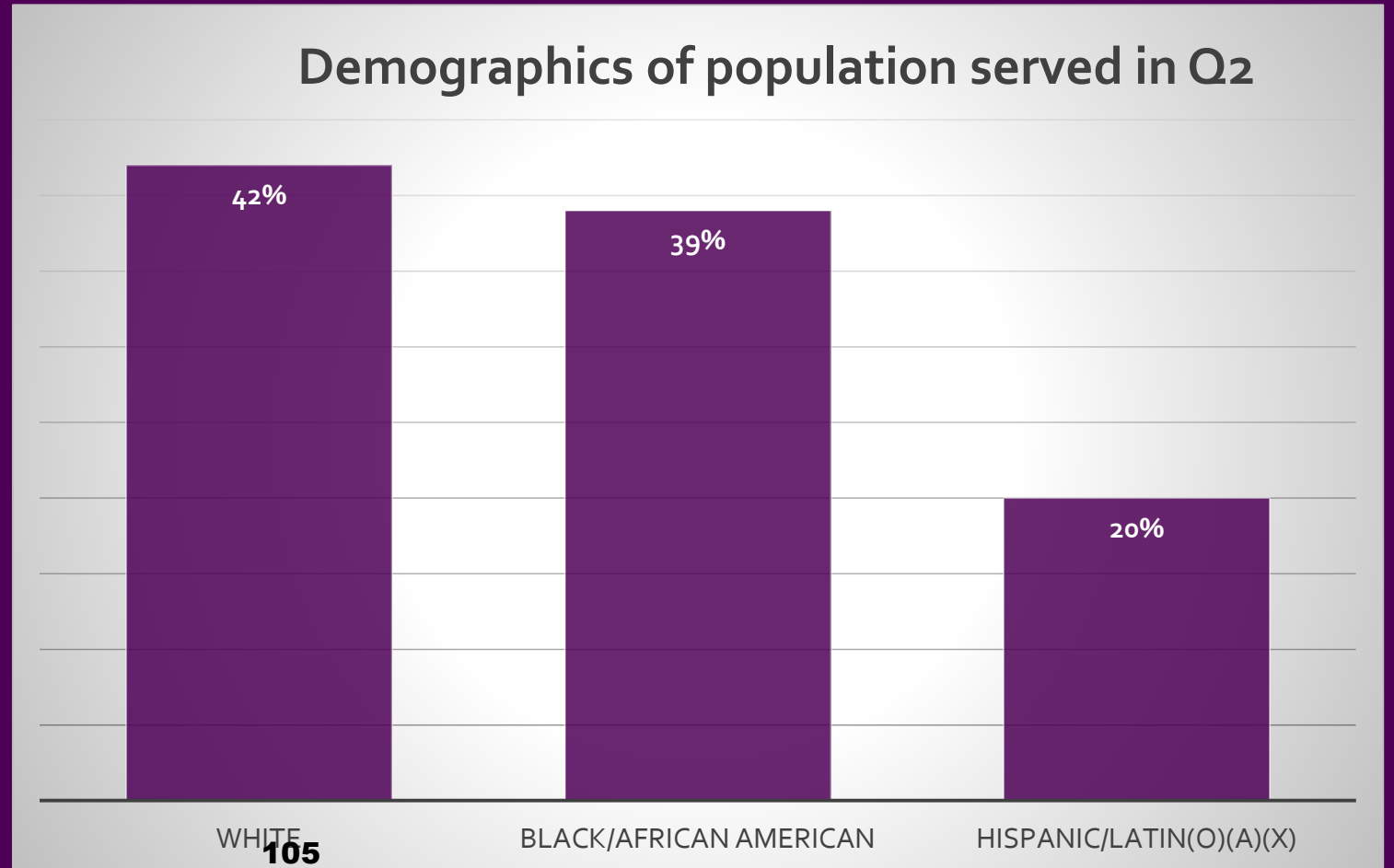
September 27, 2021

SYSTEM DATA

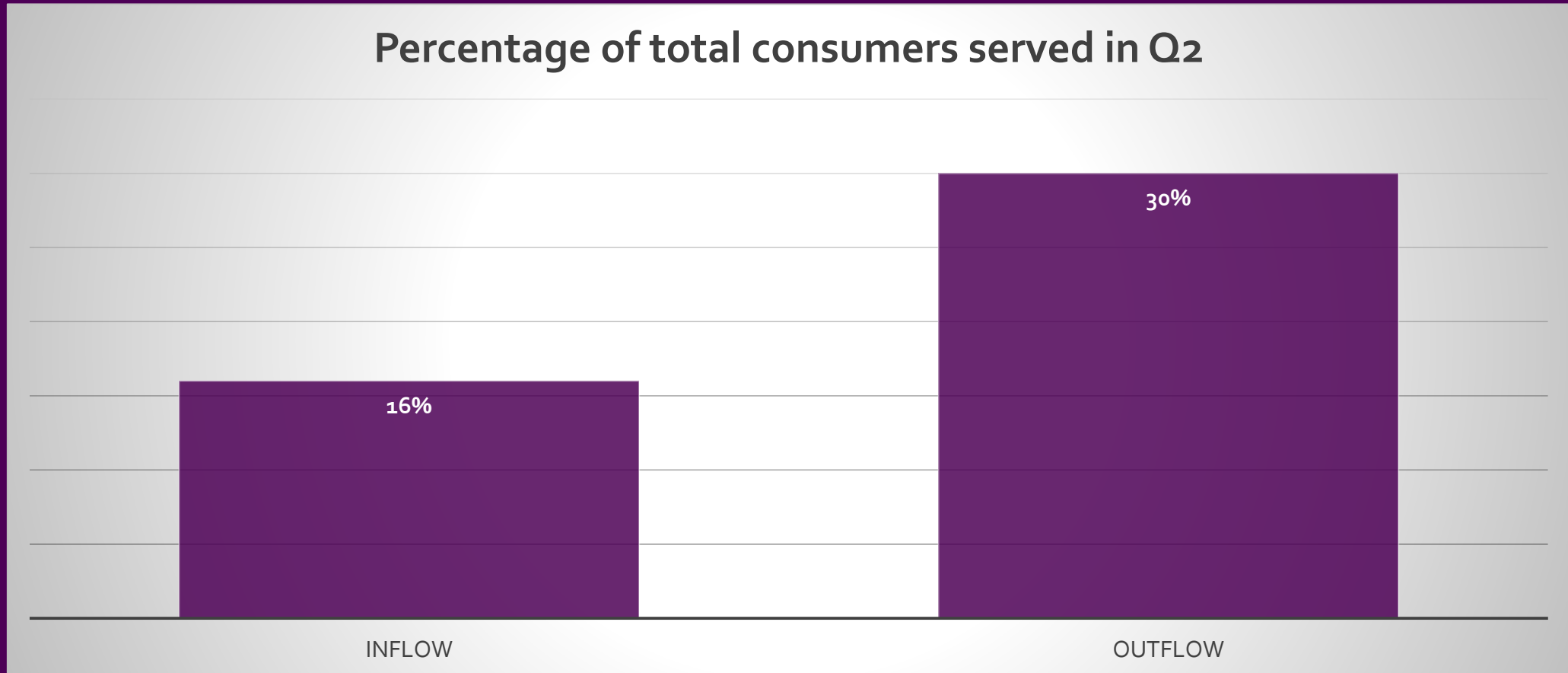


MAIN FINDINGS FROM Q2

- 5,010 people served
- 68% accessed programs for Literally Homeless

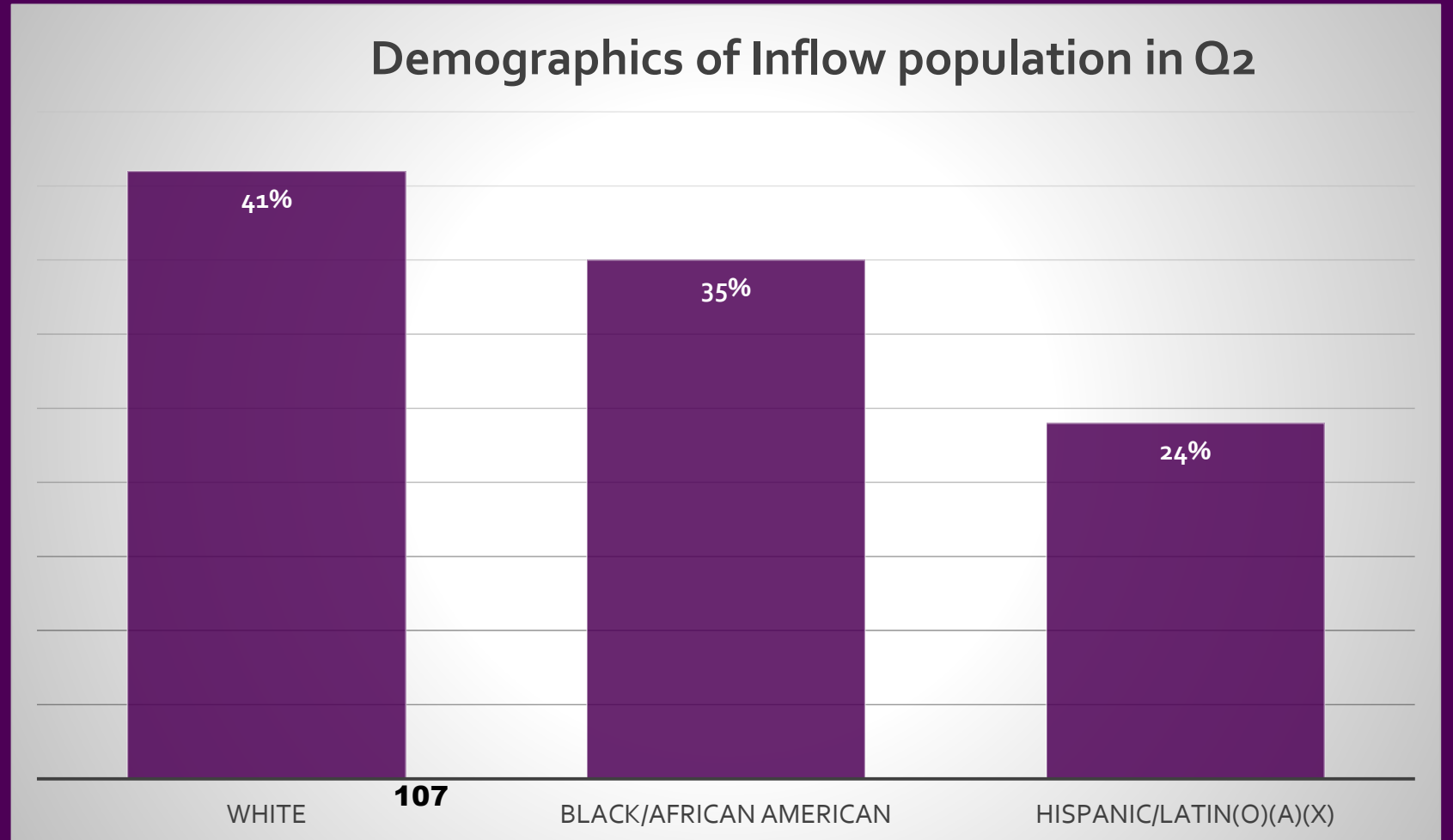


INFLOW VERSUS OUTFLOW



MAIN FINDINGS FROM Q2: INFLOW

- 73% of inflow accessed programs for Literally Homeless



MAIN FINDINGS FROM Q2: OUTFLOW



40% of households exiting the system went to a permanent destination versus back to the streets.



Black/African American/African consumers returned to homelessness at a higher rate than any other racial group of consumers (43%).

SYSTEM FUNDING

Mainstream Vouchers

Emergency Housing Vouchers

HUD CoC NOFA

POLICY

Tracking Local, State and Federal Policy

Measure X letter

- Housing Trust Fund
- Homeless Specific Funding
- Promote permanent housing, especially PSH
- Addressing inequities with funding priorities

SYSTEM INITIATIVES

Equity Initiative

- Racial Equity assessment
- Training Series

Meetings, Trainings and Events

- COH meetings
- Trainings
- CoC Learning Hub

COVID-19 UPDATES

ECHIP

Project
Roomkey

Testing and
Vaccination

RECOMMENDATIONS

Support a Housing Trust Fund

- Flexible
- Creates opportunity for additional funding sources

Support Leveraging State Funds

- Focus on low, very low, and extremely low-income

CONTACT

Jaime Jenett, Staff to the Council on Homelessness

Jaime.jenett@cchealth.org

925-464-0152



Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

6.

Meeting Date: 09/27/2021

Subject: Community Services Bureau/Head Start Oversight

Submitted For: Monica Nino, County Administrator

Department: County Administrator

Referral No.: FHS #78

Referral Name: Community Services Bureau/Head Start Oversight

Presenter: Aaron Alarcon-Bowen, Community Services Bureau Director
Contact: Aaron Alarcon (925) 681-6300

Referral History:

Oversight of the Community Services Bureau and Head Start programs was originally referred to the Family and Human Services Committee on March 1, 2005. Since that time the program has provided the Committee with annual updates on the programs and services provided. The last report was received by the FHS Committee on October 22, 2018.

Referral Update:

Please see the attached report from the Employment and Human Services Department Community Services Bureau regarding its program accomplishments, special initiatives and anticipated challenges. This memo will highlight key COVID-19 response activities, and topics and challenges that continue as areas of focus in the year to come.

Recommendation(s)/Next Step(s):

ACCEPT the annual report from the Employment and Human Services Department on the oversight and activities of the Community Services Bureau.

Fiscal Impact (if any):

There is no fiscal impact.

Attachments

Annual Report - Community Services Bureau

Presentation - CSB Update

MEMORANDUM

Kathy Gallagher, Director

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

To: Family and Human Services Committee Members
Monica Nino, County Administrator

Date: September 27, 2021

From: Kathy Gallagher, EHSD Director
Aaron Alarcon-Bowen, Community Services Bureau Director

Subject: **FHS Referral #78 Community Services Bureau/Head Start Oversight with Staffing Report**

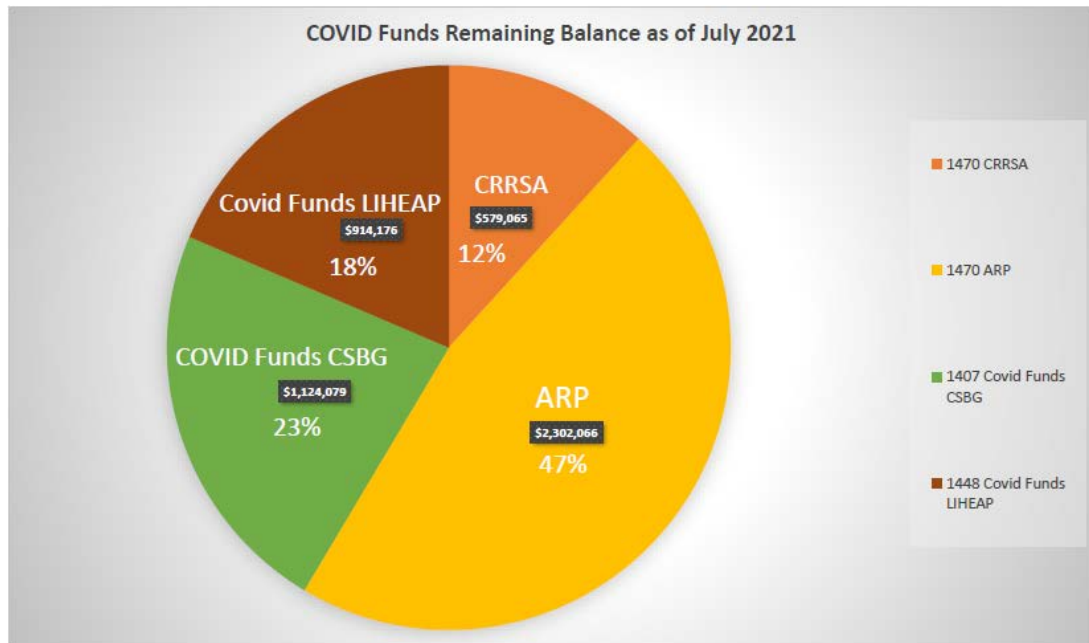
I. Overview:

Please accept this annual update for the Employment and Human Services Department, Community Services Bureau (CSB). This memo will highlight key COVID-19 response activities, and topics and challenges that continue as areas of focus in the year to come.

II. COVID-19 Response Key Highlights:

- CSB, the Head Start Delegate Agency and several childcare partners, have been providing modified childcare services since re-opening for the 2020-21 program year in September, with limited in-class capacity and strict infection control measures in accordance with federal, state and local guidelines specific to this pandemic. However, the surge in cases in the community over the past several months has resulted in the need to close nineteen classroom cohorts since July, fourteen of which occurred in August. Per the recent Office of Head Start guidance, we will “ramp up” in-class services in a gradual manner now through the month of December. By January 2022, CSB and partner classrooms will be at full in-class capacity and will resume the majority of in-person comprehensive services at a pre-pandemic level in all classrooms.

- New COVID-19 CARES Act funding to the Bureau totaling \$4,402,517

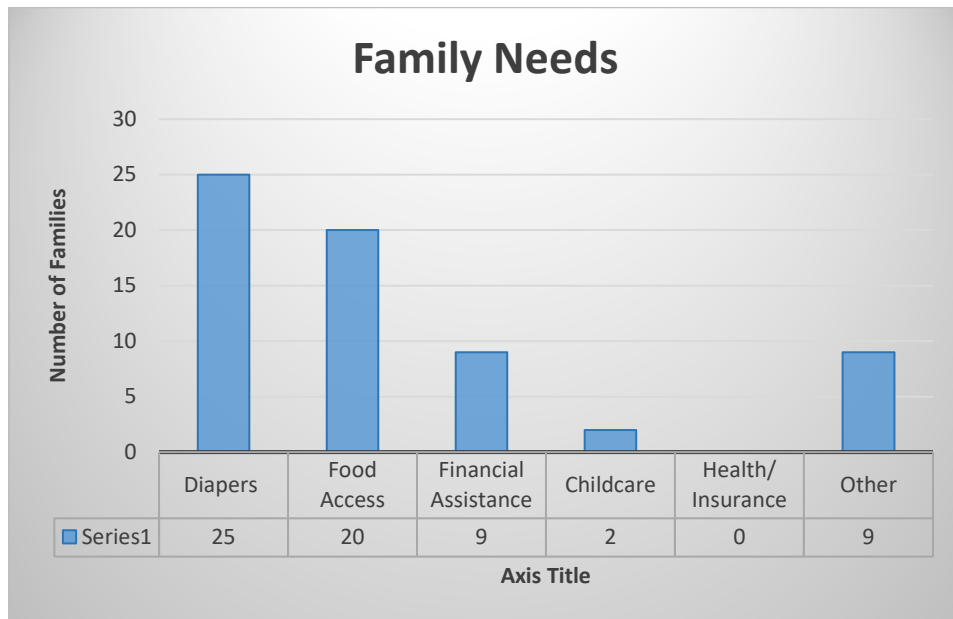


- These funds are being used in a variety of ways as stipulated by the funding guidance. Community Services Block Grant (CSBG) funds are allocated to CSBG contractors by the Economic Opportunity Council and are currently used to support the community with housing (rental assistance, legal assistance, and emergency/transitional housing), mental health services, food security, and water debt relief. These funds are being used in a variety of ways where stipulated by the specific funder. Head Start and Early Head Start funds are used to support facility modifications, purchase of PPEs and cleaning supplies, conduct specialized cleaning, and purchase of materials, supplies and equipment used for distance-learning and on-site services. CAPP funds support childcare services for essential workers. Low-income Home Energy Assistance (LiHEAP) funds were used to expand services, with priority to those impacted by unemployment and Vulnerable Populations defined as elderly individuals, disabled individuals or children age five and under. LiHEAP assisted a total of 1,820 clients under the CARES Act. LiHEAP will continue to promptly and efficiently provide relief on a first-come, first-served basis to eligible households impacted by the pandemic under ARPA funds.

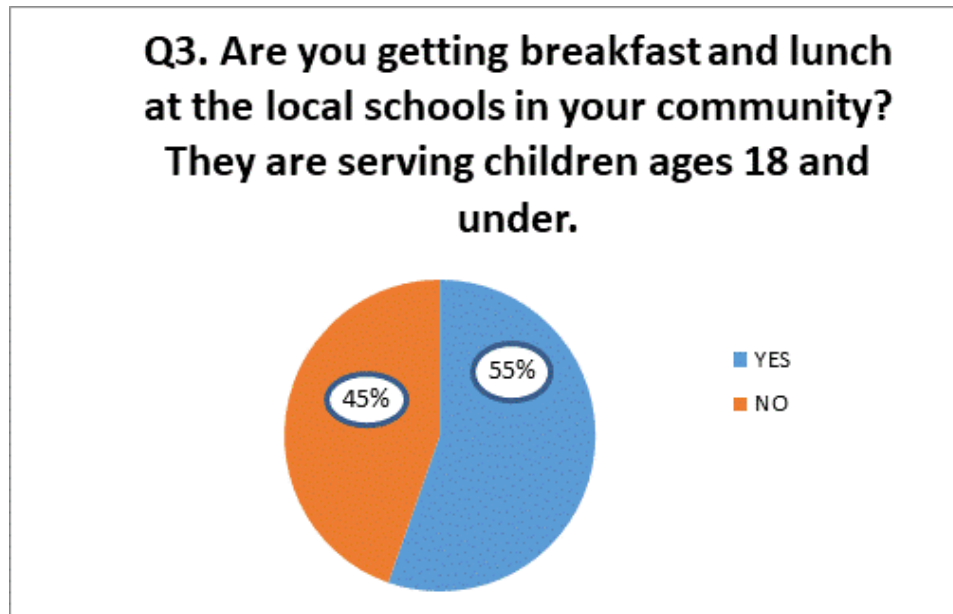
Despite some children having in-class services, all services to families have remained virtual this year due to the pandemic. All Comprehensive Services Assistant Managers now have their own Zoom accounts to be able to work with families virtually. This has greatly aided families in connecting with staff since most of our families are working and they can join a meeting during their lunch hours or breaks. We will continue to

offer virtual connection after we reconvene for those families who have schedules that do not permit face-to-face interaction. Face-to-face is best but having this option is an excellent tool.

- At the beginning of the pandemic in 2020, CSB quickly established a Family Hotline for families to call when they needed assistance. As the year progressed, however, text messaging, emailing, and social media replaced this tool and it became obsolete as parents could contact us immediately. Use of technology has been maximized by greater use of Facebook and conducting monthly parent meetings and Policy Council meetings via Zoom. We are awaiting word on whether the Governor will extend the emergency order for the Brown Act and continue to allow virtual meetings beyond September but we are prepared to start in person meetings if required.
- To support enrolled families the Comprehensive Services Team re-tooled their approach and developed new strategies and resources to meet families' needs based on data collected from a newly established Family Resources Hotline and from survey responses. The Family Support Hotline showed the highest needs were in rental assistance, food resources and diapers.



The survey showed that families were unaware that schools were offering free breakfast and lunch to all children and their siblings.



- In response, a weekly “grab & go” distribution of diapers, wipes and formula was implemented along with a resource blast on text messaging, emailing, and Facebook of school-based and community food distribution sites. Phone call follow up was made to ensure the families were getting their needs met, averaging 245 calls per day. Use of technology has been maximized by greater use of CLOUDS IVR (Interactive Voice Response System) and SMS, Facebook and conducting monthly parent meetings and Policy Council meetings via Zoom. A survey on communication preferences revealed that phone calls were the first preference followed by Facebook. The survey also revealed that 72% of parents were not aware of the CSB YouTube Channel that has abundance content for distance learning, healthy cooking, and story time. By virtue of the survey, they are now better informed.
- Like all other County buildings, CSB’s offices and centers have been equipped with distance markers, postings and front desk barriers where necessary. Childcare centers have additional precautions in place due to the increased risk involved in congregate care including Covid-19 certified air purifying systems in each classroom. In alignment with federal, state and local guidance, these precautions include health-screening checks for all staff and children upon arrival, strict maintenance of small stable cohorts of staff and children that do not co-mingle with other cohorts, and additional PPEs such as smocks and face shields for teaching staff.

- A major focus for the federal Office of Head Start is staff wellness. In the spring a team of five CSB staff virtually attended 6-day Trauma-Informed Care Institute hosted by the UCLA Anderson School of Management and sponsored by the Office of Head Start. This training event focused on strategies to promote resilience and wellness for Head Start staff through a trauma-informed lens. The goals for this training were to:
 - ~ Obtain an overview of professional quality of life
 - ~ Gain an understanding of compassion satisfaction
 - ~ Understand the concept of compassion fatigue, and how the following relate to compassion fatigue:
 - Chronic Stress
 - Burnout
 - Secondary Traumatic Stress
 - ~ Reflect on compassion satisfaction and compassion fatigue as it relates to your life

As a result of this training, CSB developed a Trauma-Informed Care (TIC) plan that includes many of the strategies we learned, and we included wellness supplies and activities in to our Head Start Grants.

III. Ongoing Challenges:

- Teaching staffing shortage: CSB continues to hover at a 10% shortage in our teaching positions, primarily in positions working with infants and toddlers in the Associate Teacher classification, as well as Teacher Assistant Trainees. The key reasons for the shortage are listed below:
 - ~ The COVID-19 pandemic resulted in a loss of teaching staff as teaching staff retired or decided to leave the field due to its vulnerability or left to care for family members.
 - ~ Low teacher salary: This is an issue in our County as it is nation-wide.
 - ~ High cost of living in the Bay Area. Many of our staff struggle to make ends meet.
 - ~ Staff migration: Our greatest staffing shortage is in West County. Staff are moving out of the county or farther east.
 - ~ Transitional Kindergarten and other subsidized programs in the area.
 - ~ Nation-wide shortage: programs throughout the state/ nation are experiencing teaching staff shortages.

IV. Staffing Issues – Successful Outcome:

- In March 2020 Human Resources completed the Salary Study requested by this committee. Eight classifications were recommended for varying levels of salary increases to bring wages up to livable and competitive levels: Teacher Assistant Trainee, Child Nutrition Food Service Transporter, Community Services Building Services Worker, Associate Teacher, Infant-Toddler (IT) Associate Teacher, and Child Nutrition Worker I, II and III. The salary increases have been implemented for all classifications.
- CSB has embarked on a recruitment campaign for teaching staff by involving our teaching staff and Executive Director, Aaron, in recruitment videos that have been widely shared on social media platforms and with community and partner agencies. We have seen a slight increase in applicants for various teaching classifications.
- CSB is in the process of implementing the recommended increases and has secured Quality Improvement (QI) funds from Office of Head Start to support salary increases.

PROGRAMS	QUALITY IMPROVEMENT (QI)
EHS-CCP	\$104,540
Head Start	\$359,366
Early Head Start	\$113,826
Total QI Funding	\$577,732
First Baptist Head Start	\$ (47,181)
QI Funding available	\$530,551

Total Budget for Teacher Salary Increase	\$ 651,633
Shortage covered by Base Grant	\$ (121,082)

V. Moving Forward:

- Replacing CSB’s central kitchen: We have secured a space at 303 41st Street in Richmond. The building will require a seismic retrofit before the kitchen is constructed. The construction drawings for the project started in August 2020 and include structural work such as a new roof diaphragm, wall supports and new openings for the entry points. In addition, this make-ready phase

includes a fire sprinkler system, and in-floor utility work. Construction is expected to begin in November 2021 and will start with demolition of the existing interior. Concurrently, the kitchen build-out construction drawings are underway. The project's tenant improvement phase includes new interior walls, new plumbing, gas and electrical utilities, remodel of an interior ramp, new HVAC equipment, and new exterior ADA ramps and parking. We project the kitchen construction to start in May 2022 and includes kitchen appliances, office/cubicles spaces and bathroom upgrades.

- **Continued Investment in Our Staff:**

- ~ Growing our own through our work experience and ECE apprenticeship programs in partnership with Contra Costa County community colleges and other community-based agencies
- ~ Staff wellness at the forefront of our efforts continues to strengthen quality in the provision of our services for staff and community; our biggest initiatives include: continuing to embed Trauma-Informed Systems in all facets of our agency both in policy and practice; Reflective Supervision as a primary tool to strengthen and deepen various work relationships to support our Trauma-informed efforts in creating a more healing environment for each other and our families; and continuing to keep our diverse wellness efforts in place that include (but not limited to): wellness ambassadors assigned to each unit/center to lead wellness efforts and address needs unique to their respective areas; continuing to build/develop break areas conducive to staff wellness, and sharing and utilizing resources that support the well-being of staff.
- ~ Recruitment of new teaching staff that includes a robust and comprehensive digital marketing campaign utilizing state-of-the-art technology and highly targeted recruitment efforts. CSB is working on a proposal to EHSD and the CAO to issue retention bonuses to current teaching staff, and sign-in bonuses to new teaching staff.

- **State review year:** We received a Contract Monitoring Review and Error Rate Review by California Department of Education (CDE) on April 2021, held over from 2019-2020 due to the pandemic. The Contract Monitoring Review and Error Rate Review consisted of family data file review, classroom observations, attendance records, child portfolios, inventory records, site licensure, staff

qualifications and staff development program. CSB met all areas from the Contract Monitoring Review and Error Rate Review.

- We continue to be the largest high quality childcare provider in the county.

**EMPLOYMENT AND HUMAN
SERVICES DEPARTMENT -
COMMUNITY SERVICES BUREAU**

**A PRESENTATION TO THE
FAMILY AND HUMAN
SERVICES
COMMITTEE**



Presented by:
Aaron Alarcon-Bowen
Director of Community
Services

COVID-19 Response Key Highlights

- Providing modified childcare services since re-opening for the 2020-21 program year in September with limited in-class capacity and strict infection control measures in accordance with federal, state and local guidelines specific to this pandemic. However, the surge in cases in the community over the past several months has resulted in the need to close nineteen classrooms cohorts since July, fourteen of which occurred in August
- Per the recent Office of Head Start guidance, we will “ramp up” in-class services in a gradual manner now through the month of December.
- By January 2022, CSB and partner classrooms will be at full in-class capacity and will resume the majority of in-person comprehensive services

New COVID-19 CARES Act Funding

Funding totaling \$4,405,517 are being used in a variety of ways as stipulated by the following guidance.



\$2,302,066



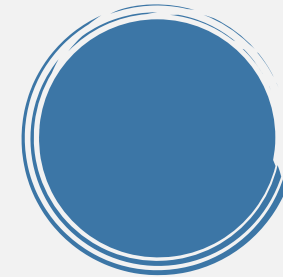
\$1,124,079



\$914,176



\$579,065



- Head Start and Early Head Start funds are used to support facility modifications, purchase of PPEs and cleaning supplies, conduct specialized cleaning, and purchase of materials, supplies and equipment used for distance-learning and on-site services.
- CAPP funds supported childcare services for essential workers.
- Low-income Home Energy Assistance (LIHEAP) funds were used to expand services, with priority to those impacted by unemployment and Vulnerable Populations defined as elderly individuals, disabled individuals or children age five and under.
- LIHEAP assisted a total of 1,820 clients under the CARES Act. LIHEAP will continue to promptly and efficiently provide relief on a first-come, first-served basis to eligible households impacted by the pandemic under ARPA funds.

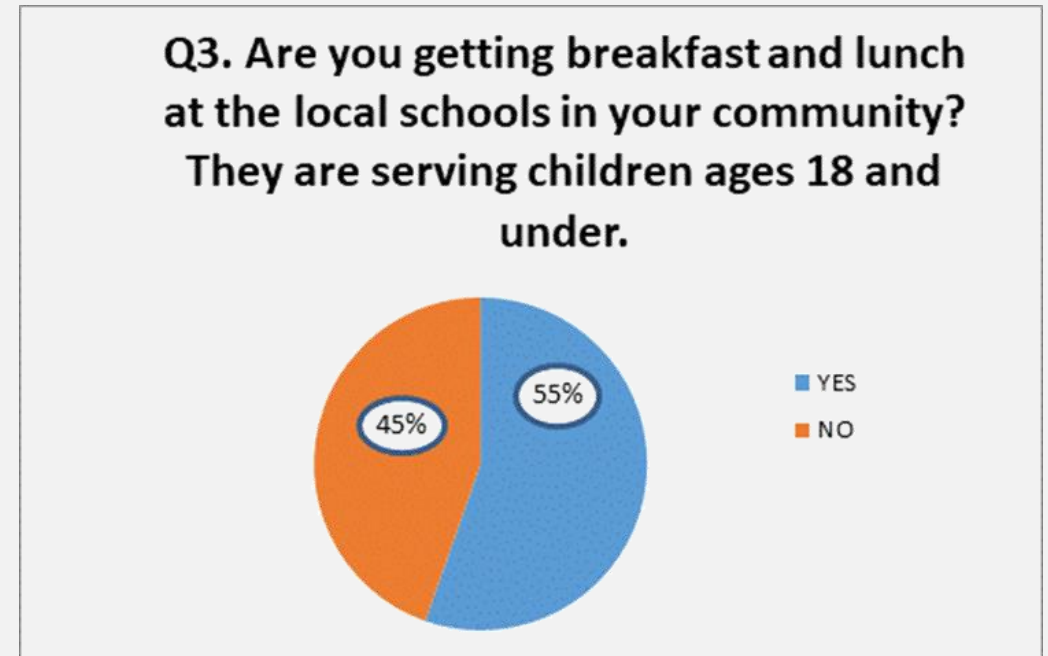
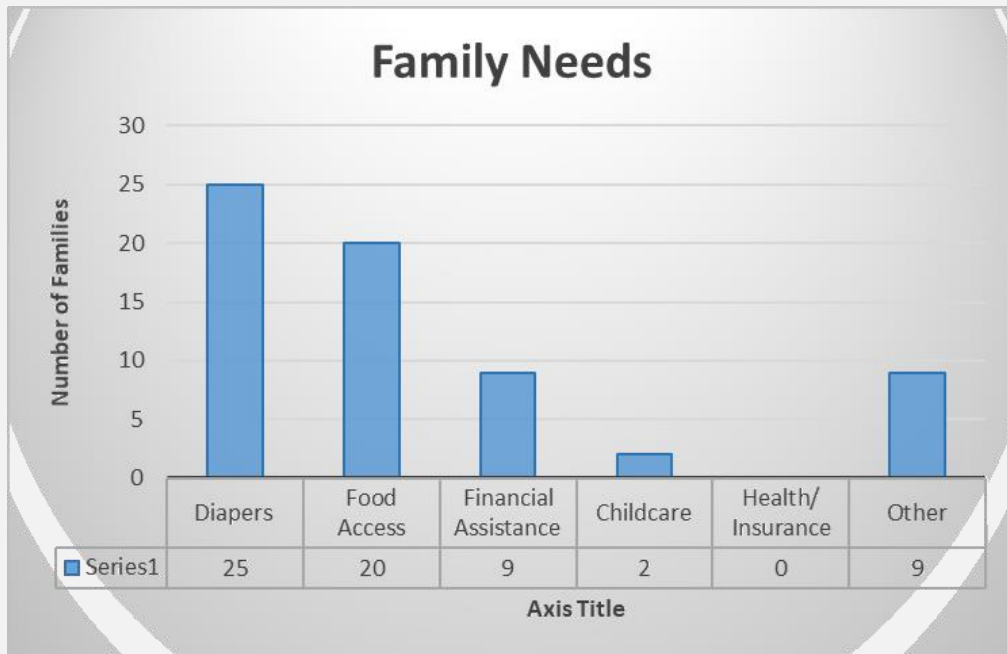
Family Support Resources

- CSB quickly established a Family Hotline for families to call when they needed assistance; however, it was replaced with text messaging, emailing, and social media so that parents could contact us immediately.
- Technology has been maximized by greater use of Facebook and conducting monthly parent meetings and Policy Council meetings via Zoom.
- A weekly “grab & go” distribution of diapers, wipes and formula was implemented along with a resource blast on text messaging, emailing, and Facebook of school-based and community food distribution sites. Phone call follow up was made to ensure the families were getting their needs met, averaging 245 calls per day.



Family Resources Survey Results

To support enrolled families, the Comprehensive Services Team re-tooled their approach and developed new strategies and resources to meet families' needs based on data collected from a newly established Family Resources Hotline and from survey responses. The Family Support Hotline showed the highest needs were in rental assistance, food resources and diapers.



The survey also revealed that 72% of parents were not aware of the CSB YouTube Channel that has abundance content for distance learning, healthy cooking, and story time. By virtue of survey, they are now better informed.

Staff Wellness

Five CSB staff virtually attended 6-day Trauma-Informed Care Institute hosted by the UCLA Anderson School of Management and sponsored by the Office of Head Start. This training event focused on strategies to promote resilience and wellness for Head Start staff through a trauma-informed lens. The goals for this training were to:

- Obtain an overview of professional quality of life
- Gain an understanding of compassion satisfaction
- Understand the concept of compassion fatigue, and how the following relate to compassion fatigue:
 - Chronic Stress
 - Burnout
 - Secondary Traumatic Stress
- Reflect on compassion satisfaction and compassion fatigue as it relates to your life

As a result of this training, CSB developed a Trauma-Informed Care (TIC) plan that includes many of the strategies we learned and we wrote wellness supplies and activities in to our Head Start Grants.



Ongoing Challenges

TEACHING STAFFING STORAGE:

- **A 10% SHORTAGE IN OUR TEACHING POSITIONS, PRIMARILY IN POSITIONS WORKING WITH INFANTS AND TODDLERS IN THE ASSOCIATE TEACHER CLASSIFICATION, AS WELL AS TEACHER ASSISTANT TRAINEES FRO THE FOLLOWING REASONS:**
 - The COVID-19 pandemic resulted in a loss of teaching staff as teaching staff retired or decided to leave the field due to its vulnerability or left to care for family members.
 - Low teacher salary: This is an issue in our County as it is nation-wide.
 - High cost of living in the Bay Area. Many of our staff struggle to make ends meet.
 - Staff migration: Our greatest staffing shortage is in West County. Staff are moving out of the county or farther east.
 - Transitional Kindergarten and other subsidized programs in the area.
 - Nation-wide shortage: programs throughout the state/ nation are experiencing teaching staff shortages.

Staffing Issues – Successful Outcome

Salary Increase

Eight classifications were recommended for varying levels of salary increases to bring wages up to livable and competitive levels. Salary increases have been implemented for all classifications.

Recruitment

CSB has embarked on a recruitment campaign for teaching staff.

Quality Improvement

Implementing the recommended increases and has secured Quality Improvement (QI) funds from Office of Head Start to support salary increases.

Staffing Issues – Successful Outcome

Quality Improvement (QI) Funds from the Office of Head Start:

PROGRAMS	QUALITY IMPROVEMENT (QI)
EHS-CCP	\$104,540
Head Start	\$359,366
Early Head Start	\$113,826
Total QI Funding	\$577,732
First Baptist Head Start	\$ (47,181)
QI Funding available	\$530,551

Total Budget for Teacher Salary Increase	\$ 651,633
Shortage covered by Base Grant	\$ (121,082)

Moving Forward

Replacing CSB's Central Kitchen

- Facility secured at 303 41st Street in Richmond.
- August 2020 construction started and included structural work
- November 2021 will start with demolition of the existing interior.
- May 2022 Kitchen construction to start and will include kitchen appliances, office/cubicles spaces and bathroom upgrades.

Continued Investment In Our Staff

- Growing Our Own through work experience and ECE apprenticeship programs
- Staff Wellness efforts to continue to strengthen quality in the provision of our services for staff and community
- Recruitment of new teaching Staff which includes a robust and comprehensive digital marketing campaign utilizing state of the art technology and highly targeted recruitment efforts

State Review Year

- Received a Contract Monitoring Review and Error Rate Review by California Department of Education (CDE) on April 2021, held over from 2019-2020 due to pandemic.
- CSB met all areas from the Contract Monitoring Review and Error Rate Review.

QUESTIONS ?



THANK YOU!





Contra Costa County Board of Supervisors

Subcommittee Report

FAMILY AND HUMAN SERVICES COMMITTEE

7.

Meeting Date: 09/27/2021

Subject: Annual Report on Challenges for EHSD - Continuum of Care Reform

Submitted For: Monica Nino, County Administrator

Department: County Administrator

Referral No.: 44

Referral Name: Challenges for EHSD - Continuum of Care Reform

Presenter: Kathy Marsh, Children and Family Services
Bureau Director

Contact: Kathy Marsh,
8-4815

Referral History:

This referral to the Family and Human Services Committee (F&HS) was originally made by the Board of Supervisors on April 25, 2000. Another referral to F&HS, number 19, on Welfare Reform was referred on January 21, 1997. On January 1, 2005, the Board of Supervisors combined these two referrals so that the Department could provide updates on various aspects of their programs as the need arose. Since that time, the Family and Human Services Committee has received annual updates from the Employment and Human Services Department on a variety of issues impacting the Department.

On January 5, 2016, the Board approved the staff recommendation to carry forward this referral to the 2016 F&HS. On June 7, 2016, the Board approved the recommendation of the Employment and Human Services Director to eliminate the "Office of the Future" component of the referral and expand the referral to include a report on the Continuum of Care (Foster Care) topic.

Referral Update:

Please see the two attached reports from the Employment and Human Services Department. One report provides an update on the Department's implementation of the Continuum of Care Reform (AB 403) and the Family First Prevention Services Act efforts to improve services to dependent children and youth.

Recommendation(s)/Next Step(s):

ACCEPT the report from the Employment and Human Services Department on the foster care Continuum of Care Reform and the Family First Prevention Services Act implementation efforts.

Fiscal Impact (if any):

There is no fiscal impact, the report is informational.

Attachments

Report - Continuum Care and FFPSA

Presentation - CCR and FFPSA Report



EMPLOYMENT &
HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

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

To: Family and Human Services' Committee Members Date: September 27, 2021
Monica Nino, County Administrator

From: Kathy Gallagher, Director, Employment and Human Services
Kathy Marsh, Director, Children and Family Services

Subject: Continuum of Care Reform and Family First Prevention Services Act Report

FFPSA PART I

FFPSA aims to prevent children and youth from entering foster care by allowing federal reimbursement for services to parents and families of children who are assessed to be at imminent risk of foster care entry. Existing Title IV-E funds are to be re-purposed for these efforts which may include Mental Health services, Substance Abuse services, and/or In-home Parenting Skills Training for families of children who are candidates (at imminent risk) for foster care.

California's plan to (that is still pending Federal government approval) includes several categories of potential candidates for these services. Children must be at imminent risk for foster care entry AND:

- Receiving Voluntary or Court-ordered Family Maintenance
- Probation youth subject to a petition under WIC 602
- Guardianship or adoption at risk of disruption
- Indian children
- Substantiated or inconclusive disposition and no case opened
- Have siblings in foster care
- Homeless and runaway youth (e.g., if due to mental health, substance abuse to preserve family)
- Substance-exposed newborns
- Trafficked children (CSEC)
- Exposed to DV (services for non-abusing caretaker)
- Caretakers experience substance use disorder (services for parents' treatment and parenting education)

Parenting and pregnant youth in foster care are also candidates for services.

California counties will have three pathways to services: Community, Agency, or Tribal. In a Community Pathway, anyone may refer to a contracted Community Based Organization, i.e., “Lead Agency,” which will assess candidates, formulate a prevention plan, refer for services, monitor safety and risk of children, keep and monitor data, etc., under the administrative oversight of CFS. The Agency Pathway will be available for families who already have some involvement with CFS, i.e., in Family Maintenance, families referred to Differential Response, pregnant and parenting foster youth. The Tribal Pathway ensures that tribes are involved in addressing the needs of Indian children. Prevention services provided in any of the pathways must be classified as one of the ten Well-Supported Evidence Based Practices in the Title IV-E Federal Prevention Services Clearinghouse.

Contra Costa County CFS is working with our existing Differential Response providers to determine if we can expand and better utilize the services they already have in place to meet the new FFPSA requirements.

FFPSA PART IV

The goal of FFPSA Part IV is to prevent foster child/youth placements into congregate care. Federal law states that after two weeks in a congregate care facility, there will be no federal reimbursement for these placements, unless it meets one of four exceptions:

- Qualified Residential Treatment Program (QRTP)
- Specialized setting for pregnant or parenting foster youth
- Supervised independent living for foster youth over 18
- Program for Commercially Sexually Exploited Children

Each QRTP must have a trauma-informed treatment model, nursing and clinical staff onsite, integrate family members in the child’s treatment, and provide 6 months of aftercare services after discharge. In addition, in order to receive federal funding, QRTP placements must be reviewed and approved by the juvenile court.

Counties are still awaiting planning and implementation guidance from the state on the anticipated new service and case plan requirements, new court hearing requirements, and new CFT requirements. CFS leadership has initiated Part I and Part IV workgroups, are participating in regular state webinars and meetings to ensure we have the most current information and guidance.

FISCAL IMPACT

FFPSA raises significant fiscal questions as there is a one-time transition grant to be used at least 50% for prevention planning, however beyond that, counties will need to rely on existing funding. Title IV-E funds may need to be re-directed and counties will have to continue serving current children and families while also establishing new prevention services.

The cost of funding high-level placements if the courts do not approve QRTPs is also a concern. Ideally, our existing Short Term Residential Therapeutic Programs will be able to transform into QRTPs, however, many of them have struggled to meet STRTP requirements, and will now have to readjust to even more stringent QRTP regulations. CFS is hopeful that once the Federal government approves California's plan, the State will issue additional guidance.

STRTPs/QRTP CHALLENGES

Both FFPSA and CCR are designed to limit the traditional use of long-term group home care by transforming existing group home care into short term treatment programs for youth who are not ready to live in home-based care. STRTPs (short term residential therapeutic programs) under CCR will now need to adapt to meet the additional requirements of QRTPs (qualified residential treatment programs). By design, youth in QRTPs have access to expanded behavioral and mental health services and support and are assessed regularly for their potential to step down into a lower level of care. Children & Family Services has devoted significant time and energy to ensure that we are utilizing home based family care as often as it is appropriate. However, many children have experienced significant trauma and abuse and have behaviors and conditions that require a higher, more restrictive level of care.

Despite the high level of services QRTP/STRTPs are designed to provide, there are very few such facilities for the very high level youth whose needs exceed STRTP capabilities. Several youth in Contra Costa County have been denied placement by every STRTP with an available bed in the state. CFS is then tasked with finding a safe place for these high risk, high needs youth, often with little notice.

The specialized placements we typically resort to for these youth are costly and often require county only funds as they do not meet eligibility for Title IV-E Foster Care payment, despite the fact that they are often our only remaining option. The lack of placement options for high needs youth also creates a significant barrier to our ability to support their individual needs and long term planning.

As of 08/2021, the number of Contra Costa County dependent youth in STRTP placements has been reduced to 39. The average age of youth in an STRTP is 14 years. Notably, of the 39 youth, there are 6 youth ages 8-10. The average length of placement for the youth currently in STRTPs is 280 days. Although STRTPs/QRTPs are designed to be short term programs, our experience with these programs over the past few years has proven that many youth have needs that cannot be sufficiently addressed within 3-6 months. It simply takes longer to stabilize youth and prepare them for placement in home based foster care or ultimately, return home.

There are several notable factors that routinely come into play when we are trying to find appropriate placement and services for our youth. In addition to youth with increasing mental health needs, we also serve many youth being discharged from Psychiatric Emergency who were there on a 5150 hold, numerous substance affected youth, and commercial sexual exploited children (CSEC). Each of these factors add a significant complicating factor to placement decisions. Not unique to Contra Costa County, these are statewide issues that are compounded by the reduction in congregate care beds from 3,000 to 900 statewide.

Youth in Psychiatric Emergency who were there on a 5150 hold are often discharged to CFS once they no longer present an immediate danger to themselves or others. However, this is often before they are stable, which presents a huge challenge in locating a place where the youth can stabilize. These youth would benefit greatly from a crisis stabilization unit where they could receive follow up care after a visit to PES, be assessed for appropriate medication, and stabilize prior to entering placement. It's possible, and hopeful, that with FFPSA, we may be able to put services in place for these at risk youth and families to prevent it from getting to this point, and will look to meet the needs of this population when planning prevention services.

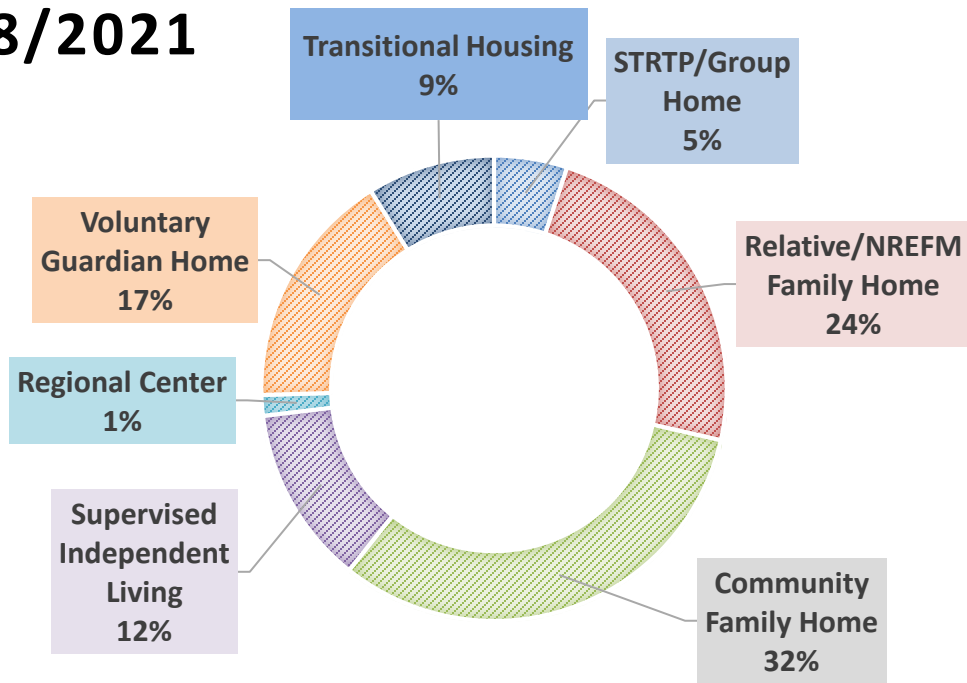
We also currently do not have the capacity or the appropriate facilities to address and treat youth with substance abuse who need that addressed concurrently with their trauma or other mental health diagnosis, or for youth who are involved in Commercial Sexual Exploitation and need that specialized support and safety within their placement.

As an agency we strive to be able to serve our youth better by making appropriate treatment more accessible and available, but these special needs are not even being met by the STRTP/Q RTP level facilities, causing this again to fall on the county placing agency to try to piecemeal a way to meet the child's needs.

Despite these challenges, CFS has consistently been stepping down youth when safe and appropriate with a collaborative transition plan that includes ensuring supportive services are available and in place prior to a child changing placements and encouraging caregivers and youth to build their support networks.

PLACEMENTS

08/2021



CONCLUSION

FFPSA, building upon of the implementation of CCR, is designed to ensure that children and youth in foster care or at risk of entering foster care, and their families, receive the services they need to achieve federal and state child welfare goals of safety, permanency, well-being; and to allow children and youth to thrive in safe, permanent living situations that meet their social, emotional, cultural, and behavioral needs.

This report from EHSD serves to inform FHS Committee on CCR progress and the upcoming FFPSA changes and challenges and to acknowledge and express appreciation for the continued support from Contra Costa County Board of Supervisors.

APPENDICES

A. August 2021 CCR Dashboard Excerpt

APPENDIX A

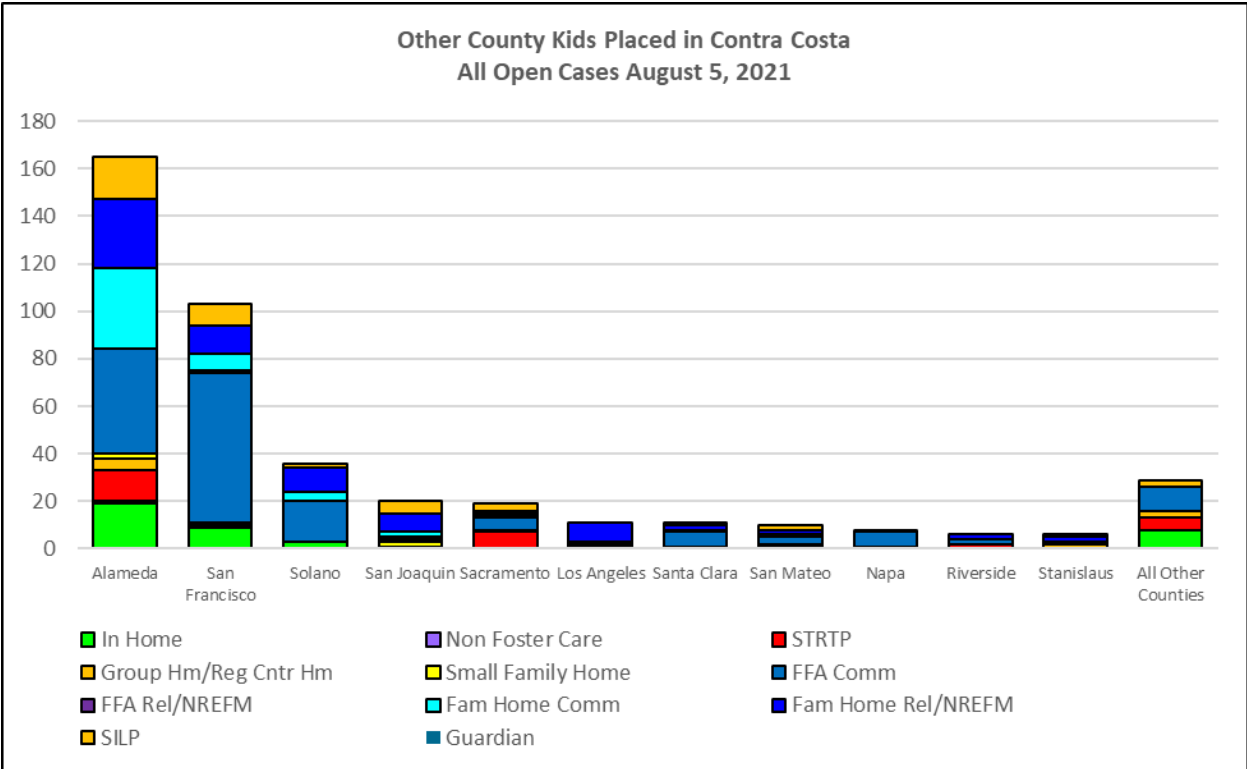
CONTINUUM OF CARE REFORM DASHBOARD EXCERPT – JUNE 2021

STRTP Placements July 2021		
	<i>End of Last Mo</i>	<i>Current Placements</i>
In County STRTP	20	20
Out-Of-County STRTP	23	19
Total	43	39

Step Downs/Step Ups in July 2021		
Children Stepped Down from STRTP	6	3 to RFH (1 relative) 1 home to parent 1 to Transitional Housing
New Placements into STRTP	5	1 from AWOL 2 Initials (1 from 5150) 1 failed step down to RFH 1 from RFH

**Other County Children/Youth – Placed in Contra Costa
Point in Time August 2, 2021**

	In Home	Non Foster Care	STRTP	Group Hm/Reg	Small Family Hm	FFA Comm	FFA Rel/NREF	Fam Home Comm	Fam Home Rel/NREF	SILP	Guardian	Total
Alameda	19	1	13	5	2	44		34	29	18		165
San Francisco	9	1	1			63	1	7	12	9		103
Solano	3					17		4	10	2		36
San Joaquin	1				2	1	1	2	8	5		20
Sacramento			7		1	5	1	1	1	3		19
Los Angeles	1		1					1	8			11
Santa Clara					1	6		1	2	1		11
San Mateo	1			1		3		1	2	2		10
Napa					1	6			1			8
Riverside			2			2			2			6
Stanislaus				2		1			2	1		6
All Other Counties	8		5	3		10				3		29
Total	42	2	29	11	7	158	3	51	77	44	0	424



Continuum of Care Reform and Family First Prevention Services Act

Children & Family Services Bureau

09/27/2021

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

CONTINUUM OF CARE REFORM

**Increased
engagement with
children, youth and
families**

**Increased capacity
for home-based
family care**

**Limited use of
congregate care**

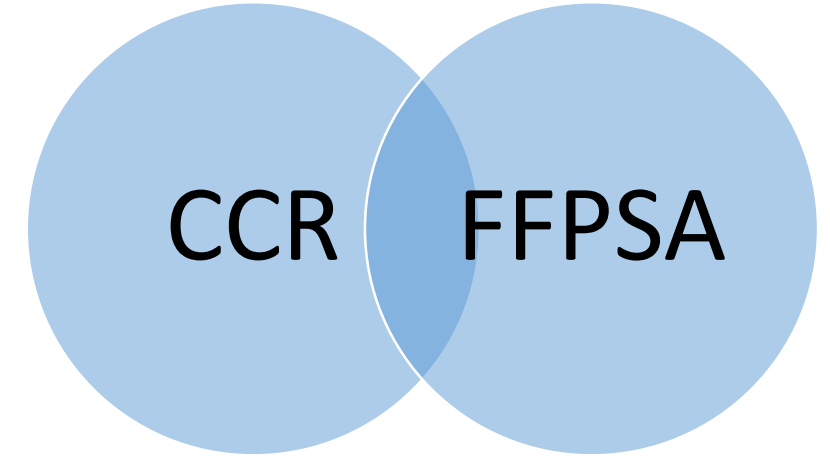
**Changes in rates,
training,
accreditation, mental
health services and
accountability.**

Family First Prevention Services Act (FFPSA)

Title IV-E funding for time-limited (12 months) prevention services to provide services for children and youth who at risk of entering foster care

Provide comprehensive prevention and early intervention services that will reduce entries or re-entries into foster care.

New and Renewed Goals



Prevent children from entering foster care by providing mental health services, substance abuse treatment, and in-home parenting skill training for families.

Improve well-being of children already in foster care by reducing placements of children in group care.

FFPSA Part I – Prevention

States receive funding to provide services for children who are candidates for foster care or are pregnant/parenting foster youth and the parents or kin caregivers of the children.

Services available for federal reimbursement

- Mental health
- Substance abuse prevention and treatment
- In-home parenting skill-based

Part I - Potential Candidates

Receiving Voluntary or Court-Ordered Family Maintenance services

Probation youth subject to a petition under WIC 602

Guardianship or adoption at risk of disruption

Indian children

After ER investigation, substantiated or inconclusive disposition and no case opened

Have siblings in foster care

Homeless and runaway youth (if due MH or SA issues in family)

Substance exposed newborns

Trafficked children

Exposed to DV (services for non-abusing caretaker)

Caretakers have substance use disorder

Potential Candidates are children in these categories (above) AND at imminent risk of foster care entry.

Three Pathways to Prevention

Community

Anyone can refer a family to a Community Based Organization who will work with the family.

Agency

For families who already have some involvement with CFS (voluntary case, etc)

Tribal

For Indian children at risk of entering the Child Welfare System.

Part IV – Ensuring Necessity of Placements that are not Foster Family Homes

After 2 weeks, no federal reimbursement for group home placements, unless the child is in:

- A Qualified Residential Treatment Program
- A setting that specializes in providing prenatal, post-partum, or parenting services for youth
- Supervised independent living for youth over 18
- CSEC youth

Results in new case plan requirements, new court hearing requirements, and requirement for CFTs

Part IV – QRTP Components

A trauma-informed treatment model that treats children with emotional or behavioral disorders

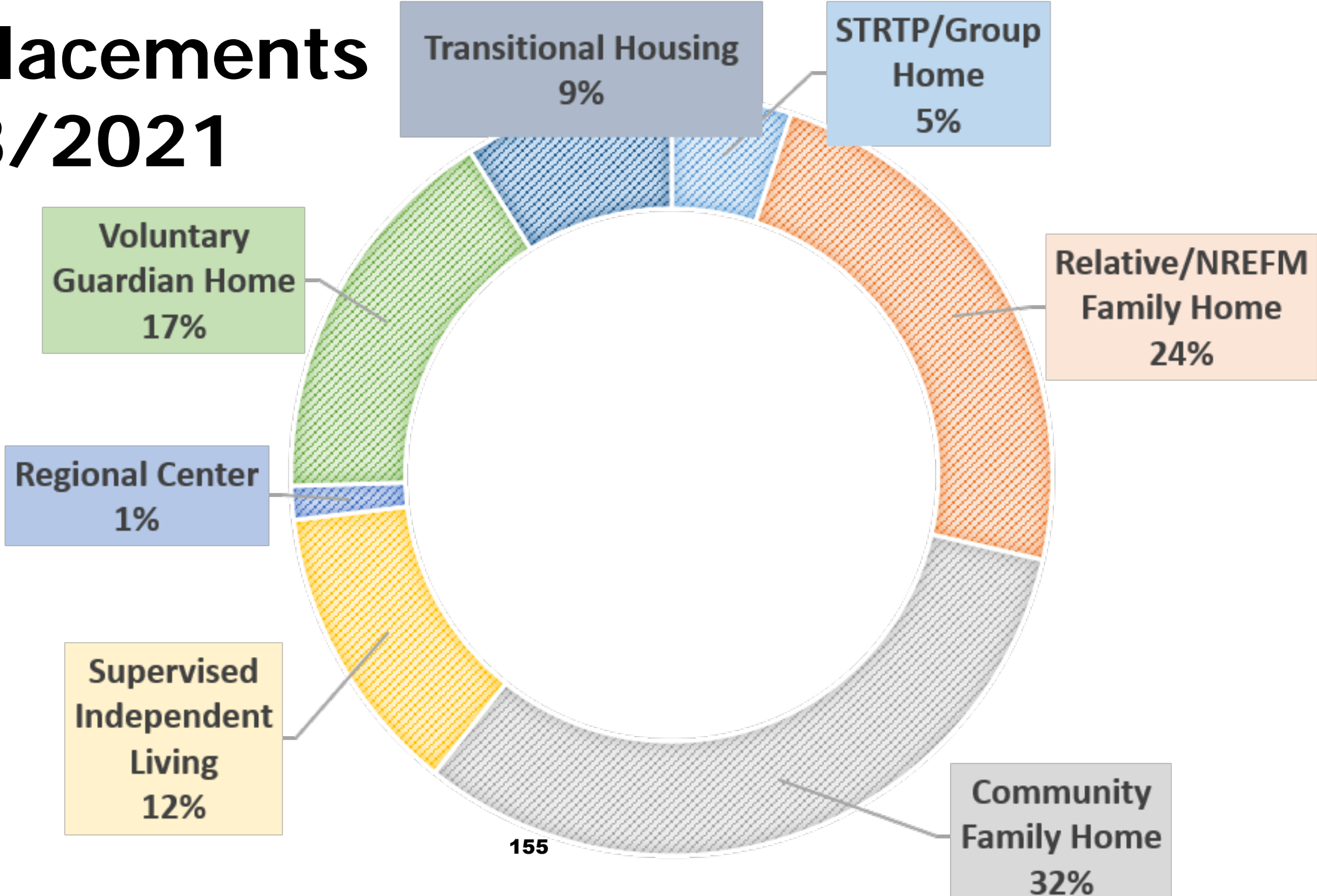
Registered or licensed nursing staff and clinical staff onsite

Outreach to child's family members

Integration of family members into child's treatment process

Discharge planning and family-based care and supports for 6 months after child leaves (possibly high fidelity wraparound)

CCC Placements 08/2021



Part IV – Qualified Individual

Assess and document child's need for QRTP placement, including barriers to family based placement

Work with the family and permanency team

Identify treatment needs and goals

Part IV - Court Involvement

Within 60 days of QRTP placement, the juvenile court will review and approve/disapprove the placement.

If the placement is not approved, the county has 30 days to move the child to an approved placement and would no longer be eligible to federal funds 30 days after the determination was made.

Ongoing STRTP/Q RTP Challenges

Youth whose needs exceed STRTP/Q RTP level

- 5150's
- Substance Abuse Treatment needs
- CSEC involvement

High costs and sustainability of the STRTP/Q RTP model

Fiscal Impact

One Time Transition Grant funding available

- to plan prevention activities (at least 50%), build or expand Evidence Based Practices, plan Part IV requirements, evaluate Evidence Based Practices, other Title IV-B activities (PSSF)

Existing Title IV-E funds may need to be redirected to meet the requirements of FFPSA while still meeting the needs of the current families being served.

Cost of high level placements is a concern, in instances where:

- Court does not approve QRTP placement
- STRTP does not meet QRTP regulations
- Child is not admitted to any of the QRTP facilities (needs exceed the level of services provided)

California's Vision

- *To transform from a child protection and foster care system for children who have been harmed to a child well-being system that prevents child maltreatment.*
- *To build a child abuse prevention system that increases equitable approaches and addressing disparities faced by Black, Native American, Latino, and LGBTQ families and youth.*
- *We are committed to adapting to the evolving needs of our population, and seeking the best possible outcomes for youth in our care.*