



Agenda

INTERNAL OPERATIONS COMMITTEE

February 13, 2023
10:30 A.M.

To slow the spread of COVID-19, in lieu of a public gathering, the meeting will be accessible via Zoom to all members of the public as permitted by Government Code section 54953(e).

Join from PC, Mac, Linux, iOS or Android:
<https://cccouny-us.zoom.us/j/85280600959>

Or Telephone, dial:
USA 214-765-0478
USA 888-278-0254 (US Toll Free)
Conference code: 845965

[Find local AT&T Numbers](#)

Supervisor Candace Andersen, Chair
Supervisor Diane Burgis, Vice Chair

Agenda Items:	Items may be taken out of order based on the business of the day and preference of the Committee
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1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).
3. RECEIVE and APPROVE the Record of Action for the December 12, 2022 Internal Operations Committee meeting. *(Julie Enea, IOC Staff)*
4. CONSIDER recommending to the Board of Supervisors the appointment of Fred Glueck, Aaron Winer, Drew Graham, Anthony Tave, and Terry Baldwin to the Hazardous Materials Commission and also extending the current terms of the Environmental Justice and Environment Justice Alternate seats by one year, to expire on December 31, 2025 with no change to the future terms of office of four years, to improve the term staggering among the Commission seats. *(Michael Kent, Health Services Department)*
5. CONSIDER approving 2023 Internal Operations Committee meeting schedule, meeting format, and work plan. *(Julie Enea, IOC Staff)*
6. CONSIDER approving the proposed recruitment plan and schedules to fill public member or At Large seat vacancies on certain Board advisory bodies, commissions and committees. *(Julie Enea, IOC Staff)*
7. The next meeting is currently scheduled for March 13, 2023.
8. Adjourn

The Internal Operations Committee will provide reasonable accommodations for persons with disabilities planning to attend Internal Operations 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 Internal Operations 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. Staff reports related to items on the agenda are also accessible on line at www.co.contra-costa.ca.us.

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:

Julie DiMaggio Enea, Committee Staff
Phone (925) 655-2056, Fax (925) 655-2066
julie.enea@cao.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

3.

Meeting Date: 02/13/2023
Subject: RECORD OF ACTION FOR THE DECEMBER 12, 2022 IOC MEETING
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: N/A
Referral Name: RECORD OF ACTION
Presenter: Julie DiMaggio Enea **Contact:** Julie DiMaggio Enea (925) 655-2056

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 Record of Action for the December 12, 2022 IOC meeting.

Recommendation(s)/Next Step(s):

RECEIVE and APPROVE the Record of Action for the December 12, 2022 IOC meeting.

Fiscal Impact (if any):

None.

Attachments

DRAFT Record of Action IOC 12-12-22



INTERNAL OPERATIONS COMMITTEE

RECORD OF ACTION FOR
December 12, 2022

Supervisor Diane Burgis, Chair
Supervisor Candace Andersen, Vice Chair

Present: Diane Burgis, Chair
Candace Andersen, Vice Chair

Staff Present: Monica Nino, County Administrator; Jason Chan, Staff

Attendees: Susanna Thompson; Kathleen Jennings; Peter Murray; Teresa Geringer, District III Chief of Staff; Elissa Robinson; Michael Rochette; Glenn; Jami Morrill, Chief Asst Clerk of the Board; Maureen Parkes, DCD; Wade Finlinson, HSD; Lauren Hull, Clerk of the Board's Office; Jill Ray, District II Supv Office; Tommy Fenster; Roni Gehlke; Chrystine Robbins, CAO Sr. Mgmt Analyst; Maureen Toms, DCD; Unidentified Caller
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DRAFT

1. Introductions

Chair Burgis convened the meeting at 10:32 a.m. and introduced the Committee.

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

No one requested to speak during the public comment period.

3. RECEIVE and APPROVE the Record of Action for the November 21, 2022 IOC meeting.

The Committee approved the record of action for the November 21, 2022 IOC meeting as presented.

AYE: Chair Diane Burgis
Vice Chair Candace Andersen

4. INTERVIEW the following two candidates for the Public Member #3 and Public Member-Alternate seats on the Integrated Pest Management Advisory Committee for terms that will expire on December 31, 2026, and DETERMINE recommendations for Board of Supervisors consideration:

- Susanna Thompson, Brentwood (Applicant for Public Member #3 seat)
- Thomas Fenster, Richmond (Applicant for Public Member-Alternate seat)

The Committee decided to recommend the appointment of Susanna Thompson (Brentwood) to the At Large #3 seat and Thomas Fenster (Richmond) to the Public Member Alternate seat on the Integrated Pest Management Advisory Committee to terms that will expire on December 31, 2026. Both applicants were invited to comment on their planned contributions to the Committee.

AYE: Chair Diane Burgis
Vice Chair Candace Andersen

5. INTERVIEW the following candidates for the At Large #1 and #2 seats for four-year terms ending on December 31, 2026, and DETERMINE recommendations for Board of Supervisors consideration:

Kevin Armonio, Oakley
Michael Rochette, Canyon
Glenn Umont, Alamo
Roni Gehlke, incumbent, Oakley
Kathleen Jennings, incumbent, Concord

Staff announced that Kevin Armonio withdrew his application.

Chair Burgis noted that the incumbents have attended most Fish & Wildlife Committee meetings and that the remaining applicants indicated they had not attended a meeting.

Each of the applicants present spoke for up to one minute regarding his/her qualifications and interest in the Fish & Wildlife Committee: Roni Gehlke, Michael Rochette, Glenn Umont and Kathleen Jennings.

At the conclusion of applicant comments, the Committee decided to recommend for reappointment Roni Gehlke and Kathleen Jennings to new four-year terms ending on December 31, 2026.

AYE: Chair Diane Burgis
Vice Chair Candace Andersen

6. REVIEW the Committee's work for 2022 and identify issues to be referred to the 2023 Internal Operations Committee

The Committee reviewed the draft year-end report and requested clarification about which Board Committee would continue to oversee the ad hoc Arts Council Steering Committee, whether the Employment and Human Services Director intended to bring Head Start updates to the IOC or directly to the Board of Supervisors, and requested an update in 2023 from the Commission for Women and Children.

AYE: Chair Diane Burgis
Vice Chair Candace Andersen

7. Adjourn

Chair Burgis adjourned the meeting at 11:52 a.m.

NOTE: No additional meetings are scheduled for the 2022 Internal Operations Committee. The 2023 Committee meetings will be scheduled following the January reorganization of the Board of Supervisors.

For Additional Information Contact:

Julie DiMaggio Enea, Committee Staff
Phone (925) 655-2056, Fax (925) 655-2066
julie.enea@cao.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

4.

Meeting Date: 02/13/2023

Subject: RECOMMENDATION FOR APPOINTMENTS TO THE HAZARDOUS MATERIALS COMMISSION

Submitted For: Anna Roth, Health Services Director

Department: Health Services

Referral No.: 23/5

Referral Name: Advisory Body Recruitment

Presenter: Michael Kent, Executive Assistant to the Hazardous Materials Commission

Contact: Michael Kent,
925-313-6587

Referral History:

The Hazardous Materials Commission was established in 1986 to advise the Board, County staff and the mayors, council members, and staffs of the cities within the county, on issues related to the development, approval, and administration of the County Hazardous Waste Management Plan. Specifically, the Board charged the Commission with drafting a Hazardous Materials Storage and Transportation Plan and Ordinance, coordinating the implementation of the Hazardous Materials Release Response Plan and inventory program, and analyzing and developing recommendations regarding hazardous materials issues with consideration to broad public input, and reporting back to the Board on Board referrals.

Referral Update:

Business Seats. The terms of Business #1 Seat and Business #1 Alternate Seat expired on December 31, 2022. Business #3 Seat was declared vacant by the Board of Supervisors on December 6, 2022 due to the resignation of Don Bristol.

The by-laws of the Hazardous Materials Commission provide for three (3) representatives of business, nominated as indicated below, screened by the Internal Operations Committee, and appointed by the Board of Supervisors:

- Business #1 Seat - to be nominated by the West County Council of Industries.
- Business #2 Seat - to be nominated by the Industrial Association.
- Business #3 Seat - to be nominated by the Contra Costa Taxpayers Association.

The West County Council of Industries has nominated for reappointment Fred Glueck for the Business #1 Seat and Aaron Winer for the Business #1 Alternate Seat. Their applications and letters of support are attached. The terms for these seats will expire on December 31, 2026.

The Contra Costa Taxpayers have nominated Drew Graham for Business #3 Seat. His application and letter of support are attached. The term for this seat will expire on December 31, 2024.

Mayor's Conference Seats. The terms of the Mayors Conference #1 Seat and Mayors Conference #1 Alternate Seat expired on December 31, 2022. The by-laws of the Hazardous Materials Commission provide for three (3) representatives of cities, appointed by the City Selection Committee pursuant to Article 11 (§50270 et seq.) of Chapter 1 of Part 1 of Division 1 of Title 5 of the Government Code. The Mayors Conference has nominated Anthony Tave, City of Pinole Councilmember, for Seat #1. They have not nominated an alternate yet. Mr. Tave's application and letter of support are attached. The term for this seat will expire on December 31, 2026.

Labor Seats. The terms of the Labor #1 Seat and Labor #1 Alternate Seat expired on December 31, 2022. The bylaws of the Hazardous Materials Commission provide for two (2) labor representatives, nominated by labor organizations, screened by the Internal Operations Committee, and appointed by the Board of Supervisors. The Contra Costa Building Trades have nominated for reappointment Terry Baldwin for the Alternate Seat. They have not forwarded a nomination for the primary seat yet. Mr.

Baldwin's application and letter of support are attached. The term for this seat will expire on December 31, 2026.

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Environmental Justice Seats. Due to the recent elimination of one Environmental Organization seat, the creation of an Environmental Justice seat and the addition of a third Mayors Conference seat, the staggering of term expiration dates for Commission seats has become unbalanced. Currently, 4 seats will expire at the end of 2023, 5 seats will expire at the end of 2024, only 2 seats will expire at the end of 2025, and 3 seats will expire at the end of 2026. This imbalance can potentially lead to significant turnover of Commissioners at the end of 2024. This can diminish the institutional knowledge of the Commission, interrupt progress towards Commission goals, and upset the balance on the Commission.

As a remedy, the Commission voted unanimously on December 8, 2022 to request that the Internal Operations Committee of the Board of Supervisors support changing the expiration date of the Environmental Justice seat and Alternate from the end of 2024 to the end of 2025. This change will result in 4 seats expiring at the end of 2023, 4 seats expiring at the end of 2024, 3 seats expiring at the end of 2025, and 3 seats expiring at the end of 2026; thus creating a more equal number of seats expiring at the end of each year and addressing the problems discussed in the previous paragraph. The incumbent of the Environmental Justice seat is amenable to extending her term by one year. The Alternate seat was recently vacated and is being recruited.

Recommendation(s)/Next Step(s):

1. CONSIDER recommending to the Board of Supervisors the following appointments to the Hazardous Materials Commission, and:

Nominee	Seat	New Term Expiration	Sponsor
Fred Glueck	Business #1	12/31/26	West Co Council of Industries
Aaron Winer	Business #1 Alternate	12/31/26	West Co Council of Industries
Drew Graham	Business #3	12/31/24	CC Taxpayers Association
Anthony Tave	Mayors Conference #1	12/31/26	CC Mayors Conference
Terry Baldwin	Labor #1 Alternate	12/31/26	CC Building Trades

2. CONSIDER changing extending the current term of the Environmental Justice and Environment Justice Alternate seats by one year to expire on December 31, 2025 with no change to the future terms of office of four years, to improve the balance of term staggering among the Commission seats.

Fiscal Impact (if any):

No fiscal impact.

Attachments

- Hazardous Materials Commission Roster
 - Application Fred Glueck HazMat
 - Application Aaron Winer HazMat
 - West Co Council of Industries Nomination Ltrs
 - Application Drew Graham HazMat
 - CC Taxpayers Nomination Ltr
 - Application Anthony Tave HazMat
 - Mayors Conference Nomination Ltr
 - Application Terry Baldwin HazMat
 - CC Building Trades Nomination Ltr
-

Hazardous Materials Commission Roster				
Position	Start date	End date	Appointee	City of Residence
Business Seat 1 - West Co. Council of Industries	1/1/2023	1/1/2027	Vacancy	
Business Seat 1 Alt. - West Co. Council of Ind.	1/1/2023	1/1/2027	Vacancy	
Business Seat 2 - Industrial Association	1/1/2022	12/31/2025	Mark Hughes	Benicia
Business Seat 2 Alternate - Industrial Association	1/1/2022	12/31/2025	Amy McTigue	Lafayette
Business Seat 3 - Contra Costa Taxpayers Assoc.	1/1/2021	12/31/2024	Vacancy	
Business Seat 3 Alt. - Co. Co. Taxpayers Assoc.	1/1/2021	12/31/2024	Marjorie Leeds	Martinez
City Seat 1	1/1/2023	1/1/2027	Vacancy	
City Seat 1 Alternate	1/1/2023	1/1/2027	Vacancy	
City Seat 2	1/1/2020	12/31/2023	Mark Ross	Martinez
City Seat 2 Alternate	1/21/2020	12/31/2023	Edi Birsan	Concord
City Seat 3	3/30/2021	12/31/2024	Ken Carlson	Pleasant Hill
City Seat 3 Alternate	3/30/2021	12/31/2024	Peter K Cloven	Clayton
Environmental Engineering Firms	1/1/2022	12/31/2025	George Smith	Walnut Creek
Environmental Engineering Firms Alternate	1/1/2022	12/31/2025	Ronald Chinn	Lafayette
Environmental Justice Representative	7/26/2022	12/31/2024	Maureen M Brennan	Rodeo
Environmental Justice Representative Alternate	1/1/2021	12/31/2024	Heather Youngs	Richmond
Environmental Organizations Seat 1	1/1/2021	12/31/2024	Stephen Linsley	El Cerrito
Environmental Organizations Seat 1 Alternate	1/1/2021	12/31/2024	Lisa Park	Richmond
Environmental Organizations Seat 2	1/1/2020	12/31/2023	Jonathan Bash	Martinez
Environmental Organizations Seat 2 Alternate	1/1/2020	12/31/2023	Ed Morales	Martinez
General Public	2/22/2022	12/31/2023	Tim Bancroft	Danville
General Public Alternate	7/26/2022	12/31/2023	Jack Bean	Pleasant Hill
Labor Seat 1 - Central Labor Council	1/1/2023	1/1/2027	Vacancy	
Labor Seat 1 Alternate - Central Labor Council	1/1/2023	1/1/2027	Vacancy	
Labor Seat 2 - United Steel Workers Local 5	1/1/2020	12/31/2023	Jim Payne	Martinez
Labor Seat 2 Alternate - United Steel Workers Local 5	1/1/2020	12/31/2023	Tracy Scott	Martinez
League of Women Voters	1/1/2021	12/31/2024	Marielle Boortz	
League of Women Voters Alternate	1/1/2021	12/31/2024	Madeline Kronenberg	



**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 FRED Middle Initial Last Name GLUECK

Home Address - Street City ALAMO State CA Postal Code 94507

Primary Phone (best number to reach you) Email Address

Resident of Supervisorial District (if out of County, please enter N/A): 2 [District Locator Tool](#)

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

Current Employer PLANT RECLAMATION Job Title EXECUTIVE Length of Employment 46 years

How long have you lived or worked in Contra Costa County? 50 yrs

Board, Committee, or Commission HAZARDOUS MATERIALS COMMISSION Seat Name COMMISSIONER

Have you ever attended a meeting of the advisory board for which you are applying?
Please check one: Yes No If Yes, how many? SINCE 2016

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	Degree Type/ Course of Study/Major	Degree Awarded	
<u>U.C. BERKELEY</u>	<u>B.S. - BUS, ADM</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Golden Gate Univ.</u>	<u>MASTERS - BUS, ADM</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed: Ca. Cont. Lic

Other Trainings Completed: Environ. Studies Classes Yes No
Safety & HAZ Certifications Yes No

Do you have any obligations that might affect your attendance at scheduled meetings? Yes No
If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? Yes No

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

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

I feel it is important to participate in the proper management and control of hazardous materials in C.C.C. My work experience, prior experience on BAAQMD's Advisory Comm. & C.C.C. Haz. materials Comm. helps me be a factor in this effort.

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

I have served on the C.C.C. HMC since 2016. I sat on the BAAQMD's Adv. Comm. for 10 years. My work career was highly involved in the proper handling and mgmt. of haz. materials. I feel from this experience and my education in H/M I am qualified for this position.

I am including my resume with this application:

Please check one: Yes No (on record) this position.

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

Please check one: Yes No

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

HAZARDOUS MATERIALS COMMISSION

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

HMC.

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

AIA - Council of Bus & Transit. - Richmond
BAAQMD Adv Comm
ISIS - (work Assoc.)

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

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:

11-14-2022

**Submit this application to: ClerkofTheBoard@cob.cccounty.us OR Clerk of the Board
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 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

Print Form

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name Aaron	Middle Initial J	Last Name Winer	
Home Address - Street []	City Vallejo	State CA	Postal Code 94591
Primary Phone (best number to reach you) []	Email Address []		
Resident of Supervisorial District (if out of County, please enter N/A): N/A District Locator Tool			
Do you work in Contra Costa County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, in which District do you work? []			
Current Employer Director of Water Quality and Resource Recovery	Job Title Director of Water Quality and Resource Recovery	Length of Employment 3 years	
How long have you lived or worked in Contra Costa County? 12 years			

Board, Committee, or Commission Hazardous Materials Commission	Seat Name Business Seat #1
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many? Many	

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	Degree Type/ Course of Study/Major	Degree Awarded	
Northern Vermont University	BA - Environmental Studies	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
University of Southern California	Master of Public Administration	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed: UC Santa Cruz Extension - Env. Safety and Health Mgmt.

Other Trainings Completed: Numerous	Certificate Awarded for Training?
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No

Do you have any obligations that might affect your attendance at scheduled meetings? Yes No

If Yes, please explain: []

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? Yes No

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

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

I have served as the Alternate to Business Seat #1 on the Hazardous Materials Commission for the past 5 or 6 years and would like to continue this service.

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

I have worked in, studied and certified in many water quality disciplines and programs over my career going back to mid 1995. Much of the work and study have involved hazardous materials management. My certifications include Municipal Wastewater Treatment Operator, Laboratory Technician, Industrial Waste Treatment Operator and Environmental Compliance Inspector.

In 1997 I earned a Professional Certification in Environmental Safety and Health Management from UC Santa Cruz. The program was a dual certification in Workplace Safety and Hazardous Materials Mgmt.

I am including my resume with this application:

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

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

Hazardous Materials Commission

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

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

YMCA of the East Bay (Board of Advisors), Richmond Rotary (Member), WCC Council of Business and Industry (Board President)

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

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:

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THE COUNCIL OF INDUSTRIES

**P.O. BOX 70088
Pt. Richmond, CA 94807
(510)215-9325 office (510)260-4820 cell
www.councilofindustries.com**

November 9, 2022

Michael Kent
Contra Costa Health Services
Hazardous Materials Ombudsman
597 Center Ave., Suite 100
Martinez, CA 94553

RE: Nomination of MR. FRED GLUECK to the Hazardous Materials
Commission, Business Seat #1

On behalf of the Council of Business & Industries I would like to request that Mr. Fred Glueck of Plant Reclamation be nominated to the Contra Costa County Hazardous Materials Commission Business Seat #1 in representation of the business membership at the Council of Business & Industries.

Please consider our request for Mr. Glueck's nomination for the Business Seat Position #1.

Should you have any questions, contact the undersigned

Regards,

Katrinka Ruk
Executive Director
kpruk@sbcglobal.net



THE COUNCIL OF INDUSTRIES
P.O. BOX 70088
Pt. Richmond, CA 94807
(510)215-9325 office (510)260-4820 cell
www.councilofindustries.com

November 9, 2022

Michael Kent
Contra Costa Health Services
Hazardous Materials Ombudsman
597 Center Ave., Suite 100
Martinez, CA 94553

RE: Nomination of MR. AARON WINER to the Hazardous Materials
Commission, Business Seat #1, as Alternate to Mr. Fred Glueck

On behalf of the Council of Business & Industries I would like to request that Mr. Aaron Winer of West County Wastewater District be nominated to the Contra Costa County Hazardous Materials Commission Business Seat #1 as an Alternate to Mr. Fred Glueck, in representation of the business membership at the Council of Business & Industries.

Please consider our request for Mr. Winer's nomination for the Alternate position.

Should you have any questions, contact the undersigned

Regards,

A handwritten signature in blue ink that reads 'Katrinka Ruk'. The signature is fluid and cursive.

Katrinka Ruk
Executive Director
kpruk@sbcglobal.net

Application Form

Profile

Andrew _____ D _____ Graham _____
 First Name Middle Initial Last Name

Home Address _____ Suite or Apt _____
 Pleasant Hill _____ CA _____ 94523 _____
 City State Postal Code

Primary Phone _____

Email Address _____

[District Locator Tool](#)

Resident of Supervisorial District:

District 4

Phillips 66 _____ Heath, Safety, and _____
 Employer Job Title
 Environmental Manager

Length of Employment

6 years

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?

1 year 4 months

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Hazardous Materials Commission: Submitted

Seat Name

Business Seat #3

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?

1

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Tulane University

Degree Type / Course of Study / Major

Bachelor's Degree Earth Science and Environmental Studies

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Tulane University

Degree Type / Course of Study / Major

Bachelor's Degree Homeland Security

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

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

NEBOSH IGC

Certificate Awarded for Training?

Yes No

Other Training B**Certificate Awarded for Training?**

Yes No

Occupational Licenses Completed:

NEBOSH IGC

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

I am passionate about protecting workers and the community as I have dedicated over 25 years of my life to the pursuit of excellence in Health, Safety, Security, Environment, and Emergency Response. I believe this seat on the Hazardous Materials Commission will allow me to bring my years of experience to Contra Costa County and provide a benefit to the citizens thereof. I believe I can contribute to the mission of the Hazardous Materials Commission by protecting the citizens of the county, contributing to the consensus on important environmental issues, and provide recommendations to the Board of Supervisors on hazardous materials and wastes.

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

25 years of Health, Safety, Security, Environmental, and Emergency Response training and experience in California, Alaska, Gulf Coast, East Coast, the Caribbean, and the Middle East 25 years working for refineries, chemical plants, environmental consulting firms, and emergency response contractors Key Skills Personal Safety, Case Management, Waste Management, Safety Management Systems, Emergency Management & Response, Process Safety Management, NEBOSH IGC, Industrial Hygiene, Hazard Recognition, Root Cause Investigations, Hearing Conservation, OSHA 29 CFR 1910, VPP, Behavior Based Safety, Management of Change, ICS, NIMS, Safety Benchmarking, Injury/Incident Reporting, Continuity of Operations, Respiratory Protection, Elevated Work, Spill Response Operations, Hot Work, Environmental Compliance, HSE Supervision, Confined Space Entry, Safety Communications, LOTO, Permit to Work, Risk Assessment, Contractor Training, ISO 14001:2004

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:

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

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:

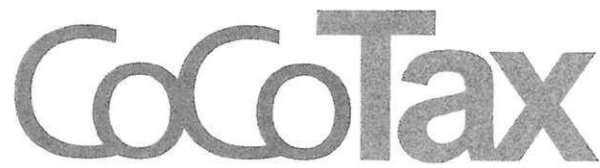
Please Agree with the Following Statement

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 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

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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 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.



"Good Government at Affordable Cost"

December 9, 2022

To the Contra Costa Board of Supervisors

Re: Appointment of HAZMAT Commission Member

Dear Board Members John Gioia, Candace Andersen, Diane Burgis, Federal Glover and Ken Carlson,

It is our pleasure to highly recommend Drew Graham of Phillips 66 as a Member of the County Hazardous Materials Commission Business Seat replacing Don Bristol.

Drew possesses very relevant qualifications and knowledge regarding hazardous materials and their effect on the environment and people. In his refinery capacity he is knowledgeable about hazardous materials and hazardous wastes, federal and state laws and local ordinances. He is uniquely and exceptionally qualified for this position given his knowledge of reusable fuels as an ever-increasing source of energy.

We trust after review you will approve his appointment to this very important commission.

Sincerely

A handwritten signature in cursive script that reads "James Pezzaglia".

James Pezzaglia

Vice President, Contra Costa Taxpayers Association

Application Form

Profile

Anthony L Tave
 First Name Middle Initial Last Name

Home Address Suite or Apt
 Pinole CA 94564
 City State Postal Code

Primary Phone

Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 1

Employer Job Title
 Pinole Council member

Length of Employment

5 years

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?

15 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Hazardous Materials Commission: Submitted

Seat Name

Mayors conference appointment

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?

1

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Cal Poly Pomona

Degree Type / Course of Study / Major

B.S. Civil engineering

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 Trainings & Occupational Licenses**Other Training A**

California Licensed Civil Engineer

Certificate Awarded for Training?

Yes No

Other Training B**Certificate Awarded for Training?**

Yes No

Occupational Licenses Completed:**Qualifications and Volunteer Experience**

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

I would like to be on this board to help serve the county mayors conference in representing the mayors council. I see this function as bringing the regional Hazardous Materials issues to the mayor's conference for discussion and comment.

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

I have dealt with several aspects of Hazardous material handling and disposal communications. I am familiar with many county state and federal regulations regarding hazardous materials.

[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:

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

Pinole council for 5 years

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 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

Important Information

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 - (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.

Anthony L. Tave, P.E.

Pinole CA 94564 Contact Phone

OBJECTIVE

A highly motivated individual seeking to obtain a position that will utilize my experience, education, and offer future Managerial growth in the field of Civil Engineering and Asset Management.

PROFESSIONAL SKILLS

Excellent Presentation and written ability • Proficient understanding of Asset management principles and application of various Maintenance programs. • Proficient with all Windows software. • Pre and Post award contracting • Ability to understand and execute complex contracting actions. • Work well in a team environment and with outside organizations. • Proficient in Computer Maintenance Management Software. • Accomplished in AutoCAD Land Desktop and Civil 3D

WORK HISTORY

Director of Buildings and Grounds and Custodial Services, San Francisco City College (CCSF)

San Francisco, California

Asset Management- Maintenance Planning - August 2021 to Present

- Coordinated with Associate Vice Chancellor on Capital Requests, Capital Budgeting, and Capital planning.
- Management of the Budgeting and execution of projects and maintenance task across multiple campuses
- Facilitating Potential Lease, Construction planning, and developing project scopes.
- Development of CCSF Asset Condition assessment and equipment profiles to develop various maintenance programs.
- Development of the 5-Year Capital Plan Costs and Spending Analysis and strategic planning
- Coordinate, through CMMS daily maintenance crews to repair and maintain CCSF equipment.
- Development and Implementation of the Fixed Asset Accounting system which includes market value for equipment and life cycle costs cost-benefit analysis based on criticality and overall reliability needs.

Buildings and Grounds Maintenance Superintendent, San Francisco Police Department

San Francisco, California

Asset Management- Maintenance Planning - June 2014 to August 2021

- Coordinated with Maintenance manager and CFO on Capital Requests, Capital Budgeting, and Capital planning.
- Acting as SFPD Client Representative for Building Purchases, Construction planning, and developing project scopes.
- Development of SFPD Asset Condition assessment and equipment profiles to develop various maintenance programs.
- Developed 5-Year Fleet Maintenance Costs and Spending Analysis and strategic planning
- Coordinate, through CMMS daily maintenance crews to repair and maintain SFPD equipment.
- Maintenance Planning and preliminary scheduling of corrective maintenance and tenant improvements
- Development and Implementation of the Fixed Asset Accounting system which includes market value for equipment and life cycle costs cost-benefit analysis based on criticality and overall reliability needs.

Assistant Engineer, San Francisco Public Utilities Commission

Water Supply and Treatment – San Francisco, California

Asset Management- Maintenance Planning - March 2009 to June 2014

- Restructuring the maintenance management software to reflect the current Regional Water System infrastructure 11,000 assets, and organizing them in to three tiers of criticality
- Development of construction procedures and naming structure for equipment to be incorporated into the various maintenance programs.
- Creation and Implementation of the Standard operating procedures for maintenance.

Anthony L. Tave, P.E.

Pinole CA 94564

- Development and Implementation of the Preventative Maintenance Program for long term asset management.
- Development and Implementation of operational performance metrics to be reflected in Water Supply and Treatment Division's Quarterly and Annual performance reports for the Regional Water System.
- Collection of GIS points for the Water Supply and Treatment's Regional Water System and cross-referenced them with as-built records, and the creation of facility maintenance schematics.
- Conducted site condition assessments; identifying critical equipment in need of corrective maintenance and or replacement
- Maintenance Planning and preliminary scheduling of corrective maintenance
- Development and Implementation of the Fixed Asset Accounting system which includes market value for equipment and life cycle cost benefit analysis based on criticality and overall system reliability

Design Engineer

Riechers Spence and Associates - Napa, California

Commercial and Residential Infrastructure, Land Development Civil Engineer - July 2006 to December 2008

- Production of Use Permit, Design Development and Construction plans sets for commercial and residential development
- Negotiated and implementation of conditions of approval from city planning departments
- Monitored project contracts and budgets
- Designed and inspected underground utilities including sewer, water, and storm drain infrastructure
- Prepared Hydrology and Hydraulic Utility Reports; Created sewer and water network models
- Designed roadway alignments and profiles using local county and city standards
- Assisted in implementing wetland mitigation measures per the direction of Department of Fish and Game
- Prepared costs and engineering estimates from bid sets
- Monitored construction activities and reviewed submittal documents
- Explored and Implemented construction addendums
- Prepared National Pollutant Discharge Elimination System reports
- Implemented post construction best management practices, including the design of bio-swales infiltration basins, and detention ponds per various state agencies

EDUCATION

California State Polytechnic University Pomona – Pomona, California – June 2005
Bachelor of Science Degree (Civil Engineering)

CERTIFICATIONS

California Professional Registration Civil Engineer-Water Resources

SYSTEMS AND SOFTWARE

Autodesk Civil 3D • Visual Basic.Net • Auto CAD Raster Design • Microsoft Office • Microsoft Project • ARCGIS Version 9 • Microsoft Office • Cyrax 3D Scanning • WaterCAD • StormCAD • Hydrapro • GIS Applications • MAXIMO Maintenance Management Software • Crystal Reports • INFOR Enterprise Asset Management

PROFESSIONAL AFFILIATIONS/POSITIONS

• City of Pinole Councilmember • Westcat Board of Directors • American Society of Civil Engineers • American Water Works Association • American Public Works Association • National Society of Black Engineers

References Available Upon Request

Re: [EXTERNAL] HMC appointments

Gary and Jean Pokorny <gjpokorn@lmi.net>

Mon 1/23/2023 5:07 PM

To: Michael Kent <Michael.Kent@cchealth.org>

This Message Is From an External Sender

This message came from outside your organization.

Hi Michael,

Sorry for the confusion caused by my previous email.

As I understand the status of our appointments, Gabe Quinto did not apply for reappointment (member) , nor did Dave Hudson (alternate). Ken Carlson (member) as you noted, is now a County Supervisor and his seat thus was vacant.

Thus, the three open seats were those previously filled by Quinto (member) new seat expiring 12/31/26, Hudson (alternate) new appointment will be expiring 12/31/26, and and Carlson (member) remainder of term expiring 12/31/24.

My understanding is that the Mayors appointed Soheila Bana to the Ken Carlson seat vacancy that expires in December of 2024. Then they appointed Anthony Tave to the seat formerly held by Quinto, now expiring in 2026 with this new appointment. Thus you should have 3 members now.

Thus the remaining opening is the alternate seat formerly held by Hudson which will eventually have a new appointment until 2026.

I hope this now makes sense. I can see that my earlier email was deficient in detail. Let me know if this now squares with your records of our previous appointments.

As far as I know, Peter Cloven continues as an alternate with a term that will expire in December 2024.

Gary Pokorny.

On Jan 23, 2023, at 3:30 PM, Michael Kent <Michael.Kent@cchealth.org> wrote:

Hi Gary,

Thank you for this information. Before I reach out to them, I want to make sure I understand who they are replacing. The seat expiring in 2024 was held by Ken Carlson, who you know had to resign because he became a County Supervisor. But I hadn't heard that his alternate, Peter Cloven from Clayton, also resigned. I have reached out to him but have not heard back yet. Can you confirm that Peter has resigned? If Peter wants to stay on, then one of the gentlemen you listed could fill the other seat.

The seat that expires in 2026 was held by Gabe Quinto and his alternate was Dave Hudson. My understanding is that they both resigned and you need to both of those seats.

Thanks for clarifying.

Michael Kent
Hazardous Materials Ombudsman
Contra Costa Health Services
597 Center Ave., Suite 110



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: Terry, Middle Initial: A., Last Name: Baldwin, Home Address - Street: [redacted], City: Concord, State: CA, Postal Code: 94521, Primary Phone: [redacted], Email Address: [redacted], Resident of Supervisorial District: [redacted], District Locator Tool, Do you work in Contra Costa County? Yes, Job Title: Dispatcher / Dist. Bus. Mgr., Length of Employment: 28 years, How long have you lived or worked in Contra Costa County? 54 years

Board, Committee, or Commission: H.M.C., Seat Name: Lakeside Alternative, Have you ever attended a meeting of the advisory board for which you are applying? Yes, If Yes, how many? [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 table, Occupational Licenses Completed: Certified Gen'l Electrician License # 124111, Other Trainings Completed table, Certificate Awarded for Training? Yes/No

Do you have any obligations that might affect your attendance at scheduled meetings? No, If Yes, please explain: [redacted]

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? No

Are you a veteran of the U.S. Armed Forces? No

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

My time on the Board has been great, the things I have learned have been eye opening. I hope to continue it (Chess).

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

I am including my resume with this application:

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

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

H.M.C.

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

San An Antonio

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

No other Boards, but a big community out reach with all High School and Career Days in C.C.C.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: Yes No

If Yes, please identify the nature of the relationship: sit on the County Creditability Task

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Signed: Date: 12-8-22

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
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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[EXTERNAL] Nominate Alternate

Bill Whitney <bwhitney@ccbtrades.com>

Thu 2/2/2023 10:57 PM

To: Michael Kent <Michael.Kent@cchealth.org>

Good Evening Michael,

The Contra Costa Building and Constructuon Trades Council would like to nominate Terry Baldwin of IBEW Local 302 in Martinez to be our alternate on the Contra Costa County Hazardous Materials Commission.

Thank you for your attention to this matter.

Bill Whitney, CEO

CCBCTC

2727 Alhambra Ave., Suite 5

Martinez, CA 94553

Office: 925-228-0900

Mobile: 707-246-0950



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

5.

Meeting Date: 02/13/2023
Subject: 2023 MEETING SCHEDULE, FORMAT, AND WORK PLAN
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: N/A
Referral Name: N/A
Presenter: Julie DiMaggio Enea, IOC Staff **Contact:** Julie DiMaggio Enea 925.655.2056

Referral History:

The Board of Supervisors made the following 12 referrals to the 2023 Internal Operations Committee, which are described in Attachment B:

Standing Referrals

1. Continued policy oversight and quarterly monitoring of the Small Business Enterprise and Outreach programs, and e-Outreach
2. Review of the annual financial audit schedule
3. Review of annual Master Vehicle Replacement List and disposition of low-mileage vehicles
4. Local Bid Preference Program
5. Advisory Body Candidate Screening/Interview
6. Fish and Wildlife Propagation Fund Allocation
7. Advisory Body Triennial Review
8. Animal Benefit Fund Review

Continued One-Time Referrals

1. Language Interpretation for Public Meetings
2. Racial Justice Oversight Body Dysfunction
3. Status Update on Commission for Women and Girls
4. Ad Hoc Arts Council Steering Committee, Work and Final Disposition

The Committee members have selected the second Monday of each month at 10:30 a.m. as the standing meeting date/time for 2023.

Effective March 1, 2023, the Board's standing committees have been directed by the Board to use a hybrid meeting format that will enable the public to continue to participate in meetings electronically from remote locations. Under new legislation, Committee members may attend meetings remotely for limited "just cause" or "emergency" reasons no more than two times nor more than 20% of the regular meetings per calendar year, as long as at least one Committee member (a quorum) participates in person. Additionally, the Brown Act and County's Better Government Ordinance permits remote participation of a Committee member under these rules:

- At least a quorum of the Committee (one member) must participate from a location in the county.
- Each telephone conference location and the meeting location must be shown on the agenda for the meeting. In addition, the agenda must provide an opportunity for members of the public to give public comment from each teleconference location.
- In addition to the usual agenda-posting agenda locations and the County website, an agenda must be posted at each teleconference location 96 hours in advance of the meeting.

- Each teleconference location must be open and accessible to members of the public.
- ³All votes taken during a teleconference meeting must be by roll call.

A hybrid format would consist of either a two-way audiovisual platform, or a two-way telephonic service and a live webcasting of the meeting, so that the public may remotely hear and visually observe the meeting, and remotely address the body. The Board's standing committees are scheduled to meet in Conference Room 110 at the County Administration Building, 1025 Escobar Street, Martinez. This room is equipped to host hybrid meetings.

Referral Update:

Attached for the Committee's review is the proposed meeting schedule and the proposed work plan for hearing each of the 2023 referrals (**Attachment A**). Staff requests the Committee review and proposed any changes to the list of referrals and proposed meeting dates.

Recommendation(s)/Next Step(s):

APPROVE the proposed 2023 Committee meeting schedule, meeting format, and work plan, or provide direction to staff regarding any changes thereto.

Fiscal Impact (if any):

None.

Attachments

Attachment A: Proposed 2023 IOC Discussion Schedule

Attachment B: Summary of 2023 IOC Referrals

ATTACHMENT "A"

**2023 Internal Operations Committee Discussion Schedule
2nd Monday at 10:30 a.m.
As of February 8, 2023**

Meeting Date	Subject	Staff Contacts
February 13	<ul style="list-style-type: none"> ◆ IOC Schedule and Work Plan for 2023 ◆ IOC Advisory Body Recruitment Schedule 	Julie Julie
March 13	<ul style="list-style-type: none"> ◆ CCCFPD Advisory Fire Commission Interviews ◆ Internal Audit Work Plan for 2023 ◆ Fleet ISF/Low Mileage Vehicles 	Julie Joanne Bohren/Sandi Bewley Joe Yee/ Ricky Williams
April 10	<ul style="list-style-type: none"> ◆ SBE/Outreach January-June 2022 ◆ Local Bid Preference Program Semi-Annual Report ◆ Fish & Wildlife Propagation Fund Allocations 	Cindy Shehorn Cindy Shehorn Maureen Parkes
May 8	<ul style="list-style-type: none"> ◆ Retirement Board interviews (three seats) ◆ Phase III Triennial AB Review Intro ◆ Arts Council Steering Committee update 	Julie Jami Napier/Lauren Hull Lara DeLaney
June 12	<ul style="list-style-type: none"> ◆ County Connection Citizens Advisory Cte interviews ◆ Affordable Housing Finance Cte interviews ◆ Language Access at BOS Meetings (fr 8/2/22 BOS mtg) ON HOLD UNTIL FURTHER NOTICE 	Julie Julie/Kristin Sherk Jami Morritt
July 10	<ul style="list-style-type: none"> ◆ Racial Justice Oversight Body Issues 	Patrice Guillory, Paul Reyes
August 14		
September 11	◆	
October 9	<ul style="list-style-type: none"> ◆ SBE/Outreach July-December 2022 report ◆ Local Bid Preference Program Semi-Annual Report ◆ Animal Benefit Fund PY Review 	Carrie Ricci/Cindy Shehorn Carrie Ricci/Cindy Shehorn Beth Ward/Steve Burdo
November 13	◆	
December 11	<ul style="list-style-type: none"> ◆ Hazardous Materials Commission appts ◆ Law Library interviews ◆ Integrated Pest Management Adv Cte interviews 	Michael Kent Julie Wade Finlinson/Julie

“ATTACHMENT B”

INTERNAL OPERATIONS COMMITTEE
SUMMARY OF 2023 REFERRALS

The 2023 Internal Operations Committee (IOC) received eight referrals from the Board of Supervisors. Following is a summary of each referral and its status.

Standing Referrals

1. Small Business Enterprise (SBE) and Outreach Programs. The IOC accepted two reports from the new Purchasing Services Manager, together covering the period July 1, 2021 through June 30, 2022, and reported out to the Board of Supervisors on April 26 and October 25, 2022.
2. County Financial Audit Program. Since 2000, the IOC reviews, each February, the annual schedule of audits and best practices studies proposed by the Auditor-Controller. The Auditor-Controller’s Office presented a report of its 2021 audit work and proposed 2022 Audit Schedule to the IOC on March 14, 2022, which the IOC accepted and approved, and reported to the Board on March 22, 2022.
3. Annual Report on Fleet Internal Service Fund and Disposition of Low Mileage Vehicles. Each year, the Public Works Department Fleet Manager analyzes the fleet and annual vehicle usage, and makes recommendations to the IOC on the budget year vehicle replacements and on the intra-County transfer of underutilized vehicles, in accordance with County policy. In FY 2008/09, following the establishment of an Internal Services Fund (ISF) for the County Fleet, to be administered by Public Works, the Board requested the IOC to review annually the Public Works department report on the fleet and on low-mileage vehicles. The IOC received the 2020/21 fleet report on March 14, 2022, and reported out to the Board of Supervisors on March 22, 2022.
4. Local Bid Preference Program. In 2005, the Board of Supervisors adopted the local bid preference ordinance to support small local businesses and stimulate the local economy, at no additional cost to the County. Under the program, if the low bid in a commodities purchase is not from a local vendor, any responsive local vendor who submitted a bid over \$25,000 that was within 5% percent of the lowest bid has the option to submit a new bid. The local vendor will be awarded if the new bid is in an amount less than or equal to the lowest responsive bid, allowing the County to favor the local vendor but not at the expense of obtaining the lowest offered price. Since adoption of the ordinance, the IOC has continued to monitor the effects of the program through annual reports prepared and presented by the Purchasing Agent or designee. The IOC received two reports, together covering the period July 1, 2021 through June 30, 2022, and reported out to the Board of Supervisors on April 26 and October 25, 2022.
5. Advisory Body Recruitment. On December 12, 2000, the Board of Supervisors approved a policy on the process for recruiting applicants for selected advisory bodies of the Board. This policy requires an open recruitment for all vacancies to At Large seats appointed by the Board. The IOC decided that it would conduct interviews for At Large seats on the following bodies: Retirement Board, Fire Advisory Commission, Integrated Pest Management Advisory Committee, Planning Commission, Treasury Oversight Committee, and the Fish & Wildlife Committee, as well as other advisory bodies as the need should arise; and that screening and nomination to fill At Large seats on all other eligible bodies would be delegated to each body or a subcommittee thereof.

In 2022, the IOC submitted recommendations to the Board of Supervisors to fill 27 vacant seats on various committees and commissions. The IOC interviewed individuals for seats on the Local Enforcement Agency Independent Hearing Panel, Retirement Board, Planning Commission, and the Advisory Fire Commission to the Contra Costa Fire Protection District, Ad Hoc Arts Council Steering Committee, Los Medanos Health Advisory Committee, and Integrated Pest Management Advisory Committee.

In 2023, the IOC will need to recruit and interview for the County Connection Citizen Advisory Committee, the Retirement Board, the Integrated Pest Management Advisory Committee, and the Law Library Board of Trustees. This is a standing referral.

6. Process for Allocation of Propagation Funds by the Fish and Wildlife Committee. On November 22, 2010, the IOC received a status report from Department of Conservation and Development (DCD) regarding the allocation of propagation funds by the Fish and Wildlife Committee (FWC). The IOC accepted the report along with a recommendation that IOC conduct a preliminary review of annual FWC grant recommendations prior to Board of Supervisors review. On April 11, 2022, the IOC received a report from DCD proposing, on behalf of the FWC, the 2022 Fish and Wildlife Propagation Fund Grant awards. The IOC approved the proposal and recommended grant awards for ten projects totaling \$50,325, which the Board of Supervisors unanimously approved on April 26, 2022.
7. Advisory Body Triennial Review. Beginning in 2010 and concluding in 2011/2012, the Board of Supervisors conducted an extensive review of advisory body policies and composition, and passed Resolution Nos. 2011/497 and 2011/498, which revised and restated the Board's governing principles for the bodies. The Resolutions dealt with all bodies, whether created by the BOS as discretionary or those that the BOS is mandated to create by state or federal rules, laws or regulations. The Resolutions directed the CAO/CoB's Office to institute a method to conduct a rotating triennial review of each body and to report on the results of that review and any resulting staff recommendations to the Board, through the IOC, on a regular basis. The second phase report of the current Triennial Review Cycle was completed on May 9, 2022 and reported out to the Board on May 17, 2022.
8. Animal Benefit Fund Review. On May 12, 2015, the Board of Supervisors adopted the fiscal year 2015/16 budget, including a referral to the Internal Operations Committee to review the Animal Benefit Fund and, in March 2016, the Board directed that the review be made by the IOC annually to assess the impact of the Animal Benefit Fund on the community and families. On November 21, 2022, the IOC received the sixth annual report on the Animal Benefit Fund covering FY 2021/22 and reported to the Board on November 29, 2022.

Continuing One-Time Referrals

9. Language Interpretation Services for Public Meetings. On March 26, 2019, the Board requested the IOC to develop a policy on language interpretation services at the Board of Supervisors meetings. The IOC considered this matter on September 9, 2019 and decided that the services could not practically be rolled out until staff relocates to the new Administration Building. The IOC gave staff direction to report back with additional information to assist the Committee in determining the best model for providing these services. The IOC received follow-up reports on December 9, 2019 and November 19, 2020, and directed staff to develop recommendations for a six-month pilot program providing limited interpretation and translation services, with the intention that the County would initiate a pilot process, promote it, and measure how extensively it is utilized. On March 8, 2021, the IOC received an extensive report from the Clerk of the Board on language interpretation and closed captioning services, and subsequently made to the Board related recommendations which, on March 23, 2021, the Board approved. On August 2, 2022, the Board received a follow-up report on language interpretation services at Board of Supervisors and Measure X Committee meetings and referred the matter to the Internal Operations Committee to gather additional information on the practices of other counties and issues surrounding equal access. The IOC took no action on this matter pending establishment of the Office of Racial Equity and Social Justice, which is expected to take this matter up once established in spring/summer 2023 for report back to the IOC.
10. Racial Justice Oversight Body Dysfunction. On July 11, 2022, the IOC received a report from the County Probation Department regarding operational problems of the RJOB. The Public Protection Committee has previously received a report from a consulting firm engaged by the Office of Reentry & Justice (ORJ) at the Probation Department to provide technical assistance and meeting facilitation services for the RJOB. During the update, the Burns Institute highlighted several emerging issues hindering the RJOB's future work to include: changes in leadership and membership resulting in challenges with maintaining quorum, specifically at the Subcommittee levels; ambitious Task Force recommendations that are beyond the capacity and scope of the membership; and limited staffing resources to support the membership's requests for data collection, management, and analyses necessary to implement the recommendations of the RJOB. The County Administrator's Office identified additional issues: (1) the existing RJOB charge is vague; (2) staff support is insufficient to the RJOB's needs; (3) RJOB subcommittees are self-forming and, therefore, not always balanced; and (4) there is high interest in participation and no term limits. It was decided that CAO would work with the Office of Racial Equity and Social Justice, once fully established, and bring recommendations for changes to the RJOB bylaws back to the IOC at a future date.

11. Status Update on Commission for Women and Girls. The IOC requested a status report from the Commission on its current focus and membership, meeting schedule and work plan, and prior year meeting attendance.
12. Ad Hoc Arts Council Steering Committee, Work and Final Disposition. On March 29, 2022, the Board of Supervisors dissolved the Arts and Culture Commission and directed County Administration staff to procure or establish a nonprofit public-private partnership Arts Council for the county. Arts Orange County was selected to provide project management for this effort and on August 2, 2022, the Board referred to the Internal Operations Committee the establishment of an Ad Hoc Arts Council Steering Committee. On September 12, 2022, the IOC received a report from the County Administrator's Office recommending the composition of the Steering Committee and on November 21, the IOC approved recommendations for appointment to the Steering Committee, which the Board approved on November 29. On January 10, 2023, the Board referred to the IOC a status report from the County Administrator on the work of the Steering Committee.



Contra Costa County Board of Supervisors

Subcommittee Report

INTERNAL OPERATIONS COMMITTEE

6.

Meeting Date: 02/13/2023
Subject: PLAN FOR SCHEDULED ADVISORY BODY RECRUITMENTS
Submitted For: Monica Nino, County Administrator
Department: County Administrator
Referral No.: IOC 23/5
Referral Name: ADVISORY BODY RECRUITMENT
Presenter: Julie DiMaggio Enea, IOC Staff **Contact:** Julie DiMaggio Enea 925.655.2056

Referral History:

The Board of Supervisors has directed the IOC to personally conduct recruitment and interviews of applicants for At Large seats on the Contra Costa County Fire Protection District's (CCCFPD) Fire Advisory Commission, the County Planning Commission, the Local Enforcement Agency Independent Hearing Panel (Solid Waste), and the Board appointees to the Contra Costa County Employees' Retirement Association (CCCERA) Board of Trustees and the the East Contra Costa County Fire Protection District Board of Directors.

Additionally, the IOC has conducted public interviews for vacancies on the following bodies: County Connection Citizens' Advisory Committee, East Bay Regional Parks Advisory Committee, Fish and Wildlife Committee, Integrated Pest Management Committee, Mosquito & Vector Control District Board (if requested), Resource Conservation District (if requested), the Law Library Board of Trustees, and the Treasury Oversight Committee.

In 2023, the IOC will need to conduct public interviews to fill the following current and scheduled vacancies:

Advisory Body	Seats	Term/yrs	Expiration Date
Contra Costa Fire Protection District Advisory Fire Commission	At Large Alternate #1	4	6/30/2024 (vacant)
County Connection Citizens Advisory	County Appointee	2	6/30/2023
Employees Retirement Assoc. Bd of Trustees (CCCERA)	BOS Appointee 5	3	6/30/2023
Employees Retirement Assoc. Bd of 3 Trustees (CCCERA)	BOS Appointee 5	3	6/30/2023
Employees Retirement Assoc. Bd of Trustees (CCCERA)	BOS Appointee 5	3	6/30/2023
Employees Retirement Assoc. Bd of Trustees (CCCERA)	BOS Appointee Alternate	3	6/30/2023
Law Library Bd of Trustees	Member of the Bar	1	12/31/2023

Also, attached for the Committee's information is a listing (**Attachment A**) of all advisory body seats that are screened by the Internal Operations Committee and their current status, according to the Board Appointive List maintained by the Clerk of the Board's Office.

Referral Update:

It is important that the IOC develop a recruitment schedule that permits the Board of Supervisors to make its appointments prior to the effective dates of the new seat terms. Staff proposes the following recruitment schedules for those seats recruited by the County Administrator on behalf of the IOC:

Vacant Advisory Fire Commission Seat With a Term That Will Expire on 6/30/24:

February 10	Issue press release advertising vacancy
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March 3	Application Deadline for vacancy (3 week application period)
March 6 - 8	Staff to screen applications and schedule all interviews for March 13
March 13	IOC Committee Meeting: Interview candidates for the vacancy
March 21	Board of Supervisors Meeting: Board consideration of IOC recommended appointment
March 22	Appointment takes effect

County Connection CAC and Retirement Board Seats With Terms That Will Expire on 6/30/23:

March 31	Issue press release advertising vacancies
April 21	Application Deadline for vacancies (4 week application period)
April 24 - 28	Staff to screen applications and schedule all interviews for May 8
May 8	IOC Committee Meeting: Interview candidates for the vacancies
May 23 or June 13	Board of Supervisors Meeting: Board consideration of IOC recommended appointments
July 1	Appointments take effect

Law Library Seat With a Term That Will Expire on 12/31/23:

September 29	Issue press release advertising vacancy
October 27	Application Deadline for vacancy (4 week application period)
Oct 30-Nov 3	Staff to screen applications and schedule all interviews for November 13
November 13	IOC Committee Meeting: Interview candidates for the vacancy
December 5 or 12	Board of Supervisors Meeting: Board consideration of IOC recommended appointment
January 1	Appointment takes effect

Recommendation(s)/Next Step(s):

APPROVE the proposed recruitment plan and schedules to fill public member or At Large seat vacancies on certain Board advisory bodies, commissions and committees.

Fiscal Impact (if any):

None.

Attachments

Attachment A: IOC Advisory Body Interview Responsibilities 2023

INTERNAL OPERATIONS

Ad Hoc Census 2020 Complete Count Steering
 Affordable Housing Finance
 Bay Area Library & Info Sys Lay Adv Board
 BBK Union Cemetery Distict Bd of Trustees (if needed)
 CCTA Citizens Advisory Committee
 County Connection Citizens Advisory
 Countywide Redevelopment Successor Agency Oversight Board
 East Bay Regional Parks District Advisory
 Employees Retirement Assos. Bd of Trustees (CCCERA)
 Fire Advisory Commission (CCCFPD)
 Fish & Wildlife
 Hazardous Materials
 Housing Authority Board of Commissioners
 Integrated Pest Management
 Law Library Bd of Trustees
 Local Enforcement Agency Independent Hearing Panel
 Mosquito & Vector Control District Bd of Trustees
 Planning Commission
 Resource Conservation District Bd of Trustees
 Treasury Oversight
 Tri-Delta Transit Auth Bd of Directors
 Western CC Transit Auth Bd of Directors

In Suspense

Agricultural Advisory Task Force

FAMILY & HUMAN SERVICES

Alcohol & Other Drugs
 Arts & Culture
 Aging, Advisory Council on
 Women's and Girls' Commission
 Homelessness, Interjurisdictional Council on
 Developmental Disabilities
 Emergency Medical Care
 Family and Children's Trust
 In-Home Supportive Services Public Authority Advisory
 Local Child Care Planning Council
 Managed Care Commission
 Mental Health Commission
 Workforce Development Board

HO2

Advisory Council on Equal Employment Opportunity

SUSTAINABILITY COMMITTEE

Sustainability Commission

AIRPORTS COMMITTEE

Airport Land Use Commission

Aviation Advisory Committee

PUBLIC PROTECTION COMMITTEE

Community Corrections Partnership

Juvenile Justice Coordinating Council

Racial Justice Oversight

TWIC

Regional Measure 3 Independent Oversight Committee

ATTACHMENT "A"

<u>IOC</u>	<u>Advisory or Regional Legislative Body</u>	<u>County "At Large" Seat</u>	<u>Term Length</u>	<u>Staff Contact</u>
Interview	2020/2 Contra Costa County FPD Fire Advisory Commission	At Large 1	4 6/30/2024	Latonia Ellingsberg
Interview	2020/2 Contra Costa County FPD Fire Advisory Commission	At Large 2	4 6/30/2026	Latonia Ellingsberg
Interview	2020/2 Contra Costa County FPD Fire Advisory Commission	At Large Alternate #1	4 6/30/2024	Latonia Ellingsberg
Interview	2020/2 Contra Costa County FPD Fire Advisory Commission	At Large Alternate #2	4 6/30/2024	Latonia Ellingsberg
Interview	2020/2 Contra Costa County FPD Fire Advisory Commission	At Large Alternate #3	4 6/30/2026	Latonia Ellingsberg
Interview	2020/2 County Connection Citizens Advisory	County seat	2 6/30/2023	Diane Bodon, 925-256-4720
Interview	2020/2 East Bay Regional Parks District Advisory	Appointee 1	2 12/31/2024	Pfuehler Erich, EBRPD (510) 544-2006
Interview	2020/2 Employees Retirement Assoc. Bd of Trustees (CCCERA)	BOS Appointee 4	3 6/30/2025	Gail Strohl/Julie Enea
Interview	2020/2 Employees Retirement Assoc. Bd of Trustees (CCCERA)	BOS Appointee 5	3 6/30/2023	Gail Strohl/Julie Enea
Interview	2020/2 Employees Retirement Assoc. Bd of Trustees (CCCERA)	BOS Appointee 6	3 6/30/2023	Gail Strohl/Julie Enea
Interview	2020/2 Employees Retirement Assoc. Bd of Trustees (CCCERA)	BOS Appointee 9	3 6/30/2023	Gail Strohl/Julie Enea
Interview	2020/2 Employees Retirement Assoc. Bd of Trustees (CCCERA)	BOS Appointee Alternate	3 6/30/2023	Gail Strohl/Julie Enea
Interview	2020/1 Fish & Wildlife	At Large 1	4 12/31/2026	Maureen Parkes, DCD
Interview	2020/1 Fish & Wildlife	At Large 2	4 12/31/2026	Maureen Parkes, DCD
Interview	2020/1 Fish & Wildlife	At Large 3	4 12/31/2024	Maureen Parkes, DCD
Interview	2020/1 Fish & Wildlife	At Large 4	4 12/31/2024	Maureen Parkes, DCD
Interview	2020/1 Fish & Wildlife	At Large Alternate	4 12/31/2024	Maureen Parkes, DCD
Interview	2020/1 Integrated Pest Management	At Large 1	4 12/31/2023	Wade Finlinson
Interview	2020/1 Integrated Pest Management	At Large 2	4 12/31/2023	Wade Finlinson
Interview	2020/1 Integrated Pest Management	At Large 3	4 12/31/2026	Wade Finlinson
Interview	2020/1 Integrated Pest Management	Public Member Alternate	4 12/31/2026	Wade Finlinson
Interview	N/A Local Enforcement Agency Independent Hearing Panel (Solid Waste)	At Large	4 3/31/2026	Enid Mendoza
Interview	N/A Local Enforcement Agency Independent Hearing Panel (Solid Waste)	Public Member	4 3/31/2026	Enid Mendoza
Interview	N/A Local Enforcement Agency Independent Hearing Panel (Solid Waste)	Technical Expert	4 3/31/2026	Enid Mendoza
Interview	2020/1 Planning Commission	At Large 1	4 6/30/2026	Hiliana Li, DCD
Interview	2020/1 Planning Commission	At Large 2	4 6/30/2024	Hiliana Li, DCD
Interview	2020/1 Treasury Oversight	BOS Member	4 4/30/2024	Rusty Watts
Interview	2020/1 Treasury Oversight	BOS Member Alternate	4 4/30/2026	Rusty Watts
Interview	2020/1 Treasury Oversight	Public 1	4 4/30/2026	Rusty Watts
Interview	2020/1 Treasury Oversight	Public 2	4 4/30/2026	Rusty Watts
Interview	2020/1 Treasury Oversight	Public 3	4 4/30/2024	Rusty Watts
Review	2020/2 Affordable Housing Finance	Community 1	3 6/30/2025	Kristin Sherk, DCD
Review	2020/2 Affordable Housing Finance	County 1	3 6/30/2023	Kristin Sherk, DCD
Review	2020/2 Affordable Housing Finance	County 2	3 6/30/2024	Kristin Sherk, DCD
Review	2020/2 Affordable Housing Finance	County 3	3 6/30/2025	Kristin Sherk, DCD
Review	2020/2 BBK Union Cemetery Distict Bd of Trustees (if needed)	Trustee 1	4 12/31/2022	Lea Castleberry
Review	2020/2 BBK Union Cemetery Distict Bd of Trustees (if needed)	Trustee 2	4 12/31/2026	Lea Castleberry
Review	2020/2 BBK Union Cemetery Distict Bd of Trustees (if needed)	Trustee 3	4 12/31/2026	Lea Castleberry
Review	2020/1 Hazardous Materials	Env Engineering Firms	4 12/31/2025	Michael Kent
Review	2020/1 Hazardous Materials	Env Engineering Firms Alt	4 12/31/2025	Michael Kent
Review	2020/1 Hazardous Materials	Env Organizations 1	4 12/31/2024	Michael Kent
Review	2020/1 Hazardous Materials	Env Organizations 1 Alt	4 12/31/2024	Michael Kent
Review	2020/1 Hazardous Materials	Env Organizations 2	4 12/31/2023	Michael Kent
Review	2020/1 Hazardous Materials	Env Organizations 2 Alt	4 12/31/2023	Michael Kent
Review	2020/1 Hazardous Materials	Env Organizations 3	4 12/31/2024	Michael Kent
Review	2020/1 Hazardous Materials	Env Organizations 3 Alt	4 12/31/2024	Michael Kent
Review	2020/1 Hazardous Materials	General Public	4 12/31/2023	Michael Kent
Review	2020/1 Hazardous Materials	General Public Alt	4 12/31/2023	Michael Kent
Review	2020/2 Housing Authority Board of Commissioners, if needed	Tenant #1 (age 62 or above)	2 5/31/2023	Joseph Villarreal
Review	2020/2 Housing Authority Board of Commissioners, if needed	Tenant #2	2 5/31/2023	Joseph Villarreal

Review	2020/1	Law Library Bd of Trustees	Member of the Bar	1	12/31/2023	Carey Rowan, Sup Court
Review	2020/2	Mosquito & Vector Control District Bd of Trustees	At Large 1	4	1/2/2027	Paula Macedo, pmacedo@contracostamosq
Review	2020/2	Mosquito & Vector Control District Bd of Trustees	At Large 2	4	1/6/2025	Paula Macedo, pmacedo@contracostamosq
Review	2020/2	Mosquito & Vector Control District Bd of Trustees	At Large 3	4	1/6/2025	Paula Macedo, pmacedo@contracostamosq
Review	2020/2	Resource Conservation District Bd of Trustees, if needed	Director 1	4	11/30/2024	Hunter Teresa, RCD, (925) 672-6522
Review	2020/2	Resource Conservation District Bd of Trustees, if needed	Director 2	4	11/30/2026	Hunter Teresa, RCD, (925) 672-6522
Review	2020/2	Resource Conservation District Bd of Trustees, if needed	Director 3	4	11/30/2024	Hunter Teresa, RCD, (925) 672-6522
Review	2020/2	Resource Conservation District Bd of Trustees, if needed	Director 4	4	11/30/2024	Hunter Teresa, RCD, (925) 672-6522
Review	2020/2	Resource Conservation District Bd of Trustees, if needed	Director 5	4	11/30/2026	Hunter Teresa, RCD, (925) 672-6522
Review	2020/2	Tri-Delta Transit Auth Bd of Directors	Member 1 Alt	2	12/31/2023	Jamar Stamps, DCD
Review	2020/2	Tri-Delta Transit Auth Bd of Directors	Member 2 Alt	2	12/31/2022	Jamar Stamps, DCD
Review	2020/2	Western CC Transit Auth Bd of Directors	Crockett	2	12/31/2022	Jamar Stamps, DCD
Review	2020/2	Western CC Transit Auth Bd of Directors	Crockett Alt	2	12/31/2022	Jamar Stamps, DCD
Review	2020/2	Western CC Transit Auth Bd of Directors	Rodeo	2	12/31/2022	Jamar Stamps, DCD
Review	2020/2	Western CC Transit Auth Bd of Directors	Rodeo Alt	2	12/31/2022	Jamar Stamps, DCD
Review	2020/2	Western CC Transit Auth Bd of Directors	San Pablo	2	12/31/2022	Jamar Stamps, DCD
Review	2020/2	Western CC Transit Auth Bd of Directors	San Pablo Alt	2	12/31/2022	Jamar Stamps, DCD

Key:

currently vacant
will have a 2023 vacancy
filled

Advisory Body

Local Enforcement Agency Independent Hearing Panel (Solid Waste)
 Local Enforcement Agency Independent Hearing Panel (Solid Waste)
 Local Enforcement Agency Independent Hearing Panel (Solid Waste)
 Contra Costa County FPD Fire Advisory Commission
 Planning Commission
 Redevelopment Successor Oversight Board
 East Bay Regional Parks District Advisory
 Law Library Bd of Trustees

Seat

At Large
 Public Member
 Technical Expert
 At Large 2
 At Large 1
 Public Member
 Appointee 1
 Member of the Bar

Advisory Body

Los Medanos Health Advisory Committee
 Integrated Pest Management Advisory Cte
 Treasury Oversight Committee
 Contra Costa County FPD Fire Advisory Commission
 Employees Retirement Assoc Bd. of Trustees
 Planning Commission
 East Bay Regional Parks District Advisory Cte
 Fish & Wildlife Committee
 Law Library Board of Trustees

Seat(s)

At Large seat
 At Large #3 & Public
 Member
 Public 1 & 2
 At Large #2
 BOS Appointee #4
 At Large #1
 Appointee #1
 At Large #1 & 2
 Member of the Bar

<u>Term/yr</u> s	<u>Expiration Date</u>
4	3/31/2018
4	3/31/2018
4	3/31/2018
4	6/30/2018
4	6/30/2018
N/A	6/30/2018
2	12/31/2018
1	12/31/2018

<u>Term/yr</u> s	<u>Expiration Date</u>
2	12/31/2024
4	3/31/2022
4	4/30/2022
4	6/30/2022
3	6/30/2022
4	6/30/2022
2	12/31/2022
4	12/31/2022
1	12/31/2022