



**Contra
Costa
County**

To: Board of Supervisors

From: INTERNAL OPERATIONS COMMITTEE

Date: September 20, 2022

Subject: Establishment of an Ad Hoc Arts Council Steering Committee

RECOMMENDATION(S):

ESTABLISH the Ad Hoc Arts Council Steering Committee and APPROVE its mission and committee composition.

FISCAL IMPACT:

No fiscal impact arising from the establishment of an Ad Hoc Arts Council Steering Committee.

BACKGROUND:

The Arts and Culture Commission of Contra Costa County (also known as AC5) was established in 1994 to advise the Board of Supervisors in matters and issues relevant to arts and culture; to advance the arts in a way that promotes communication, education, appreciation, and collaboration throughout Contra Costa County; to preserve, celebrate, and share the arts and culture of the many diverse ethnic groups who live in Contra Costa County; to create partnerships with business and government; and to increase communications and understanding between all citizens through art. Most importantly, the mission of the Commission was to promote arts and culture as a vital element in the quality of life for all citizens of Contra Costa County.

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/20/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Diane Burgis, District III
Supervisor

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: September 20, 2022

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

By: Stacey M. Boyd, Deputy

Contact: L. DeLaney,
925-655-2057

cc:

While AC5's work was instrumental in the development and support of numerous vital arts and culture programs and initiatives over the years, the organizational structure was ultimately deemed not as constructive to the mission as a public-private partnership Arts Council could be.

On March 29, 2022, the Board of Supervisors dissolved the Arts and Culture Commission and directed County Administration staff to procure or establish a nonprofit public-private partnership Arts Council for the county, to serve as the county's State-Local Partner (SLP) with the California Arts Council (CAC).

On May 3, 2022, County Administration staff issued Request for Qualifications (RFQ) #2205-564 seeking a qualified organization or individual to provide project management and public engagement facilitation services for the purpose of developing a Request for Proposals (RFP) to procure a nonprofit organization to be the designated public-private partner Arts Council for the county. Two responses to RFQ #2205-564 were received by the deadline of Friday, May 27, 2022. A Review Panel consisting of County Administration staff and Arts Council representatives from northern California reviewed the responses and conducted interviews with the respondents. After extensive deliberation and careful

consideration by the Review Panel, the Panel recommended the County not award the contract to either of the respondents. Instead, the Review Panel recommended the County revise and release a subsequent RFQ.

On July 29, 2022, County Administration staff issued RFQ #2207-578 seeking a qualified organization to provide project management and community engagement facilitation services for the purposes of conducting a robust and inclusive arts and cultural planning process, leading to the creation of a new Arts & Cultural Master Plan for the county, and working with County Administration staff to develop a Request for Proposals (RFP) for the selection or establishment of a public-private partner Arts Council for the county. By the deadline of August 22, 2022, two responses to RFQ #2207-578 were received. The Review Panel conducted interviews with the two respondents on August 29, 2022, and recommended that Arts Orange County be awarded the \$75,000 contract.

On August 2, 2022, the Board of Supervisors referred to the Internal Operations Committee the establishment of an Ad Hoc Arts Council Steering Committee. At its September 12, 2022 meeting, the Internal Operations (IO) Committee (Chair Burgis, Vice Chair Andersen) supported the establishment of a seven-member Ad Hoc Arts Council Steering Committee and directed staff to commence a three-week application period for applicants to the

Committee.

BACKGROUND: (CONT'D)

MISSION:

The mission of the Ad Hoc Arts Council Steering Committee is to guide the County's arts and cultural planning efforts through an inclusive community engagement process; provide input and collaboration with County staff and the consultant on the Arts Council procurement or establishment process; ensure diversity, equity, and inclusion throughout the process and outcomes; and listen to the community.

MEMBERSHIP:

The Ad Hoc Arts Council Steering Committee will consist of up to seven members, who will represent the geographic and demographic diversity of the county and include representatives from the following:

- Former Contra Costa Arts & Culture Commissioners and/or Managing Directors
- Representatives of County departments with interest in arts and culture
- Members of local arts and culture commissions/committees/foundations
- Artists and representatives of local arts and culture organizations
- Municipalities and Chambers of Commerce leaders
- School District Representatives and leaders of education
- Black, Indigenous and People of Color

The IO Committee is expected to interview applicants at its October 10 meeting.

MEETINGS:

After formation, the Ad Hoc Arts Council Steering Committee will meet monthly with the consultant and County staff on the public engagement and arts/cultural planning progress and provide input and guidance. Meetings held by the Ad Hoc Arts Council Steering Committee will be facilitated by the consultant with support from County staff and are subject to public meeting rules governed by the Brown Act and Better Governance Ordinance.

TERMS OF OFFICE:

Board consideration of IO Committee recommendations is expected at the October 18, 2022 meeting. The Ad Hoc Arts Council Steering Committee will be dissolved once an organization is established as the Arts Council for the county.

STAFF:

Senior Deputy County Administrator, Lara DeLaney
Senior Management Analyst, Monica Carlisle

