



CONTRA COSTA COUNTY

AGENDA

Equity Committee

Supervisor Federal D. Glover, Chair
Supervisor John Gioia, Vice Chair

Monday, October 21, 2024

10:30 AM

11780 San Pablo Ave. Ste D, El Cerrito |
190 East 4th Street, Pittsburg, CA |
<https://cccouny-us.zoom.us/j/82659107572> | Call in: 1-888-278-0254 access code:
544753

The public may attend this meeting in person at either above location. The public may also attend this meeting remotely via Zoom or call-in.

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee.

Introductions

Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two (2) minutes).

1. RECEIVE and APPROVE the Record of Action from the September 16, 2024 meeting of the Equity Committee, with any necessary corrections. [24-3415](#)

Attachments: [Equity Committee Mtg Record of Action 9.16.24 \(draft\)](#)

2. ACCEPT the resignation of Nikki Lopez, Disability Seat, and DECLARE the vacancy on the Advisory Council on Equal Employment Opportunity (ACEEO) for the term ending November 30, 2025, and DIRECT the Clerk of the Board to post the vacancies as recommended by the County's Equal Employment Opportunity (EEO) Officer. [24-3416](#)

3. INTERVIEW candidates Clearnise Bullard for Labor-Trade Seat, Rameet Kohli for Community Member Seat #1, and Oravanh Thammasen for Union Member Seat #1 on the Advisory Council on Equal Employment Opportunity, as recommended by the County's Equal Employment Opportunity (EEO) Officer [24-3417](#)

Attachments: [Bullard, Clearnise \(ACEEO\) 08-03-24 Redacted](#)
[Kohli Rameet \(ACEEO\) 08-19-24 Redacted](#)
[Thammasen Oravanh \(ACEEO\) 10-07-24 Redacted](#)

4. RECEIVE updates and PROVIDE direction on the \$1M Measure X allocation for existing African American Wellness Services [24-3418](#)
Attachments: [Recommendation for a Community Foundation to Administer \\$1M for African American Wellness Services](#)
5. RECEIVE updates and PROVIDE direction on the African American Holistic Wellness and Resource Hub Feasibility Study. [24-3419](#)
Attachments: [African American Holistic Wellness Resource Hub Survey Flyer](#)
[Ceres Policy Research | Feasibility Study Progress Update on Equity and Community Involvement](#)
6. RECEIVE presentation and recommendations from the Budget Justice Coalition and the Office of Racial Equity and Social Justice about the use of a budget equity tool in the FY 2025-2026 annual budget process, and PROVIDE direction on next steps. [24-3420](#)
Attachments: [Budget Justice Coalition Presentation_10.21.2024](#)
[FY 25-26 Contra Costa County Budget Equity Tool](#)
7. RECEIVE and DISCUSS memo from Measure X Community Advisory Board (MXCAB) outlining Recommended Best Practices for Engaging and Building Capacity for Measure X Service Providers. [24-3421](#)
Attachments: [MXCAB Memo: Recommended Best Practices for Engaging and Building Capacity for Measure X Service Providers](#)
8. RECEIVE updates from the Co-Directors of the Office of Racial Equity and Social Justice. [24-3422](#)

The next meeting is currently scheduled for November 25, 2024 at 10:30am.

Adjourn

General Information

This meeting provides reasonable accommodations for persons with disabilities planning to attend a the 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 1026 Escobar St., 2B, Martinez, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.co.contra-costa.ca.us.

HOW TO PROVIDE PUBLIC COMMENT:

Persons who wish to address the Committee during public comment on matters within the jurisdiction of the Committee that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating in person should offer comments when invited by the Committee Chair. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing *9 on their phones.

Public comments generally will be limited to two (2) minutes per speaker. In the interest of facilitating the business of the Board Committee, the total amount of time that a member of the public may use in addressing the Board Committee on all agenda items is 10 minutes. Your patience is appreciated.

Public comments may also be submitted to Committee staff before the meeting by email or by voicemail. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting.

For Additional Information Contact:

Kendra Carr, kendra.carr@oresj.cccounty.us

Peter Kim, peter.kim@oresj.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3415

Agenda Date: 10/21/2024

Agenda #: 1.

EQUITY COMMITTEE

Meeting Date: October 21, 2024

Subject: Record of Action

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: Record of Action

Record of Action Presenter: Peter Kim

Contact: Peter Kim, peter.kim@oresj.cccounty.us

Referral History:

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meetings.

Referral Update:

Attached for the Committee's consideration is the draft Record of Action for its September 16, 2024 meeting.

Recommendation(s)/Next Step(s):

REVIEW and APPROVE the Record of Action.

Fiscal Impact (if any):

N/A

Equity Committee
Record of Action for September 16, 2024

Committee Members Present: Supervisor Federal D. Glover, BOS District 5, Committee Chair; Supervisor John Gioia, BOS District 1, Committee Vice Chair

Staff Present: Kendra Carr and Peter Kim, Co-Directors, Office of Racial Equity and Social Justice (Staff to Committee); Lara Delaney, Deputy County Administrator, County Administrator's Office; Ann Elliot, Director, Human Resources Department; Nicole Bilich, Manager, Human Resources Department; Matt Kaufman, Deputy Director, Health Department; Rhonda Smith, Assistant to Health Director, Health Department; Shannon Ladner-Beasley, Equity Manager, Health Department; Cyndi Mallory, Personnel Technician, Employment and Health Services Department; Sonia Bustamante, Chief of Staff, BOS District 1; Jill Ray, District Representative, BOS District 2; Peter Myers, Deputy Chief of Staff, BOS District 3; Alejandra Sanchez, District Representative, BOS District 4; Vincent Manuel, Deputy Chief of Staff, BOS District 5.

Public Attendees: Phil Arnold; Gigi Crowder; Wanda Johnson; Stephanie Taddeo; Adrienne Sofranko; Mariana Moore; Jeralynn Brown-Blueford; Latrinity Gulley; Maria Dominguez; Roxanne Carillo Garza; Salvador Morales; Sara Gurdian; Traci Simpson; Nena.

1. Introductions

Supervisor Glover convened meeting at 10:30 AM.

Committee Chairs introduced themselves, as did staff assigned to the committee, Kendra Carr and Peter Kim, Co-Directors of the Office of Racial Equity and Social Justice (ORESJ).

2. Public Comment

Gigi Crowder: Expressed the need to expand threshold languages to include more Asian communities and other diverse communities, esp regarding mental health needs. Also discussed the silencing of African American males, who she considers the most harmed, and as such should be the most represented in

Wanda Johnson: Reiterated the need for more Black male voice, in light of what feels like suppression of male voice. Need to lift up their voice and through intentional outreach and engagement. Black males suffer in every socioeconomic and health indicator.

Jeralynn Brown-Blueford: Lifting up the Af Am male voice is needed to hear their ideas, their perspectives, to inform decisions.

Phil Arnold: My experience in CCC has long been as the only Af Am voice in the room, including advisory bodies, school board meetings. Police stopped me, son, grandson for an ID check; I will continue to use my voice and speak up, with honesty, dignity and purpose; County policies do not typically benefit Black men.

3. RECEIVE and APPROVE the Record of Action from the August 19, 2024 meeting of the Equity Committee, with any necessary corrections.

Public Comment

No comment.

Committee received and approved both Records of Action with no corrections.

Vote was taken – two (2) ayes. This item was passed.

4. RECEIVE updates and PROVIDE direction on the African American Holistic Wellness and Resource Hub Feasibility Study

Kendra Carr and Peter Kim, Co-Directors of the Office of Racial Equity and Social Justice (ORESJ) and also Staff to the Committee, presented update:

Met with Feasibility Study Steering Committee and generated their top priorities related to African American needs and services to be provided at the Hub, along with desired outcomes. Invited Ceres Policy Research to Steering Committee to present their scope of work, which included: community outreach and engagement plan; countywide community survey; 5-7 community listening sessions; and research on potential site viability and fiscal analysis. Will be working with ad hoc committees of Steering Committee to support the different research activities.

*Glover: How will the process address the need for more Black male voice and perspective?
Staff: Outreach will include concerted effort to engage and include African American males, relying upon support and participation of Steering Committee's and community organizations, networks, partners, and broader African American community including those who regularly attend Equity Committee and Steering Committee meetings.*

Gioia: The priority areas seem to include and be relevant to African American males so I agree that we need to be sure to include their perspective and voice.

Public Comment:

Gigi Crowder: Wants Ceres to employ a diverse team, including a heterosexual Black male, in order to engage and relate to target populations necessary to the study..

Phil Arnold: How are elders defined in the list and what will outreach look like? By age group or birthdate? Offered his experience of supporting a Black elder to get a Covid shot and she was very comfortable and assured because of his presence. Reminded the group of the Tulsa Race Massacre as an example of the trauma that continues to haunt Black communities, and that the echos of such tragedies and racial oppression continue to reverberate today in our County.

Wanda Johnson: Thanked Glover for raising the question, especially given his own experiences that help him identify with the issue. Reminds us to bring Black males to the table, to produce a diversity of ideas, especially since we have a majority of Steering Committee members being women.

Jeralynn Brown-Blueford: In speaking with community members, businessmen, clergy, spiritual leaders, learned that many did not know about the Steering Committee and of the opportunity to apply, which begs the question, How is the County doing outreach in to the Black community?

Committee accepted this report.

Vote was taken – two (2) ayes. This item was passed.

5. PROVIDE direction on the \$1M Measure X allocation for existing African American Wellness Services.

Kendra Carr and Peter Kim, Co-Directors of the Office of Racial Equity and Social Justice (ORESJ) and also Staff to the Committee, presented update:

- *The Request for Qualifications for a community foundation to administer service contracts was released on August 26 and will close on October 4.*
 - *Staff are optimistic that this second iteration of the solicitation will generate more quality applicants.*
 - *Review committee will review and score proposals from October 7-October 14. We anticipate presenting a recommendation for award at the October 21 Equity Meeting.*
 - *Contract is slated to begin December 1.*
- *Staff presented a final draft of the Request for Proposals for community-based organizations to deliver services that will increase African American holistic wellness and supports, with the request to move this to full Board of Supervisors September 24 meeting for approval to release on September 26.*
 - *Highlights of RFP include:*
 - *\$880,000 in total funds to be awarded over 2 years across 5 priority areas (mental health, maternal and infant health, housing and food insecurity, youth development, and healing from trauma especially caused by police violence)*
 - *each category will fund 1-3 awards ranging from \$25,000 to \$88,000 each per year (so \$50,000 to \$176,000 over 2 years), for an anticipated cohort of 5-15 grantees total.*
 - *If approved for a September 26 release, then the RFP will close on October 31. Due to the time needed to review proposals, Staff request that the next Equity Committee meeting be pushed back from November 18 to November 25 to accommodate the review process and enable Staff to return with award recommendations then.*
 - *Contracts would begin in January 2025.*

Gioia: I think this RFP is fine overall, though would like to change the grant period from 2-years to 1-year instead. I would also like to include language that stipulates that all applicants need to be registered 501(c)(3) non-profit organizations in good standing with CA Attorney General. An organization can also apply via a fiscal agent to meet the requirements, but we cannot contract directly to individuals.

Glover: I agree with the change from a 2-year to 1-year contract period, given how long it has taken for this RFP to roll out.

Gioia: In regard to rescheduling the next Equity Committee meeting, that works out since both Supervisor Glover and I will be attending the annual CSAC conference that week (11/18-11/21), so I am fine with rescheduling it to November 25 instead.

Glover: Yes, that is fine.

Public Comment:

Gigi Crowder: Appreciates the consideration of distributing the funds over one year, but suggests considering an 18 months contract period instead, given the limitations of some small grassroots organizations to spend down large grant awards in such short periods. Also raised concern that whether contract period is 1 year or 18 months, to have one-time awards go away after a single contract period is not ideal as programs and services would just go away too. So recommends some of the \$7.5M that is being held for the Hub be put toward extending these contracts.

Committee accepted this report and proposal to move the RFP forward to full Board of Supervisors but with the additional edits made to RFP as directed by Equity Committee.

Vote was taken – two (2) ayes given the new direction and suggested edits. This item was passed.

6. RECEIVE updates from the Co-Directors of the Office of Racial Equity and Social Justice.

Kendra Carr and Peter Kim, Co-Directors of the Office of Racial Equity and Social Justice (ORESJ) and also Staff to the Committee, presented update:

- *ORESJ is releasing job announcements this week for two Equity Analyst positions – one as a Budget/Policy Analyst and one as a Data Analyst. Those job openings will close on 10/16.*
- *ORESJ is working with a Language Justice consultant on strategic planning towards developing a countywide Language Equity plan. We have already begun seeding this work within our Cross-Department Racial Equity Working Group where we are co-designing tools and plan to develop a countywide Racial Equity Plan, of which Language Equity and Budget Equity will be core components.*

- *ORESJ is partnering with the CA Racial Equity Commission by hosting their quarterly Commission meeting this Wed (9/18) from 9-12PM here at 1025 Escobar Street in room 110. This event is open to the public and all are welcome to attend in-person or online.*
- *ORESJ is partnering with Contra Costa Bar Association by hosting their event celebrating the 70th anniversary of Brown v Board of Education here at 1025 Escobar Street in Board of Supervisors Chambers on Tuesday 10/8 from 5:00-7:00 PM. There will be a reenactment of key moments from the 5 trials that culminated in the historic 1954 Supreme Court decision that desegregated public education nationwide. Local judges, attorneys, and students will participate in the reenactment. This will be free and open to the public, while attorneys can earn Mandatory Learning Credits by paying a small fee to the CC Bar Association.*
- *ORESJ is transitioning into the staffing role for the Racial Justice Oversight Board (RJOB), taking over the role as Probation Department's Office of Reentry and Justice transitions from the staff role. This will formally take place during these last months of the year, with recruitment for new and returning RJOB members happening in late October through November, and interviews expected to happen in Equity Committee in December. ORESJ will coordinate an RJOB retreat in late January.*

Public Comment:

Gigi Crowder: Please share the flier and information for the CA Racial Equity Commission meeting.

Maria Dominguez: Curious about the 13 threshold languages that were mentioned. What are they?

Committee accepted the updates from staff.

Vote was taken – two (2) ayes. This item was passed.

- 7. Next Committee meeting** is currently scheduled for October 21, 2024 at 10:30AM.

The October 21, 2024 meeting at 10:30AM was confirmed.

8. Adjourn

Committee meeting was adjourned at 11:39 AM



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3416

Agenda Date: 10/21/2024

Agenda #: 2.

EQUITY COMMITTEE

Meeting Date: October 21, 2024

Subject: Advisory Council on Equal Employment Opportunity

Submitted For: Equity Committee

Department: Equal Employment Opportunity Officer

Referral No:

Referral Name: Advisory Council on Equal Employment Opportunity

Presenter: Antoine Wilson, Equal Employment Opportunity Officer

Contact: Antoine Wilson, Equal Employment Opportunity Officer, antoine.wilson@riskm.cccounty.us <mailto:antoine.wilson@riskm.cccounty.us>

Referral History:

The Board of Supervisors makes appointments to two distinct types of seats on its advisory bodies. The following process will be followed for appointments to these two types of seats:

Type 1: Supervisorial District Appointments: Applications may be delivered to either the Clerk of the Board or to the District Supervisor's office. Applications received by a Supervisor's office are to be sent to the Clerk of the Board, and a copy is to be retained by the Supervisor's office. The Clerk of the Board will ensure that the Supervisor has a copy of all applications originally filed with the Clerk of the Board.

Type 2: At Large/Countywide Appointments: Applications are sent to the Clerk of the Board. The Clerk of the Board will distribute the applications to the appropriate interviewer. With the exception of the Planning Commission and the Treasury Oversight Committee, bodies may generally conduct their own interviews of applicants, unless provided direction by a Board Committee. When an advisory body conducts interviews, the body's recommendation will be provided to a Board Committee for further review, along with all applications received for the applicable seat. In all cases, the Board Committee decides which applicants to nominate for full Board action. The ACEEO falls under Type 2.

Referral Update:

The Advisory Council on Equal Employment Opportunity (ACEEO) assists with the implementation of the County's Equal Employment Opportunities and Contracting Programs and serves as an advisory committee to the Board of Supervisors. The Equal Employment Opportunity Advisory Council is composed of thirteen (13) members appointed by the Board of Supervisors. Four (4) members of the Advisory Council shall be representative of the community; (3) members shall be representative of employee organizations; two (2) members shall be representative of County management; one (1) member shall be representative of education; (1) one member shall be representative of the disability community; (1) member shall be representative of the business community; and one (1) member shall be representative of veterans.

For many years, the Internal Operations Committee served as the reviewing committee for ACEEO nominations; however, the mission of the ACEEO is more consistent with the Board's Equity Committee, which is now designated as the reviewing committee for ACEEO nominations. The process for the above seats is that the Equal Employment Officer conducts recruitment for membership, the ACEEO or a subcommittee thereof will screen applications or candidates, and then forward its nominations to the Equity Committee for consideration and possible recommendation to the Board of Supervisors.

Recommendation(s)/Next Step(s):

ACCEPT the resignation of Nikki Lopez, Disability Seat, and DECLARE the vacancy on the Advisory Council on Equal Employment Opportunity (ACEEO) for the term ending November 30, 2025, and DIRECT the Clerk of the Board to post the vacancies as recommended by the County's Equal Employment Opportunity (EEO) Officer

Fiscal Impact (if any):

N/A



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3417

Agenda Date: 10/21/2024

Agenda #: 3.

EQUITY COMMITTEE

Meeting Date: October 21, 2024

Subject: Advisory Council on Equal Employment Opportunity Interviews

Submitted For: Equity Committee

Department: Equal Employment Opportunity Office

Referral No:

Referral Name: Advisory Council on Equal Employment Opportunity Interviews

Presenter: Antoine Wilson, Equal Employment Opportunity Office

Contact: Antoine Wilson, Equal Employment Opportunity Office, antoine.wilson@riskm.cccounty.us <
mailto:antoine.wilson@riskm.cccounty.us>

Referral History:

The Board of Supervisors makes appointments to two distinct types of seats on its advisory bodies. The following process will be followed for appointments to these two types of seats:

Type 1: Supervisorial District Appointments: Applications may be delivered to either the Clerk of the Board or to the District Supervisor's office. Applications received by a Supervisor's office are to be sent to the Clerk of the Board, and a copy is to be retained by the Supervisor's office. The Clerk of the Board will ensure that the Supervisor has a copy of all applications originally filed with the Clerk of the Board.

Type 2: At Large/Countywide Appointments: Applications are sent to the Clerk of the Board. The Clerk of the Board will distribute the applications to the appropriate interviewer. With the exception of the Planning Commission and the Treasury Oversight Committee, bodies may generally conduct their own interviews of applicants, unless provided direction by a Board Committee. When an advisory body conducts interviews, the body's recommendation will be provided to a Board Committee for further review, along with all applications received for the applicable seat. In all cases, the Board Committee decides which applicants to nominate for full Board action. The ACEEO falls under Type 2.

Referral Update:

The Advisory Council on Equal Employment Opportunity (ACEEO) assists with the implementation of the County's Equal Employment Opportunities and Contracting Programs and serves as an advisory committee to the Board of Supervisors. The Equal Employment Opportunity Advisory Council is composed of thirteen (13) members appointed by the Board of Supervisors. Four (4) members of the Advisory Council shall be representative of the community; (3) members shall be representative of employee organizations; two (2) members shall be representative of County management; one (1) member shall be representative of education; (1) one member shall be representative of the disability community; (1) member shall be representative of the business community; and one (1) member shall be representative of veterans.

For many years, the Internal Operations Committee served as the reviewing committee for ACEEO nominations; however, the mission of the ACEEO is more consistent with the Board's Equity Committee, which is now designated as the reviewing committee for ACEEO nominations. The process for the above seats is that the Equal Employment Officer conducts recruitment for membership, the ACEEO or a subcommittee thereof will screen applications or candidates, and then forward its nominations to the Equity Committee for consideration and possible recommendation to the Board of Supervisors.

Recommendation(s)/Next Step(s):

INTERVIEW candidates Clearnise Bullard for Labor-Trade Seat, Rameet Kohli for Community Member Seat #1, and Oravanh Thammasen for Union Member Seat #1 on the Advisory Council on Equal Employment Opportunity, as recommended by the County's Equal Employment Opportunity (EEO) Officer.

Fiscal Impact (if any):

N/A

Application Form

Profile

Clearnise

First Name

P

Middle Initial

Bullard

Last Name

[Redacted]

Home Address

Suite or Apt

Discovery Bay

City

CA

State

94505

Postal Code

[Redacted]

Primary Phone

[Redacted]

Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

District 3

Telecare Inc.

Employer

Program Director

Job Title

Length of Employment

8 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

Martinez

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

30 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Equal Employment Opportunity Advisory Council: Submitted

Seat Name

Public Sector

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

Yes No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

None of the above

College/ University A

Name of College Attended

Southern New Hampshie

Degree Type / Course of Study / Major

MS Human Resource

Degree Awarded?

Yes No

College/ University B

Name of College Attended

University of Phoenix

Degree Type / Course of Study / Major

MS Business Management

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

Adult Residential Administrator License

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

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

One of the main reasons I am interested in this role is because it has been a while since I have served in my community, and it is time. What better way to start giving back than helping in the community in which I live? In my current role at Alameda System of Care Mental Health Services, I have been recognized for my effectiveness in implementing change management strategies and fostering the professional growth of my team members. I am deeply committed to delivering excellence, meeting objectives, and fostering a collaborative environment centered on communication and teamwork. My history includes successfully managing departments to profitability, driving productivity enhancements, and cultivating a skilled workforce through talent identification and development initiatives. With expertise spanning strategic planning, operations management, and program development, coupled with a solid foundation in human resources and community engagement, I am well-equipped to contribute to the achievement of your organizational goals. I take pride in my ability to thrive in fast-paced, challenging environments and to effectively communicate and lead teams to success. If given the opportunity, I am confident that I can leverage my strong leadership, communication skills, and dedication to service excellence to make meaningful contributions to The Lakes Homeowners Association. In this role, I can contribute by being a resolute, responsible, and a dependent Director. My current skills and experiences can be integrated in this role.

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

In my current role at Alameda System of Care Mental Health Services, I have been recognized for my effectiveness in implementing change management strategies and fostering the professional growth of my team members. I am deeply committed to delivering excellence, meeting objectives, and fostering a collaborative environment centered on communication and teamwork. My track record includes successfully managing departments to profitability, driving productivity enhancements, and cultivating a skilled workforce through talent identification and development initiatives. With expertise spanning strategic planning, operations management, and program development, coupled with a solid foundation in human resources and community engagement, I am well-equipped to contribute to the achievement of your organizational goals. I take pride in my ability to thrive in fast-paced, challenging environments and to effectively communicate and lead teams to success. If given the opportunity, I am confident that I can leverage my strong leadership, communication skills, and dedication to service excellence to make meaningful contributions to Meals on Wheels. Enclosed is my resume, which provides additional details about my professional background and accomplishments. I would welcome the chance to discuss how my qualifications align with the needs of your team in more detail. Thank you for considering my application.

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.

Board Member - Oakland and San Francisco Workforce Investment Board Board member - Commission for Women Advisory Board, Contra Costa County Owner/Founder - Antioch Deer Valley Youth Football Organization - Deer Valley Wolverines

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:

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:

Please Agree with the Following Statement

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 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.

I Agree

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.

Clearnise P. Bullard

9634 Boca Raton Way, Discovery Bay, 94505 • (P) 925-435-8048 • Email: Clearnisebullard@gmail.com

To bring my proven history of success in executive leadership to an innovative company that values creativity and improvement. Pursuing a challenging role as an Executive Director where I can use my experience in leading teams, developing strategies, implementing change management, and managing projects.

Performance-driven professional with a proven record of delivering outstanding performance results, generating, and building relationships, managing projects from concept to completion, creating program strategies, and coaching individuals to success. Skilled in building cross-functional teams, critical and creative thinker, analytical person, and decision maker who effectively balances the needs of employees with the mission of the organization.

Essential Skills & Proficiency

- | | | |
|---------------------------|--------------------------|--------------------------|
| *Talent Management | *Employee Relations, | * Performance Management |
| * Recruitment & Selection | *Benefits Administration | *Policies and Procedure |
| *Budgeting | *Internal Investigations | *Worker Compensation |
| *Result-Oriented | *Employee Development | *Union Grievances |
| *Conflict Resolution | *Training & Development | * Program Development |

EDUCATION, COMMUNITY LEADERSHIP & AFFILIATIONS

Master of Science, Human Resource Management, Southern New Hampshire University
Bachelor of Science, Business Management, University of Phoenix, CA
Adult Residential Facility Licensed Administrator – #6044470735
Board Member, Workforce Investment Board of San Francisco County
Board Member, Commission for Women Advisory Board, Contra Costa County
Founder – Deer Valley Wolverines Youth Football Organization
Traditional One-on-one Mentoring

PROFESSIONAL EXPERIENCE

Telecare Corporation – Program Administration – Large Inpatient Center

Villa Fairmont Mental Health Rehabilitation Center – Alameda County

09/2021 – Present

Oversee and coordinate the day-to-day functioning of the 24/7, 99 beds mental health rehabilitation program in accordance with policies and all applicable State regulations. Planned, implemented, and administered all clinical services, related administrative practice for an integrated, community-based agency comprised of inter-discipline to clients with complex mental health and medical conditions. This involves ensuring state regulatory compliance and actively overseeing quality assurance performance improvements. Using Psychiatric Rehabilitation principles and Recovery Philosophy, provides clinical and administrative supervision, coaching, and education for assigned team members with appropriate support to ensure service excellence. Incorporated the organization strategic priorities into the day-to-day operations of the program. Led program COVID-19 mitigation strategies successfully, implemented quality ensure practices, ensuring we meet CARF requirement.

Service Highlights:

- Manage all strategic planning activities of the Program with the primary goal of ensuring ongoing effectiveness of the Program.
- Managed program annual budget of \$16,667,793.00 million dollars.
- Direct Oversight of the Dietary, Rehab, Nursing, Maintenance, Housekeeping, and Business Departments.
- Establish staffing requirements for all departments, directing the recruitment, selection, and when necessary disciplinary action for appropriately 125+ staff; this comprise of 15 on-call staff.
- Leadership collaborates with facilities on therapeutic issues and provides staff training making theory relevant to practice and resulting in quantifiable results.
- Plan, organize, and direct the overall Clinical and Administrative operation of the Program.

Clearnise P. Bullard

9634 Boca Raton Way, Discovery Bay, 94505 • (P) 925-435-8048 • Email: Clearnisebullard@gmail.com

- Manage the Program within allocated budgetary parameters and collaborate in the development of the fiscal budget.
- Ensures that the Program follows and adheres to all related state, federal, and local licensing regulations, and requirements.
- Establish and outline expectations, provides appropriate staff training to ensure safety and therapeutically effective.
- Ensure adherence to Member Rights as determined by corporate policy and governmental regulations.
- Establish the culture of the Program and create initiatives that reinforce the culture.
- Analyze client satisfaction and program effectiveness.
- Supervise all department managers and maintain supervisory authority over personnel assignment to the departments.

Telecare Corporation - Program Administrator – Crisis Residential Treatment Program

Hope House – Mental Health Services – Contra Costa County

06/2016 – 09/2021

Jay Mahler – Mental Health Services – Alameda County

Directed oversight managing all aspects of the day-to-day operations of two Crisis Residential Treatment Programs. Job responsibilities included handling human resource functions and employee supervision, managed all aspects of the day to day operations, actively supervised quality assurance performance improvement ensuring corporate and agencies requirements are met, consulted and collaborated with Corporate Departments, State, County and outside agencies, managed program contractual budget, improved morale and employee retention strengthening relations between staff and employer, and promoted the organization's core values, formulating and implementing comprehensive operational program, improved safety and wellness, managed strategic planning activities of the Programs with the primary goal of ensuring ongoing effectiveness, incorporated the organization strategic priorities into the day-to-day operations of the program. Led program COVID-19 mitigation strategies successfully, implemented quality ensure practices, ensuring we meet CARF requirement. Reinforced, developed, and implemented clinical and non-clinical internal policies and procedures.

Service Highlights:

- Managed all strategic planning activities of the Program with the goal of ensuring ongoing efficiency.
- Achievement with reducing staff regulatory compliance issues, improved performance and delivered multiple deficiency free surveys/audits through the development and delivery of instructional activities and training.
- Established staffing requirements as it relates to directing the recruitment, hiring selection, training, disciplinary, onboarding and employee relations.
- Managed both programs fiscal budget of \$2.5 million annually.
- Encouraged and maintained a clear and positive relationship with regulatory State and local agency representatives.
- Worked closely with Sr. Management on strategic priorities.
- Contributed to the development and implementation of new hire orientation and staff training.
- Established and redefined the culture of the Program and created initiatives that reinforce the culture diversity.
- Conducted internal investigation and grievances complaints for both employees and clients.
- Supervised and direct employees in multiple sites and programs regarding best practices for a very aggressive population and clients suffering with the symptoms of mental illness and substance use.
- Delivered coaching and counseling to employees in areas of performance, conflict resolution, and career development.
- Developed effective change management and engagement plans to foster sound employee relations and engagement.

D&A Communications, Inc.

Job Corps Northern California Outreach & Admissions – Project Director

4/2014 – 6/2016

Managed the daily operations for Job Corps Northern California Outreach & Admissions Department of 21 FTE. Managed all outreach and recruitment efforts for three Job Corps Centers in the Northern California Region; including oversight of the contract's departmental goals and expectations; staff performance evaluations, training, and support; policy management; managed and operated large complex budget; developed, implemented programs strategies to improve measurable outcomes and contract performance goals; ensured compliance with all PRH standards, ethical standards, and compliance with all federal requirements.

Clearnise P. Bullard

9634 Boca Raton Way, Discovery Bay, 94505 • (P) 925-435-8048 • Email: Clearnisebullard@gmail.com

Service Highlights:

- Experience maintaining effective relationships and developing a diverse culture of teamwork and collaboration with community partners, youth focused government agencies, nonprofits, businesses, and Workforce Investment Act (WIA) Partners.
- Developed and monitored key performance metrics in conjunction with Admission Leadership, emphasizing improved performance through training and development.
- Sound fiscal management, programmatic and operational excellence; provided financial sustainability and oversight of the day-to-day operations and long-range mission of the organization.
- Direct oversight managing a \$3.5 million budget.
- Developed sound Quality Assurance platform to ensure consistency, compliancy and positive service and support behaviors.
- Designed a competency based promotional pathway program to support the development of individual contributors that builds knowledge, skills, and capabilities.
- Contributor to the development and implementation of the outreach and admission client manual.
- Was responsible for the development and execution of Innovative Outreach Campaigns and Activities to achieve Department of Labor contract goals for student admissions at Northern California Job Corps Centers.
 - *Ranked #16 out of seventy-two (72) contracts in first contract year.*

Adams & Associates, Inc.

Job Corps – Social Development Director

9/2012 – 4/2014

OA & CPP Supervisor; Acting Disability Coordinator

6/2009 – 9/2012

Managed the daily operations for the Treasure Island Job Corps Center's Residential Living Program, Student's Life Programs, and Career Preparation Departments

Service Highlights:

- Developed and implemented dorm processes, policies, and procedures.
- Selected, directed, developed, and implemented evening programs; ensured the Center met or exceeded departmental goals and expectations set by the Department of Labor and Adams & Associates Corporate.
- Managed all facets of program staffing; including, staff performance, training, mentoring, prioritization of staff workloads, corrective action plans; disciplinary and behavior management systems.
 - *Developed procedures for staff and student life and safety plan.*
- Managed and developed students training curriculum and new student orientation for Career Preparation.
- Manage operational and administrative aspects of training as it relates to on-boarding, new hire learning, and ongoing competency-based training and leadership development within the allotted period.
- Developed standards to evaluate service performance including making recommendations for changes to policies and procedures to ensure service goals were met.
- Managed and monitored all new student application documentation to ensure compliance with Department of Labor and Job Corps documentation guidelines.
- Lead calibration sessions for leadership team and quality assurance specialists to ensure student experience expectations are consistent and coached too appropriately.
- Assessed and determined applicants' educational needs relating to student disability (IEP), set-up students' accommodation plan.

Clearnise P. Bullard

9634 Boca Raton Way, Discovery Bay, 94505 • (P) 925-435-8048 • Email: Clearnisebullard@gmail.com

Dynamic Educational Systems, Inc.

Job Corps – Outreach & Admissions Manager

8/2006 – 2/2009

Managed the Outreach and Admission Department of 16 FTE for the Sacramento Job Corps Center; performed outreach and admission services within Alameda, Contra Costa, and Sacramento Counties. Develop and foster long-term community relationships with organizations, attract and recruit eligible youth for Job Corps entries.

Service Highlights:

- Responsible for oversight for the contract's goals and expectations; including:
 - Staff performance evaluations, facilitation of staff training and support; establishing policies and procedures; and operating budget.
 - Established and maintained community partnerships and MOUs with WIA Partners and One Stop Career Centers
 - Executed and developed innovative outreach activities within the community.
- Served on committees and workforce investment boards.
- Keep current with trends, best practices, and innovative technologies in training and development and implement solutions that continue to build on the existing model.
- Served as liaison between Job Corps and local school districts, foster care systems, homeless programs, and other county, state, and community agencies.
- Developed and maintained case management files.

Application Form

Profile

Rameet _____ Kohli _____
 First Name Middle Initial Last Name

Home Address _____ Suite or Apt _____

City _____ State _____ Postal Code _____

Primary Phone _____

Email Address _____

[District Locator Tool](#)

Resident of Supervisorial District:

District 2

Metrical, Inc. _____ President & COO/Co-Founder
 Employer Job Title

Length of Employment

8 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

My company is headquartered in District 1 (El Cerrito, CA)

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

Lived in the County for 3 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Equal Employment Opportunity Advisory Council: Submitted

Seat Name

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

Yes No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

University of California at Davis

Degree Type / Course of Study / Major

BS/Computer Science

Degree Awarded?

Yes No

College/ University B

Name of College Attended

University of Rochester's William E. Simon Graduate School of Business

Degree Type / Course of Study / Major

MBA

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

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

Throughout my life and career, I have been an advocate for equity, diversity, and inclusion in the communities I have lived in, the workplaces I have occupied, and the schools I have attended. I have lived in Contra Costa County for three years and I want to bring my experience and passion to help continue to make Contra Costa County a great, safe and inclusive place to work and live.

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

I am currently a Co-Founder and the President & COO of Metrical, a Contra Costa County small business that enables e-commerce retailers to use AI to predict the behavior of their online shoppers – preventing bounce and converting them to customers. My career has spanned both the private and public sectors, and I am very interested in getting more involved in Contra Costa County. In the private sector, I have worked for both non- and for-profit entities in the areas of business development, strategy consulting, corporate social responsibility, project management and government relations. Organizations included GE, Chevron, IBM, FHI 360 and BSR, along with several venture backed technology startups. My work in the public sector has focused on public policy and public-private sector alliance building. This occurred while I was in the U.S. House of Representatives and at the U.S. Agency for International Development (USAID), respectively. Locally, I have served on the Planning Commission for the City of Dublin, CA (Chair of the Commission in 2016) and was an appointee to the City of Dublin, CA's Community Task Force on Equity, Diversity, and Inclusion. I most recently was appointed to the SRVUSD's Equity Steering Committee and I currently sit on the Board of Directors of the NGO Dublin Partners In Education (DPIE). I am confident that based on my past and current experiences I can be a value add on a Board, Body, Commission, Council or Committee within in Contra Costa County.
<https://www.linkedin.com/in/rameet-kohli-966105/>

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:

I work full time but am somewhat flexible when it comes to my schedule.

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.

Board Member, Dublin Partners in Education; i-GATE Advisory Group Member, i-GATE Innovation Hub; Committee Member, Equity Steering Committee, San Ramon Valley Unified School District; Board Member, Rural America Chamber of Commerce; Appointee, Community Task Force on Equity, Diversity, and Inclusion, City of Dublin; Planning Commissioner, City of Dublin; Board Member, i-GATE NEST; Appointee, Human Services Task Force, City of Dublin

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:

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:

Please Agree with the Following Statement

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 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.

I Agree

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.

Application Form

Profile

Oravanh _____ Thammasen _____
 First Name Middle Initial Last Name

Home Address _____ Suite or Apt _____

City _____ State _____ Postal Code _____

Primary Phone _____

Email Address _____

[District Locator Tool](#)

Resident of Supervisorial District:

District 1

Contra Costa County _____ Program/Projects
 Employer Coordinator
 Job Title

Length of Employment

2 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

District 4

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

15 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Equal Employment Opportunity Advisory Council: Submitted

Seat Name

UNION MEMBER SEAT

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

Yes No

If Yes, how many meetings have you attended?

2

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

University of California, Irvine

Degree Type / Course of Study / Major

B.A. in Sociology and International Relations

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Syracuse University

Degree Type / Course of Study / Major

M.A. in International Relations

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

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

I am interested in the Equal Employment Opportunity Advisory Council because I am an advocate for equal access and opportunity for all residents in our County. The Council's mission aligns with my interests and values in learning and contributing to my place of employment and residence. Everyone is unique and brings their own lived experiences to their place of employment to foster creativity, problem solving, and partnership.

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

I bring my perspective as a resident, employee, and professional in interpersonal violence prevention. I am an advocate for equity and inclusion and want to diverse communities in Contra Costa County.

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.

Legacies of the Pacific (nonprofit) - Board Member

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:

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:

Please Agree with the Following Statement

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 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.

I Agree

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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.
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 - (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.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3418

Agenda Date: 10/21/2024

Agenda #: 4.

EQUITY COMMITTEE

Meeting Date: October 21, 2024

Subject: \$1M Measure X Allocation for African American Wellness

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: \$1M Measure X Allocation for African American Wellness

Presenter: Peter Kim

Contact: Peter Kim, peter.kim@oresj.cccounty.us

Referral History:

On December 12, 2023, the Board of Supervisors, at the recommendation of the Measure X Community Advisory Board, voted to allocate \$1,000,000 of Measure X funds for existing African American Wellness Services. The ORESJ was tasked with developing a plan to administer the funds. The plan was presented at Equity Committee meetings from February 2024 to April 2024, and included the following:

- Partner with a local community foundation with extensive experience supporting Black-led and Black-serving organizations to serve as a contracted agency tasked with overseeing and carrying out procurement, selection, and fund distribution responsibilities, as well as monitoring of progress and assessing outcomes.
- The ORESJ which will coordinate and lead a community and resident participatory process that includes review of RFP applications and recommendation of awardees (for Board of Supervisors approval).
- Over the last year, the proposal was to release the funding in two annual phases:
 - \$500,000 in phase 1 (July 1, 2024 - June 30, 2025)
 - \$500,000 in phase 2 (July 1, 2025 - June 30, 2026)
 - At the September 16th meeting, the Equity Committee decided to allocate the full \$1 million in one funding phase (January 1, 2025 to December 31, 2025) with an option for a no-cost extension (up to 12 months) for those awardees who request additional time to administer the program.
- While applications for funds will be accepted for all of Contra Costa County, programs and initiatives serving East County's most impacted communities will be prioritized.
- These awards are expected to augment and/or expand existing services or programs by increasing capacity (e.g. serve more participants, host additional events, extend program periods).
- Based on MXCAB key areas of need, African American holistic Wellness and Resource Hub Feasibility Study Steering Committee input, and existing research data, the proposed service/program categories to be prioritized are:
 - Behavioral health supports
 - Food and/or housing insecurity services
 - Maternal and infant health services

- Youth development support services
- Community healing supports, particularly from trauma due to police violence

After a failed RFQ attempt (June 2024), on September 11, 2024, an abbreviated RFQ was released to solicit the partnership of a community foundation to administer the \$1M in grant funds. Statements of qualification were due on October 4, 2024, and five applications were received by the deadline. Applications were received from Antioch Community Foundation, East Bay Community Foundation, Heluna Health, RCF Connects and The Praxis Project.

Referral Update:

The following is a summary of the review and recommendation process:

- A total of five (5) proposals were successfully submitted on time by the October 4, 2024 due date.
- Between October 7-October 13, 2024, a five-member review committee independently reviewed the proposals using the scoring rubric provided in the original RFQ and submitted their respective scores for each proposal.
- On October 14, 2024, the review committee met and shared their scores, deliberated collectively on their assessments of the proposals, and unanimously ranked East Bay Community Foundation as the top applicant to be recommended for award.
- ORESJ staff will present this recommendation to the Board of Supervisors Equity Committee, composed of Supervisors Federal Glover (District 5) and John Gioia (District 1), on Monday, October 21, 2024, 10:30AM.

After discussion that includes public comment, the Equity Committee will decide whether to accept the review committee's recommendation of East Bay Community Foundation; if accepted, the recommendation will move forward to the full Board of Supervisors for final approval.

The final decision of award is pending the full Board of Supervisors approval which will take place at their meeting on Tuesday, November 5, 2024, 9:00AM.

Recommendation(s)/Next Step(s):

RECEIVE updates and APPROVE the Office of Racial Equity and Social Justice to forward the recommendation of East Bay Community Foundation to the Board of Supervisors for approval.

Fiscal Impact (if any):

Upon Board of Supervisors' approval, ORESJ will enter contract creation with the East Bay Community Foundation to receive and administer the \$1 million in Measure X funding for African American wellness services.

October 21, 2024: Equity Committee Meeting

ORESJ's recommendation for East Bay Community Foundation to administer \$1 million Measure X funds towards African American wellness services.

Vision for African American Holistic Wellness services in Contra Costa County

Upon receipt of the Measure X Community Advisory Board's prioritized funding recommendations, on December 12, 2023, the Board of Supervisors directed that a one-time allocation of \$1,000,000 of Measure X funds be allocated for the purpose of supporting the "African American Holistic Wellness Resource Hub and existing services" in Contra Costa County. While advocacy for funds to address the systemic harms experienced by Black communities in the county has taken place for years, the impetus of this funding allocation was the pain and trauma stemming from the text message scandal involving the Antioch and Pittsburg Police Departments. These funds are an immediate, intermediary step to what is expected to be an increased, long-term investment in Black communities' overall well-being and holistic health.

Procurement and Distribution of Funds

- Partner with a local community foundation with extensive experience supporting Black-led and Black-serving organizations to serve as a contracted agency tasked with overseeing and carrying out procurement, selection, and fund distribution responsibilities, as well as monitoring of progress and assessing outcomes.
- The ORESJ will coordinate and lead a community and resident participatory process that includes review of RFP applications and recommendation of awardees (for Board of Supervisors approval).
- Over the last several Equity Committee meetings, the proposal included releasing the funding in two annual phases:
 - \$500,000 in phase 1 (July 1, 2024 – June 30, 2025)
 - \$500,000 in phase 2 (July 1, 2025 – June 30, 2026)
 - However, at the September 16th meeting, the Equity Committee provided direction to allocate the full \$1 million allocation in one funding phase (January 1, 2025 to December 31, 2025) with an option for a no-cost extension (up to 12 months) for those awardees who request additional time to administer the program.
- While applications for funds will be accepted for all of Contra Costa County, programs and initiatives serving East County's most impacted communities will be prioritized.
- These awards are expected to augment and/or expand existing services or programs by increasing capacity (e.g. serve more participants, host additional events, extend program periods).
- Based on MXCAB key areas of need, community input, and existing research data, the proposed service/program categories to be prioritized are:

- Mental health supports
- Food insecurity services
- Maternal and infant health services
- Youth development support/services
- Community healing, particularly from trauma due to police violence

Equity Committee Update: October 21, 2024

After a failed RFQ attempt (June 2024), on September 11, 2024, an abbreviated RFQ was released to solicit the partnership of a community foundation to administer the \$1M in grant funds. Statements of qualification were due on October 4, 2024, and five applications were received by the deadline. Applications were received from Antioch Community Foundation, East Bay Community Foundation, Heluna Health, RCF Connects and The Praxis Project.

The ORESJ convened a five-member review panel that included reviewers who identify as Black/African American (4) and Asian (1 reviewer). They have extensive experience serving within Contra Costa County community foundations as Executive Director, Board Member, and Advisor, and have engaged in direct funding and relationship building with Black-led and Black-serving organizations in the county.

- Between October 7-October 13, 2024, a five-member review committee independently reviewed the proposals using the scoring rubric provided in the original RFQ and submitted their respective scores for each proposal.
- On October 14, 2024, the review committee met and shared their scores, deliberated collectively on their assessments of the proposals, and unanimously ranked East Bay Community Foundation as the top applicant to be recommended for award.

The following table outlines the final scores and ranking of the five applicants.

Community Foundation	Score	Ranking
East Bay Community Foundation	97.2	1
Richmond Community Foundation	90.8	2
Antioch Community Foundation	90.4	3
The Praxis Project	83.6	4
Heluna Health	81.8	5



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3419

Agenda Date: 10/21/2024

Agenda #: 5.

EQUITY COMMITTEE

Meeting Date: October 21, 2024

Subject: Feasibility Study Update

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: Feasibility Study Update

Presenter: Kendra Carr

Contact: Kendra Carr, kendra.carr@oresj.cccounty.us <mailto:kendra.carr@oresj.cccounty.us>

Referral History:

Dr. Kerby Lynch, Ceres Policy Research, met with the Steering Committee for the African American Holistic Wellness and Resource Hub Feasibility Study on September 9, 2024 to provide an overview of the feasibility study, timeline and deliverables. Dr. Lynch facilitated a discussion among the Steering Committee regarding the community engagement process, which will include listening sessions and a survey to determine the current service gaps and community needs identified by African American community members. Steering Committee members volunteered to host listening sessions with target populations, such as African American seniors/elders, African American parents and youth in the K-12 education system, etc.

Referral Update:

Over the last month, an ad hoc listening sessions and survey logistics group met twice to update the listening sessions protocol, outreach to community organizations that serve Black community members to host/support listening sessions and survey distribution, draft the survey for countywide distribution and finalize the timeline for community engagement. The African American Holistic Wellness and Resource Hub Feasibility Study Steering Committee met on October 14, 2024, received the updates and reviewed the survey. The committee approved the survey and the following timeline for community engagement:

- Survey Distribution: October 16, 2024 | Goal: 1,000+ responses
- Listening Sessions: November 7 - 20, 2024 | Goal: 5 to 7 listening sessions

Recommendation(s)/Next Step(s):

RECEIVE updates and PROVIDE direction on the African American Holistic Wellness and Resource Hub Feasibility Study

Fiscal Impact (if any):

N/A

Help Shape the
FUTURE
of African American Wellness
in Contra Costa!

JOIN US IN SHAPING A NEW AFRICAN AMERICAN HOLISTIC WELLNESS AND RESOURCE HUB DESIGNED TO MEET THE SPECIFIC NEEDS OF OUR COMMUNITY. YOUR VOICE MATTERS!

TAKE THIS **15-20 MINUTE** CONFIDENTIAL SURVEY TO SHARE YOUR THOUGHTS ON THE SERVICES AND SUPPORT THAT WILL BEST SERVE THE AFRICAN AMERICAN COMMUNITY IN CONTRA COSTA COUNTY.

- YOUR INPUT WILL DIRECTLY INFLUENCE CRITICAL DECISIONS ABOUT SERVICES AND THE LOCATION OF THE HUB.
- WE'RE EXPLORING OPTIONS FOR MULTIPLE LOCATIONS ACROSS THE COUNTY TO MAKE THE HUB ACCESSIBLE TO ALL.
- THE FIRST 1,000 RESPONDENTS WITH VALID EMAIL ADDRESSES WILL RECEIVE A **\$15 DIGITAL VISA GIFT CARD**.



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AFRICAN AMERICAN WELLNESS HUB FEASIBILITY STUDY: PROGRESS UPDATE ON EQUITY AND COMMUNITY INVOLVEMENT

October 14, 2024

Kerby Lynch, PhD | Ceres Policy Research

klynch@cerespolicyresearch.com

A trusted space for community solutions.

Amplifying strategies that cultivate social change through research, facilitation, and education.



Reimagining Wellness for African American Communities

- A holistic approach to health that considers the interconnectedness of mind, body, spirit, and community.
- Healing from systemic harm through mental, emotional, and spiritual practices grounded in culturally affirming traditions.
- Addressing the historical harm caused by racism and injustice, with an emphasis on community-centered healing.

Landscape Analysis – Key Issues

- **Based on ORESJ 2022 Data:**
 - **Health Disparities:** 34% of Black residents report harm from healthcare systems (vs. 18% white).
 - **Mental Health:** 35% of Black residents report harm from mental health services.
 - **Education & Housing:** Black residents face higher rates of harm in K-12 education (34%) and housing (32%).
 - *LGBTQ+ Black residents: Higher rates of harm in education (52%) and healthcare (48%).*
 - *Black immigrants: 52% experience harm in healthcare, 57% in employment.*
 - *Justice-Involved Black residents: 23% report harm from youth justice systems.*

Equity in Survey Design

- **Progress Update (September 9 - October 14):**
 - Collaborated with the Steering Committee to develop and refine the survey.
 - The survey was launched on October 16, 2024, with a goal of gathering responses from 1,000–1,500 participants.
- **Survey Goal:**
 - Collect data to determine the community's needs and inform the structure and offerings of the Wellness Hub.
- **Incentives:**
 - The first 1,000 participants will receive a gift card to encourage participation.
- **Next Steps:**
 - Continue outreach and broaden community participation to shape the hub's development.



Help Shape the
FUTURE
of African American Wellness
in Contra Costa!

JOIN US IN SHAPING A NEW AFRICAN AMERICAN HOLISTIC WELLNESS AND RESOURCE HUB DESIGNED TO MEET THE SPECIFIC NEEDS OF OUR COMMUNITY. YOUR VOICE MATTERS!

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Listening Sessions – Status Update

- **Purpose:**
 - We are conducting listening sessions to understand *how* to provide services and design the space for our target populations.
- **September Committee Meeting:**
 - Key Performance Indicators (KPIs) were determined for the Wellness Hub, focusing on:
 - **Families/Parents of K-12 Youth:** Reducing disparities in the K-12 system and providing family education resources.
 - **African American Elders:** One-on-one resource advocacy tailored to seniors.
 - **Justice-Impacted Individuals:** Culturally appropriate services to reduce justice-related health disparities, especially for African American males.
 - **African American Women (Child-Bearing Years):** Culturally competent prenatal, postnatal, and postpartum care.
 - **Unhoused Community Members:** Increasing access to affordable housing and addressing homelessness.
 - **African American Males:** Achieving demographic ratio parity in services.
 - **Mental Health & Substance Use Support:** Improving behavioral health outcomes.
- **Current Plan (Nov 7–20, 2024):**
 - Partnering with 16 community-based organizations to coordinate listening sessions for these target groups.
- **Next Steps:**
 - In January-February, we will re-engage the community by supervisorial districts to present preliminary recommendations for the Hub and build community consensus.

Community Engagement Strategy

- **Collaborations:**

- We have successfully partnered with the following organizations:

- NAACP Richmond
 - Reimagine Antioch
 - First 5 Contra Costa
 - STAND!
 - Rubicon
 - BWOPA (Black Women Organized for Political Action)
 - Contra Costa Crisis Center
 - East Contra Costa Community Alliance (ECCCA)
 - YWFC (Young Women's Freedom Center)
 - HealthRIGHT 360
 - Contra Costa Senior Legal Services
 - Bridge Builders
 - Lift Up Contra Costa
 - Contra Costa Family Justice Center
 - Fierce Advocates
 - Black Parent Resource Center
 - Choice in Aging
 - Genesis Church

- **Outreach Methods:**

- Surveys are being distributed in-person and digitally at community events to gather broad participation from diverse groups.

Challenges and Opportunities

Challenges:

- Reaching specific communities such as houseless populations and elderly populations.

Opportunities:

- Collaborate with community-based organizations to support future Hub planning.
- Incorporate community-driven data analysis into wellness hub plans.

Next Steps and Timelines

- Close survey by November 20, 2024.
- Conduct listening sessions from November 7-20, 2024.
- **November 2024 (Equity Committee Meeting):**
 - Conduct a Site Selection Analysis for the Wellness Hub.
- Compile data for preliminary recommendations by December 2024.
- **January-February 2025:**
 - Host community cafes by supervisorial district to build consensus around the Hub proposal.
- **March 2025:**
 - Submit the final report and recommendations to the Board of Supervisors.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3420

Agenda Date: 10/21/2024

Agenda #: 6.

EQUITY COMMITTEE

Meeting Date: October 21, 2024

Subject: Budget Equity

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: Budget Equity

Presenter: Budget Justice Coalition and Office of Racial Equity and Social Justice

Contact: Sara Gordian, sara@budgetjusticecc.org <mailto:sara@budgetjusticecc.org> Kendra Carr, kendra.carr@oresj.cccounty.us <mailto:kendra.carr@oresj.cccounty.us>

Referral History:

Aligned in a mission to achieve budget transparency and equity in Contra Costa County, the Budget Justice Coalition (BJC) and the Office of Racial Equity and Social Justice (ORESJ) met for six months (January - June 2024) to research and review budget equity tools across the state. The collaboration met with Monterey County racial equity staff to learn about their creation and implementation of the budget equity process. BJC then set up a table for its member organizations to discuss the selected model and shared with community networks for feedback. The ORESJ gathered feedback from the Cross Department Racial Equity Workgroup about the budget equity tool (attached) and what it would take to complete it. The BJC and ORESJ brought feedback from community coalition members and department staff to finalize a recommendation for the FY 25-26 budget equity process.

Referral Update:

ORESJ and BJC will bring a two-part recommendation:

- 1) All county departments answer the following three questions as a part of the annual budget process administered by the County Administrator's Office:
 - a. How has your department used or plan to use racial/ethnic and economic data to develop and prioritize criteria for resource distribution? What are some service disparities or gaps your department has identified, and how does your overall budget and/or new funding requests address them? Identify specific programs, policies, practices, and structures that are intended to address historical and/or ongoing racial injustice and harm.
 - b. In what ways will your department use the budgeting process to advance equity? Examples could include adding staff dedicated to equity initiatives, providing staff with racial equity training opportunities, or investing in data collection or analysis tools to illuminate relevant outcomes.
 - c. Describe how your department engages with community members, particularly those identified as impacted by service gaps and disparities, in the budget development and evaluation process. Discuss communication and outreach strategies, evaluation of impact, accountability measures,

assessment of engagement, and how community engagement drives resource allocations and aligns with equity outcomes.

- 2) The members of the Cross Department Racial Equity Workgroup will be invited to support ORESJ and BJC in a soft launch of the full budget equity tool, and answer all seven questions included on the attached FY 25-26 budget equity tool.

Recommendation(s)/Next Step(s):

RECEIVE presentation and recommendations from the Budget Justice Coalition and the Office of Racial Equity and Social Justice about the use of a budget equity tool in the FY 2025-2026 annual budget process, and PROVIDE direction on next steps.

Fiscal Impact (if any):

N/A



CONTRA COSTA BUDGET JUSTICE



CONTRA COSTA
COUNTY, CALIFORNIA

Contra Costa County Budget Equity Tool, Partnership x Process



Equity Mission

Driven by a deep commitment to racial equity and economic justice, the Budget Justice Coalition advocates for and demands a more transparent, inclusive, and participatory budgeting process in Contra Costa County that centers and lifts community residents' needs and priorities.



BJC's County Budget Goals



- ❖ Urge the county to focus on community values and priorities
- ❖ Develop systems for a more transparent process
- ❖ Conduct authentic community engagement

BJC's Budget Equity Campaign

The Contra Costa Budget Justice Coalition focused on two elements of the budget process within six key departments

- Analyzed current equity measures and metrics that reflect both internally and externally.
- Explored each department's current process for engaging with community members who are impacted by the department's services, and how their input influences budgetary priorities.

Key Findings



**Documented
internal and
external
budget
development
processes**



**Identified
gaps**



**Explored
equitable
budget
models &
engagement
tools**

Budget Equity Tool Process

Our Goal: Partner with the new Office of Racial Equity and Social Justice and other community partners to address equity gaps found throughout key departments' budget processes. With these findings we recommend the implementation of a Budget Equity Tool

Researched other jurisdiction in the Bay Area. **Conducted** informational interviews with other County staff

Partnered with ORESJ & BJC member organizations

Gathered Input via a working group table held by BJC

Ready for launch!

Budget Equity Tool Timeline

- Phase 1: Research - in six months, BJC and ORESJ collaborated on selecting a budget equity tool model that best addressed the needs and priorities of Costa Costa County. We met with Senior Analyst of Diversity, Equity and Inclusion from Monterey County.



Community Engagement

**Together,
we win.**

- Phase 2: BJC sets up a table for our member organizations to discuss the selected model and shared with community networks for feedback.
 - And we received input and support!
- East Contra Costa Community Alliance
 - NAMI Contra Costa
 - The Young Women's Freedom Center
 - United Latino Voices
 - Rubicon Program
 - Healthy Contra Costa
 - First 5 Contra Costa
 - Ensuring Opportunity
 - Opportunity Junction
 - Contra Costa Senior Services
 - Raise the Roof Coalition
 - Others



Collective Implementation

- Phase 3: As we continue discussing implementation, we are focusing on how WE as a collective can develop policies and strategies to address the equity gaps identified throughout the county's annual budget cycle.
 - Community Oversight Committees
 - Open tables with community partners and County Department staff
 - Collaborative and meaningful partnerships with community stakeholders

FY 2025-2026 Contra Costa County Budget Equity Tool

Shared Definition of Equity

Equity means that each and every person receives what they need to achieve positive health and well-being and nurture their full economic and social potential. We apply equity in our work when those most impacted by structural inequity are meaningfully involved in the creation and implementation of the institutional policies and practices that impact their lives.

Different from equality, equity accounts for the unique identities, circumstances, and histories of different people, as well as the different and uneven experiences with institutions and systems, and considers those factors when determining how resources are allocated and distributed.

Purpose of the Budget Equity Tool

The overall purpose of Contra Costa County's budget equity tool is to offer clarity and focus on how your department's budget investments will impact equity throughout Contra Costa County and achieve more equitable outcomes for the communities you serve. When done thoughtfully and intentionally, the process of developing a budget statement can help department leaders and team members reflect on the extent to which their resources and activities affect equity, whether it be within a single initiative or across their entire budget. The tools are intended to produce reliable information that can be understood and evaluated by the general public and policymakers.

Racial Equity and Social Justice in Contra Costa County

In October 2022, the Board of Supervisors received and accepted a historic and monumental report from the Core Committee, a group of community advocates, resident leaders and non-profit leadership, which summarized the two-year community engagement process to establish the Office of Racial Equity and Social Justice (ORESJ). The purpose and goals of the ORESJ are grounded in those recommendations.

ORESJ supports the County's efforts to strengthen and expand equity, access and inclusion for all county residents and communities, especially those most impacted by racial and socioeconomic disparities. The vision of ORESJ is that all Contra Costa County residents achieve positive health and well-being and are able to access the resources they need to thrive.

ORESJ's aim is two-fold:

- Assess, support, and coordinate the County's work of advancing equity through close partnership and collaboration with County departments and divisions, and develop and sustain countywide principles, policies, practices, and investments that are racially just and produce equitable outcomes.

- Actively engage county residents, particularly those most vulnerable and marginalized due to structural inequities, along with community organizations, advocates and leaders, and nurture avenues for their meaningful participation in County processes aimed at increasing access to resources and opportunities.

The Budget Equity Tool is one piece of Contra Costa County’s racial equity strategic work, and over time will become integrated in the county-wide Racial Equity Action Plan.

As you reflect and prepare responses to the following series of questions, it may be helpful to refer to any racial equity plans, data sets or program descriptions your department has created.

Internal Reflections

1. What persistent funding gaps or limitations in your overall budget could inhibit your department’s ability to advance racial equity and social justice? These might include the funding constraints outside of your control, time limitations, or inadequate funding to address the needs of the most vulnerable community members you serve.
2. Given the above, what strategies does your department recommend/implement to reduce the impact of barriers to (or changes in) services for low-income and communities of color? Examples could include services to improve or ensure access, such as transportation or translation and interpretation services.

Internal and External Reflections

3. How has your department used or plan to use racial/ethnic and economic data to develop and prioritize criteria for resource distribution? What are some service disparities or gaps your department has identified, and how does your overall budget and/or new funding requests address them? Identify specific programs, policies, practices, and structures that are intended to address historical and/or ongoing racial injustice and harm.
4. What additional disaggregated demographic data will your department collect, track, and analyze to assess equity impacts in the community moving forward and for future budget decisions?
5. In what ways will your department use the budgeting process to advance equity? Examples could include adding staff dedicated to equity initiatives, providing staff with racial equity training opportunities, or investing in data collection or analysis tools to illuminate relevant outcomes.
6. How will your department use targeted data to help inform recruitment, retention, and promotion for staff of color, including executive, supervisory, entry-level, part-time, and field staff? Reference your department’s Equal Opportunity Plan ([add link](#))

External Reflections

7. Describe how your department engages with community members, particularly those identified as impacted by service gaps and disparities, in the budget development and evaluation process. Discuss communication and outreach strategies, evaluation of impact, accountability measures, assessment of engagement, and how community engagement drives resource allocations and aligns with equity outcomes.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3421

Agenda Date: 10/21/2024

Agenda #: 7.

EQUITY COMMITTEE

Meeting Date: October 21, 2024

Subject: Recommended Best Practices for Engaging and Building Capacity for Measure X Service Providers

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: Recommended Best Practices for Engaging and Building Capacity for Measure X Service Providers

Presenter: Peter Kim

Contact: Peter Kim, peter.kim@oresj.cccounty.us <mailto:peter.kim@oresj.cccounty.us>

Referral History:

In recent months, several equity concerns from residents, community-based organizations, and advocates have been raised in Equity Committee meetings in regard to various County funding, procurement, and/or contracting practices, particularly related to Measure X-funded projects and efforts. Relatedly, the Office of Racial Equity and Social Justice (ORESJ) have engaged in several conversations internally and externally in which equity concerns were raised by community organizations who have sought county funding opportunities.

Referral Update:

The Measure X Community Advisory Board (MXCAB) receives community input and conducts need assessments to help identify disparities, inequities, and gaps related to Measure X priorities and goals. MXCAB recently drafted a memo of recommended best practices for engaging and building capacity for Measure X service providers. In alignment with ORESJ goals of centering, expanding and strengthening equity in County-wide practices and policies, ORESJ requests to share and discuss these best practices with the Equity Committee and seeks direction on next steps in further exploration and engagement on this topic.

Recommendation(s)/Next Step(s):

RECEIVE and DISCUSS memo from Measure X Community Advisory Board (MXCAB) outlining Recommended Best Practices for Engaging and Building Capacity for Measure X Service Providers.

Fiscal Impact (if any):

N/A

Recommended Best Practices for Engaging and Building Capacity for Measure X Service Providers

Introduction

This resource is intended to promote greater accessibility, transparency, and equity in the county's engagement with community stakeholders regarding Measure X-funded programs and projects. These three pillars function interdependently to foster more inclusive and dynamic practices that draw from the many strengths of our diverse expertise of community providers; enhance alignment with residents' needs and experiences; and address the disparities, inequities, and gaps identified via the Measure X Community Advisory Board's (MXCAB) needs assessment process and consistent resident input. These principles intentionally uplift the importance of people with lived experience in the design, promotion, and evaluation of Measure X funding opportunities because we feel this can address and surface programmatic gaps and ensure that scopes of service are aligned with community voice.

Most critically, we believe that in order to remedy the racial disparities and resource inequities that continue to harm the populations that Measure X funds are intended to protect, the County must work concertedly to build the capacity of grassroots organizations who are embedded and vested in the well-being of these populations. This, in turn, will ensure that Measure X funds are benefiting and boosting the communities represented and the intent reflected in the ballot language and the Measure X Community Advisory Board Operating Principles.

These recommendations are spurred by feedback relayed by residents and community-based service providers regarding the pace of Measure X funds distribution; the processes, communication, and documentation around awarding those funds; and concern and confusion about how Measure X dollars are moving into the community and being allocated across diverse service providers and communities. The MXCAB believes that improvement in governmental processes proceeds through the integration and institutionalization of resident voice; that, indeed, this is a vital means to achieve equitable opportunities, resources, and outcomes for all county residents.

Measure X represents an important threshold for community members, department staff, the County Administrator's Office, and the Board of Supervisors to work together

to fulfill these goals. MXCAB hopes to collaborate with the Office of Racial Equity and Social Justice (ORESJ) to uplift and institutionalize these recommendations and practices, given the department's close relationships and aligned work with county department staff. As evidenced by their stated values and priorities, ORESJ is committed to improving and strengthening County processes in ways that center equity and expand opportunities for community members to engage and partner with County agencies in decision-making process. ORESJ has identified procurement and RFP processes as critical areas for further exploration and growth.

Recommendations

- In addition to following the County's legal, fiduciary, and other guidelines, prioritize simplicity, accessibility, and equity. This includes providing clear and transparent instructions and minimizing onerous requirements, e.g., excessive attachments, additional forms, etc. It is essential that staff implementation is consistent and timely from the initial consultation, review, determination of grantees and oversight.
- Invite community members with lived and/or professional experience and/or subject matter expertise to serve on proposal development and evaluation panels.
- Communicate and incorporate MXCAB's core values of equity, justice, inclusion, and compassion and [MXCAB Operating Principles](#) (revised 4/28/2021) into outreach and evaluation materials, including in the metrics, which should be reflected in qualitative outcomes, e.g., more trust in systems, improved relationships.
- Develop and communicate transparent and equity-informed rubrics that clearly identify evaluation criteria to applicants. Co-Creation of rubrics with community members is encouraged.
- Focus on building capacity with our regional provider base by providing regular outreach, education, and technical assistance related to opportunities for

community providers to deliver Measure X services, including office hours where people can access 1:1 support and coaching.

- Conduct intentional and sustained outreach to a wider base of service providers with deep community relationships. Distribute and promote funding opportunities beyond inner circles and familiar faces; think dynamically and innovatively about how to attract new and/or smaller organizations who might be best positioned to address the county's equity goals and/or resonate with or come from historically and/or currently underserved or underrepresented communities.
- Consider using plain-language in all communications, offering alternative modes of proposal submission, and permitting other forms of documentation and presentation that are more inclusive and welcoming of people with different backgrounds.
- Publicize funding opportunities for community-based providers so they are more accessible and funding opportunities can be viewed without having to log in and create a profile on the County's procurement portals.
- When designing programs and services that target hard-to-reach, vulnerable, and/or underserved communities and require service providers that specialize in engaging and serving those communities, ensure that processes are effective and appropriate in soliciting community-based programming services.

Funded Programs:

- Prioritize funding for capacity building and technical assistance for grantees geared toward expanding the ability of BIPOC-led organizations to provide culturally relevant services, effective programs, and community-defined supports using established best and innovative practices.
- Create facilitated learning communities among service providers that convene regularly to problem solve, learn from one another, coordinate services and referrals, leverage resources and expertise, and build networks.

- Consider longer service delivery periods that allow providers and program participants more time to develop relationships, meet goals, and sustain outcomes.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3422

Agenda Date: 10/21/2024

Agenda #: 8.

EQUITY COMMITTEE

Meeting Date: October 21, 2024

Subject: Office of Racial Equity and Social Justice Updates

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: Office of Racial Equity and Social Justice Updates

Presenter: Kendra Carr and Peter Kim

Contact: kendra.carr@oresj.cccounty.us <mailto:kendra.carr@oresj.cccounty.us>, peter.kim@oresj.cccounty.us <mailto:peter.kim@oresj.cccounty.us>

Referral History:

At the January 22, 2024 Equity Committee meeting and January 30, 2024 Annual Board Retreat, the ORESJ Co-Directors provided an update regarding the 2024 office priorities, recruiting strategy and work plan for the second hiring phase for the ORESJ, and presented a proposal for the structure of the Lived Experience Advisory Board. Subsequently, the ORESJ Co-Directors have presented monthly updates to the Equity Committee on various initiatives.

Referral Update:

The Co-Directors will provide updates on hiring and community events and partnerships.

Recommendation(s)/Next Step(s):

RECEIVE updates from the Co-Directors of the Office of Racial Equity and Social Justice and PROVIDE direction on next steps.

Fiscal Impact (if any):

N/A