

Application Form

Profile

Yvette

First Name

J

Middle Initial

Williams

Last Name

Home Address

Suite or Apt

Concord

City

CA

State

94518

Postal Code

Primary Phone

Email Address

District Locator Tool

Resident of Supervisorial District:

☒ District 4

Back on Track Community Services

Employer

Executive Director

Job Title

Length of Employment

10

Do you work in Contra Costa County?

☒ Yes ☐ No

If Yes, in which District do you work?

All 4

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

1997

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

☐ Yes ☒ No

Board and Interest

Which Boards would you like to apply for?

African American Holistic Wellness and Resource Hub Transitional Community Advisory Board: Submitted

**Seat Name**

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Reentry Service Representative

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

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☒ Yes ☐ No

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

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**Education**

**Select the option that applies to your high school education \***

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☒ High School Diploma

**College/ University A**

**Name of College Attended**

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DVC

**Degree Type / Course of Study / Major**

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Criminal Justice

**Degree Awarded?**

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☐ Yes ☒ No

**College/ University B**

**Name of College Attended**

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DVC

**Degree Type / Course of Study / Major**

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Addiction Studies/Criminal Justice

**Degree Awarded?**

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☐ Yes ☒ No

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**College/ University C**

**Name of College Attended**

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**Degree Type / Course of Study / Major**

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## Degree Awarded?

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☐ Yes ☐ No

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## Other Trainings & Occupational Licenses

### Other Training A

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Paralegal

### Certificate Awarded for Training?

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☒ Yes ☐ No

### Other Training B

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### Certificate Awarded for Training?

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☐ Yes ☐ No

### Occupational Licenses Completed:

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## Qualifications and Volunteer Experience

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

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I have an extensive knowledge and experience with case management and performing predetermined intake procedures for each client, developing a unique plan for re-entering them into society. Most of my professional experience and community service has been primarily to connect individuals to the critical resources and education necessary to overcome employment barriers and childhood trauma. Additionally, being an advocate for those who are often underserved and underrepresented creates opportunities that eliminate barriers and increase access to services. Additionally' I have consistently & successfully facilitated' several Employment & Resource fairs for underserved populations every year since 2015. My agency' Back on Track Community Service- work with transitional aged youth & underrepresented adults is a partnership, helping them transition from victim to survivor to leader, encouraging their long-term stability and success in whatever path they choose. I became the sole-proprietor of Back on Track Expungement Services, a legal document preparation service for clients seeking the eradication of previous criminal infractions. Back on Track Expungement Services introduced Yvette to society's most helpless and overlooked population. It was also incumbent upon Yvette to return to school to complete course work to become a certified Paralegal! After graduating an accredited Paralegal program,

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

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Please refer to my Bio for my Qualifications

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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.**

Back on Track Expungement Services Founder and Executive Director Expungement of Adult and Juvenile Criminal Records - Certified LDA Back on Track Community Services Founder- Executive Director Event Coordinator Community Advocacy Mentorship Community Resource Provider Association of Midnight Basketball Public Relations and Marketing EMPLOYMENT CASE MANAGER/OFFICE MANAGER, Acorn Career Center, -Oakland , Mentor • Employment/ Housing Coordinator /Love Never Fails, Inc.(Survivors of Human & Sex Trafficking) - Hayward California Fatherhood Institute- Board of Directors Public Relations Oakland Ca

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## **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:**

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**Please Agree with the Following Statement**

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**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.**

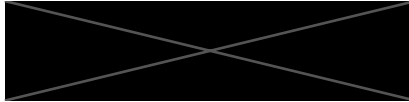
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☒ I Agree

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Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain 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.
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 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.



September 15, 2025

To Whom It May Concern:

My name is Yvette J. Williams. I am the Founder & Executive Director of both' Back on Track Expungement Services & Back on Track Community Services.

In 2008, I became the sole-proprietor of *Back on Track Expungement Services*, which is a legal document preparation service for clients seeking the eradication of previous criminal infractions. For over 10 years Back on Track Expungement Services has been instrumental in assisting hundreds of Reentry Clients with getting "back on track"!, I have demonstrated a professional capacity to serve disenfranchised and underrepresented populations by addressing issues unemployment and underemployment for individuals (e.g. ex-convict, homeless and so forth) by assisting them with their efforts to re-enter mainstream society and/or the workforce

It has been my mission and personal goal to help this "uniquely" disenfranchised population with gaining employment or to seek out vocational training through collaborative partnerships throughout the Bay Area. I am currently working with several organizations that conduct workshops for job readiness such as the Alameda County Private Industry Council, the Stride Center, East Bay Works, and the America Works Project.

In 2015, I became the sole proprietor of *Back on Track Community Services* where I currently conduct workshops, on human trafficking, expungements, cyber bullying, and life skills trainings, at nonprofits throughout the Contra Costa County that services at-risk children and adults. Additionally' I have consistently & successfully facilitated' several Employment & Resource fairs for underserved populations every year since 2015. I have always exercised tact and discretion in communication with advocates and partners. Communicate clearly with youth and adults. Establish and maintain effective working relationships with staff, community partners, and law enforcement. Our work with youth is a partnership, helping them transition from victim to survivor to leader, encouraging their long-term stability and success in whatever path they choose

Through my commitment in working with clients who have experienced long-term unemployment, my goal is to advise them of the benefits of having their charges reduced prior to seeking employment. I also prepare my clients for employment and housing interviews by advising them on how to explain their criminal record(s) to prospective employers/property managers. I update and create resumes and have my clients participate in "mock interviews" for their future success.

I have an extensive knowledge and experience with case management and performing predetermined intake procedures for each client, developing a unique plan for re-entering them into society. Most of my professional experience and community service has been primarily to connect individuals to the critical resources and education necessary to overcome employment barriers and childhood trauma. Additionally, being an advocate for those who are often underserved and underrepresented creates opportunities that eliminate barriers and increase access to services.

***Yvette J. Williams***



In closing, my educational background coupled with my professional experience exemplifies my leadership skills along with my ability to communicate effectively with members of diverse populations within non-profit and government arenas. I look forward to hearing from you regarding this exciting opportunity! I look forward to the opportunity to meet with you to discuss my qualifications in greater detail.

Sincerely,  
***Yvette J. Williams***