



Contra
Costa
County

To: Board of Supervisors
From: Karen Mitchoff, District IV Supervisor
Date: January 19, 2021

Subject: Establishment of a Community Advisory Committee for Measure X

RECOMMENDATION(S):

APPROVE the creation of a 17-member Community Advisory Committee to recommend the budget allocation for 50% of the annual revenue received under Measure X funds as set forth in this Board Order; and

DIRECT the County Administrator to return to the Board by February 9, 2021 with a process to move forward in soliciting applications and seating members on the Community Advisory Committee by mid-March 2021 consistent with the process set forth in this Board Order.

FISCAL IMPACT:

No fiscal impact at this time. Once the Community Advisory Committee is formed and begins to meet, staff time will need to be allocated to the work of the committee for the third and fourth quarters of FY 20-21.

BACKGROUND:

The voters passed Measure X, a ½ cent sales tax levied countywide (exempting food sales), in November 2020. Collection of the sales tax will begin in April 2021 and will be available

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **01/19/2021** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 19, 2021

Contact: Chris Wikler,
(925) 521-7100

Monica Nino, County Administrator and Clerk of the Board of
Supervisors

By: , Deputy

cc:

for distribution in FY 2021-22.

BACKGROUND: (CONT'D)

A needs assessment was performed in 2019, and the following services were identified as high priorities:

- Fire and Emergency Services
- Hospital and Community Health
- Early Childhood and Youth Services
- Senior Services
- Safety Net Services; e.g., expanding access to shelter, expanding food security, homelessness assistance programs, etc.

Now that the measure has passed, it is appropriate to bring together community members and various other stakeholders as members of a Community Advisory Committee to make recommendations on Measure X expenditures.

The stakeholder group that met prior to putting Measure X on the ballot recently held discussions as to the makeup of an Oversight Committee; however, a Community Advisory Committee must first be appointed in order to make recommendations to the Board of Supervisors on how some of the funds should be allocated based on the needs assessment. An Oversight Committee will be created by the beginning of the FY 2021-22 (August 2021) so that as tax proceeds are received and allocated, the Oversight Committee can meet on a quarterly basis to review revenues and expenditures to determine that funds were appropriately received and spent. This Board Order specifically deals with creating the Community Advisory Committee at this time; the process for appointing the Oversight Committee will be discussed in May or June 2021.

Amount of Revenue to be Allocated:

- The Community Advisory Committee shall make budget allocation recommendations to the Board of Supervisors for 50% of the annual revenue received under Measure X based on Measure X priorities/needs as identified in the most recent Needs Assessment
- The Board of Supervisors shall make budget allocations for 45% of the annual revenue received under Measure X in an open transparent process with public input and comment and based on Measure X priorities/principles and as identified in the most recent Needs Assessment; and
- 5% of the annual revenue be set aside in a special interest-bearing reserve account for unanticipated needs that arise during a given fiscal year. These funds could only be expended by a four-fifths (4/5th's) vote of the Board of Supervisors.

Responsibilities: The Community Advisory Committee's main responsibilities:

- Overseeing an annual assessment of community needs, focusing primarily on the

priority areas identified in this year's Needs Assessment, including emergency response (fire/medical), health care, safety net services, preventative care, affordable housing, and supports for early childhood, youth, families, and seniors.

- Creating detailed priority lists of the top ten service gaps (county- and community-provided) based on the results from the needs assessment.
- Using the assessment to make general funding priority recommendations to the Board of Supervisors on 50% of the revenue generated by Measure X.
- Providing an annual report on the outcomes and impact of allocated funds.
- The committee shall initially meet as needed to develop a recommended annual budget allocation plan, and thereafter shall meet quarterly.

Membership: The Community Advisory Committee shall be composed of 17 individuals and its membership should represent broad and diverse voices, perspectives and expertise, including but not exclusive to: budget justice advocacy, children's services, community health, consumer advocacy, faith leadership, senior services, fire and public safety protection, housing and homelessness, labor union representation, legal advocacy, local businesses, mental health services, non-partisan civic organizations, policy organizations, public health, racial justice and equity, safety net services, senior services, substance use services, taxpayers, and youth services.

- Committee members should have expertise in an area outlined above or that is otherwise in accordance with the priorities set by the ballot measure and needs assessment.
- Representation on the committee shall be from community-based organizations and residents from across the county who have received county- and community-provided services in the areas identified.
- Committee members shall either live or work in Contra Costa County, with a majority being residents of the County.

Appointment Process: The County will solicit applications to fill the 17 member committee. Applications shall be referred to the Board Finance Committee which shall make recommendations to the full Board of Supervisors on appointments to the Community Advisory Committee. The Board shall make every effort to insure that there is representation from the broadest cross-section of stakeholders as described in the "Membership" section above, as well as geographic, racial and ethnic representation reflecting the County's diversity.

Terms: The initial members of the Community Advisory Committee shall serve staggered terms of two or three years, and subsequent appointments serving three-year terms, with a maximum of six years served consecutively by any member.

CLERK'S ADDENDUM

CONTINUED to February 2, 2021.