

### Application Form

#### Profile

Pamela

First Name

L

Middle Initial

Henderson

Last Name

[Redacted]

Home Address

[Redacted]

[Redacted]

Suite or Apt

Antioch

City

CA

State

94531

Postal Code

Home: [Redacted]

Primary Phone

[Redacted]

Email Address

#### District Locator Tool

##### Resident of Supervisorial District:

District 5

[Redacted]

Employer

Founder/President

Job Title

##### Length of Employment

8years

##### Do you work in Contra Costa County?

Yes  No

##### If Yes, in which District do you work?

not sure maybe 5

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

23 years

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

Yes  No

#### Board and Interest

##### Which Boards would you like to apply for?

Economic Opportunity Council: Submitted

Pamela L Henderson

**Seat Name**

8 or 9

**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?**

N/A

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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**

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

Business Management

**Degree Awarded?**

Yes  No

**College/ University B**

**Name of College Attended**

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

management/leadership

**Degree Awarded?**

Yes  No

**College/ University C**

**Name of College Attended**

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

**Degree Awarded?**

Yes  No

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**Other Trainings & Occupational Licenses**

**Other Training A**

CDE

**Certificate Awarded for Training?**

Yes  No

**Other Training B**

CNC, CNE

**Certificate Awarded for Training?**

Yes  No

**Occupational Licenses Completed:**

Award certificate women's leadership section, UN Peace Ambassador, CDE, CNE, CNC

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**Qualifications and Volunteer Experience**

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

My expertise and skills have allowed me to help teach, mentor and facilitate and serve clients and respond to the needs that establishes a healthy mindset that focuses on diversity and expanded community support. I also believe that together sharing my ideas utilizing my foundation resources would help increase the ability to serve clients and respond to the needs of the community and abroad towards social growth.

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

Please see attached resume also I can provide certification upon request

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:**

Training and mentoring through my foundation and or webinar meetings

**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.**

I was requested to be on the CCC advisory board under the direction of principle Phyllis James at Black Diamond middle school however their program had serviced another direction and I was updated later about the change.

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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:**

**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 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.**

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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.



Pamela L Henderson

[Redacted] Antioch , Ca 94531

PH: [Redacted] FX: [Redacted]

Email: [Redacted]

## Resume

**Objective: Utilizing my management skills of 21 years as an entrepreneur in an essential specialized position.**

Knowledgeable in MS Word, Excel, Outlook, and Access applications:  
Possess strong written and oral communication skills along with a positive attitude:  
Qualified to create update and deploy work schedules and maintenance materials. Able to fabricate inventory activities and reports of Vendor distributing and receiving: Resolving help desk problem solving of customer and client issues:  
Effective with sales ordering, process in a timely manner:  
Experienced in working with groups and individuals using team work and collaboration:  
Reputation as dependable, and able to work under minimal supervision:

### Experience:

[Redacted] Apparel: C.F.O -2005- present

Overseer of financial budgets negotiates contracts with outside vendors. facilitator and founder of [Redacted] Apparel teaching On-Line retail e commerce customer service friendly utilizing and manufacturing her custom designs bringing her creativity to the fore-front establishing the presence of ones passions and aspirations. [Redacted]



Pamela L Henderson

[REDACTED] [REDACTED] Antioch , Ca 94531

PH: [REDACTED] FX: [REDACTED]

Email: [REDACTED]

[REDACTED] Founder/President - 2012- Present

[REDACTED] foundation' was founded by Pamela L. Henderson in 2012. The Foundation is set-up to mentor females, young teens/adults underprivileged, being at risk from failures at school, home, and transitioning through Foster Care. The Foundation offers our teen/adult Community involvement to empower other girls serviced at the foundation facility, and or Online.

When entering the program, there will be a form to complete by having a volunteer focused group session to give feedback on a quarterly basis regarding their experience and how the Foundation can improve their On-line training needs. 65 Max Foundation is set up in a classroom atmosphere, teaching students Online Retail, utilizing it's hands on websites 65MaxApparel.com or 65Max.com and allroads65max.org. Shadow Following, role play and the professional aspects of being a team player of customer service guidelines. The materials provided include sample test materials and quizzes that are attained on it's website <https://www.allroads65max.org> or <https://learndesk.us/tag-pamela-1-henderson-3470> offered through the e learning program On-line that will help each student master their passion receiving online certification upon completion.

At the end of their training, applicants must also write a 500-word essay of how the Foundation and its stakeholders have inspired them and provide two letters of recommendations if she would like to participate to receive a scholarship if graduating from high school holding a GPA 2.6. Each Individual will have a scheduled one on one progress report discussion with a mentor and an opportunity to help them prepare, improve as they focus to help build their job readiness skills, help build their confidence, and self-esteem. At the end of their training, each individual will have the opportunity to apply within the foundation that creates jobs, or through listed vendors who offer job opportunities.





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[REDACTED] Antioch , Ca 94531

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Email: [REDACTED]

**United Airlines: Provision Scheduler- 1997-2006**

10 years of extensive shipping and receiving, recognized as a leader in the company utilizing strong skills to effect an complete 75% increase in team/ co-worker production, customer satisfaction by 99% recommended by management as a team leader and excellent facilitator resolving customer relation issues.

**Red Lobster: Associate General Manager- 1992-1997**

Trained/supervised 60 full-time and 15 part-time employees, used extensive training to increase customer member base by 75% exceeded goals in 2 years establishing my employer as 2<sup>nd</sup> in the Industry, excellent facilitator skills in 50% increase/decrease in food sales, costs revenues, profits, clients, expenses, charges. Eliminated customer complaints increasing productivity by 60%.

**Notary Public :Plasigning Document Signing Service: Self Employed- 1999-2018**

Negotiate loan service contracts with various lending Institutions regarding Reverse Mortgage, Purchases, Refinance, Equity line 1<sup>st</sup> and 2<sup>nd</sup> Mortgages , Time shares, Commercial Properties including walk in services. Knowledgeable and Certified as a Professional Signing Agent, utilizing E-mail as part of communication excepting loan document processes, making sure that signatures are accurate and complied by (Secretary Of State) rules and guidelines are complete. Prepared to train future Notary Public work force Addressing the needs of professionalism, time management rules and regulation guidelines being hands on servicing the public as a mobile Notary Public, under her direction that is required per lender and third party Institutions abroad.





Pamela L Henderson

[Redacted] Antioch , Ca 94531

PH: [Redacted] FX: [Redacted]

Email: [Redacted]

JFK University Concord California October 2014-2015

IEL3010 : Entrepreneurship Leadership Program referred Direction (Mayor Tim Grayson)

**Certificate**

Member of Women s Empowerment Leadership Sector 2019

2014 National Development Institute certification (CNC) Certified NonProfit Consultant

2015 N.A.N.O.E Board of Governor Certificate CNE

2018 N.A.N.O.E Board of Governor Certificate CDE

2021 Award Winning Author "Book"

" Journey Of A Sapphire "