

# CONTRA COSTA COUNTY

*1025 ESCOBAR STREET  
MARTINEZ, CA 94553*



## Meeting Minutes

**Thursday, December 5, 2024**

**5:30 PM**

**Discovery Bay Community Center, 1601 Discovery Bay Boulevard, Discovery Bay,  
CA 94505**

**County Service Area P-6 (Discovery Bay) Citizens Advisory  
Committee**

1. Roll Call and Introductions

**Present** Jennifer Clamon Morris, Bill Fletcher, Joseph Knipp, Bob Mankin,  
and Gregory McLendon

2. Pledge of Allegiance

3. Approval of Agenda

**approved**

**Motion:** Mankin

**Second:** Clamon Morris

**Aye:** Clamon Morris, Fletcher, Knipp, Mankin, and McLendon

**Result:** Passed

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

**Steve Strong - Inquired on how to get involved with the P-6.**

5. Agency Reports

**a. Contra Costa Office of the Sheriff  
Contra Costa Supervisor Diane Burgis**

**Contra Costa Office of the Sheriff - Lt. Charlene Jacquez provided an introduction and overview  
on the area.**

6. Consent Items

**a.**

**[24-3324](#)**

**Attachments:** [08-23-23 Discovery Bay P6 Record of Actions](#)

**approved**

**Motion:** Mankin

**Second:** Clamon Morris

**Aye:** Clamon Morris, Fletcher, Knipp, Mankin, and McLendon

**Result:** Passed

7. Discussion Items

**a. DISCUSS County Training Requirements**

**Stephen Griswold, Deputy Chief of Staff, provided information on the County Training  
Requirements.**

**b. DISCUSS Discovery Bay P-6 Financial Projections**

**Stephen Griswold, Deputy Chief of Staff, provided information on the P-6 Financial Projections.**

**c. SELECT 2025 Chair & Vice-Chair**

**approved**

**Motion:** Clamon Morris  
**Second:** Mankin  
**Aye:** Clamon Morris, Fletcher, Knipp, Mankin, and McLendon  
**Result:** Passed

8. Future Agenda Items

Future agenda items from the Committee - Paycash fund and swag. Lt. Jacquez also mentioned bringing Lorena, Community Engagement, to the next meeting.

9. Adjourn

Meeting adjourned at 6:36 pm.

The next meeting is currently scheduled for January 8, 2025.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the 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 Committee less than 96 hours prior to that meeting are available for public inspection at 3361 Walnut Blvd, Suite 140, Brentwood, CA 94513, during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. 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: Stephen Griswold, Deputy Chief of Staff, 925-655-2330.