



EMPLOYMENT & HUMAN SERVICES

MEMORANDUM

Kathy Gallagher, Director

40 Douglas Drive, Martinez, CA 94553 • (925) 313-1500 • Fax (925) 313-1575 • www.ehsd.org

To: Family and Human Services Committee
Supervisor Candace Andersen, District II, Chair
Supervisor Federal D. Glover, District V, Vice-Chair

Date: August 8, 2016

CC:
From: Kathy Gallagher, EHSD Director
Juliana Mondragon, FACT Staff

Subject: Family and Children's Trust (FACT) Committee Seat Membership Recommendations

The Employment and Human Services Department Director, Kathy Gallagher, respectfully requests that the Family and Human Services Committee accept recommendations to re-appoint the following members for three At-Large seats and three discipline specific seats (Seat 1; First 5 Commission, Seat 2; School Representative, and Seat 3; Local Planning Council) to the Family and Children's Trust (FACT) Committee, for a total of six (6) open seats.

Table with 2 columns: Committee Seat and Candidate Name/Address. Row 1: 1. First 5 Commission, Lisa R. Johnson, Concord, CA 94520 vs At-Large Seat 1, Mary Flett, Alamo, CA 94507. Row 2: 2. School Representative, Karin Kauzer, Walnut Creek, CA 94595 vs At-Large Seat 2, Deborah McGrath, Martinez, CA 94553. Row 3: 3. Child Development Early Childhood Education/Local Planning Council, Ruth Fernandez, Pleasant Hill, CA 94523 vs At-Large Seat 5, Nora Foster, Antioch, CA 94531.

PURPOSE OF COMMITTEE

The purpose of this Committee is to establish priorities and make funding recommendations to the Board of Supervisors on the allocation of specific funds for the prevention/amelioration of child abuse and neglect, and the promotion of positive family functioning. These funds include:

Child Abuse Prevention, Intervention, and Treatment funds (CAPIT) funds, (AB 1733), Birth Certificate revenue to the County Children's Trust (AB2994), the Ann Adler Children's Trust funds, Community-Based Child Abuse Prevention funds (CBCAP) and other funds as may be subsequently directed by the Board of Supervisors.

The FACT Committee also provides information and data to the Employment and Human Services Department on the effectiveness of current and proposed programs for families and children and on recent or pending legislation that would potentially impact family and children's services programs, clients, or funding mechanisms.

SUMMARY OF RECRUITMENT EFFORTS/NOMINEES FOR MEMBERSHIP

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

Presently, the Committee has scheduled vacancies in Seat 1; First 5 Commission, Seat 2; School Representative, and Seat 3; Local Planning Council; and three At-Large Seats, all of which are due to expire on September 30, 2016. Seat 5, Mental Health Commission was declared vacant due to committee member resignation on July 7, 2015. The FACT Committee is actively recruiting to fill Seat 5.

The FACT Committee recommends re-appointing current Seat 1 member, Ms. Lisa Johnson, Seat 2 member, Ms. Karin Kauzer, Seat 3 member, Ms. Ruth Fernandez and At-Large Seat members, Ms. Mary Flott, Ms. Deborah McGrath and Ms. Nora Foster as their seats' term will expire on September 30, 2016.

Candidates for re-appointment to the FACT Committee will serve a two-year term.

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

Based on the above information, the Director of EHSD on behalf of the FACT Committee respectfully recommends that the FHS Committee re-appoint all six (6) candidates to continued membership on the FACT Committee.

Enc.

- Board, Committees, and Commission Application for *Lisa R. Johnson*
- Board, Committees, and Commission Application for *Karin Kauzer*
- Board, Committees, and Commission Application for *Ruth Fernandez*
- Board, Committees, and Commission Application for *Mary Flott*
- Board, Committees, and Commission Application for *Deborah McGrath*
- Board, Committees, and Commission Application for *Nora Foster*



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County

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Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Johnson Lisa Renee
(Last Name) (First Name) (Middle Name)

2. Address: _____ 94520
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: _____
(Home No.) (Work No.) (Cell No.)

4. Email Address: _____

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Cal State East Bay	Health Sciences	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	BS	1993
B) Cal State East Bay	Public Administration	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	MPA	1998
C) <input type="text"/>	<input type="text"/>	Yes No <input type="checkbox"/> <input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D) Other schools / training completed: <input type="text"/>	Course Studied <input type="text"/>	Hours Completed <input type="text"/>	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> 9/2000 PRESENT</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week ____ . Volunteer <input type="checkbox"/></p>	<p>Title Grants & Contracts Manager</p> <hr/> <p>Employer's Name and Address First 5 Contra Costa Children & Families Commission 1485 Civic Court Concord, CA 94520</p>	<p>Duties Performed Manage and oversee the Commission's Grants and Contracts processes</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 8/1999 9/2000</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week ____ . Volunteer <input type="checkbox"/></p>	<p>Title Grants Coordinator</p> <hr/> <p>Employer's Name and Address City of Pittsburg 65 Civic Avenue Pittsburg, CA 94565</p>	<p>Duties Performed Managed the City's grant solicitation processes</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> 6/1996 8/1999</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week ____ . Volunteer <input type="checkbox"/></p>	<p>Title Assistant Vice President</p> <hr/> <p>Employer's Name and Address United Way of the Bay Area 550 Kearney Street., Suite 1000 San Francisco, CA 94108</p>	<p>Duties Performed Managed the Contra Costa County United Way fund raising and grant making processes</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> 6/1993 6/1996</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week ____ . Volunteer <input type="checkbox"/></p>	<p>Title Case Manager</p> <hr/> <p>Employer's Name and Address East Bay Perinatal Council 2648 International Boulevard Oakland, CA 94601</p>	<p>Duties Performed Case managed pregnant and parenting teens</p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

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 publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Nam _____ Date: 7/7/16

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: 651 Pine Street, Room 106, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.



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BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

FACT

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Kauzer Karin
(Last Name) (First Name) (Middle Name)

2. Address: Walnut Creek CA 94595
(No.) (Street) (Apt.) (State) (Zip Code)

3. Phones: _____
(Home No.) (Work No.) (Cell No.)

4. Email Address: _____

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Bachelor of Science plus additional course work

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Cornell University	undecided	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	1.5			
B) University of South Florida	undecided	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	.5			
C) University of Maine at Farmington	Special Education	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	4		Bachelor's	1976
D) Other schools / training completed: Cal State Hayward and Saint Mary's	Course Studied California learning handi	Hours Completed unknown			Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> 8/1981 6/2013</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 32 years</p> <p>Hrs. per week <u>40++</u> . Volunteer <input type="checkbox"/></p>	<p>Title Resource Specialist</p> <hr/> <p>Employer's Name and Address Acalanes Union High School District: Campolinda High School and Acalanes High School</p> <p>1212 Pleasant Hill Road, Lafayette, Ca 94549</p>	<p>Duties Performed</p> <p>-Special Education teacher (resource specialist) for mainstreamed diploma track students -Dept. Chair--32 years -New Crew (freshmen mentoring program advisor) -Leadership class co-advisor</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 8/1979 6/1981</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 2 years</p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p>	<p>Title Teacher</p> <hr/> <p>Employer's Name and Address Department of Defense Overseas Dependents Schools Kaiserslautern, Germany</p>	<p>Duties Performed</p> <p>Third grade teacher and teacher in primary center grades 1-3.</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> 9/1978 6/1979</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 1 year</p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p>	<p>Title Grade 3/Remedial Reading Teacher</p> <hr/> <p>Employer's Name and Address Wayne Elementary School, Wayne Maine</p>	<p>Duties Performed</p> <p>Grade 3 teacher and Reading Specialist.</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> 1/1977 6/1978</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 1.5 years</p> <p>Hrs. per week <u>40+</u> . Volunteer <input type="checkbox"/></p>	<p>Title Reading and Secondary Practicum Sup⁺</p> <hr/> <p>Employer's Name and Address University of Maine at Farmington, Farmington, Maine</p>	<p>Duties Performed</p> <p>Scheduled, supervised and evaluated UMF elementary and secondary education major students.</p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other currently on committee

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

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 publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: _____

Date: 6/6/16

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8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

RUTH FERNANDEZ, M.A.

May 31, 2016

Children and Family Services
Contra Costa County Employment & Human Services Department
40 Douglas Drive
Martinez, CA 94553
Attn. Ms. Mondragon

Dear Juliana,

I am writing to express my interest in the Early Childhood Education/Local Planning Council Committee seat with the Family and Children's Trust Fund (FACT). I have served on FACT for the past three years and welcome the opportunity to continue to serve as an appointed member.

My background includes over fifteen years of experience working with families, educators, and diverse communities promoting the development and coordination of comprehensive educational and preventive services for low income families and children. Currently, as Manager of Educational Services at the Contra Costa County Office of Education and Coordinator of the Contra Costa Local Planning Council for Early Care and Education (LPC), one of my primary roles is to identify local geographic priorities for unmet child care needs in Contra Costa County. Additionally, I coordinate services countywide for educators working in early childhood education programs serving children between the ages of birth to 12 years. During my tenure as Coordinator for the LPC, I have successfully built a track record of effectiveness in addressing the diverse needs of the early care and education community.

Enclosed is my membership application and resume for your records. Thank you for your consideration of my application.

Sincerely,

Ruth Fernández, M.A.



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BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Family and Children's Trust Fund (FACT)

Child Development ECE/Local Planning Council

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Fernandez Ruth
(Last Name) (First Name) (Middle Name)

2. Address: _____ d Pleasant Hill CA 94523
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: _____
(Home No.) (Work No.) (Cell No.)

4. Email Address: _____

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved: Master of Arts in Leadership

Names of colleges / universities attended	Course of Study / Major	Degree Awarded Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) University of California at Berkeley	Political Economy of Industrialized Societies	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			B.A.	Dec. 1994
B) Saint Mary's College of California	21st Century Leadership	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			M.A.	May 2010
C) Mills College of Oakland	Doctorate Program in Educational Leadership	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>			Ed.D.	June 2018
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) From <input type="text"/> To <input type="text"/> <input type="text"/>09/2015 <input type="text"/>Present</p> <p>Total: Yrs. <input type="text"/> Mos. <input type="text"/> <input type="text"/>10 <input type="text"/>9 months</p> <p>Hrs. per week <input type="text"/>40 . Volunteer <input type="checkbox"/></p>	<p>Title Manager, Educational Services</p> <p>Employer's Name and Address Contra Costa County Office of Education 77 Santa Barbara Road Pleasant Hill, CA 94523</p>	<p>Duties Performed</p> <ul style="list-style-type: none"> Facilitate alignment and coordination of public and private entities to develop a comprehensive early childhood education system through collaborative partnerships and relationships focused on continuous quality improvement practices. Direct, supervise and support staff; develop systems of accountability and coordination for ECE services.
<p>B) Dates (Month, Day, Year) From <input type="text"/> To <input type="text"/> <input type="text"/>May 2003 <input type="text"/>Aug. 2005</p> <p>Total: Yrs. <input type="text"/> Mos. <input type="text"/> <input type="text"/>2 <input type="text"/>3 months</p> <p>Hrs. per week <input type="text"/>40 . Volunteer <input type="checkbox"/></p>	<p>Title Project Supervisor, Education Network</p> <p>Employer's Name and Address KQED, Inc. 2601 Mariposa St, San Francisco, CA 94110</p>	<p>Duties Performed</p> <ul style="list-style-type: none"> Administered and managed contracts with the California Department of Education. Developed short-term and long-term strategic plans for KQED's Early Learning program. Coordinated regional trainings, seminars, community events, and program activities. Supervised interns & volunteers.
<p>C) Dates (Month, Day, Year) From <input type="text"/> To <input type="text"/> <input type="text"/>July 2000 <input type="text"/>Oct. 2002</p> <p>Total: Yrs. <input type="text"/> Mos. <input type="text"/> <input type="text"/>2 <input type="text"/>3 months</p> <p>Hrs. per week <input type="text"/>40 . Volunteer <input type="checkbox"/></p>	<p>Title Program Director</p> <p>Employer's Name and Address Opportunity Junction 3102 Delta Fair Blvd., Antioch, CA 94509</p>	<p>Duties Performed</p> <ul style="list-style-type: none"> Supervised day to day program activities including but not limited to participant enrolment, orientations, developed professional development plans for all OPTIC participants. Provided direct supervision to two full-time employees, the Soft Skills Trainer and Career Counselor at OPTIC. Monitored case load of 35-40 CalWorks recipients.
<p>D) Dates (Month, Day, Year) From <input type="text"/> To <input type="text"/> <input type="text"/>Jan. 2000 <input type="text"/>July 2000</p> <p>Total: Yrs. <input type="text"/> Mos. <input type="text"/> <input type="text"/>7 months</p> <p>Hrs. per week <input type="text"/>40 . Volunteer <input type="checkbox"/></p>	<p>Title Program Coordinator</p> <p>Employer's Name and Address Community Bridges Beacon 450 Church Street, San Francisco, CA, 94114, US</p>	<p>Duties Performed</p> <ul style="list-style-type: none"> Developed and facilitated a Career/Business elective course for middle school students ages 12-14. Organized and implemented fund-raising/cultural events for Community Bridges Beacon. Created a curriculum and lesson plans for job readiness, resume writing and life skills for youth.

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

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Sign Name: _____

Date: 5.31.16

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8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

THIS FORM IS A PUBLIC DOCUMENT

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;
NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted:

I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.

II. POLICY: 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. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
4. First cousin;
5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
7. Registered domestic partner, pursuant to California Family Code section 297.
8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
9. 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.

RUTH FERNÁNDEZ, M.A.

Concord, California 94520

Education

Mills College

Oakland, CA

Doctoral Student (Ed.D.) in Educational Leadership
Early Childhood Leadership Specialization (2015- 2019)

Saint Mary's College of California

Moraga, CA

M.A. in Leadership (2008-2010)

Thesis: "A Collaborative Inquiry to Develop Individual Capacities to Foster Inclusiveness"

University of California at Berkeley

Berkeley, CA

B.A. Political Economy of Industrialized Societies (1990-1994)

Professional Experience

[September 2005 to Present] Contra Costa County Office of Education.

Pleasant Hill, CA.

Manager, Educational Services/Coordinator, Local Planning and Advisory Council for Early Care and Education (LPC)

Essential Functions

- Direct, supervise and support staff; develop systems of accountability and coordination among local stakeholders; provide high-level strategic thinking, planning and facilitation for the LPC and the Contra Costa County Office of Education (CCCOE) efforts.
- Drive internal and external functions of the LPC including collaborative engagement, strategy, communications, community involvement, and policy/data functions.
- Oversee fiscal and programmatic areas of Contra Costa County's Quality Rating and Improvement System (QRIS) Initiatives for children ages zero to five years in collaboration with community partners engaged with continuous quality improvement work statewide, regionally and locally.
- Facilitate alignment and coordination of public and private entities to develop a comprehensive early childhood education system through collaborative partnerships and relationships focused on continuous quality improvement practices.
- Provide collaborative and adaptive leadership by embodying the LPC's and CCCOE's mission and agency values.

Strategic Coherence

- Promote and model a collective impact mind-set through collaborative dialogue among stakeholders to maintain a thorough understanding of local trends and challenges faced by partner organizations and families.
- Provide direction and support to partner agencies in aligning their strategic plans and work with national and statewide QRIS goals and Continuous Quality Improvement Pathways.
- Represent the Contra Costa County Office of Education at local and State Early Care and Education stakeholder groups and networks to provide technical assistance and support.
- Develop and carry-out protocols, processes, trainings and evaluations to ensure the effectiveness and efficiency of the Local Planning Council as a public advisory board, particularly related to transparency and open-communication and stakeholder engagement.
- Coordinate research and evaluation with QRIS initiative partners to minimize redundancies and to align strategies and actions to promote sustainability and efficiency.
- Responsible for coordinating the recruitment, interview and appointment recommendation process of new Local Planning Council board members.

Communications

- Provide activity reports, local policy recommendations, and county specific data to the County Board of Supervisors and County Superintendent of Schools as it related to the Early Care and Education field.
- Cultivate excellent relationships with governmental officials, local commissions, legislative officers, public agencies, and community based organizations to support and coordinate early care and education services in Contra Costa County.
- Develop communication materials for all early care and education projects administered through the CCCOE including the development of brochures, FAQs, summary reports and documents, white papers, website content, social media strategies, and press releases in coordination with the Communications Department at the CCCOE.

Managing Systems

- Oversee daily operations and establish appropriate protocols for measuring effectiveness of all projects.
- Monitor and report on design and implementation of program services and activities, operational challenges and innovation opportunities and timelines.
- Provide support and guidance to coordinate communications, activities, and information related to programs between the Contra Costa County Office of Education administrators, personnel, school districts, community based organizations, the public, and various local and State agencies.
- Identify improvements by collecting data to ensure data-driven decision-making for the early childhood initiatives and projects across organizations.

- Participate in the development and preparation of annual preliminary budgets, consistently review budgetary and financial data, control and authorize expenditures in accordance to established agency and contract regulations.
- Compile, disaggregate and analyze program and participant data for accountability and evaluation purposes.
- Prepare and submit reports to local, State, and Federal governmental agencies.

[May 2003 to August 2005] KQED, Inc.

San Francisco, CA.

Project Supervisor, Education Network

- Administered and managed contracts with the California Department of Education.
- Developed short-term and long-term strategic plans for KQED's Early Learning program.
- Implemented, monitored, and evaluated state contract regulations and agency policies and protocols.
- Represented KQED Early Learning at statewide committees facilitated by the California Department of Education, at national and state conferences, meetings and community campaign events.
- Identified and developed effective collaborative relationships with key regional stakeholders including but not limited to school districts, County Offices of Education, community colleges, higher education institutions, resource and referral networks, public libraries, community, private, and public agencies throughout KQED's service areas.
- Developed educational workshops that integrated multi-media tools and children's PBS programming as an instructional tool in early childhood education settings.
- Created bilingual lesson plans and workshop content for preschool teachers, child care providers and parents.
- Planned, organized and reviewed the work of KQED's independent consultants/trainers.
- Coordinated regional trainings, seminars, community events, and program activities.
- Supervised and trained interns and volunteers for the Early Learning Education Network as needed.

[July 2000 to October 2002] Opportunity Junction (formerly OPTIC)

Antioch, CA

Program Director

- Supervised day to day program activities including but not limited to participant enrolment, orientations, developed educational and professional development plans for all OPTIC participants.
- Provided direct supervision to two full-time employees, the Soft Skills Trainer and Career Counselor at OPTIC.
- Created and implemented a 15 weeks job readiness/job search curriculum for adults re-entering the workforce.

- Monitored a caseload of 35-40 CalWorks recipients, monitoring all aspects of remedial education, training, supportive services, and job search activities.
- Maintained rapport with counseling supervisors, CalWorks case managers, social services agencies, and training institutions regarding client progress.
- Served as a liaison between training site coordinators, schools, public institutions, and other community based organizations.
- Represented and delivered oral presentations for the OPTIC program during Board of Supervisors meetings and City Council Meetings.
- Developed and implemented a Career Mentor Program for OPTIC participants who were matched with an employer in the career field of interest.

[January 2000 to July 2000] Community Bridges Beacon.

San Francisco, CA

Program Coordinator

- Developed and facilitated a Career/Business elective course for middle school students ages 12-14.
- Organized and implemented fundraising/cultural events for Community Bridges Beacon.
- Created a curriculum and lesson plans for job readiness, resume writing and life skills for youth.
- Planned and coordinated field trips, guest speakers, panel discussions, mock interviews and tours for students.

[February 1999 to December 1999] Oakland Private Industry Council (PIC)

Oakland, CA

Career Counselor

- Facilitated job search and job readiness bi-lingual workshops at the Oakland PIC for individuals re-entering the workforce.
- Developed trainer-of-trainers workshops to ensure the continuity and quality of services and professional development for Welfare-to-Work facilitators.
- Assisted in the development of hiring plans, job definition, and job requirements for highly demanding and multifaceted positions.
- Provided coaching and technical assistance to individuals participating in a Mentor Program.
- Administered career interest assessment tools and developed professional and educational development plans for Welfare-to-Work participants or individuals interested in a career change.
- Offered career counseling services, job search and job placement assistance and supervision to Welfare-to-Work participants.
- Identified community resources and collected information to support and promote goal attainment for all program participants.
- Developed and nurtured partnership with public, private, and community based organizations in Alameda County.

Additional Professional Experience

- Knowledge of collective impact principles and strategies to advance partnerships and collaboration.
- Strong knowledge and experience of project management principles and methods; transformational leadership and organizational development principles and practices.

- Relevant knowledge and understanding of federal, state, and school district codes and regulations in early childhood education programs.
- Comprehensive understanding of the early childhood education (ECE) system in California and statewide ECE public policy and trends.
- Experience planning, coordinating, designing, and implementing large community events that involve complex multitasking abilities, marketing skills, public speaking and excellent communication skills.

Additional Professional Experience - Continued

- Organized, planned, coordinated, and facilitated inter agency strategic planning activities involving a diverse group of stakeholders and multiple community needs and perspectives.
- Experienced at coordinating and overseeing the development and completion of child care needs assessment and comprehensive strategic plans that incorporate data driven decisions and projects.
- Created and designed professional development training modules, community workshops and marketing presentations for educators and Para-professionals.
- Designed and developed parent educational resources, including a Trainer-of-Trainers module and parent guide for kindergarten readiness and successful preschool to kindergarten transitions.
- Coordinated, organized, and monitored the implementation of an Annual Countywide Legislative Educational Forum that involves coordinating efforts and resources with local, state, and federal elected officials.

Key Accomplishments

- Created and published *A Road Map to Kindergarten*® Parent Guide.
A Road Map to Kindergarten® is an evidence-based interactive parent education tool that provides 16 important steps to assist parents in preparing their children for kindergarten. *A Road Map to Kindergarten*® is a component of a public parent education campaign. This parent education campaign strives to:
 - Provide a guide for successful Kindergarten transitions for parents of children from birth to age five
 - Increase the knowledge of early childhood developmental milestones and school readiness indicators
 - Promote partnerships and collaboration of family supports and educational services
 - Empower families to become active partners in education
- Facilitated the strategic planning process for the LPC's Countywide Comprehensive Early Care and Education Plan for the 2006-2011 and 2014-2017 implementation periods.
- Managed the publication of the 2014 Economic Impact of Child Care Report for Contra Costa County.
- Completed two countywide Child Care Needs Assessments for Contra Costa County in 2006, 2014 and currently pending coordination of the 2017 Child Care Needs Assessment.
- Developed and implemented a Center-Based Team Professional Development Grant model for State-funded child development programs in Contra Costa County. The philosophy of this model

is to foster on-going professional development opportunities that enhance classroom practices, promote collaboration and in turn nurture and develop high functioning teams. The goal of the Center-Based Team Professional Development grant program is to support and empower teams of early care and education professionals to identify and engage in professional development with a team spirit and commitment to program goals.

Professional Associations

- **Contra Costa Association for the Education of the Young Child (CCAAYC)**
Member at Large
- **California Child Development Administrators Association (CCDAA)**
Member – Public Policy Committee
Northern Region
- **California Child Care Coordinators Association (CCCCA)**
2013-2016 Northern California Co-Chair
Chair, CCCCCA Leadership Committee
Executive Committee Member
- **National Association for the Education of Young Children (NAEYC)**
Member, California

Policy and Leadership Committees

- **Superintendent Torlakson's Early Learning Stakeholder Group**
- **Gateways ~ Cradle to Career Initiative, Early Learning STEM Action Group**
Co-Chair
California State University of the East Bay, Hayward
- **Healthy and Active Before Five Collaborative**
Executive Committee Member
Leadership Council Member
- **Contra Costa Family and Children's Trust Fund**
Committee, Co-Chair
Early Childhood Education Representative
- **Brandman University School of Education Advisory Board - Member**
- **Saint Mary's College of California – Leadership Center**
Alumni Cohort Liaison

Special Nominations and Awards

- 2014 California Assembly and Senate Leadership Recognition Award
- 2011 Hispanic Community Service Legislative Award
- 2011 Annual Legislative Advocacy and Leadership Award
California Child Development Administrators Association
- Nominated for the 2011 and 2014 James Irvine Leadership Awards
- Nominated for the Los Medanos College Cesar Chavez Award for Exemplary Community Service, 2008

Languages

- Able to communicate fluently in Spanish both verbally and in writing.

References

- Available Upon Request



Contra
Costa
County

RECEIVED
NOV 02 2015
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.
For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

[Empty box for Board Name] [Empty box for Seat Title]

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Flott Mary Franklin
(Last Name) (First Name) (Middle Name)

2. Address: Alamo, CA 94507
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: [Empty box]
(Home No.) (Work No.) (Cell No.)

4. Email Address: [Empty box]

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Bachelor's Degree

Names of colleges / universities attended	Course of Study / Major	Degree Awarded Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) University of Maryland	Radio, Television & Film	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	June 1978
B) [Empty]	[Empty]	Yes No <input type="checkbox"/> <input type="checkbox"/>				
C) [Empty]	[Empty]	Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) From <u> </u> To <u> </u> March, 2000 Feb. 2013 Total: Yrs. <u> </u> Mos. <u> </u> Hrs. per week <u> </u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>Fund Development Director</u> Employer's Name and Address The Child Abuse Prevention Council of Contra Costa 2120 Diamond Blvd., Sute 120 Concord, CA 94520</p>	<p>Duties Performed Originally coordinated and trained home visitors for the Newborn Connections postpartum home visitation program. Later moved into all aspects of fund development including proposal writing and reporting, and communicating the message of CAPC. Also administered a fund for needy families.</p>
<p>B) Dates (Month, Day, Year) From <u> </u> To <u> </u> 1998 2000 Total: Yrs. <u> </u> Mos. <u> </u> 2 Hrs. per week <u>20</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>Volunteer Coordinator & Board Member</u> Employer's Name and Address The Nurture Company's Newborn Connection Program (no longer operational)</p>	<p>Duties Performed Managed the training and activities of 20-25 volunteer postpartum home visitors working with low income families primarily in east and central county.</p>
<p>C) Dates (Month, Day, Year) From <u> </u> To <u> </u> 1990 1998 Total: Yrs. <u> </u> Mos. <u> </u> Hrs. per week <u>5-10</u> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title <u>Volunteer and Board Member</u> Employer's Name and Address The Nurture Company's Newborn Connection Program (no longer operational)</p>	<p>Duties Performed Postpartum home visitor for a variety of low income, high needs families. Also assisted with management of the organization and its fund raising.</p>
<p>D) Dates (Month, Day, Year) From <u> </u> To <u> </u> 1984 1988 Total: Yrs. <u> </u> Mos. <u> </u> 4 Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>Production manager and producer</u> Employer's Name and Address KCOP-TV 916 La Brea Ave. Hollywood, CA</p>	<p>Duties Performed Managed studio activities for the station. Also produced 3 years of live coverage of the Los Angeles Marathon and a production of Live From the Hollywood Bowl.</p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other I learned from a colleague

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

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 publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: _____

Date: 10-27-15

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.



Contra
Costa
County

RECEIVED
MAY 15 2014
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

Print Form

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Family and Childrens' Trust Fund, (FACT) At-large

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION PRINT EXACT SEAT NAME (if applicable)

1. Name: McGrath, Deborah
 (Last Name) (First Name) (Middle Name)

2. Address: [Redacted] CA 94553
 (No.) (Street) (Apt.) (State) (Zip Code)

3. Phones: [Redacted]
 (Home No.) (Work No.) (Cell No.)

4. Email Address: [Redacted]

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Master's, Special Education

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) UC Berkeley, Extension	Cultural Language Acq.	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	11			
B) Chapman University	Teaching & Special Ed.	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	69			
C) UC Davis, Extension	Computers & CLAD	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>		10		
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> Dec. 2012 present</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 1 yr. 5 mos.</p> <p>Hrs. per week <u>6</u> . Volunteer <input type="checkbox"/></p>	<p>Title Substitute Teacher</p> <hr/> <p>Employer's Name and Address Contra Costa Co. Office of Education 77 Santa Barbara Road Pleasant Hill, CA 94523</p> <p>Marchus School & Juvenile Hall</p>	<p>Duties Performed I was a volunteer on the Marchus School's Site Council for 3 years. We met 1-2 times/month. I was the Secretary; summarized and wrote minutes & agendas. As a substitute, I work closely with students & various staff, OT, Speech, Psychologists, counseling staff, classroom support staff and paraprofessionals.</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> Nov. 2011 present</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 2 yrs. 6 mos.</p> <p>Hrs. per week <u>0-10</u> . Volunteer <input type="checkbox"/></p>	<p>Title Home & Hospital Teacher</p> <hr/> <p>Employer's Name and Address Acalanes Union High School District 1212 Pleasant Hill Rd. Lafayette, CA 94549</p>	<p>Duties Performed Collaborate with classroom teachers in order to accommodate lessons and requirements of students who are too ill to attend school. Tutor students, proctor tests, transport assignments and materials from the students to the classroom teachers. Schedule appointments and maintain attendance records. Each student typically has 5 hrs/week.</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> Aug. 2000 Jan. 2005</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 4 yrs. 5 months</p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title Teacher</p> <hr/> <p>Employer's Name and Address Vallejo Unified School District 665 Walnut Ave. Vallejo, CA 94562</p>	<p>Duties Performed HS Resource Teacher; taught Learning Skills & English. 7th grade History, (156 students), & 6th grade Core, (English & History) & Reading Instructor. As a Sp. Educator, I developed IEPs, assessed students, monitored student progress in Gen. Ed. classes, collaborated with Gen. Educators, attended staff and department meetings.</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> Aug. 1999 June 2000</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 1 school year</p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title Resorce Teacher</p> <hr/> <p>Employer's Name and Address San Ramon Valley Unified School Dist. 699 Old Orchard Drive, Danville, CA 94526</p>	<p>Duties Performed Collaborated with 50 staff weekly to provide support to students on my caseload. Taught RS Social Studies and Government, and Study Skills & coached the Frosh/Soph Girls' Soccer Team. "Beta tested" an online grading/communication system with a committee of educators and outside IT staff, in addition to "normal" teaching duties.</p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other current committee member

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

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

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

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 publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: _____

Date: _____

Important Information

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2. Send the completed paper application to the Office of the Clerk of the Board at: 651 Pine Street, Room 106, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.



RECEIVED
 DEC 1 2016
 CONTRA COSTA COUNTY SUPERVISORS
 CONTRA COSTA CO.

For Office Use Only
 Date Received:

For Reviewers Use Only:
 Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
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 PLEASE TYPE OR PRINT IN INK
 (Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

FAMILY & CHILDREN'S TRUST COMMITTEE
 PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

SEAT 2 SCHOOLS EDUCATION
 PRINT EXACT SEAT NAME (if applicable)

1. Name: FOSTER, NORA L
 (Last Name) (First Name) (Middle Name)

2. Address: , ANTIOCH, CA 94531
 (No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: (Home No.) (Work No.) (Cell No.)

4. Email Address:

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved 18

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) USF	ORGANIZATION BEHAVIOR	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	180		BS	5/1995
B) CSU EB	SOCIAL WORK	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>		X	MSW	6/2007
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) From To 10/2007 CURRENT Total: Yrs. Mos. 8 3 Hrs. per week 37.5 . Volunteer <input type="checkbox"/></p>	<p>Title CHILD WELFARE WORKER Employer's Name and Address ALAMEDA COUNTY SOCIAL SERVICES CHILDREN & FAMILY SERVICES</p>	<p>Duties Performed WORK WITH CHILDREN, YOUTH, AND FAMILIES, CASE MANAGEMENT, CONDUCT HOME VISITS, ASSESS FOR APPROPRIATE PLACEMENT, ATTEND COURT HEARINGS, PREPARE COURT REPORTS, ASSESS FAMILIES</p>
<p>B) Dates (Month, Day, Year) From To 12/2005 10/2007 Total: Yrs. Mos. 2 Hrs. per week 40 . Volunteer <input type="checkbox"/></p>	<p>Title CASE MANAGER / SOCIAL WORKER Employer's Name and Address FAMILIES THAT CARE, FOSTER FAMILY AGENCY</p>	<p>Duties Performed WORK WITH CHILDREN AND YOUTH, CASE MANAGEMENT, CONDUCTED HOME VISITS, PREPARE QUARTERLY REPORTS FOR COUNTY WORKERS</p>
<p>C) Dates (Month, Day, Year) From To Total: Yrs. Mos. Hrs. per week . Volunteer <input type="checkbox"/></p>	<p>Title Employer's Name and Address</p>	<p>Duties Performed</p>
<p>D) Dates (Month, Day, Year) From To Total: Yrs. Mos. Hrs. per week . Volunteer <input type="checkbox"/></p>	<p>Title Employer's Name and Address</p>	<p>Duties Performed</p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

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Sign Name: _____

Date: _____

1/09/2016

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8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

NORAH FOSTER

Antioch, CA 94531

Education:

MSW, California State University East Bay
Title IV-E MSW Child Welfare Training Stipend, Recipient

BS, University of San Francisco
Majored in Organizational Behavior with Minor in Telecommunications

Employment History:

Child Welfare Worker II, Alameda County, 10/2007 – Present

Worked in various programs such as Family Maintenance, Individual Living Skills, Family Reunification, and Adoptions – Court programs.

- Meet regularly with parents to document their progress with case plan and/or resolve any challenges that may have arisen.
- Meet regularly with children and youth in their current placement to ensure their safety and well-being.
- Consistently assess permanency options for children & youth placed out-of-home.
- Make appropriate referrals to community partners on behalf of the family.
- Prepare Status Review Reports for the Court detailing the parents' progress with their case plan and providing the Court with information on the child's well-being.
- Attend Court hearings to inform the Court of the parents' progress with case plan goals, the child's well-being, and to address any issues or concerns that may have arisen.
- Provided transportation and arranged visitations for children, youth, and birth families.
- The ability to use CWS/CMS (Child Welfare System/Case Management System) to input case notes, extract information, and create Court reports.
- Prepare and file legal documents with the Court or the State as appropriate.

Social Case Worker, Contra Costa County Children and Family Services, 2006-2007, intern

Worked in the Continuing Services Bureau as primary and secondary worker on Family Maintenance, Permanent Placement, and Guardianship cases.

- Prepare Status Review Reports for the Court detailing the parents' progress with their case plan and providing the Court with information on the child's well-being using CWS/CMS.
- Supervised visits between children and birth families
- Conducted investigations and interviews on ER Referrals
- Made appropriate referrals to community partners on behalf of the family.
- Met regularly with children and youth in their current placement to ensure their safety and well-being.
- Met with biological families and caregivers regularly to ensure child's stability.
- Provided transportation and arranged visitations for birth family and child.

NORAH FOSTER

Resume, con't...

Case Manager, Building Futures with Women and Children, 2005-2006, *intern*

- Provided resources for homeless women and children.
- Developed comprehensive service plans for clients and monitored their progress.
- Provided referrals and information to clients on community resources.
- Acted as liaison to outside resources and collaborations by establishing and maintaining relationships in the community.
- Helped women and families secure housing, balance their budget, and participated in support groups, as needed.
- Maintained accurate client records, collected statistics and submitted monthly reports.
- Participated in weekly case conference meetings.
- Ensured that shelter services were coordinated and consistent.

Other Employment History:

Community Outreach Worker, Black Adoption & Research Center (BAPRC), 2004-2005

- Recruited families from the community to become a foster care or an adoptive parent.
- Identified recruitment event possibilities by contacting various organizations.
- Made presentations to various community, civic, faith-based groups and organizations.
- Organized recruitment opportunities.
- Distributed recruitment materials to churches, organizations, and associations.
- Coordinated advertisement in print and electronic media.
- Trained volunteers on BAPRC's mission and goals.
- Greeted and led Foster Care and Adoption Information Meetings for perspective foster and adoptive parents.