



Agenda

PUBLIC PROTECTION COMMITTEE

February 6, 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/84916570046>

Or Telephone: (214) 765-0478 or (888) 278-0254 (US Toll Free)

Conference code: 507994

Meeting ID: 849 1657 0046

Supervisor Federal D. Glover, Chair
Supervisor John Gioia, Vice Chair

Agenda Items:

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

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).
3. APPROVE Record of Action from the October 24, 2022 meeting. **(Page 3)**
4. CONSIDER reviewing and approving the fiscal year 2023/24 AB 109 budget proposal totaling \$37.3 million, as recommended by the Community Corrections Partnership-Executive Committee and the County Administrator's Office. **(Paul Reyes, Senior Deputy County Administrator) (Page 6)**
5. ACCEPT an update on appointments to the Racial Justice Oversight Body and PROVIDE further direction to staff. **(Paul Reyes, Senior Deputy County Administrator) (Page 53)**
6. The next meeting is currently scheduled for March 6, 2023.
7. Adjourn

The Public Protection Committee will provide reasonable accommodations for persons with disabilities planning to attend Public Protection 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 Public Protection Committee less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar St., 4th Floor, Martinez, during normal business hours.

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

For Additional Information Contact:

Paul Reyes, Committee Staff
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paul.reyes@cao.cccounty.us

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

AB	Assembly Bill	HIV	Human Immunodeficiency Syndrome
ABAG	Association of Bay Area Governments	HOV	High Occupancy Vehicle
ACA	Assembly Constitutional Amendment	HR	Human Resources
ADA	Americans with Disabilities Act of 1990	HUD	United States Department of Housing and Urban Development
AFSCME	American Federation of State County and Municipal Employees	Inc.	Incorporated
AICP	American Institute of Certified Planners	IOC	Internal Operations Committee
AIDS	Acquired Immunodeficiency Syndrome	ISO	Industrial Safety Ordinance
ALUC	Airport Land Use Commission	JPA	Joint (exercise of) Powers Authority or Agreement
AOD	Alcohol and Other Drugs	Lamorinda	Lafayette-Moraga-Orinda Area
ARRA	American Recovery and Reinvestment Act	LAFCo	Local Agency Formation Commission
BAAQMD	Bay Area Air Quality Management District	LLC	Limited Liability Company
BART	Bay Area Rapid Transit District	LLP	Limited Liability Partnership
BCDC	Bay Conservation & Development Commission	Local 1	Public Employees Union Local 1
BGO	Better Government Ordinance	LVN	Licensed Vocational Nurse
BOS	Board of Supervisors	MAC	Municipal Advisory Council
CALTRANS	California Department of Transportation	MBE	Minority Business Enterprise
CalWIN	California Works Information Network	M.D.	Medical Doctor
CalWORKS	California Work Opportunity and Responsibility to Kids	M.F.T.	Marriage and Family Therapist
CAER	Community Awareness Emergency Response	MIS	Management Information System
CAO	County Administrative Officer or Office	MOE	Maintenance of Effort
CCHP	Contra Costa Health Plan	MOU	Memorandum of Understanding
CCTA	Contra Costa Transportation Authority	MTC	Metropolitan Transportation Commission
CCP	Community Corrections Partnership	NACo	National Association of Counties
CDBG	Community Development Block Grant	OB-GYN	Obstetrics and Gynecology
CEQA	California Environmental Quality Act	O.D.	Doctor of Optometry
CIO	Chief Information Officer	OES-EOC	Office of Emergency Services-Emergency Operations Center
COLA	Cost of living adjustment	ORJ	Office of Reentry & Justice
ConFire	Contra Costa Consolidated Fire District	OSHA	Occupational Safety and Health Administration
CPA	Certified Public Accountant	Psy.D.	Doctor of Psychology
CPI	Consumer Price Index	RDA	Redevelopment Agency
CSA	County Service Area	RJOB	Racial Justice Oversight Body
CSAC	California State Association of Counties	RJTF	Racial Justice Task Force
CTC	California Transportation Commission	RFI	Request For Information
dba	doing business as	RFP	Request For Proposal
EBMUD	East Bay Municipal Utility District	RFQ	Request For Qualifications
EIR	Environmental Impact Report	RN	Registered Nurse
EIS	Environmental Impact Statement	SB	Senate Bill
EMCC	Emergency Medical Care Committee	SBE	Small Business Enterprise
EMS	Emergency Medical Services	SWAT	Southwest Area Transportation Committee
EPSDT	State Early Periodic Screening, Diagnosis and treatment Program (Mental Health)	TRANSPAC	Transportation Partnership & Cooperation (Central)
et al.	et ali (and others)	TRANSPAN	Transportation Planning Committee (East County)
FAA	Federal Aviation Administration	TRE or TTE	Trustee
FEMA	Federal Emergency Management Agency	TWIC	Transportation, Water and Infrastructure Committee
F&HS	Family and Human Services Committee	UCC	Urban Counties Caucus
First 5	First Five Children and Families Commission (Proposition 10)	VA	Department of Veterans Affairs
FTE	Full Time Equivalent	vs.	versus (against)
FY	Fiscal Year	WAN	Wide Area Network
GHAD	Geologic Hazard Abatement District	WBE	Women Business Enterprise
GIS	Geographic Information System	WCCTAC	West Contra Costa Transportation Advisory Committee
HCD	(State Dept of) Housing & Community Development		
HHS	Department of Health and Human Services		
HIPAA	Health Insurance Portability and Accountability Act		



Contra Costa County Board of Supervisors

Subcommittee Report

PUBLIC PROTECTION COMMITTEE

3.

Meeting Date: 02/06/2023
Subject: RECORD OF ACTION - October 24, 2022
Department: County Administrator
Referral No.: N/A
Referral Name: RECORD OF ACTION - October 24, 2022
Presenter: Paul Reyes, Committee Staff **Contact:** Paul Reyes, (925) 655-2049

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 for the Committee's consideration is the Record of Action for the Committee's October 24, 2022 meeting.

Recommendation(s)/Next Step(s):

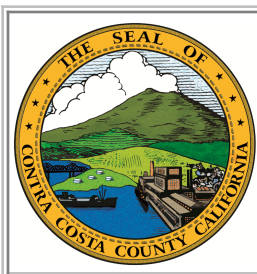
APPROVE Record of Action from the October 24, 2022 meeting.

Fiscal Impact (if any):

No fiscal impact. This item is informational only.

Attachments

Record of Action - October 24, 2022



PUBLIC PROTECTION COMMITTEE

RECORD OF ACTION FOR
October 24, 2022

Supervisor Federal D. Glover, Chair
Supervisor John Gioia, Vice Chair

Present: Federal D. Glover, Chair
Candace Andersen, Vice Chair

Staff Paul Reyes, Senior Deputy County Administrator
Present:

1. Introductions

Convene-10:30 am

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

No public comment.

3. APPROVE Record of Action from the June 27, 2022 meeting.

Approved as presented.

AYE: Chair Federal D. Glover
Vice Chair Candace Andersen

4. 1. CONSIDER interviewing applicants for all (9) Community-based Representative Seats of the Racial Justice Oversight Body.

2. RECOMMEND candidates to the Board of Supervisors for appointment consideration at their November 8th, 2022 meeting.

The Committee recommended the following appointments:

- Seats 1 & 2 – Chala Bonner & Melvin Willis (nominated by Racial Justice Coalition)
- Seats 3 & 4 – Ronell Ellis & Michael Pierson (persons with prior personal criminal or juvenile justice system involvement)
- Seats 5, 6, & 7 – Y'nand Burrell, Alisha Jackson, and Cheryl Sudduth (CBO representatives that work with justice-involved populations)
- Seat 8 – Gigi Crowder (representative from faith-based organization)
- Seat 9 – Stephanie Medley (CBO rep that provides services to school age youth)

AYE: Chair Federal D. Glover

Vice Chair Candace Andersen

5. APPROVE the Contra Costa County Emergency Operations Plan and forward to the Board of Supervisors for adoption.

Approved as presented.

AYE: Chair Federal D. Glover
Vice Chair Candace Andersen

6. The next meeting is currently scheduled for November 28, 2022.
7. Adjourn

Adjourned.

For Additional Information Contact:

Paul Reyes, Committee Staff
Phone (925) 335-1096, Fax (925) 646-1353
paul.reyes@cao.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

PUBLIC PROTECTION COMMITTEE

4.

Meeting Date: 02/06/2023
Subject: FY 2023/24 CCP RECOMMENDED BUDGET
Department: County Administrator
Referral No.: N/A
Referral Name: AB109 PUBLIC SAFETY REALIGNMENT
Presenter: Paul Reyes, Committee Staff **Contact:** Paul Reyes, 925-655-2049

Referral History:

On October 14, 2022, budget instructions for the FY 2023/24 AB 109 budget were distributed to the Community Corrections Partnership (CCP) subscriber list, including Committee members, staff and interested parties, requesting formal submission no later than November 9, 2022. This year's budget submission process remains unchanged and continues to illustrate 1) the FY 2022/23 Budget, 2) the "baseline" budget (i.e. the cost of simply maintaining the current level of service in 2023/24 dollars), and 3) a "program modification" budget to reflect any proposed program additions or deletions for the upcoming year. All budget requests have been included in a detailed summary (Attachment A) and each individual request has been compiled and attached to this staff report (Attachment B).

On November 18, 2022, the CCP held a workshop, giving departments and funded agencies an opportunity to present and discuss budget proposals. Subsequently, a final vote of the CCP-Executive Committee was held on December 2, 2022.

Referral Update:

On December 2, 2022, the CCP-Executive Committee approved a Recommended Budget for fiscal year 2023/24 for consideration by the Public Protection Committee. A summary of the final Recommended Budget and all budget submissions are included in today's packet for references (Attachments A and B, respectively).

The Recommended CCP Budget being considered today, includes an additional budget augmentation totaling \$1,060,000 for the Public Defender's Office. It was necessary for the County Administrator's Office to include this additional funding recommendations to address two Board actions taken in July and September 2022.

On July 26, 2022, the Board of Supervisors authorized the addition of a net 3.5 FTE Deputy Public Defenders. Additional appropriations were not provided as part of this action. After reviewing the available FY 2023/24 funding sources, the County Administrator is recommending to fund these positions through AB 109, totaling \$880,000.

On September 13, 2022, the Board of Supervisors discussed the Public Defender's Stand Together Contra Costa (STCC) program and its associated funding. During the Board discussion, it was noted by staff that 17% of the STCC cases were currently or previously justice-system involved and would be eligible for continued AB 109 funding. Additionally, Board of Supervisor's directed staff to maintain the status quo program level for STCC for FY 2022/23. For FY 2023/24, it is recommended that 17% of the baseline program, totaling \$180,000, be funded through AB 109 which is consistent with the proportion stated by the Public Defender during the September 13th Board meeting, with the remainder of the STCC program being funded through the Public Defender's existing General Fund allocation.

Today's action is recommending the Public Protection Committee to approve the FY 2023/24 AB 109 budget totaling \$37.3 million (see attachment A), including the supplemental recommendation of \$1,060,000 from the County Administrator's Office for the Public Defender.

Recommendation(s)/Next Step(s):

1. REVIEW and APPROVE the fiscal year 2023/24 AB 109 budget proposal totaling \$37.3 million as outlined in Attachment A, as recommended by the Community Corrections Partnership - Executive Committee and the County Administrator's Office.
2. PROVIDE direction to staff.

Fiscal Impact (if any):

Expenditures

The fiscal year 2023/24 recommended AB 109 Budget is \$37.3 million of which approximately 24% (\$8.7 million) of the budget is allocated to community based organizations or other governmental agencies (such as County Office of Education). The FY 2023/24 budget represents an increase of 9.4% over the current year and is composed of \$35.8 million in baseline budget requests and \$1.5 million in program modifications.

Revenue/Funding

The County is estimated to receive \$36.3 million; approximately \$35.9 million in FY 2023/24 Base allocation funding and \$340,000 in Growth funding. A moderate use of fund balance would not be necessary to fund the Community Corrections recommended budget.

Attachments

Attachment A - FY 23/24 CCP Budget Recommendation

Attachment B - FY 23/24 Budget Requests

**AB 109 PUBLIC SAFETY REALIGNMENT PROGRAM
FY 2023/24 CCP BUDGET SUMMARY**

	2022/23	2023/24 BUDGET REQUEST		
	ONGOING	BASELINE	PROG. MOD.	TOTAL
PROGRAM EXPENDITURES				
Sheriff				
Salaries & Benefits	8,678,024	8,763,104	-	8,763,104
Inmate Food/Clothing/Household Exp	456,250	456,250	-	456,250
Monitoring Costs	55,000	55,000	-	55,000
IT Support	40,000	40,000	-	40,000
Behavioral Health Court Operating Costs	80,500	80,500	-	80,500
"Jail to Community" Program	274,188	324,996	-	324,996
Inmate Welfare Fund re: FCC Ruling	1,101,280	1,360,460	-	1,360,460
Sheriff Total	10,685,242	11,080,310	-	11,080,310
Probation				
Salaries & Benefits	3,096,999	3,032,432	-	3,032,432
Operating Costs	145,739	190,000	190,000	380,000
Salaries & Benefits-Pre-Trial Services Program	859,103	1,018,051	-	1,018,051
Operating Costs-Pre-Trial Services Program	69,000	70,635	-	70,635
Probation Total	4,170,841	4,311,118	190,000	4,501,118
Probation - Office of Reentry and Justice				
Salaries & Benefits	841,129	824,993	143,920	968,913
Operating Costs	93,000	100,000	30,000	130,000
ORJ Total¹	934,129	924,993	173,920	1,098,913
Behavioral Health				
Salaries & Benefits	1,767,447	1,892,538	27,571	1,920,109
Operating Costs	1,087,809	1,087,809	-	1,087,809
Behavioral Health Total	2,855,256	2,980,347	27,571	3,007,918
Health Services--Health, Housing, & Homeless				
Salaries & Benefits	151,636	157,702	-	157,702
Operating Costs	382,330	382,330	-	382,330
Health, Housing & Homeless Total	533,966	540,032	-	540,032
Health Services--Detention Health Services				
Sal & Ben-Fam Nurse, MDF/WCDF/MCDF	233,598	245,278	-	245,278
Sal & Ben-LVN, WCDF	307,510	322,886	(18,063)	304,823
Sal & Ben-RN, MDF/WCDF/MCDF	530,133	572,544	-	572,544
Sal & Ben-MH Clinic. Spec., WCDF	130,602	137,132	-	137,132
Sal & Ben- Substance Abuse Counselor	-	-	18,063	18,063
Detention Health Services Total	1,201,843	1,277,840	-	1,277,840
Public Defender				
Salaries & Benefits ²	3,629,340	4,088,527	1,952,258	6,040,785
Stand Together CoCo ³	1,060,087	1,060,087	(880,087)	180,000
Operating/Capital Costs	87,532	111,130	90,000	201,130
Public Defender Total	4,776,959	5,259,744	1,162,171	6,421,915

**AB 109 PUBLIC SAFETY REALIGNMENT PROGRAM
FY 2023/24 CCP BUDGET SUMMARY**

	2022/23	2023/24 BUDGET REQUEST		
	ONGOING	BASELINE	PROG. MOD.	TOTAL
<u>PROGRAM EXPENDITURES</u>				
District Attorney				
Salaries & Benefits	1,967,632	2,066,014	-	2,066,014
Operating Costs	130,000	130,000	-	130,000
District Attorney Total	2,097,632	2,196,014	-	2,196,014
EHSD - Re-Entry Systems				
Salaries & Benefits	113,659	144,600	-	144,600
Operating Costs	39,781	50,218	-	50,218
EHSD Total	153,440	194,818	-	194,818
EHSD-- Workforce Development Board				
Salaries & Benefits	193,503	203,179	-	203,179
Travel	4,160	4,160	-	4,160
EHSD-WDB Total	197,663	207,339	-	207,339
CCC Police Chief's Association				
Salaries and Benefits-MHET Teams (3)	492,246	492,246	-	492,246
CCC Police Chiefs' Total	492,246	492,246	-	492,246
Community Programs				
Employment Support and Placement Srvcs	2,422,740	2,543,877	-	2,543,877
Network System of Services	1,038,924	1,090,870	-	1,090,870
Reentry Success Center	603,000	633,150	-	633,150
Short and Long-Term Housing Access	1,349,858	1,417,351	-	1,417,351
Legal Services	166,610	174,941	-	174,941
Mentoring and Family Reunification	221,793	232,883	-	232,883
Connections to Resources	20,000	20,000	-	20,000
CAB Support (via ORJ)	3,000	3,000	-	3,000
Community Programs Total	5,825,925	6,116,072	-	6,116,072
Superior Court				
Salaries and Benefits - Pretrial	211,430	219,887	-	219,887
Superior Court Total	211,430	219,887	-	219,887
TOTAL EXPENDITURES	34,136,572	35,800,760	1,553,662	37,354,422

Notes:

- ORJ budget as listed includes costs associated with the Community Corrections subaccount only.
- The Public Defender's salary cost program modification includes the Departments request to increase costs by \$1,072,258 and a supplemental recommendation from the County Administrator's Office of \$880,000 to fund 3.5 FTE Deputy Public Defenders.
- The original proposal from the Public Defender's Office included no funding from Stand Together Contra Costa. The request has been revised by the County Administrator's Office to include funding at 17% of baseline totaling \$180,000, in line with the portion of program cases that are justice involved.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Proposal Form**

Department: CCC Office of the Sheriff

Description of Item	Program/Function	Ops. Plan Item #	2022/23 Funding Allocation ¹		2023/24 Baseline Request ²		2023/24 Program Modification Request ³		2023/24 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
SALARY AND BENEFITS										
Sergeant	Staff Supervision	3.1	346,154	1.00	360,740	1.00			360,740	1.00
Deputy Sheriff	Inmate Management	3.1	6,402,274	20.00	6,342,091	20.00			6,342,091	20.00
Deputy Sheriff	MHET	3.1	664,610	3.00	634,209	3.00			634,209	3.00
Sheriff's Specialist	Alternative Custody progrms	3.1	487,476	3.00	542,795	3.00			542,795	3.00
Senior Clerk	Data and Admin Support	3.1	243,665	2.00	272,102	2.00			272,102	2.00
ASA II	Administrative Support	3.1	168,520	1.00	210,172	1.00			210,172	1.00
DSW	Additional Cleaning/Maintenance	3.1	230,844	2.00	254,246	2.00			254,246	2.00
Lead Cook	Food Prep.	3.1	134,481	1.00	146,748	1.00			146,748	1.00
					-				-	-
					-				-	-
Subtotal			8,678,024	33.00	8,763,104	33.00			\$ 8,763,104	33.00
OPERATING COSTS										
FOOD/CLOTHING/HOUSEHOLD	Inmate Management/Welfare	3.1	456,250		456,250				456,250	
MONITORING COSTS	Inmate Monitoring	3.1	55,000		55,000				55,000	
IT SUPPORT	Tech. Support	3.1	40,000		40,000				40,000	
Behavioral Health Cr. Ops.	Overhead for Behavioral Health Court	3.3	80,500		80,500				80,500	
Program Administration	Jail-to-Communities Programs	5.3	274,188		324,996				324,996	
Program Services	Inmate Program Services	5.3	1,101,280		1,360,460				1,360,460	
									-	
									-	
									-	
Subtotal			2,007,218		2,317,206				\$ 2,317,206	
CAPITAL COSTS (ONE-TIME)										
									-	
									-	
									-	
Subtotal			-		-				-	
Total			\$ 10,685,242	33.00	\$ 11,080,310	33.00			\$ 11,080,310	33.00

1. FY 2022/23 Funding Allocation reflects the FY 2022/23 Board of Supervisor's approved AB 109 budget.

2. FY 2023/24 Baseline Request should reflect the cost of continuing FY 2022/23 programs in FY 2023/24 dollars.

3. FY 2023/24 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2023/24.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.

DEPARTMENT: *CCC Office of the Sheriff*

FY 2023/24 Baseline Request

Budget increase reflects negotiated salary adjustments with all contracts and associated MOUs. Increase in staffing for both service related contracts to cover post COVID related expenditures to resume full operations.

FY 2023/24 Program Modification Request

N/A

**Contra Costa County Community Corrections Partnership
 FY 2023/24 AB109 List of All Budgeted Contracts (no minimum)**

Department:CCC Office of the Sheriff

Contractor Name	Program/Function	2022/23 Contract Amount (if applicable)	2023/24 Proposed Contract Amount	Variance between 22/23 and 23/24 Amounts
Contra Costa County Office of Education	Education and Reentry Services	805,480	893,947	88,467
Jail to Community	Reentry Services	274,188	324,996	50,808
				-
				-
				-
				-
				-
				-
				-
				-
				-
		\$ 1,079,668	\$ 1,218,943	\$ 139,275

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Proposal Form**

Department: Probation

Description of Item	Program/Function	Ops. Plan Item #	2022/23 Funding Allocation ¹		2023/24 Baseline Request ²		2022/23 Program Modification Request ³		2023/24 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
SALARY AND BENEFITS										
Director Field Services	Post-release Community Supervision	5.1	34,209	0.10	37,011	0.10			-	-
Probation Supervisor I	Post-release Community Supervision	5.1	239,911	1.00	213,840	1.00			37,011	0.10
Deputy Probation Officer III	Post-release Community Supervision	5.1	2,689,135	12.00	2,600,278	12.00			213,840	1.00
DPO III Overtime	Post-release Community Supervision	5.1	30,000	N/A	45,000	N/A			2,600,278	12.00
Clerk	Post-release Community Supervision	5.1	93,263	1.00	126,231	1.00			45,000	N/A
IT Support	Post-release Community Supervision	5.1	10,481	0.06	10,073	0.06			126,231	1.00
		Subtotal	3,096,999	14.16	3,032,432	14.16			\$ 3,032,432	14.16
OPERATING COSTS										
Office Expense	Post-release Community Supervision	5.1	4,000		10,000				10,000	
Communication Costs	Post-release Community Supervision	5.1	4,500		5,000				5,000	
Minor Furniture/Equipment	Post-release Community Supervision	5.1	1,000		5,000				5,000	
Minor Computer Equipment	Post-release Community Supervision	5.1	1,000		10,000				10,000	
Food	Post-release Community Supervision	5.1	3,000		3,000				3,000	
Client Expenses/Incentives	Post-release Community Supervision	5.1	3,000		5,000				5,000	
Contracts	Post-release Community Supervision	5.1	35,000		35,000				35,000	
Data Processing Services/Supplies	Post-release Community Supervision	5.1	11,239		12,000				12,000	
Travel/Training	Post-release Community Supervision	5.1	3,000		5,000				5,000	
Annual Vehicle Operating Expenses (ISF)	Post-release Community Supervision	5.1	80,000		100,000				100,000	
New Vehicles	Post-release Community Supervision	5.1					140,000		140,000	
Stabilization Resources	Post-release Community Supervision	5.1					50,000		50,000	
		Subtotal	145,739		190,000		190,000		\$ 380,000	
CAPITAL COSTS (ONE-TIME)										
		Subtotal	-		-		-		-	
Total			\$ 3,242,738	14.16	\$ 3,222,432	14.16	\$ 190,000	-	\$ 3,412,432	14.16

1. FY 2022/23 Funding Allocation reflects the FY 2022/23 Board of Supervisor's approved AB 109 budget.

2. FY 2023/24 Baseline Request should reflect the cost of continuing FY 2022/23 programs in FY 2023/24 dollars.

3. FY 2023/24 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2023/24.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

The elements of Public Safety Realignment include the Post-Release Community Supervision (PRCS) of clients released from prison. Those sentenced to local commitments for crimes that would have previously resulted in prison sentences are released from jail and placed on Mandatory Supervision, supervised by the Probation Department. Those clients released from prison and jail after completing a term for violating their parole are also placed on probation supervision. Systems to coordinate and ensure services are available have been developed and continue to be refined. The goal is to ensure clients have the best possible chance to avoid further negative contact with the justice system. This could not occur without proper staffing and effective interventions developed in the community with enhanced partnerships.

DEPARTMENT: *Probation*

FY 2023/24 Baseline Request

The Probation Department's 2023/24 baseline allocation of \$3,222,432 will provide the following level of service:

Salary and Benefit costs are requested for:

- One (1) FTE Probation Supervisor
- Twelve (12) FTE Probation Officers
 - The case load for each AB 109 Deputy Probation Officer (DPO) is 40 to 45 people
 - This includes a dedicated DPO to process the reentry of those being released from prison and local jail. This will include but is not limited to completion of the CAIS risk needs assessment tool, and to begin the process to ensure the most seamless transition from being in custody and returning to our communities.
- Projected Overtime for AB 109 DPOs
- One (1) FTE clerk
- Partial FTEs for additional management supervision and IT support.

Operating costs of \$190,000 are requested for:

- Ongoing vehicle maintenance, equipment, travel, training, communication costs, data processing services, a contract with a Rubicon Programs Inc. for Restorative Circles, incentives for probation clients including bus/BART tickets and food for weekly "Thinking for a Change" meetings.

FY 2023/24 Program Modification Request

The Probation Department's fleet for PRCS services has reached 10 years of service. To ensure minimum disruption in the delivery of services to clients, new vehicles are requested. Additionally, Probation would like to provide basic stabilization resources to clients as they reenter the community (care packages with basic toiletries, and or gift cards for essential clothing/living supplies). These resources will ensure clients are set up for success upon release.

**Contra Costa County Community Corrections Partnership
 FY 2023/24 AB109 List of All Budgeted Contracts (no minimum)**

Department: Probation

Contractor Name	Program/Function	2022/23 Contract Amount (if applicable)	2023/24 Proposed Contract Amount	Variance between 22/23 and 23/24 Amounts
Rubicon Programs, Inc. (Reentry Success Center)	Restorative Circles for Reentry Clients	35,000	35,000	-
		\$ 35,000	\$ 35,000	\$ -

Contra Costa County Community Corrections Partnership
 FY 2023/24 AB109 Budget Proposal Form

Department: Pre-Trial Probation

Description of Item	Program/Function	Ops. Plan Item #	2022/23 Funding Allocation ¹		2023/24 Baseline Request ²		2023/24 Program Modification Request ³		2023/24 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
SALARY AND BENEFITS										
Deputy Probation Officer III	Pre-Trial Services Program	1.2	770,030	4.00	908,818	4.00			-	-
Clerk	Pre-Trial Services Program	1.2	89,073	1.00	109,233	1.00			908,818	4.00
									109,233	1.00
									-	-
									-	-
		Subtotal	859,103	5.00	1,018,051	5.00			\$ 1,018,051	5.00
OPERATING COSTS										
Office Expense	Pre-Trial Services Program	1.2	1,000		1,000				1,000	
Travel/Training	Pre-Trial Services Program	1.2	4,300		5,000				5,000	
Contract	Pre-Trial Services Program	1.2	45,000		45,000				45,000	
Annual Vehicle Operating Expenses (ISF)	Pre-Trial Services Program	1.2	18,700		19,635				19,635	
									-	
									-	
									-	
									-	
		Subtotal	69,000		70,635				\$ 70,635	
CAPITAL COSTS (ONE-TIME)										
									-	
									-	
		Subtotal	-		-				-	
									-	
		Total	\$ 928,103	5.00	\$ 1,088,686	5.00			\$ 1,088,686	5.00

1. FY 2022/23 Funding Allocation reflects the FY 2022/23 Board of Supervisor's approved AB 109 budget.
2. FY 2023/24 Baseline Request should reflect the cost of continuing FY 2022/23 programs in FY 2023/24 dollars.
3. FY 2023/24 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2023/24.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

The Pretrial Program utilizes an evidence-based risk assessment tool to guide release decisions for adult defendants. The Pretrial Unit works collaboratively with the Office of Re-entry & Justice, the Public Defender, the District Attorney, and the Sheriff's Office to provide information for Own Recognizance Pretrial release for defendants at arraignment. Upon release of a defendant, the Pretrial program also provides community supervision for approximately 500 pretrial defendants per year.

DEPARTMENT: Pre-Trial Probation

FY 2023/24 Baseline Request

The Pre-Trial Program's proposed FY 2023/24 allocation of \$1,088,686 will provide the following level of service:

Salary and Benefit costs of \$1,018,051 are requested for:

- Four (4) FTE Probation Officers
- One (1) FTE Clerk

Operating costs of \$70,635 are requested for:

- \$1,000 for Office Expenses.
- One-year contract in the amount of \$45,000 for Pre-Trial program evaluation.
- \$19,635 for Annual Vehicle Operating Expenses.
- \$5,000 for Travel & Training.

FY 2023/24 Program Modification Request

**Contra Costa County Community Corrections Partnership
 FY 2023/24 AB109 List of All Budgeted Contracts (no minimum)**

Department: Pre-Trial Probation

Contractor Name	Program/Function	2022/23 Contract Amount (if applicable)	2023/24 Proposed Contract Amount	Variance between 22/23 and 23/24 Amounts
To Be Determined	Pretrial Program Evaluator	45,000	45,000	-
		\$ 45,000	\$ 45,000	\$ -

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Proposal Form**

Department: Probation Office of Reentry & Justice (ORJ)

Description of Item	Program/Function	Ops. Plan Item #	2022/23 Funding Allocation ¹		2023/24 Baseline Request ²		2023/24 Program Modification Request ³		2023/24 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
SALARY AND BENEFITS										
ORJ Director	ORJ Administration	6.2	253,792	1.00	238,362	1.00			-	-
ORJ Deputy Dir.	ORJ Administration	6.2	203,774	1.00	206,355	1.00			238,362	1.00
Research and Eval. Manager	Research and Evaluation	6.3	213,769	1.00	222,527	1.00			206,355	1.00
Projects/Program Coordinator	ORJ Administration	6.2	169,794	1.00	157,750	1.00			222,527	1.00
Projects/Program Coordinator	ORJ Administration	6.2					90,985	0.50	157,750	1.00
Planner/Evaluator- Level A	ORJ Administration	6.2					52,935	0.50	90,985	0.50
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
Subtotal			841,129	4.00	824,993	4.00	143,920	1.00	\$ 968,914	5.00
OPERATING COSTS										
Communication & Office Supplies		6.2	13,000		15,000				-	-
Data and Evaluation Software		6.3	65,000		85,000				15,000	
Student Internship Program		6.3	15,000		-		(15,000)		85,000	
Minor Furniture/Equipment		6.3	-				15,000		(15,000)	
Cross-system Partner Trainings on EBPs		6.3					15,000		15,000	
ORJ Staff Development & Trainings		6.3					15,000		15,000	
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
									-	-
Subtotal			93,000		100,000		30,000		\$ 130,000	
CAPITAL COSTS (ONE-TIME)										
									-	-
									-	-
									-	-
									-	-
Subtotal			-		-		-		-	-
Total			\$ 934,129	4.00	\$ 924,993	4.00	\$ 173,920	1.00	\$ 1,098,914	5.00

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 3. FY 2023/24 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2023/24.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

The ORJ will continue to provide administrative support to the community programs funded by AB 109 and various other efforts related to public safety and social justice. As the ORJ continues to grow into its new permanent home in the Probation department, it does so with a perspective of its work that has matured beyond its days as a pilot project and is regularly involved in matters that extend beyond AB 109. Nonetheless, the ORJ continues to prioritize partnerships that enhance reentry service delivery, program coordination, data collection, and overall understanding of the effectiveness of the County's local justice reform efforts.

DEPARTMENT:

Probation Office of Reentry & Justice (ORJ)

FY 2023/24 Baseline Request

As ORJ's office operations and administrative functions continue to be integrated within the Probation Department structure, it will retain the FY 2022/23 costs which include the following staffing pattern and operational expenditures unique from the rest of the Department:

- » ORJ Director - (1.0 FTE)
- » ORJ Deputy Director - (1.0 FTE)
- » Research and Evaluation Manger - (1.0 FTE)
- » ORJ Projects/Program Coordinator - (1.0 FTE)

The ORJ's operational costs that will not be absorbed by the Probation department are expected to be allocated as follows:

- » \$15,000 for office costs related to communication and supplies
- » \$85,000 for licensing and other costs related to data collection, program evaluation, and data system management

FY 2023/24 Program Modification Request

The ORJ, under the leadership of the Probation Department, was most recently charged with leading the implementation of a data-driven decisionmaking approach to service delivery with an emphasis on promoting evidence-based practices and program models that will enhance service quality and improve participant outcomes. Given the growing demands for program evaluation, contract monitoring, quality assurance and data analysis that are encompassed within this effort, ORJ is seeking additional staff (Program Coordinator (0.5 FTE) and Planner/Evaluator (0.5 FTE)) to further support full implementation. Additionally, with the hiring of new staff, ORJ is also seeking additional resources for staff development, training, and credentialing, office space modification, as well as training funds to further embed evidence-based practices throughout the reentry service delivery system. This would include trainings made available to both contracted service provider staff and county agency representatives serving the AB 109 and broader reentry population.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Proposal Form**

Department: Behavioral Health Department

Description of Item	2022/23 Funding Allocation ¹		2023/24 Baseline Request ²		2023/24 Program Modification Request ³		2023/24 Total Funding Request	
	Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
SALARY AND BENEFITS							-	-
Patient Financial Specialist	211,469	2.00	222,042	2.00			222,042	2.00
Registered Nurse	192,463	0.75	202,086	0.75			202,086	0.75
Mental Health Clinical Specialists	699,395	5.00	771,083	5.00			771,083	5.00
Community Support Workers	171,973	2.00	180,572	2.00			180,572	2.00
Psychiatrist	59,018	0.20	61,969	0.20			61,969	0.20
Clerk	78,686	1.00	82,620	1.00			82,620	1.00
Evaluators/Planners (MH & AOD)	18,620	0.10	19,551	0.10			19,551	0.10
Program Supervisors (MH & AOD)	85,748	0.40	90,035	0.40			90,035	0.40
Substance Abuse Counselor (AODS)	250,075	2.00	262,579	2.00	27,571	0.20	290,150	2.20
							-	-
	1,767,447	13.45	1,892,538	13.45	27,571	0.20	\$ 1,920,108	13.65
OPERATING COSTS							-	-
Transitional Housing (AODS)	219,322		219,322				219,322	
Residential Drug Facility (AODS)	426,484		426,484				426,484	
Outpatient (AODS)	89,204		89,204				89,204	
Drug Medi-Cal Federal Financial Participation	157,321		157,321				157,321	
Lab & Pharmacy	130,000		130,000				130,000	
Deputy Sheriff	-		-				-	
Vehicle Operating (ISF Fee)	24,884		24,884				24,884	
Travel Expenses	1,005		1,005					
Occupancy Costs	39,589		39,589				39,589	
							-	-
	1,087,809		1,087,809				\$ 1,087,809	
CAPITAL COSTS (ONE-TIME)							-	-
							-	-
							-	-
							-	-
							-	-
	\$ 2,855,256	13.45	\$ 2,980,347	13.45	\$ 27,571	0.20	\$ 3,007,917	13.65

1. FY 2022/23 Funding Allocation reflects the FY 2022/23 Board of Supervisor's approved AB 109 budget.
2. FY 2023/24 Baseline Request should reflect the cost of continuing FY 2022/23 programs in FY 2023/24 dollars.
3. FY 2023/24 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2023/24.

PROGRAM BUDGET NARRATIVE***2023/2024 Funding Request***

The Behavioral Health Division requests \$3,007,917 to provide forensic services, Substance Use Disorder (SUD) treatment options, assistance with establishing a medical/health home, emergency and transitional housing, and benefits assistance to individuals referred from County Probation who have been released from state prison on post release community supervision, as well as, individuals released from county facilities on mandatory supervision. This funding request includes a three percent (5%) Cost of Living Adjustment (COLA) and budget modification requests in staffing costs. The justification for the additional staff is provided in the narrative below.

SALARY AND BENEFITS - \$ 1,920,108

Direct Service Staff

Registered Nurse (0.75 FTE)

The Registered Nurse with psychiatric background provides single point access for medication evaluations, assessments for adherence and effectiveness, medication education, and linkage to medical care. The Forensic Services nurse coordinates with the Mental Health Clinical Specialist, Psychiatrist and Probation Officers to address the individual needs of the criminal-justice involved consumer. As the population is increasing, there is a need for additional nursing hours for comprehensive coordination to navigate multiple systems of care.

Mental Health Clinical Specialist (5 FTE)

Mental Health Clinical Specialists conduct mental health assessments for co-occurring disorders, intensive forensic case management/ group and individual therapy, including interventions addressing criminogenic factors, coordination and information sharing with County Probation. Assessment and evaluations are completed for the court as requested. WRAP, Seeking Safety and CBSST groups are offered in probation offices and throughout the county.

Three Mental Health Clinical Specialist positions (3 FTE) will be added to provide services with the Mental Health Evaluation Team – MHET. The MHET clinicians will partner with the Sheriff's department to provide mental health services to individuals with mental illness who engage frequently with the Sheriff's department and have frequent contact with Psychiatric Emergency Services; each MHET clinician will be partnered with a Sheriff's deputy in each region, East, Central, and West. MHET clinicians will provide mental health assessments, short-term case management, post crisis intervention, and linkage to services.

Psychiatrist (0.2 FTE)

The Forensic Nurse Practitioner is a substitute for the psychiatrist. The NP provides medication evaluations and prescriptions for psychotropic medications for probation referred clients who are not currently connected to a county mental health clinic. The NP is able to provide services while the Forensic team works to stabilize probation clients and lower their risk in the community. In addition, the NP provides consultation to the Forensic RN, the Mental Health Clinical Specialists, and Probation Officers regarding ongoing treatment options and prognosis for psychiatric disorders and effectiveness of medications in relation to substance use for individuals with dual diagnosis. This position is a 12 hour/week position.

Substance Abuse Counselor (2.20 FTE)

The Substance Abuse Counselors (SAC) conduct American Society of Addiction Medicine (ASAM) Criteria in-custody screenings to determine the best level of care ; provide individual and group counseling; engage individuals in treatment; develop and implement action plans related to substance use (SU) intervention and rehabilitation; instruct clients and the community on theories and treatment of SUD; support and collaborate with the Forensic Team members and coordinate with other alcohol and other drugs system of care providers to support transitions of levels of care; enter data and report on utilization of services; maintain a client case load of 30 monthly direct counseling contacts. The second Counselor is integrated with Detention Health for 2 days only to meet with clients inside the MTZ detention facility and prepare pre-release plans for clients with regards to BH needs. This counselor is embedded at the West County Reentry Success Center and facilitate groups. Both counselors provide Recovery Support Services at Homeless Shelters, Probation offices and anywhere in the community as needed by AB109 clients while working with the Behavioral Health Access Line to ensure timely access to services. An additional .20FTE counselor will be added to the Martinez Detention to support the work of the existing counselor due to the high number of clients with substance use. Salaries for counselors working in detention include hazard pay differential.

Patient Financial Specialist (formerly the SSI Coordinator/Benefits Specialist – (2 FTE)

The SSI Coordinator/Benefits Specialist performs duties that include completing and submitting SSI/SSDI applications for those who may be eligible, assisting clients in submitting Medi-Cal, General Assistance or other benefits in which they may be entitled; and linking them to emergency housing. The Benefits Specialist works with AB109 clients residing in the shelter or referred directly through Probation who may be living in the community. This position also operates as a key member of the Forensic Services team.

Community Support Workers (2 FTE)

The Community Support Workers (CSW) collaborate with the consumers to encourage community engagement from a peer perspective. The CSWs support consumers through Health Care Navigation activities, Seeking Safety and individual WRAP sessions and work in coordination with the MHCSs and RN.

Administration/Support Staff

Senior Clerk (1 FTE)

The Senior Clerk will provide administrative unit support, including monthly Medi-Cal verification, Medi-Cal billing, ~~reviewing various pharmacy reports,~~ database management, coordinating scheduling, and outreach contact on behalf of the Forensic Team. Due to increase in referrals to this program, increased outreach and coordination with justice partners, and the added administrative support needed for supporting the MHET staff, we are requesting an increase in funding for this position from .50 FTE to 1 FTE.

Planner/Evaluator (0.1 FTE)

The Planner/Evaluator will gather, tabulate and analyze data relative to services and provide data outcomes. The Planner/Evaluator may conduct needs assessment, and will provide additional data tracking, including, but not limited to, SSI status, housing status, Mental Health-AOD-Homeless Referrals, as collaborating across Homeless, AOD, and Mental Health to pull data regarding interagency service provider utilization.

Program Supervisors (0.4 FTE)

The Program Supervisor attends administrators meetings, receives and processes shelter referrals from probation, reviews utilization reports, and provides supervision to AB109 shelter case managers.

OPERATING COSTS - \$1,087,809***Recovery Residences (Sober Living Environment)***

Five beds are dedicated to AB109 clients who are homeless, have recently graduated from residential and outpatient SUD treatment programs at Uilkema House. Residents may stay for up to 11 months will receive a variety of self-sufficiency services, recovery support and as a result of the DMC-ODS may continue to receive outpatient services, if needed while residing at Uilkema House. In FY22-23, we added funds to Oxford Houses as an option for AB109 clients. Oxford Houses are resident-managed sober living environments for individuals in SU remission.

Residential Treatment

Residential SUD treatment will be provided for up to 250 clients with an estimated number of 15,000 bed days. These services will be provided in the community by Discovery House -a county operated program and through other SUD DMC certified Community-Based Organizations (CBO) under a contract with Behavioral Health's Alcohol and Other Drug Services (AODS). With the implementation of the Drug Medi-Cal Organized Delivery System (DMC-ODS), AOD has experienced an increase on the number of clients. We have transitioned from 90-days length of stays to a client-centered treatment approach in alignment with the ASAM Criteria. Moreover, the Centers for Medicare and Medicaid (CMS) eliminated the restriction on the number of admissions to residential treatment per year. Because of the CalAIM changes, there has been further recognition that justice involved populations may require extra time in residential treatment and recovery residences.

Outpatient Treatment

Outpatient treatment will be available for up to 24 clients. Outpatient services will be provided through DMC certified community-based SUD providers under a contract with Behavioral Health's AODS. In September 2022, AOD added **Options for Recovery** in the Concord area. Options is not yet a Drug Medi-Cal Certified Outpatient Clinic, they were added to expand availability of services for AB109 clients, following the closure of Center Point. **Options for Recovery** is an Alameda-based provider which specializes in justice involved population. The DMC Certification period which is done by the Department of Health Care Services may take up to a year. Outpatient services consist of individual and group counseling sessions and determined by the ASAM Criteria based on individual needs. Accordingly, the duration of treatment is driven by medical necessity rather than a fixed length of stay. Outpatient treatment accompanied by Recovery Residences, promote client self-sufficiency, health and recovery.

Drug Medi-Cal Federal Financial Participation (FFP)

While DMC allows counties to draw down Federal funding, a non-federal match is required. AB109 funding is used by AODS to cover the match for every AB109 client and criminal justice-involved client. Additionally, because DMC only covers treatment and excludes the cost for room and board at residential facilities, AB109 funds are used for each bed day. In 2019, approximately 95% of AB109 client referred to SUD treatment were Medi-Cal eligible. In 2020, we did a DMC data claim pull and due to various reasons, a large percentage of claims were disallowed. AB109 is used to cover the cost incurred by SU providers for services rendered for AB109 clients that were not approved. Similarly, AB109 funding supports non-DMC eligible (undocumented) criminal justice involved clients. While the number of admissions into residential treatment are no longer restricted, AB109 clients will still continue to receive extensions and additional admissions through AB109 funding. The figures used in this budget correspond to service utilization in FY20-21. Additionally, one of the many benefits of the DMC-ODS is that all Community Based Organizations (CBO) were able to renegotiate reimbursement rates, resulting in higher rates across modalities and already captured in FY19-20, there are no changes this year.

Pharmacy/Lab

Includes medication and lab fees for AB109 clients who are not covered by insurance.

ISF Fee

ISF is an annual fee for vehicle maintenance, insurance, and replacement. ISF charge will allow for replacement of the vehicle at the end of the vehicle life (90,000 miles) at no cost to the department.

Occupancy

Occupancy costs will provide office and meeting space for Forensic Services staff to meet with clients. Occupancy costs include rent and tenant improvements. It does not include other items such as utilities, telephone or data lines.

Travel Expenses

Funds will be used to offset travel expenses such as mileage reimbursement and bridge tolls to meetings and clinical appointments on behalf of AB109 clients.

CAPITAL COSTS (ONE-TIME) - \$0

No one-time capital costs are requests for FY 23/24.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

The Health, Housing, and Homeless Services Division requests \$540,032 to provide emergency shelter, case management, and housing navigation services to individuals referred from County Probation that have been released from state prison on post release community supervision, as well as individuals released from county facilities on mandatory supervision. The shelters' mission is to provide safe, interim housing with comprehensive services, as well as housing navigation services, that assist homeless adults in securing permanent housing that will end their homelessness.

DEPARTMENT: *Health Housing and Homeless Division*

FY 2023/24 Baseline Request

Salary and Benefits-\$157,702 (4% increase over 22-23)

Shelter Case Managers (2 FTE)

Case Managers will provide one-on-one intensive case management services to assist to re-entry residents to successfully integrate back into the community. Services provided include assistance in securing permanent housing, linkages to education and employment services, life skills, education and development, and linkages to primary health care. In addition, AB109 dedicated shelter case managers will work closely with the Forensic Team to coordinate case plans around their housing and other supports. Funds will also be used to offset travel expenses such as mileage reimbursement and bridge tolls to meetings and clinical appointments on behalf of AB109 clients.

Planner/Evaluator (.1 FTE)

The Planner/Evaluator will gather, tabulate and analyze data relative to services and provide data outcomes. The Planner/Evaluator may conduct needs assessments, and will provide additional data tracking, including, but not limited to, SSI status, housing status, Mental Health-AOD referrals, as well as collaborating with community based agencies to pull data regarding interagency service provider utilization.

Program Supervisor (.1 FTE)

The Program Supervisor attends administrators' meetings, receives and processes shelter referrals from Probation, reviews utilization reports, and provides supervision to AB109 shelter case managers.

Operating Costs - \$382,330 (same as 22-23)

Shelter beds

Up to ten beds (for up to a total of 2330 bednights @ a rate of \$164.09) are dedicated for homeless AB109 clients on a first come, first served basis. Shelter services include meals, laundry, case management, healthcare, housing navigation and other support services. The baseline request for 2023-24 ensures the same level of access for AB109 client placement as in the previous year.

**Contra Costa County Community Corrections Partnership
 FY 2023/24 AB109 Budget Proposal Form**

Department: HEALTH SERVICES - DETENTION HEALTH SERVICES

Description of Item	Program/Function	Ops. Plan Item #	2022/23 Funding Allocation ¹		2023/24 Baseline Request ²		2023/24 Program Modification Request ³		2023/24 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
SALARY AND BENEFITS										
Physician (MD)/Family Nurse Practitioner	MDF/WCDF/MCDF	3.3	233,598	1.00	245,278	1.00			245,278	1.00
Licensed Vocational Nurse	WCDF	3.3	307,510	2.90	322,886	2.90	(18,063)	2.80	304,823	5.70
Registered Nurse	MDF/WCDF/MCDF	3.3	530,133	2.80	572,544	2.80			572,544	2.80
Mental Health Clinical Specialist	WCDF	3.3	130,602	1.00	137,132	1.00			137,132	1.00
Substance Abuse Counselor	MDF		-		-		18,063	0.20	18,063	0.20
					-				-	-
					-				-	-
					-				-	-
					-				-	-
					-				-	-
Subtotal			1,201,843	7.70	1,277,840	7.70	-	3.00	\$ 1,277,840	10.70
OPERATING COSTS										
Subtotal			-		-		-		\$ -	
CAPITAL COSTS (ONE-TIME)										
Subtotal			-		-		-		-	
Total			\$ 1,201,843	7.70	\$ 1,277,840	7.70	\$ -	3.00	\$ 1,277,840	10.70

1. FY 2022/23 Funding Allocation reflects the FY 2022/23 Board of Supervisor's approved AB 109 budget.
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3. FY 2023/24 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2023/24.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.

The FY 23/24 CCP budget request assures Detention Health Services funding to continue the provision of medical and mental health services to AB109 patients housed in the County's adult detention facilities. These services are provided in accordance with the Board of State Community Corrections - Title 15, Division 1, Chapter 1, Subchapter 4, Article 11 - Minimum Standards for Local Detention Facilities - Medical/Mental Health Services. Detention Health Services provides medical/mental health/dental services to incarcerated patients housed at the Martinez Detention Facility, West County Detention Facility, and the Marsh Creek Detention Facility.

DEPARTMENT: HEALTH SERVICES - DETENTION HEALTH SERVICES

FY 2023/24 Baseline Request

Physician (MD)/Family Nurse Practitioner (FNP) (1FTE)

Under the direction of the Medical Director, a physician and/or family nurse practitioner (at the direction of a physician) provides direct patient assessments, initiate diagnostic tests, evaluate findings, prescribe comprehensive multidisciplinary treatment plans, and deliver primary care, including but not limited to patients with acute and chronic conditions, complicated mental health conditions, and behavioral disorders within the county jail facilities. The Physician will also evaluate and diagnose patients and prescribe appropriate psychotropic medications as needed in collaboration with the healthcare team.

Registered Nurse (2.9FTE)

Registered Nurses provide health intake, screening, and assessment of all persons entering detention. RNs collaborate with primary care providers, dentists, and behavioral health care providers at all three detention sites to ensure continuity, timeliness, and appropriateness of care to inmate patients. Care may include administration of medication, therapeutic agents, and treatments to incarcerated patients; chronic care management and follow up including chart review; check & record vital signs, including alcohol/opiate withdrawal monitoring; and provide inmate patient education and/or discharge planning.

Mental Health Clinical Specialist (1FTE)

The Mental Health Clinical Specialist (MHCS) position is assigned to the three adult detention facilities. The MHCS's assignments at detention may include but not limited to, providing mental health screenings and diagnostic behavioral health assessments to patients at intake, providing follow up sick call visits to patients in custody placements, providing suicide assessments and crisis de-escalation interventions to patients in crisis, developing safety plans, developing treatment and care plans for patients, facilitating treatment groups, collaborating with detention health providers, psychiatrists, and custody staff, participating in improvement projects, collaborating with patients to develop discharge and reentry plans, and collaborating with community partners, outpatient providers, and the patients support system and family members. The MHCSs will participate in ongoing and mandatory training, administrative and clinical meetings for detention health, CCRMC, and clinics. This clinician is a part of a multi-disciplinary team that offers psychiatric treatment at the three adult detention facilities.

Licensed Vocational Nurse (2.8FTE) *This position was reduced by .1FTE from 22/23 allocation

Under the general supervision of registered nurses or physicians, licensed vocational nurses (LVNs) provide basic level, general nursing care including applying dressing and bandages, collecting lab specimens, and providing emergency first aid care. LVNs prepare and administer medication including injections, perform wound care, record vital signs, diabetic check & insulin. LVNs may assist rehabilitation therapists in occupational, recreational, and industrial therapy programs for inmates at the West County Detention facility.

FY 2023/24 Program Modification Request

The Health Services Department - Detention Health proposes an allocation (baseline + modification) of \$1,277,840 that includes additional substance use disorder supports while sustaining medical/nursing service levels. The proposed program modification reduces nursing by .1FTE and adds .2 FTE substance use disorder counselor for no net change in total request outside of applicable merit increases and a 5% or 8% COLA (depending on bargaining unit).

Substance Abuse Counselor (.2FTE) - The Substance Abuse Counselor would be assigned to MDF. Assigned duties include: AODS screening of incarcerated individuals for community based AODS programs, AODS counseling support for the Medication Assisted Treatment program (MAT), AODS groups and individual AODS services including relapse prevention planning.

Licensed vocation nurse (2.8 FTE) – Please see above for LVN justification. LVN's remain a line item from the original budget but reduced from 2.9 FTE to 2.8 FTE to accommodate the addition of a SUD counselor without impacting overall budget request.

Contra Costa County Community Corrections Partnership
 FY 2023/24 AB109 Budget Proposal Form
 Department: PUBLIC DEFENDER

Description of Item	Program/Function	Ops. Plan Item #	2022/23 Funding Allocation ¹		2023/24 Baseline Request ²		2023/24 Program Modification Request ³		2023/24 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
SALARY AND BENEFITS										
Deputy Public Defender IV	ACER	1.2, 2.1	917,177.00	3.00	982,825.06	3.00			982,825	3.00
Legal Assistant	ACER	1.2, 2.1	122,723.00	1.00	125,425.26	1.00			125,425	1.00
Case Preparation Assistant	ACER	1.2,2.1					254,790	3.00	254,790	3.00
Deputy Public Defender IV	Clean Slate	5.2	160,843.00	0.50	163,804.18	0.50			163,804	0.50
Legal Assistant	Clean Slate	5.2	218,857.00	2.00	272,861.40	2.00			272,861	2.00
Legal Assistant	Clean Slate	5.2					250,850	2.00	250,850	2.00
Forensic Social Work Supervisor	Client Support	5.3	176,868.00	1.00	176,645.70	1.00			176,646	1.00
Forensic Social Worker	Client Support	5.3	119,138.00	1.00	138,524.40	1.00			138,524	1.00
Senior Forensic Social Worker	Client Support	5.3	135,163.00	1.00	152,327.70	1.00			152,328	1.00
Clerk Experienced Level	Reentry Program Support	1.2, 2.1, 5.2, 5.3,	63,017.00	1.00	70,881.30	1.00			70,881	1.00
Asst. Public Defender	Reentry Program Support	2.1-2.3, 3.3, 4.1, 5.1	313,017.00	1.00	389,786.00	1.00			389,786	1.00
Deputy Public Defender III	Early Representation Program	1.2, 5.3	695,570.00	3.00	849,368.00	3.00			849,368	3.00
Legal Assistant	Early Representation Program	1.2, 5.3	341,568.00	3.00	376,275.77	3.00			376,276	3.00
Legal Assistant	Pre-Trial Services Program	1.2, 2.1	365,399.00	3.00	389,802.00	3.00			389,802	3.00
Deputy Public Defender II	Front End Advocacy Team	1.2, 2.1					214,534	1.00	214,534	1.00
Investigator I	Front End Advocacy Team	1.2, 2.1					155,778	1.00	155,778	1.00
Legal Assistant	Front End Advocacy Team	1.2, 2.1					125,425	1.00	125,425	1.00
Clerk Experienced Level	Front End Advocacy Team	1.2, 2.1					70,881	1.00	70,881	1.00
Subtotal			3,629,340	20.50	4,088,527	20.50	1,072,258	9.00	\$ 5,160,785	29.50
OPERATING COSTS										
Office Expenses and supplies	Reentry Programs	1.2,5.3	6,952		15,000				15,000	
Training/Travel	Reentry Programs	1.2, 2.1, 5.2, 5.3	10,000		20,000				20,000	
Clean Slate event supplies & food	Clean Slate	5.2	950		3,000				3,000	
Mileage	Reentry Programs	1.2, 2.1, 5.2, 5.3	15,880		15,880				15,880	
Postage for FTA Reduction Program	Early Representation Program	1.2, 5.3	1,400		1,800				1,800	
Reentry Programs Promotional Materials	Reentry Programs	1.2, 2.1, 5.2, 5.3	2,025		5,000				5,000	
Bar Membership Dues/Fees	Reentry Program Support	1.2, 2.1, 5.2, 5.3	4,950		4,950				4,950	
Contracted Service - Uprtrust Text Messaging	Reentry Program Support	1.2, 2.1, 5.2, 5.3,	45,500		45,500				45,500	
Subtotal			87,657		111,130		-		\$ 111,130	
CAPITAL COSTS (ONE-TIME)										
Electronic Equipment/Devices	Reentry Programs	1.2, 2.1, 5.2, 5.3,					20,000		20,000	
Vehicles	Client Support	5.3					70,000		70,000	
Subtotal			-		-		90,000		90,000	
Total			\$ 3,716,997	20.50	\$ 4,199,657	20.50	\$ 1,162,258	9.00	\$ 5,361,915	29.50

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

DEPARTMENT: PUBLIC DEFENDER

FY 2023/24 Baseline Request

1. **ACER.** Salary and benefits costs of \$1,108,250 are requested for (3) FTE Deputy PD IV Attorneys and (1) FTE Legal Assistant. This program provides for early representation of in-custody clients at arraignment. ACER furthers the goals of reducing recidivism, reducing pretrial detention rates, reducing unnecessary court appearances, and facilitating early resolution of cases. All three of our ACER attorneys are now classified as Deputy Public Defender IVs which is consistent with the need for experienced attorney staff who have the necessary expertise to represent individuals on a range of criminal cases in arraignment court.
2. **Client Support.** Salary and benefits costs of \$467,496 are requested for (1) Forensic Social Work Supervisor, (1) Senior Forensic Social Worker, and (1) Forensic Social Worker. Our Forensic Social work team provides social histories and needs assessments for adult clients to support case dispositions and connect clients with critical services that result in successful case outcomes in order to reduce recidivism. Our forensic social workers facilitate releases from our local jails, aid successful pretrial release, and support successful reentry and reintegration. The program furthers the goal of providing and enhancing integrated programs and services for successful reentry. This year the classification titles for each of our Social Workers changed to a new Forensic Social Worker series which is specific to the Public Defender's Office and designates the particularized forensic expertise of our team of Social Workers.
3. **Clean Slate.** Salary and benefits costs of \$436,665 are requested for (2) FTE Clean Slate Legal Assistants and (1) .5 FTE Deputy Public Defender IV. The .5 FTE Clean Slate attorney represents clients in obtaining post-conviction relief. The Clean Slate Program provides extensive community outreach and county-wide record clearance services. The program furthers the goals of reducing recidivism, providing and enhancing integrated programs and services for successful reentry.
4. **Early Representation Program.** Salary and benefits costs of \$1,225,644 are requested for (3) Deputy Public Defender III Attorneys and (3) FTE Legal Assistants. This program furthers the goal of reducing recidivism, reducing pretrial detention rates, reducing unnecessary court appearances, and facilitating early disposition of cases. EarlyRep is a countywide program which has successfully reduced FTAs in arraignment court in all 3 regions of the county. EarlyRep services are supplemented by services from the Holistic Intervention Partnership (HIP) team, HIP is funded by JAG funding from the BSCC and will soon be funded by a new BSCC Proposition 47 grant award. HIP expands the array of EarlyRep services to include funding for housing, treatment, reentry community navigation, and civil legal aid in collaboration with a broad array of government and community-based partners.
5. **Reentry Program Support.** Salary and benefits costs of \$460,667 are requested for (1) FTE AB109 Program Supervisor and (1) FTE Reentry Clerk. The AB109 Program Supervisor oversees the Reentry Programs Unit and coordinates the Public Defender's work with various reentry programs countywide in order to continue and expand our outreach to CBOs, other county agencies, and the greater community to support reentry services for our client population. The Reentry Clerk supports this work on an administrative level by working closely with the Reentry Programs. This program furthers the goal of reducing recidivism, reducing pretrial detention rates, reducing unnecessary court appearances, and facilitating early disposition of cases.

6. Public Defender Legal Assistants. Salary and benefits costs of \$389,802 are requested for (3) FTE Public Defender Legal Assistants. This program furthers the goals of reducing recidivism, reducing pretrial detention rates, reducing unnecessary court appearances, and facilitating early resolution of cases. These Legal Assistants conduct intake interviews for Public Defender clients, and gathering information critical to support release, placement in residential treatment, and connection to community-based services for those who come through our arraignment courts.

7. Operating costs. Ongoing operating costs of \$111,130 are requested for: office expenses (incl. technology), training and travel for Reentry Unit attorneys and Legal Assistants, Clean Slate event supplies, mileage for Reentry Unit staff, postage for the Early Representation Program, and promotional materials and virtual outreach for the Clean Slate and Early Representation Programs, as well as a contract for Uptrust Text messaging.

FY 2022/23 Program Modification Requests

1. **ACER.** Salary and benefits costs of \$254,790 are requested for 3.0 FTE Public Defender Case Preparation Assistants to support ACER and EarlyRep attorneys in each region of

2. **Operating Costs:** Text messaging system Services (\$40,500). Uptrust is a customized text messaging service that sends court date notification text messages to those with upcoming court dates. This service has been instrumental for clients participating in the Pretrial Services program who are released before trial to attend their court dates from the community with supervision and support. Uptrust services have contributed to a reduction of failure to appear (FTA) rates in local court and the Uptrust app is now being customized to link individuals to local community-based services.

3. **Capital Costs:** We are requesting \$70,000 for two vehicles for our social workers to use in the field. This will allow our social work team to effectively meet with clients, clients' families and support systems, and resource agencies in order to link our clients with necessary community-based services and resources. This will further the goal of providing and enhancing integrated programs and services for successful reentry.

Contra Costa County Community Corrections Partnership
 FY 2023/24 AB109 List of All Budgeted Contracts (no minimum)

Department: PUBLIC DEFENDER

Contractor Name	Program/Function	2022/23 Contract Amount (if applicable)	2023/24 Proposed Contract Amount	Variance between 23/24 and 22/23 Amounts
Uptrust, Inc.	Text messaging services for court date reminders and connections to community-based services.		40,500	-
		\$ -	\$ 40,500	\$ -

Proposal for Public Defender Clean Slate Legal Assistants

Submitted to the Community Corrections Partnership by the Office of the Public Defender

November 18, 2022

1. Request

The Office of the Public Defender submits this request for \$250,850 for 2.0 FTE Clean Slate Unit Legal Assistants to support the Contra Costa Public Defender Clean Slate Unit.

2. Need

The Clean Slate Unit works to remove barriers that a prior conviction presents to employment, housing, public benefits, and family reunification by assisting individuals who have a criminal record in Contra Costa County. Extensive research has shown that removing a prior conviction from a person's record fosters success with reentry by removing barriers to housing, benefits, employment, and education.

The unit's advocates prepare and file a high volume of petitions on behalf of eligible clients who are entitled to legal remedies including Expungement dismissal, Proposition 47 relief, Proposition 64 relief, 290 registration relief, certificate of rehabilitation, and juvenile record sealing. The unit also conducts robust community outreach and provides legal advice and education on the benefits of record clearance. The unit is currently leanly staffed with 2.0 FTE Legal Assistants and 0.5 FTE Deputy Public Defender funded by AB109.

Since the passage of Prop 47 and due to our extensive community outreach and partnership with AB109 partners, we have seen a drastic increase in demand for Clean Slate relief. This demand has also remained high because of the enactment of new post-conviction reform over the last several years, including the passage of Prop 64 (cannabis legalization), SB 384 (lifetime sex registration relief), AB 1869 (elimination of criminal fees) and AB 2147 (relief for CDCR fire camp participants). We also expect a significant increase in expungement referrals based on the recent enactment of SB 1106, which eliminates outstanding restitution as a barrier to expungement relief. This new legislation will allow additional individuals to be eligible for immediate Clean Slate relief. Another factor leading to our high demand springs from our robust community outreach. In the last year, we have drawn approximately 1000 individuals to our countywide community Clean Slate events.

The number of expungement petitions processed by our Clean Slate Unit has increased year over year. In 2020, we filed roughly 600 expungement petitions and in 2021, we filed more than 1,400 expungement petitions. We are on pace to file approximately 1400 expungement petitions this year as well. Demand for Clean Slate relief remains high and exceeds the current unit's capacity to serve those who are eligible. Adding two Legal Assistants is necessary to ensure that we can assist those requesting Clean Slate relief without a lengthy delay and backlog.

3. Budget

Employee Classification	Salary and Benefits
2.0 Legal Assistants	\$125,425 (per FTE)
TOTAL	\$250,850

Proposal for Public Defender Case Preparation Assistants

Submitted to the Community Corrections Partnership by the Office of the Public Defender

November 18, 2022

1. Request

The Office of the Public Defender is requesting funding for 3.0 FTE Public Defender Case Preparation Assistants¹ to support attorneys in the Arraignment Court Early Representation Program (ACER) and Early Representation Program (EarlyRep) in each region of the County.

2. Need

The attorneys in the ACER and Early Representation programs represent clients at the beginning of the legal process, either at arraignment on felony cases or pre-arraignment on misdemeanor cases, ensuring that they are able to connect them with legal services. In that capacity, these attorneys are frequently tasked with ensuring that case-related discovery is requested and received.

In the last several years, there has been a substantial shift to electronic discovery, including body worn camera footage, cell phone extraction evidence, and a plethora of video evidence transmitted from a diverse array of electronic platforms. This sea change for our ACER and EarlyRep attorneys has led to an increase in the need for attorneys to engage in a variety of case preparation tasks that range from digital evidence downloading to reviewing evidence from a variety of electronic and digital sources.

ACER and EarlyRep attorneys in each region of the county – central, west, and east – expend many hours engaged in assimilating electronic media, discovery downloads, and other non-attorney work to ensure that our office complies with our constitution duties to collect and review all evidence in each case.

The addition of 3.0 FTE Case Preparation Assistants would allow ACER and EarlyRep attorneys to focus on legal tasks while the Case Preparation Assistants focus on obtaining and organizing the electronic discovery ensuring that attorneys can provide adequate representation to their clients.

3. Budget

Employee Classification	Salary and Benefits
Case Preparation Assistant	\$84,930/FTE
	Total \$254,790/3.0 FTE

¹ Please note that the Public Defender Case Preparation Assistant Classification will need to be established by Human Resources prior to recruitment and hiring. This new classification will be largely based on the existing District Attorney Case Preparation Assistant classification but will be tailored to meet the needs of CCPD.

Proposal for Public Defender Front-End Advocacy Team (FEAT)

Submitted to the Community Corrections Partnership by the Office of the Public Defender
November 18, 2022

Introduction

When individuals are arrested, they are typically held in jail until their arraignment court date (the first time that individuals are before a judge). Unless individuals hire private attorneys, they are not represented until the day of their arraignment court date. This often leaves vulnerable individuals in custody for several days before meeting with a lawyer.

The Contra Costa Public Defender's Office (CCPD) proposes an innovative program to reduce pretrial incarceration by connecting those recently arrested with a legal advocacy team. This holistic, multi-disciplinary **Front-End Advocacy Team (FEAT)** will include an attorney, an investigator, a legal assistant, and clerical support. FEAT will allow individuals who cannot afford a private attorney to have access to legal representation, mitigation expertise, early investigation, and case management that connects them with community-based resources. This early intervention approach will reduce pretrial detention, increase stability for community members who are impacted by the criminal legal system, and will divert individuals away from the criminal system. The annual cost to fund the FEAT team will be \$566,618.

The Need for Front-End Advocacy

CCPD is the front-line of defense for indigent persons who are arrested and jailed in Contra Costa County. Last year alone, 13,778 cases were referred to our office for legal representation. CCPD has moved toward a practice that focuses on holistic defense: an interdisciplinary model that looks beyond an individual's immediate legal service needs and engages attorneys and non-lawyer specialists to assist with issues such as housing, mental health treatment, immigration, and public benefits. Holistic defense has been found to reduce jail populations, reduce future criminal legal system involvement, and to improve case outcomes and efficiency.¹ A great need exists for holistic early advocacy for those in Contra Costa's jails between the time of arrest and their first court date.

Approximately 1076 individuals are booked into the local county jail each month.² The vast majority of those individuals are being held pretrial and have not been convicted or sentenced.³ Individuals who have mental health issues or who are unhoused do not get released pretrial or remain in custody longer than they should because the court requires a comprehensive release plan before agreeing to release the client. The absence of multidisciplinary legal team support for those recently arrested impacts our office's ability to quickly coordinate a robust release plan by the arraignment court date. Research shows that even a few days in custody can have a significant destabilizing effect for those living on the margins and can result in a loss of employment and housing, mental health decompensation, and other serious issues.⁴

¹ Dottie Carmichael, Nicholas Davis, Heather Caspers, & George Naufal, *Indigent Defense Spending and Cost Containment in Texas*. Public Policy Research Institute, Texas A&M University (2018).

² Monthly average jail bookings according to CCSO data for 2021.

³ On July 7, 2020, the 88.5% of the County Jail population pretrial or unsentenced according to CCSO data.

⁴ Subramanian, R. et. al. *Incarceration's Front Door: The Misuse of Jails in America*. Vera Institute of Justice, (February 2015).

Arrested individuals are often held in jail for 3-5 days until their initial arraignment. At arraignment, the court decides whether an individual should be held in custody or released while their case is pending. Our office currently first provides representation for individuals starting on the day of their arraignment court date in felony cases. The time between arrest and the first court date is a critical phase. During this critical period, law enforcement continues their investigations and the District Attorney's office reviews the cases for filing, while individuals wait in custody without access to legal counsel or other resources. Wealth disparities hugely impact access to attorneys and other resources during this critical period. Ordinarily, the 80-90% of arrestees who cannot afford to hire their own attorney wait up to 5 days until their first court date to speak with an attorney, while those who can afford to hire their own counsel have immediate access to an attorney and other resources.

To address this gap in services, the Public Defender's Office proposes an innovative pilot program to reduce pretrial incarceration by connecting recently arrested individuals with a legal advocacy team. This multi-disciplinary advocacy team will include an attorney, an investigator, a legal assistant, and clerical support. This team will provide front end access to legal representation, mitigation expertise, early investigation, and case management starting at the time of arrest and booking in county jail. This approach will reduce pre-trial incarceration, increase connection to community-based resources, and increase stability for community members who are impacted by the criminal legal system.

Front-End Advocacy Team Members

Attorney	Provides direct legal representation, prepares for bail and release hearings, connects with family members and support persons to explain the legal process.
Investigator	Conducts critical front-end investigation to gather mitigation information and supporting documentation, including contacting family members and support persons. Also, ensures investigation is conducted in an efficient manner.
Legal Assistant	Conduct intake interviews at the jail, identifying areas of need for the client, and providing connection to housing resources, treatment programs, and mental health resources.
Clerical	Acquire and organize records and case files, locate and review documents, and provide administrative support to the advocacy team.

Early Advocacy Works

In recent years, our office has launched innovative grant-funded programs designed to expand early access to attorneys for out of custody misdemeanor clients. These efforts have greatly reduced the number of persons who end up in jail due to a missed court date. In 2016, we launched the Early Representation Program (EarlyRep) to help provide legal representation from the moment of law enforcement contact in misdemeanor cases. EarlyRep has been very successful at lowering the rate of failure to appear in court, reducing bench warrants, and providing legal assistance beyond traditional public defense. In 2020, we launched the Holistic Intervention Partnership (HIP), a public-private partnership that adds a substantial layer of support for our out of custody misdemeanor clients through partnerships with housing, civil legal, and reentry service providers.

Providing early access to counsel and front-end advocacy support for the indigent in our jails has proven very effective at reducing pretrial incarceration in other jurisdictions. For example, in 2017, San Francisco Public Defender's Office launched a Pre-Trial Release Unit to provide legal advice and

advocacy to arrestees between booking and arraignment. This pilot program was found to have saved nearly a million dollars of taxpayer money and thousands of jail beds during its first five months of operation.⁵ Having pre-arraignment representation doubled the likelihood of release at arraignment, and substantially reduced the time that arrestees on parole were in custody pretrial.

Early advocacy directly addresses racial and ethnic disparities which are prevalent at the pretrial incarceration phase. Individuals are often held in pretrial confinement due to an inability to pay money bail required for release. In Contra Costa County, as in much of the nation, there are higher arrest and pretrial detention rates for Black and Latino individuals. Black Contra Costa residents are held in pretrial detention at 7 times the rate of White residents and Latino residents are held in pretrial detention at 2.5 times the rate of Whites.⁶

Impact on Persons with Mental Health and Substance Use Disorders

Providing pre-arraignment advocacy teams will directly address the crisis of mentally ill individuals in our local jails by connecting them with mental health resources to provide crisis stabilization. Front-end advocacy will ensure the early diversion of persons with mental health related cases away from the county jails and out of our criminal legal system by allowing for an expedited filing of Mental Health Diversion petitions for those who are in custody.

Contra Costa County has committed to addressing the high rates of mental illness among individuals incarcerated locally by joining the Stepping Up Initiative. The Stepping Up Initiative has explored the problem of mentally ill individuals in our county jails and frames it as follows:

“Approximately 2 million times each year, people who have serious mental illnesses are admitted to jails across the nation. Almost three-quarters of these adults also have drug and alcohol use problems. Once incarcerated, individuals with mental illnesses tend to stay longer in jail and upon release are at a higher risk of returning to incarceration than those without these illnesses.

The human toll of this problem—and its cost to taxpayers—is staggering. Jails spend two to three times more money on adults with mental illnesses that require intervention than on those without those needs, yet often do not see improvements to public safety or these individuals’ health. Although counties have made tremendous efforts to address this problem, they are often thwarted by significant obstacles, including operating with minimal resources and needing better coordination between criminal justice, mental health, substance use treatment, and other agencies. Without change, large numbers of people with mental illnesses will continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals

⁵ An Analysis of the San Francisco Public Defender’s Pre-Trial Release Unit, June 2018, Alena Yarmosky, <http://public.sfpdr.com/wp-content/uploads/sites/2/2018/05/The-Impact-of-Early-Representation-PRU-Evaluation-Final-Report-5.11.18.pdf>, and California Policy Lab Policy Brief, June 2018, Alena Yarmosky, <https://www.capolicylab.org/wp-content/uploads/2018/06/Policy-Brief-Early-Representation-Alena-Yarmosky.pdf>.

⁶ Racial Justice Task Force – Final Report and Recommendations to the Contra Costa County Board of Supervisors, June 2018, at page 7.

and their families, missed opportunities for connections to treatment, inefficient use of funding, and a failure to improve public safety.”⁷

According to detention mental health reporting, roughly 50% of individuals incarcerated in Contra Costa County are living with mental health challenges and/or substance use disorders. Indeed, many of those in our jails are in custody due to a mental health break or a substance use disorder. Our front-end advocacy teams will work to connect these persons with treatment options and locate placements in substance use disorder or dual diagnosis programs. Our team coordinates transportation to program upon release and support transitions from the jail to the community.

Conclusion

An investment in front-end, holistic advocacy for newly incarcerated persons with felony charges will enhance public safety by fostering a connection to services and community support for those entering the criminal legal system. The focus on a holistic approach can greatly improve the chances that an individual will come out of the process with the hope of permanently avoiding a return to custody. The population supported by FEAT are vulnerable members of our community, are disproportionately persons of color, are often persons living in poverty, and those living with behavioral health challenges. This pilot has the potential to transform our approach to legal advocacy in Contra Costa County.

Budget

Employee Classification	Salary and Benefits
1.0 FTE Deputy Public Defender II Attorney	\$214,534
1 FTE Public Defender Investigator I	\$155,778
1 FTE Legal Assistant	\$125,425
1 FTE Clerical Experienced Level	\$70,881
TOTAL	\$566,618

⁷ <https://stepuptogether.org/the-problem>

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Proposal Form**

Department: District Attorney's Office

Description of Item	Program/Function	Ops. Plan Item #	2022/23 Funding Allocation ¹		2023/24 Baseline Request ²		2023/24 Program Modification Request ³		2023/24 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
SALARY AND BENEFITS										
DDA-Advanced Level	Realignment Coordinator Attorney		348,665	1.00	366,098	-	(366,098)		-	-
DDA-Advanced Level	Post Release Community Supervision Attorney		-	-	-	-	366,098	1.00	366,098	1.00
DDA-Advanced Level	Arraignment Court/Realignment Attorney		702,872	2.00	738,016	2.00			738,016	2.00
DDA-Basic Level	Violence Reduction/Recidivism Attorney		241,169	1.00	253,227	1.00			253,227	1.00
Experienced Level Clerk	Clerical/file support-Arraign. Court		77,277	1.00	81,141	1.00			81,141	1.00
Experienced Level Clerk	Clerical/file support		68,547	1.00	71,975	1.00			71,975	1.00
Legal Assistant	Non-violent misdemeanor diversion		99,871	1.00	104,865	1.00			104,865	1.00
Senior Level Clerk	Clerical/file support-Arraign. Court		86,021	1.00	90,322	1.00			90,322	1.00
Senior Level Clerk - Part Time 960	Realignment		27,646	1.00	29,028	1.00			29,028	1.00
V/W Assist. Prog Specialist	Reentry Notification Specialists		198,479	2.00	208,403	2.00			208,403	2.00
V/W Assist. Prog Specialist	Reentry Notification Specialists		117,085	1.00	122,940	1.00			122,940	1.00
Subtotal			1,967,632	12.00	2,066,014	11.00	-	1.00	\$ 2,066,014	12.00
OPERATING COSTS										
Office Expense			8,000		8,000				8,000	
Postage			2,000		2,000				2,000	
Communication Costs			5,000		5,000				5,000	
Minor Furniture/Equipment			4,000		4,000				4,000	
Minor Computer Equipment			9,000		9,000				9,000	
Auto Mileage			5,000		5,000				5,000	
Occupancy Costs			30,000		30,000				30,000	
Data Processing Services/Supplies			15,000		15,000				15,000	
Training			20,000		20,000				20,000	
Neighborhood Courts Development			32,000		32,000				32,000	
Subtotal			130,000		130,000		-		\$ 130,000	
CAPITAL COSTS (ONE-TIME)										
Subtotal			-		-		-		-	
Total			\$ 2,097,632	12.00	\$ 2,196,014	11.00	\$ -	1.00	\$ 2,196,014	12.00

1. FY 2022/23 Funding Allocation reflects the FY 2022/23 Board of Supervisor's approved AB 109 budget.
2. FY 2023/24 Baseline Request should reflect the cost of continuing FY 2022/23 programs in FY 2023/24 dollars.
3. FY 2023/24 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2023/24.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

The District Attorney's Office is requesting \$2,196,014 for FY 2023/24. This request will continue the programs approved in the FY 2022/23 budget. The realignment team will address the responsibilities presented by the realignment of our criminal justice system pursuant to Penal Code section 1170(h).

DEPARTMENT: *District Attorney's Office*

FY 2023/24 Baseline Request

The realignment team includes (4) FTE Deputy District Attorneys, (1) Legal Assistant (Neighborhood Restorative Partnership Coordinator), (1) Senior Level Clerk, (2) Experienced Level Clerk, (3) Victim/Witness Assistance Program Specialists, and (1) Part Time Senior Level Clerk.

- \$2,066,014 Salary and Benefits. Benefits Costs include FICA, medical, workers' compensation, SUI, deferred compensation, Paulson costs, benefits administration, and retiree health.
- \$130,000 Operating costs are requested.

Neighborhood Restorative Partnership (NRP)

In an effort to offer smart and safe alternatives for low level non-violent misdemeanors, the Contra Costa County District Attorney's Office has implemented the Neighborhood Restorative Partnership (NRP). In lieu of filing criminal charges, this community based pre-charging diversion program utilizes a restorative justice lens to resolve low-level misdemeanors and quality of life crimes. The NRP engagement reaches east, central and west Contra Costa County. Modeled after a similar District Attorney lead program, panelist – comprised primarily of residents who live and work in the community where the incident occurred – hear the case and create plans that enable the participant to address harms caused to the community and parties affected by the incident. This program reduces the number of cases making their way through the criminal justice system, saving both time and money for the courts and impacted county agencies. By keeping low-level non-violent offenders out of the criminal justice system, and keeping convictions off their record, this program will aid in preventing obstacles to obtaining employment, education, housing, and meaningful participation in the community.

ACER Attorneys

These attorneys staff the Superior Court's in-custody arraignment courts and their early disposition calendars. This includes appearances at arraignments, weighing in on bail motions, interaction with the court on pre-trial release and attempts at disposition of cases early in the judicial process, before additional resources are used.

- Appear at felony arraignments
- Review all pre-release reports

FY 2023/24 Program Modification Request

Post Release Community Supervision Attorney (PRCS)

In FY 22-23, \$348,665 AB 109 funding was allocated to fund a Deputy District Attorney (DDA) position as the Realignment/Re-entry Coordinator Attorney who also participated in the CoCo LEAD+ law enforcement assisted diversion program. Due to the cancellation of the CoCo LEAD+ program, this position now staffs the PRCS courts which oversee prevention, realignment and re-entry. The assigned DDA is responsible for managing cases which qualified under AB 109 for realignment disposition and community supervision. The prosecutor maintains a working relationship with local justice partners to promote successful reentry and consistent supervision of individuals subject to PRCS terms of release

Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Proposal Form

Department: EHSD

Description of Item	Program/Function	Ops. Plan Item #	2022/23 Funding Allocation ¹		2023/24 Baseline Request ²		2023/24 Program Modification Request ³		2023/24 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
SALARY AND BENEFITS										
Social Service Program Assistant	Re-Entry Systems Coordination		113,659	1.00	144,600	1.00			144,600	1.00
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
Subtotal			113,659	1.00	144,600	1.00			\$ 144,600	1.00
OPERATING COSTS										
Travel	Re-Entry Systems Coordination		906		1,144				1,144	
Space	Re-Entry Systems Coordination		3,799		4,795				4,795	
Space CCAP	Re-Entry Systems Coordination		6,628		8,367				8,367	
Maintenance	Re-Entry Systems Coordination		6,645		8,389				8,389	
Communication	Re-Entry Systems Coordination		2,642		3,336				3,336	
Minor Furniture/Equipment	Re-Entry Systems Coordination		195		246				246	
Contracted Services	Re-Entry Systems Coordination		3,198		4,037				4,037	
Interdepartmental Charges	Re-Entry Systems Coordination		5,063		6,392				6,392	
Other Operating Costs	Re-Entry Systems Coordination		2,209		2,789				2,789	
Public/Private Direct Billed	Re-Entry Systems Coordination		8,494		10,723				10,723	
									-	
Subtotal			39,781		50,218				\$ 50,218	
CAPITAL COSTS (ONE-TIME)										
									-	
									-	
									-	
									-	
									-	
Subtotal			-		-				-	
Total			\$ 153,440	1.00	\$ 194,818	1.00			\$ 194,818	1.00

1. FY 2022/23 Funding Allocation reflects the FY 2022/23 Board of Supervisor's approved AB 109 budget.
2. FY 2023/24 Baseline Request should reflect the cost of continuing FY 2022/23 programs in FY 2023/24 dollars.
3. FY 2023/24 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2023/24.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.

DEPARTMENT: *EHSD WFS Re-Entry Systems*

FY 2023/24 Baseline Request

The EHSD -Reentry Systems proposed FY 2023/2024 Baseline Request of \$194,818 includes:

- Salary and Benefit cost of \$144,600 for one (1) FTE Social Service Program Assistant (SSPA).
- Operating Costs (34% estimated overhead) is based on salary and benefits for 1 FTE SSPA. Operating cost includes expenses for Travel, Space per Contra Costa Allocation Plan, Maintenance, Communication, Minor Furniture/Equipment, Contracted Services, Interdepartmental Charges, Other Operating Costs, Public/Public Direct Billed.

FY 2023/24 Program Modification Request

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Proposal Form**

Department: Workforce Development Board of Contra Costa County

Description of Item	Program/Function	Ops. Plan Item #	2022/23 Funding Allocation ¹		2023/24 Baseline Request ²		2023/24 Program Modification Request ³		2023/24 Total Funding Request	
			Current Allocation	FTEs	Funding Request	FTEs	Funding Request	FTEs	Total Funding Request	FTEs
SALARY AND BENEFITS										
One Stop Administrator	Coordination with One-Stop/America Job Center of California system		45,760		48,048				48,048	
Workforce Services Specialist	Engagement with public & private partners		52,000		54,600				54,600	
Business Service Representative	Recruitment & engagement of businesses		72,863		76,507				76,507	
Workforce Board Executive Director	Oversight & coordination with workforce system		22,880		24,024				24,024	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
					-				-	
Subtotal			193,503	-	203,179	-	-	-	\$ 203,179	-
OPERATING COSTS										
Training/Travel			4,160		4,160				4,160	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
Subtotal			4,160		4,160		-		\$ 4,160	
CAPITAL COSTS (ONE-TIME)										
									-	
									-	
									-	
Subtotal			-		-		-		-	
Total			\$ 197,663	-	\$ 207,339	-	\$ -	-	\$ 207,339	-

1. FY 2022/23 Funding Allocation reflects the FY 2022/23 Board of Supervisor's approved AB 109 budget.
 2. FY 2023/24 Baseline Request should reflect the cost of continuing FY 2022/23 programs in FY 2023/24 dollars.
 3. FY 2023/24 Program Modification Request should reflect proposals for the cancellation of existing programs and/or funding of new programs for FY 2023/24.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.

DEPARTMENT: Workforce Development Board of Contra Costa County

FY 2023/24 Baseline Request

The Workforce Development Board of Contra Costa County (WDBCCC) is seeking status quo level funding of \$207,339 for the fiscal year 2023-2024. The budget reflects the amount of time key staff will devote to AB109 in order to continue to provide linkages to the One-Stop/AJCC system, business engagement, and small business and entrepreneurship connections. Although we are no longer hosting the SBDC, we are committed to collaborating with small businesses development organizations and training opportunities to provide entrepreneurial support to the AB109 and broader reentry community. In accordance with the WDBCCC's original submittal, we will use AB109 funds to leverage other funding in an effort to increase our capacity to provide services to previously incarcerated individuals.

FY 2023/24 Program Modification Request

The Workforce Development Board is not seeking increased funding at this time. The WDB is committed to partnering with the CCP and other agencies/organizations working in this space, with a goal of pursuing and securing additional resources that can further support, align, and leverage related work to serve AB109 participants and concurrently expand efforts to serve other justice involved populations that are returning to communities in Contra Costa County and help them with employment and training needs.

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

The Community Advisory Board budget represents a vital component of the County's effort to reduce recidivism. Investments in the community programs included in CAB's budget have not only emerged as essential elements of the County's reentry system, but the programs that they fund have become beacons of hope and opportunity for the County residents that participate in these programs. Furthermore, the County's support of the programs and initiatives included in the CAB Budget have paved the way for the development of innovative approaches to improving public safety (Reentry Success Center and Reentry Network), communication to stakeholders regarding the County's reentry efforts (seasonal VOICE newsletter), and information sharing and tracking among partners (Salesforce based data system).

For FY 2023/24, CAB submits a largely status quo budget to the County for approval with the inclusion of a 5% COLA increase for all programs.

Department: Community Advisory Board (CAB) - AB 109 Community Programs

FY 2023/24 Baseline Request

In FY 2021/22, the ORJ put each of the contracts for the community programs out for public bidding, except the Reentry Success Center (Center) contract. The Center's contract was later extended to expire within the same sequence of all other Community Program contracts. In FY 2019/20 the ORJ executed three-year contracts for the first time with each of agencies selected through the County's competitive bidding process, and these contracts expired at the end of FY 2021/22. ORJ issued a second competitive bidding process for the community programs in order to issue a subsequent three-year contract cycle for the period of FY 2022/23 - FY 2024/25.

The recommended amounts of ongoing funding for FY 2023/24 are as follows:

Center/Network Joint Communications Strategy \$20,000

CAB expenses \$3,000

Current baseline amounts for services include a 5% COLA increase to align with county departments:

Employment Support and Placement Services: \$2,543,877

Housing: \$1,417,351

Peer Mentoring: \$128,141

Family Reunification: \$104,742

Civil Legal Services: \$174,941

Network System of Services: \$1,090,870

Reentry Success Center: \$633,150

FY 2023/24 Program Modification Request

**Contra Costa County Community Corrections Partnership
FY 2023/24 AB109 Budget Program Narrative Form**

PROGRAM NARRATIVE:

Please provide a narrative describing the programming is being proposed on the AB 109 Budget Proposal Form.

DEPARTMENT: *Superior Court*

FY 2023/24 Baseline Request

The Contra Costa Superior Court respectfully requests one-time funding from the County's FY 2023-2024 AB 109 allocation in the amount of \$219,887. The funding continues to address the extra workload associated with PRCS cases, parole violation petitions, and the Pretrial Release Program by funding two dedicated courtroom clerks whose sole focus is on capturing court proceedings, and entering the appropriate case information timely.

The Court calendars many cases involving the supervision of "non-non-non" offenders. This workload continues to exceed that which could reasonably be handled by a single courtroom clerk. In response, the court allocated a second clerk to each of the high volume calendars at all times.

The additional clerk serves as a primary resource for the Judge, Justice Partners and the Attorneys in answering questions and receiving paperwork. The second clerk also preps calendars, answers incoming phone calls, responds to faxes and enters data in case management while the primary clerk records matters on the record. The two clerk team works together in departments creating a more efficient process for each case.

FY 2023/24 Program Modification Request



Contra Costa County Board of Supervisors

Subcommittee Report

PUBLIC PROTECTION COMMITTEE

5.

Meeting Date: 02/06/2023
Subject: Staff Update on Appointments for Racial Justice Oversight Body
Department: County Administrator
Referral No.: n/a
Referral Name: Referral on Racial Justice Oversight Body
Presenter: Paul Reyes, Senior Deputy County Administrator **Contact:** Paul Reyes, 925-655-2049

Referral History:

On July 24, 2018, the Board of Supervisors adopted the "Racial Justice Task Force - Final Report and Recommendations", which included the recommendation to create a Racial Justice Oversight Body tasked with the periodic review and reporting of racial and ethnic disparities in the local criminal and juvenile justice systems, as well as the ongoing support and monitoring of efforts to implement recommendations to reduce the disparities.

Based on this action, the Racial Justice Oversight Body is composed of the following 18 representatives:

1. A representative from the Superior Court, as a non-voting member;
2. The Sheriff or his designee;
3. The Chief Probation Officer or his designee;
4. The Public Defender or her designee;
5. The District Attorney or her designee;
6. A representative from a local law enforcement agency, nominated by the Contra Costa County Police Chiefs' Association;
7. A representative from the Contra Costa County Office of Education;
8. A representative from a Local School District (Rotation: Mt. Diablo/West Contra Costa/Antioch)
9. A representative from Contra Costa County Health Services Department; and
10. Nine community-based representatives, including:
 - a. Community-based Representative, Seat 1 & 2: two members nominated by the Contra Costa Racial Justice Coalition
 - b. Community-based Representative, Seat 3 & 4: two individuals with prior personal criminal or juvenile justice system involvement
 - c. Community-based Representative, Seat 5, 6 & 7: three representatives from community-based organizations (CBO) that work with justice involved populations, including at least one person who works directly with youth
 - d. Community-based Representative, Seat 8: one representative from a faith-based organization
 - e. Community-based Representative, Seat 9: one representative that is either a school age young person, or from a CBO who provides services to school age youth

On February 28, 2022, the Public Protection Committee (PPC) approved a 3-week application process to begin in Fall 2022 to fill all nine (9) open Community-based Representative seats with terms expiring on December 31st, 2022. The approved timeline for the recruitment and application process is as follows: (1) Issue press release on Sep. 19th; (2) Application Deadline set for Oct. 10th (3 week application period); (3) Applicant Interviews with PPC scheduled for Oct. 24th; (4) BOS consideration of nominations scheduled for Nov. 8th.

On September 19th, 2022, the County Administrators Office issued a press release and the Office of Reentry and Justice (ORJ) at the Probation Department released an e-newsletter alert to announce the recruitment of nine (9) open Community-based Representative Seats. The ORJ received a total of 15 applications prior to the October 10th, 2022 deadline and three (3) applications received after the deadline.

Of the 18 total applicants, eight (8) are incumbent members seeking a second two-year term. All 18 applicants were invited to public interviews conducted by the Public Protection Committee on October 24th, 2022.

Referral Update:

During the October 24th meeting, it was incorrectly communicated to the Committee that one of the incumbent members of the RJOB, Tamisha Walker, was no longer interested to serve on the RJOB. During the October meeting, the Committee recommended the following appointments:

- Seats 1 & 2 – Chala Bonner & Melvin Willis (nominated by Racial Justice Coalition)
- Seats 3 & 4 – Ronell Ellis & Michael Pierson (persons with prior personal criminal or juvenile justice system involvement)
- Seats 5, 6, & 7 – Y’nand Burrell, Alisha Jackson, and Cheryl Sudduth (CBO representatives that work with justice-involved populations)
- Seat 8 – Gigi Crowder (representative from faith-based organization)
- Seat 9 – Stephanie Medley (CBO rep that provides services to school age youth)

Following the meeting, staff was notified by Ms. Walker was still interested in serving on the RJOB. Today's item provides the Committee the opportunity to reconsider the appointments given the corrected information.

Recommendation(s)/Next Step(s):

ACCEPT an update on appointments to the Racial Justice Oversight Body and PROVIDE further direction to staff.

Attachments

Attachment A - Applicant Summary

Attachment B - All Applications

Racial Justice Oversight Body - Applicant Summary for Community Representative Seats 1-9 - UPDATED - 11/28/22

*Incumbent Member

** Nominated by Racial Justice Coalition

Yellow Highlight -- PPC nominations on 10.24.22

	<u>First</u>	<u>Last</u>	<u>District</u>	<u>Residence City</u>	<u>Work Location</u>	<u>Member Seats</u>	<u>Current Employer</u>	<u>Recent Volunteer Activity/Affiliation</u>	<u>Experience/Interest</u>
1	***Chala	Bonner	Out of County	Out of County	Richmond	1 (also qualifies for 2,4,5,6,7)	The Safe Return Project	Current member of Racial Justice Oversight Body and recently voted Chair of Data Subcommittee. Former member of CCC Community Advisory Board, in which she served 3 years and termed out in 2022.	Lived in Contra Costa most of her life and recently moved to San Joaquin County because due to affordability for she and her family. Ms. Bonner continues to work in Contra Costa County and is committed to continue to advocate for change in the communities she grew up in. She has served on the Racial Justice Steering committee and co-leads the Racial Justice Coalition. This work is very important to her because she is a formerly incarcerated black woman that wants to make sure that formerly incarcerated people have a voice at the table.
2	Lonnie	Bristow	2	Walnut Creek	N/A	7	Retired physician	Current mentoring volunteer for Senior Tutors of Rossmoor	In addition to his background as a practicing physician for roughly 50 years, he has had the further advantage of serving as a mentor to youth at the Boys Ranch facility in Byron for the past 6 years. This "eye-to eye" experience has given him a real advantage in helping additional youth in similar circumstances.
3	Y'Anad	Burrell	1	San Pablo	San Pablo	8	CEO of Glass House PR	Co-Chair, Community Emissions Reduction Plan Committee, Richmond/North Richmond; CPAW Committee Member, CCC Behavioral Health, MHSA; NAACP CA/HI State Conference, Public Relations Committee; Board Member, Richmond Chamber of Commerce; Commissioner, Richmond Housing Advisory Commission; Contra Costa County Arts & Culture Commission; Healthy Richmond Access to Quality Healthcare, Communications Committee	Lived in Contra Costa County (Richmond, CA) for over 25 years and have volunteered in service to the community for over 15 years in the areas of health equity, art and culture and environmental justice, specifically air quality. As a member of the faith community since childhood, she has seen the importance of having the faith community voice heard and seen. Far too often racial justice impact and information does not reach the faith community, while they are one of the largest groups that support hundreds who are impacted by the justice system. As someone who has more than 15 years in the public relations and communications industry, she will ensure the faith community is represented and their opinions, comments, needs and requests are at the table of this oversight body.
4	Jennifer	Clamon-Morris	3	Discovery Bay	Oakley	Not identified	City of Oakley	Byron Unified School District Volunteer Director of Finance for Birthright	Retired Law Enforcement; Given the societal changes since the late 1990's, there has been an increase in suspected racial inequality and profiling. Post George Floyd, she would like to be part of a commission that works in partnership with law enforcement and the community on closing the gap of transparency and addressing concerns of injustice and inequity.

5	*Gigi	Crowder	3	Antioch	All Districts	8	NAMI Contra Costa, Executive Director	Current member of the Racial Justice Oversight Body; Member of Measure X CAB; homeless services volunteer; current Chair of the Statewide Mental Health and Spirituality Initiative; Founding Chair of the Alameda County African American Health and Wellness Committee; Volunteer Consultant to the Miles Hall Foundation in Walnut Creek.	Interested in ensuring Measure X funds are allocated in a manner consistent with reimagining public safety and improving health outcomes for all. Interested in prioritizing and redefining safety while promoting community and belonging for all residents, and sharing ideas around key resources and community defined practices that promote equity and reduce the glaring disparities we see in the criminal justice system.
6	*Ronell	Ellis	5	Antioch	Antioch	6 (also qualifies for 3,4,5,7)	HealthRIGHT 360	Current member of Racial Justice Oversight Body; former member of Racial Justice Task Force; Cease Fire; Omega Boys Club; Deer Valley Youth Football; Oakland Probation Department; San Francisco Juvenile Probation Department	Mr. Ellis is confident that his personal experience as a person involved in the State and local incarceration institutions, along with his formal education in the discipline of Criminology allows him to have a diverse contribution to the board. He is concerned about the public and the community, therefore is willing to commit his efforts to help this board serve the community in a capacity that will be beneficial to all who reside in this county. He is interested in seeing that Justice is equitable and that all people of this county have an even playing field. He was formerly incarcerated for over 15 years at all levels of institutions, County, CDC & Federal. San Francisco County Superior Court Certified Expunged Criminal Record; California State Superior Court Certificate of Rehabilitation; Currently awaiting a Governor's approval for a Pardon; B.A. Degree in Criminology; 28 years of experience working in the current field of Reentry counseling at all levels, CDC, County Jail & Public; 18 year resident of Contra Costa County.
7	*Carlos	Fernandez	1	Richmond	Richmond	9	Safe Return Project	Current member of the Racial Justice Oversight Body; Current Member of the Juvenile Justice Coordinating Council (Youth Seat); Mentor and organizer in west county;	Lived 20+ years and worked 5 years in Contra Costa County. Is a youth who is formerly incarcerated and currently serves as a mentor for at-risk youth in Richmond.
8	Kevin	Finklea	3	Antioch		3,4	UPI/US Steel Company	Volunteered for Victory Outreach rehabilitation homes and church, Grace Bible fellowship church, and Rubicon Programs all in Antioch CA	Having personally experienced the juvenile and adult justice system and having grown from such a place as a young Black American, Mr. Finklea would love and appreciate the opportunity to serve his community through the lens of his intimate experiential knowledge of our juvenile and adult justice system and local culture. He is determined to have a positive impact on our community by helping to reduce racial disparities in the criminal and juvenile justice system with this body of fellow community activists, advocates, and officials of various offices.
9	Pamela	Henderson	5	Antioch		8, 9	Founder/President, All Roads Lead 65 Max Foundation, Inc.	Member of Women s Empowerment Leadership Sector 2019	Ms. Henderson's expertise and skills have allowed her to help teach, mentor and serve clients and respond to the needs that establishes a healthy mindset that focuses on diversity and expanding community support. She believes that together sharing ideas and utilizing her foundation resources would help increase the ability to serve clients and respond to the needs of the community toward social growth.

10	Alisha	Jackson	Out of County	Out of County	Pleasant Hill	5, 6,7	Probation & Reentry Manager for Hope Solutions	AB109 Partners and Providers- meeting attendee; Clean Slate Day- tabled CBO; Welcome Home- Re-entry Community Resource and Employment Fair- tabled CBO	Ms. Jackson believes it is a responsibility and a civic duty for community-based agencies, such as Hope Solutions, which provide boots on the ground services and support to have a voice in systems change work within the county they serve. Contra Costa County has been an industry leader in the state regarding best practices for programs in support of the re-entry population. Remaining on the forefront requires continued work to improve the equity, efficiency and effectiveness of programs and services. Being able to view resources within the county from a racial justice lens is an invaluable opportunity. It would be her pleasure to connect with like minded and passionate community members in support of individuals returning home to West, Central and East Contra Costa County.
11	*Stephanie	Medley	1	El Sobrante	Richmond	5	RYSE Center	Racial Justice Oversight Body (current, Chair of Diversion Subcommittee); Juvenile Justice Coordinating Council (former); JJCC-DJJ subcommittee (current); DA initiated Reimagine Youth Justice meetings (current; Racial Justice Task Force (2017-2018); Youth Justice Initiative Steering Committee (2016-2018); AB 109 Community Advisory Board (2013-2016).	<p>Ms. Medley was born and raised in Richmond and have seen firsthand how community has been deeply impacted by mass incarceration. While she has not experienced incarceration, she has had many friends and family members that were impacted as youth and adults; both of her brothers experienced incarceration. The barriers she has seen involving friends, family, and youth she works with, can and have in fact had long lasting impacts on their lives. Ensuring that the county utilizes smart, fiscally responsible and community-centered healing and equitable strategies to provide the necessary support for youth and adults in the system is her passion and why she would like to continue serving on the Racial Justice Oversight Body.</p> <p>She has been a staff member of the RYSE Center since 2012 and serve as their Director of Education & Justice. She leads program development and advocacy and cultivates cross-sector collaborations to address the needs of youth & young adults impacted by education, economic, and criminal & legal systems. She is passionate about supporting the development and coordination of youth-friendly and culturally appropriate policies, practices, and supports and work to create avenues for young people to navigate their own liberation and transform systems. She has sat on many justice focused advisory boards in the county to support justice reform. She has also participated in the county's partnership between RYSE, the DA, and Impact Justice to implement Contra Costa County's first pre-charge diversion program.</p>
12	Ocean	Mottley	Out of County	Out of County	Richmond	5,6,7	Bay Area Legal Aid	Former member of the SF Board of Supervisors Safer Schools Sexual Assault Task Force; Pro bono Hotline Attorney for Root & Rebound; Pro bono Family Law Representation for the Justice & Diversity Center of the Bar Association of San Francisco	Mr. Mottley works for Bay Area Legal Aid in their reentry unit representing clients who are system impacted with criminal and civil legal issues. He is also a member of the affected community as a formerly incarcerated person.

13	*Michael	Pierson	3	Brentwood	Antioch & Walnut Creek	3	Key Counsel, P.C.	Current member of the Racial Justice Oversight Body; Current member of the Contra Costa County Bar Association Board of Directors; Long-time volunteer and mentor with the CHAMPS Foundation; Served as Mock Trial Co-Instructor for Center for Youth Development Through Law; Served as a moderator and/or panelist for various community and legal Race and Equality panels; A guest speaker at various Bay Area community centers for at-risk youth.	Mr. Pierson is a person of color and a resident of Contra Costa County who has been a first-hand witness to the racial and ethnic disparities within the local criminal justice system. As an African American youth growing up in the projects of Oakland, he has personally witnessed and experienced the harsh and unequal treatment of Blacks by law enforcement and the criminal justice system. It was these disparities in the criminal justice system that made him want to be a lawyer so he can help make a difference in his community. He has experienced both sides of the criminal justice system, as a criminal defendant and as a criminal defense attorney. He believes that this gives him a unique perspective on the criminal justice system. As the country has reached a boiling point with race and the injustices of the criminal system, he is compelled to do his part to make a difference in my community. He is committed to doing everything in his power to be a part of the solution to these issues, and believes that being on this board/commission will make a difference in the local community.
14	*Cheryl	Sudduth	1	El Sobrante	NA	7 (also qualifies for 1,2)	NA	NA	Ms. Sudduth has been involved with the Racial Justice Coalition & the work of the subsequent Task Force since inception. She has played an integral role in ensuring the final recommendations reflect the needs of the greater community & would like to work towards ensuring the implementation follows the spirit of the recommendations. As a trained mediator & negotiator, multicultural & multilingual, as well as one heavily involved in many different community groups throughout the county, she believes she can represent multiple perspectives while maintaining focus on the purpose of the advisory body.

15	Justin	Van Zerber	1	El Cerrito	Out of County	5,6,7	Director of Programs for SupplyBank.org	NA	<p>Mr. Van Zerber believes the county has the opportunity to be a leader in the way it handles racial justice and he wants to support the growth and development of best practices that allow for continued learning across all parties serving the community. There are clear indicators of racial bias in our justice systems, social services, schools and across our community and he believes with the correct access to information and training can reduce disproportionate representation. He believes the county has an obligation to create a community that treats people fairly and offers them opportunities to be successful, which starts with the way systems and policies are created and he trusts that the Racial Justice Oversight Body can hold departments accountable by enacting actionable steps forward.</p> <p>Mr. Van Zerber has led program management, strategy, operations, and process building at community-based organizations for over 12 years with a track record of generating replicable systems that have a community focused lens and a detailed path forward. During this time, he spent four years strengthening grass-roots employment and job training programs for re-entry youth and young adults, working directly with police, judges, public defenders, schools, and families to advocate for appropriate responses that ensure participants had the resources they needed to be successful. He currently serve as the Director of Programs at a statewide non-profit that bolsters community based program by providing access to basic material needs for vulnerable populations. Through this work he uses data to inform design making and has seen first hand the inequities in the way communities serve different populations. He wants to use this</p>
16	*Tamisha	Walker	5	Antioch	Countywide	1	Safe Return Project	Current Contra Costa County board appointments: Co-Chair of Racial Justice Oversight Body; Richmond Reimaging Public Safety Taskforce; Local Advisory Committee for Co Co LEAD Plus; DJJ realignment subcommittee, and the Contra Costa Public Defenders Office HIP advisory committee	<p>Ms. Walker would like to continue serving on this board because she has worked for more than 13 years in communities across this county impacted by incarceration and criminalization. As a formerly incarcerated woman, she is committed to ending racial disparity in the criminal legal system while pushing to invest in community-based solutions to keep poor people and people of color out of jails and prisons where possible.</p> <p>She have written, supported, and advanced legislation that promotes equity, access, and inclusion for poor and working families impacted by incarceration and criminalization throughout Contra Costa County. This has led to improving educational systems, economic dignity, community benefits, increased access to healthcare, promoting values-based budgets, increasing second chances, and environmental justice.</p>

17	**Melvin	Willis	1	Richmond	Countywide	2	Alliance of Californians for Community Empowerment (ACCE)	City of Richmond councilmember; previously served on Richmond Planning Commission, the Raise up Richmond Coalition, Housing Now, Richmond Progressive Alliance, Richmond Environmental Justice Coalition, currently serves on the Contra Costa County Racial Justice Coalition, and many other coalitions that focus on <u>Racial and Economic Justice</u> .	Currently Mr. Willis is City Councilmember in Richmond and a community organizer. A rising concern for him in Richmond and Contra Costa County has been the need for more resources for youth programs and services. He wants to serve on the commission to make sure that community concerns are being represented and prioritized while implementing strategies. Over the last four years as a community organizer, he has worked on issues related to youth and criminal justice reform.
18	Gwendolyn	Woodson	1	Richmond	NA	8	Retired - City of Richmond	Steward of Resurrection African Methodist Episcopal Church, and President of its Women's Missionary Society; Volunteer at Anvil House	Currently Ms. Woodson is a steward at Resurrection African Methodist Episcopal Church as well as its Women's Missionary Society president. In conjunction with one of her congregation's sister churches, Bethel A.M.E. Church, she participated in the recent completion of the Anvil House, a reentry program located in Richmond. Her sons are in their 40's now and live out of state, but during their youth they were involved in the criminal justice system. She also has had two brothers that were incarcerated (both deceased), therefore she has had experience navigating the system. Her motivation is to recognize the disparities in the justice systems and help to implement recommendations for change.



Contra Costa County

Please return completed applications to: Clerk of the Board of Supervisors 1025 Escobar Street, 1st Floor Martinez, CA 94553 or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Chala; Last Name: Bonner; Home Address - Street: [redacted]; City: Stockton; Zip Code: 95206; Phone (best number to reach you): [redacted]; Email: [redacted]; Resident of Supervisorial District: work i

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

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Row 1: Contra Costa College, Business Management, [checked] Yes [] No

Other Training Completed: []

Board, Committee or Commission Name: Racial Justice Oversight Body; Seat Name: Community Member

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

Please explain why you would like to serve on this particular board, committee, or commission. I have lived in Contra Costa almost my whole life. I just recently moved to San Joaquin County because my family could not afford to stay. However, I still work in Contra Costa County. Although I no longer live in Contra Costa County, my heart is in Contra Costa County, my work is in CCC, majority of my family and friends still live there and I hope some day that I will be able to return. In the meantime, I plan to continue to advocate for change.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) I serve on the Racial Justice Steering committee and I am co-lead for the Racial Justice Coalition. This work is very important to me because I am a formerly incarcerated black woman and I want to make sure that formerly incarcerated people have a voice at the table.

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

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

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

Please check one: Yes No

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

I have served on the Racial Justice Oversight Body for the past year and I am also appointed to the CCC Community Advisory Board, in which I have served 2 year and will term out in 2022.

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Signed:

[Redacted Signature]

Date:

10/19/2020

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

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

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

Application Form

Profile

Lonnie _____ R _____ Bristow _____
First Name Middle Initial Last Name

_____ Suite or Apt _____
Home Address

Walnut Creek _____ CA _____ 94595 _____
City State Postal Code

Primary Phone

Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 2

Retired _____
Employer Job Title

Length of Employment

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

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

31 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

7

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?

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

City College of new York

Degree Type / Course of Study / Major

BS/Biology

Degree Awarded?

Yes No

College/ University B

Name of College Attended

New York University

Degree Type / Course of Study / Major

M.D.

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

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 have had (in addition to my background as a practicing physician for roughly 50 years) the further advantage of having served as a mentor to the youth who were incarcerated in the Boys Ranch facility in Byron for the past 6 years. This "eye-to eye" experience gives me an real advantage in helping additional youth in similar circumstances.

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

Brief Biography: Lonnie Bristow is a physician, a specialist in Internal Medicine, living in Northern California's Bay Area who has served for many years in organized medicine which eventually led to him being elected as President of the American Medical Association in 1995. He has received many awards and honors – including four honorary doctorates, and has written widely on issues in the fields of both medical practice and medical ethics. He is an active member of the Institute of Medicine of the National Academy of Sciences. Though retired from clinical practice, Lonnie remains active as a consultant on many complex sociologic and economic facets of health care for Medical Education institutions and various State and Federal governmental bodies.

[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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 - (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.

Application Form

Profile

Y'Anad _____ Burrell _____
 First Name Middle Initial Last Name

_____ Suite or Apt _____
 Home Address
 San Pablo CA 94806
 City State Postal Code

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 1

Glass House PR CEO _____
 Employer Job Title

Length of Employment

12

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

D1

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

25 yrs

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

Faith Based Representative

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?

5

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

San Francisco State University

Degree Type / Course of Study / Major

Accounting

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Golden Gate University

Degree Type / Course of Study / Major

Healthcare Management

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Golden Gate University

Degree Type / Course of Study / Major

Public Administration

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

Saybrook University/Doctoral Program

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 have lived in Contra Costa County (Richmond, CA) for over 25 years and have volunteered in service to my community for over 15 years in the areas of health equity, art and culture and environmental justice, specifically air quality. As a member of the faith community since childhood, I have seen the importance of having the faith population voice heard and seen. Far too often racial justice impact information does not reach the faith community, while they are one of the largest groups that support hundreds who are impacted by the justice system. As someone who has more than 15 years in the public relations and communications industry, I will ensure the faith community is represented and their opinions, comments, needs and requests are at the table of this oversight body.

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

Please see resume attached.

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:

CPAW Committee, CCC Behavioral Health

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.

Co-Chair, Community Emissions Reduction Plan Committee, Richmond/North Richmond - 2020 - Pres.
Richmond Chamber of Commerce (2021 - Pres.) Contra Costa County Arts & Culture Commission (2010 - 2020.)
Healthy Richmond Access to Quality Healthcare, Communications Committee (2018 - 2020)

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

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

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

I Agree

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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.

Y'ANAD BURRELL, MPA/MHA

Diversity, Equity, Inclusion & Communications Professional



EDUCATION

BA Degree, Accounting | San Francisco State University | 1998
Master Degree, Public Administration | Golden Gate University | 2003
Doctoral Program, Transformative Social Change | Saybrook University | Class of 2024

TEACHING EXPERIENCE

Adjunct Professor | San Francisco State University – College of Extended Learning | 2016 - 2020
Crises Communications Management for Non-Profits

BOARDS & COMMISSIONS

Co-Chair, Community Emissions Reduction Plan Committee, Richmond/North Richmond
CPAW Committee Member, CCC Behavioral Health, MHSA.
NAACP CA/HI State Conference, Public Relations Committee
Board Member, Richmond Chamber of Commerce
Commissioner, Richmond Housing Advisory Commission

PROFESSIONAL EXPERIENCE

YOUTH UPRISING | CHIEF EXECUTIVE OFFICER: Dec. 2020 – Present

GLASS HOUSE COMMUNICATIONS | CEO | 2012 – 2020

GHC is a boutique strategic communications agency specializing in government, media and public relations, diversity, equity and inclusion consulting, project management, and fund development planning. GHC also provides media training and reputation management for executives. **Partial list of contracts under GHC.**

EBMUD | Community Affairs Rep. II | March 2020 – Sept. 2020

Healthy Richmond | Equity & Communications Committee | 2018 - 2020

UC Berkeley, Haas School of Business | Diversity & Inclusion Consultant | 2019

SunSwarm (Solar Energy) | 2017 to 2019 | Government Relations & Community Engagement Consultant

Richmond Bay Campus/Lawrence Berkeley Labs | 2015 | Community Engagement & Diversity & Inclusion Consultant:

California Diversity Council | Vice President, San Francisco – Gov't Relations & Outreach | 2014 – 2017

DEVELOPMENT & FUNDRAISING EXPERIENCE

Project Re-Connect | *Interim Executive Director* | 2016 – 2017

Museum of the African Diaspora | *Capital Campaign Consultant* | 2013 - 2015

Strategically led a \$10M capital campaign by cultivating 120 prospects, 60% lived outside California.

Women's Initiative (Oakland) | *Asst. Director of Development & Communications* | 2011 - 2012

Managed a portfolio of \$2.5M of potential prospects consisting of first touch donors which require high-level cultivation by executing high-profile events and scheduling one-on-one meetings with the Executive Director and Sr. Development Director.

Child Care Coordinating Council of San Mateo County (4CS)

Director of Development & Communications | 2009 – 2011

Pivot Learning Partners | *Asst. Director of Development* | 2007 - 2009

LEGAL - EARLY CAREER EXPERIENCE

Designed and instituted a firm-wide expert witness database for the law firm (200+ attorneys) in conjunction with technology vendors. Assigned to lead an intellectual property team of trial attorneys with a large-scale validation project researching and reviewing complex patents for multi-district litigation involving infringement and copyright breaches.

Heller Ehrman White & McAuliffe | *Sr. Intellectual Property/Regulatory Litigation Paralegal* | 2001 – 2007

Application Form

Profile

Jennifer _____ Clamon - Morris _____
 First Name Middle Initial Last Name

_____ Suite or Apt _____
 Home Address
 Discovery Bay CA 94505
 City State Postal Code

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 3

City of Oakley _____ Public Records Assistant _____
 Employer Job Title

Length of Employment

1 year

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

N/A

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

Resident of 6 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

Jennifer Morris

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

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

College of San Mateo

Degree Type / Course of Study / Major

POST / Criminal Justice

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

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

CPR / First Aide Racial Profiling Training Crisis Intervention Certified Peer Support Counselor

Qualifications and Volunteer Experience

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

Given the societal changes since the late 1990's, there has been an increase in suspected racial inequality and profiling. Also, post George Floyd, I would like to be part of a commission where we work together with law enforcement and the community in bridging the gap of the lack of transparency and addressing concerns of injustice and inequity.

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

Retired Law Enforcement

[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:

Childcare, but with proper noticing can prepare in advance.

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:

N/A

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

N/A

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

Byron Unified School District Volunteer Director of Finance for Birthright

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:

N/A

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:

N/A

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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 - (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.

Application Form

Profile

Gigi _____ R _____ Crowder _____
 First Name Middle Initial Last Name

Home Address _____ Suite or Apt _____
 Antioch _____ CA _____ 94531 _____
 City State Postal Code

Primary Phone _____

Email Address _____

[District Locator Tool](#)

Resident of Supervisorial District:

District 3

NAMI Contra Costa _____ Executive Director _____
 Employer Job Title

Length of Employment

4 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

All

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

20 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

Gigi Crowder

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

Yes No

If Yes, how many meetings have you attended?

3

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

University of California, Berkeley

Degree Type / Course of Study / Major

BA Psychology

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

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 have been a home owner and tax payer in Contra Costa County since May 2002 and have a vested interest in ensuring the funds raised from this sales tax are allocated in a manner consistent with reimagining public safety and improving health outcomes for all. I have a keen understanding of how appropriately utilizing these new financial resources, through cost effective methods with community input can result in a better quality of life that could allow for more economic opportunities for all residents. I understand that when services and programs are not made available where they are most needed it results in greater cost down the line for all. I think we have an obligation to wisely use these additional dollars to address long standing inequities that put a drain on our system. I want to work with individuals who love this county as much as I do to create a county that meets the needs of all by prioritizing and redefining safety while promoting community and belonging for all citizens. I want to share my ideas around key resources and community defined practices we can use to promote and utilize to promote equity and reduce the glaring disparities we see in the criminal justice system. My over 30 years in the mental health field equips me with the skills and knowledge needed to approach challenges using an appreciative inquiry, strength based, and solutions focused application. I am great at looking at root causes and applying compassionate approaches that allow for positive outcomes.

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

I have over 30 years in social services, specifically mental health managerial positions. I am therefore well informed about the fact too often individuals living with mental illnesses are criminalized and incarcerated when they have unaddressed trauma and live with untreated mental health diagnosis. I served as the Ethnic Services Manager for Alameda County Behavioral Health Services and worked alongside Nationally Recognized Subject Matter Experts exploring racial biases that lead to disparities and misdiagnosis etc for those most harmed due to systemic racism. I'm hopeful my background as a Champion for Change as an Advocate can be used to improve outcomes as it has across the State by serving in a Clergy, Family member and Professional role utilizing my lived experience to train others and promote community defined strategies that produce promising outcomes.

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:

Measure X CAB

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 served as the Chair of the Social Justice Advisory Committee for the California Behavioral Health Directors of California for 4 years. 2012 to 2016 I have several volunteering obligations that I have committed to in an effort to improve safety in this county. I volunteer and utilize my own resources by supporting work lifesaving work in faith based and non profits campaigns to end homelessness and support those living with mental illness. I volunteer more than 8 hours a week feeding those who are living with a mental illness and unsheltered in Antioch. I am the current Chair of the Statewide Mental Health and Spirituality Initiative. 2014- present I was the Founding Chair of the Alameda County African American Health and Wellness Committee that manages 2 million dollars annually to reduce behavioral health disparities in Alameda County. 2013 -2016. Co- Chair of the Contra Costa County Behavioral Health Care Partnership. I have served on numerous non profit boards as Treasurer, Secretary and President. I am currently supporting the Miles Hall Foundation based in Walnut Creek as a Volunteer Consultant. I train Prison Chaplains and other Faith and Spiritual Leaders about mental illness and the importance of understanding how they can best support and advocate for those impacted.

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

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

Yes No

If Yes, please identify the nature of the relationship:

I am the Executive Director of NAMI Contra Costa County and responsible for administering deliverables through a contract with the Behavioral Health Department. I have no personal contract with the county.

Please Agree with the Following Statement

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

I Agree

Important Information

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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.

Gigi R. Crowder, L. E.
Antioch, CA 94531

CAREER OBJECTIVE:

My desire is to continue to serve as a highly qualified Executive Director using my vast leadership skills to offer development support, technical assistance, strategic planning and capacity building to a non-profit agency, or other grass root entities that promote culturally responsive community identified practices to improve outcomes for those impacted by mental illness. I hope to use my skills and knowledge to embrace wellness and recovery models to transform systems and support the empowerment of all people seeking to improve the quality of their lives.

EDUCATION:

June 1985 University of California, Berkeley, B.A., Psychology

September 1990 American College of Sports Medicine, Certification, Personal Fitness Training

EMPLOYMENT HISTORY:

January 2017- Present

Executive Director - National Alliance of Mental Illness Contra Costa, NAMI CC Pleasant Hill CA. Lead Executive managing day to day operations with a core of Volunteers and Board Members. Duties include managing the budget, fund development and representing NAMI CC as its primary leader.

September 2015 – March 2017

Fund Developer/ Grant Writer – National Alliance of Mental Illness Contra Costa, NAMI CC Pleasant Hill CA. Responsible for identifying private and public funding opportunities and developing successful proposals to receive funds for a non- profit advocacy agency committed to reduce mental health and reentry stigma and supporting those the live with mental health challenges and their families.

January 2010 – Present

Master Trainer and Co- Creator of Mental Health Friendly Communities a comprehensive faith-based stigma reduction curriculum designed for advancing efforts to address and eliminate health disparities for all ethnic and cultural communities. Successfully implemented in eight California counties to

specifically improve outcomes in the African American Community through a contract with CalMHSA's Each Mind Matters Campaign.

July 2009 - Present

Principle- GRC Consulting, Antioch, CA

Offering support and technical assistance to non-profit agencies, faith centers and other grass roots organizations. Work with Leadership to build their infrastructure and capacity to work with governmental agencies while carrying forward their identified vision and values needed to achieve their mission and goals. Organizational development coaching to support the building of effective, proactive boards, design and creation of strategic plans. Fund development support to position entities to respond successfully to public, private and governmental procurement processes and funding opportunities.

May 2007- September 2016

Ethnic Services Manager – Alameda County Behavioral Health Care Services, Oakland CA.

Responsible for insuring services delivery is culturally effective and responsive. Work includes working collaboratively with historically unserved /underserved communities, inappropriately served communities, families, and consumers to promote inclusion and reduce disparities. Core responsibility is focusing on reducing health disparities for unserved, underserved and inappropriately served communities by identifying community defined approaches that best meets their needs.

January 2003 - 2007

Program Specialist - Alameda County Behavioral Health Care Services, Oakland CA. Responsible for monitoring contracts with both mental health and alcohol and other drugs service providers, in the role of a liaison, provide support to management for special projects, provide ancillary resources for SACPA providers, provide supervision and support to Medicare Part D resource staff, provide technical assistance to consumer operated programs.

September 1999 - December 2002

Founding Director of Employment Program – Bay Area Community Services, Oakland CA.

Supervised a staff of 12; which included Job Developers and Job Coaches for an employment program that provided employment supports to individuals with severe psychiatric disabilities throughout Alameda County. Responsibilities included monitoring a contract with the State Dept. of Rehabilitation, hiring staff, training staff, facilitating employment groups working with other CBOs, benefits counseling, fund development, managing the program's budget, preparing program for CARF accreditation.

June 1992 – September 1999

Transitional Employment Program Coordinator – Bay Area Community Services, Oakland CA.

Provided employment and other daily living skills services to adults with severe psychiatric disabilities in a full day psycho-social rehabilitation program. Duties included development of meaningful work in the community for program participants, assisting consumers with removing barriers to employment,

working with employers to develop supportive work environments, job coaching, facilitating of job seeking groups, providing vocational training in food service, clerical, janitorial and landscaping. Responsibilities included Medi-Cal charting and billing. Participated in utilization reviews and other requirements of Alameda County BHCS.

August 1990 – June 1992

Job Developer / Volunteer Coordinator – Catholic Charities of San Francisco, San Francisco CA. Served in the role of an employment counselor and volunteer coordinator for a transitional residential program for homeless youth. Responsibilities included identifying and removing barriers to employment, assisting with development of appropriate employment opportunities. Provided support to individuals and groups of volunteers who connected with the residents to help them reach their goals.

May 1988 – February 1990

Job Developer – Rubicon Programs Inc., Richmond CA. Primarily responsible for development of employment opportunities for adults with various barriers to employment for a rehabilitative program. Facilitated weekly job readiness classes, identified, and removed barriers to employment, worked closely with State Department of Rehabilitation Counselors, provided benefit counseling, served as a consumer and family member advocate.

ADDITIONAL EXPERIENCE

Certified as a foster parent in Alameda and Contra Costa Counties.

Coordinator of a faith based mentoring program for adolescent at risk girls.

Service on the Board of Director for several non-profit agencies.

Served as lead researcher and coordinator for a utilization study addressing the mental health disparity that exist for the African American Community in Alameda County.

Cultural Competency Trainer/CBMCS and other tools.

Honors/Positions

Inducted into the Alameda County Women Hall of Fame, 2002

Recipient of the 2016 NAMI CA Cultural Competency Community Leader Award

Current Chair of the California Mental Health and Spirituality Initiative.

References provided upon request.



Contra Costa County

Please return completed applications to:

Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

Ronell

Last Name

Ellis

Home Address - Street

[Redacted]

City

Antioch

Zip Code

94531

Phone (best number to reach you)

[Redacted]

Email

[Redacted]

Resident of Supervisorial District:

5

EDUCATION

Check appropriate box if you possess one of the following:

[] High School Diploma

[x] CA High School Proficiency Certificate

[] G.E.D. Certificate

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include Los Medanos College and Holy Names University.

Other Training Completed:

CBT, T4C, Omega Institute, MI

Board, Committee or Commission Name

Racial Justice Over-site Board

Seat Name

Seat #4

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

[x] No

[] Yes

If yes, how many?

[Redacted]

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

I am confident that my personal experience as a person involved in the State and local incarceration institutions, along with my formal education in the discipline of Criminology allows me to have a diverse contribution to the board.

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

I was formerly incarcerated for over 15 years at all levels of institutions, County, CDC & Federal San Francisco County Superior Court Certified Expunged Criminal Record

I am including my resume with this application:

Please check one:

[x] Yes

[] No

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

Please check one:

[x] Yes

[] No

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

Please check one: Yes No

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

Racial Justice Task Force
Cease Fire
Omega Boys Club
Deer Valley Youth Football
Oakland Probation Department
San Francisco Juvenile Probation Department

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Signed:

[Redacted Signature]

Date:

7/12/2020

Submit this application to:

Clerk of the Board of Supervisors
651 Pine St., Room 106
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at ClerkofTheBoard@cob.cccounty.us

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

Ronell Ellis

• Antioch, CA U.S.A. •

OBJECTIVE

Gain upward mobility in my career in the SUD, Social Services, or Criminal Justice field. Curb recidivism, to assist human beings with eliminating substance abuse, incarceration and to improve their quality of life.

SUMMARY

35 Years of experience in the Therapeutic Community, Substance Abuse, Parole and Criminal Justice areas of operation. Familiar with group facilitation, case management, individual assessment, judicial system and institutions.

EDUCATION

Holy Names University, Oakland, CA, June 2010 to December 2012

BA, Criminology, Minor in Sociology

Los Medanos College, Pittsburg, CA, January 2009 to June 2010

AA, Liberal Arts

PROFESSIONAL EXPERIENCE

Helathright360, Reentry Network, February 2017 – Current: Case Management, create, facilitate groups along with special events. Teach Reentry workshops. Collaborate with industry partners. Intake participants in/out of custody, to connect them to resources to overcome poverty and incarceration..

Centerforce, February 2016 – February 2017 Case management, Facilitated Prison inmate Parenting Classes in CDC and in the community. Advocated for participants regarding court custody cases.

Healthright360/Walden House, San Francisco, CA. December 2013 – February 2016

(S.F. County Jail) Case manager, facilitate groups, individual counseling, recruiting outside speakers, communicating with Parole/Probation Officers and assisting clients with an exit plan to successfully re-enter society. This Substance Abuse Program was located within the San Francisco County Jail.

DHL Express Inc., Oakland, CA, November 1995 to April 2009

Driver and Customer Service Rep.

- Maintained customer relations, solved customer disputes and delivered parcels of all sizes to businesses and homes.

Alameda County Food Bank, Oakland, CA, August 1994 to January 1996

Driver and Warehouse Clerk

- Generated food drives to assist local charities in the fight for hunger. Maintained customer relations with charity contacts and Pickup/Delivery of product.

The Walden House Inc., San Francisco, CA, January 1994 to August 1994

Driver and HIV/AIDS Facility Counselor

- Transported clients to and from medical appointments.
- Facilitated groups and counseled individuals.

LICENSURE AND CERTIFICATIONS:

Valid Class A CDL Driver License with all endorsements, (1994) Certificate of Rehabilitation from the Superior Court of San Francisco and the State of California, (2011), Registered R.A.S. AOD Counselor.

Application Form

Profile

Carlos _____ j _____ Fernandez _____
First Name Middle Initial Last Name

_____ Suite or Apt _____
Home Address

Richmond _____ CA _____ 94801 _____
City State Postal Code

Primary Phone

Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 1

safe return project _____ organizer _____
Employer Job Title

Length of Employment

3 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

1

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

lived 20+ years worked 5 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

youth seat

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

Yes No

If Yes, how many meetings have you attended?

2

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

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 hear there was a youth seat. I am a youth who is formerly incarcerated and today I mentor at-risk youth in Richmond

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

I feel that I have the experience that qualifies me and makes me an expert on what's best for youth in our communities

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:

jjcc

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

jjcc

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

mentor and organizer in west county

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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 - (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.

Application Form

Profile

Kevin _____ D _____ Finklea _____
 First Name Middle Initial Last Name

_____ Suite or Apt
 Home Address

Antioch _____ CA _____ 94531 _____
 City State Postal Code

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 3

USS/UIP _____ ELO _____
 Employer Job Title

Length of Employment

2022 - Current

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

5

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

20 years 2008

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

Nine (9) community-based representatives selected and appointed by the Board of Supervisors: Two (2) individuals with prior personal criminal or juvenile justice system involvement;

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?

Education

Select the option that applies to your high school education *

 G.E.D. Certificate

College/ University A

Name of College Attended

Los medanos

Degree Type / Course of Study / Major

GE

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

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.

Having personally experienced our juvenile and adult justice system and having grown from such a place as a young Black American would love and appreciate the opportunity to serve my community through the lens of my intimate experiential knowledge of our juvenile and adult justice system and local culture. I am determined to have a positive impact on our community by helping to reduce racial disparities in the criminal and juvenile justice system with this body of my fellow community activist, advocates, and officials of various offices.

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

Prior personal involvement with the criminal and juvenile justice system of Contra Costa County as well as involvement with local low income community programs such as Rubicon Programs. I have also held a volunteer leadership roll in the victory outreach homes rehabilitation program all in Antioch, CA who deals with mainly a population this is currently or has been impacted by the criminal justice system.

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:

I work a full time job with UPI a united states steel company

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.

Volunteered for victory outreach rehabilitation homes and church, Grace Bible fellowship church, and Rubicon Programs all in Antioch CA

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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 - (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.

Application Form

Profile

Pamela _____ L _____ Henderson _____
 First Name Middle Initial Last Name

_____ Suite or Apt _____
 Home Address

Antioch _____ CA _____ 94531 _____
 City State Postal Code

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 5

All Roads Lead 65 Max _____ Founder/President _____
 Foundation Inc. Employer 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?

Racial Justice Oversight Body: Submitted

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

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

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

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.

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?

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If Yes, please identify the nature of the relationship:

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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



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:

65Max Entertainment/ Apparel: C.F.O -2005- present

Overseer of financial budgets negotiates contracts with outside vendors. facilitator and founder of 65 Max 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. WWW.65maxapparel.com



Pamela L Henderson



All Roads Lead 65 Max Foundation Inc : Founder/President - 2012- Present

All Roads lead 65 Max 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.



Pamela L Henderson



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 2¹ 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 1st and 2ⁿd 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



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 “

Application Form

Profile

Alisha _____ M _____ Jackson _____
 First Name Middle Initial Last Name

_____ Suite or Apt
 Home Address

Vacaville _____ CA _____ 95687 _____
 City State Postal Code

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

N/A - Out of County

Hope Solutions _____ Probation and Re-entry Managr _____
 Employer Job Title

Length of Employment

5 years 8 months

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

District #4

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

Cumulatively about 10 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

Seat #5, #6 or #7

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?

0

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Napa Valley College

Degree Type / Course of Study / Major

General Education

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Bethany College of California

Degree Type / Course of Study / Major

Intercultural Early Childhood Education

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Trident Technical College

Degree Type / Course of Study / Major

Paralegal Studies Program

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

Compasspoint- Conflict Resolution with Power and Privilege in Minds

Certificate Awarded for Training?

Yes No

Other Training B

Leaderspring- Racial Justice Series

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

None

Qualifications and Volunteer Experience

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

It is a responsibility and a civic duty for community-based agencies, such as Hope Solutions, which provide boots on the ground services and support to have a voice in systems change work within the county we serve. Contra Costa County has been an industry leader in the state regarding best practices for programs in support of the re-entry population. Remaining on the forefront requires continued work to improve the equity, efficiency and effectiveness of programs and services. Being able to view resources within the county from a racial justice lens is an invaluable opportunity. It would be my pleasure to connect with like passionate community members in support of individuals returning home to West, Central and East Contra Costa County.

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

Since 2018, I have provided services and supports to justice impacted individuals. Beginning as Housing Specialist with the CoCo Lead+ Program, I provided housing specific case management to individuals referred for diversion through Antioch Police Department. In 2019, I transitioned into a supervisory role for our probations contract. While supervising this program, I developed and implemented a new program design which is now known as the Probation Housing Program (PHP). The Probation Housing Program provides housing services and support to justice involved individuals on Felony Probation under AB 109 or General Supervision, with transitioning successfully back into their communities within West, Central and East Contra Costa County. In addition to PHP, I currently manage two grants funded by the Board of Supervision and Community Corrections (BSCC). Adult Re-entry Grant (ARG)- Warm Hand Off and Rental Subsidy, which are grants for individuals on Parole, Post Release Courtesy Supervision and AB109 with previous state prison commitments. I believe that this rich history and experience places me in a unique position to provide insight into the challenges and successes experienced by re-entry individuals in real time.

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.

Volunteer Experience AB109 Partners and Providers- meeting attendee Clean Slate Day- tabled CBO
Welcome Home- Re-entry Community Resource and Employment Fair- tabled CBO

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:

Our agency has many contracts with Contra Costa County. There are two specific re-entry contracts:
Probation Housing Program (PHP)- Rapid Rehousing and Eviction Prevention services and Probation
Housing Program for youth 18-26 (PHP TAY)- Rapid Rehousing services.

Please Agree with the Following Statement

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

I Agree

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 - (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.

ALISHA M. JACKSON

OBJECTIVE

To obtain a challenging and rewarding position within your organization.

CORE COMPETENCIES

Case Management

- Responsible for eligibility, intake and assessment
- Developed case files for all incoming clients
- Managed an Education and Employment client caseload
- Collaborated with various professional entities assuring complete support of individuals
- Intake referrals from county social workers, probation officers and private sectors
- Liaison between program, clients, guardians, and outside organizations

Supervision

- Oversaw annual program budget, staff recruitment, supervision, scheduling, trainings and evaluations
- Managed timecard processing, database maintenance, monthly reports and statistics
- Administered program evaluation, formulation and implementation of respite policies and procedures
- Development and Administration of volunteer programs (reading & tutoring)

Program Management

- Big picture thinking
- Superior analytical skills
- Leadership and Team Building
- Communication
- Influencing and Negotiating
- Conflict Resolution
- Planning and Resource Management

EMPLOYMENT HISTORY

Probation and Re-entry Manager , Hope Solutions	July 2020- Present
Probation and Re-entry Supervisor , Contra Costa Interfaith Housing	October 2019-July 2020
Housing Specialist, CoCo Lead+ , Contra Costa Interfaith Housing	May 2018-October 2019
Housing Navigator , Contra Costa Interfaith Housing, Pleasant Hill, CA	January 2017-May 2018
Owner/Operator , Moving Forward Transition Services LLC, Fairfield, CA	March 2017-December 2018
Program Specialist , First Place for Youth, Fairfield, CA	April 2008- January 2017
Program Coordinator , Boys & Girls Club, American Canyon, CA	September 2007-March 2008
Infant /Toddler Teacher , Vacaville Christian School, Vacaville, CA	September 2005-June 2007
Owner/ Operator , I Am Creations, Fairfield, CA	February 2005-June 2007
Respite Care , ALDEA Children & Family Services, Fairfield, CA	November 2000-June 2004
- Respite Coordinator , Solano Parent Network	February 2001-June 2004
- Respite Provider , Solano Parent Network	December 1999-February 2001
- Counselor , ALDEA Assessment Center	March 2000-February 2001
- Crisis Counselor , ALDEA Therapeutic Behavioral Services	November 2000-February 2001

EDUCATION

Napa Valley College , Napa, CA Completed 26 Units towards bachelor's degree	September 1999-May 2001
Bethany College of California , Scotts Valley, CA Completed 80 Units completed towards bachelor's degree	September 1991-May 1993
Trident Technical College , Charleston, SC Completed 32 Quarter Units towards Degree Program	January 1988-May 1988



Contra Costa County

Please return completed applications to: Clerk of the Board of Supervisors 1025 Escobar Street, 1st Floor Martinez, CA 94553 or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Stephanie, Last Name: Medley, Home Address - Street: [redacted], City: El Sobrante, Zip Code: 94803, Phone (best number to reach you): [redacted], Email: [redacted], Resident of Supervisorial District: 1

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

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include San Francisco State University and JFK College of Law.

Other Training Completed: []

Board, Committee or Commission Name: Racial Justice Oversight Body, Seat Name: Community Seat #2 or #3-CBO working with system involved youth

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

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

I was born and raised in Richmond and have seen firsthand how my community has been deeply impacted by mass incarceration. While I have not experienced incarceration, I have had many friends and family members that were caught in the system as youth and adults; both of my brothers experienced incarceration. The barriers that I have seen friends, family, and youth I work with face, can and have in fact had long lasting impacts on their lives. Ensuring that we utilize smart, fiscally responsible and community-centered healing and equitable strategies to provide the necessary support for youth and adults in the system is my passion and why I would like to serve on the Racial Justice Oversight Body.

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

I have been a staff member of the RYSE Center since 2012 and serve as the Director of Education & Justice. As Director of Education & Justice, I lead program development and advocacy and cultivates cross-sector collaborations to address the needs of youth & young adults impacted by education, economic, and criminal & youth legal systems. I am passionate about supporting the development and coordination of youth-friendly and culturally appropriate policies, practices, and supports and work to create avenues for young people to navigate their own liberation and transform systems. I have also had the opportunity to sit on many justice focused advisory boards in the county to support justice reform. The most recent win for the county is the partnership between RYSE, the DA, and Impact Justice to implement Contra Costa County's first pre-charge diversion program. Before joining RYSE, I worked on housing and eviction defense with Bay Area Legal Aid, served a year-long clerkship at San Francisco District Attorney's Office, clerked with Alameda County Public Defender's Office and for the Honorable Donald S. Mitchell, Superior Court of California County of San Francisco.

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

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

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

Please check one: Yes No

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

I participate or have previously participated on the following county boards: Racial Justice Oversight Body (current, co-chair); Juvenile Justice Coordinating Council (current); JJCC-DJJ subcommittee (current); DA initiated Reimagine Youth Justice meetings (current); Racial Justice Task Force (2017-2018); Youth Justice Initiative Steering Committee (2016-2018); AB 109 Community Advisory Board (2013-2016).

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

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

Please check one: Yes No

If Yes, please identify the nature of the relationship:

RYSE has several grants from the county to provide services for youth

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:

[Redacted Signature]

Date:

10/19/20

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

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

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

Application Form

Profile

Ocean _____ Mottley _____
 First Name Middle Initial Last Name

_____ Suite or Apt _____
 Home Address

Emeryville _____ CA _____ 94608 _____
 City State Postal Code

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

N/A - Out of County

Bay Area Legal Aid _____ senior staff attorney _____
 Employer Job Title

Length of Employment

two years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

1

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

two years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

CBO 5,6,&7

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 *

None of the above

College/ University A

Name of College Attended

UC Hastings

Degree Type / Course of Study / Major

JD

Degree Awarded?

Yes No

College/ University B

Name of College Attended

University of Baltimore

Degree Type / Course of Study / Major

MA

Degree Awarded?

Yes No

College/ University C

Name of College Attended

UC Berkeley

Degree Type / Course of Study / Major

BA

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

state bar ██████████

Qualifications and Volunteer Experience

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

I work for Bay Area Legal Aid in our reentry unit representing clients who are system impacted with criminal and civil legal issues. I'm also a member of the affected community as a convicted felon and formerly incarcerated person.

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

see resume

[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:

full time employment but flexible schedule

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.

former member of the SF Board of Supervisors Safer Schools Sexual Assault Task Force

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

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

Yes No

If Yes, please identify the nature of the relationship:

I'm not sure of the answer to this, but I work at Bay Area Legal Aid, and we get funding through various grants such as AB 109.

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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 - (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.

WORK EXPERIENCE

Staff Attorney, November 2020 – present

Bay Area Legal Aid

Re-entry services: criminal record clearing, driver's license suspensions, criminal/traffic debt relief, FEHA employment and housing enforcement, benefits, stimulus check and tax relief, DVRO, and custody

Attorney, January 2019 – December 2020

Self-employed

Labor and employment law, criminal defense, tax, and family law

Business Agent, December 2017 – November 2018

International Alliance of Theatrical Stage Employees, Local B192

Managing the daily affairs of the Local, supervising staff and stewards, contract negotiations, grievance handling, arbitration, and training

Attorney, April 2016 – December 2017

Self-employed

Administrative law: Department of Fair Employment and Housing (DFEH), Department of Industrial Relations – Division of Labor Standards Enforcement (DLSE), and National Labor Relations Board (NLRB); union certification, election assistance, negotiations, mediation, and criminal defense

Staff Attorney, October 2013 – March 2016

United Public Employees of California, LiUNA, Local 792

Disciplinary appeal hearings, arbitrations, mediations, fact-finding, DFEH, DLSE, California Employment Development Department (EDD), Merit Systems Protection Board (MSPB), California Public Employment Relations Board (PERB), California State Personnel Board (SPB), California Department of Human Resources (CalHR), internal affairs investigations, California superior court(s), strikes, and negotiations

Local Counsel, April 2013 – October 2013

Law Offices of Higbee & Associates

Superior Court – Criminal Division appearances (criminal defense/expungement)

Contract Attorney, August 2011 – March 2013

Law Office of Andrew Wolff

Superior Court appearances, client interviews, investigations, pleadings, propounding discovery, and depositions (landlord tenant/personal injury)

Business Agent, February 2003 – April 2012

International Alliance of Theatrical Stage Employees, Local 169

Negotiate, draft, and service labor contracts, grievance officer, health and welfare officer, delegate to local and international labor bodies, DLSE, EDD, NLRB, picket captain, and shift assignment

Of Counsel, December 2010 – July 2011

Kraml Law Office

Business/Legal consultation, tax preparation and planning, and Superior Court appearances (civil)

SEIU Law Clerk, May 2008 – August 2008

Service Employees International Union, West Coast Office

Second chair contract negotiations and legal research and writing

VOLUNTEER EXPERIENCE

Pro Bono Hotline Attorney, August 2019 – November 2020

Root and Rebound

Assisting incarcerated people with transitional services

Pro Bono Family Law Representation, March 2019 – January 2021

Justice and Diversity Center of the Bar Association of San Francisco

Representation of indigent clients in San Francisco Superior Court Family Law Department

Executive Board Member, January 2015 – present

International Alliance of Theatrical Stage Employees, Local 169

Member of governing board of private sector labor union

Task Force Legal Advocate, October 2016 – November 2017

San Francisco Board of Supervisors Safer Schools Sexual Assault Task Force

Legal advocate for policy analysis and recommendations regarding campus sexual assault

Certified Law Student, August 2007 – March 2008

UC Hastings College of the Law

Representation of state wage and hour claimant in Contra Costa Superior Court

EDUCATION

- **University of California (Hastings)**, San Francisco, CA
J.D., 2009 (Admitted, California State Bar, 2010)
Moot Court Class Awards – Honorable Mention: Best Brief and Best Oralist
- **University of Baltimore**, Baltimore, MD
George Meany Center – National Labor College, Silver Spring, MD
M.A., Legal and Ethical Studies, 2006
Vice President, Graduate Student Body
- **University of California (Berkeley)**, Berkeley, CA
B.A., Interdisciplinary Studies, 2002
- **Laney College**, Oakland, CA
A.A., Labor Studies, 2000
- **California State University (East Bay)**, Oakland, CA
Certification, Human Resource Management, (basic) 2020, (advanced) 2021
- **City College of San Francisco**, San Francisco, CA
Certifications, Sexual Health Educator, 2013, and Social Diversity, 2015

PROFESSIONAL REFERENCES

Jenna Statfeld Harris, Supervising Attorney, Bay Area Legal Aid, [REDACTED]

Eva DeLair, Supervising Attorney, Root and Rebound, [REDACTED]

Kevin King, Business Agent, direct supervisee, IATSE B-192, [REDACTED]

Application Form

Profile

Michael

First Name

S

Middle Initial

Pierson

Last Name

[Redacted] Home Address

Suite or Apt

Brentwood

City

CA

State

94513

Postal Code

[Redacted] Primary Phone

[Redacted] Email Address

Which supervisorial district do you live in?

District 3

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

University of California Berkeley

Degree Type / Course of Study / Major

Bachelor of Arts, Political Science

Degree Awarded?

Yes No

College/ University B

Name of College Attended

John F. Kennedy School of Law

Degree Type / Course of Study / Major

Juris Doctorate

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

Yes No

Board and Interest

Which Boards would you like to apply for?

Equal Employment Opportunity Advisory Council: Submitted

Planning Commission: Submitted

Racial Justice Oversight Body: Submitted

Seat Name

Community Representative

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

Yes No

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

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

I am a person of color and a resident of Contra Costa County who is a first-hand witness to the racial and ethnic disparities within the local criminal justice system. As an African American youth growing up in the projects of Oakland, I personally witnessed and experienced the harsh and unequal treatment of Blacks by law enforcement and the criminal justice system. It was these disparities in the criminal justice system that made me want to be a lawyer so I can help make a difference in my community. I have experienced both sides of the criminal justice system, as a criminal defendant and as a criminal defense attorney. I believe that this gives me a unique perspective on the criminal justice system. As our country has reached a boiling point with race and the injustices of the criminal system, I am compelled to do my part to make a difference in my community. I am committed to doing everything in my power to be a part of the solution to these issues, and I believe that being on this board/commission I can make a difference in my local community.

Qualifications and Volunteer Experience

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

Yes No

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

Yes No

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

I am a current member of the Contra Costa County Bar Association Board of Directors, where I chair several committees and serve on various Sections. I was a long-time volunteer and mentor with the CHAMPS Foundation. I served as Mock Trial Co-Instructor for Center for Youth Development Through Law. I have been a moderator and/or panelist for various community and legal Race and Equality panels. I have been a guest speaker at various Bay Area community centers for at-risk youth.

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

Please see my attached resume.

[Michael Pierson - Resume.pdf](#)

Upload a Resume

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

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

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I certify that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and 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

MICHAEL PIERSON

Antioch, CA 94531

LEGAL EXPERIENCE

Key Counsel, P.C., Antioch & Walnut Creek, CA (2018 – Present)

Partner/Attorney at Law

- Provide legal representation to clients in civil litigation, business, criminal, conservatorship, and guardianship cases.
- Supervise and manage attorneys, paralegals, and support staff.
- Draft business formations, legal documents, correspondences, and pleadings.
- Correspond on a regular basis with attorneys, judges, clerks, clients, and 3rd parties.
- Provide customer service to firm clients.

Arise Law Group, Antioch & Walnut Creek, CA (2017 – 2018)

Principle/Attorney at Law

- Represent clients in various civil, criminal, conservatorship, and guardianship matters.
- Supervise and manage paralegals and office staff.
- Manage day to day business operations of the firm.
- Draft various legal documents, correspondences, and pleadings.
- Correspond on a regular basis with attorneys, judges, clerks, clients, 3rd parties, and vendors.

Life Law Group, Concord, CA (2012- 2017)

Partner/Attorney at Law

- Represented clients in civil, criminal, conservatorship, and guardianship matters.
- Supervised and managed attorneys, paralegals, and administrative staff.
- Drafting various legal document, correspondences, and pleadings.
- Appeared in court on client matters and at trials.

John F. Kennedy College of Law, Pleasant Hill, CA (2016-2017)

Adjunct Law Professor

- Instructor of the legal methods writing course for first year law students.
- Developed the syllabus, course lesson plan, and exams.
- Responsible for full 15 weeks of instruction of law students.
- Reviewed and graded all student course assignments and exams.

John F. Kennedy College of Law, Pleasant Hill, CA (2011-2015)

Director of Law Admissions, Outreach and Examination Services

- Recruited potential law students for admissions to the College of Law and Paralegal Studies Department.
- Represented the College of Law at graduate school fairs throughout the state.
- Worked with Barbri to develop an intensive California State Bar Examination program.
- Advised potential students on admissions and prepared current students for the bar exam.

Pierson Law Office, Walnut Creek, CA (2011 - 2012)

Principle/Attorney at Law

- Represented clients in major felony and misdemeanor criminal matters.
- Responsible for collecting the necessary data, reviewing the facts, and providing legal advice to clients in criminal matters.
- Performed tasks of investigating, interviewing witnesses, and researching all aspects of client cases.
- Responsible for drafting and arguing motions at various law and motion proceedings.
- Negotiated with District Attorney Offices in multiple counties.

Santa Clara County District Attorney's Office, San Jose, CA (2010)

Law Clerk

- Conducted extensive legal research.
- Drafted motions and responses for the Felony Motions, Writs and Appeals Team.
- Organized and maintained highly sensitive and confidential information.
- Assisted a team of Attorneys in preparation for hearings and trials.
- Communicated and worked collaboratively with Judges, Public Defenders, Prosecutors, Private Attorneys, Police Officers, and Investigators.

Robinson Law Firm, Fremont, CA (1989-1993; 2007-2010)

Law Clerk

- Coordinated multifaceted office functions to provide legal and administrative support for a criminal defense law firm.
- Interviewed clients, prepared witnesses, and directed activities of investigators.
- Drafted moving and responsive briefs, client letters, demand letters, and memoranda.
- Assisted in all aspects of State and Federal Court trial preparation, including in-court litigation support.

EDUCATION

University of California Berkeley

Bachelor of Arts (2002), Political Science

John F. Kennedy School of Law, Pleasant Hill, CA

Juris Doctorate (2010)

- Dean's List & ranked in top 10% of class
- Top Student Award, Witkins Award of Excellence (Constitution law & Evidence)
- Vice-President/Co-Founder, Law Students Association
- Graduate Teaching Assistant Constitution Law

LICENSE /CERTIFICATION

Admitted Member (2011) – The State Bar of California

Admitted Member (2014)– United States District Court – Northern District

Admitted Member (2016)– United States District Court – Eastern District

Certified Mediator – Congress of Neutrals

California Licensed Real Estate Agent

PROFESSIONAL MEMBERSHIPS/VOLUNTEER

Contra Costa County Bar Association - Board of Directors
Contra Costa County Bar Association - East County Section (Vice-President)
Contra Costa County Bar Association – Diversity Committee (Sub-Committee Co-Chair)
Contra Costa County Bar Association – Women’s Section
Contra Costa County Bar Association – Probate & Estate Planning Section
Contra Costa County Bar Association – Barrister Section
Contra Costa County Bar Association – Criminal Section
Contra Costa Criminal Conflicts Panel (Panel Attorney)
The Robert G. McGrath American Inns of Court
Charles Houston Bar Association
CHAMPS Foundation (Mentor/Volunteer)
Familiar Legal (Co-Founder/CFO)
AIDS Legal Referral Panel Attorney
American Bar Association Member
California Women Lawyers
East Bay Trusts and Estates Lawyers Association
National Forum for Black Public Administrators
Center for Youth Development Through Law – Volunteer Mock Trial Co-Instructor

AWARDS

Super Lawyers Northern California Rising Stars
National Association of Distinguished Counsel Fellow
Contra Costa County Diversity Award Platinum Recipient
Contra Costa County Bar Association – 2019 Platinum Diversity Award Winner
Contra Costa County Bar Association – 2020 Platinum Diversity Award Winner

REFERENCES

Mika Domingo, M.S. Domingo Law Group
1501 N Broadway Suite 260, Walnut Creek, CA 94596; (925) 891-5006

Martin Caraves, Torres & Caraves, APC
300 Frank H Ogawa Plz, Ste 203, Oakland, CA 94612-2051; (510) 508-0118

Matthew Talbot, Talbot Law Group, PC
2033 N Main St #750, Walnut Creek, CA 94596; (925) 322-1795

Qiana Washington, Washington & Associates Law Firm
1470 Maria Ln Suite 240, Walnut Creek, CA 94596; (925) 278-1791

Application Form

Profile

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name (if applicable)

Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I have been involved with the Racial Justice Coalition & the work of the subsequent Task Force since inception. I've played an integral role in ensuring the final recommendations reflect the needs of our greater community & would like to work towards ensuring the implementation follows the spirit of the recommendations. As a trained mediator & negotiator, multicultural & multilingual, as well as one heavily involved in many different community groups throughout the county, I believe I can represent multiple perspectives while maintaining focus on the purpose of the advisory body.

This application is used for all boards and commissions

Cheryl _____ Sudduth _____
First Name Middle Initial Last Name

Email Address

Home Address Suite or Apt

EI _____ CA _____ 94803
City State Postal Code

Primary Phone

Employer Job Title Occupation

Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

Yes No

Is a member of your family (or step-family) employed by Contra Costa Co.?

Yes No

Education History

Select the highest level of education you have received:

None Selected

If "Other" was Selected Give Highest Grade or Educational Level Achieved

College/ University A

Unit of IL

Name of College Attended

Cellular & Molecular Biology and Biochemistry

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

Yes No

Degree Type

Date Degree Awarded

College/ University B

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

Yes No

Degree Type

Date Degree Awarded

College/ University C

Name of College Attended

Course of Study / Major

Units Completed

Type of Units Completed

None Selected

Degree Awarded?

Yes No

Degree Type

Date Degree Awarded

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

Yes No

Work History

Please provide information on your last three positions, including your current one if you are working.

1st (Most Recent)

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

2nd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed

3rd

Dates (Month, Day, Year) From - To

Hours per Week Worked?

Volunteer Work?

Yes No

Position Title

Employer's Name and Address

Duties Performed



Upload a Resume

Final Questions

How did you learn about this vacancy?

Other

Racial Justice Task Force meeting

If "Other" was selected please explain

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

Yes No

If Yes, please identify the nature of the relationship:

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

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I understand that this form is a public document and is subject to the California Public Records Act.

I Agree

Summary of Professional Skills

Detail-oriented Contracting Director with extensive experience in local, state, federal, international public/private/commercial contracting & governance. Chief negotiator, evaluator, drafter of wide range of contracts; manage P&Ls; supervise contract specialists & project managers. Valid government clearances.

*Project Management | Negotiations | Strategic Oversight | Business Development | Leadership & Team Building | Market Insights | Facilitation & Mediation
Compliance | Budget Management | Public Relations | Legal Acumen | Research & Development | Development | Client & Community Outreach*

Professional Contracts & Project Management Experience

- SME & chief resource for all aspects of contract interpretation & administration; senior-level cradle-to-grave contract administration: drafted, negotiated, closed, administered nearly \$500M private, public sector & commercial contracts; preparation, finalization, analysis and administration. Provided leadership, management & oversight of all aspects of entire contract operations process and all regulatory compliance program requirements throughout contract life cycle for private, commercial, public sector (*GSA, USCG, Dept. of the Navy, Dept. of the Army, IRS, SSA, CBP, USDA, FDA, DOD, DOI, FPS, & DHS*) contracts: negotiations, drafting, pre-award & post-award functions, procurement, close-outs, terminations, & administer full range of standard & complex software, hardware, systems, materials, consulting, communications, & services agreements plus other transactions.
- Created new procedures to reduce contracting processing incl. preapproved contract clauses directory to streamline negotiations, checklists to aid in contract review, contract summary sheets and calendar tickler forms to increase efficiencies.
- Directed oversight of real property contract division: drafting, negotiating, closing, administering \$15M-450M in merger & acquisitions, lease management, professional services, and construction of client-owned property or renovated leased property incl. overseeing/conducting due diligence research; defining & documenting project scope; working with architects, construction project managers and the facility engineering team to define, design, plan construction or renovation/alteration and any subsequent scope changes; work with project managers on any additional changes to project scopes or operational plans, any needed maintenance or repair; sourcing materials & resources; vetting vendors; negotiating & administering contracts & leases; preparing documentation; developing timetables and processes for completion; defining inspection criteria, quality assurance and quality surveillance programs; tracking progress and handling any construction or project issues; establishing project evaluation criteria; managing timely delivery of property and services as contracted and inspecting final buildings to ensure final specs and quality standards are met as defined.
- Managed procurement administration: created bid announcements, reviewed/selected LTPA bids suitable to budget & timeline, prepared award letters, purchase agreements, contracts, leases to acquire most cost-effective services & terms; compare prices, discounts, delivery dates, materials & pricing, labor costs, overhead, handling charges, negotiate prices & services, vendor/subcontractor vetting, oversee adherence to contract flow-down provisions.
- Negotiated agency-wide vendor supplies agreements, resulting in monthly incentives for early payments of up to 7.25% & annual savings of 22%.
- Defined, researched, interpreted, & framed complex issues; reviewed contractual & regulatory data; assessed-prioritized-monitored-addressed potential challenges and risks; evaluated alternate solutions; provided clear, concise, insightful contractual analyses & presentations to executive management and outside counsel; recommended feasible actions; developed timetables & processes for completion.
- Project Manager: regularly oversaw, planned, scheduled & organized work of division & program staff incl. flow of activity to accomplish strategic objectives, meet deadlines, stay within budget, exchange information, meet contract specifications & departmental policy. Established priorities, allocated resources & provided appropriate support through project life cycle, incl. utilizing CRM, ERP & other dashboard systems and government proprietary tracking programs to manage performance & resources.
- Developed annual division operating budget for exec review & approval; reviewed & approved financial reports, contracts, budget change requests, & no-cost extensions; closely monitored spending to ensure budgets tracked with approved financial plan & periodically discussed with managers; coordinated integral business components (*purchasing, contracts, construction*); kept all internal/external stakeholders apprised of ongoing project statuses.
- Implemented new cross-departmental management training system, identifying opportunities for managers of different departments to learn new skills and to diversify thought leadership & skills capabilities across agency.
- Worked with HR, Project Teams, Marketing & Client Services to ensure compliance with Sec. 508-Accessibility Standards for Documents. Conducted needs assessment, instructional curriculum design, training materials, tools & resources; developed & facilitated ADA Documentation Remediation Training (*in multiple languages*) following web content accessibility guidelines (*WCAG*) Level AA/AAA or ISO (*International Organization for Standardization*) specificity for various document types - *Adobe PDFs(.pdf), Adobe InDesign(.indd), Microsoft Word(.doc, .docx), Microsoft Excel(.xls, .xlsx), Microsoft PowerPoint(.ppt, .pptx)*. Developed detailed best practices guides for future reference.
- Discovered additional revenue opportunities that increased revenues over \$1.6M annually. Oversaw work of outside agencies, consultants & vendors; worked with sales & operations managers/project managers to develop business proposals & prepare specs & RFPs; coordinated in-house & consultant input for proposal docs; provided management oversight of new opportunities.
- Community Engagement: Advance and communicate organization's mission via effective marketing and public relations. Lead community partner and agency communication efforts inc. strategy planning, developing print media and marketing collateral, media relations, website/electronic communications, crisis communications, & printed materials/publications/photography. Increase engagement of community members through designing & executing marketing campaigns, contests, & other initiatives. Grow existing partner/client base, maintain current relationships & build strategic relationships between organization & local community, non-profit agencies, schools, & government offices. Act as employee advocate.
- Events Management: planned annual *disAbility* Awareness Month activities and Employee recognition Awards events; organized annual/semi-annual training and recognition events for community partners; coordinated special events related to learning, community engagement, and other opportunities for stakeholders, including workshops, panels, site visits, or other programs; collaborated with project managers and community partners on Service & Leadership, MLK Week, *disAbility* Week/Month recognition; annual training & achievements conference planning team member & forum participant; mySiebel News team liaison & legal/contracts group intranet administrator; international delegate at worldwide training & industry events.

Professional Compliance Officer Experience

- Planned and oversaw regulatory program by devising and implementing appropriate strategies for compliance and creating the structures, systems, competencies and monitoring activities to meet requirements; set priorities, determined goals and planned changes; worked directly with managers to communicate, educate and facilitate team productivity, efficiency and proficiency.
- Developed a single quality compliance group with defined standards; implemented specific quality & performance metrics in adherence to applicable contract/organizational policies and procedures, regulatory requirements, external laws and accreditation standards. Managed implementation of adopted national/international performance & quality standards (*ISO 9001, CARF, LEAN, AbilityOne, Goodwill Int'l*) & quality checks.
- Created inspection criteria & checklists to reduce work/prep time & aid staff in noticing errors quicker, improving quality control by 45%.
- Produced quantitative reports/dashboards to measure effectiveness of compliance programs & training; tracked risk mgt issues; summarized cases.

- Coordinated with project managers, contractors and vendors to conduct proper EIRs & ensure all regulatory requirements, incl. all environmental and social impact concerns are defined, properly addressed & documented.
- Worked with advocacy organizations, federal, state & local regulators to ensure each project plan incl. sustainability, recycling measures, water efficiencies, renewable resources, and energy efficiency; & preserved any required historical building features.
- Performed routine & targeted internal audits, monitored reviews to identify trends in potential compliance & privacy risks, recommended corrective action plans as needed. Maintained well-organized, auditable regulatory files. Provided external audit support, coordination, & trend analysis.
- Facilitated & participated in collective bargaining + mediation. Oversaw complaint resolution & grievance processes & procedures, incl. investigated bargaining/non-bargaining unit grievances, interviewing employees, developing & recommending appropriate resolutions & corrective actions, advising managers on communications approaches, documentation, dispute resolution. Conducted grievance hearings.
- Served as AA/EEO Officer, directly conducted or assisted staff with review and investigations of charges of unfair labor practices and employment discrimination claims, incl. assisted in responding to requests to NLRB, EEOC, & State regulatory agency investigations and hearings.
- Advised, trained and provided specific direction to managers to ensure compliance with policies and practices governing workplace rules and conduct, plus applicable laws, regulations and best practices.
- Created culture for learning & continuous improvement: needs assessment, instructional design; developed & disseminated training materials, trainer development, delivery; provide tools & resources for quality, performance management & measurement; train/re-train managers & site supervisors.
- Maintained regulatory intelligence through research, continuing education, regulatory seminars, conferences & meetings to stay abreast of new/emerging regulations. Monitored & maintained up-to-date knowledge of federal, state & applicable international employment laws, pending legislation reported in federal register, updated OIG work plans, revised accreditation standards, & monitored advancements in privacy rights & compliance technologies to determine level & need for inclusion in current policies & procedures/SOPs. Utilized statistical aggregation & analyses, proactive & purposeful communications, and training & monitoring activities to identify, implemented & disseminated best practices.

M₂E₂ Consulting Inc. ~ Principal Consultant, Contracts and Compliance ~ 01.2005-

- Contracts Drafting, Negotiation and Analysis; Contracts & Records Management; Compliance oversight & Regulatory Affairs management. Serve as SME providing expert Technical and Research Assistance (*local, state/federal/industry*).
- Define framework, strategies, and deployment plans for contract management. Administer contract review and approval process utilizing global document management system. Liaise with Legal and Procurement leaders to develop contract templates for major spend categories and an approved clauses & standard agreements templates library for contingent use by contracting staff.
- Develop and direct implementation of strategic goals and objectives, policies, procedures and standards.
- Conduct/analyze gap analyses and evaluations for executive team and other stakeholders incl. local/state/federal entities and other agencies.
- Develop training programs; design training, educational & communications tools & collateral materials for staff, executives, stakeholders & public.
- Provide ongoing execution and management of process & business excellence initiatives utilizing certified, industry-wide best practices (LEAN, TCM, & ISO 9001), aligned with PMI & PMBOK, to provide cradle-to-grave contract management.
- Oversee Procurement & Property Asset Management incl. contract negotiations & administration. Develop, maintain & execute policies, procedures & systems; ensure scalability of processes & systems. Develop best cost-value sourcing processes in coordination with int/ext business partners. Vendor/Supplier vetting. Effect sound QA/QS programs.
- Chief Labor Negotiator: assist in contract bargaining; finalize post-negotiation docs; provide guidance through grievance & arbitration process.
- Directed development of capital improvement plan budgets for approval, as well as monitored implementation of adopted budgets.
- Oversee Real Property transactions: due diligence; M&A; leases; defining & documenting project scope; sourcing; vetting; negotiations; documentation prep; developing timetables; defining inspection criteria, QA/QSP; tracking progress; handling construction/project issues; establishing project eval criteria; managing timely delivery of property/services & final inspections; ensuring proper & timely payment receipts.
- Conduct manager and staff training and provide guidance on building safe, inclusive environments for all workers inc. sexual harassment/AB1825, EEO, DOL, FMLA, ADA, OSHA and workplace safety, policies & compliance matters,
- Community Engagement, Social Equity and Justice: issues chiefly related to job & wage equity, housing security, food justice and access, inclusive community development, leadership development, inclusive public safety, and other issues, while employing true community engagement and empowerment especially that which is committed to building power for communities of color, low-income people, immigrants, and other marginalized people. Build and strengthen relationships with other local community-based organizations. Collaborate with existing community groups, leaders and community members to develop and execute community-based initiatives/campaigns which help to build community power, with a particular focus on housing, community wellness, civil & immigrant rights, food & environmental (clean air & water) justice, and public safety interventions (in a non-punitive, inclusive way). Expand and strengthen grassroots coalition base via recruiting volunteers and developing community leaders. Supervise and mentor leaders. Facilitate leadership classes to educate community on social justice issues; serve as moderator and forum participant. Conduct community outreach and information sharing and engage community in meetings, town halls, listening sessions to determine needs and concerns. Develop and implement specific political and organizing strategies for each campaign. Research, compile, analyze, interpret and summarize complex, information then determine reasonable alternatives and conclusions as well as recommendations for actions/inactions. Advocate policy positions at public forums, City Hall, County Board Administration meetings, and State Legislative sessions. Meet with local, county and state elected officials to discuss community issues and advocate needs.

Goodwill Industries, Inc. / Calidad Industries, Inc., an AbilityOne - affiliated CRP) ~ Senior Director, Contracts & Compliance ~ 02.2003-12.2016

- Contracts Negotiation & Management: cradle to grave, providing leadership to 12-15 project managers & site supervisors. SME & chief resource. Interpreted & analyzed contract terms and potential impacts to Agency incl. translation of issues and proposed alternative contract language/terms.
- Procurement, purchasing, global source selection, RFI/RFP preparation, evaluation, negotiation and issuance, and subcontracting vendor management utilizing standard & customized SRM, ERP and CRM systems.
- Contractor, subcontractor, and vendor compliance: periodic audits and field investigations to confirm compliance with applicable laws, regulations & related policies incl. flow-down terms & conditions, prevailing wage (*SCA/WDR/DBA*) policies and other labor regulations.
- Experienced Labor Negotiator: lead contract bargaining; finalize post-negotiation documents; train and coach managers on supporting union-represented workers; provide guidance through grievance & arbitration process.
- Budget Management: annual budget preparation and revenue projection analyses, quarterly P&L planning and budget management. Conduct periodic audits to ensure compliance with financial regulations. Prepare risk assessments. Advise project team of impact of operational decisions on P&L.
- Regulatory and Contract Compliance Research: reviewed, interpreted, applied and monitored requirements under FLSA, SCA, AbilityOne, DOL, DBRA, FAR, DOD, SOX, OFAC, GLBA, EEO, ADA, FMLA, EDD, KYC, cost-ben analyses, LOCs, Patriot Act, Reg. E, HIPAA and HITECH.

- Quality Management: developed, designed and managed implementation of quality and performance metrics applicable to contract/organizational policies, regulatory requirements, external laws, adopted int'l quality and accreditation standards (*CARF, ISO 9001, AbilityOne, Goodwill Int'l*). Produced quantitative reports/dashboards measuring effectiveness of compliance programs & training; tracked issues & summarized mgt efforts.
- Management Staff Coaching and Guidance: labor and employee relations practices, performance improvement, contract interpretation & administration, developing and implementing strategic initiatives, safety administration, and emerging workforce issues.
- Personnel Compliance: EEO Officer for AbilityOne workforce. Resident SME on laws governing equal employment and fair, consistent treatment of employees. Handled regulatory filings, inquiries, audits, investigations. Facilitated satisfactory resolutions to grievances. Assisted HR with document production to regulatory agencies, investigations. Trained managers and staff and provided guidance on building safe, inclusive environments for all workers (*sexual harassment/AB1825, EEO, DOL, FMLA, ADAAA, OSHA, EHS, and workplace safety*).
- Suggested then helped implement personnel realignment so key individuals communicated critical information & instructions in real-time updates.
- *dis*Ability and AbilityOne Program oversight: HR compliance systems and processes to ensure compliance with regulatory requirements.
- Increased direct labor ratio from 67% to 83% over five years, using intentional direct hiring efforts and enhanced worker training.
- Directed hiring & retention to increase Wounded Warriors & Veterans w/ *dis*Abilities participants, increasing hires by 19.5% FFY14 ->FFY17.
- Chair agency's Quality Work Environment (*QWE*) task force working directly with workers with significant *dis*Abilities to determine most effective ways to help workers be more efficient & productive, leading to increased wages and greater opportunities for advancement and/or competitive employment outside of the agency. Annually, identify & train select workers with significant *dis*Abilities to participate on task force, learn self-advocacy & leadership skills, and attend annual conferences in Washington DC, Los Angeles, Dallas and Sacramento.

Siebel Systems, Inc. (now Oracle Corp.) ~ Sr. Contracts Negotiator ~ 11.1998 – 01.2003

- Senior-level cradle-to-grave contract management incl. drafted, negotiated, closed, administered \$450M of large standard and complex, non-standard software license and professional services agreements and related contractual collateral.
- Worked with senior corporate counsel to establish real property division incl. negotiating & administering real estate contracts for company-owned property & acquisitions, lease management, defined inspections & QA programs. Assisted senior corporate counsel in handling all M&A transactions for real and intellectual property incl. EDD & KYC.
- Worked directly with project team to define project scope, develop timetables and processes for completion, track progress and management issues (*incl. QA & inspection reports or complaints*), evaluation criteria, summarize case management efforts utilizing standard and customized systems (*Siebel, PeopleSoft, SAP, Oracle, Salesforce*), manage and inspect timely delivery of property and services as contracted and proper payments received.
- Created training & negotiation tools (standard contract templates, contract playbooks and clauses repository) for sales, operations & legal team.
- Interpreted & analyzed contract terms & potential impacts to company incl. translation of issues & proposal of alt. language or other resolution(s).
- Developed and delivered on-site contract negotiation training to contracts/sales personnel throughout No. America, So. America, EMEA, and Australia; worked with local legal staff and consultants to create localized versions of agreements, contract manuals, & training materials (*verse in 8 languages*); created user-friendly contract manuals, detailed 'playbooks' and 'best practices guides' for training legal support and sales staff.
- Annual training & achievements conference planning team member and forum participant; mySiebel News team liaison & legal/contracts group intranet administrator; International delegate at worldwide training & industry events.

Sony Signatures Inc. (a division of Sony Pictures Entertainment and Sony Software) ~ Mgr. Contracts/Negotiator ~ 08.1994 – 01.1999

- Managed negotiation & contracting process for standard to complex, public/private sector merchandising license & services agreements, statements of work, amendments, technology, real property, non-disclosures, contractors, distributors, & vendors under tight deadlines with limited direction.
- Interpreted and analyzed contract terms and potential impacts to company incl. translation of issues and proposal of alt. contract language/terms.
- Created, reviewed, updated standard contract templates, playbooks, clauses repository and contract summary sheets.
- Worked with corporate counsel/general counsel on real property transactions incl. due diligence research on international real estate purchases and tax implications, defining & documenting project scope, construction issues & vendor vetting, negotiating contracts & property leases, defining inspection criteria & quality surveillance programs, prep docs, managing property inspections of final building deliveries to ensure final specs met.
- Coordinated tracking & verification activities; communicated with implementation licensees to detail reporting requirements & ensure quarterly reports were submitted accurately and timely. Created & supervised maintenance of databases. Developed & implemented quality pre- & post-contract systems to automate & streamline contract process; proactively monitored compliance for 300+ agts, incl. 2,000+ contracts shared database.
- Assisted with creation, design, testing, & maintenance of Royalty Management System & Lotus Notes. Developed & delivered on-site training to contracts/artist relations personnel in No. America, So. America, EMEA & Australia. Served as U.S. Customs liaison & aided in enforcement of IP rights incl. prep of cease & desist letters and reports of violating companies & products and those involved in detentions and seizures.

Professional Education & Training

- University of Illinois, Urbana-Champaign, Bachelor of Science, Cellular & Molecular Biology/Biochemistry
- Continuing Education, Contracting and Compliance: Virginia Commonwealth University, Defense Acquisition Univ. (DAWIA), NCMA, Strayer Univ.
 - Member, National Contract Management Association (NCMA), Government Contract Management certification, in progress
- Member, International Association for Contract & Commercial Management (IACCM), Certified Contract Management Expert (CCME), in progress
 - Member, American Contract Compliance Association (ACCA), Certification in progress
 - California Diversity Council, National Diversity Council, National Disability Council, National Association of Professional Women
- Specialized: Contracts Management, Contract Claims Management, FAR Administration, Strategies in Contracts Negotiation, Managing Cost Contracts, Cost Contract Accounting Principles, Research & Contracting Strategies, GSA Contracting Basics, Internal Quality Assurance, Art of Negotiation, Fed Compliance, HIPAA, Stark, False Claims Act, Problem Solving & Decision Making, Sexual Harassment AB1825 (Trainer), EEO Officer, ADA & *dis*Ability Awareness (Trainer), Leadership (Trainer).

Professional Awards & Accomplishments

- **Goodwill** 'President's & Chairman's Awards' for outstanding job performance 2003-15.
- **Goodwill** Qualified Trainer in contract compliance, EEO & ADA regulations, management principles, organizational behavior, project management, organizational development, change management, succession planning, strategic planning, personnel management.
- **Goodwill** Community recognition for 'Opening Doors and Building Opportunities for Persons with Disabilities' 2003-16.
- **Siebel** 'President's Award' for outstanding job performance (1 of 10 annual recipients from ~9,000 employees) 1998-2002.
- **Siebel** Legal/Contracts group international 'MVP' staff trainer and coach, 1999-2002.
- **Sony** 'Spotlight Award' for 'Clearly Outstanding Job Performance' (1 of 25 annual recipients of all US employees) 1995-98.
- **Working Mother Magazine** "Mother of the Year" 2005-06, "Workplace Maverick" 2005-06.
- **Oakland Tribune & Contra Costa Times** "Person of Influence" 2006-08, "Community Involvement Award" 2006-08, 11-14, 16-17.
- **City of Albany & Albany Unified School District** "Volunteer of the Year" 2009/10, **Boys & Girls Club** "Valuable Volunteer".

Application Form

Profile

Justin _____ Van Zerber _____
 First Name Middle Initial Last Name

_____ Suite or Apt _____
 Home Address
 El Cerrito CA 94530
 City State Postal Code

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 1

SupplyBank.org _____ Director of Programs _____
 Employer Job Title

Length of Employment

4 Years+

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

No

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

N/A

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

CBO Representative

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

Yes No

If Yes, how many meetings have you attended?

3

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Western Michigan University

Degree Type / Course of Study / Major

Bachelor Bio-Medical Sciences

Degree Awarded?

Yes No

College/ University B

Name of College Attended

California State University- East Bay

Degree Type / Course of Study / Major

Master Business Administration

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

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.

Our county has the opportunity to be a leader in the way we handle racial justice and I want to support the growth and development of best practices that allow for continued learning across all parties serving our community. There are clear indicators of racial bias in our justice systems, social services, schools and across our community and I believe with the correct access to information and training we can reduce disproportionate representation. We have an obligation to create a community that treats people fairly and offers them opportunities to be successful, this approach has to start with the way our systems and policies are created and I trust that the Racial Justice Oversight Body can hold departments accountable by enacting actionable steps forward.

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

I have led program management, strategy, operations, and process building at community-based organizations for over 12 years with a track record of generating replicable systems that have a community focused lens and a detailed path forward. During this time, I spent four years strengthening grass-roots employment and job training programs for re-entry youth and young adults, working directly with police, judges, public defenders, schools, and families to advocate for appropriate responses that ensure participants had the resources they needed to be successful. I currently serve as the Director of Programs at a statewide non-profit that bolsters community based program by providing access to basic material needs for vulnerable populations. Through this work I use data to inform design making and have seen first hand the inequities in the way our communities serve different populations. I want to use this skill set and energy to help drive the goals of the Racial Justice Oversight Body forward.

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) 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.

Justin Van Zerber

El Cerrito, California

A systems orientated individual focused on supporting the growth and evolution of organizations serving vulnerable populations

Experience

SupplyBank.org- Oakland, CA, USA

Director of Programs

September 2020-Present

- Oversee the development, negotiations, implementation and contract management of a diverse portfolio of programs
- Lead a team to drive the programmatic vision forward through the development and mentorship of colleagues that produces high quality and timely results
- Create systems to allow employee autonomy, minimizing organizational risk with multilevel outcome based deliverables
- Build budgets that leverage available resources and ensure financial flexibility leading to the success of each initiative
- Use the strategic plan to create and define measurable outcomes that highlight departmental goals
- Present program plans and outcomes internally and externally using data analyzed from multiple sources
- Meet with leadership team to on a regular basis to evaluate organizational achievements and use collaborative problem solving techniques to address any unmet deliverables
- Produce and redesign standard operating procedures that document internal processes, including a set of principles to foster positive relationship management with stakeholders and partners
- Assist legislative team in identifying key partners that enable coalition building and the strengthening of policy priorities

Senior Programs and Operations Manager

October 2018-September 2020

- Research and assess the viability of pilot programming to understand best practices and create scalable long term solutions, using data to inform the prioritization of vulnerable populations and geographical areas
- Responsible for inventory management through Warehousing Management Systems, and detailed reporting in Quickbooks
- Led a County by County Statewide needs assessment to understand specific implementation opportunities culminating in a unique statewide strategy that integrates into the safety net of each community
- Built and leveraged relationships to allow for a more than 100% match of in-kind products distributed

Youth Employment Partnership- Oakland, CA, USA

Operations Manager

October 2016-October 2018

- Oversaw data reporting and narrative reports for federal, state, and local contracts through the management of a counseling team that achieve programmatic goals for young adults on probation and parole
- Collaborated with all levels of staff to create documentation systems that streamline the flow of necessary information
- Assisted Executive Director to develop and strengthen the strategic plan supporting the changing needs of participants

Program Manager

March 2014-October 2016

- Partnered with the City of Oakland and OUSD to design and implement a pilot high school credit recovery program Created a variety of goal orientated incentives tailored individually to support the graduation plan created for clients through the development and facilitation of life skills and job readiness workshops

Baylor College of Medicine Children's Foundation- Mbeya, Tanzania

October 2012-November 2013

Youth Development Coordinator

- Prepared, organized and facilitated monthly educational and development activities (Teen Club) for HIV positive youth in the Southern Highland Region; currently over 500 active members
- Developed proposals for two new income generating projects and oversaw their implementation, recruitment, budgeting, day-to-day activities, and program evaluations
- Facilitated trainings with local organizations to create satellite teen clubs through onsite technical support and mentoring
- Implemented a novel transition program for older adolescents to allow the successful bridging of their care to adult clinics and ensure their continued medical and psychological support

Peace Corps Tanzania- Katesh, Tanzania

June 2010-July 2012

Health Extension Officer

- Organized and co-facilitated a male leadership conference focused on HIV/AIDS education and public health
- Taught students primary health issues including HIV/AIDS prevention, nutrition, goal setting, hygiene, and family planning
- Advised a community group in writing, planning, and implementing a grant resulting in the building and opening of a two classroom English medium pre-school

Education

Technical Skills

California State University- East Bay, Hayward, CA, MBA
Western Michigan University- Kalamazoo, MI, Bachelor of Science

Proficient in MS Office, Salesforce, SQL and Quickbooks

Application Form

Profile

Tamisha Walker
 First Name Middle Initial Last Name

[Redacted] Suite or Apt
 Richmond CA 94509
 City State Postal Code

[Redacted]
 Primary Phone

tamisha@safereturnprj.org
 Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 5

Social Good Fund/Safe Return Project Executive Director
 Employer Job Title

Length of Employment

13 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

County Wide

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

41 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

Seats 1 or 2

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?

Current memeber

Education

Select the option that applies to your high school education *

G.E.D. Certificate

College/ University A

Name of College Attended

Contr costa College

Degree Type / Course of Study / Major

AA Psychology

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Cal State East Bay

Degree Type / Course of Study / Major

BA Psychology

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

Violence Prevention OMEGA

Certificate Awarded for Training?

Yes No

Other Training B

Conflict mediation

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 serve on this board because I have worked for more than 13 years in communities across this county impacted by incarceration and criminalization. As a formerly incarcerated woman, I am committed to ending racial disparity in the criminal legal system while pushing to invest in community-based solutions to keep poor people and people of color out of jails and prisons where possible.

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

I have written, supported, and advanced legislation that promotes equity, access, and inclusion for poor and working families impacted by incarceration and criminalization throughout contra costa county. Which has led to improving educational systems, economic dignity, community benefits, increased access to healthcare, promoting values-based budgets, increasing second chances, and environmental justice.

[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:

JJCC

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

HIP

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

Current Contra Costa County board appointments: Racial Justice Oversight Body, Richmond Reimaging Public Safety Taskforce, Co Co LEAD, DJJ realignment subcommittee, and the Contra Costa Public Defenders Office HIP advisory committee.

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 Agree

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 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

Professional Experience:

Civic Engagement Crew Member and lead

8/2010 – 12/2014

- Voter registration, precinct voter initial contact engagement, worked independently and with a team as needed. Coordinated teams, data entry, recruitment, regional and State-wide collaboration
- Proposition 30 (education Funding for School with high percentages of English language learners, free and reduced lunch, and foster youth)
- Proposition 47 (Bill that over turns most drug felonies to misdemeanors and save millions for education, mental health services, and victim compensation)
- Assembly Bill AB218 (State Wide Fairness in Government hiring to reduce barriers to employment for those with criminal histories)

Lead Reentry Community Organizer, Safe Return Project/CCISCO

9/2010 – 11/2015

- Lead Community Organizer with a focus on reducing barriers to reintegration for men, women, and youth returning home to Contra Costa County from jails and Institutions. Duties: Research, Civic engagement, Strategic Planning, Advocacy for Policy change within the criminal justice system (SAFE RETURN PROJECT), and gun violence prevision (Ceasefire).
- Coalition building to reduce the risk of the school to prison pipeline in local high schools and the formation of Richmond High Schools BSU (Black Student Union) and the (African American Student and Parent collaborative) to improve academic achievement of African American Boys and Girls with the following partners: Alive & Free: Omega Boys Club, the County Health Department, and Youth Services Burial.
- National Campaign Leader for Bay Area PICO lifelines to Healing to end Mass Incarceration and gun violence
- Berkeley Global Campus at Richmond Bay Community benefits agreement campaign coordinator. Duties: Community engagement, trainings, and workshops around jobs and training opportunities for disadvantaged workers.

Executive Director, Safe Return Project/Social Good Fund

2/2016-2/2019

- Fundraising and finance management
- Over hiring and termination
- Staff management and development
- Program development and management
- Organizational Networking
- Institutional development
- Maintaining open and productive communication with fiscal entity

Education:

- **Associate degree, Psychology**
Contra Costa Community College San Pablo California. 2014
- **Associate degrees, Liberal Arts**
Contra Costa Community College San Pablo California. 2014
- **Bachelor's Degree, Psychology**
California State University East Bay. 2019

Skills:

- Data Entry
- Staff Management
- Budget Management
- Basic computer skills
- Collaborative development
- Curriculum development
- Population based mentoring
- Institution based outreach
- Advocacy
- Public Speaking skills
- Large and Small group facilitation skills
- Conflict resolution

- Violence prevention

Personal Skills:

- Teachable
- Independent worker
- Critical thinker
- Team player
- Clear Communication Skills
- Active listener

Certifications and recognitions:

Conflict Resolution Training

- April 29, 2012 I Tamisha Walker received my certification in community mediation training from the Center for Human Development.

Violence Prevention & Life Skills Training

- December 30, 2010 I successfully completed the Omega Institutes Alive & Free Prescription and received my certification in violence prevention.
- October 18, 2011 I Tamisha Walker received a certificate in Life Skills Training from the Community Presbyterian Counseling Center.

Completed two RockWood Art of leadership Institute

- 2015 Director Track
- 2016 Formerly Incarcerated people's cohort

2017 San Francisco Foundation Community Leadership Award

2018 Black Elected Officials Shine Award Recipient

2019 Rosenberg Foundation Leading Edge Fellowship Recipient

References Furnished Upon Request

Application Form

Profile

Melvin _____ L _____ Willis _____
 First Name Middle Initial Last Name

_____ Suite or Apt
 Home Address

Richmond _____ CA _____ 94805 _____
 City State Postal Code

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 1

Alliance of Californians for _____ Community Organizer _____
 Employer Job Title

Length of Employment

11 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

Primary District 1. However, depending on the nature of my work I do work all over Contra Costa.

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

Life long Resident

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

Racial Justice Oversight Body Seat 2

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 Oversight Body meeting, 1 subcommittee meeting, and 5 meetings when the RJOB was known as The Racial Justice Taskforce.

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

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 am a City Councilmember in Richmond and a community organizer. A rising concern in Richmond and Contra Costa County has been the need for more resources for youth programs and services. I want to serve on the commission to make sure that community concerns are being represented and prioritized while implementing strategies through commission.

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

For the past seven years I have worked as a community organizer with the community group ACCE (Alliance of Californians for Community Empowerment). In that capacity over the last four years I worked on issues related to youth and criminal justice reform. Over the last two years I served on the Richmond City Council.

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.

I have served on a number of boards, commissions, and coalitions over the past seven years. I am currently a Richmond City Councilmember. I have served on the Richmond Planning Commission, the Raise up Richmond Coalition, Housing Now, Richmond Progressive Alliance, Richmond Environmental Justice Coalition, Contra Costa County Racial Justice Coalition, and many other coalitions that focus on Racial and Economic Justice.

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 Agree

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Application Form

Profile

Gwendolyn _____ L _____ Woodson _____
 First Name Middle Initial Last Name

_____ Suite or Apt _____
 Home Address
 Richmond CA 94801
 City State Postal Code

_____ Primary Phone

_____ Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 1

Retired - City of Richmond Accountant
 Employer Job Title

Length of Employment

27 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?

70 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

Seat 8

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?

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Contra Costa College

Degree Type / Course of Study / Major

AA/Liberal Arts

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Univ. of Calif. Berkeley

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

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 am a lifelong resident of North Richmond, CA. My father, Boaston Woodson, was the owner of one of the neighborhood grocery stores. (The family still owns and leases it.) As an African American mother of five children, which includes two sons, I have always been concerned with racial inequality in the community, in the schools, and in the work force.

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

Currently I am a steward at Resurrection African Methodist Episcopal Church as well as its Women's Missionary Society president. In conjunction with one of our sister churches, Bethel A.M.E. Church, we recently completed the Anvil House, a reentry program located in Richmond. My sons are in their 40's now and live out of state, but during their youth they were unfortunately involved in the criminal justice system. I also had two brothers that were incarcerated (both deceased), so I've had experience navigating the system. My motivation is to recognize the disparities in the justice systems and help to implement recommendations for change.

[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:

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Yes No

If Yes, please identify the nature of the relationship:

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I Agree

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 - (4) Registered domestic partner, pursuant to California Family Code section 297;
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 - (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.