



# Agenda

## FAMILY & HUMAN SERVICES COMMITTEE

**March 28, 2022**

**9:00 A.M.**

VIRTUAL MEETING pursuant to Government Code Section 54953(e)

The Public may observe and participate by using this link:

<https://cccouny-us.zoom.us/j/82736550427?pwd=ajJ2M2RTUkdPQUVL SXJBZjhFa0JyUT09>

Meeting ID: **827 3655 0427**

Or by dialing **(888) 278-0254**

Conference Code: **985922**

To indicate you wish to speak on an agenda item via Zoom,  
please “raise your hand” in the Zoom application.  
If you are joining the meeting via a telephone,  
you may dial \*2 using your phone’s dial pad

Supervisor Diane Burgis, Chair  
Supervisor Candace Andersen, 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. RECOMMEND to the Board of Supervisors the appointment of Michael Ward to the Member At-Large Seat 5 on the Alcohol and Other Drugs Advisory Board with a term expiring on June 30, 2023, as recommended by the Health Services Department.
4. RECOMMEND to the Board of Supervisors the reappointment of Catherine Jones to the At-Large 5 Seat on the Contra Costa Commission for Women and Girls for a term expiring on February 28, 2026, as recommended by the County Administrator.
5. CONSIDER the proposal from the Employment and Human Services on mechanisms to strengthen governance of Community Services Bureau, particularly guidance and supervision of Head Start. *(Aaron Alarcon-Bowen, Community Services Bureau Director)*
6. The next meeting is currently scheduled for April 25, 2022.
7. Adjourn

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*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.*

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*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.*

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*Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting*

*time.*

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For Additional Information Contact:

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



# Contra Costa County Board of Supervisors

## Subcommittee Report

### FAMILY AND HUMAN SERVICES COMMITTEE

3.

**Meeting Date:** 03/28/2022  
**Subject:** Appointment to the Alcohol and Other Drugs Advisory Board  
**Submitted For:** Anna Roth, Health Services Director  
**Department:** Health Services  
**Referral No.:** N/A  
**Referral Name:** Advisory Board Appointment  
**Presenter:** N/A      **Contact:** Fatima Matal Sol; (925) 335-3307

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#### **Referral History:**

On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1 adopting policy amendments 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 the Family and Human Services Committee (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 conducted a significant amount of outreach in the community to recruit for candidates. The Alcohol and Other Drugs Advisory Board's Executive Committee reviewed the application and determined that the applicant meets the eligibility requirements and requests that the Family and Human Services Committee recommend the appointment to the Board of Supervisors. The new appointment is necessary to ensure broader geographical representation on the Alcohol and Other Drugs Advisory Board. Approval of this appointment would leave one vacancy, the District III seat, on the AODAB.

#### **Recommendation(s)/Next Step(s):**

RECOMMEND to the Board of Supervisors the appointment of Michael Ward to Member At-Large Seat 5 on the Alcohol and Other Drugs Advisory Board with a term expiring on June 30, 2023.

#### **Fiscal Impact (if any):**

There is no fiscal impact.

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#### **Attachments**

Michael Ward Application  
AODAB Roster

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**Application Form**

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**Profile**

Michael

First Name

A

Middle Initial

Ward

Last Name

Home Address

Suite or Apt

Lafayette

City

CA

State

94549

Postal Code

Primary Phone

Email Address

[District Locator Tool](#)**Resident of Supervisorial District:**☒ District 2Contra Costa County -  
Conservatorship / Guardianship  
Program

Employer

Mental Health Community  
Support Worker (CSW)

Job Title

**Length of Employment**

5 months

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

District 5

**How long have you lived or worked in Contra Costa County?**

35 years

**Are you a veteran of the U.S. Armed Forces?**☐ Yes ☒ No

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**Board and Interest****Which Boards would you like to apply for?**

Alcohol and Other Drugs Advisory Board: Submitted

**Seat Name**

At-Large Alternate Member

**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

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**Education**

**Select the option that applies to your high school education \***

☒ High School Diploma

**College/ University A**

**Name of College Attended**

Loyola Marmount University

**Degree Type / Course of Study / Major**

Business Administration

**Degree Awarded?**

☐ Yes ☒ No

**College/ University B**

**Name of College Attended**

Contra Costa College

**Degree Type / Course of Study / Major**

SPIRIT Program

**Degree Awarded?**

☒ Yes ☐ No

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**College/ University C**

**Name of College Attended**

Saint Mary's College

**Degree Type / Course of Study / Major**

Business Administration and Philosophy

**Degree Awarded?**

☐ Yes ☒ No

**Other Trainings & Occupational Licenses**

**Other Training A**

**Certificate Awarded for Training?**

☐ Yes ☐ No

**Other Training B**

**Certificate Awarded for Training?**

☐ Yes ☐ No

**Occupational Licenses Completed:**

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**Qualifications and Volunteer Experience**

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

A few years ago I volunteered on the CCC Mental Health Commission as a MH Services Consumer Representative Commissioner, and it was an extremely rewarding experience where I felt I was able to contribute in a meaningful fashion. As a person who has personal experience with the justice system and addiction treatment programs in CCC, and is himself in recovery from active Substance Use Disorder, I am confident that I would be a useful board member.

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

I have a significant amount of personal and professional experience related to AOD field and issues; please refer to my attached resume for more specific details.

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Upload a Resume

**Would you like to be considered for appointment to other advisory bodies for which you may be qualified?**

☐ Yes ☒ No

**Do you have any obligations that might affect your attendance at scheduled meetings?**

☐ Yes ☒ No

**If Yes, please explain:**

**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:**

Mental Health Commission

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

Please refer to attached resume.

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### **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:**

I am employed with the County at the Conservatorship/Guardianship Program; however, I am not in a managerial role, nor does my position have much of anything to do with anything directly related to AOD field. I have already cleared volunteering with the AOD Board with my supervisors.

**Please Agree with the Following Statement**

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**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.**

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☒ I Agree

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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.



**Contra Costa County Alcohol and Other Drugs Advisory Board**

<b>Seat</b>	<b>Name</b>	<b>District of Residence</b>	<b>Term Expires</b>
District I	Antwon Cloird	I	6/30/2022
District II	Guita Bahramipour	II	6/30/2023
District III	Vacant		
District IV	Dylan Johnston	IV	6/30/2023
District V	Logan Campbell	V	6/30/2022
At Large - 1	Jonathan Ciampi	II	6/30/2023
At Large - 2	Victor Ortiz	IV	6/30/2024
At Large - 3	Talia Moore E.D.D.	I	6/30/2022
At Large - 4	Rhiannon Shires, Psy.D.	II	6/30/2023
At Large - 5	Vacant		
At Large - 6	Martha Carter	V	6/30/2024
At Large - Alternate 1	Nicolette Schumacher	IV	6/30/2024
At Large - Alternate 2	Candace Cowing	II	6/30/2024
At Large - Alternate 3	Robert Frey	IV	6/30/2024



# Contra Costa County Board of Supervisors

## Subcommittee Report

### FAMILY AND HUMAN SERVICES COMMITTEE

4.

**Meeting Date:** 03/28/2022  
**Subject:** Appointment to the Contra Costa Commission for Women and Girls  
**Submitted For:** Monica Nino, County Administrator  
**Department:** County Administrator  
**Referral No.:** N/A  
**Referral Name:** Advisory Board Appointment  
**Presenter:** N/A                      **Contact:** Lara DeLaney, (925) 655-2057

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#### **Referral History:**

On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1 adopting policy amendments 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 Contra Costa Commission for Women and Girls (CCCWG) was formed to educate the community and advise the Contra Costa County Board of Supervisors on issues relating to the changing social and economic conditions of women in the County, with particular emphasis on the economically disadvantaged. The Commission's mission is, "to improve the economic status, social welfare, and overall quality of life for women in Contra Costa County." The Commission consists of 15 members and one Alternate At-Large member including: five district representatives (one from each supervisorial district), ten At-Large members, and one Alternate. The five district representatives are nominated for a four year term by each member of the Board of Supervisors. The ten At-Large members and the one alternate are nominated by the CCCWG Membership Committee and forwarded to the full CCCWG. The full CCCWG then makes appointment recommendations to the Family and Human Services Committee. All Commission seat terms are for a period of four (4) years with staggered expiration dates.

#### **Referral Update:**

The Board of Supervisors appointed Catherine Jones to the At-Large 5 Seat on the Contra Costa Commission for Women and Girls for a term from February 2, 2021 to February 28, 2022. Ms. Jones applied to serve on the CCCWG again after her first term on the Commission expired. The CCCWG reviewed her application and request that the Family and Human Services Committee recommend to the Board of Supervisors her reappointment to the Commission.

If the recommendation is approved, this will leave 5 vacancies: at-large seats 1,6,9 and 10, and the Alternate Seat on the Commission.

#### **Recommendation(s)/Next Step(s):**

RECOMMEND to the Board of Supervisors the reappointment of Catherine Jones to the At-Large 5 Seat on the Contra Costa Commission for Women and Girls for a term expiring on February 28, 2026, as recommended by the Commission.

#### **Fiscal Impact (if any):**

There is no fiscal impact.

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#### **Attachments**

Catherine Jones Application  
CCCWG Roster

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Application Form

Profile

Catherine L. Jones  
First Name Middle Initial Last Name

Home Address Suite or Apt  
Walnut Creek CA 94597  
City State Postal Code

Primary Phone

Email Address

District Locator Tool

Resident of Supervisorial District:

☒ District 4

Employer Job Title

Length of Employment

Do you work in Contra Costa County?

☒ Yes ☐ No

If Yes, in which District do you work?

How long have you lived or worked in Contra Costa County?

10 years

Are you a veteran of the U.S. Armed Forces?

☐ Yes ☒ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Commission for Women and Girls: Submitted

**Seat Name**

At Large 5 (I currently serve on this seat)

**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?**

~12

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**Education**

**Select the option that applies to your high school education \***

☒ High School Diploma

**College/ University A**

**Name of College Attended**

McGill University

**Degree Type / Course of Study / Major**

BSc Microbiology&Immunology

**Degree Awarded?**

☒ Yes ☐ No

**College/ University B**

**Name of College Attended**

The Rockefeller University

**Degree Type / Course of Study / Major**

PhD Virology

**Degree Awarded?**

☒ Yes ☐ No

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**College/ University C**

**Name of College Attended**

**Degree Type / Course of Study / Major**

**Degree Awarded?**

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☐ Yes ☐ No

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**Other Trainings & Occupational Licenses****Other Training A**

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**Certificate Awarded for Training?**

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☐ Yes ☐ No

**Other Training B**

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**Certificate Awarded for Training?**

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☐ Yes ☐ No

**Occupational Licenses Completed:**

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**Qualifications and Volunteer Experience****Please explain why you would like to serve on this particular board, committee, or commission.**

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I have served on the Commission for Women & Girls for the past year. I am interested in continuing to work on the Commission to help advocate for the unique needs of women as we weather the COVID-19 crisis and recovery.

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

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I am a scientist, immigrant, and mother raising two young daughters in Walnut Creek. I became a US citizen in 2017 after living in the US for almost twenty years. I received my PhD in infectious diseases from The Rockefeller University in New York, where I studied the molecular biology of hepatitis C virus. I went on to become an Associate Director at Novartis Institutes for BioMedical Research, where I worked to discover antibiotics, antivirals, and anti-malarial drugs. I now work as a Director of Portfolio Management and Operations in the biotech industry. I currently contribute to my community as a Commissioner on the Contra Costa Commission for Women and Girls and as an organizer with Moms Demand Action. I also volunteer with a number of get out the vote efforts. Thank you for your consideration.

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[Upload a Resume](#)

**Would you like to be considered for appointment to other advisory bodies for which you may be qualified?**

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☐ Yes ☒ No

**Do you have any obligations that might affect your attendance at scheduled meetings?**

☐ Yes ☒ No

**If Yes, please explain:**

**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:**

Commission for Women and Girls

**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.**

Commissioner, Contra Costa Commission for Women and Girls (appointed Feb 2021) Moms Demand Action for Gun Sense in America, organizing and legislative advocacy Get out the vote postcards, phone banking, and texting

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### **Conflict of Interest and Certification**

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**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**

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**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.**

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☒ I Agree

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  - (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.

## Catherine L. Jones, Ph.D.

### EMPLOYMENT HISTORY

<b>Sciwind Biosciences</b>	Feb 2022 - present
Director, Portfolio Management and Operations	
<b>Consultant</b>	2019 - 2022
Work with small biotech startups in the areas of project management, research operations, strategy, team performance, and scientific writing.	
<b>Novartis Institutes for BioMedical Research, Emeryville, CA</b>	2012 - 2019
Associate Director, Scientific Writing and Project Management	
Manager of Research Operations and Planning	
<b>Seeding Labs, Boston, MA</b>	2011
Program Manager	
<b>Freelance Science Writer, Boston, MA</b>	2010 - 2012
<b>The Rockefeller University, New York, NY</b>	2007 - 2010
Science Writer and Laboratory Manager	
Postdoctoral Associate and Science Writer	

### EDUCATION

<b>Ph.D. The Rockefeller University, New York</b>	2007
Advisor: Dr. Charles M. Rice, Laboratory of Virology and Infectious Disease <i>"Genetic and Biochemical Characterization of Flaviviridae Capsid Proteins"</i>	
<b>B.Sc. McGill University, Montreal</b>	2000
Major in Microbiology and Immunology. Graduated with first class honors.	

### TRAINING & CERTIFICATIONS

Professional Scrum Master (PSM I) certification	2020
Principles of Regulatory Affairs, UC Berkeley Extension School	2014

### VOLUNTEERING & ADVOCACY

<b>Commissioner, Contra Costa Commission for Women and Girls</b>	Appointed Feb 2021
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### **Moms Demand Action for Gun Sense in America**

Lamorinda Chapter Membership and Welcome Call Co-Lead	2020 - present
CA Legislative Operations Director, Advocacy Week 2022	Feb 2022- present
CA Legislative Operations Manager, Advocacy Week 2021	Feb-Mar 2021
Gun Sense Action Network Volunteer Outreach calling team	2019 - 2020
Gun Sense Action Network Voter Outreach calling team	2019 - 2021

### **Get out the vote** 2020- present

- Made ~6000 calls between May-Dec 2020 to get out the vote for Democratic candidates across the country
- Organized and trained text bankers with MoveOn and Moms Demand Action. Ran nine textbank events between Aug-Nov 2020 to get out the vote in swing states.
- Wrote over 1500 postcards to get out the vote for Democratic candidates; designed and sold over 100,000 postcards on Etsy and donated all proceeds to voting rights organizations

### **Wellness and Census checks** July - Aug 2020

Made 165 calls to senior citizens on behalf of Congresswoman Barbara Lee to check on wellness during COVID-19 and remind households to complete the census

### **Vaccine outreach** Aug - Dec 2021

Participated in weekly phonebank with Made to Save/Memphis for All to identify people who have not yet received the COVID-19 vaccine and provide them the resources and information they need to get vaccinated.

## **PROFESSIONAL SOCIETIES**

Healthcare Businesswomen's Association (HBA)	2019-present
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## **PUBLICATIONS**

Eunice Berko Nartey, Jonathan Spector, Seth Adu-Afarwuah, **Catherine L. Jones**, Alan Jackson, Agartha Ohemeng, Rajiv Shah, Alice Koryo-Dabrah, Amma Benneh-Akwasi Kuma, Hyacinth I. Hyacinth and Matilda Steiner-Asiedu. Nutritional perspectives on sickle cell disease in Africa: a systematic review. *BMC Nutrition* (2021) 7:9

Rao SPS, Barrett M, Dranoff G, Faraday C, Gimpelewicz CR, Hailu A, **Jones CL**, Kelly JM, Lazdins-Helds JK, Maeser P, Mengel J, Mottram JC, Mowbray CE, Sacks DL, Scott P, Spaeth GF, Tarleton RL, Spector JM, and Diagana TT. Drug discovery for kinetoplastid diseases: future directions. *ACS Infect. Dis.* 2019; 5(2):152–157.

Lawitz E, Bidair M, Marbury T, Jones CT, Barve A, Magnusson B, Barkan DT, Bodendorf U, Bracken K, Canino E, Chen D, Dabovic K, Heimbach T, Ison M, **Jones CL**, Kovacs SJ, Lakshman JP, Li B, Raman P, Steiner-Swiat R, Thohan S, Wong KA, Zhong W, Colvin RA. The Safety and Antiviral Activity of BZF961 with or without Ritonavir in Patients Infected with Hepatitis C Virus: A Randomized, Multicenter Trial. *Clin Ther*. 2018 Sep; 40(9):1567-1581.

Youngberg S, Brandt E, Barve A, Machineni S, Jones CT, Dabovic K, **Jones CL**, and Colvin RA. A first-in-human, randomized, double-blind, placebo-controlled, single and multiple ascending oral dose study to assess the safety, tolerability, and pharmacokinetics of BZF961 with and without ritonavir in healthy adult volunteers. *J Drug Assess*. 2018 Oct; 7(1):66-74.

Diagana T and **Jones CL**. Hitting malaria where it hurts. *Nat Microbiol*. 2017 Oct; 2(10):1336-1337.

Musuku J, Lungu JC, Machila E, **Jones CL**, Colin L, Schwaninger S, Musonda P, Tadmor B, Spector JM, Engel ME, Zühlke LJ. Epidemiology of pharyngitis as reported by Zambian school children and their families: implications for demand-side interventions to prevent rheumatic heart disease. *BMC Infect Dis*. 2017 Jul; 17(1):473.

**Jones CL**, Yeung BK, Manjunatha U, Shi PY, Bodenreider C, Diagana TT. Drug discovery for the developing world: progress at the Novartis Institute for Tropical Diseases. *Nat Rev Drug Discov*. 2015 Jun; 14(6):442-4.

Lindenbach BD, **Murray CL**, Thiel H-J, and Rice CM. *Flaviviridae*. In Fields Virology Sixth Edition. 2013. David M. Knipe and Peter Howley (Eds).

**Murray CL** and Rice CM. Hepatitis C virus life cycle: Potential targets for therapy. Review for attendees of 9th International Meeting on Therapy in Liver Diseases, Barcelona, Sept 2011.

**Murray CL** and Rice CM. Turning Hepatitis C into a Real Virus. Invited review for *Annual Review of Microbiology*. 2011; 65:307-27.

Ponder E, Polen M, **Jones CL**, and Weich N. BVGH Global Health Primer. 2011.

You S, **Murray CL**, Luna J, and Rice CM. End game: Getting the most out of microRNAs. *Proc. Natl. Acad. Sci. U S A*. 2011 Feb; 108(8):3101-2.

**Murray CL**, Oh TS, and Rice CM. Keeping Track of Viruses. 2010. In R. Breeze, B. Budowle, S.E. Schutzer (Eds), *Microbial Forensics 2<sup>nd</sup> Edition*, Elsevier/Academic Press.

**Murray CL** and Rice CM. Hepatitis C: An unsuspected drug target. *Nature*. 2010; 456:42-44.

Kopp M, **Murray CL**, Jones CT, Rice CM. Genetic analysis of the carboxy-terminal region of the hepatitis C virus core protein. *J Virol*. 2010 Feb; 84(4):1666-73.

**Murray CL**, Jones CT, and Rice CM. Architects of Assembly: roles of *Flaviviridae* non-structural proteins in virion morphogenesis. *Nat Rev Microbiol.* 2008 Sep; 6(9):699-708.

**Murray CL**, Marcotrigiano J and Rice CM. Bovine viral diarrhea virus core is an intrinsically disordered protein that binds RNA. *J Virol.* 2008 Feb; 82(3):1294-304.

**Murray CL**, Jones CT, Tassello J, Rice CM. Alanine scanning of the hepatitis C virus core protein reveals numerous residues essential for production of infectious virus. *J Virol.* 2007 Oct; 81(19):10220-31. *Selected for Journal of Virology Spotlight*

Jones CT, **Murray CL**, Eastman D, Tassello J, Rice CM. Hepatitis C virus p7 and NS2 proteins are essential for production of infectious virus. *J Virol.* 2007 Aug; 81(16):8374-83.

Agapov EV\*, **Murray CL**\*, Frolov I, Qu L, Myers TM, Rice CM. Uncleaved NS2-3 is required for production of infectious bovine viral diarrhea virus. *J Virol.* 2004 Mar; 78(5):2414-25. *\*Equal contributors*

### SELECTED AWARDS & FELLOWSHIPS

Travel Award, 14<sup>th</sup> International Symposium on HCV and Related Viruses (2007)

National Science and Engineering Research Council of Canada Fellowship (2000-2002)

Dean's Honour Roll (McGill University, 1996-2000)

Prince of Wales Award (McGill University, 1999)

The Canadian Genetic Diseases Network Summer Studentship (1998)

### Contra Costa Commission for Women and Girls Roster

Seat/Position	Name	Term begins	Term ends
District I	Joey Smith	3/1/2019	2/28/2023
District II	Kelly Clancy	9/10/2019	2/28/2023
District III	Shauna Polk	3/22/2022	2/28/2026
District IV	Hannah Brown	3/1/2021	2/28/2025
District V	Kirsten Upshaw	8/10/2021	2/28/2025
At Large 1	Vacant		
At Large 2	Jennifer Rizzo	3/1/2021	2/28/2025
At Large 3	Dayanna Macias-Carlos	3/1/2019	2/28/2023
At Large 4	Lanita Mims-Beal	3/1/2021	2/28/2025
At Large 5	Vacant		
At Large 6	Vacant		
At Large 7	Faye Maloney	3/1/2021	2/28/2025
At Large 8	Shailaja Dixit	9/15/2020	8/24/2024
At Large 9	Vacant		
At Large 10	Vacant		
Alternate	Vacant		



# Contra Costa County Board of Supervisors

## Subcommittee Report

### FAMILY AND HUMAN SERVICES COMMITTEE

5.

**Meeting Date:** 03/28/2022  
**Subject:** Community Services Bureau Proposal to Strengthen Head Start Governance  
**Submitted For:** FAMILY & HUMAN SERVICES COMMITTEE,  
**Department:** County Administrator  
**Referral No.:** FHS #78  
**Referral Name:** Community Services Bureau/Head Start Oversight  
**Presenter:** Dr. Aaron Alarcon-Bowen **Contact:** L. DeLaney, 925-655-2057

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#### **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 September 27, 2021.

#### **Referral Update:**

Please see the attached report/proposal from the Employment and Human Services Department Community Services Bureau regarding mechanisms and processes to strengthen the Board of Supervisors' guidance and supervision of Head Start in the areas of "strategy, fiscal and policy."

Additional information about the Head Start Policy Council can be found [here](#).

#### **Recommendation(s)/Next Step(s):**

ACCEPT the report/proposal, provide direction to staff as needed, and provide a recommendation to the Board of Supervisors on mechanisms and processes to implement.

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#### **Attachments**

CSB Governance Proposal

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# Family and Human Services Committee

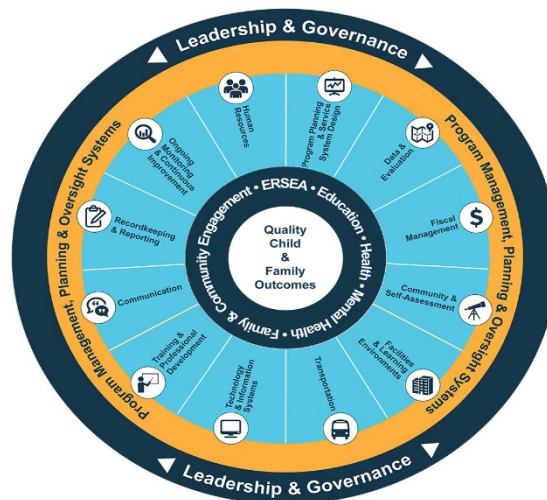
## Community Services Bureau

### Report/Proposal

#### Background:

During the week of February 21<sup>st</sup>, the Administration for Children and Families conducted a review of CSB that focused on all services areas. After 4 days of exhaustive record analysis, interviews and on-site visits, the Federal Reviewers advised that the final report, which would be released in 45 to 60 days, might include potential findings in the following areas: Health and Safety, Fiscal Monitoring and Governance.

The Head Start Performance Standards and the Head Start Act mandate that the Board of Supervisors, as CSB's Governing Body, provides guidance and supervision in the areas of strategy, fiscal and policy. The Federal Reviewers were not certain that the current mechanisms and processes in place allow for that relationship to happen.



Head Start Management Systems Wheel

#### Proposal:

With the intention of being proactive, CSB proposes the consideration of the following actions which would strengthen the link between CSB and the Board of Supervisors and increase compliance with federal regulations.

1) CSB suggests the idea of a Board Member attending the Head Start Policy Council meetings (on a rotational basis). The Policy Council is a group of Head Start and Early Head Start parents and community

members who, along with the Board of Supervisors, help lead and make decisions about their program. Policy Council members are elected by the parents of children enrolled in the program. Parents often join the Policy Council after serving on a parent committee. The current Policy Council Executive Team are: Chair, Jasmine Cisneros; Vice Chair, Juan De Dios Batiz; Parliamentarian, Myriah Herrington; and Secretary, Karen Medrano.

The Policy Council meets every second Wednesday of the month (except July and December). Members can serve for one year at a time, and for up to five years. Their role is to work closely with the program's management team and the Board of Supervisors to provide overall direction for the program.

**2)** CSB submits a monthly report to the BOS titled “CAO Report” which is part of the Board agenda as a consent item. This report is a comprehensive document that provides fiscal and programmatic updates. CSB proposes that this item be converted into a Discussion Item and the CSB Director be allowed to be present and available to answer questions or engage in the discussion.

**3)** CSB suggests to include a standing item covering CSB on the Family and Human Services Committee monthly agenda, and have a quarterly Discussion Item with the full Board (as opposed to monthly as suggested on #2).

Respectfully submitted,



Dr. Aaron Alarcon-Bowen  
CSB Executive Director