CONTRA COSTA COUNTY

Administration Building | 1025 Escobar St., Martinez

AGENDA

Tuesday, December 16, 2025

9:00 AM

BOARD OF SUPERVISORS

Supervisor John Gioia, District I
Supervisor Candace Andersen, District II
Supervisor Diane Burgis, District III
Supervisor Ken Carlson, District IV
Supervisor Shanelle Scales-Preston, District V

Clerk of the Board (925) 655-2000
clerkoftheboard@cob.cccounty.us

The public may attend the Board meeting in person and remotely via call-in or Zoom. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at www.contracosta.ca.gov. Meetings of the Board are closed-captioned in real time. For real time translation of the Board of Supervisors meeting, please go to the Wordly website: https://attend.wordly.ai/join/UPPW-1508.

Persons who wish to address the Board during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing 855-758-1310. A caller should indicate they wish to speak on an agenda item by pushing "#2" on their phone. Persons who wish to address the Board in person should complete the form provided for that purpose. Access via Zoom is also available using the following link: https://cccounty-us.zoom.us/s/81863939331. Those participating via Zoom should indicate they wish to speak on an agenda item by using the "raise your hand" feature in the Zoom app. To provide contact information, please contact Clerk of the Board at clerkoftheboard@cob.cccounty.us or call 925-655-2000. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the Board will continue the meeting in person without remote access.

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

A lunch break or closed session may be called at the discretion of the Board Chair. Staff reports related to open session items on the agenda are also accessible online at www.contracosta.ca.gov.

1. CALL TO ORDER; ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

1. Agency Negotiators: Monica Nino.

Employee Organizations: Public Employees Union, Local 1; AFSCME Locals 512 and 2700; California Nurses Assn.; SEIU Locals 1021 and 2015; District Attorney Investigators' Assn.; Deputy Sheriffs Assn.; United Prof. Firefighters I.A.F.F., Local 1230; Physicians' & Dentists' Org. of Contra Costa; Western Council of Engineers; United Chief Officers Assn.; Contra Costa County Defenders Assn.; Contra Costa County Deputy District Attorneys' Assn.; Prof. & Tech. Engineers IFPTE, Local 21; and Teamsters Local 856.

2. Agency Negotiators: Monica Nino.

Unrepresented Employees: All unrepresented employees.

4. Inspirational Thought-

"December, being the last month of the year, cannot help but make us think of what is to come." ~Fennel Hudson

5. CONSIDER CONSENT ITEMS (Items listed as C.1 through C.126 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Supervisor. Items removed from the Consent Calendar will be considered with the Discussion Items.

6. PRESENTATIONS

PR.1 PRESENTATION recognizing the 2025 Chair of the Board Award. (Supervisor Andersen)

PR.2 PRESENTATION from incoming Chair of a token of appreciation to the 2025 Chair Candace Andersen. (Supervisor Burgis)

7. DISCUSSION ITEMS

D.1. CONSIDER accepting the report on the impacts of H.R. 1 and State changes to Medicaid policy; and CONSIDER directing the Health Services Director to review and amend eligibility requirements and standards for the Basic Health Care program established by Resolution No. 2002/312; and DIRECT Contra Costa Health to return to the Board in early 2026 with proposed amendments or alternatives to the Basic Health Care program. (Dr. Grant Colfax, Health Services Director, Marla Stuart, PhD, Employment and Human Services Director, and Brian Buchanan, Contra Costa Health Interim Chief Financial Officer) **25-5364**

Attachments: CCH HR1 BoS Presentation FINAL
BHC 2002 RESOLUTIONS - 01012002 - 2002-31228

D.2. CONSIDER providing direction on the potential use of $9,729,868 in General Fund Appropriation for Contingencies. (Timothy Ewell, Chief Assistant County Administrator) **25-5372**

Attachments: PowerPoint Presentation
Survey of Food Insecurity, Rehousing and Rental Assistance Programs
Housing Authority Federal Impacts Presentation, December 9, 2025

D.3. CONSIDER accepting the monthly update on the activities and oversight of the County's Head Start Program as recommended by the Employment and Human Services Director, provide guidance; and APPROVE the FY23-24 Single Audit findings related to Head Start. (Marla Stuart, Employment and Human Services Director) **25-5340**

Attachments: December 2025 BOS Head Start Update - FINAL
1. CCB-25-30 Memorandum of Understanding (MOU) Overview
2. CCB-25-28 One-Time Per-Child Stabilization Payments to Care Providers Pursuant to SB 151
3. CCB-25-29 Cost of Care Plus Rate Payments to Child Care Providers Pursuant to SB 151
4. MB-25-11 California State Preschool Program Cost of Care Plus Rate Allocations and One-Time Stabilization Payments for Family Child Care Providers and Centers
5. CCB-25-32 Requirements Regarding Technology and System Improvements Noticing and Provider Information Packet Distribution New MOU Provisions
6. CCB-25-27 Processing Late Attendance Records or Invoices
7. CCB-25-31 Clarification on the Business Relationship Between the State and Family Child Care Providers
8. MB-25-10 Support to CSPP Contractors on the Set Aside and Serving Children with Disabilities
9. New HSPPS Compliance Timeline and Analysis

D.4. HEARING on the itemized costs of abatement for property in unincorporated Contra Costa County, located at 2058 Rosedale Dr., San Pablo, California (Schreiner, Marsha GDN, Owner). (Jason Crapo, Conservation and Development Department) **25-5341**

Attachments: A -Itemized Abatement Costs - TMP-14054 CECF24-00979 2058 Rosedale Dr., SP.pdf
A -Itemized Abatement Costs - TMP14054- CECF25-00987 2058 Rosedale Dr., SP.pdf
Before And After Pics CECF24-00979 CECF25-00987 2058 Rosedale Dr. SP (002)

D.5. HEARING on the itemized costs of abatement for property in unincorporated Contra Costa County, located at 172 Peninsula Rd., Bay Point, California (Curtis, Roger L., Owner). (Jason Crapo, Conservation and Development) **25-5342**

Attachments: TMP -14229 - Affidavit
TMP-14229 - Before and After
TMP-14229 - Itemized Abatement Costs

D.6 CONSIDER consent item previously removed.

D.7 PUBLIC COMMENT (2 Minutes/Speaker)

D.8 CONSIDER reports of Board members.

8. ADJOURN in memory of Michael Phelan, former Chief Assistant District Attorney

9. CONSENT CALENDAR

Airport

C.1. AUTHORIZE the discharge from accountability for the account of Faride Khalaf totaling $610, which has been deemed not collectible, as recommended by the Public Works Director. (100% Airport Enterprise Fund) **25-5297**

C.2. APPROVE and AUTHORIZE the Director of Airports, or his designee, to execute a consent to assignment of lease between the County and the current tenant, Hapi314159, to assign its lease of County-owned property located at 1500 Sally Ride Drive, Concord, to Joby Aero, Inc. (100% Airport Enterprise Fund) **25-5298**

Attachments: HapiHoldings_Consent to Assign_Final

Assessor

C.3. APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the County, to execute a Purchase Order to Bentley Systems for specialized MicroStation Support consulting services necessary to diagnose, repair, and restore functionality to the County's MicroStation and associated CAD systems used for Assessor's map production and critical GIS operations, subject to Bentley's terms and conditions, with a term of December 15, 2025 through December 14, 2026, and a payment limit of $12,656. (100% General Fund) **25-5331**

Attachments: Bentley Select Program Agreement

Board of Supervisors

C.4. ACCEPT Board members meeting reports for November 2025. **25-5338**

Attachments: District III November 2025 Report
District IV November 2025 Report

C.5. APPROVE an allocation of $50,000 from the Livable Communities Trust and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract with The Park Theater Trust for the Lafayette Park Theater Renovation Project, located at 3519 Golden Gate Way in the City of Lafayette, as recommended by Supervisor Andersen. (100% Livable Communities Trust funds, District II portion) **25-5339**

Attachments: LCT Project List 12.16.25 BOS

C.6. APPROVE allocations of Supervisorial District V Community Impact Funds in an aggregate amount of $50,000, as recommended by Supervisor Scales-Preston. **25-5373**

Attachments: Attachment A

Clerk of the Board

C.7. ADOPT Resolution No. 2025-417 recognizing Chief Jamie Knox upon his retirement as Chief of Police for the City of Walnut Creek, as recommended by Supervisor Carlson and Supervisor Andersen. **RES 2025-417**

C.8. ACCEPT the Hazardous Materials Commission Annual Report for 2025, as recommended by the Health Services Director. **25-5343**

Attachments: HMC Annual Report 2025

C.9. ACCEPT the Contra Costa County Planning Commission 2025 Annual Report, as recommended by the Conservation and Development Director. **25-5344**

Attachments: 2025 Advisory Body Annual Report

C.10. ACCEPT the Contra Costa Health Plan Managed Care Commission 2025 advisory body annual report, as recommended by the Health Services Director. **25-5345**

Attachments: MCC Advisory Body 2025 Annual Report

C.11. ACCEPT the 2025 Annual Report by the Contra Costa County Emergency Medical Care Committee, as recommended by the Health Services Director. **25-5346**

Attachments: 2025 EMCC Annual Report

C.12. ACCEPT the resignation of Fred Glueck after 12 years of service; DECLARE vacant the Hazardous Materials Commission Business Seat #1 effective December 31, 2025 for a term ending December 31, 2026; and DIRECT the Clerk of the Board to post the vacancy, as recommended by the Health Services Director. **25-5347**

C.13. ACCEPT the 2025 Annual Report for County Service Area P-2B Citizen's Advisory Committee, a recommended by Supervisor Candace Andersen. **25-5348**

Attachments: P2B - 2025 Annual Report

C.14. ACCEPT the 2025 Annual Report for the County Service Area P-5 Round Hill Citizens Advisory Committee **25-5349**

Attachments: P5 - 2025 Annual Report

C.15. ACCEPT the 2025 Annual Report for the Behavioral Health Board, as recommended by the Health Services Director. **25-5350**

Attachments: BH Advisory Body Annual Report 2025

C.16. ACCEPT the Knightsen Town Advisory Council (KTAC) 2025 Annual Report and the 2026 Work Plan as recommended by Supervisor Burgis. **25-5351**

Attachments: 2025 FINAL KTAC Advisory Body Annual Report

C.17. ACCEPT the Byron Municipal Advisory Council (BMAC) 2025 Annual Report and the 2026 Work Plan as recommended by Supervisor Burgis. **25-5352**

Attachments: Advisory Body Annual Report - Byron MAC PDF

C.18. ACCEPT the County Service Area P6 (Discovery Bay) Citizens Advisory Council 2025 Annual Report and the 2026 Work Plan as recommended by Supervisor Burgis. **25-5353**

Attachments: Advisory Body Annual Report Discovery Bay P-6

C.19. ACCEPT the 2025 Advisory Body Annual Report for the Affordable Housing Finance Committee, as recommended by the Conservation and Development Director. **25-5354**

C.20. ACCEPT the 2025 Annual Report for the Alamo Municipal Advisory Council, as recommended by Supervisor Andersen. **25-5355**

Attachments: 2025 Annual Report

C.21. ACCEPT the 2025 Advisory Body Annual Report for the Family and Children's Trust (FACT) Committee, as recommended by the Employment and Human Services Director. **25-5356**

Attachments: FACT - Advisory Body Annual Report 2025 Final 12.1.25.pdf

C.22. ACCEPT Historical Landmarks Advisory Committee 2025 Advisory Body Annual Report, as recommended by the Conservation and Development Director. **25-5357**

Attachments: HLAC Advisory Body 2025 Annual Report

C.23. ACCEPT the Contra Costa County Measure X Community Fiscal Oversight Committee (MXCFOC) 2025 Advisory Body Annual Report. **25-5358**

Attachments: 2025 Measure X Fiscal Oversight Committee Annual Report Final

C.24. ACCEPT the 2025 Annual Report for the County Service Area P-2A Citizens Advisory Committee, as recommended by Supervisor Andersen. **25-5016**

Attachments: Advisory Body Annual Report - BlackhawkP2A 2025

C.25. APPOINT eleven (11) individuals to seats on the Council on Homelessness with terms expiring December 31, 2027, as recommended by the Family and Human Services Committee. **25-5359**

Attachments: COH Applicant Roster 2025
BH Seat applications
City Government Seat Applications
CoC ESG Rep Applications
Community Member applications
EHSD Seat Applications
Faith Seat Applications
Federal Funding seat Applications
PHA Seat Applications
Public Safety Applications
Reentry Seat Applications
Youth Seat Applications

C.26. ACKNOWLEDGE receipt of the preference forms for Board of Supervisors appointments to 2026 committees, boards and commissions, submitted to the Clerk of the Board. **25-5360**

Attachments: 2026 Committee Preferences

C.27. REAPPOINT Andrew Cohan to the Appointee 6 Seat, Robert Durr to the Appointee 3 Seat, Bruce Gekko to the Appointee 2 Seat, and Linda Vaughn to the Appointee 5 Seat on the County Service Area P-2A Citizens Advisory Committee for terms ending December 31, 2027, as recommended by Supervisor Andersen. **25-5361**

C.28. REAPPOINT Christine Campbell to the Appointee 7 Seat, Robert Brennan to the Appointee 5 Seat, and James Shields to the Appointee 3 Seat of the Alamo Police Services Advisory Committee (CSA P-2B CAC) for terms ending December 31, 2027, as recommended by Supervisor Andersen. **25-5362**

C.29. REAPPOINT Mark Young to the Appointee 4 Seat and Bernard Corry to the Appointee 3 Seat, on the County Service Area P-5 Citizens Advisory Committee for two-year terms ending December 31, 2027, as recommended by Supervisor Andersen. **25-5363**

Clerk-Recorder/Elections

C.30. DECLARE and ACCEPT the certified results of the November 4, 2025 Statewide Special Election, as recommended by the Clerk-Recorder and Registrar of Voters. (No fiscal impact) **25-5295**

Attachments: 20251104_ContraCosta_SOV_Summary

C.31. APPROVE and AUTHORIZE the Auditor-Controller to issue a refund of overpayment of documentary transfer tax totaling $6.60 to eRecording Partners Network, as recommended by the Clerk-Recorder. (100% General Fund) **25-5296**

Conservation & Development

C.32. ADOPT Resolution No 2025-416 declaring that the County complies with the provisions of the Metropolitan Transportation Commission (MTC) Regional Measure 3 Policies and Procedures to receive $425,000 from the Safe Routes to Transit & Bay Trail Program to conduct the San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study, as recommended by the Conservation and Development Director. (85% MTC, 10% County Measure J, 5% City of Pinole) **RES 2025-416**

Attachments: Exhibit A - Resolution Attachments: Allocation Request Supporting Documents

C.33. APPROVE modifications to contingencies to an award of FY 2022/23 Permanent Local Housing Allocation funds and FY 2024/25 Measure X Housing Funds, and FY 2024/25 State of California Local Housing Trust Funds for the Choice in Aging Senior Housing Project located at 490 Golf Club Road in Pleasant Hill, as recommended by the Conservation and Development Director. (66% Measure X funds and 34% State funds) **25-5333**

C.34. APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a memorandum of understanding with Ambrose Recreation and Park District to contribute $25,000 of County Park Dedication fee funds to accessibility improvements at Lynbrook Park for the period December 16, 2025 through December 31, 2026. (100% Park Dedication fees) **25-5334**

C.35. APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a memorandum of understanding with John Swett Unified School District to contribute $90,000 of County Park Impact fee funds for expanded playground and fencing improvements at Lefty Gomez Park for the period December 16, 2025 through December 31, 2026. (100% Park Impact fees) **25-5335**

C.36. APPROVE and AUTHORIZE the Conservation and Development Director or designee to execute, on behalf of the County, a contract with the Contra Costa Transportation Authority to receive $60,000 in Measure J funds to be used for eligible County transportation projects in West County before July 1, 2027, as recommended by the Conservation and Development Director. (100% Incoming Measure J Program 28b funds, no County match) **25-5336**

Attachments: July 25, 2025 - WCCTC Board Packet (background info)

C.37. APPROVE and AUTHORIZE the Chair of the Board of Supervisors to execute a Historical Preservation Agreement (Mills Act Contract) for 1850 Alameda Diablo in the Diablo area, as recommended by the Conservation and Development Director. (100% General Fund)) **25-5367**

Attachments: Historical Property Preservation Agreement (Mills Act Contract) for 1850 Alameda Diablo, Diablo
Historical Resources Evaluation for 1850 Alameda Diablo, Diablo

C.38. RATIFY San Ramon Valley Fire Protection District Ordinance Nos. 2025-40 and 2025-41, both as modified, implementing the 2025 California Fire Code and 2025 California Wildland-Urban Interface Code, with local amendments, in the unincorporated portion of the District's service area, as recommended by the Conservation and Development Director. (No fiscal impact) **25-5337**

Attachments: Ordinance_No._2025-40_(Adoption_of_2025_Fire_Code)_Adopted_11_19_25
Ordinance No. 2025-40 Findings
Modifications to SRVFPD 2025 Fire Code Ordinance
Ordinance_No._2025-41_(Adoption_of_2025_WUIC)_Adopted_11_19_25
Ordinance No. 2025-41 Findings
Modifications to SRVFPD 2025 WUI Code Ordinance

County Administration

C.39. ADOPT Resolution No. 2025-415 approving the Side Letter between Contra Costa County and the Physicians' and Dentists' Organization of Contra Costa (PDOCC) modifying Section 32.4 - Duration of Agreement of the Memorandum of Understanding to extend the contract from November 30, 2025 through December 31, 2025. **RES 2025-415**

Attachments: PDOCC Extension Thru 12312025

C.40. ADOPT Ordinance No. 2025-22 amending the County Ordinance Code to exempt from the merit system the new classification of Procurement Director-Exempt. (No fiscal impact) **25-5289**

Attachments: Ord 2025-22 Exempt Public Works Procurement Srvs Director Dec 2025
Ord 2025-22 Exempt Public Works Procurement Srvs Director Dec 2025

County Counsel

C.41. APPROVE and AUTHORIZE the County Counsel, or designee, to execute on behalf of the County, a contract with Baker & O'Brien, Inc., in an amount not to exceed $600,000 to provide refining industry analyses in connection with refinery property tax appeals, for the period from January 1, 2026 through December 31, 2026. (100% General Fund) **25-5290**

C.42. RECEIVE public report of litigation settlement agreements that became final during the period November 1, 2025, through November 30, 2025. **25-5291**

C.43. APPROVE and AUTHORIZE the County Counsel, or designee, to execute, a sixth amended and restated legal services contract, effective December 9, 2025, among Soluri Meserve, a Law Corporation, and the Counties of Contra Costa, Solano, and San Joaquin, to pay the firm an amount not to exceed $659,000 for the firm's legal work for the Delta Counties Coalition through December 31, 2028. (100% Water Agency Funds) **25-5292**

District Attorney

C.44. APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the District Attorney, a purchase order and related license agreement with Magnet Forensics, LLC in an amount not to exceed $21,475 for a data extraction forensic tool used in criminal investigations for the period January 1, 2026 through December 13, 2026. (100% General Fund) **25-5293**

C.45. APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the District Attorney, a purchase order and related license agreement with Cellebrite, Inc., in an amount not to exceed $153,091 for software licenses to unlock smart phones for investigative purposes, for the period December 1, 2025 through November 26, 2028. (100% General Fund) **25-5294**

Employment & Human Services

C.46. CONTINUE the emergency action taken by the Board of Supervisors on November 4, 2025, regarding the issue of disruption of funding for the CalFresh program, known federally as the Supplemental Nutrition Food Assistance Program (SNAP), and retain $21,000,000 in reserve as recommended by the Employment and Human Services Director. (No fiscal impact) **25-5275**

C.47. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Seneca Family of Agencies, in an amount not to exceed $710,375 to provide Transitional Aged Youth Supportive Services to eligible current and former foster youth for the period November 1, 2025, through October 31, 2026. (100% State) **25-5276**

C.48. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment, effective December 1, 2025, with the Oakland Private Industry Council, Inc., to increase the payment limit by $106,544 to a new payment limit of $929,471, to provide administrative and operational support to the East Bay Planning Unit, and to extend the contract term from December 31, 2025 to December 31, 2026. (100% Federal) **25-5277**

C.49. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Liberty Union High School District, to increase the payment limit by $50,000 in an amount not to exceed $450,000 to cover the costs of district wide salary increases and program costs for the Vocational and Academic Skills Training for Welfare-to-Work participants with no changes to the original term ending June 30, 2026. (100% Federal) **25-5278**

C.50. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Employment and Human Services Department Director, a Purchase Order with CareAcademy.co, Inc., in an amount not to exceed $15,084 for a subscription agreement to provide access to online caregiver education and courses for the period April 1, 2025 through March 31, 2028. (100% State) **25-5279**

C.51. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a non-financial Memorandum of Understanding with the Housing Authority of the County of Contra Costa to support and administer the Foster Youth to Independence Voucher Program for the period July 1, 2026 through June 30, 2029. (No Fiscal Impact) **25-5280**

C.52. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with The Permanente Medical Group, Inc., in an amount not to exceed $15,000 for the provision of pre-employment medical examinations for the period December 1, 2025 through November 30, 2028. (54% Federal, 38% State, 8% County General Fund) **25-5281**

C.53. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a Software and Services Agreement with General DataTech, Limited Partnership, in an amount not to exceed $419,531 for the purchase and installation of ServiceNow's Contract Management Pro to introduce advanced automated contract requisition capabilities for the period December 1, 2025 though November 30, 2028. (54% Federal, 38% State, 8% County) **25-5282**

C.54. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment, effective January 1, 2026, with Contra Costa Economic Partnership Inc. to increase the payment limit by $200,000, to a new payment limit of $1,030,000, to expand services to include development of a paramedic pre-apprenticeship program, and extend the term from March 31, 2026, to a new term ending December 31, 2027. (81% State; 19% Federal) **25-5283**

C.55. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a revenue agreement with Mount Diablo Unified School District in an amount not to exceed $31,868 for the provision of food services to the Crossroads High School childcare program for the term January 1, 2026, through June 30, 2027. (100% Mount Diablo Unified School District Funds) **25-5284**

C.56. APPROVE and AUTHORIZE the Auditor-Controller, or designee, to issue certain and specified stabilization payments authorized by the California Department of Social Services and the California Department of Education to six (6) childcare agencies in contract with the County—(1) KinderCare Learning Centers LLC, (2) Orantes, LLC, (3) Little Angels Country School, LLC, (4) San Ramon Valley Unified School District, (5) Richmond Elementary School, and (6) We Care Services for Children —in a total amount not to exceed $69,391. (100% State) **25-5285**

C.57. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with CocoKids, Inc. to increase the payment limit by $200,000 from $16,535,250 to a new limit of $16,735,250 to expand services to include an Inclusion Family Navigator Program with no change to the term of July 1, 2024, through June 30, 2027. (100% Measure X) **25-5286**

C.58. APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment, effective July 1, 2025, with Little Angels Country School, LLC to increase the payment limit by $66,240 to a new payment limit of $678,716 to provide additional funding as a result of a rate increase for the Cost of Care Plus Program with no change to the contract period July 1, 2024 through June 30, 2026. (100% State) **25-5287**

Fire Protection District

C.59. Acting as the governing Board of the Contra Costa County Fire Protection District, RATIFY the Fire Chief's execution of the Participating Addendums with L.N. Curtis totaling $3,500,000 for the purchase of firefighting tools and equipment and APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the Fire Chief, amendments to the Participating Addendums and the purchase order with L.N. Curtis to increase the payment limit by $5,000,000 to a new payment limit of $8,500,000 for the acquisition of additional firefighting equipment, rescue tools, HazMat equipment, and related accessories, and extend the terms from December 31, 2025 through March 27, 2028. (100% CCCFPD General Operating Fund) **25-5288**

Health Services

C.60. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with California Mental Health Services Authority (CalMHSA), to increase the payment limit by $226,526 to an amount not to exceed $4,797,356 for additional program offerings for a hosted mental health services electronic healthcare record system for the County to participate in CalMHSA's contract with Streamline Healthcare Solutions, LLC with no change in the term ending March 20, 2029. (100% Alcohol and Other Drug Services funds) **25-5300**

C.61. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, a purchase order with Transport Products Unlimited, Inc., in an amount not to exceed $32,942 and related agreement for the rental of a refrigerated container for Contra Costa Regional Medical Center for the period December 1, 2025 through November 30, 2028. (100% Hospital Enterprise Fund I) **25-5301**

C.62. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute a contract amendment with Canto, Inc., in an amount not to exceed $39,900 to provide digital asset management software for Contra Costa Health's Communication Office for the period September 25, 2025 through September 25, 2027. (100% Hospital Enterprise Fund I) **25-5302**

C.63. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, a purchase order with Sanofi Pasteur Inc., in an amount not to exceed $650,000 for the purchase of vaccines and injectable medications for the Contra Costa Regional Medical Center and Contra Costa Health Centers for the period January 1, 2026 through December 31, 2026. (100% Hospital Enterprise Fund I) **25-5303**

C.64. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, a purchase order with Hyland Software, Inc., in an amount not to exceed $8,527 for the acquisition of medical imaging software licenses to support imaging operations at Contra Costa Regional Medical Center, and EXECUTE related terms, conditions and agreements for the use of software licenses, including PACS Scan for the period November 1, 2025 through October 31, 2027, and for consecutive annual renewals thereafter unless terminated. (100% Hospital Enterprise Fund I) **25-5304**

C.65. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Meraki Health LLC, in an amount not to exceed $1,428,000 to provide consultation and technical assistance services to the Contra Costa Health Office of the Director and Public Health Services Division with regard to the Contra Costa Health Transformation Initiative for the period December 1, 2025 through November 30, 2028. (100% Future of Public Health funds) **25-5305**

C.66. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Coffey Communications, Inc., for additional professional design, publication, distribution, and technical assistance services for Contra Costa Health Plan's Member Services Health Sense Newsletter with no change in the payment limit of $1,700,000 or term ending June 30, 2027. (100% Contra Costa Health Plan Enterprise Fund II) **25-5306**

C.67. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, a purchase order with Evident Scientific, Inc., in an amount not to exceed $1,978, and ACCEPT the related terms and conditions for the purchase of a U-GAN Gout Analyzer and Polarizer for Contra Costa Regional Medical Center. (100% Hospital Enterprise Fund I) **25-5307**

C.68. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with JMJ Healthcare Inc. (dba JMJ Home Health Services), to increase the payment limit by $300,000 to an amount not to exceed $820,000 to provide additional home health care services to Contra Costa Health Plan members and County recipients with no change in the term ending June 30, 2026. (100% Contra Costa Health Plan Enterprise Fund II) **25-5308**

C.69. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Quality Assured Services, Inc (dba Acelis Connected Health Supplies), in an amount not to exceed $500,000 to provide durable medical equipment services and supplies to Contra Costa Health Plan members and County recipients for the period January 1, 2026 through December 31, 2027. (100% Contra Costa Health Plan Enterprise Fund II) **25-5309**

C.70. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Zoom Video Communications, Inc., to increase the payment limit by $903,750 to an amount not to exceed $1,620,732 and extend the term through December 11, 2029 for additional hosted enterprise telehealth and video conference solution and services. (100% Hospital Enterprise Fund I) **25-5310**

C.71. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Epic Care, in an amount not to exceed $30,000,000 to provide medical specialty services including but not limited to hematology, oncology, otolaryngology, gastric bypass surgery services, primary care physician services, and other medical services for Contra Costa Health Plan members and County recipients for the period December 1, 2025 through November 30, 2027. (100% Contra Costa Health Plan Enterprise Fund II) **25-5311**

C.72. APPROVE and AUTHORIZE the Health Services Director, or designee, to act as the Authorized Official for the purpose of West Contra Costa Healthcare District's Medicare enrollment and subsequent Medicare enrollment administrative updates. (No fiscal impact) **25-5312**

C.73. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Serene Health IPA, in an amount not to exceed $800,000 to provide telehealth behavioral health treatment including applied behavioral analysis and comprehensive diagnostic evaluation services to Contra Costa Health Plan members and County recipients for the period January 1, 2026 through December 31, 2027. (100% Contra Costa Health Plan Enterprise Fund II) **25-5313**

C.74. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Lincoln, to increase the payment limit by $300,000 to an amount not to exceed $7,281,510 to provide additional Medi-Cal Specialty mental health services for seriously emotionally disturbed children and their families in East County with no change in the term ending June 30, 2026. (93% Federal Medi-Cal; 7% Antioch Unified School District/Pittsburg Unified School District) **25-5314**

C.75. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Atos Digital Health Solutions, Inc., to increase the payment limit by $100,000 to an amount not to exceed $975,000 and extend the term through March 31, 2026 for additional consultation and technical assistance services to the Contra Costa Regional Medical Center's Materials Management Unit with regard to the Meditech inventory system. (100% Hospital Enterprise Fund I) **25-5315**

C.76. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with National Eye Care, Inc., to increase the payment limit by $100,000 to an amount not to exceed $385,000 and extend the term through June 30, 2027 for additional optometry services at Contra Costa detention facilities. (100% Hospital Enterprise Fund I) **25-5316**

C.77. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with the City of San Pablo, to provide facility space for Contra Costa Health to provide Senior Peer Counseling Program services for adults ages 55 and older for the period November 1, 2025 through December 31, 2026. (Non-financial agreement) **25-5317**

C.78. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with PH Senior Care, LLC (dba Pleasant Hill Oasis), in an amount not to exceed $1,390,822 to provide augmented board and care services for adults with mental illness in Contra Costa County for the period December 1, 2025 through November 30, 2026. (70% Mental Health Realignment; 30% Behavioral Health Services Act) **25-5318**

C.79. Acting as the Governing board of the West Contra Costa Healthcare District (WCCHD), ACCEPT the West Contra Costa Healthcare District annual 2024-25 Financial Audit and the West Contra Costa Healthcare District's Annual 2024-25 Successor Retirement Plan audit, as completed by JWT & Associates and recommended by the Health Services Director. (No fiscal impact) **25-5319**

Attachments: WCCHD Audited Financial Statement
WCCHD Pension Plan Audited Financial Statement

C.80. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Planned Parenthood: Shasta-Diablo, Inc. (dba Planned Parenthood Northern California), in an amount not to exceed $5,000,000 to provide obstetrics and gynecology, family planning and behavioral health treatment services for Contra Costa Health Plan members for the period October 1, 2025 through September 30, 2026. (100% Contra Costa Health Plan Enterprise Fund II) **25-5320**

C.81. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Locumtenens.com, LLC, in an amount not to exceed $3,600,000 to provide temporary physician coverage services at Contra Costa Regional Medical Center, Health Centers, and Detention Centers for the period January 1, 2026 through December 31, 2026. (100% Hospital Enterprise Fund I) **25-5321**

C.82. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Freedom Hygiene, Inc., in an amount not to exceed $238,973 to provide feminine hygiene product disposal services for Contra Costa Regional Medical Center and Contra Costa Health Centers for the period October 1, 2025 through September 30, 2028. (100% Hospital Enterprise Fund I) **25-5322**

C.83. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with A Step Forward Child Abuse Treatment and Training Programs, A Marriage, Family and Child Counseling Corporation, to provide additional Medi-Cal specialty mental health services for beneficiaries in Central County with no change in the payment limit of $850,000 or term ending June 30, 2026. (50% Federal Medi-Cal; 50% State Mental Health Realignment) **25-5323**

C.84. APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay an amount not to exceed $34,250 to Persimmony International, Inc, for time study software and services provided to Contra Costa Public Health and Behavioral Health for the period September 1, 2025 through November 30, 2025, as recommended by the Health Services Director. (29% State Medi-Cal; 55% Nurse Family Partnership Grant funds; and 16% Title V Maternal and Child Health Block Grant funds) **25-5324**

C.85. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with The Regents of the University of California, San Francisco, to provide additional pediatric cardiology services including remote interpretations of pediatric cardiology diagnostic tests for Contra Costa Regional Medical Center and Health Centers with no change in the payment limit of $100,000 or term ending November 30, 2026. (100% Hospital Enterprise Fund I) **25-5325**

C.86. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with California Mental Health Services Authority (CalMHSA), in an amount not to exceed $81,000 to support the Alcohol and Other Drugs (AOD) Division's participation in the Healthcare Effectiveness Data and Information Set (HEDIS) Performance Measurement program for the period January 1, 2025 through December 31, 2029. (100% Alcohol and Other Drugs Administrative funds) **25-5326**

C.87. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Emergency Care Research Institute, in an amount not to exceed $26,436 for an annual membership with access to benchmarking information, spend data, and recall alerts for items procured at Contra Costa Regional Medical Center for the period October 1, 2025 through September 30, 2026. (100% Hospital Enterprise Fund I) **25-5327**

C.88. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Discount Courier Services, Inc., in an amount not to exceed $1,200,000 to provide transportation and courier services of laboratory specimens, pharmaceutical products, and medical supplies for Contra Costa Regional Medical Center and Health Centers for the period December 1, 2025 through November 30, 2027. (100% Hospital Enterprise Fund I) **25-5328**

C.89. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract amendment with Amarjit S. Dosanjh, M.D., A Medical Corporation, to include the Dual Eligible Special Needs Plan (D-SNP) authorizing the Contractor to provide specialized care to beneficiaries who are dually eligible for Medicare and Medi-Cal and offer care coordination and wrap-around services with no change in the payment limit of $750,000 or term ending July 31, 2028. (100% Contra Costa Health Plan Enterprise Fund II) **25-5329**

C.90. APPROVE and AUTHORIZE the Health Services Director, or designee, to execute a contract with Naomi Natalie Terao, M.D., Inc., in an amount not to exceed $425,000 to provide addiction medicine services for mental health patients with substance abuse disorders in Contra Costa County for the period January 1, 2026 through December 31, 2026. (100% Mental Health Measure X funds) **25-5330**

Human Resources

C.91. ADOPT Position Adjustment Resolution No. 26553 to add two Probation Director positions (unrepresented) effective December 17, 2025, and cancel two Probation Director positions (unrepresented) effective April 1, 2026 in the Probation Department. (100% General Fund) **25-5274**

Attachments: PAR 26553 Probation Add Cancel Directors

C.92. ADOPT Position Adjustment Resolution No. 26548 to reallocate the salary of the Deputy Sheriff-Per Diem (unrepresented) classification on the salary schedule in the Office of the Sheriff. (100% General Fund) **25-5299**

Attachments: PAR 26548 Deputy Sheriff Per Diem Reallocation

Information and Technology

C.93. APPROVE and AUTHORIZE the Chief Information Officer, or designee, to execute a contract with Cloudwick Technologies, Inc. in an amount not to exceed $65,000 for a case planning automation system, subject to the terms of Cloudwick's Master Services Agreement and End User Licenses Agreement, for the period of December 9, 2025, through December 8, 2026. (100% User Departments) **25-5245**

C.94. APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Chief Information Officer, to execute a purchase order with Articulate Global, LLC in an amount not to exceed $1,700 to purchase Articulate 360 Teams, subject to Articulate's Terms of Service, for the period of December 16, 2025, through December 31, 2026. (100% User Departments) **25-5246**

C.95. APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Chief Information Officer, to execute a purchase order with Siteimprove, Inc. in an amount not to exceed $60,000 to provide website accessibility support, analytics, and quality assurance, subject to Siteimprove's Master Subscription Agreement, for the period of January 7, 2026, through January 6, 2027. (100% User Department) **25-5247**

Library

C.96. APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the County Librarian, a purchase order with Califa Group in an amount not to exceed $46,000 for the renewal of ProQuest's O'Reilly for Public Libraries subscription, for the period February 1, 2026 through January 31, 2027. (100% Library Fund) **25-5248**

Probation/Reentry and Justice

C.97. APPROVE and AUTHORIZE the County Probation Officer, or designee, to execute a contract with Ameelio Emerge Public Benefit Corporation (dba Emerge Career), in an amount not to exceed $350,000 for a vocational training and employment program for reentry individuals for the period January 1, 2026 through December 31, 2027. (100% State AB 109, 2011 Public Safety Realignment) **25-5249**

C.98. APPROVE and AUTHORIZE the County Probation Officer, or designee, to execute a contract with Grace Bible Fellowship of Antioch, in an amount not to exceed $300,000 to provide spiritual care services to youth and young adults transitioning back into the community for the period January 1, 2026 through December 31, 2027. (100% State) **25-5250**

Public Works

C.99. ADOPT Resolution No. 2025-409 accepting completion of landscape improvements for a Drainage Improvement Agreement (for landscaping) for DA11-00069, for a project being developed by Shapell Homes, as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (100% Developer Fees) **RES 2025-409**

C.100. ADOPT Resolution No. 2025-414 approving and authorizing the Public Works Director, or designee, to fully close a portion of Purdue Avenue on December 17, 2025, from 7:30 a.m. through 5:30 p.m., for the purpose of a utility pole replacement, Kensington area. (No fiscal impact) **RES 2025-414**

C.101. ADOPT Resolution No. 2025-410 accepting completion of landscape improvements for a Drainage Improvement Agreement (for landscaping) for DA11-00068, for a project being developed by Shapell Home, as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (100% Developer Fees) **RES 2025-410**

C.102. ADOPT Resolution No. 2025-411 approving and authorizing the Public Works Director, or designee, to fully close a portion of Coventry Road, on December 19, 2025, from 7:30 a.m. through 5:30 p.m., for the purpose of a utility pole replacement, Kensington area. (No fiscal impact) **RES 2025-411**

C.103. ADOPT Resolution No. 2025-412 approving and authorizing the Public Works Director, or designee, to fully close portions of Central Avenue, Irene Drive, Jane Court, and Rita Drive, on December 17, 2025 through May 30, 2026, from 7:00 a.m. through 5:00 p.m., for the purpose of installing a water main, Vine Hill area. (No fiscal impact) **RES 2025-412**

C.104. ADOPT Resolution No. 2025-413 accepting as complete the contracted work performed by E. E. Gilbert, Inc. for the Tara Hills Curb Ramps on Shawn Drive, as recommended by the Public Works Director, Tara Hills area. (89% Local Road Funds, 11% Transportation Development Act) **RES 2025-413**

Attachments: Tara Hills Curb Ramps on Shawn Drive_Recordable Resolution

C.105. ADOPT Ordinance No. 2025-18 to establish a 13% reduction of the applicable County Area of Benefit traffic impact mitigation fee for housing developments located in transit priority areas and meeting all other criteria in Government Code section 66005.1(a), Countywide. (100% Area of Benefit Funds) **25-5252**

Attachments: Ordinance No. 2025-18
Technical Memo: Contra Costa Fee Reduction
Supplemental Technical Memo: Contra Costa Fee Reduction
CEQA - CP#25-37

C.106. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Matrix HG, Inc. in an amount not to exceed $13,000,000, to provide on-call maintenance and repair of heating, ventilation, and air conditioning systems at various County sites and facilities, for the period of November 1, 2025 through October 31, 2030, Countywide. (100% General Fund) **25-5253**

C.107. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a reimbursement agreement with Davidon Homes in an amount not to exceed $672,076 for transportation improvements at Mt. Diablo Scenic Boulevard and Diablo-Blackhawk Road intersection, in connection with Davidon's Magee Preserve project, Diablo area. (100% Local Road Funds) **25-5254**

Attachments: Agreement

C.108. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute two individual contracts with the following contractors: ACCO Engineered Systems, Inc. and Peterson Mechanical, Inc., in an amount not to exceed $6,000,000 each, to provide on-call maintenance and repair of heating, ventilation, and air conditioning systems at various County sites and facilities, for the period of November 1, 2025 through October 31, 2030, Countywide. (100% General Fund) **25-5255**

C.109. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with West Coast Arborists, Inc., effective November 1, 2025, to increase the payment limit by $500,000 to a new payment limit of $2,000,000, for on-call tree trimming services at various County sites and facilities, Countywide. (100% General Fund) **25-5256**

C.110. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Merrimac Petroleum, Inc. in an amount not to exceed $3,000,000, to provide bulk fuel for the period of January 1, 2026 through December 31, 2029, Countywide. (100% Fleet Internal Service Fund) **25-5257**

C.111. APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, an agreement and a purchase order with DLT Solutions, LLC in an amount not to exceed $100,000 for Oracle Forms & Reports software for the period November 1, 2025 through December 31, 2027, Countywide. (100% Various Road, Flood Control and Special Districts Funds) **25-5258**

C.112. APPROVE and AUTHORIZE the Public Works Director or designee, to execute a contract amendment with Nomad Ecology, LLC, effective December 16, 2025, to increase the payment limit by $600,000 to a new payment limit of $950,000 and extend the term through September 14, 2028, for on-call biological consulting services, Countywide. (100% Local Road and Flood Control Funds) **25-5259**

Attachments: Amendment and Extension Agreement - Nomad

C.113. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Atco Tow, Inc., effective October 1, 2025, to increase the payment limit by $1,000,000 to a new payment limit of $1,650,000, with no change to the term, for on-call vehicle towing services, Countywide. (100% Fleet Internal Service Fund) **25-5260**

C.114. APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment with RPE Muir, LLC to add approximately 1,810 square feet of office space to an existing lease at 1320 Arnold Drive, Martinez, for a total of approximately 3,200 square feet, and extend the initial term of the lease through September 30, 2030, with one renewal option, with initial annual rent for the expansion space of $50,304, as requested by the Health Services Department. (100% Hospital Enterprise Fund I) **25-5261**

Attachments: First Amendment - 1320 Arnold Dr Stes 246, 256 and 266

C.115. APPROVE the Verde K-8 Safe Routes to School Non-Infrastructure Project, North Richmond area. (100% Active Transportation Program Funds) **25-5262**

Attachments: Notice of Exemption

C.116. ACCEPT the County's Development Impact Traffic Fee Annual Report for fiscal year 2024/2025, for all areas of benefit within unincorporated Contra Costa County, as recommended by the Public Works Director, Countywide. (No fiscal impact) **25-5263**

Attachments: Annual Report FY 24-25

C.117. AWARD the construction contract for the Ygnacio Valley Library Upgrades Project to E F Brett and Company, Inc. in the amount of $2,477,000; DETERMINE that the bid submitted by CWS Construction Group, Inc. is non-responsive; AUTHORIZE the Public Works Director, or designee, to execute the contract; and AUTHORIZE the Public Works Director, or designee, to execute change orders or additions to the work and approved time extensions pursuant to Public Contract Code Section 20142. Walnut Creek area. (86% Measure X Funds and 14% Library Funds) **25-5264**

Attachments: NOE Ygnacio Valley Library Upgrades

Risk Management

C.118. DENY claims filed by Dorothy Ree Griffin; Syimyk Kalykov; Dason B. Melius; Maryam Popal; San Ramon Regional Medical Center for Michael Bier; Nancy Yazmin Sanchez Cruz; Barbara Smith Whittom; Gary Wayne Smith; San Ramon Regional Medical Center for Susan Taylor; and the Municipal Pooling Authority for City of Martinez. DENY amended claims filed by Allstate Northbrook Indemnity Co.; and Judith Collignon. **25-5265**

C.119. Acting as the governing board of the Contra Costa County Fire Protection District, DENY claims filed by Jorge Arturo Escalante Rivera; AFICS obo American Family Connect Property & Casualty Ins. Co. for Milagros Evangelista; and Subroclaims obo Geico a subrogee of Sarah K. Price. **25-5266**

Sheriff

C.120. APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Justice Benefits, Inc. in an amount not to exceed $445,000 for assistance in identifying federal financial participation reimbursement opportunities, for the period October 1, 2025 through September 30, 2028. (100% General Fund) **25-5267**

C.121. APPROVE and AUTHORIZE the Purchasing Agent, to execute on behalf of the Sheriff-Coroner, a purchase order with NicheVision Forensics LLC, in an amount not to exceed $10,805, and ACCEPT a Software License Agreement with FaSTR DNA Software, to provide maintenance and updates for the FaSTR DNA profile analysis application, for the period December 5, 2025 through December 4, 2026. (100% General Fund) **25-5268**

C.122. APPROVE AND AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Sheriff-Coroner, a purchase order with American National Standards Institute National Accreditation Board in an amount not to exceed $75,000 for accreditation services for the Forensic Services Division, for the period January 1, 2026 through December 31, 2029. (100% General Fund) **25-5269**

C.123. APPROVE AND AUTHORIZE the Purchasing Agent, to execute on behalf of the Sheriff-Coroner, a purchase order with Best Buy Co,. Inc. in an amount not to exceed $3,224, and ACCEPT a Terms and Conditions for the purchase of a television for the Office of the Sheriff detention facility, for the period October 1, 2025 through September 30, 2026. (100% Prisoners Welfare Fund) **25-5270**

C.124. APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to increase the payment limit for Employee Assistant Program services with Optum by $50,000 to a new payment limit of $190,000 to fund the second automatic annual renewal period through September 30, 2026. (100% General Fund) **25-5271**

C.125. APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Trakka USA LLC, in an amount not to exceed $417,731 for a multi-sensor surveillance system for the helicopter STARR1, used by the Sheriff's Air Support Unit, for the period December 1, 2025 through November 30, 2027. (75% Federal, 25% General Fund) **25-5272**

Treasurer - Tax Collector

C.126. Acting as the Governing board of the West Contra Costa Healthcare District (WCCHD), APPROVE and AUTHORIZE the County Treasurer, or designee, to execute on behalf of WCCHD, a contract amendment with U.S. Bank National Association, to extend the term through December 18, 2028, for continued investment administration services, in an amount not to exceed $5,000 annually. (100% West Contra Costa Healthcare District funds) **25-5273**

GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to clerkoftheboard@cob.cccounty.us.

In the interest of facilitating the business of the Board, the total amount of time that a member of the public may use in addressing the Board on all agenda items is 10 minutes.

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000.

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

Subscribe to receive to the weekly Board Agenda by calling the Office of the Clerk of the Board, (925) 655-2000 or using the County's on line subscription feature at the County's Internet Web Page, where agendas and supporting information may also be viewed: https://contra-costa.legistar.com/Calendar.aspx

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308 (the Levine Act), members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (except for contracts exempt from the Levine Act under Government Code section 84308(a)), franchises, discretionary land use permits and other entitlements, if the Board member received, within the previous 12 months, more than $500 in campaign contributions from the applicant or contractor, an agent of the applicant or

contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than $500 to a Board member within the previous 12 months are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.

BOARD OF SUPERVISORS STANDING COMMITTEES

For more information please visit the Board of Supervisors Standing Committees page here:
https://www.contracosta.ca.gov/8633/Board-of-Supervisors-Standing-Committees

Airport Committee: December 17, 2025 canceled; Next meeting TBD in 2026
Economic Development Committee: TBD in 2026
Equity Committee: TBD in 2026
Family and Human Services Committee: TBD in 2026
Finance Committee: TBD in 2026
Head Start Advisory Committee:TBD in 2026
Internal Operations Committee: December 29th canceled; Next meeting TBD in 2026
Legislation Committee: TBD in 2026
Los Medanos Healthcare Operations Committee: TBD in 2026
Public Protection Committee: TBD in 2026
Resilient Shoreline Committee: TBD 2026
Sustainability Committee: TBD in 2026
Transportation, Water and Infrastructure Committee: TBD in 2026

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

Glossary of Acronyms, Abbreviations, and other Terms

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. For a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings, please visit https://www.contracosta.ca.gov/8464/Glossary-of-Agenda-Acronyms.

File #: 25-5364 **Agenda Date:** 12/16/2025 **Agenda #:** D.1.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Impacts of H.R. 1 and the State Changes to Medicaid Policy on the Health Services Department

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

1. CONSIDER accepting the report on the impacts of H.R. 1 and State changes to Medicaid policy; and

2. CONSIDER directing the Health Services Director to review and amend eligibility requirements and standards for the Basic Health Care program established by Resolution No. 2002/312; and

3. DIRECT Contra Costa Health (CCH) to return to the Board in early 2026 with proposed amendments or alternatives to the Basic Health Care program.

FISCAL IMPACT:

This informational report has no direct fiscal impacts. It reviews the fiscal and operational effects of H.R. 1 and recent Medi-Cal policy changes on CCH, highlighting challenges, priorities, and proposed actions to address adverse impacts on healthcare services.

BACKGROUND:

Signed into law on July 4, 2025, H.R. 1 introduces significant changes to Medi-Cal, including financing restrictions and eligibility barriers that will reduce federal support and make it more difficult for residents to obtain or maintain coverage. State changes further reduce eligibility and reduce reimbursement to Federally Qualified Health Centers for care provided to adults with Unsatisfactory Immigration Status (UIS).

Healthcare Coverage Loss

Estimates from the Employment and Human Services Department (EHSD) suggest that as many as 93,000 Contra Costa residents may lose Medicaid coverage by 2029.

Eligibility changes between 2026 and 2029 include asset reporting requirements, elimination of dental coverage for UIS adults, new work requirements, biannual renewals, copays, and enrollment freezes. These changes are projected to result in a loss of as many as 83,000 Contra Costa Health Plan (CCHP) members and as much as $41 million financial impact to CCHP.

Potential Financial Loss

Over the next four years, CCH anticipates a cumulative funding reduction of as much as $328 million,

including $180 million from disenrollment and $148 million from reduced supplemental funding..

Uncertainty and Risk

Uncertainty surrounding implementation and enforcement of these federal and state policies escalates over time, with the most significant impacts expected between FY27 and FY29.

Immediate Response

Immediate priorities include determining fiscal effects on Contra Costa Regional Medical Center (CCRMC) and CCH Clinics, optimizing operational efficiency, collaborating with EHSD and other community partners to keep residents enrolled in Medi-Cal, and determining the most effective means for the county to fulfill its section 17000 obligations.

CONSEQUENCE OF NEGATIVE ACTION:
This item provides information to County leadership and the community about the impacts of federal and state policies on the impacts of federal and state policy changes that impacts CCH financial outlook, operations, and the people we serve. Without this item, the Board will not be able to provide direction to CCH staff on next steps for implementation and analysis of these impacts.

The Effects of H.R. 1 and State Policy Changes on Healthcare Coverage and Financing

Grant Colfax, MD
CEO, CCH

Marla Stuart, MSW PhD
Director, EHSD

Brian Buchanan
Interim CFO, CCH

CONTRA COSTA HEALTH

CONTRA COSTA COUNTY
EMPLOYMENT & HUMAN SERVICES

Contra Costa Board of Supervisors 12/16/25

Goals

- Understand the fiscal effects of H.R. 1 and state changes in Medi-Cal policy and public hospital funding.
- Understand the uncertainty and risks associated with changes.
- Understand the effects of these policies on healthcare coverage.
- Review potential steps to mitigate the effects of these policies.
- Review considerations to provide medical services to people with no coverage.
- Receive direction from the Board regarding next steps for Contra Costa Health (CCH).

Mission Statements

Our mission is to care for and improve the health of all people in Contra Costa County *with special attention to those who are most vulnerable.*

We partner with the community to deliver quality services to ensure access to resources *that support, protect, and empower individuals and families to achieve self-sufficiency.*

Effects of Federal and State Changes

CONTRA COSTA HEALTH

H.R. 1 changes to Medi-Cal:

- Imposes financing restrictions that strip billions in federal support.
- Creates eligibility and access barriers that will make it more difficult for people to get or stay covered.

State changes to Medi-Cal:

- Reduces eligibility, particularly for adults with Unsatisfactory Immigration Status (UIS).
- Reduces reimbursement to Federally Qualified Health Centers for care provided to the adult UIS population.

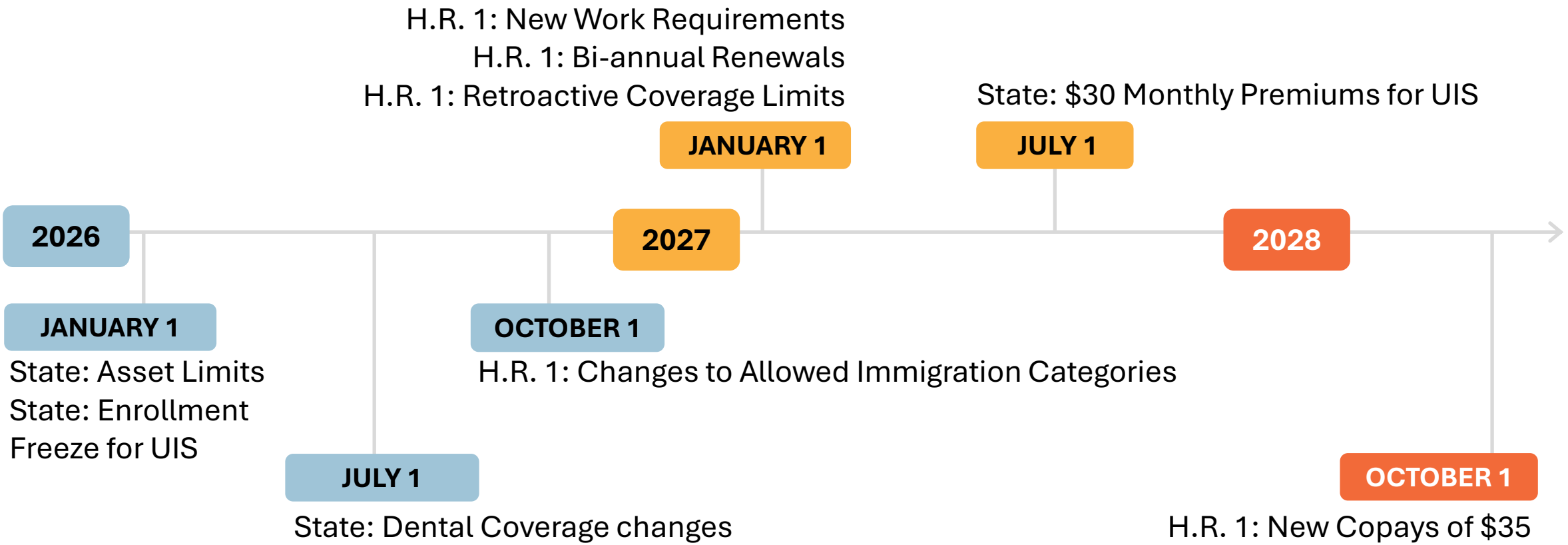
By the Numbers

- While difficult to predict, EHSD estimates that as many as **93,000** people in Contra Costa County will be subject to the new rules.
- Cumulative CCH state and federal funding will be reduced by an estimated **$307 (287-328) million** through 2029.
  - **$159 (139-180) million** due to Medicaid disenrollment.
  - **$148 million** due to "supplemental" state and federal funding.

Eligibility Changes Timeline

CONTRA COSTA COUNTY
EMPLOYMENT & HUMAN SERVICES

Projected Unduplicated Total Individuals Impacted
Residents ~ 93,000 | CCHP members ~ 83,000



Estimated Enrollment Impacts

CONTRA COSTA COUNTY
EMPLOYMENT & HUMAN SERVICES

	UIS Enrollment Freeze	$30 Premium	Work Requirements		Illustration of Potential Unduplicated Enrollment Losses			
			UIS	SIS	100%	75%	50%	25%
CCHP Only	28,000	25,335	7,858	54,717	82,717	62,038	41,359	20,679
CCHP + Kaiser	28,821	26,041	8,107	64,311	93,132	69,849	46,566	23,283

Note: UIS = Unsatisfactory Immigration Status | SIS = Satisfactory Immigration Status | CCHP = Contra Costa Health Plan

Keeping People Enrolled in Medi-Cal

- Engaging with California Welfare Directors Association (CWDA).
- EHSD employee training.
- Direct recipient communications.
- Tabling at community events.
- Health provider hotline.
- Data-sharing MOUs and operational workgroups.
- Multilingual and multi-platform messaging.
- 2026 expanded Community Based Organization (CBO) enrollment support.

We Must be Flexible and Adaptable

CONTRA COSTA HEALTH

Uncertainty Escalates Over Time

FY 2025-26 Low	FY 2026-27 Medium	FY 2027-28 High	FY 2028-29 High
H.R. 1 enacted, guidance pending. Timing, enforcement, scope, phase-in plans unclear. Unknowns: Local impact of federal safety-net cuts, including how the state will allocate reduced dollars, provider tax rules, program changes.	Cuts begin: • Disproportionate Share Hospital • Global Payment Program • Federal Medical Assistance Percentage • Prospective Payment System Legal and legislative challenges may delay or soften impacts.	Work, redetermination requirements begin. Implementation and enforcement standards undefined. State responses to coverage loss unknown.	State Directed Payment reductions begin (10%/yr). Future administrations or waivers may alter course. Long-term reforms could amplify or reverse cuts.

Immediate CCH Priorities

- Determine fiscal effects on Contra Costa Regional Medical Center (CCRMC) and CCH Clinics.
- Institute performance improvement activities to optimize operational efficiency and cost savings.
- Collaborate with EHSD and community partners to enroll and keep people enrolled in Medi-Cal.
- Review and update Basic Healthcare program that provides services to people with no healthcare coverage options.

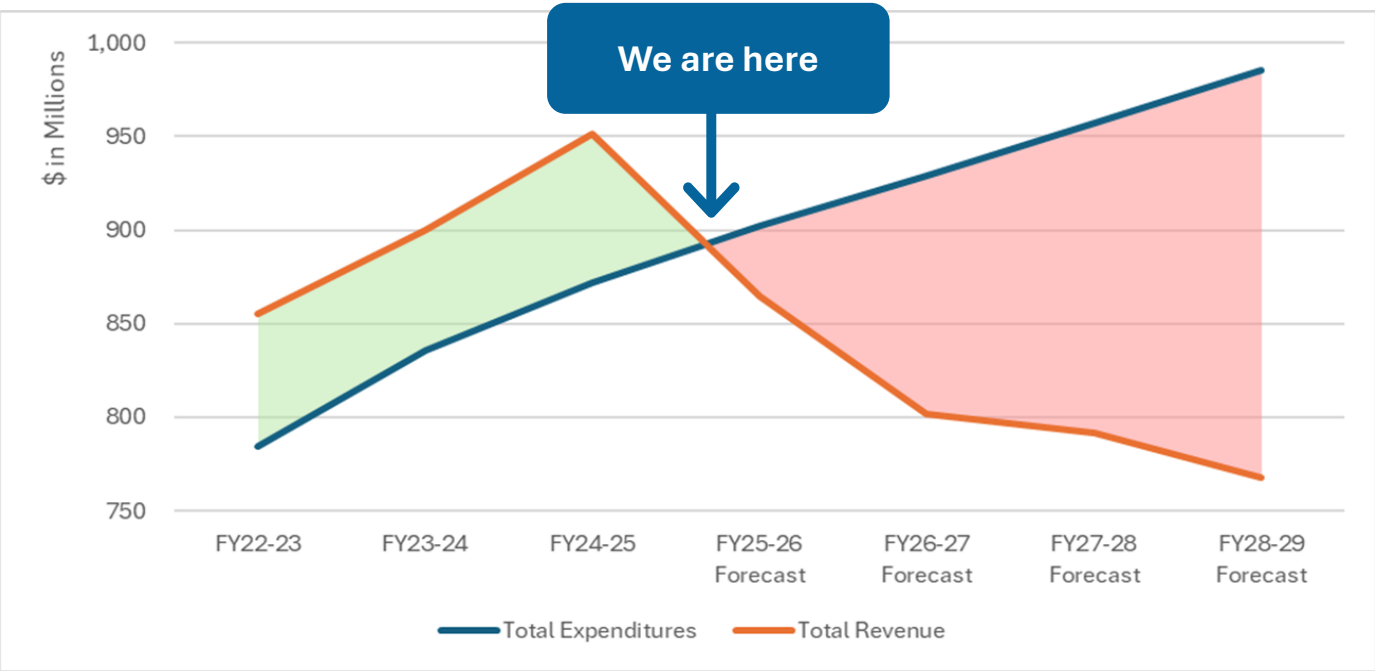
Other potential steps to mitigate effects of these policies

- Delay or reverse state and federal changes.
- Identify other sources of revenue to fill gaps.

Estimated Budget Impacts

CCRMC and Clinic System Forecast

($ in Millions)



Year	FY22-23	FY23-24	FY24-25	FY25-26 Forecast	FY26-27 Forecast	FY27-28 Forecast	FY28-29 Forecast
Revenue Baseline	$ 855	$ 900	$ 952	$ 878	$ 878	$ 878	$ 878
Legislative Impacts- State					(36)	(38)	(38)
Legislative Impacts- Federal				(13)	(41)	(49)	(73)
Total Revenues	855	900	952	865	801	792	768
Total Expenditures	784	836	872	902	929	957	986
Difference	71	64	80	(37)	(128)	(165)	(218)
Estimated Ending Fund Balance	$ 299	$ 364	$ 443	$ 406	$ 279	$ 113	$ (104)

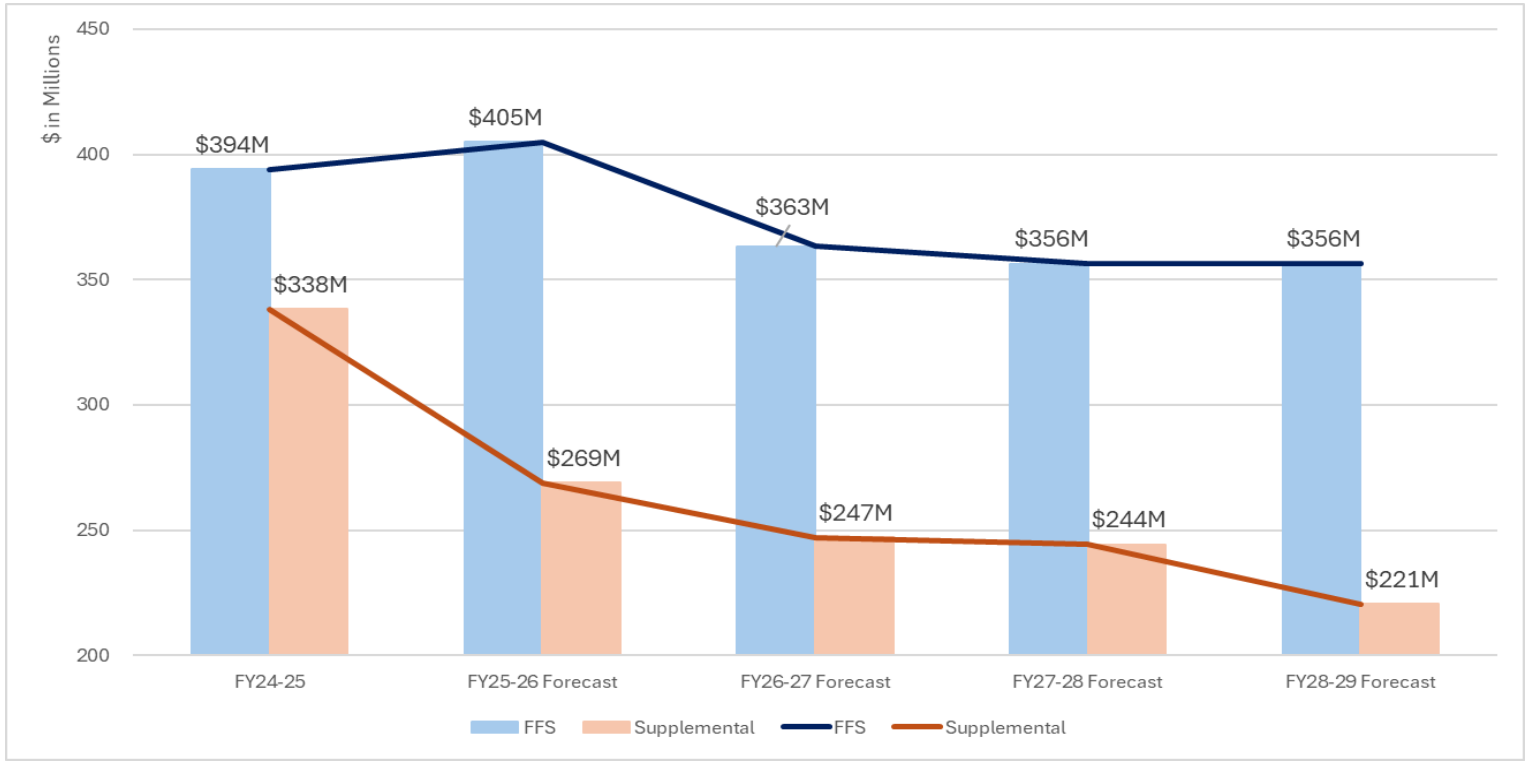
Assumptions

- Revenue assumes baseline of FY25-26 impacted by projected funding reductions.
- Expenditures assume FY25-26 baseline with 3% YOY growth.
- Total Revenue includes County subsidy and interest income.
- Additionally, CCRMC will incur $240M of necessary capital expenditures, partially offset by $80M one-time Measure X funding. Inclusion of these items would result in a projected fund balance deficit of $264M in FY29.

Estimated Projected Impacts

CCRMC and Clinic Systems

Fee For Service (FFS) and Supplemental Revenue



Key Takeaway

Over the next four years, we expect reductions to CCRMC of $139M and $148M for FFS and Supplemental revenues respectively, due to state and federal legislative changes.

Performance Improvement Workgroups

CONTRA COSTA HEALTH

Multiple workgroups to improve operations and optimize care delivery

Facility Optimization
Optimize clinically licensed space. Lower total cost of ownership, reduce risk and improve room utilization.

Informatics and Technology
Optimize CCH's technology investments. Eliminate duplicative systems.

Labor and Workforce
Realize full potential of workforce talents and skillsets.

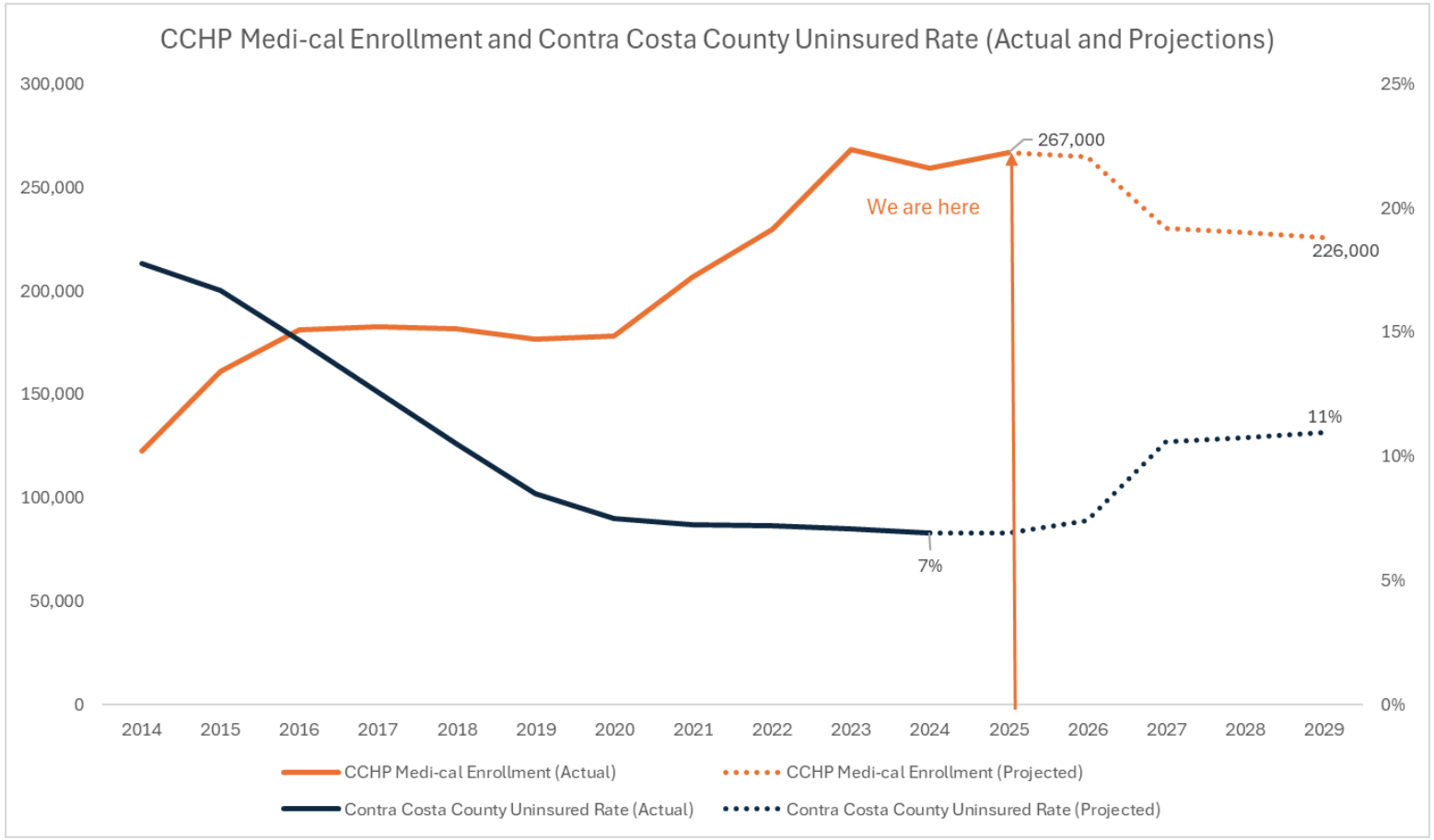
Pharmacy
Reduce medication purchasing costs, maximize reimbursement.

Revenue Cycle
Optimize scheduling and pre-authorization, improve billing accuracy and reduce operational costs.

Service Optimization
Cut external spend/leakage, eliminate duplication, shift care to the clinically/financially optimal setting.

Supply Chain and Purchased Services
Reduce supply and contracted service costs.

Uninsured Rates Rise as Enrollment Falls



- If 50% of the projected 83,000 impacted individuals lose coverage, the cumulative four-year CCHP membership loss is projected at **41,000 members**.
- Cumulative four-year CCHP loss projected at **$20M ($0 – $41M).**

Data Sources:
Contra Costa County Uninsured Rate: American Community Survey estimates
CCHP Enrollment: Epic/DHCS

Welfare and Institution Code (WIC) Section 17000

Obligates counties to serve as the provider of “last resort” for indigent Californians who have no other means of support.

Welfare and Institutions Code § 17000: “Every county and every city and county shall relieve and support all incompetent, poor, indigent persons, and those incapacitated by age, disease, or accident, lawfully resident therein, when such persons are not supported and relieved by their relatives and friends, by their own means, or by state hospitals or other state or private institutions.”

Source: Section 17000, https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=WIC§ionNum=17000. (updated Jan. 1, 1965; accessed Nov. 17, 2025)

Some Options for Providing Care for the Uninsured

- Provide indigent care as required under WIC section 17000.
- Provide emergent/urgent care for all.
- Consistent with prior Board direction, offer means-tested basic healthcare services to certain residents who are not eligible for insurance.

Current County Basic Health Care Program

- Health program for uninsured people with an income of <300% Federal Poverty Level who live in Contra Costa County regardless of their documentation status and who are not eligible for insurance.
- Care is provided at CCRMC, CCH clinics, or at select community clinics.
- Services generally include office visits, family planning, emergency and urgent care, and limited prescriptions.
- 15 people currently enrolled in county program.
- Governed by Resolution No. 2002/312.
- Distinct from the basic healthcare program at community clinics (CARES 2.0).

Considerations for the Future of the County Basic Health Care Program

- Review costs, feasibility and operational considerations given anticipated increased demand.
- Consider changes in eligibility.
- Consult with community stakeholders.

Strengthening Health Partnerships to Address the Challenges Ahead

- Community Partnerships
- Local hospitals and health systems
- Hospital Council
- California Association of Public Hospitals and Health Systems (CAPH)
- Other local county health departments

Recommendations

- ***CONSIDER*** accepting the report on the impacts of H.R. 1 and State changes to Medicaid policy; and
- ***CONSIDER*** directing the Health Services Director to review and amend eligibility requirements and standards for the Basic Health Care program established by Resolution No. 2002/312; and
- ***DIRECT*** Contra Costa Health to return to the Board in early 2026 with proposed amendments or alternatives to the Basic Health Care program.

2D.2

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

Adopted this Order on May 14, 2002, by the following vote:

AYES: SUPERVISORS UILKEMA, GERBER, DeSAULNIER, GLOVER AND GIOIA

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

SUBJECT: Standards for Administration of Indigent Health Care (Basic Health Care Program)

RESOLUTION 2002/ 312

WHEREAS the County is responsible under Welfare and Institutions Code Section 17000 for the health care of persons qualified as indigent for its General Assistance program; and

WHEREAS the County established the Basic Adult Care Program by Resolution No. 82/1486, superseded by Resolution No. 83/191 as amended by Resolution No. 83/1025; superseded these Resolutions by Resolution No. 85/35 as amended by Resolution No. 85/114; and thereafter superceded these Resolutions by Resolution No. 85/376;

WHEREAS the Basic Adult Care Program was transferred out of the Contra Costa Health Plan by Resolution No. 92/760;

WHEREAS the County desires to change the name of the Basic Adult Care Program to the Basic Health Care Program and to otherwise update the administrative elements of the program;

The Contra Costa County Board of Supervisors hereby adopts the following standards for the provision of health care services to eligible indigents, effective May 1, 2002:

I. BASIC HEALTH CARE PROGRAM

The Basic Adult Care Program (BAC) is hereby replaced by the Basic Health Care (BHC) Program as the county health care program for the General Assistance and medically indigent eligibles described herein.

II. ELIGIBILITY

A. The following persons are eligible for the Basic Health Care Program:

1. Residents of Contra Costa County who are medically indigent as determined by the income and resources criteria established by regulation by the Health Services Director and who are not eligible for any other health insurance program, including, but not limited to, the California Medi-Cal program and employer-sponsored health programs.

2. Persons eligible for Contra Costa County General Assistance as determined by the Department of Employment and Human Services under those Resolutions of the Board of Supervisors governing General Assistance eligibility pursuant to Welfare and Institutions Code section 17000.

B. Eligibility Determination:

Medically indigent eligibility will be determined, and General Assistance eligibility will be verified, by the Health Services Department.

III. TERM OF ELIGIBILITY

A. The Health Services Director, by regulation, shall determine and may modify the term of eligibility of persons entitled to receive BHC Program benefits. A determination that a person is eligible for the BHC Program shall be effective for not less than five calendar months, including the month during which application is made, provided that at all times during such period such person meets the eligibility requirements set forth in Section II.A. and fulfills the Health Partnership obligation, if any, set forth in Section VII.B. The Health Services Director may, by regulation, establish the terms and conditions under which persons enrolled in the BHC Program may be re-enrolled for consecutive eligibility periods.

B. Upon termination of eligibility, the person must reapply and his or her eligibility must be redetermined. Neither an initial application for enrollment nor an application for re-enrollment after termination may be made, nor may eligibility be determined for a person not then enrolled, until the applicant needs health care services under the BHC Program and applies at a Contra Costa County Health Services Department facility.

C. An applicant is entitled to receive medically necessary services at a Contra Costa County Health Services Department facility before eligibility has been determined. If the applicant who has received medical services is determined to be ineligible for the BHC Program, the Health Services Department shall bill the recipient for the services rendered.

IV. ENROLLMENT IN BASIC HEALTH CARE PROGRAM

Eligible persons who are enrolled in the Basic Health Care (BHC) Program are subject to termination as follows:

A. Termination for Cause. If, after reasonable efforts, any BHC member, hospital, or medical staff member is unable to establish and maintain a satisfactory hospital-patient or physician-patient relationship with any BHC member, then the rights of the BHC member may be terminated after the mailing of written notice of termination to the BHC member, at least 15 days before the proposed effective date, specifying the reasons for termination, and providing the BHC member with 10 days to respond (orally or in writing) to the BHC Program Grievance Coordinator, who shall make a written recommendation to the BHC Program for or against termination.

B. Loss of Eligibility. If a BHC members' eligibility ceases for any reason, including failure to pay a Health Partnership fee, such loss of eligibility shall result in an automatic loss of benefits concurrent with the loss of eligibility. Services received after the effective date of termination will be billed directly to the recipient.

C. Appeals on Termination. A BHC member may appeal a termination for cause to the Contra Costa County Health Services Director.

V. SERVICES PROVIDED

The services provided by the BHC Program are limited to those set forth in Attachment A, attached hereto. The County of Contra Costa is not responsible for unauthorized medical services rendered by non-County facilities.

VI. PROGRAM CHANGES

Nothing in this Resolution shall preclude the County of Contra Costa from modifying, reducing, or eliminating any or all of the services provided by the BHC Program or from terminating the BHC Program at any time.

VII. HEALTH PARTNERSHIP PAYMENTS

A. Health Partnership Obligation:

Individuals otherwise qualified under Section II.A. for the BHC Program who are determined by the Health Services Department to be able, based on income and resources, to contribute to the cost of their health care, will be required as a condition of eligibility to pay a proportionate share of their Health Plan monthly cost. Said proportionate share shall be based on each eligible's gross income, resources, and family size.

B. Payment of the Health Partnership Obligation:

1. Persons subject to a Health Partnership obligation will be enrolled in the BHC Program, advised of their financial obligation, and asked to pay for not less than the minimum five (5) month eligibility period upon approval of their application.

2. Persons who do not pay the entire amount of the five month Health Partnership Obligation in advance, must pay the balance due by the first day of the following month, and must pay any further obligation as directed by the Health Services Director.

3. Persons who fail to make timely payment of their Health Partnership Obligation are subject to disenrollment from the BHC Program effective as of the date of eligibility after notice and the opportunity for an appeal to the Enrollment Supervisor of the Contra Costa Health Plan.

4. Persons with an unpaid Health Partnership Obligation under the BHC Program are ineligible for re-enrollment upon the expiration of their eligibility period.

VIII. CHOICE OF PROGRAM

Eligible persons who choose not to participate in the County's BHC Program will not be enrolled in the Program and will be treated by the County as private pay fee-for-service patients. The County will not pay for care provided to such fee-for-service patients at non-County facilities.

IX. REGULATIONS

The County Health Services Director is empowered to adopt written regulations and procedures consistent with this Resolution for the operation of the Basic Health Care Program.

Resolution No. 85/376 is hereby superseded.

Contact: William Walker, M.D. (370-5003)

cc: County Administrator
Health Services Director
Contra Costa Health Plan Director
County Counsel
Auditor-Controller

VLD:ld

H:\Board Actions\Basic Adult Care\2002 Draft #2 Resolution.wpd

ADDENDUM TO ITEM SD.2
May 14, 2002

On this day, the Board was scheduled to consider adopting a policy regarding Basic Health Care Program for Indigent Adults and Children.

The Chair invited the public to comment. The following person presented testimony:

Aimee Chitayat, from Community Clinic Consortium of Contra Costa, 13925 San Pablo Avenue #207, San Pablo;

Following discussion, the Board took the following actions:

ADOPTED Resolution No. 2002/312 and approved Administration of Indigent Health Care and authorized the Health Services Director to establish Basic Health Care Program regulations including a sliding fee schedule for indigents with incomes up to 300% of Federal Poverty Guidelines; and DIRECTED the Health Services Director to return to the Board within six months to a year with a status of the program.

ATTACHMENT A

BASIC HEALTH CARE PROGRAM
COVERED BENEFITS, LIMITATIONS, AND EXCLUSIONS

SERVICE	COVERAGE
Abortions	Not covered (pregnancy is covered by MediCal)
Acupuncture	Not Covered
Advice Nurse	Covered
Allergy Injections and Allergy Testing	Covered
Alcohol Abuse	Not covered (covered by other programs administered by the Health Services Department)
Biofeedback	Not covered
Blood	Covered, except self donation is not covered
Chiropractic Care	Not covered
Contact Lenses	Not covered, except for implants following cataract surgery or for Aphakia or Keratocomas
Cosmetic Surgery	Not covered

SERVICE	COVERAGE
Custodial Care	Not covered
Dental Care	Not covered, except for emergency dental services limited to dental x-rays, dental examinations, and extractions, only. Children ages 5 through 14, inclusive, are limited to the following covered services: 1. Emergency dental services 2. Dental examinations 3. Dental x-rays 4. Dental fillings 5. Extractions 6. Preventive dental care that includes teeth cleaning, sealants, and fluoride applications.
Diabetic Supplies	Covered
Diabetic Testing	Covered
Drug Abuse	Not covered (covered by other programs administered by the Health Services Department)
Durable Medical Equipment	Covered
Emergency and Urgent Care	Covered
Eye Glasses	Not covered

SERVICE	COVERAGE
Experimental Treatment	Not covered
Family Planning	Covered
Hearing Aids & Batteries	Not covered
Hearing Tests (Audiology)	Covered
Hemodialysis – Acute	Covered
Hemodialysis – Chronic	Not covered
Home Health Services	Not covered
Hospitalization	Covered
Hospice	Not covered
Hypnotherapy	Not covered
Immunizations and Inoculations	Covered, except travel inoculations and medications are not covered.
Infertility Services	Not covered
Long Term Care at Skilled Nursing Facility	Not covered
Maternity Care	Not covered (covered by MediCal)

SERVICE	COVERAGE
Mental Health Services	Not covered (covered by other programs administered by the Health Services Department)
Newborn coverage	Not covered (covered by MediCal)
Organ Transplant	Not covered
Orthoptic (eye training)	Not covered
Outpatient Visits	Covered, but some visits require prior authorization
Over the Counter Drugs	Only those drugs listed on the Preferred Drug List, as periodically amended by the Pharmaceuticals and Therapeutics Committee, are covered.
Personal & Comfort Items	Not covered
Physical Examinations	Not covered, except back-to-work programs are covered
Prescription Drugs, Outpatient (legally require a prescription)	Only those drugs listed on the Preferred Drug List, as periodically amended by the Pharmaceuticals and Therapeutics Committee, are covered.
Prosthetic devices, corrective appliances & artificial aids	Not covered

SERVICE	COVERAGE
Radial Keratotomy	Not covered
Refraction	Covered
Skilled Nursing Facility	Not covered
Sterilization	Covered
Supplies, disposable	Covered
Therapy: outpatient, physical, speech and occupational	Covered only in cases of expected short term improvement (2 month maximum)
TMJ Treatment	Not covered
Transportation	Not covered

NOTE: All covered services are provided only at Contra Costa County facilities unless referred and preauthorized by Contra Costa County.

File #: 25-5372 **Agenda Date:** 12/16/2025 **Agenda #:** D.2.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: **Direction on the use of $9,729,868 in General Fund Appropriation for Contingencies**

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

PROVIDE direction on the use of $9,729,868 in General Fund Appropriation for Contingencies (the remainder of COVID-19 FEMA Reserve funds) (4/5 vote required).

FISCAL IMPACT:

Today's action requests that the Board provide direction on the potential use $9,729,868 in General Fund Appropriation for Contingencies (the remainder of COVID-19 FEMA Reserve funds).

BACKGROUND:

Establishment of the COVID-19 FEMA Reserve

On April 22, 2024 <https://contra-costa.legistar.com/LegislationDetail.aspx?ID=6639234&GUID=5C143422-E0CD-4C15-8BD0-36C645A7A9A6&Options=ID%7CText%7C&Search=FEMA&FullText=1>, the Board of Supervisors directed the County Administrator to claim $37,544,395 in remaining American Rescue Plan Act (ARPA), Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) to offset a portion of the General Fund subsidy to the Hospital Enterprise Fund in FY23-24. In addition, the Board directed the County Administrator to take the following actions:

1. Include a General Fund Assigned Reserve designation in a like amount at the conclusion of FY23-24 in recognition of FEMA claims that have not yet been obligated or received and to return to the Board at least annually with an update as to the status of COVID-19 era FEMA Public Assistance program claims; and

2. At that time the Board would make determinations as to whether the General Fund Assigned Reserve designation amount should be reduced based on additional revenue received from FEMA.

On April 30, 2024, the County Administrator's Office processed the final CSLFRF claim in the amount of $37,544,395 as directed by the Board and subsequently reported the transaction in the next quarterly report to the United States Treasury Department effectively concluding the County's ARPA CSLFRF program.

On June 4, 2024 <https://contra-costa.legistar.com/LegislationDetail.aspx?ID=6710249&GUID=5271BE5F-4693-4317-BFDD-C612A4C0B957&Options=ID|Text|&Search=FEMA>, the Board authorized a second transaction to draw the full balance of the ARPA Local Assistance and Tribal Consistency Fund (LATCF) in the amount of $100,000 and similarly allocate a like amount to General Fund Assigned Reserve status.

On September 24, 2024 <https://contra-costa.legistar.com/LegislationDetail.aspx?ID=6869480&GUID=4302899F-FFF5-4CA4-9F52-1AF888B7FDAF&Options=ID%7CText%7C&Search=FEMA&FullText=1>, the Board of Supervisors approved the FY24-25 Adopted Budget as Finally Determined, which includes mandatory schedules outlined in the County Budget Act. *Schedule A, titled "Detail of Provisions for Obligated Fund Balances for Fiscal Year 2024-2025 Final Budgets <https://contra-costa.legistar.com/View.ashx?M=F&ID=13319952&GUID=E180B601-6361-453C-8367-36097CE1ACEE>"* includes a provision for the combined $37,644,395 General Fund Assigned Fund Balance (henceforth referred to as the "COVID-19 FEMA Reserve"), in compliance with the direction from the Board on April 22, 2024 and June 4, 2024 as outlined above.

Year 1 COVID-19 FEMA Reserve Report

In compliance with the Board's direction from April 22, 2024, the County Administrator returned to the Board of Supervisors on April 28, 2025 to provide a Year 1 report on the status of COVID-19 era FEMA Public Assistance program claims. The report was integrated into the FY25-26 budget hearing process.

Specifically, the County Administrator' s report indicated that, as of April 21, 2025, the County had received $74,003,942, or 89.7% of anticipated COVID-19 FEMA Public Assistance funding across 20 of 23 applications for reimbursement. Of the three (3) projects that the County had not yet received funding for, the California Office of Emergency Services (CalOES) and FEMA had already approved the County's full funding request and the payments were being processed.

Below is a complete reconciliation of projects as provided to the Board at the April 28, 2025 presentation:

Contra Costa County
COVID-19 FEMA Project Applications
Status Report, as of 4/21/2025

Project #	Submitted Projects	Estimated Claim	Received	FEMA Submission Date	Obligation Metrics[2] Obligation Date	Obligation Months	Payment Metrics[3] Payment Date	Payment Months
146165	Great Plates Delivered - 5/1/2020 to 6/10/2020	$ 144,796	$ 144,796	1/27/2021	3/25/2021	1.9	9/3/2021	5.4
166257	Great Plates Delivered - 6/11/2020 to 7/9/2020	276,467	276,467	1/28/2021	6/23/2021	4.9	8/25/2021	2.1
166323	Great Plated Delivered - 7/10/2020 to 8/9/2020	380,374	380,374	1/28/2021	8/25/2021	7.0	11/10/2021	2.6
166334	Great Plates Delivered - 8/10/2020 to 9/9/2020	384,174	384,174	1/28/2021	5/6/2021	3.3	9/3/2021	4.0
166919	Great Plates Delivered - 9/10/2020 to 10/9/2020	417,331	417,331	1/28/2021	5/6/2021	3.3	9/3/2021	4.0
178653	Great Plates Delivered - 10/10/2020 to 2/6/2021	2,006,732	2,006,732	5/20/2021	7/13/2021	1.8	9/3/2021	1.7
243280	Great Plates Delivered - 2/6/2021 to 7/9/2021	2,805,170	2,805,170	9/10/2021	2/25/2022	5.6	3/23/2022	0.9
240224	Materials - PPE - 3/07/2020 to 5/20/2022	1,240,517	1,240,517	12/21/2022	2/10/2023	1.7	4/24/2023	2.4
680872	Cleaning Supplies - 3/04/2020 to 6/07/2022	555,062	555,062	12/21/2022	10/16/2023	10.0	11/30/2023	1.5
680774	Vaccinations - 12/01/2020 to 05/31/2021	637,756	637,756	12/30/2022	1/30/2024	13.2	3/19/2024	1.6
733307	COVID-19 Coordination & Response Efforts - 7/22/2022 - 5/11/2023	50,042	50,042	10/30/2023	5/23/2024	6.9	8/21/2024	3.0
186200	Non Congregate Shelter - 7/1/2020 to 1/1/2021	13,886,851	13,886,851	10/18/2021	6/3/2024	32.0	12/20/2024	6.7
156484	Non-Congregate Shelter - 3/19/2020 to 6/30/2020	4,012,966	4,012,966	7/26/2021	6/3/2024	34.8	12/9/2024	6.3
731586	COVID Testing Costs - 7/1/2022 to 05/11/2023 (90% of actuals)	686,296	680,296	10/30/2023	5/23/2024	6.9	8/21/2024	3.0
240222	Incremental Cleaning Costs - 4/1/2020 to 6/30/2021	10,197,540	10,197,540	7/7/2022	6/26/2023	11.8	8/28/2023	2.1
685744	Incremental Cleaning Costs - 7/1/2021 to 6/30/2022	3,649,683	3,649,683	12/21/2022	10/3/2024	21.7	1/30/2025	4.0
719093	COVID Testing Costs Mobile Med - 07/01/2022 - 03/31/2023 (90% of actuals)	979,848	979,848	6/5/2023	5/23/2024	11.8	2/20/2025	9.1
550487	COVID Testing Costs - 2/27/2020 to 6/3/2021	15,814,082	15,814,082	6/29/2022	11/7/2023	16.5	4/5/2024	5.0
240223	Non Congregate Shelter - 1/1/2021 to 3/31/2022	14,515,020	14,515,020	11/3/2022	7/25/2024	21.0	1/16/2025	5.8
720803	Category Z Mgmt Reimbursement - Ernst & Young Costs[1]	2,000,000	1,369,236	9/25/2023	2/5/2024	4.4	6/3/2024	4.0
687414	COVID Testing Costs - 7/1/2021 to 6/30/2022	4,914,058	0	12/28/2022	7/19/2024	19.0		
698619	County Emergency Operations Center (EOC) - 03/23/2020 to 07/1/2022	1,620,297	0	12/30/2022	10/4/2024	21.5		
719096	Incremental Cleaning Costs - 7/1/2022 to 4/1/2023 (90% of actuals)	1,295,515	0	7/31/2023	10/3/2024	14.3		
	TOTAL	**$ 82,470,577**	**$ 74,003,942**					
	as % of Total Estimated Claims	*100%*	*89.7%*					
	Total Projects	*23*	*20*					

= Paid; Project Closed Out = Paid; Pending Closeout = Pending Payment = Pending Payment; Project Closed Out

Based on this status report, the County Administrator recommended to the Board that up to $20,971,026 be reclassified from Assigned fund balance to Unassigned fund balance at the conclusion of FY24-25.

This figure was derived from a calculation taking into account three specific factors:

1. The amount outstanding related to COVID-19 FEMA Public Assistance claim payments not yet received totaling $8,177,747;

2. Retention of 10% of the County's total obligated COVID-19 FEMA claims in case of future audit totaling $8,218,169; and

3. $277,453 related to the County's share of Fair Market Value (FMV) costs related to capital assets procured as part of the County's COVID-19 response efforts.

The table below provides a reconciliation between the original COVID-19 FEMA Reserve amount and the proposed amount for FY25-26:

COVID-19 FEMA General Fund Reserve Calculation		
FY24-25 Beginning Balance ("Assigned" Fund Balance)	**$**	**37,644,395**
Less:		
FEMA Payments Outstanding	$	8,177,747
10% Audit Reserve (3 Years Post Closeout; FY28-29)	$	8,218,169
Project 698619 - County Fair Market Value Share	$	271,453
Project 731586 - County Fair Market Value Share	$	6,000
Recommended for Retention as "Assigned" on 6/30/25	**$**	**16,673,369**
Available for Release to "Unassigned" on 6/30/25	**$**	**20,971,026**

Ultimately, the Board directed the County Administrator to continue to return annually to provide similar updates on the status of the COVID-19 FEMA Reserve and to decrease amount held in the COVID-19 FEMA Reserve fund balance by $20,971,026, from $37,644,395 to $16,673,369 for FY25-26 - consistent with the County Administrator's recommendation.

Allocation of Released COVID-19 FEMA Reserve - $20,971,026

The reduction of the COVID-19 FEMA Reserve in the amount of $20,971,026 effectively reclassified that funding amount from Assigned General Fund Balance to Unassigned General Fund Balance.

Following that reclassification, and as part of the FY25-26 budget hearings, the Board allocated $6,241,158 of the released funding to support certain programs and designated the remaining $14,729,868 to be appropriated within the General Fund "Appropriation for Contingencies". Appropriations for Contingencies is a unique cost center within the General Fund containing appropriated funds - typically for use in exigent circumstances - and specifically requires a four-fifths (4/5s) vote of the Board for any transfers from that cost center.

Below is a reconciliation of allocations of the released $20,971,026 COVID-19 FEMA Reserve:

COVID-19 FEMA General Fund Reserve FY25-26 Allocation of Released Funding		
SAFE Center	$	3,500,000
Stand Together CoCo	$	2,341,158
Refugee Resettlement	$	400,000
Appropriation for Contingencies	$	14,729,868
Total	**$**	**20,971,026**

Update on Status of COVID-19 FEMA Public Assistance Claims - as of October 10, 2025

Since the adoption of the FY25-26 budget, the County has received the remaining three (3) COVID-19 FEMA

Public Assistance program claims anticipated during the April 2025 budget hearings along with an additional allocation related to a testing claim cumulatively totaling $8,181,373. As of this writing, the County has received $82,185,315, or 99.7% of anticipated funding across all 23 reimbursement requests submitted.

The County continues to work with FEMA and CalOES on formal closeout of three (3) projects and anticipate a final payment to the County of approximately $112,421 at conclusion.

Below is a complete reconciliation of COVID-19 FEMA projects as of October 10, 2025:

Contra Costa County
COVID-19 FEMA Project Applications
Status Report, as of 10/10/2025

Project #	Submitted Projects	Estimated Claim	Claimed	Received
146165	Great Plates Delivered - 5/1/2020 to 6/10/2020	$ 144,796	$ 144,796	$ 144,796
166257	Great Plates Delivered - 6/11/2020 to 7/9/2020	276,467	276,467	276,467
166323	Great Plated Delivered - 7/10/2020 to 8/9/2020	380,374	380,374	380,374
166334	Great Plates Delivered - 8/10/2020 to 9/9/2020	384,174	384,174	384,174
166919	Great Plates Delivered - 9/10/2020 to 10/9/2020	417,331	417,331	417,331
178653	Great Plates Delivered - 10/10/2020 to 2/6/2021	2,006,732	2,006,732	2,006,732
243280	Great Plates Delivered - 2/6/2021 to 7/9/2021	2,805,170	2,805,170	2,805,170
240224	Materials - PPE - 3/07/2020 to 5/20/2022	1,240,517	1,240,517	1,240,517
680872	Cleaning Supplies - 3/04/2020 to 6/07/2022	555,062	555,062	555,062
680774	Vaccinations - 12/01/2020 to 05/31/2021	637,756	637,756	637,756
733307	COVID-19 Coordination & Response Efforts - 7/22/2022 - 5/11/2023	50,042	50,042	50,042
186200	Non Congregate Shelter - 7/1/2020 to 1/1/2021	13,886,851	13,886,851	13,886,851
156484	Non-Congregate Shelter - 3/19/2020 to 6/30/2020	4,012,966	4,012,966	4,012,966
731586	COVID Testing Costs - 7/1/2022 to 05/11/2023 (90% of actuals)	686,296	686,296	686,296
240222	Incremental Cleaning Costs - 4/1/2020 to 6/30/2021	10,197,540	10,197,540	10,197,540
685744	Incremental Cleaning Costs - 7/1/2021 to 6/30/2022	3,649,683	3,649,683	3,649,683
719093	COVID Testing Costs Mobile Med - 07/01/2022 - 03/31/2023 (90% of actuals)	979,848	979,848	979,848
687414	COVID Testing Costs - 7/1/2021 to 6/30/2022	4,914,058	4,914,058	5,256,138
719096	Incremental Cleaning Costs - 7/1/2022 to 4/1/2023 (90% of actuals)	1,295,515	1,295,515	1,295,515
240223	Non Congregate Shelter - 1/1/2021 to 3/31/2022	14,515,020	14,515,020	14,515,020
550487	COVID Testing Costs - 2/27/2020 to 6/3/2021	15,814,082	15,814,082	15,797,082
720803	Category Z Mgmt Reimbursement - Ernst & Young Costs[1]	2,000,000	1,823,534	1,711,112
698619	County Emergency Operations Center (EOC) - 03/23/2020 to 07/1/2022	1,620,297	1,620,297	1,298,844
	TOTAL	**$ 82,470,577**	**$ 82,294,110**	**$ 82,185,315**
	as % of Total Estimated Claims	*100%*	*99.8%*	*99.7%*
	Total Projects	*23*	*23*	*23*

= Paid; Project Closed Out = Paid; Pending Closeout

Establishment of Community Impact Fund Program

Following the FY25-26 budget hearings, the Board established and developed the Community Impact Fund program using the former FEMA Reserve funds over the course of several Board meetings between June and November 2025. Below is a summary of actions from each meeting:

Board Direction on June 24, 2025

On June 24, 2025, the Board provided direction on next steps to staff, including:

1. Indicated a desire to allocate $1 million per District from the General Fund Appropriation for Contingencies for direction by each District Supervisor, requested each Supervisor to conduct a community engagement process within their respective Districts and the County Administrator to provide a webpage to gain public input on allocations specifically for rapid rehousing, food insecurity and rental assistance;

2. The County Administrator's Office was directed to return to the Board on July 8, 2025 with information to assist the Board in making funding allocations to each District office for cost of conducting community outreach, including town hall meetings in each Supervisorial District, regarding the allocation of funds identified in No. 1 above; and

3. The Board and the County Administrator would return to the August 5, 2025 Board meeting to report on the outcomes of the community engagement processes outlined above and determine whether to make further allocations from the General Fund Appropriation for Contingencies in addition to the $5 million previously identified for District allocations.

Board Direction on July 8, 2025

On July 8, 2025, the Board provided direction on next steps to staff, including:

1. Setting October 21, 2025 as the return date for the discussion on the allocation of each $1 million Supervisorial District allocation to allow each District office sufficient time to establish their respective community engagement processes and to allow time for better understanding of the local impacts to the County from federal legislation and state budget adoption;

2. Directed staff to work with each District office on a proposed set of common questions for use in facilitating a community survey. The community survey could be used by each Supervisorial District office while conducting their respective community engagement processes as well as being posted on the County website for interested parties to complete; and

3. Return to the Board on August 12, 2025 for final review and approval of the community survey and distribution approach.

Board Direction on August 12, 2025

On August 12, 2025, the Board provided direction on next steps to staff, including:

1. Formally titling the grant program the "Community Impact Fund"; and

2. Provided final feedback on and authorized release of the Community Impact Fund Community Survey.

Board Direction on October 21, 2025

On October 21, 2025, the Board authorized initial allocations from the District IV Community Impact Fund program totaling $474,625.

Board Direction on November 4, 2025

On November 4, 2025, the Board authorized additional allocations from the District IV Community Impact Fund program totaling $511,600.

Board Direction on November 18, 2025

On November 18, 2025, the Board continued discussion on the potential use $9,729,868 in General Fund Appropriation for Contingencies (the remainder of COVID-19 FEMA Reserve funds) to the December 16, 2025 Board of Supervisors Regular Meeting to be listed following a scheduled Discussion Item from the Health Services Director on the impacts of H. R. 1 to the Health Services department with the following direction to staff:

1. Provide an update on the status of placing the Rental Assistance funds, allocated by the Board of Supervisors, into contract as outlined in Attachment C.
2. Provide information about where Rental Assistance funds have been allocated.
3. Provide information about possible expansion and coordination of Meals on Wheels program contracts informed by the Board's discussion during Agenda Item No. D.4.
4. Provide options for moving funds previously allocated by the Board for housing to other housing programs.
5. Receive an update from the Housing Authority Director on the financial and programmatic impacts from H.R. 1 and federal policy changes.

Board Direction on December 9, 2025

On December 9, 2025, the Board authorized additional allocations from the District V Community Impact Fund program totaling $22,000 for the County Library.

Conclusion

Today's action is a continuance of Recommendation No. 4 from the November 18, 2025 discussion requesting that the Board provide direction on the potential use of $9,729,868 in General Fund Appropriation for Contingencies (the remainder of COVID-19 FEMA Reserve funds). This action takes a 4/5 vote of the Board of Supervisors to appropriate funds from the General Fund Appropriation for Contingencies.

Given the follow-up information requests from the Board, specifically around rental assistance, and the recent discussions around Federal Department of Housing and Urban Development (HUD) Continuum of Care (CoC) funding discussions, below is a brief of agenda for today's discussion:

1. Brief recap of BOS direction for follow up. (Tim Ewell, Chief Assistant County Administrator)
2. Update on Meals on Wheels coordination (Marla Stuart, EHSD Director)
3. Update on Rental Assistance progress brining allocations into contract. (Christy Saxton, Health, Housing and Homeless Director)
4. Discussion of options for reallocating housing funds previously allocated. (Christy Saxton, Health Housing and Homeless Director & Joseph Villareal, Housing Authority Director)

For context, and in response to the Board's November 18, 2025 direction, attached is a copy of the Housing Authority Director's analysis of Federal impacts provided to the Housing Authority Board of Commissioners on December 9, 2025.

CONSEQUENCE OF NEGATIVE ACTION:

There is no formal recommendation associated with this item.

Potential Use of General Fund Appropriation for Contingencies

County Administrator's Office

December 16, 2025

Agenda

1. Brief recap of BOS direction for follow up. (**Tim Ewell, Chief Assistant County Administrator**)
2. Update on Meals on Wheels coordination (**Marla Stuart, EHSD Director**)
3. Update on Rental Assistance progress brining allocations into contract. (**Christy Saxton, Health, Housing and Homeless Director**)
4. Discussion of options for reallocating housing funds previously allocated. (**Christy Saxton, Health Housing and Homeless Director & Joseph Villareal, Housing Authority Director**)
5. Discussion/Questions

Current Status
General Fund Appropriation for Contingencies

Appropriation for Contingencies - General Fund	
36,229,868	**FY25-26 Approved Budget (May 2025)**
(5,000,000)	Community Impact Fund - District Allocations
(310,620)	Public Defender Forensic Social Workers
(75,000)	Community Impact Fund - District Engagement Allocations
30,844,248	**FY25-26 Final Budget (October 2025)**
(12,818,627)	SNAP Emergency Allocation
18,025,621	**FY25-26 Unallocated Balance**

Snapshot of Existing Programs

FEMA COVID-19 Reserve *FY 2025/26 - Period 3 (thru September 30, 2025)*
Summary, Survey of Food Insecurity, Rehousing and Rental Assistance Programs

PROGRAM INFORMATION	FINANCIAL INFORMATION			
Program Category	Total Allocation	Amount in Contract/Programmed	Amount Expended	Balance
Rehousing	$ 19,647,958	$ 19,347,034	$ 5,560,630	$ 13,786,405
Food Insecurity	$ 11,499,159	$ 10,870,698	$ 5,940,819	$ 4,929,879
Rental Assistance	$ 4,943,963	$ 4,943,963	$ 438,965	$ 4,504,998
	$ 36,091,080	$ 35,161,696	$ 11,940,414	$ 23,221,282
	as %	97.4%	33.1%	64.3%

1. Some Rehousing programs operated by Health Services, include food insecurity and rental assistance components.
2. Additionally, EHSD administers the CalFRESH program in which the State priovides over $244.9 million to eligible Contra Costa residents for food benefits.
3. Conservation and Development department figures are through June 30, 2025
4. CalWORKs Housing Support Program, Home Safe, Bringing Families Home, Transition Housing Program (THP+), Housing Disability Advocacy Program and Housing Navigator Flex Fund programs reported in Health Services department but funded by Employment and Human Services department.
5. Includes update to Rental Assistance category to reflect EHSD THA and PHA programs being 100% programmed. These are direct to client programs and there is no underlying contract.

Highlights:

1. $36.1 million allocated, with 97.4% of dollars in contract or programmed.
2. Of the Total Allocation, 33.1% Expended with a Balance of 64.3%.
3. The Board has made significant investments in other areas of housing in addition to the categories requested above.

Recommendations

1. PROVIDE direction on next steps, including the use of $9,729,868 in General Fund Appropriation for Contingencies (the remainder of COVID-19 FEMA Reserve funds) (4/5 Vote).

Questions/Discussion

FEMA COVID-19 Reserve *FY 2025/26 - Period 3 (thru September 30, 2025)*

Summary, Survey of Food Insecurity, Rehousing and Rental Assistance Programs

PROGRAM INFORMATION	FINANCIAL INFORMATION			
Program Category	**Total Allocation**	**Amount in Contract/Programmed**	**Amount Expended**	**Balance**
Rehousing	*$ 19,647,958*	*$ 19,347,034*	*$ 5,560,630*	*$ 13,786,405*
Food Insecurity	*$ 11,499,159*	*$ 10,870,698*	*$ 5,940,819*	*$ 4,929,879*
Rental Assistance	*$ 4,943,963*	*$ 4,943,963*	*$ 438,965*	*$ 4,504,998*
	$ 36,091,080	**$ 35,161,696**	**$ 11,940,414**	**$ 23,221,282**
	as %	**97.4%**	**33.1%**	**64.3%**

1. Some Rehousing programs operated by Health Services, include food insecurity and rental assistance components.
2. Additionally, EHSD administers the CalFRESH program in which the State priovides over $244.9 million to eligible Contra Costa residents for food benefits.
3. Conservation and Development department figures are through June 30, 2025
4. CalWORKs Housing Support Program, Home Safe, Bringing Families Home, Transition Housing Program (THP+), Housing Disability Advocacy Program and Housing Navigator Flex Fund programs reported in Health Services department but funded by Employment and Human Services department.
5. Includes update to Rental Assistance category to reflect EHSD THA and PHA programs being 100% programmed. These are direct to client programs and there is no underlying contract.

FEMA COVID-19 Reserve
Survey of Food Insecurity, Rapid Rehousing and Rental Assistance Programs

DEPARTMENT: *Health Services Department (HSD)*
REPORTING PERIOD: *FY 2025/26 - Period 3 (thru September 30, 2025)*

PROGRAM INFORMATION				FINANCIAL INFORMATION			
CCC Department	**Federal, State, Local**	**Program Title**	**Program Description**	**Total Allocation**	**Amount in Contract/Programmed**	**Amount Expended**	**Contract Balance**
CCH - Health, Housing, Homeless Services	*State*	*Encampment Resolution Grant*	*Rapid Rehousing provided by Hope Solutions focused on serving residents in specific encampments in Richmond, San Pablo, and Antioch. Contract term 6/1/2025 - 6/30/2027*	*$ 4,417,156*	*$ 4,417,156*	*$ 97,462*	*$ 4,319,694*
CCH - Health, Housing, Homeless Services	*State*	*CalWORKS Housing Support Program - **EHSD Interdepartmental***	Rapid Rehousing and homelessness prevention rental assistance provided by Hope Solutions focused on serving families with minor children enrolled in CalWORKS. Full contract term is 7/1/2025 - 6/30/2026. Funding crosses multiple allocations with a FY25-26 allocation of $2.4 available for rapid rehousing 11/1/2025 through 6/30/2026.	*$ 2,185,586*	*$ 2,185,586*	*$ 620,296*	*$ 1,565,290*
CCH - Health, Housing, Homeless Services	*State*	*Home Safe - **EHSD Interdepartmental***	Rapid Rehousing and homelessness prevention rental assistance provided by Hope Solutions focused on serving seniors and adults with disabilites engaged with Adult Protective Services. Full contract term is 7/1/2025 - 6/30/2026. **No additional funding made available by the State to date.**	*$ 663,958*	*$ 663,958*	*$ 83,107*	*$ 580,851*
CCH - Health, Housing, Homeless Services	*State*	*Bringing Families Home - **EHSD Interdepartmental***	Rapid Rehousing and homelessness prevention rental assistance provided by Caminar focused on serving families with minor children engaged in child welfare. Full contract term is 2/1/2023 - 10/31/2025 with a total of $1,917,534. Unspent funds will expire by end of 2025 and used for administrative expenses and a small amount of backrent assistance. Additional funding made available by State, but Contra Costa allocation not yet determined.	*$ 958,767*	*$ 958,767*	*$ 819,466*	*$ 139,301*
CCH - Health, Housing, Homeless Services	*State*	CalAIM Community Supports - **MOU with Contra Costa Health Plan**	Housing Deposits and tenancy sustaining services provided by Heluna Health contracted staff focused on serving CCHP members at-risk or experiencing homelessness. Full contract term is 7/1/2025 - 6/30/2025. Total contract with Heluna Health is $11,943,357 and remains unexecuted.	*$ 550,000*	*$ 550,000*	*$ 31,382*	*$ 518,618*
CCH - Health, Housing, Homeless Services	*State*	THP+ - **EHSD Interdepartmental**	Transitional housing program for transition aged youth emancipated from the foster care system. Participants contribute to savings account while in program that enables them to exit transitional housing with rental assistance funds. Services administered through H3 staff hired by Heluna Health. Contract term is 7/1/2024 - 6/30/2026 with an annual amount of $129,603. Journals completed through March 2025	*$ 129,603*	*$ 129,603*	*$ 96,519*	*$ 33,084*
CCH - Health, Housing, Homeless Services	*State*	Housing Disability Advocacy Program - **EHSD Interdepartmental**	Rental assistance program with whatever it takes model (no pre-determined length of time for services) for people experiencing homelessness who are applying for SSI benefits. Services will be provided by Hope Solutions. Full contract term is 10/1/2025 - 6/30/2026 with a total of $341,862. **No services began prior to September 2025.**	*$ 145,000*	*$ 145,000*	*$ -*	*$ 145,000*
CCH - Health, Housing, Homeless Services	Local	Measure X Homelessness Prevention	Funding provided to a variety of non-profits through the Measure X Housing Fund. Services include targeted homelessness prevention to households at imminent risk of losing housing. Services provided by Bay Area Community Services, St. Vincent de Paul, and Catholic Charities of the East Bay. Full contract terms are 7/1/2025 - 6/30/2026.	*$ 1,528,606*	*$ 1,528,606*	*$ 42,533*	*$ 1,486,073*
CCH - Health, Housing, Homeless Services	Local	Measure X Rapid Rehousing	Funding provided to a variety of non-profits through the Measure X Housing Fund. Services include rapid rehousing services to households experiencing homelessness. Services provided by Bay Area Community Resources and Lao Family Community Development. Grant terms are staggered and vary in length depending on contractor and award amount.	*$ 747,726*	*$ 747,726*	*$ 67,016*	*$ 680,710*

FEMA COVID-19 Reserve
Survey of Food Insecurity, Rapid Rehousing and Rental Assistance Programs

DEPARTMENT: *Health Services Department (HSD)*
REPORTING PERIOD: *FY 2025/26 - Period 3 (thru September 30, 2025)*

PROGRAM INFORMATION				FINANCIAL INFORMATION			
CCC Department	**Federal, State, Local**	**Program Title**	**Program Description**	**Total Allocation**	**Amount in Contract/Programmed**	**Amount Expended**	**Contract Balance**
CCH - Health, Housing, Homeless Services	State	Homeless, Housing Assistance and Prevention Program Round 2	Funding provided to a variety of non-profits. Services include targeted homelessness prevention to households at imminent risk of losing housing and rapid rehousing to households experiencing homelessness. Grant terms are staggered and vary in length depending on contractor and award amount.	*$ 241,457*	*$ 241,457*	*$ 241,457*	*$ (0)*
CCH - Health, Housing, Homeless Services	State	Homeless, Housing Assistance and Prevention Program Round 3	Funding provided to a variety of non-profits over the course of the grant, however only Hope Solutions currently has funding from HHAP-3. Services include targeted homelessness prevention to households at imminent risk of losing housing and rapid rehousing to households experiencing homelessness. Amounts prorated to reflect FY25/26 amounts only and funding must be expended by 6/30/26 or returned to state.	*$ 261,896*	*$ 207,737*	*$ -*	*$ 207,737*
CCH - Health, Housing, Homeless Services	State	Homeless, Housing Assistance and Prevention Program Round 4	Funding provided to a variety of non-profits. Services include targeted homelessness prevention to households at imminent risk of losing housing and rapid rehousing to households experiencing homelessness.Includes funding for food services to emergency shelter residents. Grant terms are staggered and vary in length depending on contractor and award amount.	*$ 2,156,896*	*$ 2,108,132*	*$ 1,320,935*	*$ 787,198*
CCH - Health, Housing, Homeless Services	State	Homeless, Housing Assistance and Prevention Program Round 5	Funding provided to a variety of non-profits. Services include targeted homelessness prevention to households at imminent risk of losing housing. Grant terms are staggered and vary in length depending on contractor and award amount.	*$ 948,000*	*$ 750,000*	*$ 750,000*	*$ -*
CCH - Health, Housing, Homeless Services	State	Probation Interdepartmental	Rapid rehousing, transitional housing, and targeted homelessness prevention to households on probation or engaged in pre-trial with Contra Costa Probation Department. Services provided by Hope Solutions. Additionally, H3 receives reimbursement for providing transitional housing to probation involved youth for up to two youth per night. Full contract term is 7/1/2025-6/30/2026 with funding available to roll over into next fiscal year.	*$ 1,784,003*	*$ 1,784,003*	*$ 228,005*	*$ 1,555,998*
CCH - Health, Housing, Homeless Services	Local	AB109	Services include targeted homelessness prevention to households at imminent risk of losing housing and legal system involvement under AB109 eligibility criteria. Prevention services are provided by Hope Solutions. Rapid rehousing to households experiencing homelessness and legal system involvement under AB109 eligibility criteria. Rapid Rehousing services are provided by Hope Solutions and Lao Family Community Development. Grant terms are staggered and vary in length depending on contractor and award amount. Funding is one-time funding and not renewable with terms through FY26/27.	*$ 2,500,000*	*$ 2,500,000*	*$ 85,063*	*$ 2,414,937*
CCH - Health, Housing, Homeless Services	Local	Various local incentive and private funding	Funding from one-time initiatives like state incentive programs or private funders utilized for direct financial assistance. Programs included homelessness prevention, shallow subsidy, and landlord incentives built into rapid rehousing programs. Total allocation reflects balance at start of FY25/26	*$ 335,693*	*$ 335,693*	*$ -*	*$ 335,693*
CCH - Health, Housing, Homeless Services	Federal	HUD Continuum of Care	Services include housing navigation and targeted direct financial assistance to households at imminent risk of homelessness. Services provided to Hope Solutions with a grant term of July 1, 2025 - June 30, 2026.	*$ 650,000*	*$ 650,000*	*$ 164,507*	*$ 485,493*

FEMA COVID-19 Reserve
Survey of Food Insecurity, Rapid Rehousing and Rental Assistance Programs

DEPARTMENT: *Health Services Department (HSD)*
REPORTING PERIOD: *FY 2025/26 - Period 3 (thru September 30, 2025)*

PROGRAM INFORMATION				FINANCIAL INFORMATION			
CCC Department	**Federal, State, Local**	**Program Title**	**Program Description**	**Total Allocation**	**Amount in Contract/Programmed**	**Amount Expended**	**Contract Balance**
CCH - Health, Housing, Homeless Services	Federal	HUD Continuum of Care - **Direct grants from HUD to CBOs**	Rapid Rehousing services provided by SHELTER, Inc. and Hope Solutions to households experiencing homelessness with domestic violence experience. Program years vary with contract end dates in 2025. There is no HUD funded RRH for households who are not fleeing domestic violence. Expenditures as of June 2025 as provided by HUD to H3 and may not reflect grant agreements executed after June 2025.	*$ 1,878,274*	*$ 1,878,274*	*$ 907,000*	*$ 971,274*
CCH - Public Health	State	*Mothers for Postpartum Justice Project*	Providing postpartum moms with nutritious, culteraly foods via food delivery service. Funding from California Department of Public Health Maternal, Child and Adolescent Health Program, Perinatal Equity Initiative.	*$ 300,000*	*$ 300,000*	*$ 28,779*	*$ 271,221*
CCH - Public Health	State	*18 Reasons*	Providing postpartum moms with nutritious, culteraly foods via food delivery service. Funding from California Department of Public Health Maternal, Child and Adolescent Health Program, Perinatal Equity Initiative.	*$ 300,000*	*$ 300,000*	*$ 40,829*	*$ 259,171*
CCH - Public Health	State	*Project Open Hand Food Delivery*	Funding from California Department of Public Health Office of AIDS	*$ 65,000*	*$ 65,000*	*$ -*	*$ 65,000*
CCH - Public Health	Federal	*Medical Nutrition Therapy and Food Boxes for HIV positive residents*	Food Bank of CC, Funding from Ryan White Part A via Alameda County	*$ 206,725*	*$ 206,725*	*$ 54,707*	*$ 152,018*
CCH - Health, Housing, Homeless Services	State	Housing Navigator Flex Fund - **EHSD Interdepartmental**	Services are provided by Hope Solutions and include housing navigation and flexible funds to support transition aged youth currently or formerly engaged with the foster care system achieve housing stability. Full contract term is 7/1/2025-6/30/2026 with a total of $1,008.537.	*$ 258,537*	*$ 258,537*	*$ 32,643*	*$ 225,894*
				$ 23,212,884	**$ 22,911,961**	**$ 5,711,705**	**$ 17,200,255**
				as %	**98.7%**	**24.6%**	**74.1%**

FEMA COVID-19 Reserve
Survey of Food Insecurity, Rapid Rehousing and Rental Assistance Programs

DEPARTMENT: *Employment & Human Services Department (EHSD)*
REPORTING PERIOD: *FY 2025/26 - Period 3 (thru September 30, 2025)*

PROGRAM INFORMATION				FINANCIAL INFORMATION			
CCC Department	**Federal, State, Local**	**Program Title**	**Program Description**	**Total Allocation**	**Amount in Contract/Programmed**	**Amount Expended**	**Contract Balance**
EHSD							
	Local	Food Security	This Measure X-funded project supports Contra Costa County's efforts to mitigate food insecurity by investing in food system infrastructure, culturally relevant nutrition services, and capacity-building partnerships. Through multi-year contracts with local food banks and community-based organizations, the initiative expands equitable access to emergency and supplemental food, supports vulnerable populations (e.g., seniors, families, low-income individuals), and addresses racial and geographic disparities in food access. Funding supports food acquisition, culturally specific outreach, program staffing, senior meal programs, food locker expansion, and data collection. This effort strengthens community resilience and aligns with the County's broader Measure X mission of improving health, safety, and quality of life. **Updated to reflect contract executed for the period November 1, 2025-October 31, 2028**	*$ 3,849,120*	*$ 3,849,120*	*$ -*	*$ 3,849,120*
	Fed / State	Congregate Nutrition Services	Congregate Nutrition Services, provides Title IIIC-1 services that aims to promote healthy aging by providing nutritious meals to older adults in group settings. The program helps reduce hunger, food insecurity, and malnutrition while supporting seniors' ability to live independently. In addition to meals, it fosters social interaction to combat isolation and offers nutrition education and counseling to encourage lifelong healthy eating habits. 118,767 congregate meals were served in calendar year 2024.	*$ 1,658,084*	*$ 1,029,623*	*$ 867,930*	*$ 161,693*
	Fed / State	Home Delivered Nutrition Services	Home-Delivered Nutrition Services, funded through Title III-C2 of the Older Americans Act, provide nutritious meals to homebound adults aged 60 and over who are unable to shop or cook for themselves. The program delivers one balanced meal per weekday, with options for weekend meals, helping to reduce hunger and support seniors' health. In addition to meals, the service includes regular wellness checks, nutrition education, and referrals to other support services. These meals are provided at no cost, though voluntary donations are welcome, and no one is denied service due to inability to pay. 794,431 home-delivered meals were provided in calendar year 2024.	*$ 5,038,730*	*$ 5,038,730*	*$ 4,867,074*	*$ 171,656*
EHSD							
	State	CalWORKs Temporary Homeless Assistance (THA)	Sixteen (16) cumulative days of emergency rental assistance (minimum of $85 and maximum of $145 per day) is available for interim housing. An additional 16 days of THA emergency rental assistance (minimum of $85 and maximum of $145 per day) is available for CalWORKs recipients who meet a Victims of Domestic Abuse exception. 791 unduplicated households received temporary housing assistance in calendar year 2024.	*$ 977,882*	*$ 977,882*	*$ -*	*$ 977,882*
	State	CalWORKs Permanent Homeless Assistance (PHA)	There are two types of PHA: Permanent Homeless Assistance and Arrearage Payments. 1) Permanent Housing Assistance is available to pay a security deposit and last month's rent to secure permanent housing. 2) Permanent Housing Arrearage Payments include the ability to pay up to two months of rent arrearages to prevent eviction. 157 unduplicated households received CalWORKs permanent housing assistance in calendar year 2024. **Updated to reflect that these funds are fully programmed as vouchers are provided directly to the client and not through an outside contract.**	*$ 384,038*	*$ 384,038*	*$ -*	*$ 384,038*

FEMA COVID-19 Reserve
Survey of Food Insecurity, Rapid Rehousing and Rental Assistance Programs

DEPARTMENT: *Employment & Human Services Department (EHSD)*
REPORTING PERIOD: *FY 2025/26 - Period 3 (thru September 30, 2025)*

PROGRAM INFORMATION				FINANCIAL INFORMATION			
CCC Department	**Federal, State, Local**	**Program Title**	**Program Description**	**Total Allocation**	**Amount in Contract/Programmed**	**Amount Expended**	**Contract Balance**
	State	Transitional Housing Plus Program- Housing Community Development	The Transitional Housing Program Grant through the CA Housing Community Development Department provides funding to counties for child welfare services agencies to help young adults aged 18 to 24 years find and maintain housing, with priority given to those formerly in the foster care of probation systems. EHSD CFS utilizes this funding to provide additional THP+ housing and supportive services. 53 clients recevied THP+ services in FY23-24. **Updated to reflect that these funds are fully programmed as vouchers are provided directly to the client and not through an outside contract.**	*$ 415,126*	*$ 415,126*	*$ -*	*$ 415,126*
	State	Foster Youth to Independence	The FYI initiative makes Housing Choice Voucher (HCV) assistance and supportive services available to eligible current and former foster youth/young adults age 18 through 24. IDA with H3. 37 CFS clients were referred to FYI HCV vouchers in FY 2023-24.	*$ 129,604*	*$ 129,604*	*$ 71,381*	*$ 58,223*
	Federal	CSBG contract with Greater Richmond Interfaith (GRIP)	Operates an emergency shelter placement housing readiness and navigation, and daily meal program. 125 unduplicated individuals were served in calendar year 2024.	*$ 37,182*	*$ 37,182*	*$ 37,182*	*$ -*
	Federal	CSBG contract with Monument Crisis	Provides comprehensive support services for at-risk eligible Contra Costa County residents including nutritious food, health education, job-training, housing application assistance, and wellness activities. 14,900 unduplicated individuals were served in calendar year 2024.	*$ 37,182*	*$ 37,182*	*$ 37,182*	*$ -*
				$ 12,526,948	**$ 11,898,487**	**$ 5,880,749**	**$ 6,017,738**
				as %	**95.0%**	**46.9%**	**48.0%**

FEMA COVID-19 Reserve
Survey of Food Insecurity, Rapid Rehousing and Rental Assistance Programs

DEPARTMENT: *Conservation and Development Department (DCD)*
REPORTING PERIOD: *FY 2024/25 - Period 12 (thru June 30, 2025)*

PROGRAM INFORMATION				FINANCIAL INFORMATION			
CCC Department	**Federal, State, Local**	**Program Title**	**Program Description**	**Total Allocation**	**Amount in Contract/Programmed**	**Amount Expended**	**Contract Balance**
DCD	*Federal (CDBG)*	*Food Bank of Contra Costa & Solano: Collaborative Food Distribution Program*	*Senior Food program with distribution sites throughout Concord and the urban County. The Senior Food Program offers low-income seniors a free bag of groceries twice a month, including deliveries via a partnership with Meals on Wheels.*	*$46,500*	*$46,500*	*$46,500*	*$ -*
DCD	*Federal (CDBG)*	*Loaves & Fishes of Contra Costa: Nourishing Lives Program - Martinez Dining Room*	*Provides a hot nutritious meal and food pantry to very low to low-income people living in the county, allowing people to save their income for other expenses such as rent, utilities, and healthcare and giving the homeless and the food insecure population easier access to nutritional food, including fresh produce. County CDBG funds support the Loaves and Fishes dining room location in the City of Martinez.*	*$18,000*	*$18,000*	*$18,000*	*$ -*
DCD	*Federal (CDBG)*	*Meals on Wheels Diablo Region: Meals on Wheels Program*	*Provides nutritious meals to all frail, home bound seniors living in Contra Costa County to help them live at home in safety, in comfort and with dignity for as long as possible. Clients are 62+ years old, home bound, and are unable to shop and/or prepare meals for themselves. Seniors benefit from daily health and wellness checks from volunteer drivers and ongoing client monitoring through in-home visits by outreach workers.*	*$17,000*	*$17,000*	*$17,000*	*$ -*
DCD	*Federal (CDBG)*	*SHELTER, Inc.: Homeless Prevention and Rapid Rehousing Program*	*The goal of the program is to assist Contra Costa County residents facing a housing crisis. The program rapidly rehouses homeless households and prevents homelessness for households who are at immediate risk of losing their home by providing supportive services, and financial assistance.*	*$30,000*	*$30,000*	*$26,714*	*$ 3,286*
DCD	*Federal (ESG)*	*SHELTER, Inc.: Homeless Prevention and Rapid Rehousing Program*	*The goal of the program is to assist Contra Costa County residents facing a housing crisis. The program rapidly rehouses homeless households and prevents homelessness for households who are at immediate risk of losing their home by providing supportive services, and financial assistance.*	$ 131,060	$ 131,060	$ 131,060	$ -

FEMA COVID-19 Reserve
Survey of Food Insecurity, Rapid Rehousing and Rental Assistance Programs

DEPARTMENT: *Conservation and Development Department (DCD)*
REPORTING PERIOD: *FY 2024/25 - Period 12 (thru June 30, 2025)*

PROGRAM INFORMATION				FINANCIAL INFORMATION			
CCC Department	**Federal, State, Local**	**Program Title**	**Program Description**	**Total Allocation**	**Amount in Contract/Programmed**	**Amount Expended**	**Contract Balance**
DCD	*Federal (State ESG - funds provided from the State via HUD/federal govt.*	*SHELTER, Inc.: Homeless Prevention and Rapid Rehousing Program*	*The goal of the program is to assist Contra Costa County residents facing a housing crisis. The program rapidly rehouses homeless households and prevents homelessness for households who are at immediate risk of losing their home by providing supportive services, and financial assistance.*	$ 108,688	$ 108,688	$ 108,685	*$ 3*
				$ 351,248	**$ 351,248**	**$ 347,959**	**$ 3,289**
				as %	**100.0%**	**99.1%**	**0.9%**

Homeless Programs Funding Cuts

HACCC BOC

December 9, 2025

Projected homeless program funding loss in 2026 (Max)

Program	Unit Count	2025 Grant/Cost
Shelter Plus Care Tenant-based Rental Assistance (TBRA)	273	$7,987,602
Shelter Plus Care Project-based Rental Assistance (PBRA)	15	$434,610
Emergency Housing Vouchers (EHV) -Includes incoming ports-	262	$6,158,260

Homeless Programs Losing Funding in 2026

- Shelter Plus Care TBRA
- First funding provided in FFY92.
- Competitively awarded to HACCC/CoC.
- Requires equal supportive services match.
- Homeless persons living on the streets or in emergency shelters with severe mental illness, chronic substance abuse problems, or AIDs.
- CoC PSH now (?) capped at 30%.

Homeless Programs Losing Funding in 2026

- Shelter Plus Care PBRA
- Similar to TBRA
- Tied to specific buildings and units.
- CoC PSH now (?) capped at 30%.

Homeless Programs Losing Funding in 2026

- EHVs funded through the American Rescue Plan Act of 2021.
- Homeless, at-risk of homelessness, fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or were recently homeless or have a high risk of housing instability.
- Funding will run out 4-5 years early

Program Expiration Timeline

Program	Unit Count	Date Ends	Annual Funding Lost
Incoming EHVs - 10 PHAs	13	Various 2026	$305,563
Shelter Plus Care TBRA	273	March 31, 2026	$7,987,602
Shelter Plus Care PBRA	15	June 30, 2026	$434,610
Incoming EHVs - SFHA	49	September 30, 2026	$1,151,736
HACCC's EHVs	200	December 20, 2026	$4,700,962

Average Income and Subsidy by Program

Program	Average Annual Income	Average Monthly Subsidy
EHV	$17,202	$1,895
Shelter Plus Care (All)	$18,784	$2,047

- 100% of Households in both programs contain one or more disabled persons
- Average income in both programs ≤15% AMI (Acutely Low Income)

EHV Location and Age Ranges

City	Households	Individuals	Min Age	Max Age
Antioch	68	108	26	77
Bay Point	4	10	50	72
Concord	22	37	30	84
Danville	1	2	38	38
El Cerrito	3	3	37	60
El Sobrante	1	1	57	57
Martinez	24	36	23	80
Oakley	1	1	69	69
Orinda	1	1	67	67
Pleasant Hill	6	8	39	78
Richmond	28	39	28	88
San Pablo	6	11	33	74
San Ramon	1	1	63	63
Walnut Creek	14	14	25	74
Total	180	272	23	88

Shelter Plus Care Location and Age Ranges

City	Households	Individuals	Min Age	Max Age
Antioch	45	76	27	76
Bay Point	5	10	49	71
Brentwood	4	9	20	66
Concord	42	74	37	83
Danville	4	4	68	72
El Cerrito	5	7	40	71
El Sobrante	5	10	33	78
Hercules	6	9	33	69
Lafayette	2	7	46	60
Martinez	26	35	28	78
Moraga	8	15	41	61
Oakley	1	2	68	68
Pinole	1	2	58	58
Pittsburg	28	47	29	78
Pleasant Hill	9	12	47	75
Richmond	38	69	29	76
San Pablo	15	23	35	76
San Ramon	9	12	42	83
Walnut Creek	14	18	32	84
Total	267	441	20	84

Goals

- Net loss of 550 units, but:
- Preserve long-term affordable housing for the most vulnerable by transferring as many as possible to HCV/PBV
  - Acutely low-income
  - Disabled
  - Elderly
- Preserve housing foundational to programs that HACCC, H3, EHSD, DCD, nonprofits like HOPE Solutions and RCD and many other community organizations build upon.
- Transition help from BOS, not on-going subsidy

Goals

- Avoid landlord/tenant issues and eviction chaos
  - CA rules vs. sudden elimination of long-term subsidy
- Avoid owner mortgage defaults (small owners + nonprofits)

EHV Owner Unit Count	# EHV Owners	% of Total EHV Owners
1	62	64.5%
2	14	14.6%
3	9	9.4%
4	7	7.3%
5	1	1.0%
7	3	3.1%

Original Ask

- $1.5 million
- 40% of Shelter Plus Care TBRA for 5 months
  - Start of 2026 PBRA grant
- Assume/hope some portion of this ask will remain

- Transition 60% of Shelter Plus Care TBRA to HCV/PBV (budget?)
- Transition EHVs to HCV/PBV (budget?)
- Convert PBRAs to PBVs (still plan, question is timing, convert PBRA CoC funds to S+C)

Yesterday's Changes

FY 25 COC NOFO Update

- The Department has withdrawn a Notice of Funding Opportunity (NOFO) with respect to the Continuum of Care (CoC) grant program. This withdrawal will allow the Department to make appropriate revisions to the NOFO, and the Department intends to do so. In the previous FY 24-25 NOFO, the Department reserved the right to make changes to the NOFO instead of processing renewals for a variety of reasons, including to accommodate a new CoC or Youth Homelessness Demonstration Program (YHDP) priority or new funding source. The Department still intends to exercise this discretion and make changes to the previously issued CoC NOFO to account for new priorities. HUD anticipates reissuing a modified NOFO well in advance of the deadline for obligation of available Fiscal Year 2025 funds.

Yesterday's Changes

- HCV reserves dropped from $1.9 million to $421,738 (0.2%)
  - Retros
  - PBVs online @ Legacy Court in North Richmond
  - PBVs online @ Nevin Plaza in Richmond
  - PBVs online @ DeAnza Gardens in Bay Point
  - HUD recaptured ≈ $7 million in early 2025 for shortfall PHAs

- HCV funding expires December 31, 2025
- Window in January 2026?
- CR through January 31, 2026








LONG LINES AND CHAOS
SECTION 8 HOUSING, PORTSMOUTH


97







1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5340 **Agenda Date:** 12/16/2025 **Agenda #:** D.3.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Update on Head Start Programs and Oversight

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
CONSIDER accepting the monthly update on the activities and oversight of the County's Head Start Program as recommended by the Employment and Human Services Director, provide guidance; and APPROVE the FY23-24 Single Audit findings related to Head Start.

FISCAL IMPACT:
There is no fiscal impact.

BACKGROUND:
Per Board Resolution No. 2023/274, the Board receives monthly updates on and provides guidance related to the activities of the Head Start program. This is the December 2025 update.

CONSEQUENCE OF NEGATIVE ACTION:
The County will not be in compliance with Head Start program requirements, which may jeopardize funding and successful 2024-2029 grant implementation.

CHILDREN'S IMPACT STATEMENT:
The services provided under this contract support all five of Contra Costa County's community outcomes: (1)"Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families".

Early Childhood Education Program Update







December 16, 2025
Marla Stuart, MSW, PhD, EHSD Director and Head Start Executive Director
MJ Robb, Community Services Bureau Interim Director, Head Start Director
info@ehsd.cccounty.us | (925) 608-4800

CONTRA COSTA COUNTY
EMPLOYMENT & HUMAN SERVICES

Outline

Topic	Federal Head Start	State Child Care
Federal Environment Updates	To date	
Child Care Center Services	Oct 2025	Oct 2025
Policy Council Actions	Nov 2025	
Budget	Oct 2025	Oct 2025
Monitoring	Oct 2025	Oct 2025
Official Funder Communication	Nov 2025	Nov 2025
Recommendation	✓	
Appendices	For Information	

- Federal Environment Updates
- Child Care Center Services
- Policy Council Actions
- Budget
- Monitoring
- Official Funder Communication
- Recommendation
- Appendices



Federal Environment Updates

Sources of Information

1. Project 2025
2. Executive Orders
3. Federal Department Actions
4. Congressional Actions

Categories of Impact

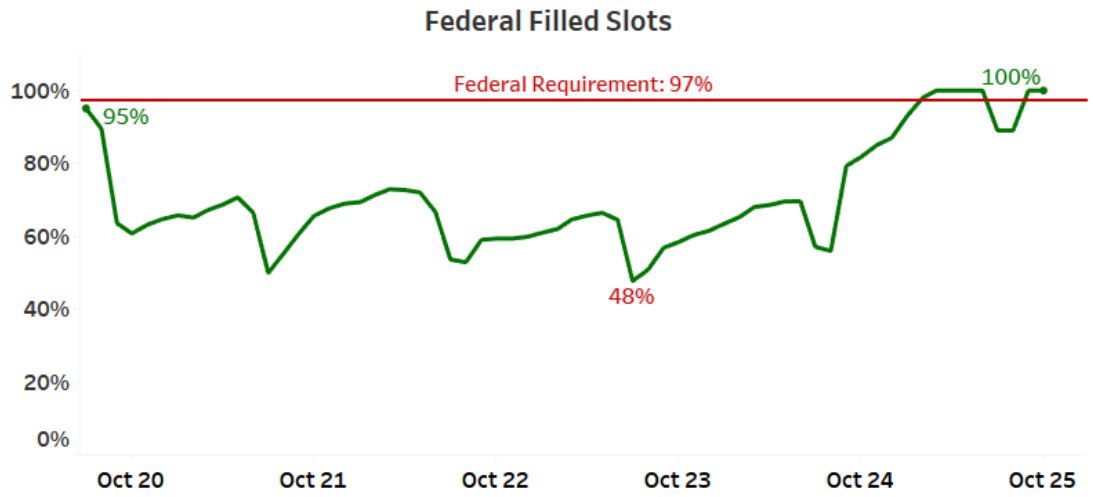
1. Potential Funding Reduction
2. Potential Funding Increase
3. Changes to Program Regulations
4. Change that may Impact Customers
5. Change that may Impact Contracts with Partners

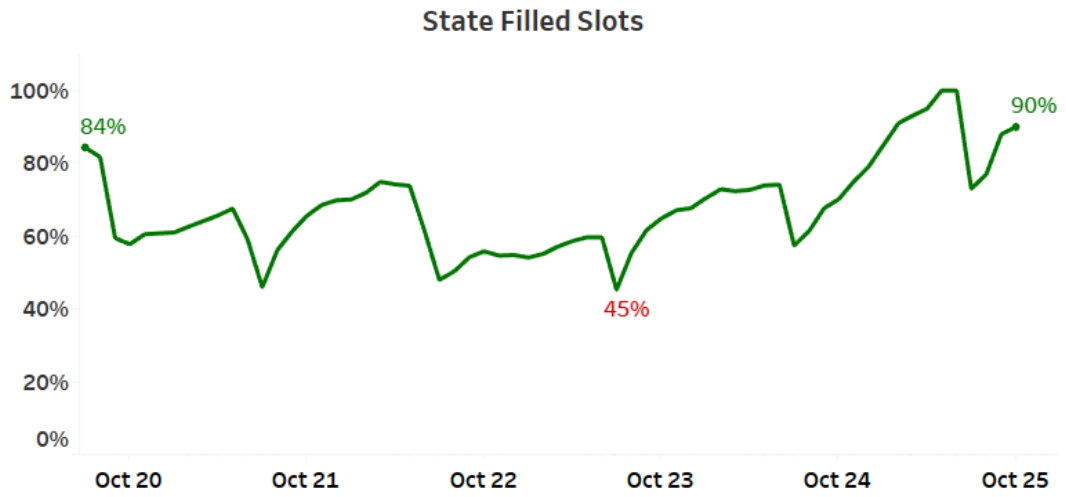
- Federal Environment Updates
- Child Care Center Services
- Policy Council Actions
- Budget
- Monitoring
- Official Funder Communication
- Recommendation
- Appendices

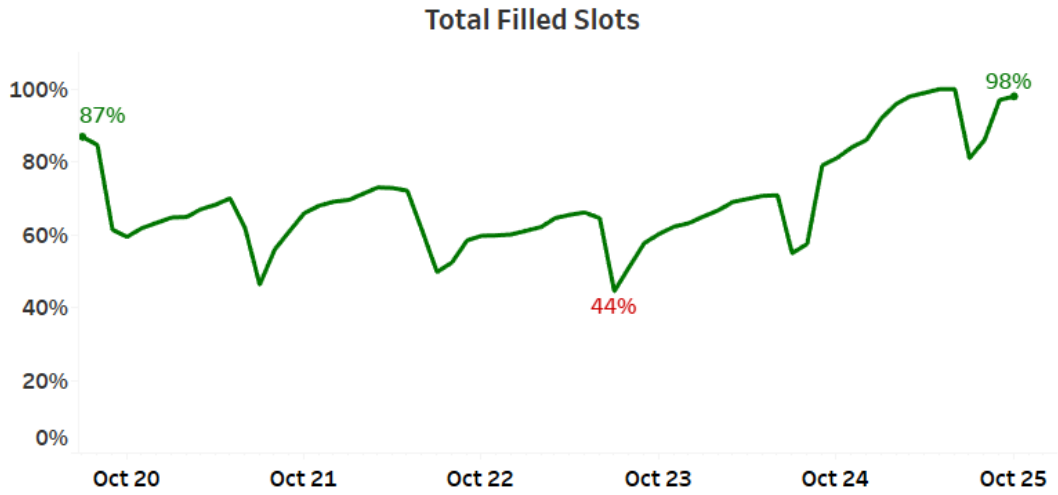


Building Brighter Futures Together

Center Enrollment Rates







Current Slot Allotments:

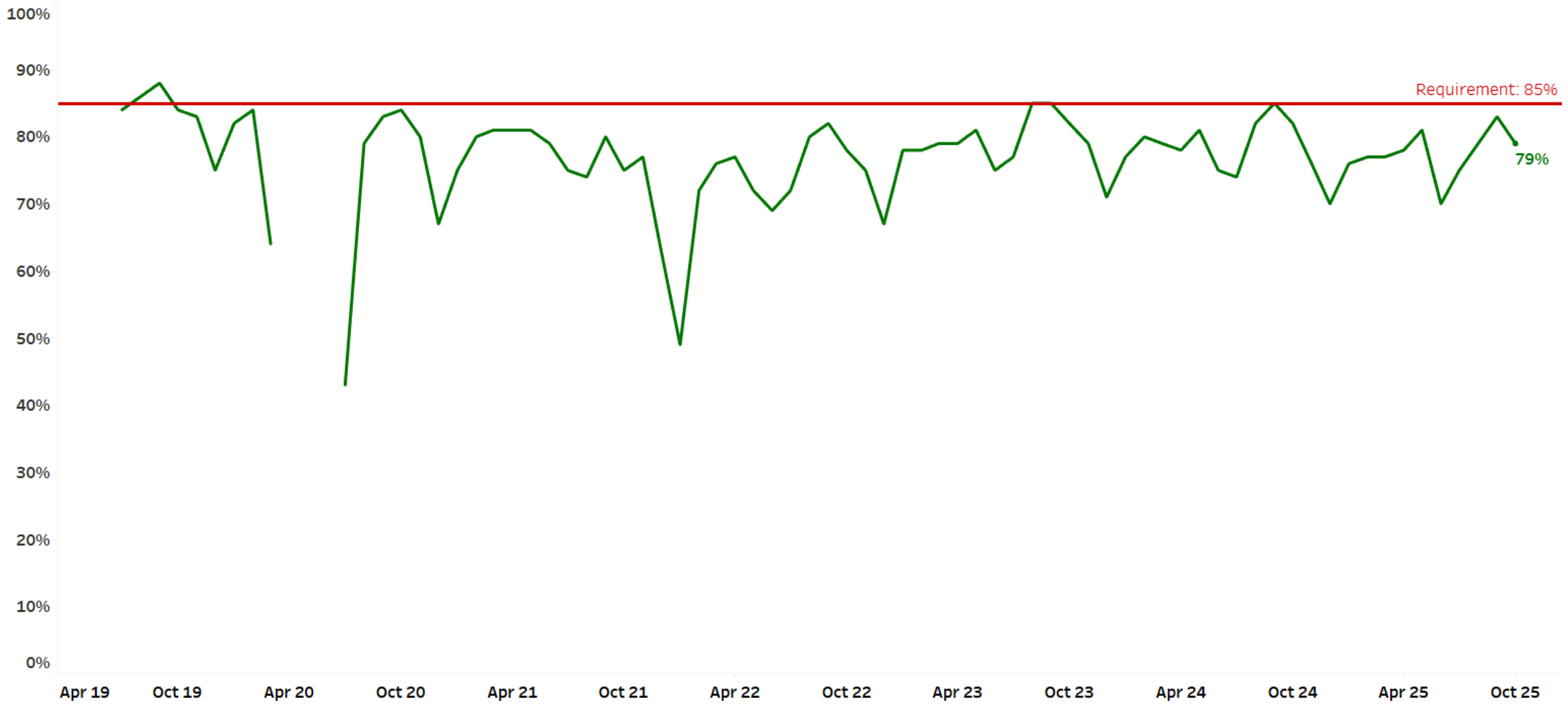
- Federal Slots (Head Start) = 1,201 (1,201 filled slots as of October 2025)
- State Slots (CDE and CDSS) = 764 (686 filled slots as of October 2025)
- Total Unique Slots = 1,345 (1,318 filled slots as of October 2025)

Current Enrollment Requirements:

- Federally Funded = 97% slots filled
- State Funded = Currently "hold harmless" meaning no penalties for not filling all slots. When "hold harmless" ends in June 2026, we will no longer be funded for unfilled slots.

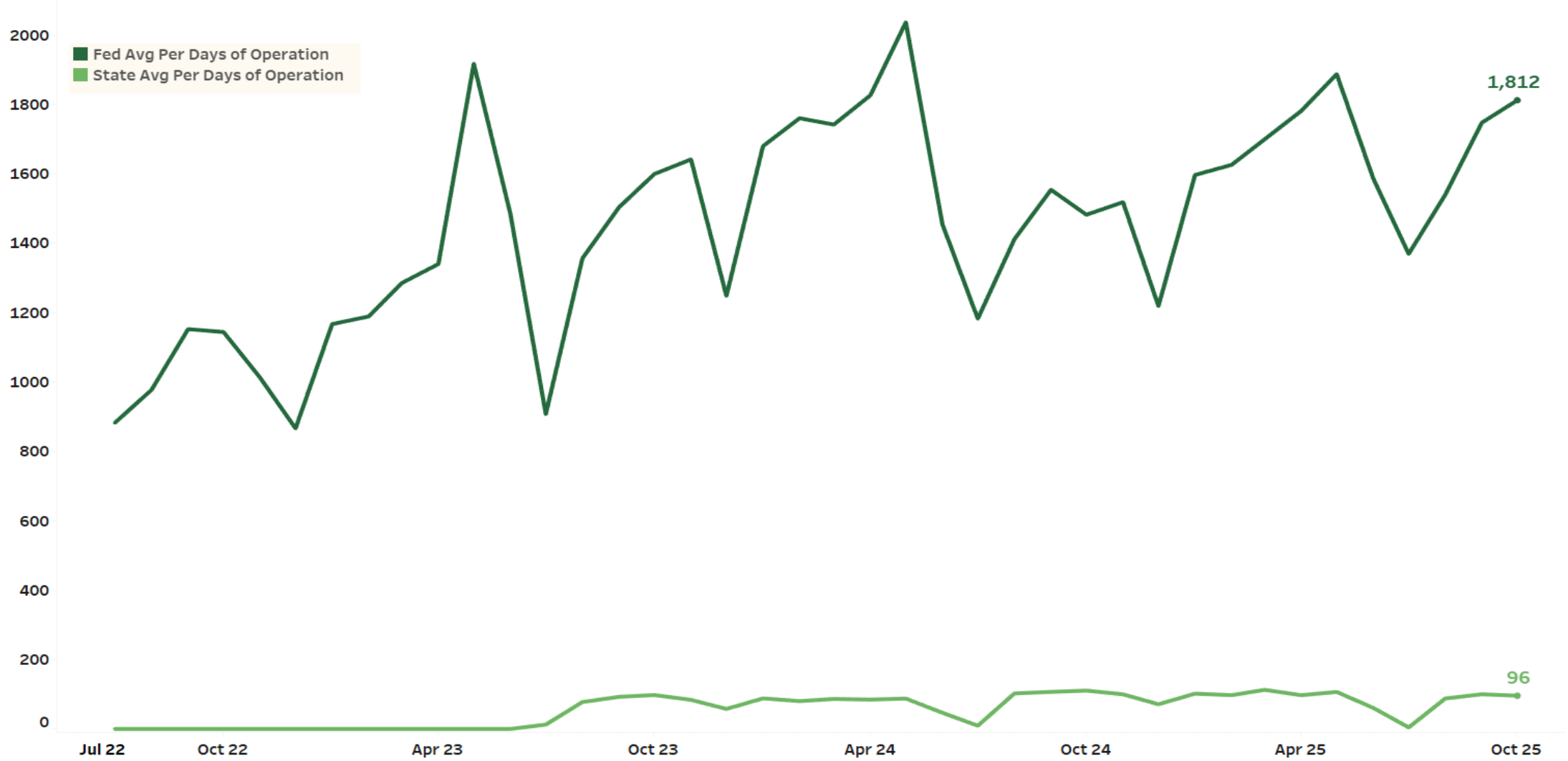
Building Brighter Futures Together

Center Attendance Rates



Building Brighter Futures Together

Average Center Meals & Snacks Per Day



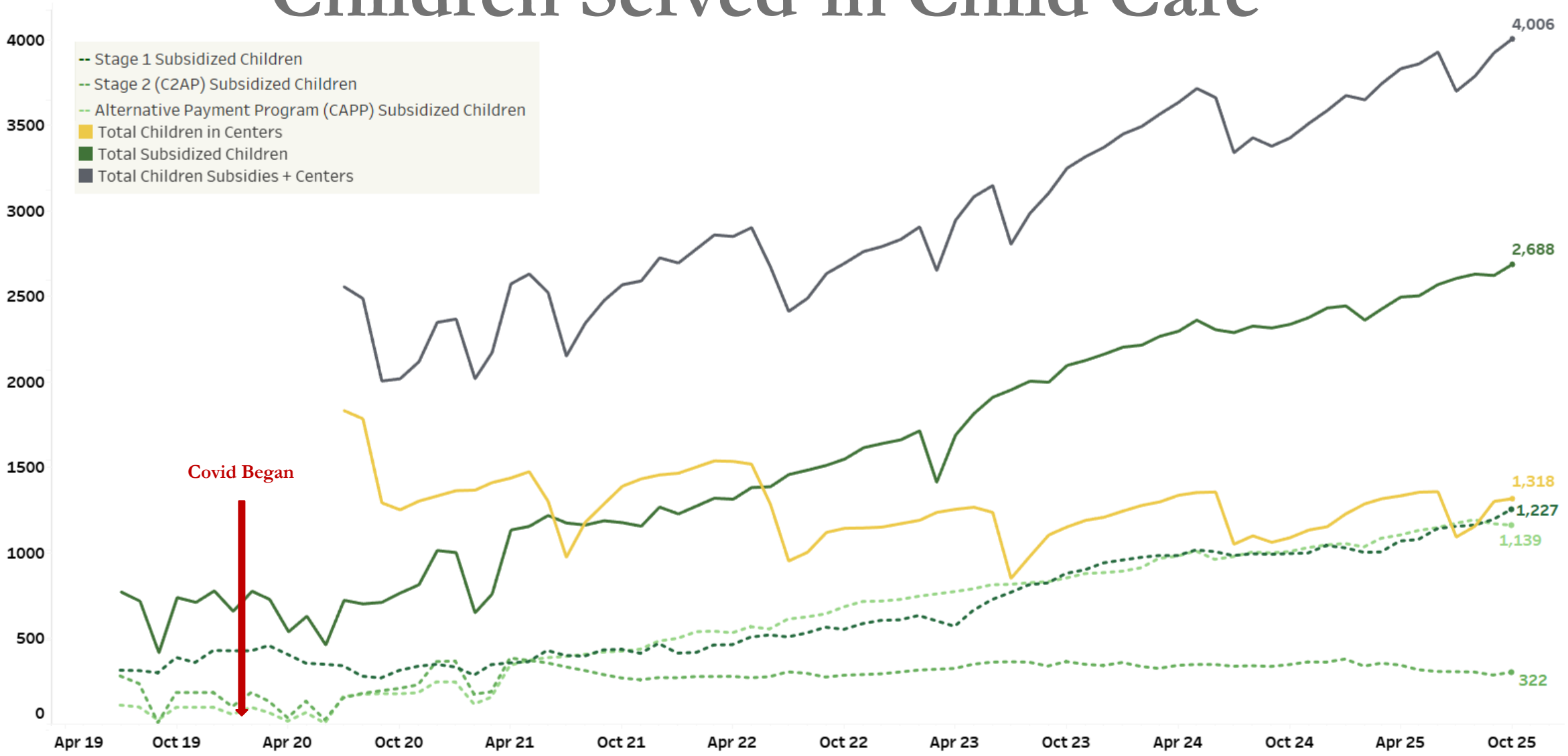
Building Brighter Futures Together

Vended Meal Services

Contract with vendor (Ordo, Inc.) began August 1, 2025 following Board approval on July 22, 2025 (C31)

Working with vendor to address initial challenges such as ensuring all meals and snacks are prepared daily, meeting federal requirements for meal components, and quality of meals

Children Served in Child Care



Building Brighter Futures Together

Program Information Report (PIR) Overview

Federal Requirement: Head Start Act Sec. 642 (d)(2)(I) – Each Head Start agency shall ensure the sharing of accurate and regular information for use by the governing body and the policy council […] the program information reports.

Timing: Data submitted August 29, 2025 (ahead of August 31, 2025 deadline) for program operations from July 1, 2024 through June 30, 2025 (FY24-25)

Purpose: Not a compliance or monitoring tool for individual programs. Data is used at state and national levels to share information about Head Start with members of Congress.

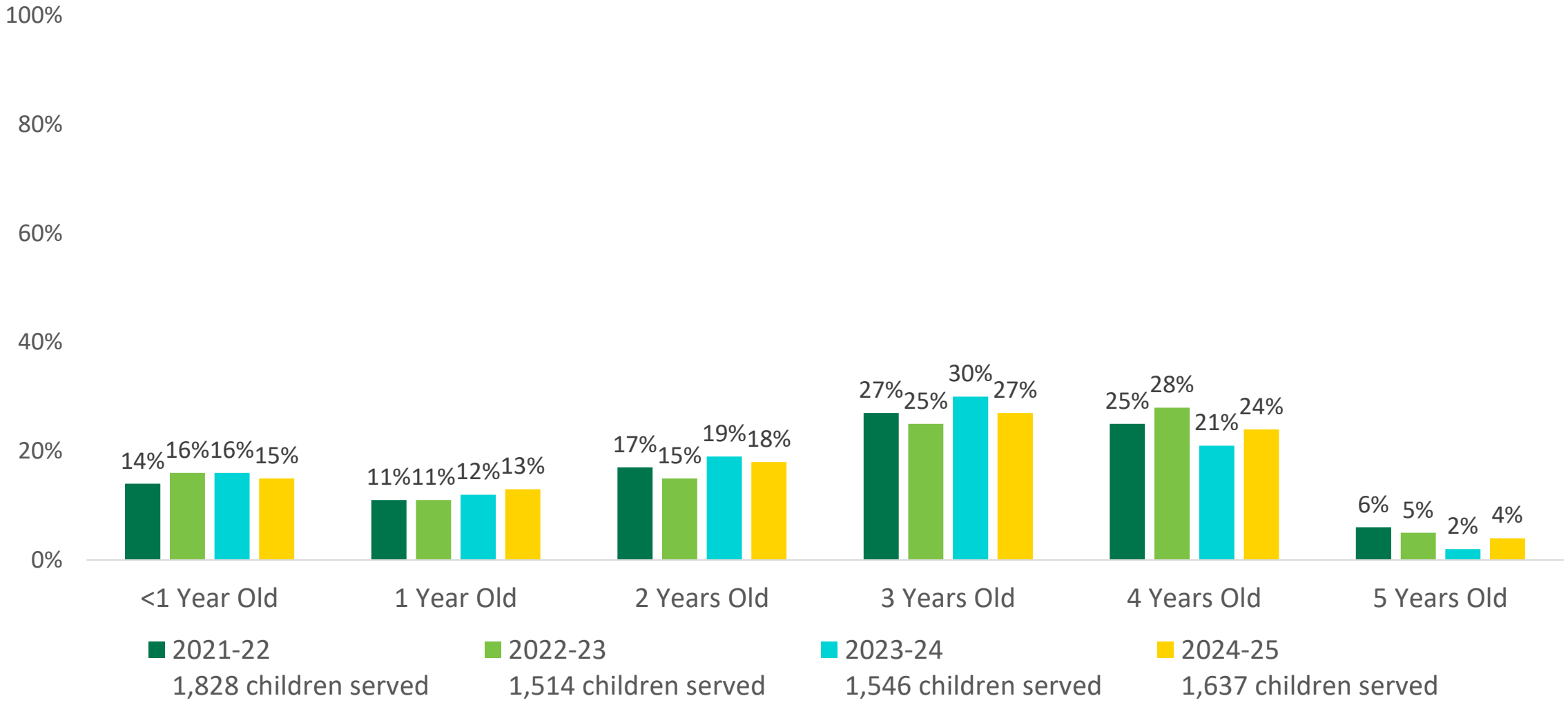
- Note – Usually state and national comparative data are available by now but were not released by the Office of Head Start prior to the government shutdown and are yet to be released.

PIR Key Data Elements

1. Funded enrollment
2. Cumulative enrollment and demographics
3. Record keeping systems
4. Staff and volunteer qualifications and demographics
5. Health services
6. Disabilities services
7. Education and development tools and approaches
8. Family and community partnerships
9. Program management qualifications and salaries
10. Formal agreements for collaboration with community partners

All data reported to the Office of Head Start (OHS) separately for Head Start and Early Head Start children and services, except #9 and 10.

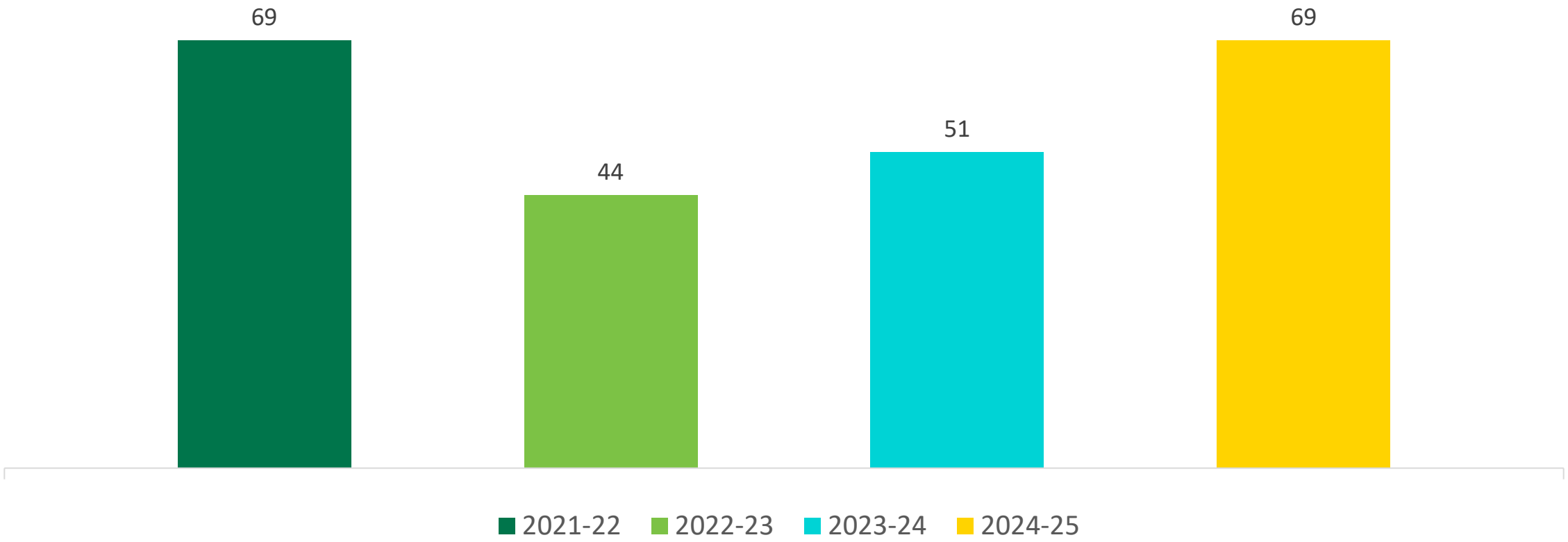
PIR: Cumulative Child Enrollment



Cumulative enrollment is a count of all children who received services for any amount of time during the program year.

Building Brighter Futures Together

PIR: Pregnant Women Enrollment

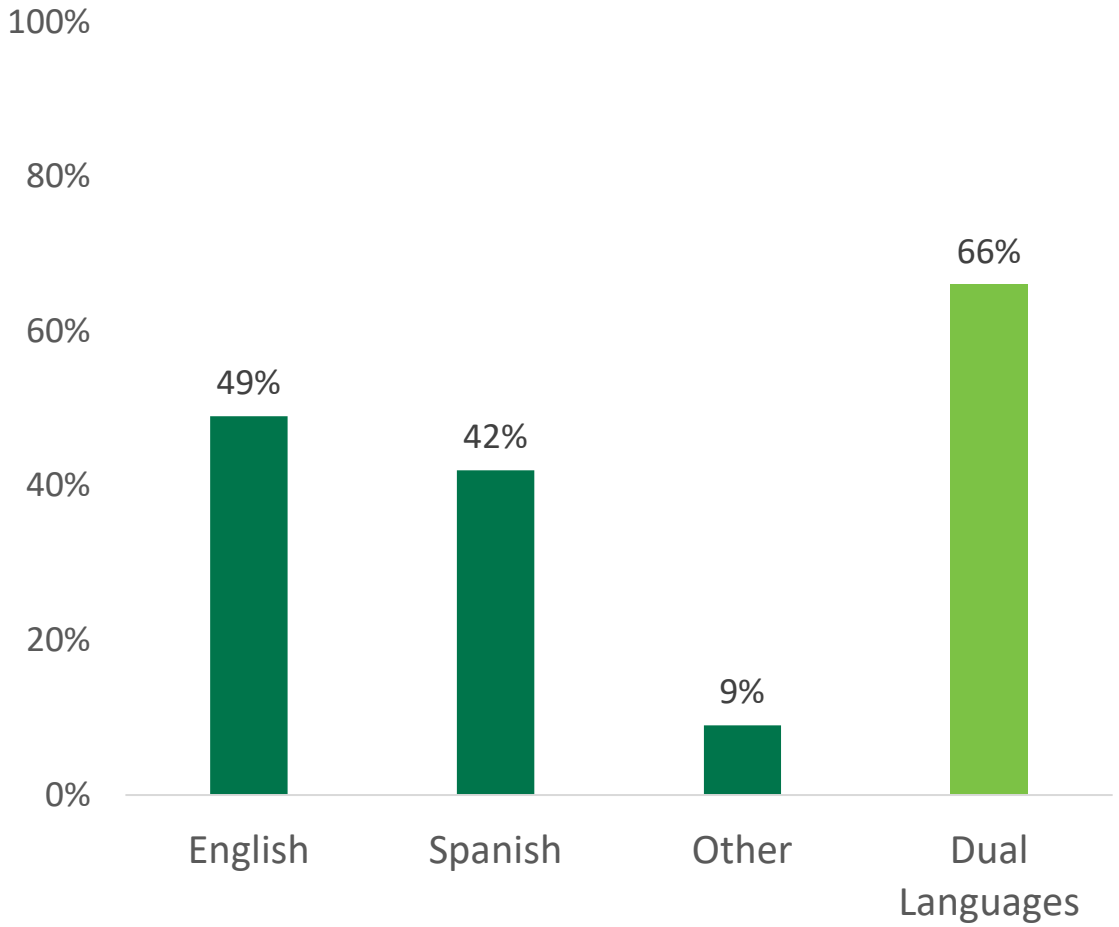


Pregnant women included in data on demographics and services received unless otherwise noted.

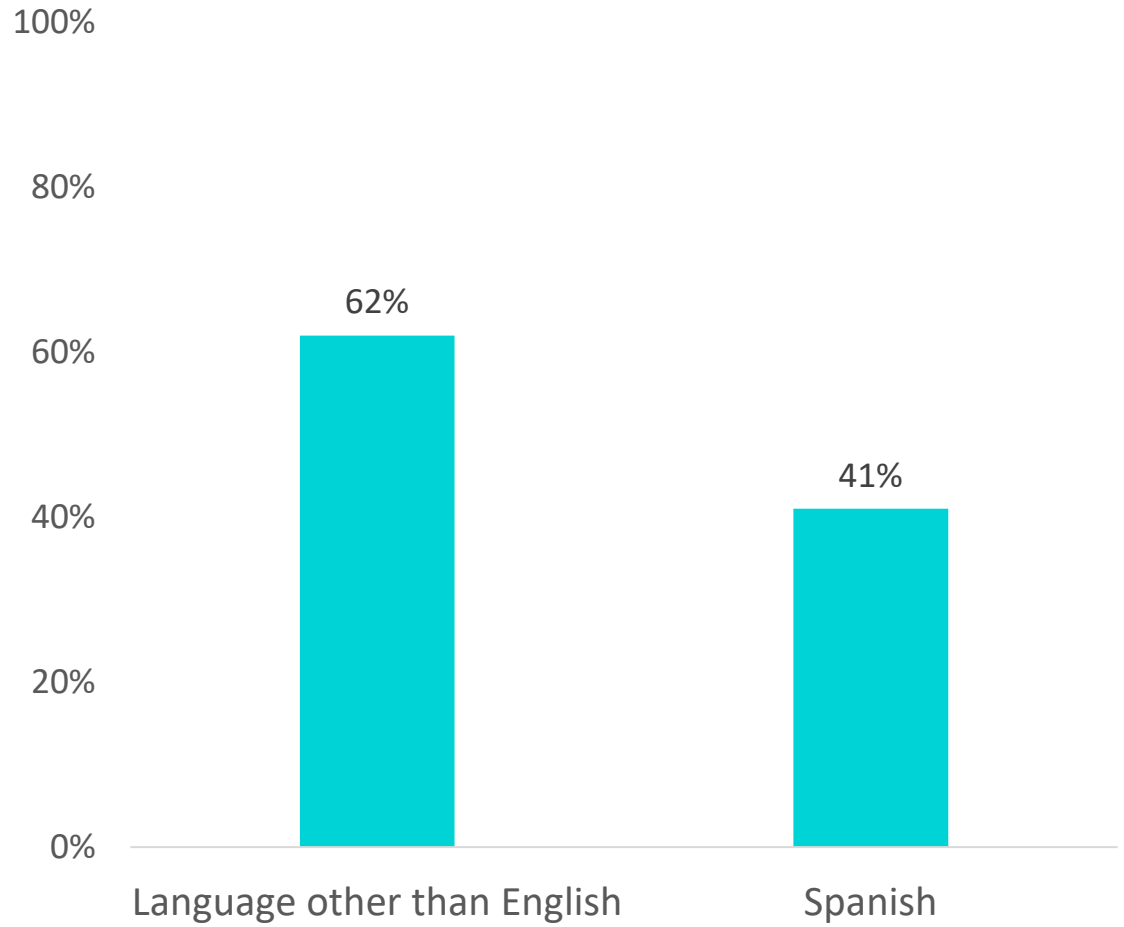
Building Brighter Futures Together

PIR: Languages Spoken

Family Primary Language at Home



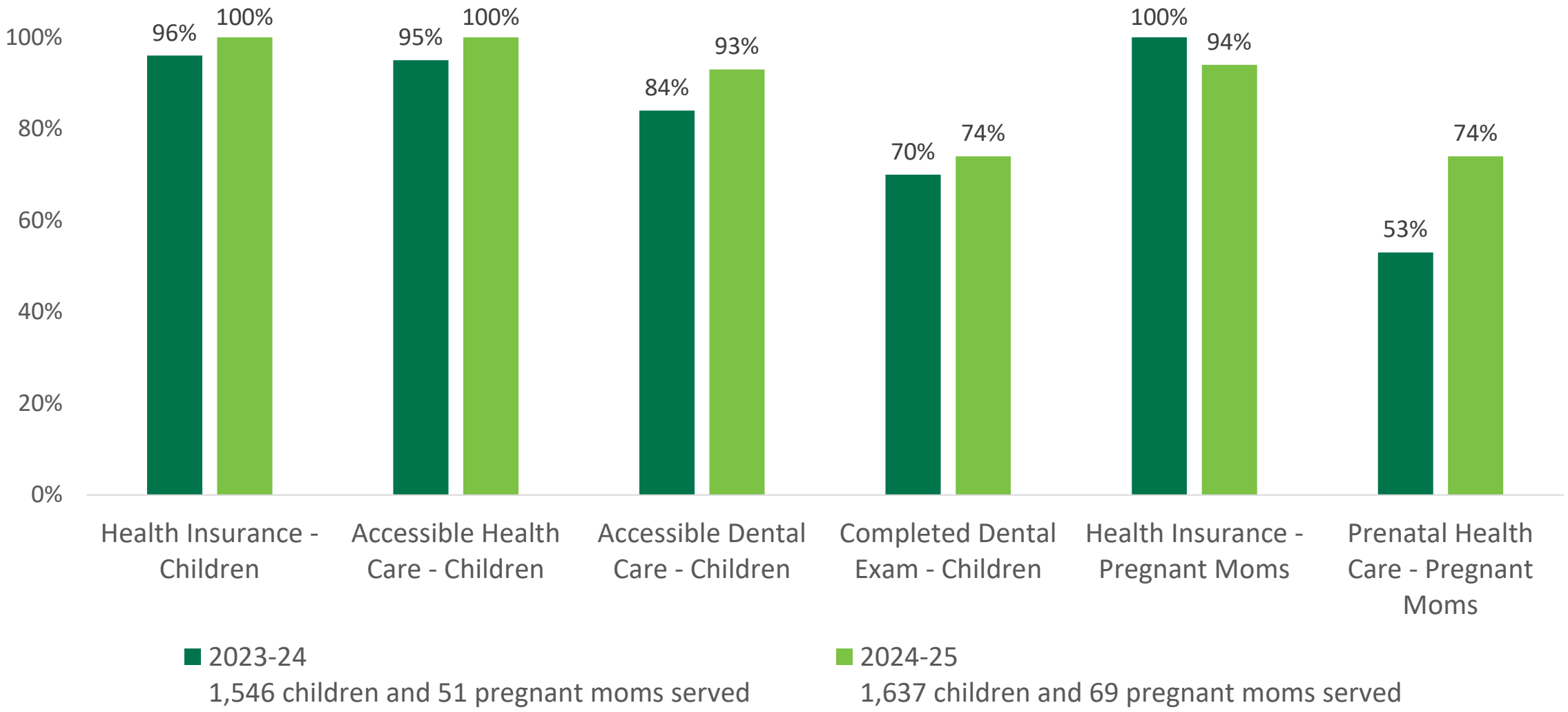
Teaching Staff Language Proficiency



Cumulative enrollment is a count of all children who received services for any amount of time during the program year.

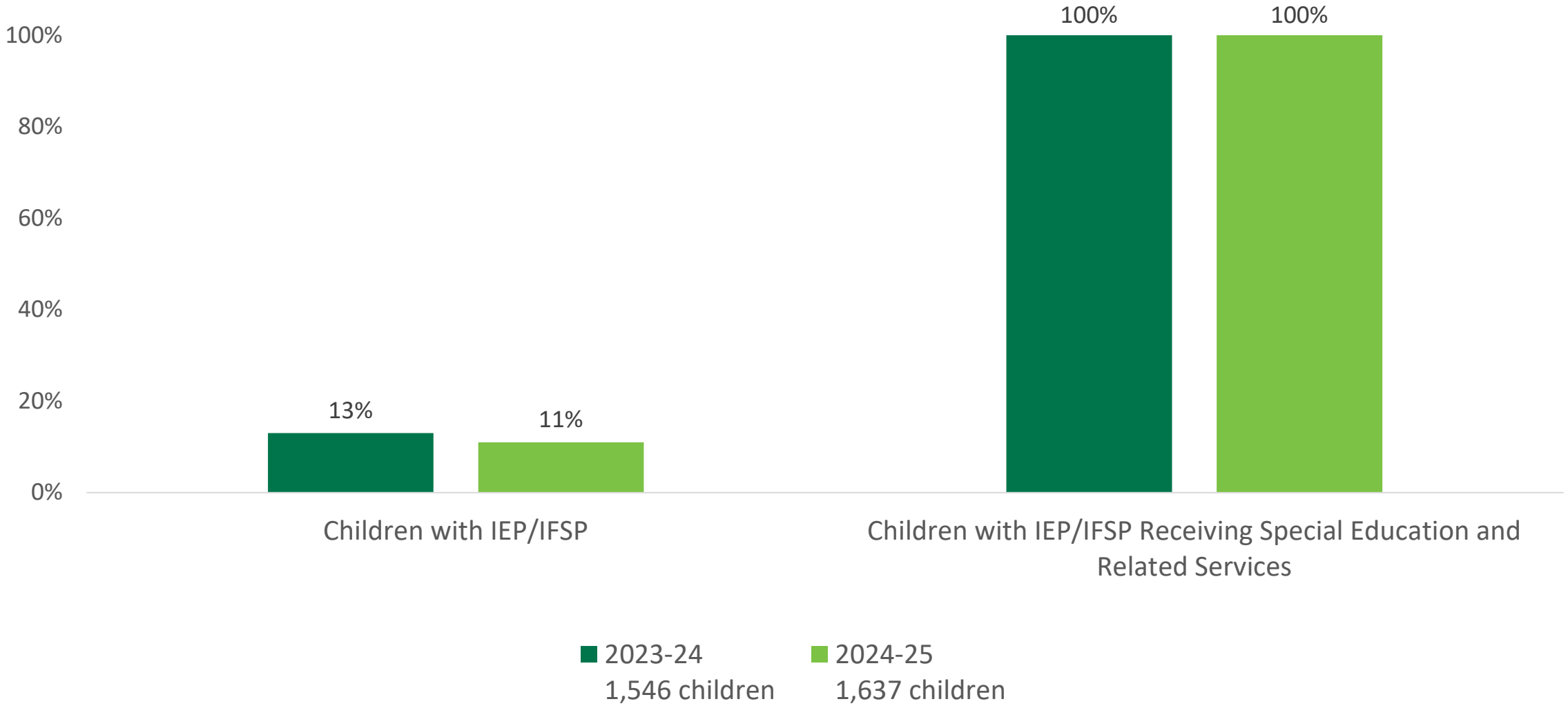
Building Brighter Futures Together

PIR: Health Services



Building Brighter Futures Together

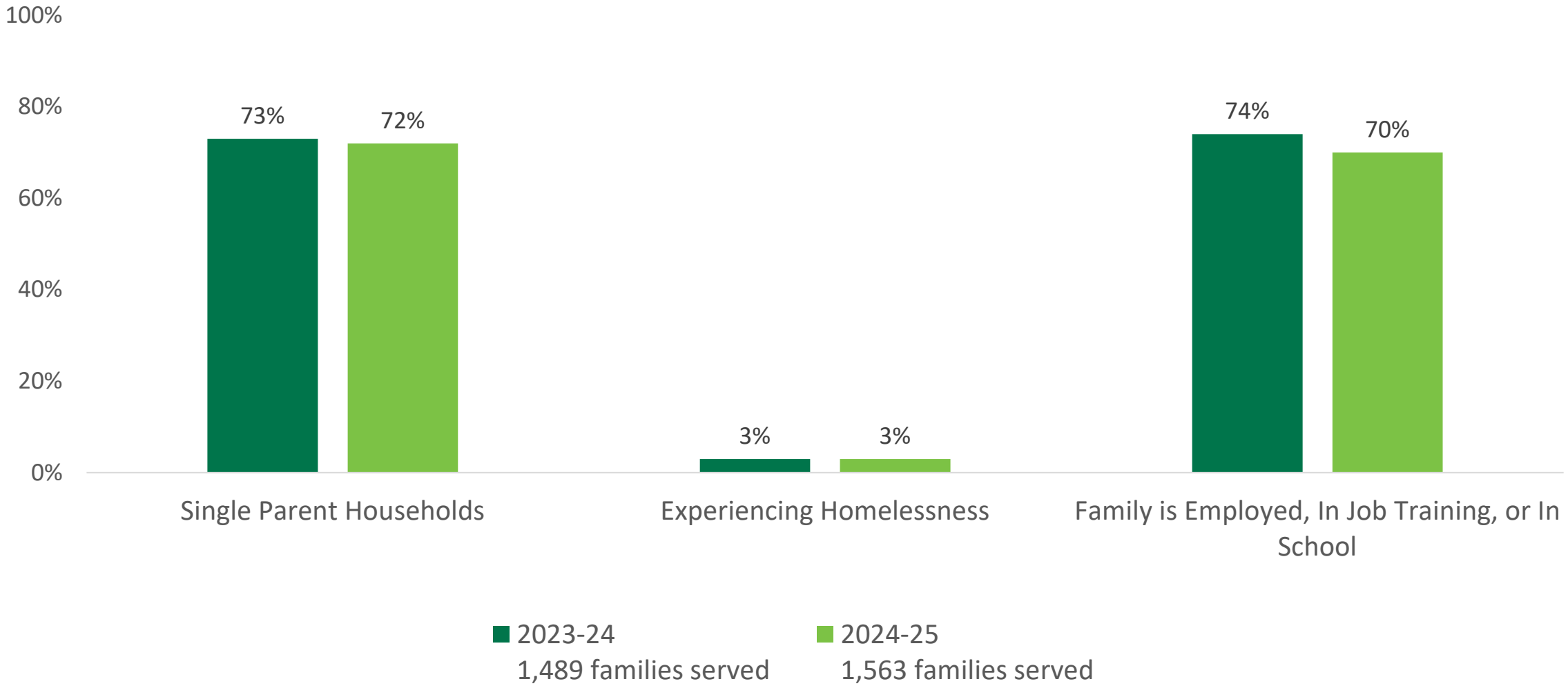
PIR: Disability Services



IEP = Individualized Education Plan
IFSP = Individualized Family Service Plans

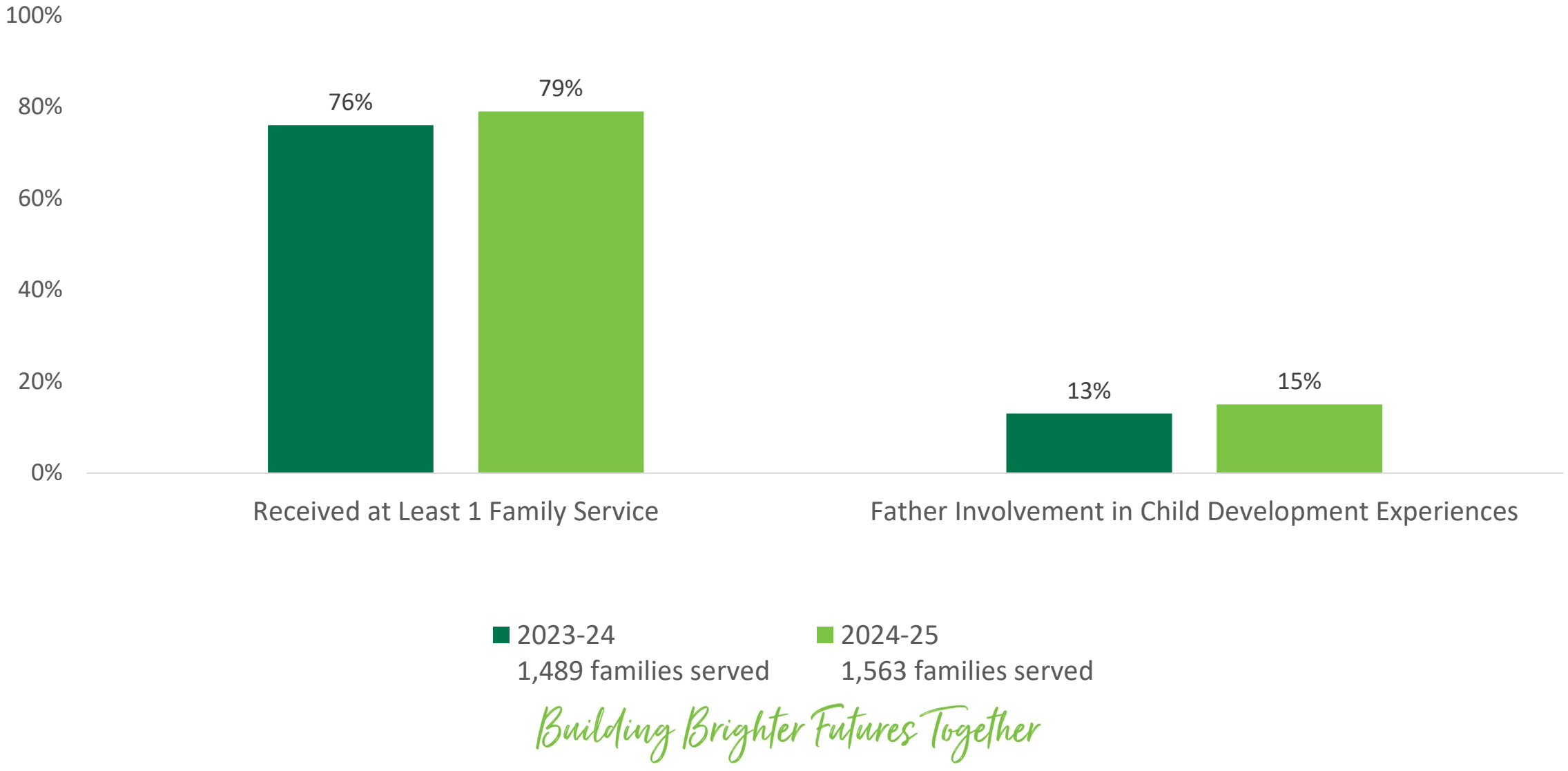
Building Brighter Futures Together

PIR: Family Backgrounds



Building Brighter Futures Together

PIR: Family Services



Building Brighter Futures Together

2026 Head Start Governance Updates Calendar

	Federal Requirement*	1/20/26	2/10/26	3/17/26	4/14/26	5/19/26	6/23/26	7/14/26	8/25/26	9/15/26	10/20/26	11/17/26	12/15/26
1. Monthly Program Updates	HSA 642(d)(2) HSPPS 1301.2(b)(2)	Nov '25	Dec '25	Jan '26	Feb '26	Mar '26	Apr '26	May '26	Jun '26	Jul '26	Aug '26	Sep '26	Oct '26
2. Monthly Financial Updates	HSA 642(d)(2) HSPPS 1301.2(b)(2)	Nov '25	Dec '25	Jan '26	Feb '26	Mar '26	Apr '26	May '26	Jun '26	Jul '26	Aug '26	Sep '26	Oct '26
3. Funder Communications	HSA 642(d)(2) HSPPS 1301.2(b)(2)	Dec '25	Jan '26	Feb '26	Mar '26	Apr '26	May '26	Jun '26	Jul '26	Aug '26	Sep '26	Oct '26	Nov '26
4. Annual HS Governance and Eligibility Training	HSA 642(d)(3) HSPPS 1301.5, 1302.12(m)		Training										
5. Annual Goals and Objectives (included in Grant application)	HSPPS 1302.102(a)			Approval Item									
6. Annual Non-Competitive Grant Renewal Application	HSA 642(c)(1)(E) HSPSS 1301.2(b)(1)			Approval Item									
7. Annual Community Needs Assessment	HSA 640(g)(1)(C) HSPPS 1302.11(b), 1302.102(d)(2)			Share Results									
8. Annual Self-Assessment	HSA 642(d)(2) HSPPS 1302.102(b)(2)			Approval Item									
9. Annual Selection Criteria and Recruitment Plan	HSA 642(c)(1)(E) HSPPS 1302.13, 1302.14(a)						Approval Item						
10. FY25-26 Planning Calendar	HSA 640(g)(1)(D) HSPPS 1302.11(b), 1302.102(d)(2)						Approval Item						
11. Annual County Single Financial Audit	HSA 642(d)(2) HSPPS 1301.2(b)(2)						Approval Item*						
12. Annual Program Information Report	45 CFR Part 75											Share Results	

As Needed

CSB Agency Policies (HSA 642(c)(1)(E)). Results from Head Start Monitoring Activities (HSA 641(A)(c)).

Contra Costa County Resolution 2023/274 includes all of these requirements.
*Pending approval by Finance Committee of FY24-25 Single Audit.

Building Brighter Futures Together

Planned

Completed

- Federal Environment Updates
- Child Care Center Services
- Policy Council Actions
- Budget
- Monitoring
- Official Funder Communication
- Recommendation
- Appendices

Building Brighter Futures Together



November 2025 Policy Council Actions

The Head Start Policy Council convened on November 19, 2025. Key actions included:

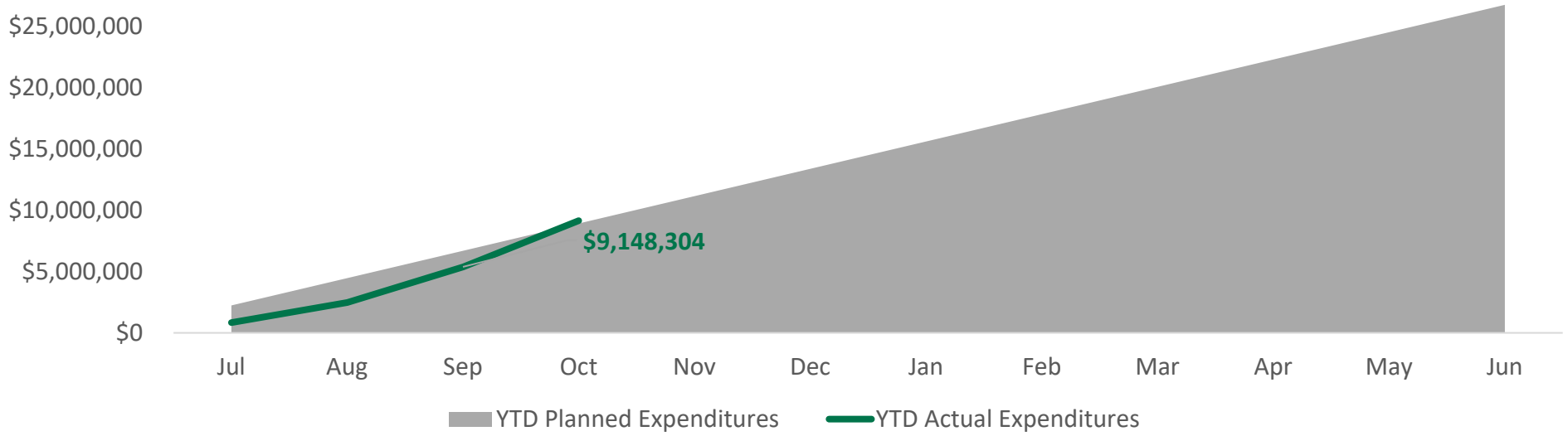
- Approved Policy Council Bylaw Revisions (approved by the Board of Supervisors 11/18/25)
- Received annual Head Start Eligibility training (required by HSPPS 1302.12(m); provided to the Board of Supervisors in February annually)
- Received Program Information Report (PIR) results (included for the Board of Supervisors today)
- Received Semi-Annual Monitoring results (shared with the Board of Supervisors 11/18/25)
- Received standard monthly administrative, fiscal, and child nutrition reports
- No recommended actions for the Board of Supervisors

- Federal Environment Updates
- Child Care Center Services
- Policy Council Actions
- Budget
- Monitoring
- Official Funder Communication
- Recommendation
- Appendices



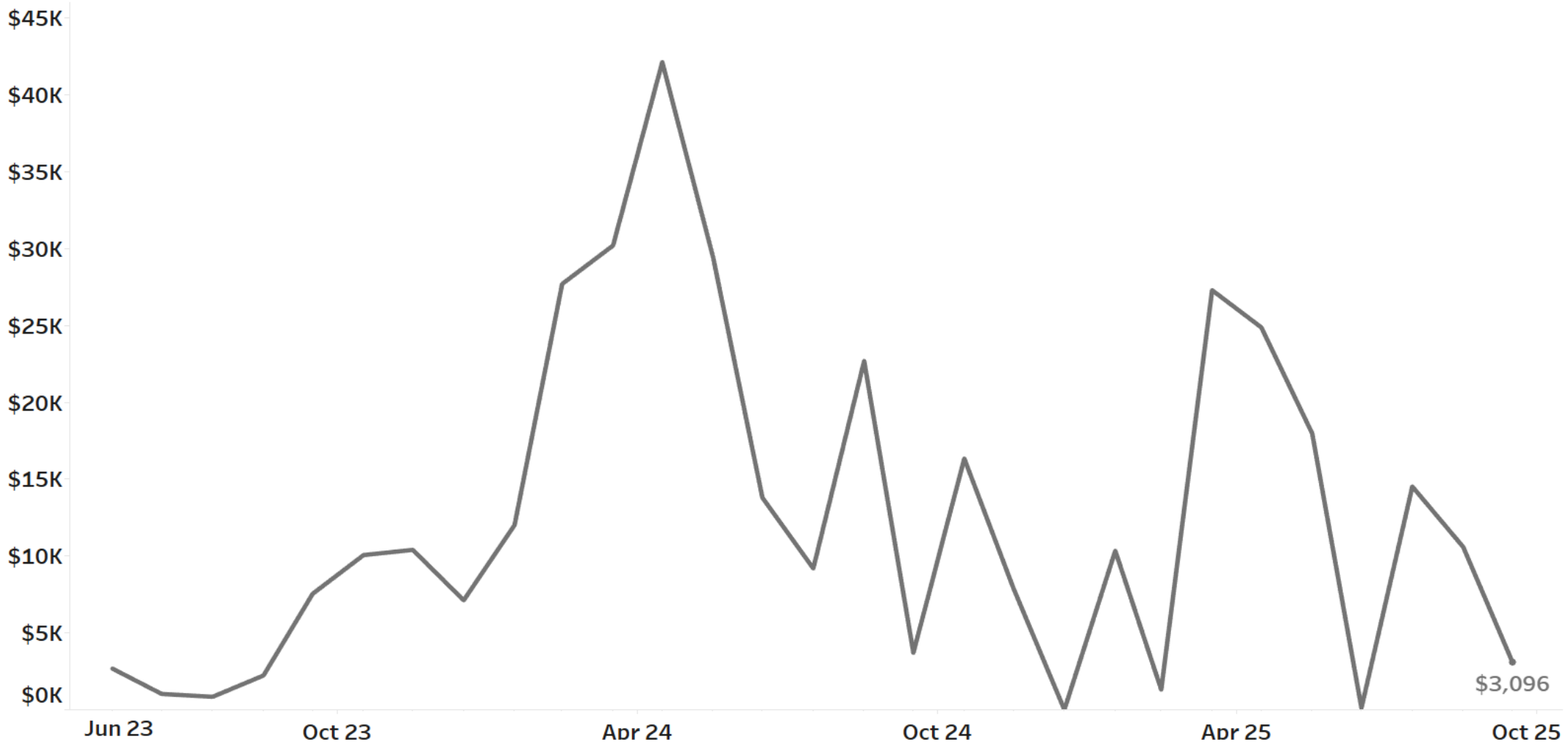
Building Brighter Futures Together

Head Start Budget Expenditures



Category	FY25-26 Award	Oct 2025 Expenditures	YTD Expenditures	Remaining Balance
Total Federal Funding	$20,577,342	$2,999,601	$7,170,463	$13,406,879
Required Non-Federal Share	$5,144,336	$749,900	$1,792,616	$3,351,720
Measure X Overmatch	$1,024,000	$18,550	$185,225	$838,775
Total Federal and Non-Federal	**$26,745,678**	**$3,768,052**	**$9,148,304**	**$17,597,375**

Head Start Credit Card Expenditures



All credit card expenditures are made by authorized staff for budgeted purchases to support reasonable program expenditures.

Building Brighter Futures Together

FY23-24 Single Audit

The Finance Committee approved the FY23-24 Contra Costa County Single Audit on November 3, 2025.

There were no findings for the Head Start grant.

Seeking approval today of the FY23-24 Single Audit findings related to the Head Start grant per Federal requirements:

- Head Start Act 642(d)(2)
- Head Start Program Performance Standards 1301.2(b)(2)

- Federal Environment Updates
- Child Care Center Services
- Policy Council Actions
- Budget
- Monitoring
- Official Funder Communication
- Recommendation
- Appendices



Building Brighter Futures Together

OHS FY26 Federal Monitoring Review

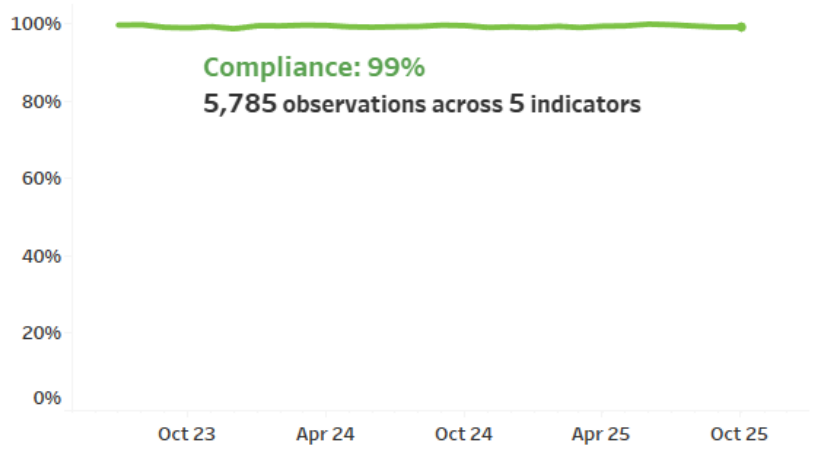
Notified on November 21, 2025 our scheduled Focus Area 1 (FA1) review starting Monday January 5, 2026.

Overview of Key Activities

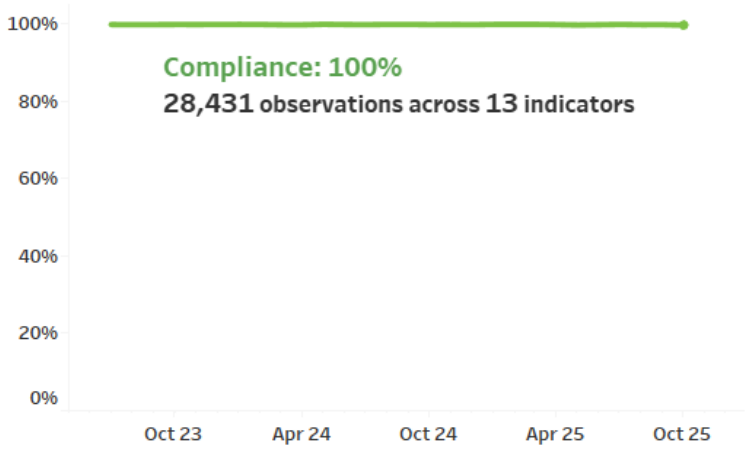
- Discussions with Board of Supervisor members (governing body), Policy Council members, program management staff, and teaching staff
- Observations of classrooms and centers
- Review of eligibility files
- Review of data, documentation, and systems related to fiscal and human resources policies and procedures

Health and Safety Compliance

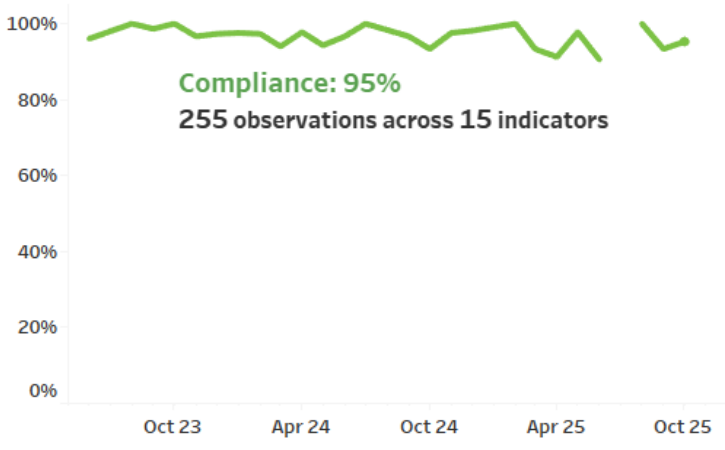
Daily Playground Safety



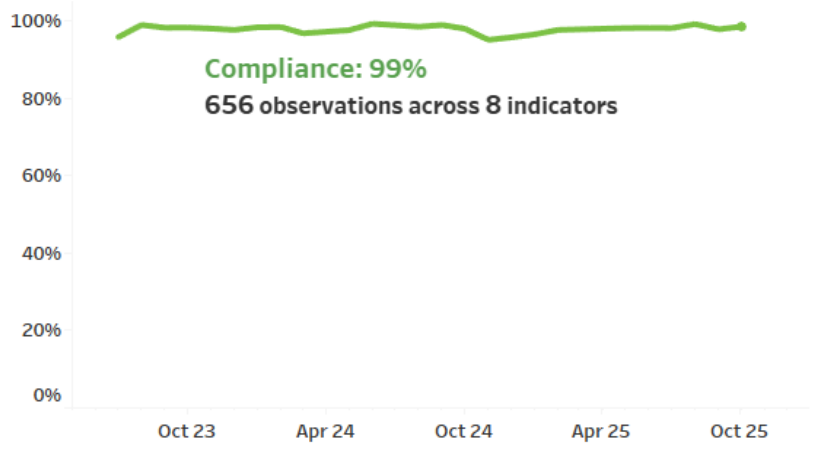
Daily Classroom Health & Safety



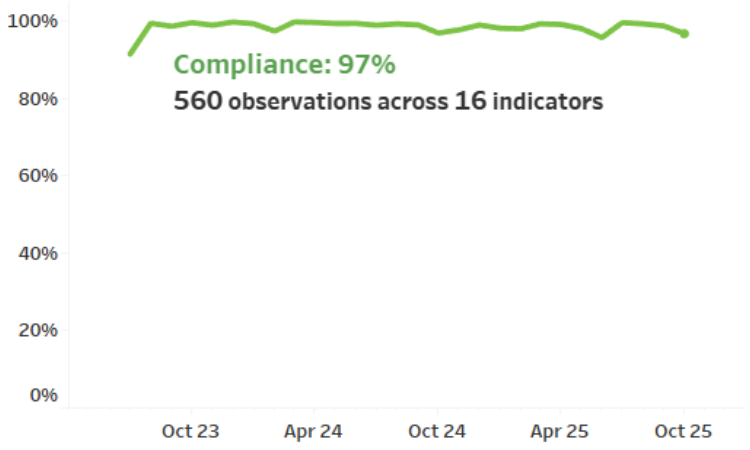
Child Transition & Safety



Weekly Facility Safety



Monthly Playground Safety

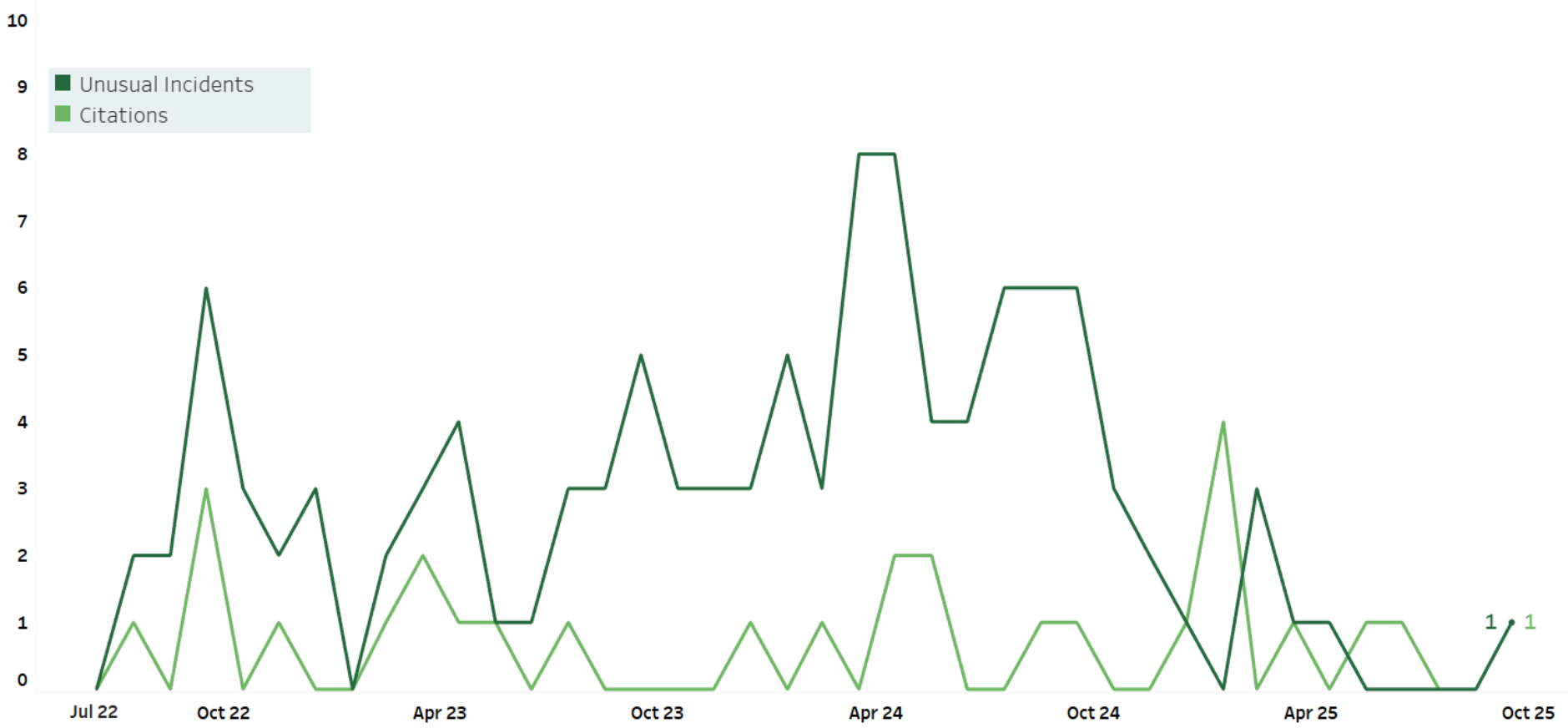


Indicators with non-compliance rates over 10% in October 2025:

1. Wood on playground equipment: There are no splinters, cracks, rotting, or sharp ends. (6/35 = 17%)
2. Classroom Headcount Whiteboard and Transition Tracking Sheet are correct and reflect the number of children and staff in room. (5/34 = 15%)
3. Current lesson plan is posted and includes individualization activities and at least one Health & Safety component. (2/17 = 12%)
4. The center parent communication board has current, relevant, and translated material posted. (2/17 = 12%)
5. The most recent Onsite Content Area Monitoring Tool accurately reflects the findings in your observation today. (2/17 = 12%)
6. Alarms and locks in hallways, front doors, and gates are in working order. (9/82 = 11%)

Building Brighter Futures Together

Unusual Incidents & Citations



Reportable incidents as defined by the Office of Head Start (OHS)
OHS considers a "significant incident" to be any incident that results in serious injury or harm to a child, violates Head Start standards of conduct at 45 CFR §1302.90(c), or results in a child being left alone, unsupervised, or released to an unauthorized adult. A program must report all significant incidents affecting the health and safety of children with 7 days.

California Department of Social Services Community Care Licensing Citations
Type A: An immediate risk to the health, safety or personal rights of children in care.
Type B: If not corrected right away, may be a risk to the health, safety, and personal rights of the children in care.

Building Brighter Futures Together

- Federal Environment Updates
- Child Care Center Services
- Policy Council Actions
- Budget
- Monitoring
- Official Funder Communication
- Recommendation
- Appendices



Building Brighter Futures Together

CDSS Child Care Bulletin 25-30

Child Care Bulletin 25-30 issued: November 26, 2025

Subject: Memorandum of Understanding (MOU) Overview

Information: Provides an overview to counties and child care and development contractors of the provisions that may affect program operations, contractor responsibilities, and provider communications in the Agreement between the State of California and Child Care Providers United (CCPU) that was ratified on September 22, 2025. The MOU is in effect until July 1, 2028.

Action: No action needed for this specific CCB. See related CCBs and MBs for staff actions such as updating partner contracts and distributing one-time payments.



1. CCB-25-30 Memorandum of Understanding (MOU) Overview

CDSS Child Care Bulletin 25-28

Child Care Bulletin 25-28 issued: November 13, 2025

Subject: One-Time Per-Child Stabilization Payments to Care Providers Pursuant to Senate Bill (SB) 151

Information: Provides guidance to counties and child care and development contractors of the distribution of one-time per-child provider stabilization payments to child care providers who were reimbursed for state-subsidized child care services in the month of April 2025. This applies for our CalWORKs Stage 2, California Alternative Payment Program (CAPP) programs, and state-funded preschool program (CCTR). This follows an agreement between the State and the Child Care Providers United (CCPU) and is an out-of-contract allocation.

Action: We received a warrant for $662,373 on October 24, 2025. We are in the process of distributing to CalWORKs Stage 2 and CAPP providers. Staff are preparing to request Board of Supervisors approval to pay CCTR subcontractors (partners).

CDSS Child Care Bulletin 25-29

Child Care Bulletin 25-29 issued: November 21, 2025

Subject: Cost of Care Plus Rate Payments to Child Care Providers Pursuant to Senate Bill 151

Information: Provides guidance to counties and child care development contractors of the continuation of the per-child, monthly cost of care plus payments and the one-time per-child payments issued to family child care providers pursuant to Senate Bill (SB) 151. This applies for our CalWORKs Stage 2, California Alternative Payment Program (CAPP) programs, and state-funded preschool program (CCTR).

Action: No action needed.

CDE Management Bulletin 25-11

Management Bulletin 25-11 issued: November 20, 2025

Subject: California State Preschool Program Cost of Care Plus Rate Allocations and One-Time Stabilization Payments for Family Childcare Providers and Centers

Information: Provides guidance to California State Preschool Program (CSPP) contractors on the Cost of Care Plus Rate allocations and one-time stabilization payments. Similar to guidance from CDSS, the per-child rate for Contra Costa County is $230. There is also a one-time stabilization payment for providers and centers of $431 per child based on CSPP enrollment in April 2025. Contractors will also receive 5% allocation to cover administrative costs associated with distributing these payments. Payments should be distributed by 1/1/2026.

Action: Staff are preparing to request Board of Supervisors approval to pay CSPP subcontractors (partners).

CDSS Child Care Bulletin 25-32

Child Care Bulletin 25-32 issued: November 21, 2025

Subject: Requirements Regarding Technology and System Improvements Noticing and Provider Information Packet Distribution New Memorandum of Understanding Provisions: Technology Improvement, and Provider Information Packet

Information: Guides contractors and other impacted groups in implementing new processes related to system improvements, payment procedures, and provider communications. The goal is to support the effective and timely implementation of the MOU without causing disruption to normal business operations.

Action: No action needed at this time. Staff will follow guidance on distributing information to new and existing family child care home providers when issued by the State.

CDSS Child Care Bulletin 25-27

Child Care Bulletin 25-27 issued: October 27, 2025

Subject: Processing Late Attendance Records or Invoices

Information: Provides information and guidance to counties and child care contractors when processing late attendance records or invoices from providers. This applies for our CalWORKs Stage 2 and California Alternative Payment Program (CAPP) programs. Assuming funds are still available in the contract, if a provider submits an attendance record or billing invoice, contractors have until September 30 of the year in which their contract expires to submit revised prior years fiscal reports. An exception to this would be if an attendance record or invoice is submitted outside of the five-year retention policy.

Action: Staff are updating procedures to align with the timelines outlined in WIC section 10227.5(d).

CDSS Child Care Bulletin 25-31

Child Care Bulletin 25-31 issued: November 19, 2025

Subject: Clarification on the Business Relationship Between the State and Family Child Care Providers

Information: Provides counties and contractors with clarification regarding the business relationship between the State and family child care providers. Family child care providers are not public employees and do not have an employer-employee relationship with the State, agencies or departments of the State, political subdivisions of the State (including counties), or contractors or subcontractors administering state-funded early care and education programs (including Alternative Payment Program agencies).

Action: No action needed.

CDE Management Bulletin 25-10

Management Bulletin 25-10 issued: November 18, 2025

Subject: Support to California State Preschool Program (CSPP) Contractors on the Set Aside and Serving Children with Disabilities

Information: Reminds CSPP contractors of the enrollment requirement set aside for children with disabilities (5%), requirement that children with disabilities be educated in the least restrictive environment, annual data reporting for children with disabilities, and allowances for spending CSPP contract funds for children with disabilities.

Action: No action needed. We already meet this requirement.

- Federal Environment Updates
- Child Care Center Services
- Policy Council Actions
- Budget
- Monitoring
- Official Funder Communication
- Recommendation
- Appendices



Recommendation

CONSIDER accepting the monthly update on the activities and oversight of the County's Head Start Program and provide guidance, as recommended by the Employment and Human Services Director; and

APPROVE the FY23-24 Single Audit findings related to Head Start.

- Federal Environment Updates
- Child Care Center Services
- Policy Council Actions
- Budget
- Monitoring
- Official Funder Communication
- Recommendation
- Appendices



2025 Head Start Governance Updates Calendar

	Federal Requirement*	1/21/25	2/25/25	3/25/25	4/15/25	5/20/25	6/24/25	7/22/25	8/12/25	9/16/25	10/21/25	11/18/25	12/16/25
1. Monthly Program Updates	HSA 642(d)(2) HSPPS 1301.2(b)(2)	Nov-Dec '24	Jan '25	Feb '25	None	Mar-Apr '25	May '25	Jun '25	None	Jul '25	Aug-Sep '25	None	Oct '25
2. Monthly Financial Updates	HSA 642(d)(2) HSPPS 1301.2(b)(2)	Nov '24	Dec '24	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '25	Aug '25	Sep '25	Oct '25
3. Funder Communications	HSA 642(d)(2) HSPPS 1301.2(b)(2)	Dec '24	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '26	Aug '25	Sep '25	Oct '25	Nov '25
4. Annual HS Governance and Eligibility Training	HSA 642(d)(3) HSPPS 1301.5, 1302.12(m)		Training										
5. Annual Goals and Objectives (included in Grant application)	HSPPS 1302.102(a)			Approval Item									
6. Annual Non-Competitive Grant Renewal Application	HSA 642(c)(1)(E) HSPSS 1301.2(b)(1)			Approval Item									
7. Annual Selection Criteria and Recruitment Plan	HSPSS 1302.13, 1302.14(a)				Approval Item								
8. Annual Community Needs Assessment	HSA 640(g)(1)(C) HSPPS 1302.11(b), 1302.102(d)(2)												Share Results
9. FY25-26 Planning Calendar	HSA 640(g)(1)(D) HSPPS 1302.11(b), 1302.102(d)(2)										Approval Item		
10. Annual Self-Assessment	HSA 642(d)(2) HSPPS 1302.102(b)(2)										Approval Item		
11. Annual County Single Financial Audit	HSA 642(d)(2) HSPPS 1301.2(b)(2)												Approval Item
12. Annual Program Information Report	45 CFR Part 75												Share Results
13. CSB Agency Policies & Procedures	HSA 642(c)(1)(E)	As needed											

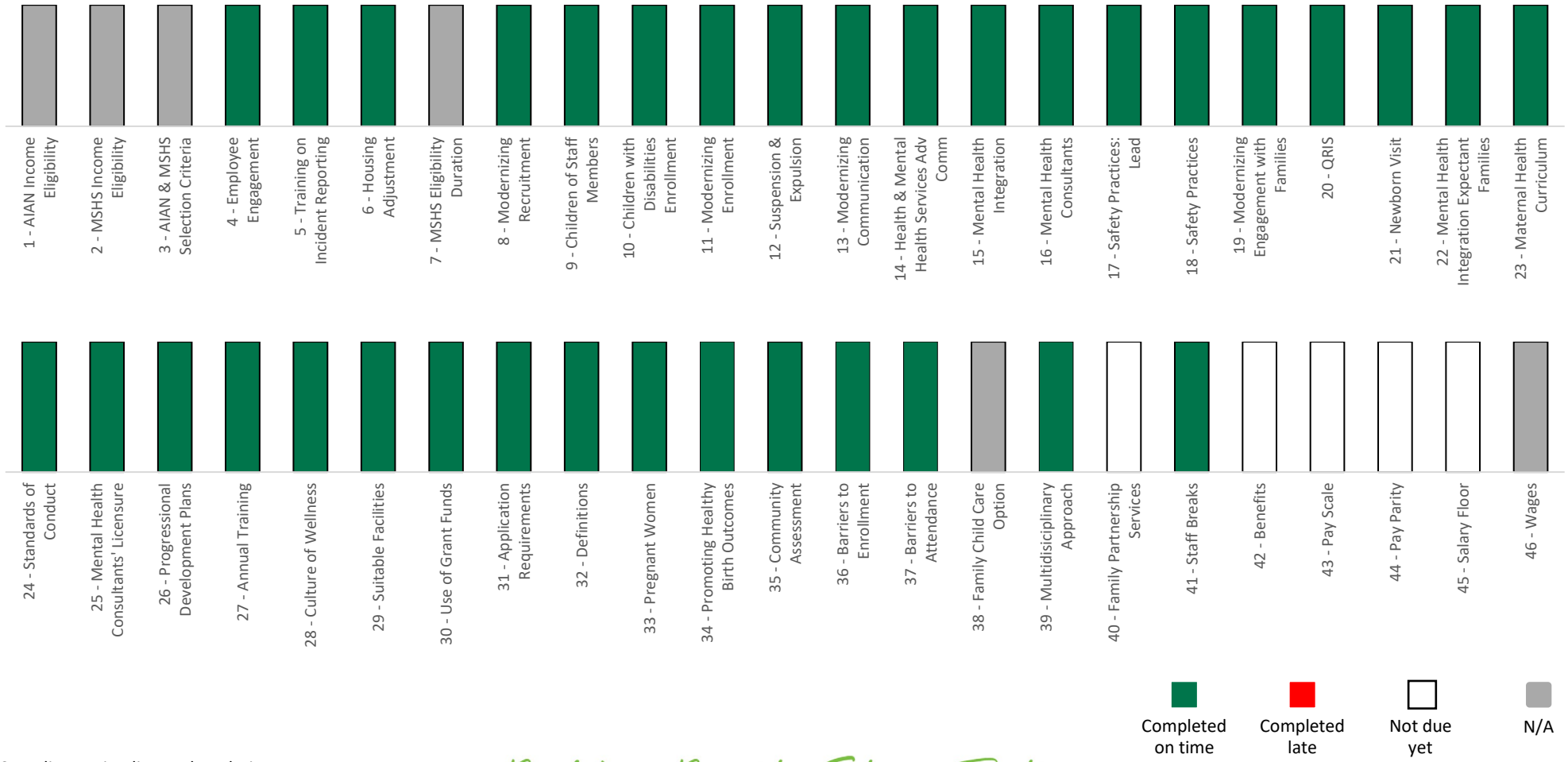
Contra Costa County Resolution 2023/274 includes all of these requirements.

Building Brighter Futures Together

Planned

Completed

HSPPS Compliance Timeline Progress Chart



9. New HSPPS Compliance Timeline and Analysis

Building Brighter Futures Together

November 26, 2025

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

.

EXECUTIVE SUMMARY

CHILD CARE BULLETIN (CCB) NO. 25-30

The purpose of this Child Care Bulletin (CCB) is to provide an overview of the newly ratified Memorandum of Understanding (MOU) between California Department of Social Services (CDSS) and Child Care Providers United (CCPU).

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • *www.cdss.ca.gov*

JENNIFER TROIA
DIRECTOR

GAVIN NEWSOM
GOVERNOR

November 26, 2025

CHILD CARE BULLETIN (CCB) NO. 25-30

GUIDANCE TYPE: INFORMATIVE

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY CHILD CARE COORDINATORS
ALL CHILD CARE AND DEVELOPMENT CONTRACTORS

SUBJECT: MEMORANDUM OF UNDERSTANDING (MOU) OVERVIEW

APPLICABLE PROGRAMS:
CALIFORNIA ALTERNATIVE PAYMENT PROGRAMS (CAPP)
MIGRANT ALTERNATIVE PAYMENT PROGRAMS (CMAP)
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS) STAGES ONE, TWO (C2AP), AND THREE (C3AP)
THE EMERGENCY CHILD CARE BRIDGE PROGRAM FOR FOSTER CHILDREN (BRIDGE PROGRAM)
GENERAL CHILD CARE AND DEVELOPMENT PROGRAMS (CCTR)
FAMILY CHILD CARE HOME EDUCATION NETWORKS (CFCC)
MIGRANT CHILD CARE AND DEVELOPMENT PROGRAMS (CMIG)
CHILD CARE AND DEVELOPMENT PROGRAMS FOR CHILDREN WITH SPECIAL NEEDS (CHAN)

REFERENCE: AGREEMENT BETWEEN THE STATE OF CA AND CCPU; WELFARE AND INSTITUTIONS CODE SECTION 10420; LEGISLATIVE SUMMARY OF TENTATIVE AGREEMENT WITH CCPU; SENATE BILL 151 (CHAPTER 108, STATUTES OF 2025); REIMBURSEMENT BASED ON ENROLLMENT AND MAXIMUM AUTHORIZED NEED (CCB 25-24); TECHNOLOGY AND SYSTEMS IMPROVEMENTS NOTICING AND PROVIDER INFORMATION PACKET DISTRIBUTION (CCB 25-32)

Purpose

The purpose of this Child Care Bulletin (CCB) is to provide an overview to counties and child care and development contractors of provisions that may affect program operations, contractor responsibilities, and provider communications in the Agreement between the State of California and Child Care Providers United (CCPU) that was ratified on September 22, 2025.

Background

On August 7, 2025, the State and CCPU reached a Tentative Agreement and on September 22, 2025, the Tentative Agreement was ratified, resulting in a new Memorandum of Understanding (MOU) between the State and CCPU. The new MOU is in effect from the date of ratification until July 1, 2028.

Guidance

Contractors are responsible for reviewing the new provisions and ensuring compliance with any requirements that impact their operations. Furthermore, contractors and counties should be prepared to adjust their operations and communications with providers as needed.

Key updates in the agreement are as follows:

- **Rates and Incentives**

  Rates
  The current rates based on the Standard Reimbursement Rate (SRR) or the Regional Market Rate (RMR) ceilings set at the 75th percentile of the 2018 RMR survey as established effective January 1, 2022, or the RMR ceilings that existed in that region on December 31, 2021, whichever is greater, shall continue as set forth in the previous agreement.

  Cost of Care Plus Rate
  Family child care providers will continue to receive a Cost of Care Plus monthly rate per child enrolled in subsidized care. Effective January 1, 2026, increased per-child Cost of Care Plus monthly rate amounts will apply for different regions, both for licensed family child care and license-exempt providers. In addition, providers who were paid based on April 2025 enrollments will receive a one-time payment.

  One-Time Stabilization Payments
  Family child care providers who were paid based on April 2025 enrollments will receive a one-time, per-child stabilization payment. Providers shall receive this payment no later than January 1, 2026.

  Single Rate Structure and Alternative Methodology
  The MOU formalizes steps towards a unified single rate structure. The State and CCPU will convene a Joint Labor Management Committee (JLMC), which will

convene no less than once per month to strive to develop joint recommendations for a single reimbursement rate structure ("Single Rate Structure"). No later than November 30, 2025, the JLMC will submit its joint recommendations to the Director of the Department of Social Services for consideration in collaboration with the Department of Education. If the JLMC is unable to arrive at joint recommendations by November 30, 2025, the recommendations of each respective party will be submitted to the Director in lieu of the aforementioned joint recommendations.

The Single Rate Structure will vary based on geography, child age, type of care setting, regulatory requirements applicable to each type of care setting, and time categories, such as full or part-time, in accordance with subdivision (l) of section 10227.6 of the Welfare and Institutions Code.

Reimbursement Based on Certified Need
Providers participating in the California Alternative Payment (CAPP) or the Migrant Alternative Payment Programs (CMAP), in the Emergency Child Care Bridge Program for Foster Children, in the CalWORKs child care stages (CalWORKs Stage One, C2AP, C3AP), including license-exempt providers, or those in a family child care home education network, will continue to be reimbursed based on the families' certified need (authorized hours) rather than attendance through June 30, 2026. For further information please reference CCB 25-24.

Economic Reopener
The parties agreed to reopen Article 7 (Rates & Incentives) and other economic related provisions of the agreement if the Legislature makes increased appropriations for child care subsidy reimbursement rates. This provision ensures that the State and CCPU may re-negotiate rates and related funding if additional legislative funding becomes available during the term agreement.

- **Other Economics Provisions**

Retirement Benefit Trust
The agreement continues support for the CCPU Retirement Benefit Trust, including ensuring licensed providers, who become and remain licensed, have service time recognized. The CCPU must provide the State an annual report detailing how funds are being distributed. There is also a mechanism to restore the balance to $80 million if certain criteria are met.

Health Benefit Trust
The Health Benefits Trust remains in place, providing premium and out-of-pocket healthcare assistance to providers enrolled through various health insurance mechanisms (Covered CA, Medi-Cal, etc.). The CCPU must provide the State with an annual report. The State will contribute up to $100 million per year with the amount adjusted based on participation levels.

Training
The agreement prioritizes access to professional training and development opportunities to strengthen the child care workforce. Beginning July 1, 2025, the

State will make contributions to the CCPU Training Fund to restore its balance to $15 million each year (if below that level). This contribution will be contingent on the details of the annual report from CCPU.

- **Miscellaneous**

  CCPU Information Packets
  Contractors and subcontractors must provide written materials as supplied by CCPU to all current and new family child care providers. Contractors, subcontractors, or any political subdivisions of the state, shall not incur any costs in providing the written materials, and this shall not create change to normal business operations. For further information please reference CCB 25-32.

  Technology and System Improvements
  When the State determines it has the ability to implement technology and system improvements to existing processes, including utilization of new technology, automation, or new mandatory uniform policies and practices concerning payment and payment reporting procedures for state-funded early care and education programs that directly impact providers, the State will provide written notice to CCPU and an opportunity to meet and confer over the impacts prior to implementing the improvements (for instance, in payment reporting or automation changes). For further information please refer to CCB 25-32.

- Terms of the Agreement
  The duration of the agreement is from September 22, 2025, which was the date of full ratification, until July 1, 2028.

Contractors are encouraged to share this information with family child care providers, review and update internal policies where necessary, and maintain accurate records to demonstrate compliance. Additional guidance will be provided.

If you have any questions or need additional guidance regarding the information in this letter, contact the Child Care Development Division at CCPB@dss.ca.gov

Sincerely,

Original Document Signed By

LUPE JAIME-MILEHAM, EdD
Deputy Director
Child Care and Development Division

November 13, 2025

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

CHILD CARE BULLETIN (CCB) NO. 25-28

The purpose of this CCB is to provide guidance to counties and child care and development contractors regarding the distribution of one-time per-child stabilization payments to child care providers pursuant to SB 151 (Chapter 108, Statutes of 2025).

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • *www.cdss.ca.gov*

JENNIFER TROIA
DIRECTOR

GAVIN NEWSOM
GOVERNOR

November 13, 2025

CHILD CARE BULLETIN (CCB) NO. 25-28

GUIDANCE TYPE: DIRECTIVE

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY CHILD CARE COORDINATORS
ALL CHILD CARE AND DEVELOPMENT CONTRACTORS

SUBJECT: ONE-TIME PER-CHILD STABILIZATION PAYMENTS TO CARE PROVIDERS PURSUANT TO SENATE BILL (SB) 151 (CHAPTER 108, STATUTES OF 2025)

APPLICABLE PROGRAMS:
CALIFORNIA ALTERNATIVE PAYMENT PROGRAMS (CAPP)
MIGRANT ALTERNATIVE PAYMENT PROGRAMS (CMAP)
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS), STAGES ONE, TWO (C2AP), AND THREE (C3AP)
THE EMERGENCY CHILD CARE BRIDGE PROGRAM FOR FOSTER CHILDREN (BRIDGE PROGRAM)
GENERAL CHILD CARE AND DEVELOPMENT PROGRAMS (CCTR)
FAMILY CHILD CARE HOME EDUCATION NETWORKS (CFCC)
MIGRANT CHILD CARE AND DEVELOPMENT PROGRAMS (CMIG)
CHILD CARE AND DEVELOPMENT PROGRAMS FOR CHILDREN WITH SEVERE DISABILITIES (CHAN)

REFERENCE: SENATE BILL (SB) 151;
TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS (5 CCR) SECTION 18065;
WELFARE AND INSTITUTIONS CODE (WIC) SECTION 10421(b);
WIC SECTION 10277.1; WIC SECTION 10227.5;

WIC SECTION 10424.5; WIC SECTION 10277.2;
CHILD CARE BULLETIN (CCB) NO. 23-01;
CHILD CARE BULLETIN (CCB) NO. 23-37;
CCB NO. 23-34E; CCB NO. 24-01;
THE TENTATIVE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE STATE OF CALIFORNIA AND THE CHILD CARE PROVIDERS UNITED UNION

Purpose

The purpose of this Child Care Bulletin (CCB) is to notify and provide guidance to counties and child care and development contractors of the distribution of one-time per-child provider stabilization payments to child care providers who were reimbursed for state-subsidized child care services in the month of April 2025, pursuant to Senate Bill (SB) 151.

Background

Effective January 1, 2020, Assembly Bill (AB) 378 (Chapter 385, Statutes of 2019), authorized family child care providers, defined in Welfare and Institutions Code (WIC) section 10421, subdivision (b) as licensed family child care home operators or license-exempt providers who participate in a state-funded early care and education program, to meet and confer with the state regarding matters within the scope of representation as established in WIC section 10424.5. Family child care providers chose Child Care Providers United (CCPU) to act as their union representative, and CCPU was subsequently certified by the Public Employment Relations Board. Topics within the scope of representation include, but are not limited to, reimbursement rates, professional development, and training for child care providers, and impacts on the delivery of child care services as a result of changes in regulations and rules.

On August 7, 2025, the State and CCPU reached an agreement that became effective upon ratification on September 22, 2025, and remains in effect until July 1, 2028. Provisions of the agreement or Memorandum of Understanding (MOU) codified in WIC Section 10277.1 via SB 151 include one-time per-child stabilization payments to family child care providers as specified below. SB 151 also amended WIC Section 10277.2 to extend one-time per-child stabilization payments to child care centers that are not represented by CCPU.

Guidance

Pursuant to the MOU and to WIC sections 10277.1 and 10277.2, as amended by SB 151, all child care providers who were paid based on April 2025 enrollments shall receive a one-time stabilization payment.

The payment amounts shall be based on child care provider type as follows:

Licensed Family Child Care Homes & Centers	License-Exempt Providers
$431	$300

These payments shall be payable to family child care providers and centers serving children enrolled in the following child care and development programs:

- California Alternative Payment Programs (CAPP)
- Migrant Alternative Payment Programs (CMAP)
- Family Child Care Home Education Networks (CFCC)
- California Work Opportunity and Responsibility to Kids (CalWORKs) Stages One, Two (C2AP), and Three (C3AP)
- The Emergency Child Care Bridge Program for Foster Children (Bridge Program)
- General Child Care and Development Programs (CCTR)
- Migrant Child Care and Development Programs (CMIG)
- Child Care and Development Programs for Children with Severe Disabilities (CHAN)

The California Department of Social Services (CDSS) will distribute funding for these payments to the child care and development contractors who reimbursed child care providers in April 2025 via the State Controller's Office outside of their regular contracts.

Contractors shall distribute payments to eligible child care providers and subcontractors who reported eligible enrollments in April 2025 by January 1, 2026. Contractors will receive an additional allocation equal to five (5) percent of the allocation for administrative costs associated with the one-time stabilization payments made to child care providers. The one-time payment amount that is issued from a contractor to a provider must not be reduced.

Where applicable, contractors must make every effort to distribute payments to child care providers and subcontractors as soon as possible. Payments to child care providers must be issued no later than January 1, 2026. Applicable payment timeliness guidance applies pursuant to CCB 23-34E.

Contractors shall provide the payment directly to eligible child care providers or to subcontractors to give to eligible child care providers and will not be subject to the regular reporting requirements associated with their child development contracts.

These payments are subject to applicable income tax requirements.

Instructions For Counties in Which CalWORKs Stage One and Bridge Programs Are Administered Directly by the County

In counties where the CalWORKs Stage One and/or Bridge Programs are administered in-house by the county and where no business relationship exists between the CalWORKs Stage One/Bridge Program child care provider and an APP, Child Development Associates (CDA) in San Diego County will issue payments to those providers directly.

The requirement to make payments within 21 calendar days of the submission of a complete monthly attendance record or invoice does not apply to payments made by CDA on behalf of counties.

The CDSS will retrieve monthly provider data payment and child count data directly from counties or, where applicable, via the California Statewide Automated Welfare System, also known as CalSAWS. The CDSS will provide that data directly to CDA. The payment and child count data will include the following data fields:

- County Vendor ID
- The Local Provider Identification number (VendorLocalID)
- Provider last name, first name
- Unique identifier (SSN or EIN)
- Facility Address: Street field, city field, zip code field
- Mailing Address: Street field, city field, zip code field
- Phone number
- Email address
- License number and capacity
- Provider type (license, center, FCC, or FFN)
- Child count (number of attendance records paid in the payment month per provider)
- Month of County/Stage 1 Bridge Payment
- Copy of provider W9 forms, if available
- Language
- County Contact person
- County-Region

Reporting Requirements

Contractors must maintain records of payments issued to individual child care providers as well as the dates the payments are distributed and must be able to submit these records to CDSS upon request. The increased administrative allowance available for these payments is intended, in part, to help support contractors in fulfilling these data requirements.

For questions regarding the information in this letter, contact the Child Care and Policy Development Bureau at (916) 657-2144, or at CCPB@dss.ca.gov.

Sincerely,

Original Document Signed By

LUPE JAIME-MILEHAM, EdD
Deputy Director
Child Care and Development Division

November 21, 2025

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

CHILD CARE BULLETIN (CCB) NO. 25-29

The purpose of this CCB is to provide guidance to counties and child care and development contractors regarding the distribution of cost of care plus payments to child care providers pursuant to SB 151.

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • *www.cdss.ca.gov*

JENNIFER TROIA
DIRECTOR

GAVIN NEWSOM
GOVERNOR

November 21, 2025

CHILD CARE BULLETIN (CCB) NO. 25-29

GUIDANCE TYPE: DIRECTIVE

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY CHILD CARE COORDINATORS
ALL CHILD CARE AND DEVELOPMENT CONTRACTORS

SUBJECT: COST OF CARE PLUS RATE PAYMENTS TO CHILD CARE PROVIDERS PURSUANT TO SENATE BILL 151

APPLICABLE PROGRAMS:
CALIFORNIA ALTERNATIVE PAYMENT PROGRAMS (CAPP)
MIGRANT ALTERNATIVE PAYMENT PROGRAMS (CMAP)
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS), STAGES ONE, TWO (C2AP), AND THREE (C3AP)
THE EMERGENCY CHILD CARE BRIDGE PROGRAM FOR FOSTER CHILDREN (BRIDGE PROGRAM)
GENERAL CHILD CARE AND DEVELOPMENT PROGRAMS (CCTR)
FAMILY CHILD CARE HOME EDUCATION NETWORKS (CFCC)
MIGRANT CHILD CARE AND DEVELOPMENT PROGRAMS (CMIG)
CHILD CARE AND DEVELOPMENT PROGRAMS FOR CHILDREN WITH SEVERE DISABILITIES (CHAN)

REFERENCE: SENATE BILL (SB) 151; SENATE BILL (SB) 120; TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS (5 CCR) SECTION 18065; WELFARE AND INSTITUTIONS CODE (WIC) SECTION 10421(b); WIC SECTION 10277.1; WIC SECTION 10227.5; WIC SECTION 10424.5; WIC SECTION 10426;

WIC SECTION 10277.2; ASSEMBLY BILL (AB) 378 (CHAPTER 385, STATUTES OF 2019);
THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE STATE OF CALIFORNIA AND THE CHILD CARE PROVIDERS UNITED UNION

Purpose

The purpose of this Child Care Bulletin (CCB) is to notify and provide guidance to counties and child care and development contractors of the continuation of the per-child, monthly cost of care plus payments and the one-time per child payments issued to family child care providers pursuant to Senate Bill (SB) 151.

Background

Effective January 1, 2020, Assembly Bill (AB) 378 (Chapter 385, Statutes of 2019) authorized family child care providers, defined in Welfare and Institutions Code (WIC) Section 10421(b) as child care providers who participate in a state-funded early care and education program and are either licensed family child care home operators or license-exempt providers who provide early care and education in their own home or in the home of the child receiving care, to meet and confer with the state regarding matters within the scope of representation. Matters within the scope of representation can be found in WIC Section 10424.5. Family child care providers chose Child Care Providers United (CCPU) to act as their union representative, and CCPU was subsequently certified by the Public Employment Relations Board.

On August 7, 2025, the State and CCPU reached an agreement that was ratified on September 22, 2025, and remains in effect until July 1, 2028.

SB 120 (Early Childhood Education and Child Care, Chapter 13, Statutes of 2025) authorized the continuation of cost of care plus rate payments to child care centers, including an increased adjustment, through June 30, 2026. Effective September 17, 2025, SB 151 (Early Childhood Education and Child Care, Chapter 108, Statutes of 2025) extends the payment of the monthly cost of care plus rate, including the increase.

Guidance

Pursuant to WIC section 10277.1, as amended by SB 151, family child care providers shall receive an increased Cost of Care Plus Rate payment commencing January 1, 2026, and through June 30, 2026. Commencing July 1, 2026, the monthly Cost of Care Plus Rate payments shall continue. Timely payment provisions under WIC section 10277 remain in effect.

Payments for Family Child Care Providers

Pursuant to the agreement between the State and CCPU and WIC sections 10277.1, 10277.2, and 10426(c), family child care providers will continue to receive a monthly per-child Cost of Care Plus Rate payment intended to supplement subsidized child care reimbursement. In addition, family child care providers shall receive an increased cost of care plus payment commencing January 1, 2026. Family child care providers shall receive, in addition to the Cost of Care Plus Rate payments, a one-time payment to account for the cost of care plus rate increase consistent with SB 151 for the payment months of July 2025 through December 2025.

Payments to child care providers continue in July 2025, with the payment based on the service month June 2025.

Family child care providers should be reimbursed at the new rate for December 2025 enrollments, following submission of December documentation in January 2026. This is consistent with past practices. Prior cost of care plus rate payments were made for attendance records or invoices covering December 2023 through May 2025, and the cost of care plus rate applied from January 1, 2024, through June 30, 2025. The rate began in January 2024, and payments have consistently reflected the previous month's enrollments. If payment was made using a rate that differs from the rate listed below, agencies must issue a supplemental payment.

The amount per child varies based on the county where the family child care provider is located and the assigned "region", defined as:

Central: Fresno, Inyo, Kern, Kings, Madera, Mariposa, Merced, Monterey, Sacramento, San Benito, San Joaquin, San Luis Obispo, Stanislaus, Tulare

Northern: Alpine, Amador, Butte, Calaveras, Colusa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Mendocino, Modoc, Mono, Nevada, Placer, Plumas, Shasta, Sierra, Siskiyou, Sutter, Tehama, Trinity, Tuolumne, Yolo, Yuba

Southern: Imperial, Orange, Riverside, San Bernardino, San Diego, Santa Barbara, Ventura

Los Angeles: Los Angeles

Bay Area: Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano, Sonoma

Per-child plus rate amounts shall be as follows:

Region	Licensed Family Child Care Providers	License-Exempt Providers
Central	$140	$98
Northern	$141	$99
Southern	$160	$112
Los Angeles	$171	$119
Bay Area	$211	$148

These payments shall be payable to child care providers serving children enrolled in the following child care and development programs:

- California Alternative Payment Programs (CAPP)
- Migrant Alternative Payment Programs (CMAP)
- Family Child Care Home Education Networks (CFCC)
- California Work Opportunity and Responsibility to Kids (CalWORKs) Stages One, Two (C2AP), and Three (C3AP)
- The Emergency Child Care Bridge Program for Foster Children (Bridge Program)
- General Child Care and Development Programs (CCTR)
- Migrant Child Care and Development Programs (CMIG)
- Child Care and Development Programs for Children with Severe Disabilities (CHAN)

The California Department of Social Services (CDSS) will distribute funding for these payments to the child care and development contractors via the State Controller's Office outside of their regular contracts. Funding will be issued to contractors quarterly and reconciled thereafter.

Alternative Payment Programs (APPs) administering the Bridge Program, CalWORKs Stage One, C2AP, C3AP, CAPP, CFCC, or CMAP shall continue to provide the extended per-child payments directly to child care providers starting with the June 2025 service month that is processed in July 2025 and conclude with the May 2028 service month that is processed in June 2028. The CCTR and CMIG contractors that enroll children cared for in a Family Child Care Home Education Network (FCCHEN) setting shall provide the per-child payments directly to child care providers starting with the June 2025 service month that is processed in July 2025. Otherwise, CCTR, CMIG, and CHAN contractors will retain the monthly stipends as a supplement to their contract.

Cost of Care Plus One-Time Payment

Family child care providers who were paid based on April 2025 enrollments shall receive a one-time payment for the increased reimbursement consistent with SB

120, in addition to the cost of care plus payment in the chart above to account for payment months of July 1, 2025, through December 31, 2025. Family child care providers who were paid based on April 2025 enrollments shall receive, no later than January 1, 2026, a one-time per child payment for each child enrolled in April 2025 as follows:

Region	**Licensed Family Child Care Providers**	**License-Exempt Providers**
Central	$72	$54
Northern	$78	$54
Southern	$84	$60
Los Angeles	$90	$66
Bay Area	$114	$78

New Cost of Care Plus Rates

Effective January 1, 2026, the per-child cost of care plus rate amounts shall be as follows:

Region	**Licensed Family Child Care Providers**	**License-Exempt Providers**
Central	$152	$107
Northern	$154	$108
Southern	$174	$122
Los Angeles	$186	$130
Bay Area	$230	$161

Instructions for Contractors

Contractors are encouraged to make Cost of Care Plus Rate payments, including the one-time payment, with their regular subsidy payments to providers and to clearly label the Cost of Care Plus Rate payments.

Contractors are required to make the payments within 21 calendar days of the submission of a complete monthly attendance record or invoice, as specified in WIC section 10227.5.

For providers participating in a family child care home education network, reimbursement shall be made within 21 calendar days of the submission of a daily sign-in and sign-out sheet, as specified in 5 CCR section 18065.

At any time subsequent to January 1, 2026, if the monthly payments are made in which a provider becomes licensed or changes licensed capacity during the month, contractors should apply the higher rate to the payment for that month. If a child receives care from more than one provider during the month, each provider shall receive the full per-child payment. Contractors are instructed not to pro-rate the Cost of Care Plus Rate payments due to care beginning or ending mid-month.

Union dues are required to be deducted from the ongoing Cost of Care Plus Rate payments in accordance with instructions issued by the California Department of Human Resources (CalHR) pursuant to CCB 23-01. Consistent with past practice, one-time payments are not subject to union dues deduction.

Contractors shall provide the payment directly to eligible child care providers and will not be subject to the regular reporting requirements associated with their child development contracts.

Administrative Allocation

Contractors who are required to distribute the Cost of Care Plus One-Time Payment outlined above will receive an administrative amount equal to 5% of the funds distributed.

Contractors who are required to distribute monthly Cost Care Plus Rate payments to family child care providers will receive an administrative amount for each payment that they make. Contractors will therefore receive an additional allocation of the administrative amount, based on the schedule below for per-enrollment payment administrative costs. The contractor must not reduce the monthly per-child payment amount that the contractor issues to a family child care provider:

Per Enrollment Cost of Care Plus Rate Administrative Amounts		
Region	**Licensed Family Child Care Admin.**	**License-Exempt Admin.**
Central	$14.00	$9.80
Northern	$14.10	$9.90
Southern	$16.00	$11.20
Los Angeles	$17.10	$11.90
Bay Area	$21.10	$14.80

Instructions For Counties in Which CalWORKs Stage One and Bridge Programs Are Administered Directly by the County

In counties where the CalWORKs Stage One and/or Bridge Programs are administered in-house by the county and where no business relationship exists between the CalWORKs Stage One/Bridge Program child care provider and an APP, Child Development Associates (CDA) in San Diego County will issue payments to those providers directly.

The requirement to make payments within 21 calendar days of the submission of a complete monthly attendance record or invoice does not apply to payments issued by CDA.

Counties are required to submit a copy of the mRec or aRec Reconciliation Report that is regularly submitted to CCPU by the 5th business day of each month to CDA via secure file transfer protocol (instructions to follow). The first submission will be due on the 5th business day of July 2025. The reconciliation reports will include the following data fields:

- LocalMemberID
- VendorNumber
- VendorLocalID
- FirstName
- LastName
- Street
- City
- State
- Zip Code
- Phone Number
- Gross Reimbursements (all payments)
- Dues Deduction Rate
- Dues Deduction (Gross Reimbursement x Dues Deduction Rate)
- Dues Max $ (Cap per month)
- COPE PEOPLE

- COPE PEOPLE Collected
- Notes
- Check 1 Date
- Check 1 Number
- Check 2 Date
- Check 2 Number

The CDSS will retrieve monthly provider data payment and child count data directly from counties or, where applicable, via the California Statewide Automated Welfare System, also known as CalSAWS. The CDSS will provide that data directly to CDA on a monthly basis.

The payment and child count data will include the following data fields:

- County Vendor ID
- The Local Provider Identification number (VendorLocalID)
- Provider last name, first name
- Unique identifier (SSN or EIN)
- Facility Address: Street field, city field, zip code field
- Mailing Address: Street field, city field, zip code field
- Phone number
- Email address
- License number and capacity
- Provider type (license, center, FCC, or FFN)
- Child count (number of attendance records paid in the payment month per provider)
- Month of County/Stage 1 Bridge Payment
- Copy of provider W9 forms, if available
- Language
- County Contact person
- County-Region

Reporting Requirements

Contractors must maintain records of payments issued to individual child care providers, as well as the dates the payments are distributed, and must be able to submit them to CDSS upon request. When directly requested, reports should be delivered by the requested timeline to prevent delays in Cost of Care payments to providers. The increased administrative allowance available for these payments is intended, in part, to help support contractors in fulfilling these data requirements.

For questions regarding the information in this letter, contact the Child Care and Policy Development Bureau at (916) 657-2144 or at CCPB@dss.ca.gov.

Sincerely,

Original Document Signed By

LUPE JAIME-MILEHAM, EdD
Deputy Director
Child Care and Development Division

Management Bulletin 25-11

Management Bulletin 25-11 provides guidance to California State Preschool Program (CSPP) contractors on the Cost of Care Plus Rate allocations and one-time stabilization payments.

Early Education Division

Subject: California State Preschool Program Cost of Care Plus Rate Allocations and One-Time Stabilization Payments for Family Childcare Providers and Centers

Number: 25-11

Date: November 20, 2025

Expires: Until rescinded or superseded by regulations

Authority: Senate Bill (SB) 151 (Chapter 108, Statutes of 2025)*; Welfare and Institutions Code (WIC)* Section 10227.6*;* Agreement between the State of California and the Child Care Providers United (CCPU) Union

Attention: Executive Directors and Program Directors of all California State Preschool Programs

Note: This Management Bulletin (MB) rescinds and replaces MB 24-11.

Purpose

This MB notifies and provides guidance to California State Preschool Program (CSPP) contractors on the Cost of Care Plus Rate allocations and one-time stabilization payments.

Policy

SB 151 requires the California Department of Education (CDE) to issue Cost of Care Plus Rate allocations and one-time stabilization payments to all CSPP contractors.

Contractors that operate a family childcare home education network (FCCHEN) must issue Cost of Care Plus Rates and one-time stabilization payments to family childcare providers.

Implementation Directives

Cost of Care Plus Rate Allocations

The Cost of Care Plus Rate allocation is a monthly payment for providers, based on the number of children enrolled in a CSPP. These payments were issued to CSPP contractors beginning in January 2024 and will continue through June 2028. The cost of care payment amounts will be increasing, as described further in this MB.

The CDE issued the first Cost of Care Plus Rate quarterly advance in January 2024. Quarterly advances will continue to be issued to contractors at the start of each quarter to provide funding for agencies' Cost of Care Plus Rate allocations through June 2026.

Allocations are based on a per-child rate amount dependent upon the region in which the family childcare provider or center is located, as well as a 10 percent administrative fee to CSPP contractors who need to distribute payments to family childcare providers or center subcontractors, as applicable. WIC sections 10277.1(f) and 10277.2(f) specify that the 10 percent administrative fee for processing the monthly payments to family childcare providers and subcontractors will be based on the per-child rate as of June 30, 2025.

The amount per child shall be determined based on the county that the child receives services in and the assigned region is defined in the table below.

Table 1: Regions for Cost of Care Plus Rate Allocations

Region	Counties
Central	Fresno, Inyo, Kern, Kings, Madera, Mariposa, Merced, Monterey, Sacramento, San Benito, San Joaquin, San Luis Obispo, Stanislaus, and Tulare
Northern	Alpine, Amador, Butte, Calaveras, Colusa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Mendocino, Modoc, Mono, Nevada, Placer, Plumas, Shasta, Sierra, Siskiyou, Sutter, Tehama, Trinity, Tuolumne, Yolo, and Yuba
Southern	Imperial, Orange, Riverside, San Bernardino, San Diego, Santa Barbara, and Ventura
Los Angeles	Los Angeles only
Bay Area	Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano, and Sonoma

To provide funding in a timely manner, the CDE is issuing Cost of Care Plus Rates as quarterly advances to CSPP contractors. Payment advances will be reconciled using enrollment data submitted by contractors via the California Preschool Data Collection (CAPSDAC) System and the Child Development Management Information System (CDMIS). Payment advances for CSPP contractors that are local educational agencies (LEAs) will be reconciled using the monthly enrollment data submission in the CAPSDAC System. For CSPP contractors that are not CAPSDAC users (e.g. Community-Based Organizations and Community College Districts), CDMIS 801A Report enrollment data will continue to be used for payment advances and reconciliations.

Submitting accurate and correct data in a timely manner into CDMIS and CAPSDAC is critical as funding advances and true-ups are based on CDMIS and CAPSDAC data, as applicable.

Allocations for Centers

SB 120 (Chapter 13, Statutes of 2025) increased the monthly per-child amount in fiscal year (FY) 2025–26. **SB 151 amended *WIC* Section 10277.2(c)(3)(A) to specify that** the per-child amounts for centers beginning July 1, 2025, through June 30, 2026, are as follows:

Table 2: Center-Based Cost of Care Plus Rate Allocations

Region	Center Allocation Amount
Central	$152
Northern	$154
Southern	$174
Los Angeles	$186
Bay Area	$230

Allocations for Family Childcare Providers July 1, 2025, Through December 31, 2025

Pursuant to SB 151 and the Agreement with CCPU, the per-child monthly amounts for family childcare providers between July 1, 2025, through December 31, 2025, are as follows:

Table 3: Cost of Care Plus Rate Allocations for Licensed Family Childcare Providers from July 1, 2025, Through December 31, 2025.

Region	Licensed Family Childcare Provider Allocation Amount
Central	$140

Northern	$141
Southern	$160
Los Angeles	$171
Bay Area	$211

In addition to the monthly cost of care payments identified in Table 3, contractors shall issue family childcare providers who were reimbursed for CSPP services based on April 2025 enrollments a one-time payment for the increased reimbursement consistent with SB 151 to account for payment months of July 1, 2025, through December 31, 2025. CSPP contractors who are required to distribute these one-time payments to family childcare providers will receive a five percent administrative allocation for distributing payments.

The one-time, per-child payments for family childcare providers are based on the following amounts for each child enrolled in April 2025:

Table 4: One-time Payments to account for the increased Cost of Care Plus Payments to Family Childcare Providers for the Months of July 2025 through December 2025.

Region	Licensed Family Childcare Provider One-time Payment Amount
Central	$72
Northern	$78
Southern	$84
Los Angeles	$90
Bay Area	$114

FCCHEN contractors are required to distribute the one-time, per-child payment to Family childcare providers who were reimbursed based on April 2025 enrollments no later than January 1, 2026.

Allocations for Family Childcare Providers Beginning January 1, 2026

Effective January 1, 2026, the per-child cost of care plus rate amounts shall be as follows:

Table 5: Cost of Care Plus Rate Allocations for Family Childcare Providers Beginning January 1, 2026

Region	Licensed Family Childcare Provider Allocation Amount

Central	$152
Northern	$154
Southern	$174
Los Angeles	$186
Bay Area	$230

One-Time Stabilization Payments for Providers and Centers

The CDE will be distributing funds to CSPP contractors for one-time stabilization payments.

All centers that provided CSPP services in April 2025 will receive one-time, per-child payments of $431. Contractors that have subcontracts for CSPP services are required to issue the payments to their subcontractors that provided CSPP services in April 2025.

CSPP contractors that operate through a FCCHEN are required to distribute one-time, per-child stabilization payments of $431 to all family childcare providers who were reimbursed for CSPP services in April 2025.

An additional five percent allocation will be issued to CSPP contractors to cover the administrative costs associated with distributing these payments to providers or subcontractors.

Requirements for Distributing Timely Payments to Family Childcare Providers and Subcontractors

Cost of Care Plus Rate Allocations

For CSPP contractors who provide services through family childcare providers operating in their FCCHEN or who subcontract with centers, there are timelines for passing along the funds to the provider or subcontractor. Specifically:

- For contractors operating a FCCHEN, per the union agreement, funds must be distributed monthly to the family childcare provider within 21 calendar days of receiving the daily sign-in/sign-out sheets, prepared in compliance with the *California Code of Regulations*, Title 5 (5 *CCR*) Section 17818.
- For contractors who provide services through subcontractors, funds must be distributed to subcontractors each month promptly following the last day of the month in which services are rendered. The CDE recommends these payments be made to centers who are subcontractors no later than 21 calendar days following the last day of the month in which services are rendered.

CSPP contractors that are required to distribute the per-child Cost of Care Plus Rates to providers and subcontractors must not reduce the payment to the provider or subcontractor. Per *WIC* Section 10227.6(i), rates are inclusive of base rates plus Cost of Care Plus rates, and rates cannot be lower. As such, the payment to the provider or subcontractor should be based on the per-child amounts identified in the tables above. If a child receives preschool services from more than one provider or subcontractor in a single month, each provider or subcontractor must receive the full per-child payment.

Contractors who receive an additional allocation for administrative costs may retain the amount provided for this purpose.

If a child receives care from more than one provider during the month, each provider shall receive the full per-child payment. Contractors are instructed not to pro-rate the Cost of Care Plus Rate payments due to care beginning or ending mid-month.

One-Time Stabilization Payments for Providers

For CSPP contractors who provide services through family childcare providers operating in their FCCHEN and/or who subcontract with centers, there are specific timelines for passing along the funds to the subcontractor or provider, including:

- For contractors operating a FCCHEN, per the union agreement, funds are required to be distributed to the family childcare provider no later than January 1, 2026.
- For contractors who provide services through subcontractors, funds must be distributed to subcontractors promptly upon receipt of the One-Time Stabilization Payments. The CDE recommends these payments be made to centers who are subcontractors no later than 21 calendar days following receipt of funds.

Allowable Uses

Cost of Care Plus Rate allocations, one-time stabilization payments, and any administrative fees retained by the CSPP contractor are restricted funds and may only be used for any allowable expense that would be reimbursable under the CSPP contract. Contractors should review the FY 2025–26 Contract Terms and Conditions (CT&C), for more information on costs that are considered reimbursable and non-reimbursable.

While cost of care plus rate payments have been allocated outside of any CSPP contract, pursuant to *WIC* Section 10227.6(i) and (j), reimbursement rates beyond FY 2025–26 and rates established by the alternative methodology shall not be less than the contractors' current reimbursement rate, inclusive of the cost of care plus rates established in subdivision (b) of WIC sections 10277.1 and 10277.2.

Therefore, the **CDE highly encourages contractors, family childcare providers, and subcontractors to use these funds immediately to support CSPP program expenses and support immediate program needs**, including addressing workforce challenges (including by

increasing teacher compensation) and making investments to support serving children with disabilities, dual language learners, children with behaviors that challenge adults, and support implementation of the Classroom Assessment Scoring System (CLASS) and CLASS Environment.

Given the various workforce challenges CSPP contractors have shared, the **CDE urges CSPP contractors to consider using these funds to provide compensation to employees.** WIC includes the following language in both WIC Section 10277.1(k), which applies to family childcare, and WIC Section 10277.2(j), which applies to centers:

> "*Nothing in this section shall be construed to limit the authority of childcare contractors and providers to pass on rates and one-time payments pursuant to this section to their employees in the form of compensation, including, but not limited to, salaries, wages, and direct benefits*."

For more information on other possible uses for these funds, please refer to the Frequently Asked Question (FAQ) on recommended uses in the CDE Allocations Paid Outside of CSPP Contract FAQs page.

Expenditure Deadline

Beyond the distribution timeframes, there is no deadline for contractors and subcontractors/family childcare providers to expend Cost of Care Plus Rate allocations or one-time stabilization payments. While there is no deadline to expend the funding from these allocations, the CDE highly encourages contractors, subcontractors, and family childcare providers to use these funds immediately to support CSPP program expenses and support immediate program needs, including addressing workforce challenges (including through addressing compensation) and making investments to support serving children with disabilities, dual language learners, and children with behaviors that challenge adults; along with implementing CLASS and CLASS Environment.

Reporting

Cost of Care Plus Rate allocations and one-time stabilization payments retained by the CSPP contractor must be used to support the CSPP. As such, these allocations shall be reported on the California Preschool Accounting Reporting Information System (CPARIS) Enrollment, Attendance, and Fiscal Reports in the same manner as other funding received to support the CSPP. Cost of Care Plus Rate allocations and one-time stabilization payments are restricted income and should be reported under “Restricted Income: Other Revenue.” These funds should only be reported when the associated expenditures are also reported.

Payments made to family childcare home (FCCH) providers should be reported in the Fiscal section of the Enrollment, Attendance, and Fiscal Reports under “Direct Payments to Providers: FCCH only.” Payments made to subcontractors should be reported under “Direct Payments to Subcontractors: Cost of Care Plus & One-Time Allocations Only.” Administrative costs associated with distributing

payments to providers and subcontractors should not be reported as a direct payment to providers or subcontractors. Contractors should report these administrative costs under the applicable expenditure categories 1000–5000.

Background and Authority

WIC Section 10424.5(a) authorizes a certified provider organization to collectively bargain with the state on various topics including, but not limited to reimbursement rates and rate add-ons for providers.

Pursuant to the Public Employment Relations Board Certification SA-PC-1-N, the State recognizes CCPU as the certified provider organization as defined by *WIC* Section 10421(a), and as the exclusive negotiating agent for all family childcare providers as defined by *WIC* Section 10421(b).

On August 7, 2025, the state and the CCPU arrived at a Memorandum of Understanding (MOU) effective through July 1, 2028. This MOU includes Cost of Care Plus Rate allocations for family childcare providers.

SB 151 (Chapter 108, Statutes of 2025) ratified the Agreement between the State of California and CCPU and included language in *WIC* specifying the applicable processes for family childcare home allocations pursuant to the MOU (*WIC* Section 10277.1) while also extending the Cost of Care Plus rate to centers, who are not represented by the union, in *WIC* 10277.2.

Resources

If you have programmatic questions related to this MB, please contact your assigned EED, Program Quality Implementation (PQI) office regional consultant on the CDE EED, PQI Consultant Regional Assignments web page.

If you have fiscal questions about the information in this email, please contact your assigned CDE Early Education Nutrition and Fiscal Services (EENFS) fiscal apportionment analyst on the EENFS Fiscal Analyst web page.

This MB is mandatory only to the extent that it cites a specific statutory or regulatory requirement, and is not prescriptive, pursuant to California *Education Code* 33308.5.

Questions: Early Education Division | 916-322-6233

Last Reviewed: Thursday, November 20, 2025

November 21, 2025

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

CHILD CARE BULLETIN (CCB) NO. 25-32

The purpose of this Child Care Bulletin (CCB) is to provide guidance to counties and contractors regarding noticing requirements for technological and systems changes, and requirements to distribute provider information packets provided by Child Care Providers United (CCPU).

November 21, 2025

CHILD CARE BULLETIN (CCB) NO. 25-32

GUIDANCE TYPE: INFORMATIVE

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY CHILD CARE COORDINATORS
ALL CHILD CARE AND DEVELOPMENT CONTRACTORS

SUBJECT: REQUIREMENTS REGARDING TECHNOLOGY AND SYSTEM IMPROVEMENTS NOTICING AND PROVIDER INFORMATION PACKET DISTRIBUTION NEW MEMORANDUM OF UNDERSTANDING PROVISIONS: TECHNOLOGY AND SYSTEMS IMPROVEMENT, AND PROVIDER INFORMATION PACKET

APPLICABLE PROGRAMS: CALIFORNIA ALTERNATIVE PAYMENT PROGRAMS (CAPP)
MIGRANT ALTERNATIVE PAYMENT PROGRAMS (CMAP)
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs) STAGES ONE, TWO (C2AP), AND THREE (C3AP)
THE EMERGENCY CHILD CARE BRIDGE PROGRAM FOR FOSTER CHILDREN (BRIDGE PROGRAM)
GENERAL CHILD CARE AND DEVELOPMENT PROGRAMS (CCTR)
FAMILY CHILD CARE HOME EDUCATION NETWORKS (CFCC)
MIGRANT CHILD CARE AND DEVELOPMENT PROGRAMS (CMIG)
CHILD CARE AND DEVELOPMENT PROGRAMS FOR CHILDREN WITH SEVERE DISABILITIES (CHAN)

REFERENCE: AGREEMENT BETWEEN THE STATE OF CA AND CCPU; SENATE BILL (SB) 151

Purpose

The purpose of this Child Care Bulletin (CCB) is to inform counties and contractors of two new provisions in the 2025-28 Memorandum of Understanding (MOU) between the State and Child Care Providers United (CCPU): the Technology and System Improvements provision, and the Provider Information Packet provision. Specifically, this document serves to guide contractors and other impacted groups in implementing new processes related to system improvements, payment procedures, and provider communications. The goal is to support the effective and timely implementation of the MOU without causing disruption to normal business operations.

Background

On August 7th, 2025, the State and CCPU reached a three-year tentative agreement on a new MOU governing family child care providers participating in the State's child care subsidy system. The State ratified the MOU in Senate Bill 151 on September 17th, 2025, and the CCPU membership ratified the MOU on September 22nd, 2025. This new MOU builds on prior MOUs, includes additional investments in child care subsidy reimbursements, and continues efforts toward implementing an alternative methodology and a single rate structure.

In addition to these broader commitments, the new MOU introduces provisions aimed at strengthening provider communication and improving administrative systems. Specifically, it includes:

- A Technology and System Improvements provision that outlines how the State will notify CCPU of upcoming changes that impact providers, and
- A Provider Information Packet provision that ensures providers receive consistent and timely information about their rights and available resources.

Guidance

Technology and System Improvements:

When the State determines it has the ability to implement technology and system improvements to existing processes, including utilization of new technology, automation, or new mandatory uniform policies and practices concerning payment and payment reporting procedures for state-funded early care and education programs that directly impact providers, the State will provide written notice to CCPU and an opportunity to meet and confer over the impacts prior to implementing the improvements.

Provider Information Packet:

Written materials, if supplied by CCPU, shall be provided to all current and new family child care home providers by each contractor, subcontractor, or county that administers

state-funded early care and education programs. The following requirements apply regarding the distribution of CCPU-supplied written materials:

- **At the Start of Services**
    - When a family child care home provider begins delivery of services through a contractor, subcontractor, or county, they must be given the CCPU-supplied written materials. This distribution is required on a one-time basis at the start of services.
- **For Current Providers (Within Six Months of MOU Ratification)**
    - All contractors, subcontractors, and counties must distribute the CCPU-supplied materials to all current family child care home providers. This must be done using their customary methods for direct communication with providers and completed within six months of the MOU's ratification (March 22, 2026).
- **Cost and Operational Impact**
    - In accordance with the MOU, the distribution of these written materials shall not result in any additional costs to contractors, subcontractors, or counties, nor disrupt normal business operations.

If you have any questions or need additional guidance regarding the information in this letter, contact the Child Care and Development Division at CCPB@dss.ca.gov.

Sincerely,

Original Document Signed By

LUPE JAIME-MILEHAM, EdD
Deputy Director
Child Care and Development Division

October 27, 2025

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

CHILD CARE BULLETIN (CCB) NO. 25-27

This Child Care Bulletin is intended to provide information and guidance to counties and child care contractors when processing late attendance records or invoices from providers.

CDSS

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • *www.cdss.ca.gov*

JENNIFER TROIA
DIRECTOR

GAVIN NEWSOM
GOVERNOR

October 27, 2025

CHILD CARE BULLETIN (CCB) NO. 25-27

GUIDANCE TYPE: INFORMATIVE AND DIRECTIVE

TO: CHILD CARE AND DEVELOPMENT CONTRACTORS

SUBJECT: PROCESSING LATE ATTENDANCE RECORDS OR INVOICES

APPLICABLE PROGRAMS:
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS)
CALWORKS STAGE 2 (C2AP)
CALWORKS STAGE 3 (C3AP)
CALIFORNIA ALTERNATIVE PAYMENT PROGRAM (CAPP)
CALIFORNIA MIGRANT ALTERNATIVE PAYMENT (CMAP)

REFERENCE: WELFARE AND INSTITUTIONS CODE (WIC) SECTION 10225.5(d); WELFARE AND INSTITUTIONS CODE (WIC) SECTION 10227.5; WELFARE AND INSTITUTIONS CODE (WIC) SECTION 10269(a)(2); TITLE 5 OF THE CALIFORNIA CODE OF REGULATION (5CCR) SECTION 18067

Purpose

The following child care bulletin is intended to provide information and guidance to counties and child care contractors when processing late attendance records or invoices from providers.

Background

Pursuant to Welfare and Institutions Code (WIC) section 10227.5, child care providers authorized to provide services through Alternative Payment Programs (APPs), including

CalWORKs Stages 2 and 3, California Alternative Payment Program (CAPP), and California Migrant Alternative Payment Programs (CMAP), shall submit a monthly attendance record or invoice for each child who received services. WIC 10227.5(f) defines a monthly attendance record or invoice as documentation "that includes, at a minimum, the name of the child receiving services, the dates and actual times care was provided each day, including the time the child entered and the time the child left care each day, that is signed under penalty of perjury by both the parent or guardian and the child care provider, attesting that the information provided is accurate.

Contractors operating state-funded programs must comply with the recordkeeping requirements as outlined in WIC Section 10269(a)(2) and Section 18067 of the Title 5 California Code of Regulations (5 CCR). These laws are intended to ensure that documentation supporting reimbursement claims is retained and accessible for audit or review by the California Department of Social Services (CDSS) staff and other authorized personnel for a minimum of five years. Records may be maintained in either paper or electronic format.

WIC Section 10225.5(d) authorizes an alternative payment program no less than 12 months, and no more than 24 months, to expend funds allocated to that program in any fiscal year. This provision only applies to CAPP contractors.

Guidance

For CalWORKS Stage 2 (C2AP), CalWORKS Stage 3 (C3AP), and CMAP Contractors

If a provider submits an attendance record or billing invoice, assuming funds are still available in the contract, contractors have until September 30 of the year in which their contract expires to submit revised prior year fiscal reports.

For example, if a contract is in effect July 1, 2024 - June 30, 2025, in accordance with CDSS Fiscal Handbook, the September 30, 2025, deadline is valid for 2024-25 reports to the CDSS. If the contractor does not submit the revised reports by September 30, 2025, the contractor would need to reconcile during their annual audit process or if an audit has already been submitted, request to submit a revised audit report to CDSS Office of Audit Services (OAS). Although contractors have until September 30 of the year their contract terms expire to submit revised reports, the time needed for an agency to receive an attendance record or invoice, process the attendance record or invoice, issue payment, and reconcile their fiscal recordkeeping in order to report the fiscal changes to CDSS will vary for each agency.

For CAPP Contractors

If a provider submits an attendance record or billing invoice, assuming funds are available in the contract, contractors have until September 30 of the year in which the

CAPP contract expires to submit revised fiscal reports. For example, if a CAPP3 contract term is in effect July 1, 2023-June 30, 2025, a CAPP contractor would have until September 30, 2025, to submit revised reports for their CAPP3 contract. If the CAPP contractor does not submit the revised fiscal reports by September 30, 2025, the CAPP contractor would need to revise the fiscal reports during the audit process and submit the revised audit report to CDSS.

Another example would be if a CAPP contract term is July 1, 2024-June 30, 2026, a contractor would have until September 30, 2026, to submit revised fiscal reports for their CAPP contract. If the CAPP contractor does not submit the revised reports by September 30, 2026, the CAPP contract would need to revise the reports during the audit process and submit the revised audit report to CDSS. Although contractors have until September 30 of the last year of their contract term to submit revised reports, the time needed for an agency to receive the attendance record, process the attendance record or invoice, issue payment, and reconcile their fiscal recordkeeping to report those changes to their fiscal reports to CDSS vary for each agency.

For All Contractors

Child Care and Development Contractors do not have the authority to adopt policies related to timeframes in which a provider must submit their attendance records or invoices in order to be reimbursed because these timeframes are governed by WIC section 10227.5(d). Contractors may not withhold payments to providers if providers submit attendance records or invoices after the end of a fiscal year. An exception to this would be if an attendance record or invoice is submitted outside of the five-year retention policy for records in accordance with WIC Section 10269(a)(2) and the contractor no longer retained the records required to confirm payment should be issued, then payment would not be made.

Child Development Fiscal Services (CDFS) uses the Enrollment, Attendance, and Fiscal Reports submitted through Child Development Program Enrollment Attendance and Fiscal Reporting (CDPR) and the CDFS Online Portal to project a contractor's fiscal year-end earnings and adjusts monthly apportionment amounts according to that projection. During the year, estimated or accrued costs and revenue previously submitted, including data reported to CDPR and to the CDFS Online Portal, may need to be revised.

To revise CDPR data, such as data related to monthly or quarterly actual costs and data, contractors may contact their Fiscal Analyst for assistance and to request opening of prior monthly/quarterly reports. Revisions must be made to the oldest report first and then certified to be able to move on, revise and certify subsequent monthly/quarterly reports, in order to populate cumulative data. Estimated or accrued costs and revenue submitted through the CDFS Online Portal can be adjusted on subsequent reports in the Cumulative Prior Period column to reflect actual costs and income data. Contractors

may find contact information regarding CCDD Fiscal Analysts at the Child Care and Development Contacts webpage.

In instances where revisions to an audit report are necessary, contractors are encouraged to work with their Certified Public Accountant to make any revisions necessary to their audit report. Once revisions have been made, contractors may resubmit the revised audit report to the Audit Inbox: Auditsoffice@dss.ca.gov

Resources

Audit Guide

Fiscal Resources

Funding Terms and Conditions and Program Integrity Improvement (PII) Review Guide

If you have any questions or need additional guidance regarding the information in this letter, counties should contact their assigned Policy Analyst and Child Care and Development contractors should contact their assigned Program Quality and Improvement (PQI) Consultant.

Sincerely,

Original Document Signed By

LUPE JAIME-MILEHAM, EdD
Deputy Director
Child Care and Development Division

November 19, 2025

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

CHILD CARE BULLETIN (CCB) NO. 25-31

The purpose of this Child Care Bulletin (CCB) is to provide information to clarify the business relationship between Family Child Care Providers and the State.

November 19, 2025

CHILD CARE BULLETIN (CCB) NO. 25-31

GUIDANCE TYPE: INFORMATIVE

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY CHILD CARE COORDINATORS
ALL CHILD CARE AND DEVELOPMENT CONTRACTORS

SUBJECT: CLARIFICATION ON THE BUSINESS RELATIONSHIP BETWEEN THE STATE AND FAMILY CHILD CARE PROVIDERS

APPLICABLE PROGRAMS:
CALIFORNIA ALTERNATIVE PAYMENT PROGRAMS (CAPP)
MIGRANT ALTERNATIVE PAYMENT PROGRAMS (CMAP)
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS) STAGES ONE, TWO (C2AP), AND THREE (C3AP)
EMERGENCY CHILD CARE BRIDGE PROGRAM FOR FOSTER CHILDREN (BRIDGE PROGRAM)
GENERAL CHILD CARE AND DEVELOPMENT PROGRAMS (CCTR)
FAMILY CHILD CARE HOME EDUCATION NETWORKS (CFCC)
MIGRANT CHILD CARE AND DEVELOPMENT PROGRAM (CMIG)
CHILD CARE AND DEVELOPMENT PROGRAMS FOR CHILDREN WITH SEVERE DISABILITIES (CHAN)

REFERENCE: WELFARE AND INSTITUTIONS CODE (WIC) SECTION 10423; WELFARE AND INSTITUTIONS CODE (WIC) SECTION 10421(b)

Purpose

The purpose of this Child Care Bulletin (CCB) is to provide counties and contractors with clarification regarding the business relationship between the State and family child care providers.

Background

Pursuant to Welfare and Institutions Code (WIC) § 10423, family child care providers (as defined by WIC § 10421 (b)):

- Are not public employees, and
- Do not have an employer-employee relationship with the State, agencies or departments of the State, political subdivisions of the State (including counties), or contractors or subcontractors administering state-funded early care and education programs (including Alternative Payment Program agencies).

Guidance

Pursuant to WIC § 10423, family child care providers are not public employees and their participation in a state-funded early care and education program does not create an employer-employee relationship with the State; any agency, department, or political subdivision of the State; or a contractor or subcontractor administering the programs, for purposes that include, but are not limited to:

- Eligibility for health or retirement benefits,
- Workers' compensation,
- Unemployment insurance,
- Liability under the Labor Code or state wage orders, and
- Vicarious liability in tort.

If you have any questions or need additional guidance regarding the information in this letter, contact the Child Care and Development Division at CCPB@dss.ca.gov.

Sincerely,

Original Document Signed By

LUPE JAIME-MILEHAM, EdD
Deputy Director
Child Care and Development Division

Management Bulletin 25-10

Early Education Division

Subject: Support to California State Preschool Program (CSPP) Contractors on the Set Aside and Serving Children with Disabilities

Number: 25-10

Date: November 18, 2025

Expires: Until rescinded

Authority: California *Education Code* (*EC*) sections 8205, 8208, and 8244

Attention: Executive Directors and Program Directors of all California State Preschool Programs

Purpose

This Management Bulletin (MB) reminds California State Preschool Program (CSPP) contractors of the following:

- The enrollment requirement set aside for children with disabilities;
- Requirement that children with disabilities be educated in the least restrictive environment (LRE).
- Annual data reporting for children with disabilities; and
- Allowances for spending CSPP contract funds for children with disabilities.

NOTE: For the purposes of this bulletin, the term “children with disabilities” is used consistently to align with federal terminology under the Individuals with Disabilities Education Act (IDEA), which defines a “child with a disability” in Title 20 of the United States Code (20 U.S.C. § 1401(3)). In California statute, the *EC* also uses the term “children with exceptional needs” (see *EC* § 8205(h)), which is legally equivalent in application. Accordingly, throughout this bulletin, the terms “children with disabilities” and “children with exceptional needs” are used interchangeably.

This MB rescinds and replaces MB 23-02.

Policy

- All CSPP contractors are required to set aside five percent of their funded enrollment for children with disabilities during each program year.
- Contractors not meeting the enrollment set aside requirement must conduct community outreach to special education partners to recruit additional children with disabilities to enroll into their programs.
- *EC* sections 8208(c)(1) and (d)(2)(A) direct the California Department of Education (CDE) to establish a waiver process for CSPP contractors that are unable to meet the set aside requirement. This process will allow contractors to provide justification or demonstrate circumstances that warrant an exemption from conditional contract status, due to not meeting the set aside requirement. Conditional status indicates the contractor is out of compliance with statutory requirements and may face additional monitoring, corrective action, or restrictions until the set aside requirement is met. The first waiver application, beginning with the 2026–27 fiscal year (FY), will be available in fall 2027, with applications required thereafter as needed.
- The CDE will release further information about the waiver process at a later date.

Information for Implementation

Creating Classrooms that Support Children with Disabilities and Providing the Least Restrictive Environment for Children with Disabilities

Federal and state laws— including IDEA (20 U.S.C. § 1412(a)(5)(A)), Title 34 of the *Code of Federal Regulations* (34 *C.F.R.* § 300.114), and California *EC* § 56040 —require that children with disabilities be educated in the least restrictive environment (LRE). That is, to the maximum extent appropriate, individuals with disabilities must be educated with children who are nondisabled, and special classes, separate schooling, or other removal of individuals with disabilities from the educational environment may only occur if the nature or severity of the disability is such that education in the regular classes with the use of supplementary aids and services cannot be achieved satisfactorily. Additionally, 34 C.F.R. §303.26 early intervention services for infants and toddlers with disabilities are provided to the maximum extent appropriate, in natural environments; and in settings other than the natural environment that are most appropriate, as determined by the parent and the Individualized Family Services Plan (IFSP) team, only when early intervention services cannot be achieved satisfactorily in a natural environment.

Pursuant to the IDEA, the Individualized Education Program (IEP) team is responsible for determining the placement of a child with a disability, taking into consideration the LRE provisions. The IEP team is required to include a general education teacher, and in preschool this role may be filled by a teacher from CSPP. When possible, CSPP staff may reach out to the child's family or the IEP case coordinator or manager to request an invitation to the child's IEP meeting. Contractors must make every effort to enroll children with disabilities proportionately throughout their program, including throughout all contracted counties, sites, and classrooms. Concentrating enrollment for children with disabilities in specific counties, sites, or classrooms does not align with the intent of the

new requirement to serve a certain percentage of children with disabilities in CSPP. The CDE will review program data to determine whether children with disabilities are enrolled in proportionate numbers across programs.

Determining the Funded Enrollment Associated with the Set Aside

The Early Education and Nutrition Fiscal Services (EENFS) unit developed the Exceptional Needs Funded Enrollment Calculator which contractors can use as a tool to help determine the number of children associated with the five percent set aside requirement. It is not a requirement to submit the Exceptional Needs Funded Enrollment Calculator to the CDE. Throughout the FY, if actual enrollment differs from the percentages originally entered in the Exceptional Needs Funded Enrollment Calculator, the contractor should update the assumptions used in the calculator. Updating the calculator will provide a more accurate number of slots associated with the set aside requirement. The Exceptional Needs Funded Enrollment Calculator, as well as a video walkthrough, is available on the CDE, EENFS Funded Enrollment Resources web page.

Children with Disabilities Annual Survey

Data related to children with disabilities will be collected via Snap Survey annually each fall. The survey will, at a minimum, collect information on how contractors met the enrollment set aside for children with disabilities and any outreach conducted when targets were not met. Survey questions will be posted on the CDE Inclusive Early Education Resources web page.

The information collected on the annual survey may slightly differ from year to year; however, the survey will always be centered around these three main data points:

- If the set aside was met, how the contractor was able to meet the set aside percentage of funded enrollment for children with disabilities;
- If the set aside was not met, why the contractor could not meet the set aside percentage of funded enrollment for children with disabilities;
- If the set aside was not met, what community outreach was conducted by the contractor to special education partners in order to recruit additional children with disabilities.

Any contractors with late survey submissions may have their CSPP apportionments withheld until that survey is submitted.

Monthly Enrollment Reporting Reminders

Contractors must follow current requirements in submitting data for CSPP children with an active IFSP or an IEP to the Child Development Management Information System (CDMIS) or the California Preschool Data Collection (CAPSDAC) System. For more information on CDMIS requirements, please visit the CDE CDMIS Support web page. For more information on CAPSDAC requirements, please visit the CDE CAPSDAC Support web page.

Contractor Enrollment, Attendance, and Fiscal Reporting Requirements and Reimbursement Reminders

Adjustment Factor for Children with Disabilities

To reflect the additional expense of serving children with disabilities in CSPP, *EC* Section 8244(b)(1) provides a 2.40 adjustment factor. To receive the exceptional needs and severely disabled adjustment factor, children must meet the definitions as stated in *EC* Section 8205(h) and/or 8205(s) and must have an active IFSP or IEP.

Reporting Days of Enrollment for Children with Disabilities

Contractors will report the days of enrollment for any child that qualifies as a child with a disability, including a child with severe disabilities, under the exceptional needs or severely disabled adjustment factor categories as appropriate on the Enrollment, Attendance, and Fiscal Report in the California Preschool Accounting Reporting Information System (CPARIS). When a child's days of enrollment are reported in the exceptional needs or the severely disabled adjustment factor category, the contractor must have also indicated that child as having an active IFSP or IEP on the monthly CDMIS or CAPSDAC report.

Reimbursement for Required Set Aside

Reporting days of enrollment in the exceptional needs or severely disabled adjustment categories allows CPARIS to correctly calculate reimbursement and ensures that the child is counted toward the set aside calculation.

To ensure funding is available to enroll children with disabilities within the required set aside, contractors will be fully funded for the percentage of funded enrollment set aside, pursuant to *EC* sections 8208(c)(2)(B) and (d)(2)(B)(ii). The CDE will advance the funding set aside for children with disabilities based on the normal apportionment schedule.

The CDE will determine the extent to which contractors are earning their set aside amount based on the child days of enrollment reported within the exceptional needs and severely disabled adjustment factor categories. Contractors who are not fully earning the amount set aside to serve children with disabilities will receive a service-level exemption credit, which allows the contractor to be reimbursed for identified expenses without meeting the service requirement.

The contract earnings calculations in CPARIS include the required set aside amount, the earnings associated with the set aside amount, and the service-level exemption credit. Contractors will be able to use this information to track their earnings related to the set aside amount. Additional information on how the CDE will apply the service-level exemption can be found in the CDE EENFS Enrollment, Attendance, and Fiscal Reporting, and Reimbursement Procedures for Early Education Contractors web page.

Spending Funds Related to Serving Children with Disabilities

The five percent set aside requirement refers to the portion of a contractor's CSPP funded enrollment that must be reserved for serving children with disabilities. The set aside funding amount that is provided to contractors through a service level exemption credit are regular contract funds that can continue to be used on any allowable program expense reimbursable to the CSPP. However, the intent of the set aside is to support in providing access, participation, and supports for children with disabilities; therefore, the CDE strongly encourages contractors who have not been able to fill their set aside to use the contract funds on activities to further support the intent of the set aside.

Contractors who have not yet filled their set aside may use the funds for one-time costs in addition to ongoing costs, as needed. However, contractors must ensure that they can absorb the additional costs associated with enrolling more children with disabilities. Contractors who have already met the set aside requirement are free to use contract funds for a mix of ongoing and one-time costs as they see fit.

Some examples of one-time costs, include, but are not limited to:

- Adaptive equipment (inside or outside equipment and/or materials)
- Accessibility renovations or construction for meeting Americans with Disabilities Act compliance
- Professional development
- Parent education
- Community outreach events and efforts

Some examples of ongoing costs include, but are not limited to:

- Staffing to support serving children with disabilities.
- Job-embedded coaching to support classroom staff;
- Early Childhood Mental Health Consultation services;
- Possible costs associated with transporting children with disabilities to the CSPP classroom.

Contractors shall ensure they are obtaining an equipment purchase approval from their Program Quality Implementation (PQI) office regional consultant if the purchase exceeds the capitalization level established by the contractor for financial statement purposes, or the threshold stated in annual CSPP Contract Terms and Conditions (CT&C).

NOTE: The Equipment Purchase Approval Request (EPAR) process has been updated in the CT&Cs for fiscal year (FY) 2025–26. Contractors are required to follow the CT&C for the most updated information on the EPAR and subcontracting processes.

Reporting Unearned Prior Year Service-Level Exemption Credit

In instances when a contractor does not fully spend the amount advanced by the CDE to serve children with disabilities through the required set aside within the fiscal year in which it was provided, they may receive additional revenue from their CSPP contract that otherwise would not have been apportioned. At this time, the CDE will not invoice CSPP contractors for any unused service level exemption credit. Instead, these funds are considered deferred revenue, and contractors may use this revenue to support contract expenses in future fiscal years. The CDE recommends that the deferred revenue related to unspent prior year service level exemption credits should be spent prior to other income sources, including current year contract funds.

The deferred revenue must be reported in the Enrollment, Attendance, and Fiscal Reports as restricted income on the line *Restricted Income: Exceptional Needs/Severely Disabled Service Level Exemption Credit*. As with all other revenue, these funds should only be reported when the associated expenditures are also reported.

Note that the amount of deferred revenue that a contractor can utilize in subsequent FYs may be less than the service-level exemption credit reflected in the contractor's earnings calculation in CPARIS. The amount of deferred revenue is dependent upon the contractor's expenditures reported within the same FY the credit is calculated. Beginning with FY 2025–26 final and audited contract earnings calculations, the amount of deferred revenue will be indicated on the line *Actual Exceptional Needs/Severely Disabled Service Level Exemption Credit Deferred Revenue in Future Fiscal Years*.

Reporting Expenses Related to Serving Children with Disabilities

All expenses reimbursable to the CSPP must be reported within the appropriate expense categories in the Enrollment, Attendance, and Fiscal Reports.

Background and Authority

On June 30, 2022, the Governor signed the FY 2022–23 Budget Trailer Bill for the Early Education Act, Assembly Bill (AB) 210, which amended *EC* sections 8205, 8208, 8210, 8211, and 8244 to change contractor requirements regarding children with disabilities in CSPP programs.

On September 27, 2022, the Governor signed AB 185 (Chapter 571, Statutes of 2022), which amended *EC* sections 8208, 8210, and 8211 to provide additional clarification on contractor requirements regarding children with disabilities in CSPP programs.

On September 13, 2023, the Governor signed Senate Bill (SB) 141 (Chapter 194, Statutes of 2023), which amended *EC* Section 8208 to change the timeline for phase-in implementation of the set aside and potential penalties/waivers regarding children with exceptional needs in CSPP. This bill extended the five percent set aside requirement for children with exceptional needs through FY 2024–25, with the percentage increasing to 7.5 percent in FY 2025–26 and 10 percent in FY 2026–27. On July 2, 2024, the Governor signed SB 163 (chapter 73, statutes of 2024), which amended *EC* Section 8208 to change the set aside requirement and have it stay at five percent for FY 2022–23 and beyond.

On January 6, 2025, changes to Title 5, Division 1, Chapter 18.5 Eligibility and Priority Regulation changes became effective for CSPP. These updated regulations include information on the funded enrollment set aside for children with disabilities, the documentation needed for children with disabilities, and clarification to family fees for children with disabilities whose IEP or IFSP indicates the CSPP as the child's offer of a free and appropriate education also known as FAPE.

Some of these changes reflect priorities outlined in the Policy Statement on Inclusion of Children *with Disabilities in Early Childhood Programs*, jointly issued by the U.S. Departments of Health and Human Services and Education. Originally released in 2015 and updated in 2023, the statement affirms that all young children with disabilities should have access to high-quality inclusive early childhood programs and outlines expectations for implementing inclusive practices across early learning systems.

Resources

For more resources on serving children with disabilities, the special education assessment and evaluation process, developmental milestones, making referrals and more, please visit the CDE Inclusive Early Education Resources web page.

For Community Outreach on Children with Disabilities:

- Regional centers provide and coordinate services and supports for individuals with developmental disabilities. Contractors should contact their local regional center to share information on the availability of CSPP for children with disabilities.
- The Early Start program is California's early intervention program for infants and toddlers with disabilities and their families. Early Start services are available statewide and are provided in a coordinated, family-centered system.
- Family Empowerment Centers (FECs) provide training and information to families of children and young adults with disabilities, between the ages of three and twenty-two in California.
- Family Resource Centers provide resources and support for families. Visit Family Resource Centers for more information.
- All school districts and county school offices have Special Education Local Plan Areas (SELPAs) consortiums to provide for all special education service needs of children residing within the regional boundaries. The CDE website lists all of the SELPA regions with contact information.

If you have programmatic questions related to this MB, please contact your assigned CDE, EED, PQI office regional consultant.

If you have fiscal questions regarding the information in this MB, please contact your assigned EENFS fiscal analyst.

All answers can be found on the Frequently Asked Questions (FAQs) web page.

This MB is mandatory only to the extent that it cites a specific statutory or regulatory requirement, and is not prescriptive, pursuant to *EC* 33308.5.

Questions: Early Education Division | 916-322-6233

Last Reviewed: Tuesday, November 18, 2025

Updated Head Start Program Performance Standard Requirements

Background: The office of Head Start published timelines by which grant recipients must comply with the Head Start Program Performance Standards updated in the final rule, Supporting the Head Start Workforce and Consistent Quality Programming. The final rule was published in the Federal Register on August 21, 2024.

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
1	1302.12(e) AIAN Income Eligibility. All families in an American Indian and Alaska Native (AIAN) program's service area with age-eligible children, or pregnant women, are eligible for Head Start services, regardless of income.	3/1/2024	n/a	CCC does not operate an AIAN program.
2	1302.12(f) MSHS Income Eligibility. Migrant and Seasonal Head Start (MSHS) programs may serve any child who has one family member whose income comes primarily from agricultural employment, regardless of total family income	3/1/2024	n/a	CCC does not operate a MSHS program.
3	1302.14(a)(2), (3) AIAN and MSHS Selection Criteria. Tribes may prioritize children in families for which a child, a family member, or a member of the same household, is a member of an Indian tribe. MSHS programs may give priority to children whose families can demonstrate they have relocated frequently within the past two years to pursue agricultural work.	3/1/2024	n/a	CCC does not operate an AIAN or MSHS program.
4	1302.101(a)(2) Employee Engagement. A program must comply with enhanced requirements for employee engagement to promote more responsive management styles designed to identify and resolve barriers to high-quality job performance.	10/21/2024	Compliant	Supervisors are training in and exercise Reflective Supervision strategies to support meaningful and effective employee engagement and ongoing staff supervision. Upon hire, managers begin engagement through the onboarding process utilizing an orientation checklist specific to their job classification. Regular individual check-ins are facilitated by managers. Staff are engaged in goal-setting as a component of the annual performance evaluation.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
5	1302.101(a)(5), 1302.102(d) Training on Incident Reporting. A program must submit reports, as appropriate, to the responsible HHS official immediately but no later than seven calendar days following a health or safety incident. All staff are required to be trained to implement reporting procedures.	10/21/2024	Compliant	In 2023 CSB revised its procedures for reporting incidents, establishing expectations which ensure HHS official notification no later than seven calendar days following a reportable health or safety incident.
6	1302.12(i)(1) Housing Adjustment. A program may adjust a family's income to account for excessive housing costs when determining eligibility.	10/21/2024	Compliant	Enrollment team screens families over 100% of the Federal Poverty Level (FPL) for housing costs exceeding 30% and has implemented use of a calculation spreadsheet to adjust income accordingly.
7	1302.12(j) MSHS Eligibility Duration. In MSHS programs, once an infant or toddler and their family are deemed eligible, they are eligible until they turn three years old. This is consistent with the requirement that children participating in the Early Head Start program remain eligible for the duration of the program.	10/21/2024	n/a	CCC does not operate a MSHS program.
8	1302.13 Modernizing Recruitment. A program must include modern technologies to encourage and assist families in applying for admission to the program, and to reduce the family's administrative and paperwork burden in the application and enrollment process.	10/21/2024	Compliant	The program has an existing process whereby families may submit an online application, call the enrollment hotline / Interactive Voice Response (IVR) system, and submit and/or sign eligibility documents electronically.
9	1302.14(a)(6) Children of Staff Members. A program may consider the enrollment of eligible children of staff members as part of the selection criteria	10/21/2024	Compliant	CCC's Selection Criteria was approved by the PC on 2/21/24 and BOS on 9/10/24 and is effective through 6/30/25. CCC may consider addition of children of staff members to the selection criteria when revising for the 2025-2026 program year.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
10	1302.14(b)(1) Children with Disabilities Enrollment. A program must ensure at least 10% of its actual enrollment is filled by children eligible for services under the Individuals with Disabilities Education Act (IDEA).	10/21/2024	Compliant	CCC has historically met the 10% threshold when calculating percentage of children with a disability per cumulative enrollment. Our 2024 PIR indicated 13% of enrolled children had a disability.
11	1302.15(g) Modernizing Enrollment. A program must regularly examine their enrollment processes and implement any identified improvements to streamline the enrollment experience for families.	10/21/2024	Compliant	The enrollment process is analyzed on an ongoing basis in order to identify improvements to streamline enrollment. For the 2024-25 program year on-site enrollment clinics are being facilitated at centralized locations in areas of the county with high enrollment needs.
12	1302.17(a) Suspension and Expulsion. Suspension continues to be a measure of last resort only when there is a serious safety threat. Programs must first engage with a mental health consultant, collaborate with the parents, and use appropriate community resources. Programs must explore and document all steps taken to address the behaviors and supports needed to facilitate the child's safe reentry and continued participation in the program.	10/21/2024	Compliant	CSB's procedures currently align with this standard. CSB's step plan requires multidisciplinary efforts to support a child with continued program participation are sufficiently documented.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
13	1302.34(b)(9) Modernizing Communication. A program must ensure it uses accessible communication methods and modalities that meet the needs of the community when engaging with prospective and enrolled families.	10/21/2024	Compliant	As an outcome of 2019-2023 program goals, the enrollment process was modernized through use of innovative technologies: Interactive Voice Response (IVR) system, Short Messaging System (SMS), web-based application and resources page. Family meetings and trainings (including parenting curriculum) is offered in a virtual format. A communication survey is completed by families annually to ensure the program is utilizing communication methods that work best for enrolled families.
14	1302.40(b) Health and Mental Health Services Advisory Committee. Programs must establish and maintain a Health and Mental Health Services Advisory Committee.	10/21/2024	Compliant	An already established Health and Nutrition Services Advisory committee which meets twice annually. The next meeting, scheduled for 12/5/24, will take place under the new name: Health, Mental Health, and Nutrition Services Advisory Committee.
15	1302.41, 1302.42(b), 1302.46(b) Mental Health Integration. These program requirements consistently integrate mental health into all aspects of program service delivery.	10/21/2024	Compliant	The CCC HS program has been operated under a multidisciplinary approach, with high levels of collaboration among the designated Health and Mental Health content area managers. For example, CSB facilitates monthly managers meetings and joint family meetings. CSB's model for comprehensive service delivery positions assistant managers who are generalists and obtain training from specialists in the areas of Health and Mental Health.

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
16	1302.45(b) Mental Health Consultants. A program must ensure mental health consultants provide consultation services that build the capacity of adults in a child's life to strengthen and support the mental health and social and emotional development of children.	10/21/2024	Compliant	The County's collaboration with the Early Childhood Mental Health Program
17	1302.47(b)(10) Safety Practices – Lead. In facilities where lead may exist, programs must regularly inspect and test for the presence of lead and, as needed, conduct remediation and abatement.	10/21/2024	Compliant	CCC HS centers follow California Health and Safety Code section 1597.16, which requires that all licensed Child Care Centers constructed before 1/1/2010, test their cold-water outlets used for drinking or cooking for lead by 1/1/23, and subsequent testing must occur every 5 years.
18	1302.47(b)(5) Safety Practices. Programs must ensure all staff, consultants, contractors, and volunteers follow appropriate practices to keep children safe. Aligns the definition of "child abuse and neglect" with Child Abuse Prevention and Treatment Act (another federal statute).	10/21/2024	Compliant	CSB revised its safety practices procedures in 2023, establishing a culture of safety including tools for active supervision and personal rights training. Annual trainings are provided which align with this standard.
19	1302.50(a) Modernizing Engagement with Families. Programs must communicate with families in a format that meets the needs of each individual family.	10/21/2024	Compliant	A communication survey is completed by families annually to ensure the program is utilizing communication methods that work best for enrolled families.
20	1302.53(b)(2) QRIS. Programs should participate in their Quality Rating and Improvement System (QRIS) to the extent practicable if the state or local area has strategies in place to support their participation.	10/21/2024	Compliant	CCC HS centers currently participate in QRIS.
21	1302.80(d) Newborn Visit. A newborn visit must, at minimum, include a discussion of the following: maternal mental and physical health, safe sleep, infant health, and support for basic needs.	10/21/2024	Compliant	Newborn visits include discussion of maternal mental and physical health, safe sleep, infant health, and support for basic needs.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
22	1302.81 Mental Health Information and Services Integration for Expectant Families. Programs must ensure the required prenatal and postpartum information, education, and services are provided to enrolled pregnant women, mothers, fathers, and partners or other family members.	10/21/2024	Compliant	Services to pregnant women include prenatal and postpartum information and education are provided to families enrolled through the County's partnerships with Aspiranet and Mount Diablo Unified School District.
23	1302.82(a) Maternal Health Curriculum. If a program uses a curriculum in the provision of services to pregnant women and pregnant people, it should be a maternal health curriculum to support prenatal and postpartum education needs.	10/21/2024	Compliant	The Growing Great Kids® curriculum includes prenatal health and postpartum education.
24	1302.90(c) Standards of Conduct. Programs must ensure that staff, consultants, contractors, and volunteers do not maltreat or endanger the health or safety of children, and that they report reasonably suspected or known incidents of child abuse and neglect.	10/21/2024	Compliant	CSB standards of conduct, signed by all staff, consultants and volunteers annually.
25	1302.91(e)(8)(ii) Mental Health Consultants' Licensure. A program must ensure all mental health consultants are licensed or under the supervision of a licensed mental health professionals. Programs also must use mental health consultants with knowledge of and experience in serving young children and their families.	10/21/2024	Compliant	CCC partners with Early Childhood Mental Health Program for mental health consultation services. Licensure is a component of the contract.
26	1302.92(b)(1) Professional Development Plans. Programs must develop professional development plans for full-time staff providing direct services to children, as required in Section 648A(f) of the Head Start Act.	10/21/2024	Compliant	Professional development plans are incorporated into the annual performance evaluation for staff in classifications providing direct services to children.
27	1302.92(b)(2–3) Annual Training. Programs must ensure staff receive annual training on: (1) Mandatory reporting; (2) Positive strategies to understand and support children's social and emotional development; and (3) The knowledge, experience, and competencies to improve child and family outcomes.	10/21/2024	Compliant	All 3 topics are incorporated into the annual training schedule.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
28	1302.93(d) Culture of Wellness. A program should cultivate a program-wide culture of wellness that empowers staff as professionals and supports staff to effectively accomplish their job responsibilities in a high-quality manner.	10/21/2024	Compliant	A culture of wellness has been established and is maintained through work of CSB's wellness team, SIA, which focuses on Simple, Impactful and Actionable strategies to promote wellness. On 5/8/24, CSB facilitated an all-staff wellness event which included keynote speakers on DEI, training on stress reduction, as well as healthy cooking and painting sessions. CCC promotes wellness through offering a robust Employee Assistance Program (EAP).
29	1303.42 Suitable Facilities. Grant recipients are no longer required to have a written statement from an independent real estate professional confirming the lack of other suitable facilities in the area.	10/21/2024	Compliant	The CCC HS program will no longer request such written statements when submitting capital projects requests for applicable major renovation or construction projects utilizing federal funds.
30	1303.43 Use of Grant Funds. If a recipient seeks to use federal funds for reasonable fees and costs necessary to submit an application under §§1303.42 and 1303.44, they must be granted approval from the responsible HHS official. Once approval is granted, the funds are allowable regardless of the outcome of the preliminary eligibility determination.	10/21/2024	Compliant	CCC will request approval for use of federal funds for reasonable fees and costs necessary to submit a pre-approval application for major renovation or construction projects.
31	1303.44 Application Requirements. Programs must adhere to updated application requirements, including the facility's value and additional information HHS officials may request as part of the 1303 process.	10/21/2024	Compliant	CCC will comply with the revised 1303 pre-approval requirements when requesting to use federal funds for major renovation / construction projects.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
32	1305.2 Definitions. Programs must use new and revised definitions for "Early Head Start", "Federal interest", "Grant recipient", "Head Start", "Head Start agency", "Head Start Preschool", "Housing costs", "Income", "Major renovations", "Migrant family", "Poverty line", "Purchase", and "Suspension".	10/21/2024	Compliant	CCC is using new and revised definitions under this section.
33	1302.80(e) Pregnant Women. A program must track and record services an enrolled pregnant woman or pregnant person receives, both from the program and through referrals, to help identify specific prenatal care services and resources needed to support a healthy pregnancy.	12/19/2024	Compliant	CCC currently maintains a record of services accessed by pregnant persons including rereferrals and services utilizing its child and family data system.
34	1302.80(f) Promoting Healthy Birth Outcomes. Programs must help address disparities in maternal and birth outcomes across racial and ethnic groups, using data to inform program services.	2/18/2025	Compliant	Through partnerships, CCC provides services to pregnant women which help address disparities in maternal and birth outcomes: (1) MDUSD Crossroads High School supports acheivement of high school diplomas and on-site prenatal and parenting classes to support posisitve outcomes among teen parents. (2) Aspiranet serves primarily Spanish-speaking families and adapts home visiting services based on needs assessment data collected from various screenings / assessments, including Life Skills Progression (LSP) and Patient Health Questionnaire (PHQ-4).
35	1302.11(b) Community Assessment. Programs must collect relevant data while maintaining the community assessment's content focus on geographic location, race, ethnicity, etc. Requires programs to conduct annual updates only as needed, such as if there are significant shifts in community demographics.	8/1/2025	Compliant	The program currently utilized a contractor who supplies a comprehensive community assessment with all required components annually.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
36	1302.14(d) Barriers to Enrollment. A program is required to use data from the community assessment to identify potential barriers to enrollment and attendance, including using data to understand access to transportation for the highest need families.	8/1/2025	Compliant	CCC has a sytems in place for examining data on an ongoing basis and responding to potential barriers to enrollment and attendance.
37	1302.16(a)(2)(v) Barriers to Attendance. A program must examine barriers to regular attendance, such as access to safe and reliable transportation, and where possible, provide or facilitate transportation for the child if needed.	8/1/2025	Compliant	CCC has a sytems in place for examining data on an ongoing basis and responding to potential barriers to enrollment and attendance.
38	1302.23(b)(2–4) Family Child Care Option. Family child care (FCC) services must comply with specified child ratios and group sizes for programs. There is no longer reference to the term "assistant provider". All FCC providers who count toward ratios must meet the qualification requirements for FCC providers described in§1302.91(e)(4).	8/1/2025	n/a	CCC does not operate HS within the Family Child Care Option.
39	1302.45(a) Multidisciplinary Approach. Programs must use a multidisciplinary approach to mental health and wellness supports. Mental health consultation services must be available at a frequency of at least once a month; if a mental health consultant is not available to provide services at least once a month, programs must use other licensed mental health professionals or behavioral health support specialists who coordinate with a mental health consultant.	8/1/2025	Compliant	CCC partners with Early Childhood Mental Health Program (ECMHP) for mental health consultation services. The program revised its procedures to ensure oversight structure monitors for monthly availability of mental health consultation services. An expanded contract with ECMHP is anticipated to be approved by the BOS on 8/12/25.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
40	1302.52(d) Family Partnership Services. Programs must ensure family service worker assignments do not exceed 40 families per family service worker. Programs may temporarily exceed the maximum during periods of staff absence and in emergency or recovery circumstances. A waiver is required to exceed the ratio of family assignments to family service worker if it will extend beyond a temporary period.	8/1/2027	In-Progress	On August 16, 2024, the Administration for Children and Families issued an award for the Head Start grant. On March 19, 2024 (D. 4), the Board of Supervisors approved the submission of the grant application which includes new positions. This budget includes an increase in Comprehensive Services (family service worker) positions to lower caseloads to 40 families.
41	1302.93(c) Staff Breaks. A program must provide, for each staff member, regular breaks of adequate length and frequency based on hours worked. During breaks, one teaching staff member may be replaced by one staff member who does not meet the teaching qualifications required for the age, provided that this staff member has the necessary training and experience to ensure safety of children and minimal disruption to the quality of services.	8/1/2027	Compliant	CCC complies with State and Federal requirements pertaining to staff breaks including meal breaks. Per the 2022-2026 Local One MOU employees are entitled to a rest break for each 4 hours of work. The program will identify how it may operationalize new flexibilities of allowing a staff member to provide classroom coverage who does not meet teaching qualifications.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
42	1302.90(f) Benefits. For full-time staff (working 30 or more hours per week) the program must provide or facilitate access to affordable health care coverage, offer paid leave, and offer access to short-term, free or minimal cost behavioral health services. Part-time staff must be connected with health insurance options in the Marketplace. Programs must connect eligible staff with child care subsidy programs and the Public Service Loan Forgiveness Program. Small Head Start agencies with 200 or fewer slots are exempt from most of the benefits requirements, but these agencies must still make measurable improvement in benefits for Head Start staff over time.	8/1/2028	In-Progress	Staff scheduled to work at least 20 hours per week, CCC provides affordable health care coverage. Part-time staff are connected with health insurance options. The program is in the process of identifying a process which ensures staff are connected with child care subsidy programs and the Public Service Loan Forgiveness Program.
43	1302.90(e)(1) Pay scale. (i) By August 1, 2031, a program must implement a salary scale, salary schedule, wage ladder, or other similar pay structure for program staff salaries that incorporates the requirements in paragraphs (e)(2) through (4) of this section; reflects salaries or wages for all other staff in the program; promotes salaries that are comparable to similar services in relevant industries in their geographic area; and considers, at a minimum, responsibilities, qualifications, experience relevant to the position, and schedule or hours worked. (ii) After August 1, 2031, a program must review its pay structure at least once every 5 years to assess whether it continues to meet the expectations described in paragraph (e)(1)(i) of this section. (iii) A program must ensure that staff salaries are not in excess of level II of the Executive Schedule, as required in 42 U.S.C. 9848(b)(1).	8/1/2031	In-Progress	The Program will work with HR on a salary study which compares similar services in relevant industries in Contra Costa County. Salary study will be required every 5 years.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
44	1302.90(e)(2) Progress to pay parity for education staff with elementary school staff. (i) By August 1, 2031, a program must demonstrate it has made progress to parity with kindergarten through third grade teachers by ensuring that each Head Start teacher receives an annual salary that is at least comparable to the annual salary paid to preschool teachers in public school settings in the program's local school district, adjusted for responsibilities, qualifications, experience, and schedule or hours worked. A program may provide annual salaries comparable to a neighboring school district if the salaries are higher than a program's local school district, adjusted for role, responsibilities, qualifications, experience, and schedule or hours worked.	8/1/2031	In-Progress	The Program will work with HR on a salary study which compares CCC teacher salary to school district preschool teachers. The program in is the process of developing a process to ensure it regularly tracks data on how wages paid to their education staff compare to wages paid to preschool through third grade teachers in their local or neighboring school district.
45	1302.90 (3) Salary floor. By August 1, 2031, a program must ensure, at a minimum, the wage or salary structure established or updated under paragraph (e)(1)(i) of this section provides all staff with a wage or salary that is generally sufficient to cover basic needs such as food, housing, utilities, medical costs, transportation, and taxes, or would be sufficient if the worker's hourly rate were paid according to a full-time, full-year schedule (or over 2,080 hours per year). (4) Wage comparability for all ages served. A program must ensure the wage or salary structure established or updated under paragraph (e)(1)(i) of this section does not differ by age of children served for similar program staff positions with similar qualifications and experience.	8/1/2031	In-Progress	The Program will work with HR and labor on a salary study which compares salary structure to salary that is generally sufficient to cover basic needs. CCC currently has the same salary schedule for staff providing to instruction to all ages served.

Updated Head Start Program Performance Standard Requirements

No.	Performance Standard Summary	Compliance Date*	CCC Compliance Status	Description of Compliance / Recommended Actions
46	1302.90(e) Wages. Small Head Start agencies with 200 or fewer slots are exempt from most of the wage requirements, but these agencies must still develop or update a pay scale that promotes competitive wages for all staff, and make measurable progress toward reducing disparities in wages between Head Start educators and public preschool teachers over time. The final rule includes an option for the Secretary of the Department of Health and Human Services (HHS) to establish in 2028 a limited waiver process for most of the wage requirements for eligible programs, if the prior four years of appropriation increases for Head Start are less than an annual average of 1.3%.	8/1/2031	n/a	CCC HS program serves more than 200 slots.

*eclkc.ohs.acf.hhs.gov/publication/timeline-compliance-updated-performance-standard-requirements

File #: 25-5341 **Agenda Date:** 12/16/2025 **Agenda #:** D.4.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: HEARING on the itemized costs of abatement for property located at 2058 Rosedale Dr., San Pablo

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

OPEN the hearing of the costs of abating a public nuisance in unincorporated Contra Costa County on the real property located at 2058 Rosedale Dr., San Pablo, California, Contra Costa County (APN: 403-484-004).

RECEIVE and CONSIDER the attached itemized report on the abatement costs and any objections thereto from the property owner or other persons with a legal interest in the property; and CLOSE the hearing.

DETERMINE the cost of all abatement work and all administrative costs to be $16,177.43.

ORDER the itemized report confirmed and DIRECT that it be filed with the Clerk of the Board of Supervisors.

ORDER the costs to be specially assessed against the above-reference property and AUTHORIZE the recordation of a Notice of Abatement Lien.

FISCAL IMPACT:

No net fiscal impact. The costs as determined above will be added to the tax roll as a special assessment on this property and will be collected at the same time and in the same manner as ordinary County taxes are collected.

BACKGROUND:

Contra Costa County Ordinance Code Article 14-6.4 and California Government Code Section 25845 authorize the recovery of abatement costs in public nuisance cases, the recordation of a Notice of Abatement Lien, and inclusion of abatement costs on the tax roll as a special assessment, upon approval of the Board of Supervisors.

The Notice and Order to Abate was posted on the above-referenced property for the accumulation of household items, debris, garbage bags, scrap metal, and construction materials and was served on the property owner and all persons known to be in possession of the property by certified mail on January 2, 2025 and on August 12, 2025.

The property owner did not file an appeal of the Notice and Order to Abate. The County Abatement Officer

conducted two separate abatements. The first abatement was conducted on February 13, 2025 and another abatement was conducted on August 27, 2025.

The property owner was billed separately for actual costs of the abatements and all administrative costs. The bill was sent by first-class mail to the property owner on February 24, 2025 and another bill was mailed on August 28, 2025. The property owner did not pay the bill within 45 days of the date of mailing.

Notice of this Cost Hearing was sent to the property owner by certified mail by the Clerk of the Board. For proof of service, see Clerk of the Board at 1025 Escobar St., 1st Floor, Martinez, CA 94553.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will not be able to recover costs for abatement on code violations for this property.

CONTRA COSTA COUNTY

DATE: November 13, 2025

TO: Clerk of the Board

FROM: Department of Conservation & Development
By: Matthew Webster, Principal Building Inspector

RE: Itemized Report of Abatement Costs

The following is an itemized report of the costs of abatement for the below described property pursuant to C.C.C. Ord. Code ' 14-6.428.

OWNER: Schreiner Marsha GDN

POSSESSOR: N/A

MORTGAGE HOLDER: PennyMac Loan Services LLC

ABATEMENT ORDERED DATE: January 2, 2025

ABATEMENT COMPLETED DATE: February 24, 2025

SITE ADDRESS: 2058 Rosedale Dr., San Pablo, CA 94806-1035
APN#: 403-484-004

PROPERTY DESCRIPTION: Residential

AMOUNT OF ABATEMENT COSTS (CCC ORDINANCE CODE 14-6.428)

ITEM	EXPLANATION		COST
Notice to Comply (include first 2 inspections)		$	300.00
Site Visits (5 x $150.00 @)		$	750.00
Recording Fee		$	29.000
PIRT (Title Search)		$	200.00
Certified Letter & Regular Mailings		$	26.91
Photos		$	10.00
Contractor hired for abatement		$	850.00
Final Site Inspection to Confirm Compliance-Abatement		$	200.00
Compliance Report and Board Hearing		$	200.00
Total		**$**	**2,365.91**

Abatement costs can be paid at or mailed to Department of Conservation and Development, Building Inspection Division, 30 Muir Rd., Martinez, CA 94553.

CONTRA COSTA COUNTY

DATE: November 13,2025

TO: Clerk of the Board

FROM: Department of Conservation & Development
By: Matthew Webster, Principal Building Inspector

RE: Itemized Report of Abatement Costs

The following is an itemized report of the costs of abatement for the below described property pursuant to C.C.C. Ord. Code ' 14-6.428.

OWNER: Schreiner Marsha GDN

POSSESSOR: N/A

MORTGAGE HOLDER: PennyMac Loan Services LLC

ABATEMENT ORDERED DATE: August 12, 2025

ABATEMENT COMPLETED DATE: September 4, 2025

SITE ADDRESS: 2058 Rosedale Dr., San Pablo, CA 94806-1035
APN#: 403-484-004

PROPERTY DESCRIPTION: Residential

AMOUNT OF ABATEMENT COSTS (CCC ORDINANCE CODE 14-6.428)

ITEM	EXPLANATION		COST
Notice to Comply (include first 2 inspections)		$	300.00
Site Visits (3 x $150.00 @)		$	450.00
Recording Fee		$	29.000
PIRT (Title Search)		$	225.00
Certified Letter & Regular Mailings		$	17.52
Photos		$	10.00
Contractor hired for abatement		$	12,380.00
Compliance Report and Board Hearing		$	200.00
Final Site Inspection to Confirm Compliance-Abatement		$	200.00
Total		**$**	**13,811.25**

Abatement costs can be paid at or mailed to Department of Conservation and Development, Building Inspection Division, 30 Muir Rd., Martinez, CA 94553.

February 13, 2025

2058 Rosedale Dr.

San Pablo, CA 94806

Before Photos




Cottonelle
ULTRA COMFORT
Cottonelle
ULTRA COMFORT





2058 Rosedale Dr.

San Pablo, CA 94806

After Photos








6TTK344
EL CERRITO

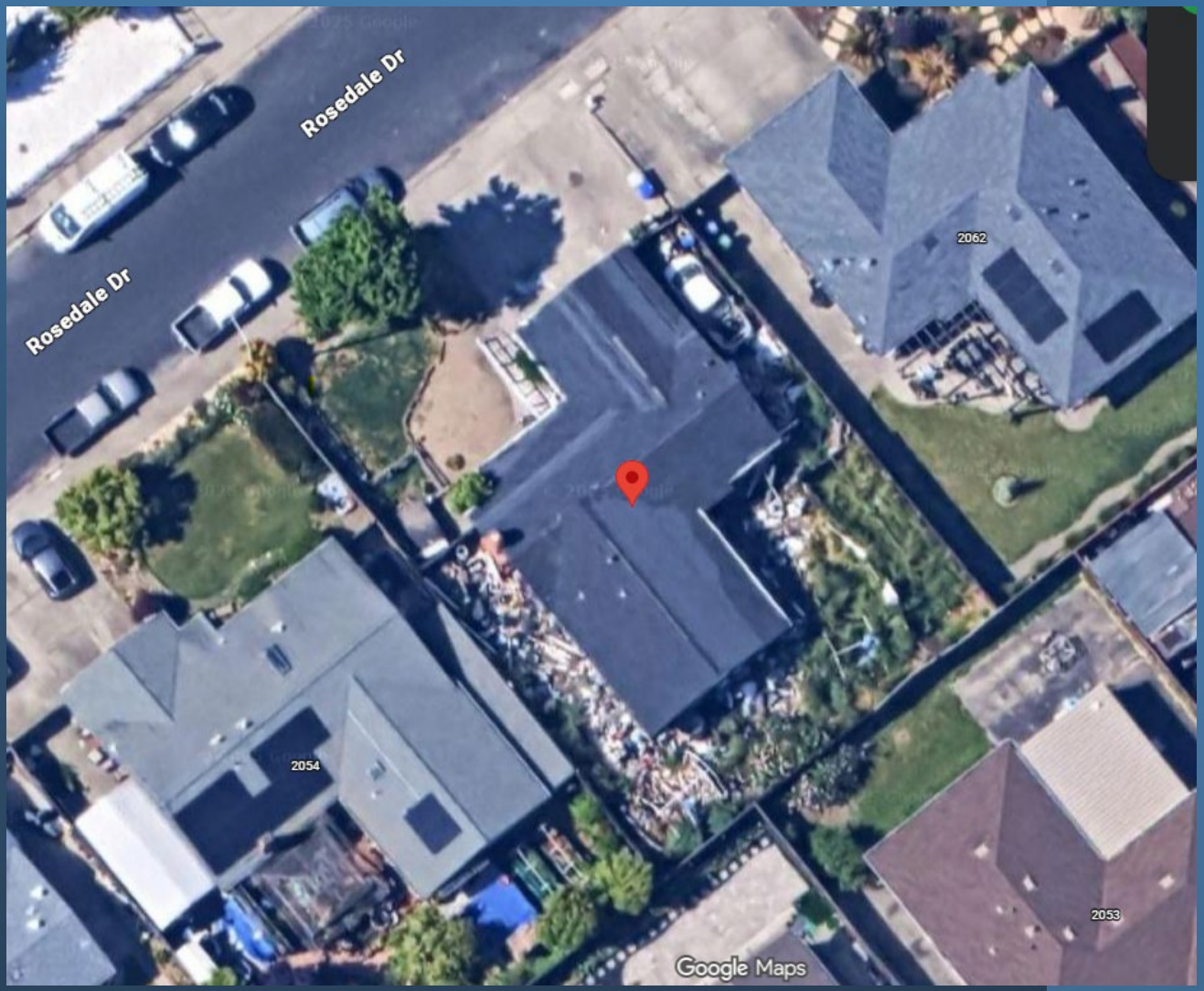
August 27, 2025

2058 Rosedale Dr.

San Pablo, CA 94806

Before Photos

RIGHT



LEFT


Welcome













- 57 tires and a tire changing machine were removed from the property, along with 7 mattress's and 150+/- yards of debris.

2058 Rosedale Dr.

San Pablo, CA 94806

After Photos




232


MARK VIII
LINCOLN
5KAH705
SAVE MORE AUTO SALES INC.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5342 **Agenda Date:** 12/16/2025 **Agenda #:** D.5.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: HEARING on the itemized costs of abatement for property located at 172 Peninsula Rd., Bay Point, California

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
OPEN the hearing of the costs of abating a public nuisance on the real property located at 172 Peninsula Rd., Bay Point, California, Contra Costa County (APN 098-063-015);

RECEIVE and CONSIDER the attached itemized report on the abatement costs and any objections thereto from the property owner or other persons with a legal interest in the property; and CLOSE the hearing.

DETERMINE the cost of all abatement work and all administrative costs to be $60,038.80.

ORDER the itemized report confirmed and DIRECT that it be filed with the Clerk of the Board of Supervisors.

ORDER the costs to be specially assessed against the above-reference property and AUTHORIZE the recordation of a Notice of Abatement Lien.

FISCAL IMPACT:
No net fiscal impact. The costs as determined above will be added to the tax roll as a special assessment on this property and will be collected at the same time and in the same manner as ordinary County taxes are collected.

BACKGROUND:
Contra Costa County Ordinance Code Article 14-6.4 and California Government Code Section 25845 authorize the recovery of abatement costs in public nuisance cases, the recordation of a Notice of Abatement Lien, and inclusion of abatement costs on the tax roll as a special assessment, upon approval of the Board of Supervisors.

The Notice to Secure and Maintain a Vacant Structure and the Notice and Order to Abate were posted on the above-referenced property for a vacant, fire-damaged structure with household items, junk, trash, and debris, in addition to inoperable vehicles on the property, and was serviced on the property owner and all person known to be in possession of the property by certified mail on March 28, 2025.

The property owner did not file an appeal of the Notice and Order to Abate. The County Abatement Officer

abated the nuisance on June 4, 2025.

The property owner was billed for the actual cost of the abatement and all administrative costs. The bill was sent by first-class mail to the property owner on June 26, 2025. The property owner did not pay the bill within 45 days of the date of mailing.

Notice of this Cost Hearing was sent to the property owner by certified mail by the Clerk of the Board. For proof of service, see Clerk of the Board at 1025 Escobar Street, 1st Floor, Martinez, CA.

CONSEQUENCE OF NEGATIVE ACTION:
If not approved, the County will not be able to recover costs for abatement on code violations on this property.

CONTRA COSTA COUNTY DEPARTMENT OF CONSERVATION AND DEVELOPMENT, BUILDING INSPECTION DIVISION

AFFIDAVIT OF POSTING, SERVICE BY MAIL OR HAND DELIVERY

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA)

I declare that I am a duly appointed, qualified employee of the Building Inspection Department of the County of Contra Costa, State of California, that pursuant to Contra Costa County Ordinance Code Chapter 14-6.4 Uniform Public Nuisances.

I electronically mailed the Clerk of the Board regarding the below site address for further handling. The hearing date is December 16, 2025. The names below should be notified of the hearing:

Curtis, Roger L.
PO BOX 548
Fremont, CA 94537-0548

SITE: 172 Peninsula Rd., Bay Point, CA 94565
APN: 098-063-015

Said documents were sent on November 25, 2025.

I declare under penalty of perjury that the foregoing is true and correct.

Dated: November 25, 2025, at Martinez, California.

Michele L. Perry

Michele L. Perry
Clerk Specialist

172 Peninsula Rd.

Bay Point, CA 94565

Before Photos








Coca-Cola





172 Peninsula Rd.

Bay Point, CA 94565

After Photos






GMC

CONTRA COSTA COUNTY

DATE: November 25, 2025

TO: Clerk of the Board

FROM: Department of Conservation & Development
By: Bill Lovan, Building Inspector I

RE: Itemized Report of Abatement Costs

The following is an itemized report of the costs of abatement for the below described property pursuant to C.C.C. Ord. Code ' 14-6.428.

OWNER: Curtis, Roger L.

POSSESSOR: N/A

MORTGAGE HOLDER: N/A

ABATEMENT ORDERED DATE: January 28, 2025

ABATEMENT COMPLETED DATE: June 4, 2025

SITE ADDRESS: 172 Peninsula Rd., Bay Point, CA
APN#: 098-063-015

PROPERTY DESCRIPTION: Residential

CODE CASE REFERENCE NUMBER: CECF25-00029

AMOUNT OF ABATEMENT COSTS (CCC ORDINANCE CODE 14-6.428)

ITEM	EXPLANATION		COST
Site Inspections	($150.00 ea.X4)	$	600.00
Notifications (Certified & Regular mail)		$	43.80
PIRT		$	225.00
Photos		$	10.00
Recording Fee		$	29.00
Cost of Contractor(s) hired for abatement		$	58,431.00
Notice to Comply		$	300.00
Final Site Inspection to Confirm Compliance	($200.00)	$	200.00
Compliance Report and Board Hearing	($200.00)	$	200.00
Total		**$**	**60,038.80**

Abatement costs can be paid at or mailed to Department of Conservation and Development, Building Inspection Division, 30 Muir Rd., Martinez, CA 94553.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5297 **Agenda Date:** 12/16/2025 **Agenda #:** C.1.

To: Board of Supervisors

From: Greg Baer, Director of Airports

Report Title: Discharge from Accountability for Uncollectible Account Receivable Balance

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
AUTHORIZE the discharge from accountability for the account of former tenant Faride Khalaf totaling $610.00, which is not collectible due to one or more of the following reasons: the accounts are being discharged in bankruptcy; the debtors are deceased; the statue of limitations for pursuing recovery of the debt has expired; the cost of recovery is excessive; and/or the debtor no longer resides in the state, as recommended by the Public Works Director.

FISCAL IMPACT:
The impact of the write-off will be borne by the Airport Enterprise Fund.

BACKGROUND:
The Airport is carrying an outstanding balance from an account of a former tenant, Mr. Faride Khalaf, in the amount of $610 due to non-payment of assessed aircraft storage rent. On December 14, 2022, Airports staff went through the eviction process and then the abandoned property process as the tenant did not remove his aircraft from the airport. Because the aircraft was determined to be abandoned, it was sold at public auction. The balance of $610 is deemed unrecoverable as the Airport was only entitled to costs of storage, advertising, and sale from the time the aircraft was determined to be abandoned to the date of sale. For this reason, Airports staff recommends that the remaining balance be written off.

CONSEQUENCE OF NEGATIVE ACTION:
The Airport Enterprise Fund will be overstated by $610.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5298 **Agenda Date:** 12/16/2025 **Agenda #:** C.2.

To: Board of Supervisors

From: Greg Baer, Director of Airports

Report Title: Assignment of Lease of County-Owned Property Located at 1500 Sally Ride Drive, Concord

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Director of Airports, or his designee, to execute on behalf of the County, a consent to assignment of lease between the County and the current tenant, Hapi314159, to assign its lease of County-owned property located at 1500 Sally Ride Drive, Concord, to Joby Aero, Inc., effective December 16, 2025.

FISCAL IMPACT:
The Airport Enterprise Fund will continue to receive lease and other revenues provided for in the Lease. The County General Fund will continue to receive unsecured (aircraft) property tax and possessory interest tax revenues from the lease.

BACKGROUND:
The County entered into a 30-year ground lease with Michael J. Oakes on June 21, 2016, for real property at Buchanan Field Airport, specifically at 1500 Sally Ride Drive, for the purpose of providing auxiliary aviation services. On May 31, 2019, Mr. Oakes assigned the lease to Voly RE, LLC. In July of 2022, Voly RE assigned the lease to Hapi314159. Today, and the subject of this action, Hapi314159 desires to assign the lease to Joby Aero, Inc. (Joby).

Under the current lease held by Hapi314159, Joby is the sole subtenant where they employ approximately 25 tech and aviation professionals to develop, and test fly an autonomous Cessna Caravan. Hapi314159 no longer wants to be a landlord, and Joby would like to maintain its presence at Buchanan Field by assuming the lease. To effectuate this change, an assignment of the lease needs to occur which requires the written consent of the County. Joby is a very well-established publicly traded company in the aviation technology sector that would continue to be an excellent airport tenant. For these reasons, Airports management is supportive of this assignment.

CONSEQUENCE OF NEGATIVE ACTION:
Hapi314159 will not be able to assign its interest in the Lease which may have a detrimental effect on Joby's long-term plans at Buchanan Field.

CONSENT TO ASSIGNMENT OF LEASE

This Consent to Assignment of Lease ("**Consent**") is dated December 16, 2025, and is between the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("**County**"), HAPI314159 HOLDINGS, LLC ("**Tenant**," or "**Assignor**"), and JOBY AERO, INC., A DELAWARE CORPORATION ("**Assignee**").

RECITALS

A. County owns real property located in unincorporated Contra Costa County that consists of approximately 0.86 acres commonly referred to as1500 Sally Ride Drive, Concord, California (the "**Premises**"). The Premises has been improved with an aircraft hangar.

B. The Premises are subject to an Amended and Restated Lease dated June 21, 2016, as amended by a First Amendment to Lease dated May 31, 2019 (the "**First Amendment**") (as amended, the "**Lease**"). The original tenant, Michael J. Oakes, assigned its interest in the Lease to VOLY RE LLC pursuant to an assignment and assumption agreement dated May 31, 2019 (the "**2019 Assignment**"). VOLY RE LLC assigned its interest in the Lease to Tenant pursuant to an assignment and assumption agreement dated July 1, 2022.

C. Assignor desires to assign all of its rights, title, interest, and obligations in, to and under the Lease and the leasehold estate to Assignee (the "**Assignment**") pursuant to that certain Assignment and Assumption of Ground Lease dated December 17, 2025 (the "**Assignment Agreement**") to be executed and delivered by Assignor and Assignee pursuant to the Purchase Agreement (defined below). Assignee desires to accept the Assignment.

D. The terms and conditions of the Assignment are set forth in that certain Purchase and Sale Agreement between Assignor and Assignee dated as of October 1, 2025 ("**Purchase Agreement**") for the purchase and sale of the Lease and certain personal property located on or relating to the Premises.

E. The Lease requires that Assignor and Assignee receive County's written consent to the Assignment.

F. Assignor's obligations under the Lease are partially guaranteed by Hannan Parvizian (the **"Guarantor"**) under a Guaranty of Lease dated July 1, 2022 (the "**Guaranty**").

G. In consideration of all of the terms and conditions contained herein, County agrees to consent to the Assignment.

County, Assignor, and Assignee therefore agree as follows:

AGREEMENT

1. Defined Terms. Defined terms used but not defined in this Consent are as defined in the Lease.

2. Security Deposit. The County will continue to hold the security deposit previously paid to the County under the Lease in accordance with the terms of the Lease.

3. Representations and Warranties of Assignor and Assignee. Each of Assignor and Assignee hereby represents and warrants that:

   a. Assignee's intended use of the Premises is consistent with the use permitted under the Lease.

   b. Assignee is a Delaware corporation in good standing.

   c. Assignee has a good reputation in the business community in which it has conducted its businesses and its business reputation and business credit history is consistent with other business conducted on the Premises.

   d. Assignee's intended use of the Premises will not increase the hazardous substance liability to the Premises and will not otherwise adversely affect the County's interest in the Premises.

   e. Assignee is capable of operating an aviation business as contemplated by the terms of the Lease and has business experience and management ability that is equal to or greater than that of the Assignor.

   f. The Assignment will not result in a reduction in Ground Rent paid under the Lease.

   g. Assignor and Assignee have the legal right and authority to enter into this Consent and each has received all necessary approvals to do so.

4. Representations and Warranties of County. The County hereby represents and warrants that:

   a. The Lease is in full force and effect and, except for the First Amendment, has not been modified, supplemented or amended, orally or in writing. Except for the Lease, there are no agreements between the County and Assignor that in any way concern the subject matter of the Lease or the occupancy or use of the Premises.

b. With the exception that is noted and addressed in Section 8 below, relating to Tenant's failure to maintain the Premises in a first-class condition as required by Section 15.A. of the Lease, no default exists under the Lease and no condition exists which, but for the passage of time, the giving of notice, or both, would constitute a default under the terms of the Lease or give rise to a right by Lessor to terminate the Lease. With the exception noted in Section 8 below, all conditions and obligations under the Lease to be satisfied or performed by Assignor as "Tenant" and Lessor have been satisfied or performed as of the date hereof and Lessor does not assert, and is not entitled to assert, any claim against Tenant or any defense to or offset against the enforcement of the Lease by Tenant.

c. The term of the Lease commenced on or about June 21, 2016, and is scheduled to terminate on June 20, 2046.

d. Upon termination of the Lease on June 20, 2046, Assignee understands that all improvements and materials in and on the Premises (excepting personal belongings), will revert to the County and Assignee will have no rights to any improvements or materials within the Premises.

e. In accordance with section 8.D of the Lease, the County holds a security deposit from Assignor in the amount of $4,626.00.

f. The current Ground Rent payable under the Lease is $2,929.75 per month. Ground Rent and all other charges payable under the Lease have been paid through (and only through) December 31, 2025.

g. Pursuant to the 2019 Assignment, the Extension Payment (as defined in Section 2 of the Lease) has been paid in full.

h. Pursuant to the 2019 Assignment, the Capital Investment (as defined in Section 3 of the Lease) has been paid in full.

5. Assignment and Assumption Agreement. Assignor and Assignee are entering into the Assignment Agreement under which the Assignment will become effective.

6. Conditions Precedent to Execution of Consent. County's consent to the Assignment is subject to the satisfaction of the following conditions:

a. The Director of Airports must receive an executed copy of the Assignment Agreement.

b. Prior to the effective date of the Assignment, the Assignor shall pay any Ground Rent that has become due under the Lease, including late fees and

interest, and other payments due under the Lease, and, subject to Section 8 below, shall cure any existing default.

c. Prior to the effective date of the Assignment, the Assignor shall pay the County a Transaction Fee of $3,000.00, plus staff time spent in connection with processing this Consent.

7. Consent of County.

a. In reliance on the representations and warranties of Assignor and Assignee set forth herein and the terms of this Consent, the County consents to the Assignment.

b. The County hereby consents to the assignment and conveyance of Assignor's interest in, to and under the Lease and the Premises to the Assignee.

c. This Consent does not amend the Lease. If there is any confusion or contradiction between any term of the Lease and this Consent, the terms of the Lease will prevail.

8. Assumption.

a. On the effective date of the Assignment, Assignee assumes all of Assignor's obligations under the Lease, including the obligation to pay Ground Rent when due, in accordance with the terms and conditions of the Assignment.

b. Assignee recognizes and agrees that the Premises have not been maintained in a "first class condition," as required by Section 15 of the Lease. Assignee agrees to make all the repairs identified in Exhibit A attached to this Consent (such repairs, the "**Work**") to the satisfaction of the Director of Airports within two years after the date of this Consent. If the Work is not completed to the satisfaction of the Director of Airports within two years after the date of this Consent, County may declare a default under Section 15 and Section 29.B of the Lease and pursue all remedies available under Section 30 of the Lease.

9. Governing Law. The laws of the State of California govern all matters arising out of this Consent, with venue in the Superior Court of the County of Contra Costa, California.

10. Release. Upon the full execution of this Consent by all parties, County hereby releases Assignor and Guarantor from their obligations and liabilities accruing under the Lease and the Guaranty from and after the effective date of the Assignment.

11. Survival. The provisions of this Consent shall survive both the execution and delivery of this Consent.

12. Notice. From and after the effective date of the Assignment, all notices given to Tenant under the Lease will be mailed to:

To Assignee:	Joby Aero, Inc. 333 Encinal Street Santa Cruz, CA 95060 Attn: Legal Department E-mail: legal@jobyaviation.com
with copies to:	Kaplan Kirsch, LLP 1675 Broadway, Suite 2300 Denver, CO 80202 Attn: Peter J. Kirsch E-mail: pkirsch@kaplankirsch.com

[Remainder of Page Intentionally Left Blank]

The parties are signing this Consent to Assignment of Lease as of the date set forth in the introductory paragraph.

COUNTY:

CONTRA COSTA COUNTY, a political

By_____
Greg Baer,
Director of Airports

ASSIGNOR:

HAPI314159 HOLDINGS, LLC, a California limited liability company

By_____
Hannan Parvizian,
Manager

APPROVED AS TO FORM:

By Thomas L. Geiger, County Counsel

By_____
Kathleen M. Andrus,
Deputy County Counsel

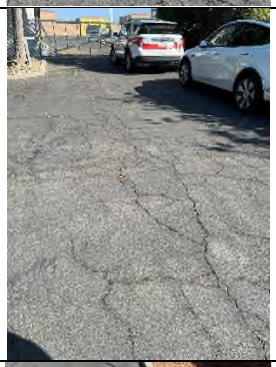
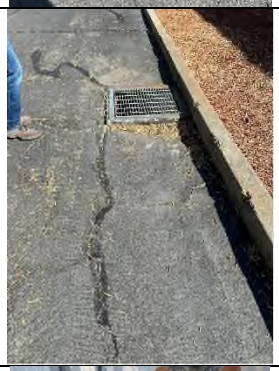
ASSIGNEE:

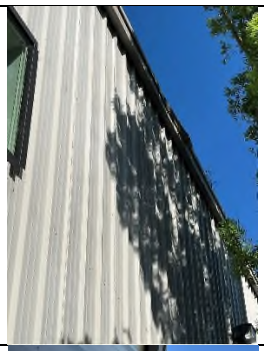
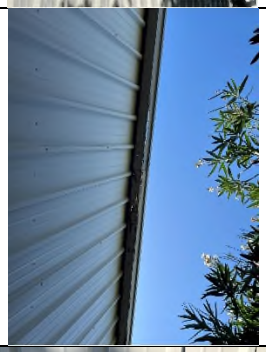
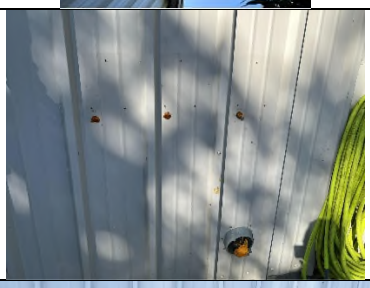
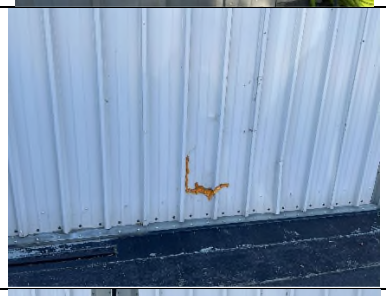
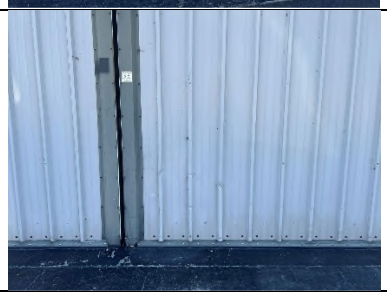
JOBY AERO, INC., a Delaware Corporation

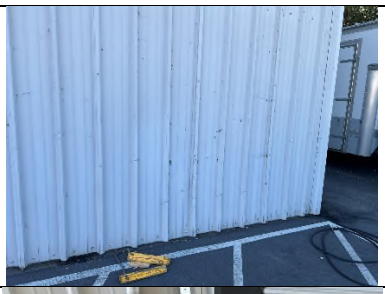
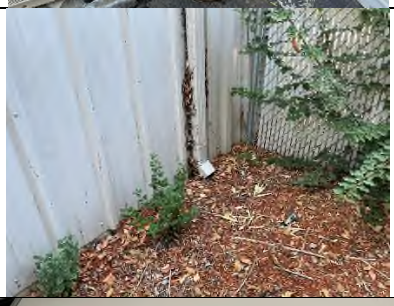
By_____
JoeBen Bevirt,
Chief Executive Officer

EXHIBIT A

Descriptions and Depictions of the Work

DESCRIPTION OF REPAIR ITEM	DEPICTION OF CONDITION AS OF SEPTEMBER 26, 2025
Resurface parking lot and apron area	
	
Repair area around storm drain to prevent ponding (i.e., remove asphalt, recompact, and repave to lip of storm drain box)	
Repair water leak	

Clean gutters and repair damaged areas	 
Repair damage and holes in exterior hangar walls	  

	
Remove trash	
Divert water away from edge of building	
Ensure all electrical boxes are safe and secure	
Replace damaged doors	

Repair or replace damaged doors		
		

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5331 **Agenda Date:** 12/16/2025 **Agenda #:** C.3.

To: Board of Supervisors

From: Gus Kramer, County Assessor

Report Title: Bentley Systems Contract

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the County, to execute a Purchase Order with Bentley Systems for specialized MicroStation Support consulting services necessary to diagnose, repair, and restore functionality to the County's MicroStation and associated CAD systems used for Assessor's map production and critical GIS operations, subject to Bentley's terms and conditions, with a term of December 15, 2025 through December 14, 2026, and a payment limit of $12,656.25.

FISCAL IMPACT:

General funds (100%), not exceeding $12,656.25 in total. Consulting service will be billed monthly in accordance with use.

BACKGROUND:

The County's MicroStation and CAD systems experienced failures that disrupted required Assessor mapping and GIS operations. Bentley Systems, as the software developer, is uniquely qualified to provide the specialized diagnostics and repairs needed to restore full system functionality. Services were required immediately; therefore, staff requests Board ratification of the contract.

Bentley's General Terms and Conditions include a limitation of liability, capping Bentley's liability at the amount of fees paid in the twelve (12) months prior to a claim arising.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve this contract would leave the County without the specialized technical support required to restore full functionality to its MicroStation and associated CAD systems. Without these repairs, the Assessor's Office would be unable to reliably produce and update legally mandated assessment maps, resulting in delays to property assessment processes and potential impacts on tax roll accuracy and timeliness. Critical GIS operations that support multiple County departments-including land use planning, public works, emergency response, and infrastructure management would be impaired.

SELECT Program Agreement

Bentley's commercial program agreements are updated from time to time. Explore our resources for detailed guidance on the updates that went into effect July 1, 2024.

Resources

SELECT Program Terms

Last Modified: July 1, 2024

Subscriber's SELECT Program subscription is governed by the following terms and conditions that, together with any applicable Offering Document, comprise the SELECT Program Subscription Agreement (the "**Agreement**") between Subscriber and the Bentley Contract Entity:

- The SELECT Program Terms;
- Bentley's General Terms and Conditions;
- Support and Maintenance Terms;

- Services Terms;
- Cloud Offering Terms;
- Cloud Services Subscription Terms; and
- Country Specific Terms.

1. Definitions.

The capitalized words, terms and phrases in these SELECT Program Terms shall have the meanings set forth below or in the Bentley General Terms and Conditions.

2. SELECT Program Coverage.

Subscriber agrees to purchase SELECT Program coverage for all Bentley Products licensed by Subscriber. Bentley shall provide SELECT Program services to Subscriber for all Bentley Products licensed by Subscriber, subject to the provisions of the Agreement. Any additional Bentley Products licensed by Subscriber during the term of the SELECT Program subscription shall be added automatically to Subscriber's SELECT Program coverage hereunder, and the additional 'Subscription Fees' will be included in Subscriber's periodic invoices for SELECT Program services.

3. Product Licensing.

3.1. Existing Licenses. Bentley and Subscriber agree that the terms of the Agreement shall amend and supplement all license agreements existing as of the Effective Date for Products (including prior versions thereof). In the event of a conflict between the terms of any license agreements existing as of the Effective Date for Products and the terms of this Agreement, the terms of this Agreement shall control until termination of this Agreement, whereupon, with respect to any perpetually licensed Products, the terms of the license agreement provided with the Product, or Major Update of the Product, upon its delivery to Subscriber shall govern Subscriber's use of any such Product.

3.2. Future Licenses. If Subscriber licenses a copy of a Product, Subscriber's use of such Product shall be governed by the terms of the license agreement provided with the Product upon its delivery to Subscriber, as amended or supplemented by the terms of this Agreement in effect at the time of such licensing. Subscriber hereby agrees that its downloading or use of any Products delivered to it shall constitute Subscriber's acceptance of the license agreement terms provided with the Product upon its delivery to Subscriber. In the event of a conflict between the terms of the license agreement provided with a Product upon its delivery to Subscriber and the terms of this Agreement in effect at the time such Product is purchased, the terms of this Agreement in effect at the time such Product is purchased shall control for the term of this Agreement. However, with respect to any perpetually licensed Product, upon any termination of this Agreement the terms and conditions of the license agreement provided with the Product upon its delivery to Subscriber shall govern Subscriber's use of the Product.

3.3. No Transfers. Subject to Section 8.1. of Bentley's General Terms and Conditions, Subscriber shall not sell, transfer, assign, grant a security interest in, sublicense, loan, lease or rent any of its rights under its licenses to use Bentley Products without the prior written consent of Bentley. If consent is given by Bentley, Subscriber may permanently transfer a license to another end user, provided all software and related documentation and media covered by such license are transferred to the transferee end user and the Subscriber does not retain any copies thereof, and provided further that the transferee end user agrees in writing with Bentley to cover all of its licensed Products under the SELECT Program and be bound by the terms of the license agreement then in effect for such Product. The rights and obligations set out in this Section 3(c) shall survive the expiration or termination of the Agreement and shall remain enforceable notwithstanding said expiration or termination.

4. SELECT Licensing Programs.

Unless otherwise specifically set forth in the Agreement, Bentley Products are licensed on a per Device basis as set forth in the applicable end user license that ships with the Bentley Product. The following licensing programs are only available for Eligible Products. Bentley reserves the right to add or remove any Product from eligibility for licensing under the following programs. Bentley reserves the right to discontinue any of its licensing programs at any time, without notice to Subscriber. However, until renewal or termination of this Agreement, such termination of any licensing program shall not affect the licenses for Products previously granted pursuant to such terminated licensing program. For purposes of clarity, all licenses previously granted pursuant to a terminated licensing program shall terminate upon the renewal or termination of this Agreement.

4.1. Pooled Licensing. Bentley hereby grants to Subscriber a limited, non-transferable non-exclusive right to use Eligible Products for Production Use only on multi-user computer networks, and to install a licensed Product on more than one computer or hard disk.

Subscriber shall allow the management and monitoring of pooled licensing usage by SES. Subscriber acknowledges that the continuing operation of Bentley Products under pooled licensing is predicated upon Usage Data communications between Bentley Products and SES. Subscriber hereby agrees not to interfere with the transmission to Bentley of accurate Usage Data by installed Products.

Upon Bentley's consent, Subscriber may install and implement an alternative Bentley licensing technology as may be required by Bentley from time to time to monitor usage. Subscriber agrees and acknowledges that, in such instance, the alternative licensing technology will from time to time transmit to Bentley the generated Usage Data files Subscriber agrees to allow the above transmission to Bentley.

Bentley shall establish time intervals and measure the number of unique Devices on which Subscriber Uses each Product per Site per interval ("**Pooled Usage**"). The interval over which Pooled Usage is measured is subject to change and may vary per Eligible Product, as well as other criteria.

SELECT Program coverage of licensed Products entitles Subscriber to Pooled Usage in each interval at each Site up to the number of copies of such Product for which Subscriber has licenses at such Site.

For purposes of clarity, the right to pool licenses of Products granted to Subscriber pursuant to this Section 4.1 shall terminate in the event of any termination or non-renewal of this Agreement, notwithstanding that the subject Products may be licensed on a perpetual basis.

4.2. Term Licenses. If, during a calendar quarter (or such other period as may be offered by Bentley from time to time), the number of unique Devices at a Subscriber Site that utilize a Product in any interval exceeds the number of copies of such Product for which Subscriber has licenses at the Site (**"Excess Use"**), Bentley may grant Subscriber retroactive licenses to cover Excess Use (**"Term Licenses"**) and invoice Subscriber fees per Site and per licensed Product for the peak amount of such Excess Use (**"Term License Fees"**), where such Term Licenses shall be effective upon Subscriber's payment of the Term License Fees only. Term License Fees shall be those in effect as of the start of the calendar term to which they apply.

In the event Subscriber fails to pay Term License Fees, Bentley may, in addition to exercising any rights provided in Section 7.2 of Bentley's SELECT Program Terms, i) take technical measures aimed at restricting Subscriber's capacity to engage in Excess Use and/or ii) discontinue Subscriber's grant of the right to pooled licensing pursuant to Section 4.1 above of these SELECT Program Terms.

4.3. SELECT Open Access. Subscriber may, upon Bentley's approval, be allowed to participate in Bentley's SELECT Open Access program (**"SELECT Open Access"**). The Use of Products under SELECT Open Access requires SES and is otherwise subject to the monitoring and measuring applicable to pooled licensing as provided in Section 4.1 above of these SELECT Program Terms.

SELECT Open Access benefits include (i) a non-exclusive, limited, revocable, non-transferable, non-assignable license to install and use for Production Use only any Eligible Products, even those for which Subscriber has not otherwise licensed any copies of such Eligible Product and (ii) User access to on- demand and virtual classroom training, as made available by Bentley, corresponding per Product to the amount of Subscriber's SELECT Open Access Use (as defined below).

Bentley shall, at the end of each calendar quarter, invoice Subscriber Term License Fees for the peak amount of Subscriber's Pooled Usage during the quarter on a per Site per Product basis, including Excess Use of separately licensed Products (**"SELECT Open Access Use"**). Term License Fees for SELECT Open Access Use shall be those in effect as of the start of the calendar quarter to which they apply. By participating in SELECT Open Access, Subscriber hereby agrees to pay Term License Fees for all Use of Products hereby granted, such amount, in respect of any separately licensed Products, being limited to Excess Use only.

4.4. Portfolio Balancing.

4.4.1. At least thirty (30) days prior to each anniversary of any renewal of the term of this Agreement pursuant to Section 7.1 below, Subscriber may, upon Bentley's approval and under the terms set forth herein, request Portfolio Balancing ("**Portfolio Balancing**"). Portfolio Balancing allows Subscriber to exchange Eligible Product licenses Subscriber has purchased from Bentley for use on a perpetual basis ("**Perpetual Licenses**") for licenses for other Eligible Products in substitution for a Perpetual License ("**Exchanged Portfolio Licenses**") for use at the Site of the Perpetual Licenses under the terms of Section 6.1 below of these SELECT Program Terms.

4.4.2. Subscriber may exchange Perpetual Licenses for Exchanged Portfolio Licenses having a total aggregate value based on the list price in effect as published by Bentley in the Country of use for perpetual license of a Product (**"Current License Price"**) that is equal to or less than the total aggregate value based on the Current License Prices for the Perpetual Licenses. Upon exchange, license rights granted by Bentley to Subscriber in respect of the Perpetual Licenses shall cease, and license rights in respect of the Exchanged Portfolio Licenses shall commence for an initial term of twelve (12) months, with by-default automatic requests for renewals of like terms to follow, unless Subscriber notifies Bentley of its election not to request a renewal term. Notwithstanding the above, upon termination of this Agreement or the Portfolio Balancing licensing program any Exchanged Portfolio License granted to Subscriber shall terminate and Subscriber's right to use Perpetual Licenses shall be reinstated. To be eligible to participate, Subscriber must be current on all outstanding invoices for amounts owed to Bentley.

4.5. No-Charge Licenses. Subscriber is hereby entitled on a non- exclusive basis, without payment of license fees but otherwise subject to the terms of this Agreement, to create Production Use copies, for use only by Subscriber, of certain Eligible Products made available by Bentley from time to time and which are designated by Bentley as no-charge software. Subscriber is entitled to redistribute such Products, which are designated by Bentley as available for such redistribution, in machine readable form to third parties to which Subscriber distributes its Bentley Products files; provided that Subscriber procures each such third party's agreement not to further redistribute such Products. Unless Bentley specifically authorizes otherwise in writing, such free licenses granted or redistributed hereunder will expire upon termination of this Agreement.

4.6. Evaluation of Products. Bentley hereby grants to Subscriber, subject to its compliance with the procedures of this Section 4.6 of the SELECT Program Terms, a limited non-transferable non-exclusive right to one (1) copy per Site of each Eligible Product solely for Evaluation Use of such Product, provided that Subscriber shall have no right to evaluation copies of Products previously licensed by Subscriber. The duration of use of an evaluation copy shall not exceed thirty (30) days, and Bentley may provide the Product with a mechanism that will cause the Product to time out or expire after thirty (30) days. For the purposes of these SELECT Program Terms "**Evaluation Use** " shall mean: the use of a Bentley Product solely for internal evaluation of such Product. Evaluation Use expressly excludes use in connection with ongoing projects, use for compensation of any kind, and Production Use.

5. Subscription Licensing.

Bentley makes available for purchase by Subscriber certain Product licenses for a specified term only ("**Subscription**", such term being the "**Subscription Term**"). Subscriber's use of such Products under Subscription shall be governed by the terms of an applicable Offering Document- and the Agreement.

5.1. Subscriber may, upon Bentley's approval, purchase Subscriptions to license specific Eligible Products (a "**Product Subscription License**"). A Product Subscription License entitles Subscriber to license rights in a Product for Production Use, in Object Code form and (except for CALs) within a Country. To be eligible to participate, Subscriber must be current on all outstanding invoices for amounts owed to Bentley. Some Product Subscription Licenses require participation in SELECT Open Access.

5.2. Subscriber recognizes that the Products licensed under a Product Subscription License are provided to Subscriber for use only for the applicable Subscription Term or any renewal term. In no event will a Product Subscription License continue beyond the expiration or earlier termination of the Agreement. Subscriber recognizes that Product Subscription Licenses may be delivered to Subscriber with embedded Time Clocks. Subscriber agrees that Time Clocks are not considered a defect of such Product Subscription Licenses and releases Bentley from any and all claims, however characterized, arising from or related to Time Clocks or their operation. Subscriber may not remove or evade Time Clocks.

5.3. In the event of any inconsistency between this Section 5 of these SELECT Program Terms and any other Section of the Agreement, or between this Section 5 and the terms and conditions in the license agreement provided with any Product that is the subject of a Product Subscription License, this Section 5 shall control with respect to Product Subscription Licenses.

5.4. A Client Access License ("**CAL**") is a Product Subscription License that permits a specific named User to access Server Products licensed by Subscriber. CAL usage is determined by counting the number of Users accessing a given Server Product during a three-month period or other period as specified in an applicable Offering Document. For the sake of clarity, "CAL" refers to a category of Product license designations, including but not limited to Passports, Visas or such other designations as Bentley may determine from time to time. CALs are non- transferrable and cannot be pooled or shared among Users. Subscriber shall allow the management and monitoring of CAL usage, and Server Product usage, through SES. Subscriber acknowledges that the continuing availability of CALs to Users may be predicated upon communications with SES.

6. SELECT Program Fees.

6.1. Subscriber shall pay to Bentley the applicable Subscription Fee in effect for each Product licensed as of the Effective Date of this Agreement. Subscriber shall pay to Bentley the applicable Subscription Fee in effect for each additional Product licensed during the term hereof as of the date such additional Product license is purchased. With respect to the Products licensed by Subscriber during the term of the Agreement, the fees in place as of the Effective Date, or, with respect to additional Products licensed, as of the date of such purchase, shall remain in effect for the Subscriber until the date of the next renewal of this Agreement (unless stated otherwise in an applicable Offering Document), at which time the fees shall be changed to those charged by Bentley as of such renewal date, provided that no changes in fees for Products covered shall be effective until thirty (30) days after Subscriber receives notice of such changes.

6.2. Calculation and payment of any Subscription Fees, or any separate price for all Products and services hereunder, shall be based on the local price and local currency of the Subscriber's Site where such Product or service is used.

6.3. Subscription Fees as set forth in this Section 6 and Term License Fees as set forth in Section 4.2 of the SELECT Program Terms are inclusive of SELECT Program coverage and no additional fees for SELECT Program coverage shall apply for CALs utilized or Products licensed under the SELECT Program subscription.

6.4. Bentley shall initially invoice Subscriber for one (1) year of Subscription Fees for all Product licenses purchased as of the Effective Date of this Agreement. Bentley shall provide Subscriber with a pro-rated annual invoice for all Product licenses purchased during the first year following the Effective Date of this Agreement. As of the first anniversary of the Effective Date of this Agreement, invoices for Subscription Fees for Product licenses shall be issued quarterly or annually. Invoices reflecting new Product licenses will include a prorated amount reflecting coverage of the Product under the SELECT Program during the preceding invoice period plus the full amount for the current invoice period.

6.5. The rights and obligations set out in this Section 6 shall survive the expiration or termination of the Agreement and shall remain enforceable notwithstanding said expiration or termination.

7. Term and Termination.

7.1. Term. This Agreement and Subscriber's SELECT Program subscription shall become effective on the Effective Date, shall continue for an initial term of twelve (12) months, and shall automatically renew for terms of like tenure unless either party gives notice of its election to not renew the term at least thirty (30) days prior to the expiration of the then-current term.

7.2. Termination for Material Breach. Either party may, at its option, terminate this Agreement in the event of a material breach of this Agreement by the other party. Any such termination may be affected only through a written notice to the other party, specifically identifying the breach or breaches on which termination is based. Following receipt of such notice, the party in breach shall have thirty (30) days to cure such breach or breaches, and this Agreement shall terminate in the event that such cure is not made by the end of such period; provided, however, Bentley shall have the right to terminate this Agreement immediately if Subscriber breaches any of its obligations under Section 3 of the General Terms and Conditions. The failure of Subscriber to pay an outstanding invoice of Bentley shall always constitute a material breach of this Agreement.

7.3. Insolvency. If, under applicable insolvency laws, Subscriber becomes unable to pay its debts or becomes insolvent or bankrupt or makes arrangements with its creditors, or otherwise goes into liquidation, administration, examinership or receivership, then Bentley shall have the right to terminate this Agreement immediately by written notice.

7.4. Consequences of Termination. Upon the termination of this Agreement for any reason, all of the rights and licenses granted to Subscriber in this Agreement shall terminate immediately. With respect to any perpetually licensed Products, the terms and conditions set forth in the license agreement delivered with such Products shall govern Subscriber's use of such Products. Subscriber shall immediately discontinue use of any SELECT services.

7.5. Reinstatement Following Termination. Following a termination of the SELECT Program, Subscriber may reinstate such services only if Bentley consents to such reinstatement and Subscriber pays to Bentley, in advance, a SELECT reinstatement fee, in an amount to be determined in Bentley's sole discretion, such amount not to exceed the amount of all fees that would have accrued and been payable, excluding discounts, for the period between the date of termination and the date of reinstatement.

1. Definitions.

The capitalized words, terms and phrases in these Terms shall have the meanings set forth below:

1.1. "**Agreement**" shall be defined as set forth in the applicable Program Terms.

1.2. "**Bentley**" means the Bentley Contract Entity and any legal entity controlling, controlled by, or under common control with the Bentley Contract Entity, including, without limitation any such entity created or acquired during the term hereof.

1.3."**Bentley Contract Entity**" means the applicable Bentley entity set out in Article 7 of these Terms for the license of Bentley Products and services.

1.4. **"Bentley Products"** or **"Products"** means the software products, data and other materials, previously or hereafter (including software products, data and other materials acquired by Bentley during the term of an Agreement) Distributed by Bentley through delivery mechanisms determined in Bentley's sole discretion that Bentley makes available to Subscriber typically in Object Code form only, for licensing hereunder, including Major Updates and Minor Updates.

1.5. "Channel Partner" or **"Bentley Channel Partner"** means individuals and companies who are authorized by Bentley to provide support services under the Support and Maintenance Terms.

1.6. "Country" means the country: (i) where the Product is first obtained from Bentley or a Channel Partner; or (ii) specified in the purchase order for which a Production Use copy of the Product may be made, or the Product is authorized to be used.

1.7. "Device" means a single personal computer, workstation, terminal, laptop, mobile device, server, or other electronic device.

1.8. "Distribute" means distribution by Bentley through all means now known or hereinafter developed.

1.9. "Documentation" means descriptive, interactive, or technical information resources pertaining to Products, or Cloud Offerings.

1.10. "Effective Date" means the date Subscriber executes an Offering Document that references the applicable Program Terms, or otherwise accepts the Offering Document in writing.

1.11. "Eligible Product" means a Bentley Product as designated on the Bentley Licensing Program Eligibility List, which can be accessed at www.bentley.com/wp-content/uploads/Licensing-Program-Eligibility-List.pdf, absent of which a Product is ineligible for any such program or Subscription.

1.12. "External User" means any User (not an organization) who is not:

1.12.1. one of Subscriber's full-time, part-time, or temporary employees; or

1.12.2. agency temporary personnel or an independent contractor engaged in Production Use and working under Subscriber's supervision and control.

1.13. "Major Update" means a commercial release of a Product which has substantial added functionality over the Product it is intended to replace.

1.14. "Minor Update" means a maintenance release of a Product.

1.15. "Object Code" means the Products in a machine-readable form that is not convenient to human understanding of the program logic, and that can be executed by a computer using the appropriate operating system without compilation or interpretation. Object Code specifically excludes source code.

1.16. "Offering Document" means a written commercial offer from Bentley that may be variously referred to as a proposal, work order, statement of work, quotation or order form.

1.17. "Production Use" means use of a Bentley Product in Object Code form by a User or Device, as applicable, solely for Subscriber's internal production purposes, and excludes External Users (except with respect to access to Server Products).

1.18. "Program Terms" means the relevant terms and conditions governing a Bentley subscription program.

1.19. "Proprietary Information" shall be defined as confidential, proprietary and technical information pertaining to Bentley Products and to Bentley's technology and business practices.

1.20. "Serial Number" means a unique number issued by Bentley for identification of a particular copy of a Product, which number shall be registered to Subscriber and assigned by Subscriber to a particular copy of such Product.

1.21. "Server Product" means a Product that resides on a server and provides functionality that Users access by connecting to the server using client applications or mobile applications. Such server may reside: i) on a Server Product deployed behind Subscriber's firewall and/or within Subscriber's network, ii) on a Server Product licensed by an external organization, or iii) by Bentley as a cloud-based service.

1.22. "Site" means one or more discrete geographic locations at which Subscriber Uses or manages the operation of Products within the geographic boundaries of a single Country.

1.23. "Subscriber" shall be defined as set forth on the relevant Offering Document, and with respect to the Use of Products the term **"Subscriber"** shall refer to: (i) one of Subscriber's full-time, part- time, or temporary employees; or (ii) agency temporary personnel or an independent contractor engaged in Production Use and working under Subscriber's direct supervision and control.

1.24. "Subscription Entitlement Service" or "SES" means Bentley's cloud-based license management service or any successor Bentley tool for license administration.

1.25. "Subscription Fee" means the fee for a subscription as published from time to time in Bentley's sole discretion.

1.26. "Subscription Term" shall be defined as set forth in the relevant Offering Document or Program Terms.

1.27. "Technical Support" means Internet and electronic mail-based support to assist a Subscriber as described in the relevant Program Terms and Support and Maintenance Terms.

1.28. "Time Clocks" means copy-protection mechanisms, or other security devices which may deactivate Products after termination or expiration of the Agreement, any applicable Subscription Term or any applicable renewal term.

1.29. "**Usage Data**" means such data or information as Bentley may collect relating to Subscriber's installation, access or use of Products, Product features and functionality, Cloud Offerings (as defined in the Cloud Offering Terms, and other Bentley services, including but not limited to usage statistics that do not consist of any personally identifiable information, such as volume of use, duration of use, time of use, number of users, features used, and location of users.

1.30. "Use" (whether or not capitalized) means utilization of the Product by an individual.

1.31. "User" means an individual person.

1.32. "Virtualized Environment" means a system that provides remote access to software applications for one or more users.

2. Payment of Bentley Invoices

2.1. Payment Terms. Unless otherwise specified in an Offering Document, Subscriber shall pay each Bentley invoice or CSS Payment Request for all Product licenses (including Product Subscription Licenses and Term Licenses) and services provided by Bentley within thirty (30) days from the date of such invoice. Interest shall accrue on past due payments of such invoices at the rate of one and one-

half percent (1.5%) per month or the highest rate permitted by applicable law, whichever is less. In the event any payment owed to Bentley is past due, Bentley, at its discretion, may suspend or, after notice of such overdue payment and a thirty (30) day period to cure, terminate Subscriber's access and use of Products and associated services, rights, and licenses provided by Bentley.

2.2. Taxes. Subscriber shall pay to Bentley all levied taxes that Bentley is required under applicable law to collect from Subscriber, including, but not limited to sales, use, occupation, value added, excise, and property taxes (except for taxes based on Bentley's net income). If Subscriber is obligated under an applicable law to withhold or deduct taxes from any payment to Bentley, Subscriber shall furnish to Bentley official receipts evidencing Subscriber's payment of such taxes.

2.3. Records; Audit. Subscriber shall maintain complete and accurate records of Product licenses acquired and its creation and use of Products to permit Bentley to determine whether Subscriber has complied with its licensing obligations. These records shall include the location and identification of the Subscriber hardware on which Subscriber uses each copy of the Products and identify the Users to whom Subscriber has assigned licenses. If Bentley suspects Usage Data is incomplete, inaccurate, or indicative of non-compliance with Subscriber's granted rights, Bentley may request, and Subscriber shall, within a reasonable period of receiving Bentley's notice, provide a written report with supporting records to meet the record keeping requirements of this Section 2.3. If the written report is not sufficient for Bentley's requirements, Bentley may request, and Subscriber shall, upon seven (7) days advance written notice by Bentley, permit, reasonable inspection and copying of such records by Bentley or a third-party auditor retained by Bentley.

3. Intellectual Property Rights

3.1. Title; Reservation of Rights. Subscriber acknowledges and agrees that:

3.1.1. The Products, including the Documentation for each Product, and any information about the Products which Subscriber obtains through any means of electronic transmission, contain proprietary information of Bentley, its licensors or other suppliers, and are protected under United States copyright laws, other applicable copyright laws, other laws relating to the protection of intellectual property, and international treaty provisions;

3.1.2. The entire right, title, and interest in and to the Products, the Documentation, any information Subscriber obtains through any means of electronic transmission, and all associated intellectual property rights, shall remain with Bentley or its licensors;

3.1.3. The Products are licensed, not sold, and title to each copy of the Products shall remain with Bentley or its licensors, and shall not pass to Subscriber; and

3.1.4. Bentley retains all rights not expressly granted.

3.2. Source Code. Subscriber shall have no right hereunder to receive, review, use or otherwise have access to the source code for the Products.

3.3. Copyright Notices. Subscriber shall reproduce and include on all copies of the Products created by Subscriber all copyright notices and proprietary legends of Bentley or its licensors as they appear in or on the original media containing the Products supplied by Bentley.

3.4. Usage Data. Subscriber agrees and acknowledges that Bentley will from time-to-time collect Usage Data and that all Usage Data shall be owned by Bentley and deemed Bentley Proprietary Information. Subscriber agrees not to alter or interfere with the collection by Bentley of accurate Usage Data.

3.5. Documentation. Bentley may, in association with Products or Cloud Offerings, make certain Documentation available to Subscriber. Documentation is Bentley Proprietary Information. Bentley hereby grants to Subscriber a limited non- transferable non-exclusive license to use such Documentation in support of Production Use.

3.6. Reverse Engineering. Subscriber may not decode, reverse engineer, reverse assemble, reverse compile, or otherwise translate the Products or Documentation except and only to the extent that such activity is expressly permitted by applicable law notwithstanding this limitation. To the extent that Subscriber is expressly permitted by law to undertake any of the activities listed in the previous sentence, Subscriber will not exercise those rights until it has provided Bentley with thirty (30) days prior written notice of its intent to exercise such rights.

3.7. Proprietary Information.

3.7.1. Subscriber understands and agrees that Bentley may, in connection with the provision of Products and services, disclose to Subscriber Proprietary Information. Subscriber agrees to treat all Proprietary Information in accordance with this Section 3.7.

3.7.2. Subscriber shall maintain the confidentiality of all Proprietary Information. Subscriber shall not reproduce or copy Proprietary Information except as permitted in the Agreement or as may be expressly authorized in writing in advance by Bentley. All such copies shall be marked by Subscriber as proprietary and confidential information.

3.7.3. Subscriber shall only use Proprietary Information in furtherance of the Agreement and may disclose Proprietary Information only to those employees required to have knowledge of same to perform their duties pursuant to the Agreement. Subscriber shall not disclose or make Proprietary Information available to any third party at any time.

3.7.4. Subscriber shall treat Proprietary Information with the same degree of care as it uses to protect its own confidential information, and in no case less than a reasonable degree of care.

3.7.5. Upon the termination or non-renewal of the Agreement, Subscriber shall return to Bentley or, if so requested, destroy all Proprietary Information in its possession.

3.7.6. Subscriber shall have no obligation of confidentiality with respect to any Proprietary Information that (i) has entered the public domain other than through a breach of the Agreement, (ii) has been rightfully obtained by Subscriber from a third party with no obligation of confidentiality, or (iii) is previously known by Subscriber as demonstrated by clear and convincing evidence.

3.7.7. Subscriber shall promptly inform Bentley upon knowledge of any actual or potential unauthorized use or disclosure of the Proprietary Information.

3.7.8. Bentley hereby acknowledges that disclosure by Subscriber of the Agreement, or portions thereof, may be subject to Subscriber's state statutes, such as open public records or freedom of information acts. The nondisclosure of the Agreement, or portions thereof, may depend upon official or judicial determinations made pursuant to such statutes when Subscriber receives a request from a third party for the disclosure of information designated by Bentley as "confidential information."

3.7.9. In such cases, Subscriber shall notify Bentley within a reasonable period of the request, and Bentley shall be exclusively responsible for defending Bentley's position concerning the confidentiality of the requested information. Neither the Subscriber nor any of its agencies is or shall be obligated to assist in Bentley's defense. If any disclosure is subsequently made of such information by Subscriber, disclosure shall be made consistent with such official or judicial final determination and only to the extent required under applicable law.

3.8. No Benchmarks. Subscriber may not disclose the results of any Product testing, including but not limited to benchmarks, to any third party without first obtaining Bentley's written consent to do so.

4. Use of Bentley Products in a Virtualized Environment

4.1. Subscriber may use Bentley Products for Production Use only on a multi-user computer network in a Virtualized Environment subject to the conditions set forth below in this Section 4.

4.2. Subscriber acknowledges that Bentley Products are presently not certified for use in all Virtualized Environments and that Subscriber is solely responsible for testing and supporting Bentley Products for operation in a non-certified Virtualized Environment.

4.3. Subscriber hereby agrees to utilize SES to allow for accurate monitoring of Use of Bentley Products within the Virtualized Environment such that each session started within the Virtualized Environment requires its own unique license.

4.4. Certified Virtualized Environments.

4.4.1. Further information, including a list of Bentley certified Virtualized Environments, and updates to Bentley's policy may be found at https://aka.bentley.com/VirtualizedEnvironments ("**VE Wiki**").

4.4.2. Bentley Products used in a Virtualized Environment that have not been certified by Bentley and listed on the VE Wiki shall be excluded from the warranties set forth herein.

4.4.3. Bentley will not provide Subscriber with technical support services for problems, errors or other operating difficulties caused by or related to Subscriber's use of Bentley Products in a Virtualized Environment that has not been certified by Bentley and listed on the VE Wiki.

4.5. For the sake of clarity, Subscriber's right to use Bentley Products in a Virtualized Environment shall terminate in the event of any termination or non-renewal of the Agreement, notwithstanding that such products are licensed on a perpetual basis.

5. Limited Warranty; Limitation of Remedies and Liability

5.1. Limited Warranty to Subscriber. Except for Products licensed on a no fee basis, which are provided to Subscriber "AS-IS" and without warranty of any kind, Bentley hereby warrants for the benefit only of Subscriber that (a) for a period of ninety (90) days ("**Warranty Period")** from the date of delivery to Subscriber of a Serial Number or Product, as the case may be, the Product shall, under normal use, operate in substantial conformance with the functional specifications set forth in the Documentation applicable to such Product, and (b) for a period of ninety (90) days from the date of delivery, other products and materials furnished by Bentley to Subscriber shall, under normal use, operate in substantial conformance with the Bentley documentation applicable to such products and materials. If any modifications, enhancements, or changes are made by Subscriber or at Subscriber's direction to the Products; if the Products are reverse- engineered, decompiled or disassembled; or if Subscriber breaches the terms of the Agreement, then the warranties in this section shall be immediately terminated. This limited warranty gives Subscriber specific legal rights, Subscriber may have other rights which may vary from state/jurisdiction to state/jurisdiction.

5.2. Exclusion of Warranties. THE WARRANTIES STATED IN SECTION 5.1 ABOVE ARE BENTLEY'S SOLE AND EXCLUSIVE WARRANTIES PERTAINING TO THE PRODUCTS, TECHNICAL SUPPORT SERVICES AND OTHER MATERIALS AND SERVICES LICENSED, DELIVERED OR OTHERWISE FURNISHED BY BENTLEY. BENTLEY DOES NOT WARRANT THAT THE PRODUCTS, TECHNICAL SUPPORT SERVICES, OR ANY OTHER SERVICE OR MATERIALS WILL MEET SUBSCRIBER'S REQUIREMENTS, BE FREE FROM VIRUSES OR OPERATE UNINTERRUPTED OR ERROR FREE. BENTLEY HEREBY DISCLAIMS ALL OTHER WARRANTIES EITHER STATUTORY, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, WARRANTIES AGAINST NON-INFRINGEMENT AND THE IMPLIED WARRANTIES OF MERCHANTABILITY, SATISFACTORY QUALITY AND FITNESS FOR A PARTICULAR PURPOSE. THESE EXCLUSIONS MAY NOT APPLY TO SUBSCRIBER AS SOME STATES/JURISDICTIONS DO NOT ALLOW THE EXCLUSION OF CERTAIN WARRANTIES.

5.3. Exclusive Remedy. The entire liability of Bentley and the sole and exclusive remedy of Subscriber for Product claims under Section 5.1 above shall be, in Bentley's sole and absolute discretion, (i) to repair or replace a Product or other materials in breach of the foregoing warranties, (ii) to advise Subscriber how to achieve the same functionality with the Product as described in the Documentation through a procedure different from that set forth in the Documentation, or (iii) to return the purchase price or fees paid therefore, where written notice of such breach, specifying the defect, is furnished to Bentley during the Warranty Period. Repaired, corrected, or replaced Products and Documentation shall be covered by this limited warranty for ninety (90) days after the date: (a) of shipment to Subscriber of the repaired or replaced Products and Documentation, or (b) Bentley advised Subscriber how to operate the Products to achieve the functionality described in the Documentation.

5.4. Exclusion of Damages. IN NO EVENT SHALL BENTLEY OR ITS LICENSORS AND SUPPLIERS BE LIABLE TO SUBSCRIBER FOR ANY LOST PROFITS, LOSS OF REVENUE, LOSS OF GOODWILL, DAMAGE TO REPUTATION, INTERRUPTION OF BUSINESS, COSTS OF LOST OR DAMAGED DATA OR DOCUMENTATION, COSTS OF DELAY, OR FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, REGARDLESS OF THE NATURE OF THE CLAIM, INCLUDING WITHOUT LIMITATION LOSS OF USE, INABILITY TO ACCESS ONLINE SERVICES OR ANY FAILURE OR DELIVERY OR LIABILITIES TO THIRD PARTIES ARISING FROM ANY SOURCE, EVEN IF BENTLEY HAS BEEN ADVISED, KNEW OR SHOULD HAVE KNOWN OF THE POSSIBILITY OF SUCH DAMAGES OR CLAIMS. BECAUSE SOME STATES/JURISDICTIONS DO NOT ALLOW FOR THE EXCLUSION OR LIMITATION OF LIABILITY FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES, THE ABOVE LIMITATION MAY NOT APPLY TO SUBSCRIBER.

5.5. Disclaimer. Subscriber acknowledges that the Products are not fault- tolerant and have not been designed, manufactured or intended for use and will not be used in the development of weapons of mass destruction, as on-line control equipment in hazardous environments requiring fail-safe performance, such as in the operation of nuclear facilities, aircraft navigation or communication systems, air traffic control, direct life support machines, or weapons systems, in which the failure of the Products could lead directly to death, personal injury, or severe physical or environmental damage. Subscriber further acknowledges that the Products are not substitutes for Subscriber's professional judgment, and accordingly, neither Bentley nor its licensors or suppliers are responsible for Subscriber's use of the Products or the results obtained from such use. The Products are intended only to assist Subscriber in its

business and are not meant to be substitutes for Subscriber's independent testing and verification of stress, safety, utility or other design parameters.

5.6. Limitation of Bentley Liability. IN THE EVENT THAT, NOTWITHSTANDING SECTIONS 5.1, 5.2, 5.3, 5.4 AND 5.5 HEREIN, BENTLEY IS FOUND LIABLE FOR DAMAGES BASED ON ANY BREACH, DEFECT, DEFICIENCY OR NON-CONFORMITY IN A PRODUCT, IN SUPPORT SERVICES, OR IN ANY OTHER SERVICE OR MATERIALS, WHETHER IN CONTRACT, TORT OR OTHERWISE, AND REGARDLESS OF WHETHER ANY REMEDY SET FORTH HEREIN FAILS OF ITS ESSENTIAL PURPOSE BY LAW, BENTLEY'S CUMULATIVE LIABILITY HEREUNDER SHALL NOT EXCEED THE PRICE PAID BY SUBSCRIBER FOR (i) SUCH PRODUCT, (ii) PRODUCT SUBSCRIPTION FEES FOR THE TWELVE (12) MONTHS PRECEDING AN APPLICABLE CLAIM WITH RESPECT TO A PRODUCT SUBSCRIPTION LICENSE, (iii) PROGRAM SUBSCRIPTION FEES FOR THE TWELVE (12) MONTHS PRECEDING AN APPLICABLE CLAIM WITH RESPECT TO THE RELEVANT BENTLEY COMMERCIAL SUBSCRIPTION PROGRAM, OR (iv) SUCH OTHER DEFECTIVE SERVICE OR MATERIALS, AS THE CASE MAY BE. THE PROVISIONS OF THE AGREEMENT ALLOCATE THE RISKSBETWEEN BENTLEY AND SUBSCRIBER. BENTLEY'S PRICING REFLECTS THIS ALLOCATION OF RISK AND THE LIMITATION OF LIABILITY SPECIFIED HEREIN.

5.7. Indemnification by Bentley.

5.7.1. Bentley shall pay any damages finally awarded against Subscriber based on a claim against Subscriber that a Product which is developed and owned by Bentley infringes a third party's copyright under the laws of a Berne Convention signatory country, or results in a misappropriation of a third party's trade secret, in the Country where Subscriber has been authorized to place the Product subject to such claim into Production Use, if Subscriber provides to Bentley: (a) prompt written notice of any such claim, (b) all available information and assistance, and (c) the opportunity to exercise sole control of the defense and settlement of any such claim.

5.7.2. Bentley shall also have the right, at its expense, either to procure the right for Subscriber to continue to use the Product or to replace or modify such Product so that it becomes non- infringing. If neither of the foregoing alternatives is available on terms that Bentley, in its sole discretion, deems desirable, Subscriber shall, upon written request from Bentley, return to Bentley the allegedly infringing Product, in which event Bentley shall refund to Subscriber the price paid by Subscriber for each copy of such returned Product, less twenty percent (20%) for each elapsed year since the commencement of the license for such copy. In no event shall Bentley's liability under this sub- section 5.7.2 to Subscriber exceed the license fees paid by Subscriber for the allegedly infringing Product.

5.7.3. Bentley shall have no liability and this indemnity shall not apply if the alleged infringement is contained in a Product which is not developed or owned by Bentley or is due to modification of the Product by Subscriber or the combination, operation or use of a Product with other software that does not originate from Bentley or if Subscriber is in breach of the Agreement. Bentley shall also have no liability, and this indemnity shall not apply, for the portion of any claim of infringement based on use of a superseded or altered release of a Product if the infringement would have been avoided using a current, unaltered release of the Product.

This Section 5.7 sets forth Subscriber's sole remedy for intellectual property infringement.

5.8. Anti-Virus Software**.** Bentley shall use commercially available, up-to-date virus checking software and procedures on all Products before they are made available to Subscriber.

6. Sanctions and Export Controls.

The software is subject to U.S. sanctions and export control laws, regulations, and requirements in addition to sanctions and export control laws, regulations and requirements of other agencies or authorities based outside of the United States (collectively referred to as "**Sanctions and Export Controls**"). Regardless of any disclosure made by Subscriber to Bentley of an ultimate destination of the software, Subscriber must not export, re- export or transfer, whether directly or indirectly, the software, or any portion thereof, or any system containing such software or portion thereof to anyone, without first complying strictly and fully with all Sanctions and Export Controls that may be imposed on the software and/or the export, re-export or transfer, direct or indirect, of the software and transactions related thereto. The entities, end users and countries subject to restriction by action of the United States Government or any other governmental agency or authority outside of the United States, are subject to change, and it is Subscriber's responsibility to comply with the applicable Sanctions and Export Controls, as they may be amended from time to time. Subscriber shall indemnify, defend and hold Bentley harmless for any breach of its obligations pursuant to this Section 6.

ntley Entity, Governing Law, Dispute Resolution and Notices

Depending on where Subscriber's principal place of business is (or if Subscriber is an individual, where the Subscriber is resident), the Agreement is between Subscriber and the Bentley entity set out below. The Agreement will be governed by and construed in accordance with the substantive laws in force in the respective country specified in the below table. To the maximum extent permitted by applicable law, the parties agree that the provisions of the United Nations Convention on Contracts for the International Sale of Goods, as amended, and the provisions of the Uniform Computer Information Transactions Act, as they may have been or hereafter may be in effect in any jurisdiction, shall not apply to the Agreement. Any dispute, controversy or claim between the parties arising under the Agreement shall be resolved pursuant to the applicable dispute resolution provision set out below. Notices under this Agreement shall be made or given by hand delivery, prepaid certified mail, next day air delivery, or electronically, and the date upon which any such notice is received at the designated address shall be deemed to be the date of such notice. All notices sent under the Agreement shall be addressed, if to Bentley, to the attention of the Bentley Legal Department and addressed to the applicable Bentley entity according to the below table or via email to Contracts@Bentley.com, and if to Subscriber, to the (e-mail) address and authorized representative identified in writing to Bentley.

Subscriber's principal place of business (or, if the Subscriber is an individual, where the Subscriber is resident)	**References to "Bentley" mean the following Bentley entity:**	**Governing law is:**	**Exclusive jurisdiction/forum for dispute resolution:**
USA and Canada	Bentley Systems, Inc., a Delaware corporation having its registered office at 685 Stockton Drive, Exton, PA 19341-0678, USA	Commonwealth of Pennsylvania	In the event of any dispute, controversy or claim between the parties arising under this Agreement, the parties shall submit to binding arbitration before a single arbitrator in Philadelphia, Pennsylvania in accordance with the Commercial Arbitration Rules of the American Arbitration Association. The decision of the arbitrator shall be final and binding on the parties, and the judgment upon the award rendered by the arbitrator shall be enforceable in any court of competent jurisdiction. Each party shall bear its own attorney's fees, costs, and expenses incurred in such arbitration. Notwithstanding the foregoing, Bentley has the right to commence proceedings against Subscriber in any court in respect of a failure by Subscriber to comply with its payment obligations under the Agreement without first submitting to binding arbitration.
United Kingdom	Bentley Bentley Systems (UK) Limited, having its registered office at 43rd Floor, 8 Bishopsgate, London, United Kingdom, EC2N 4BQ	England and Wales	In the event of any dispute, controversy or claim between the parties arising under this Agreement, the parties shall submit to binding arbitration before a single arbitrator in London, United Kingdom in accordance with the Commercial Arbitration Rules of the International Chamber of Commerce. The decision of the arbitrator shall be final and binding on the parties, and the judgment upon the award rendered by the arbitrator shall be enforceable in any court of competent jurisdiction. Each party shall bear its own attorney's fees, costs, and expenses incurred in such arbitration. Notwithstanding the foregoing, Bentley has the right to commence proceedings against Subscriber in any court in respect of a failure by Subscriber to comply with its payment obligations under the Agreement without first submitting to binding arbitration.

Brazil	Bentley Systems Brasil Ltda., having its registered office at Avenida Paulista, 2537. 9º. Andar. Sala 09-114, São Paulo, SP, Zip Code 01310-100, Brazil	Brazil	In the event of disputes, controversies, questions, doubts or claims ("Dispute") between the parties resulting from this Agreement, the parties shall use their best efforts to resolve the Dispute. For this purpose, either party may notify the other to attend a meeting at which an attempt will be made to resolve the Dispute through friendly discussions in good faith ("Dispute Notice"). Except as otherwise provided in this Agreement, if the parties do not find a solution, within a period of 30 (thirty) days after the delivery of the Dispute Notice from one party to the other, then the Dispute shall be resolved through arbitration. The arbitration procedure will be conducted by the AMCHAM Arbitration and Mediation Center in accordance with its rules ("Arbitration Rules"). The resolution of a Dispute through arbitration procedure will only be applicable in the event that the disputed amount exceeds BRL 5,000,000.00 (five million reais). If this amount is not reached, the Dispute will be conducted, through litigation in the Courts of the City of São Paulo, State of São Paulo. The arbitration shall be conducted in Portuguese by three arbitrators. The complainant must appoint an arbitrator in the "Request for Arbitration", and the respondent must appoint an arbitrator at its first opportunity to demonstrate. If one of the parties fails to appoint its respective arbitrator, the latter will be appointed in accordance with the procedure set out in the Arbitration Rules. The two arbitrators shall, by mutual agreement, appoint the third arbitrator, who shall be the president of the arbitral tribunal. If there is no consensus, the third arbitrator will be appointed in accordance with the Arbitration Rules. The parties recognize that any of the parties may request an urgent injunctive relief before the Courts of the City of São Paulo, State of São Paulo, and such request will not be considered incompatible with, or as a waiver of, any provisions contained in this clause or in Law 9.307/96. In addition to the authority of the arbitration court conferred by the Arbitration Rules, the arbitral tribunal has the authority to issue orders and grant preliminary injunctions, precautionary measures, injunctive relief and determine specific enforcement, when deemed fair and equitable. The arbitration award must be expressed in writing and reasoned, being considered final and binding between the parties, in addition to being enforceable in accordance with its terms. The arbitration award may determine the distribution of costs related to the arbitration process, including reasonable attorneys' fees and disbursements. The election of the arbitration forum carried out by the parties to this Agreement does not prevent any of the parties from judicially executing the arbitral award or the certain and enforceable obligations under this Agreement.
Mexico	BENTLEY SYSTEMS DE MEXICO S.A., having its registered office at Insurgentes Sur 1079 piso 3, Oficina 03-125, Colonia Noche Buena,	Mexico	In the event of any dispute, controversy or claim between the parties arising under this Agreement, the parties shall submit to binding arbitration before a single arbitrator in Mexico City, Mexico, in accordance with the Commercial Arbitration Rules of the International Chamber of Commerce. The decision of the arbitrator shall be final and binding on the parties, and the

	Delegación Benito Juárez, C.P. 03720, Ciudad de México		judgment upon the award rendered by the arbitrator shall be enforceable in any court of competent jurisdiction. Each party shall bear its own legal fees, costs, and expenses incurred in such arbitration. Notwithstanding the foregoing, Bentley has the right to commence proceedings against Subscriber in any court in respect of a failure by Subscriber to comply with its payment obligations under the Agreement without first submitting to binding arbitration.
China	Bentley Systems (Beijing) Co., Ltd., having its registered office at Unit 1405-06, Tower 1, China Central Place, No. 81 Jianguo Road, Chaoyang District, Beijing, China	People's Republic of China	The parties agree to resolve amicably any dispute or difference arising from or in connection with the Agreement. In the event the parties are unable to settle the dispute or difference within 30 days from the de-livery by any party of a notice confirming the existence of the dispute, any party may submit the dispute to the China International Economic and Trade Arbitration Commission in Beijing ("CIETAC") for final and binding arbitration in accordance with CIETAC's rules and procedures. The award rendered by CIETAC shall be enforceable by any court of competent jurisdiction.
Taiwan	Bentley Systems, Incorporated, Taiwan Branch, having its registered office at Spaces, 1F., No. 170, Sec. 3, Nanjing E.Rd., Zhongshan Dist., Taipei City 104, Taiwan, Republic of China	Taiwan	Any dispute, controversy, difference or claim arising out of, relating to or in connection with the Agreement, or the breach, termination or invalidity thereof, shall be finally settled by arbitration referred to the Chinese Arbitration Association, Taipei in accordance with the Association's arbitration rules. The place of arbitration shall be in Taipei, Taiwan. The language of arbitration shall be English. The arbitral award shall be final and binding upon both parties.
India	Bentley Systems India Private Limited, having its registered office at Suite No. 1001 & 1002, WorkWell Suites, 10th Floor, Max House, 1516/338, 339, 340, Village Bahapur, New Delhi 110020, India	India	In the event of any dispute, controversy or claim between the parties arising under this Agreement, the parties shall submit to binding arbitration before a single arbitrator in New Delhi, India appointed in accordance with the Rules of Arbitration of the International Chamber of Commerce, and such dispute, controversy or claim shall be finally settled in accordance with the said Rules. The decision of the arbitrator shall be final and binding on the parties, and the judgment upon the award rendered by the arbitrator shall be enforceable in any court of competent jurisdiction, in accordance with the provisions of the Arbitration and Conciliation Act, 1996. Each party shall bear its own legal fees, costs, and expenses incurred in such arbitration. Subject to arbitrations, the parties agree to submit to the exclusive jurisdiction of courts in New Delhi, India. However, notwithstanding the foregoing, Bentley has the right to commence proceedings against Subscriber in any court in respect of a failure by Subscriber to comply with its payment obligations under the Agreement without first submitting to binding arbitration.
Worldwide less in a	Bentley Systems International Limited,	Ireland	In the event of any dispute, controversy or claim between the parties arising under this Agreement, the parties shall submit to

country or region described above	having its registered office at 6th Floor, 1 Cumberland St, Fenian St, Dublin 2, D02 AX07, Ireland		binding arbitration before a single arbitrator in Dublin, Ireland in accordance with the Commercial Arbitration Rules of the International Chamber of Commerce. The decision of the arbitrator shall be final and binding on the parties, and the judgment upon the award rendered by the arbitrator shall be enforceable in any court of competent jurisdiction. Each party shall bear its own legal fees, costs, and expenses incurred in such arbitration. Notwithstanding the foregoing, Bentley has the right to commence proceedings against Subscriber in any court in respect of a failure by Subscriber to comply with its payment obligations under the Agreement without first submitting to binding arbitration.

8. Miscellaneous.

8.1. Assignment. Subscriber shall not assign, transfer, charge, sub- contract, delegate or deal in any other manner with all or any of its rights or obligations under the Agreement without prior written consent by Bentley. For purposes of the Agreement, a change in control of Subscriber shall be considered an assignment for which Bentley's prior written consent is hereby granted provided that the surviving entity from such change in control must enter into a subscription program agreement with Bentley. Bentley may also at any time assign, transfer, charge, sub-contract, delegate or otherwise deal in any manner with all or any of its rights or obligations under the Agreement to any successor in interest to Bentley's business or to any legal entity controlling, controlled by, or under common control with the Bentley Contract Entity. Any purported assignment in violation of this provision shall be void and without effect.

8.2. Entire Agreement. The Agreement, together with the Offering Document and any amendments signed in accordance with Section 8.3 of these Terms, if any, incorporates the entire agreement of the parties and supersedes and merges all prior oral and written agreements, past practices, discussions and understandings between the parties with respect to the subject matter hereof. The terms and conditions of the Agreement and of the applicable Bentley confirmation shall apply to each order accepted or shipped by Bentley hereunder. Any additional or different terms or conditions appearing on a purchase order issued by Subscriber hereunder, even if Bentley acknowledges such terms and conditions, shall not be binding on the parties unless both parties expressly agree in a separate writing as provided under these Terms.

8.3. Amendments. The Agreement may only be amended or modified in writing and duly executed by authorized representatives of the parties, provided, however, that any additional or different terms or conditions appearing on a purchase order, even if required to be acknowledged by Bentley, shall not be binding on the parties.

8.4. Force Majeure. Bentley shall not be liable for failure to fulfill the terms of the Agreement due to fire, strike, war, pandemic, acts or restraints of governments or public authorities, acts of God, labor disturbances, terrorist acts, riots or civil commotion, or other causes which are unavoidable and beyond its reasonable control.

8.5. Waiver. The failure of either party to insist upon any of its rights under the Agreement upon one or more occasions, or to exercise any of its rights, shall not be deemed a waiver of such rights on any subsequent occasions.

8.6. Survival. The covenants contained in the Agreement which, by their terms, require or contemplate performance by the parties after the expiration or termination of the Agreement (including, but not limited to, Sections 2, 3, 5, 6, 7 and 8) shall be enforceable notwithstanding said expiration or termination.

8.7. Severability. In case one or more of the provisions contained in the Agreement shall, for any reason, be held invalid, illegal or unenforceable in any respect, such holding shall not affect any other provisions of the Agreement, but the Agreement shall be construed by limiting such provision to such extent as would nearly as possible reflect the intent, purpose and economic effect of such provision, or, if such is not possible, by deleting such provision from the Agreement, provided that such shall not affect the validity of the remaining provisions as contained herein which shall remain in full force and effect in accordance with their terms. The Parties agree to negotiate in good faith in order to replace such invalid provision by such provision which come closest to the content and purpose of the Agreement.

8.8. Independent Contractor. Bentley's relationship with Subscriber for all purposes hereunder shall be that of an independent contractor and nothing herein shall be construed as creating, at any time, an employer and employee relationship between the parties.

8.9. Change of Ownership. Subscriber shall provide Bentley with sixty (60) days advance written notice of any changes in its ownership or location. If advance notice cannot be given regarding change in ownership due to confidentiality restrictions, Subscriber shall provide such notice as soon as is reasonably possible following the change in ownership.

8.10. Headings. The headings in the Agreement are intended solely for convenience of reference and shall not affect the meaning or interpretation of the Agreement.

8.11. Dual Language. Copies of the Agreement or parts of it may be provided in languages other than English. To the extent of any inconsistency between the terms of the Agreement in English and any translation, the English version shall prevail and be binding upon the Parties. In the event a state/jurisdiction requires local language to prevail, this Section 8.11 will not apply to the extent required to comply with appliable laws.

Support and Maintenance Terms

Services Terms

Cloud Offering Terms

Cloud Services Subscription Terms

Country-Specific Terms

Languages

English

Arabic

Chinese Simplified

Chinese Traditional

Czech

Dutch

Finnish

French Canadian

French European

German

Italian

Japanese

Korean

Polish

Portuguese Brazilian

Portuguese European

Russian

Slovak

Spanish European

Spanish Latin American

Turkish

Explore

Software

Licensing & Subscriptions

My Account

Shop Software

Resources

Stories & News

Support

Legal

Build With Us

Businesses & Partners

Company

Privacy Statement | Terms of Use | Cookies

© 2025 Bentley Systems, Incorporated

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5338 **Agenda Date:** 12/16/2025 **Agenda #:** C.4.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: Accept Board members meeting report for November 2025

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT Board Districts III & IV meeting reports for November 2025. District I, II, and V have nothing to report.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Government Code section 53232.3(d) requires that members of legislative bodies report on meetings attended for which there has been expense reimbursement (mileage, meals, lodging, etcetera). The attached reports were submitted by the Board of Supervisors members in satisfaction of this requirement. Districts I, II, and V have nothing to report.

CONSEQUENCE OF NEGATIVE ACTION:

The Board of Supervisors will not be in compliance with Government Code 53232.3(d).

Supervisor Diane Burgis -November 2025 AB1234 Report

(Government Code Section 53232.3(d) requires that members legislative bodies report on meetings attended for which there has been expense reimbursement (mileage, meals, lodging, etc).

Date	Meeting Name	Location	Purpose
1-Nov	Antioch Historical Society Celebration	Antioch	Event
4-Nov	Board of Supervisors	Martinez	Meeting
6-Nov	TeamCA Dinner	Concord	Event
12-Nov	CCTV Podcast	Martinez	Meeting
13-Nov	Industrial Association Luncheon	Martinez	Event
13-Nov	Delta Protection Commission	Hood	Meeting
18-Nov	Board of Supervisors	Martinez	Meeting
19-Nov	CCTA	Walnut Creek	Meeting
20-Nov	Meeting w/ Gus Kramer	Martinez	Meeting
21-Nov	SJJPA Board Meeting	Antioch	Meeting

* Reimbursement may come from an agency other than Contra Costa County

Supervisor Ken Carlson - November 2025 AB1234

(Government Code Section 53232.3(d) requires that members legislative attended for which there has been expense reimbursement (mileage,

Date	Meeting Name	Location
4-Nov	Board of Supervisors Meeting	Martinez
5-Nov	Behavioral Health Board Meeting	Martinez
6-Nov	Meeting with County Administrator, Monica Nino	Martinez
13-Nov	Industrial Association 2025 Board of Supervisors Forum Luncheon	Martinez
17-Nov	Equity Committee Meeting	Martinez
18-Nov	Board of Supervisors Meeting	Martinez

* Reimbursement may come from an agency other than Contra Costa County

Report bodies report on meetings meals, lodging, etc).
Purpose
Decision on Agenda Items
Decision on Agenda Items
Monthly Briefing
Meeting
Decision on Agenda Items
Decision on Agenda Items

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5339 **Agenda Date:** 12/16/2025 **Agenda #:** C.5.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Allocation of $50,000 from the Livable Communities Trust (District II portion)

☐Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

1. ALLOCATE $50,000 from the Livable Communities Trust (District II portion) to The Park Theater Trust for the Lafayette Park Theater Renovation project, located at 3519 Golden Gate Way in the City of Lafayette, as recommended by Supervisor Andersen; and

2. AUTHORIZE the Conservation and Development Director, or designee, to execute and enter into a contract with The Park Theater Trust in an amount not to exceed $50,000 for the Lafayette Park Theater Renovation project, subject to approval by the County Administrator and approved as to form by County Counsel.

FISCAL IMPACT:
No General Fund impact. This action allocated $50,000 from the District II portion of Livable Communities Trust Fund monies. The current balance in the District II portion of the Fund is $1,433,88.92 (prior to the allocation).

BACKGROUND:
Livable Communities Trust Fund
The Livable Communities Trust (Fund) is a Special Revenue Mitigation Fund that was established by the Board of Supervisors on November 15, 2005, following the approval of the Camino Tassajara Combined General Plan Amendment Project, also known as the Alamo Creek and Intervening Property residential projects, and was required as a condition of approval. The Trust was established to implement the County's Smart Growth Action Plan. The residential developers pay an $8,000 per unit fee (excluding the affordable housing portions of the projects) into the Trust. The Department of Conservation and Development administers the Trust.

On December 3, 2013, the Board of Supervisors determined that revenue from the Trust should be spent equally among supervisorial districts. At complete build-out, deposits to the Trust will total $8,448,000. As of November 1, 2025, the account has collected $8,376,000 in revenue fees, and $1,693,309.59 accrued interest with $3,435,810.95 remaining in uncommitted funds. The approved expenditures to date are attached.

The Lafayette Park Theater Renovation Project
The Lafayette Park Theater Trust has committed to raise $12.5 million by December 2026 to renovate the historic 4,850-sq. ft., single-screen Park Theater building, located at 3519 Golden Gate Way in the City of Lafayette. The Park Theater has been closed since 2005 and the Lafayette Park Theater Trust has committed to

renovate the theater building into a sustainable, multi-purpose civic resource that will include two theater spaces, a community meeting room, commercial kitchen, and a rooftop gathering place, creating a center for film and culture to serve all populations of the broader community and region. The building will also be available to regional nonprofits as a fundraising venue.

The use of the funds towards the renovation of the Lafayette Park Theater supports Smart Growth Action Plan number 4: To promote economic revitalization in urban infill communities. The allocated funding will go towards the fundraising efforts to renovate the theater.

CONSEQUENCE OF NEGATIVE ACTION:
Without the allocation of the Fund monies, The Lafayette Park Theater Trust may not meet their fundraising goal by December 2026, delaying the proposed renovations and reopening of the Lafayette Park Theater.

Liveable Communities Trust Fund
List of Projects

Project No.	Board Date	Grant Recipient	Project	Smart Growth Action Plan Goal	District I	District II	District III	District IV	District V	Total Expenditures	Remaining Balance	Rate of Expenditure
					$ 1,834,549	$ 529,973	$ 450,000	$ 1,753,977	$ 1,815,000	$ 3,856,032.47	$ 2,527,466.17	60%
2025-03	11/4/2025	PWD	SRV Street Smarts 7/1/2025 - 6/30/2027	Fund transit & transportation imp.	$ -	$ 40,000	$ -	$ -	$ -	$ 40,000	$ -	100%
2025-02	10/7/2025	PWD	La Serena/Iron Horse Crosswalk Beacon	Fund transit & transportation imp.	$ -	$ 30,000	$ -	$ -	$ -	$ 30,000	$ -	100%
2025-01	4/1/2025	Town of Moraga	Crosswalk Enhancement Projec	Fund transit & transportation imp.	$ -	$ 25,000	$ -	$ -	$ -	$ 25,000	$ -	100%
2024-15	12/17/2025	STS Academy	Afterschool Tutorial	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-14	12/17/2025	Open Opportunities Inc.	Trades and Job Training for Carre Readiness	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ 21,751.28	$ 78,248.72	21.75%
2024-13	11/5/2024	Martinez Unified School District	Academic & Social Support	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-12	11/5/2024	John Swett Unified School District	Academic & Social Support	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-11	11/5/2024	Pittsburg Unified School District	Academic & Social Support	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-10	11/5/2024	Antioch Unified School District	Antioch High School - Academic & Social Support	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-09	11/5/2024	Pittsburg High School	Marching Band Equipment & Uniforms	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 50,000	$ -	$ 50,000	0%
2024-08	11/5/2024	Pittsburg Youth Development Center, Inc.	Outreach Development & Recreational Activities	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ 37,210.95	$ 62,789.05	37.21%

Liveable Communities Trust Fund
List of Projects

2024-07	11/5/2024	Meals on Wheels Diablo Region	Meals on Wheels	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-06	11/5/2024	Food Bank of Contra Costa & Solano	Collaborative Food Distribution Program	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-05	11/5/2024	Los Medanos College Foundation	Community Facility Fees Support	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 50,000	$ -	$ 50,000	0%
2024-04	11/5/2024	Los Medanos College Foundation	Veterans Student Support Services	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 50,000	$ -	$ 50,000	0%
2024-03	11/5/2024	Los Medanos College Foundation	LMC Child Development Center/Adult Learner Asst.	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000	0%
2024-02	11/5/2024	Los Medanos College Foundation	Technology Upgrades, Classroom & Laboratory Imp.	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 200,000	$ -	$ 200,000	0%
2024-01	8/6/2024	PWD	Montalvin Manor Park	Innovative land use planning for mixed use projects	$ 68,000	$ -	$ -	$ -	$ -	$ -	$ 68,000	0%
2023-04	11/28/2023	PWD	SRV - Street Smarts 7/1/23-6/30/25	Fund transit & transportation imp.	$ -	$ 40,000	$ -	$ -	$ -	$ 40,000.00	$ -	100%
2023-03	10/3/2023	PWD	La Serena Ave Intersection Study	Fund transit & transportation imp.	$ -	$ 5,515	$ -	$ -	$ -	$ 5,498.14	$ 16.86	99.69%
2023-02	6/27/2023	Danville Area Chamber of Commerce	Women's Enterprise Initiative	Economic revitalization in urban infill communities	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ -	100%
2023-01	2/7/2023	YES Nature to Neighborhoods	YES Nature to Neighborhoods Non-Construction Design	Economic revitalization in urban infill communities	$ 150,000	$ -	$ -	$ -	$ -	$ 150,000	$ -	100%
2022-13	11/1/2022	CCTA	Northern Waterfront Ferry	Fund transit & transportation imp.	$ -	$ -	$ -	$ -	$ 40,000	$ 40,000	$ -	100%
2022-12	10/11/2022	PWD	Pedestrian Signage - Blackhawk Rd	Fund transit & transportation imp.	$ -	$ 6,000	$ -	$ -	$ -	$ 6,000	$ -	100%

Liveable Communities Trust Fund
List of Projects

2022-10	10/4/2022	Choice in Aging	Aging in Place Campus	Construct or renovate affordable housing	$ -	$ -	$ -	$ 490,590	$ -	$ 302,514.46	$ 188,075.54	62%
2022-09	9/20/2022	Monument Crisis Center	Family Resource Center	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ 250,000	$ -	$ 150,000	$ 100,000	60%
2022-08	6/21/2022	City of Orinda	Orinda Park Master Plan - Conceptual Design Update	Innovative land use planning for mixed use projects	$ -	$ 25,000	$ -	$ -	$ -	$ -	$ 25,000	0%
2022-07	6/21/2022	The Lafayette Park Trust	Lafayette Theater Project	Innovative land use planning for mixed use projects	$ -	$ 25,000	$ -	$ -	$ -	$ 25,000	$ -	100%
2022-06	6/21/2022	Moraga Community Foundation	Moraga Commons Enhancement	Economic revitalization in urban infill communities	$ -	$ 25,000	$ -	$ -	$ -	$ 25,000	$ -	100%
2022-05	5/10/2022	PWD	SRV Street Smarts - 2022/23	Fund transit & transportation imp.	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	100%
2022-04	5/10/2022	PWD	SRV Street Smarts - 2021/22	Economic revitalization in urban infill communities	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	100%
2022-03	5/10/2022	Clayton Community Foundation	Misc. Library Programs	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ 250,000	$ -	$ 50,000	$ 200,000	20%
2022-02	5/10/2022	Walnut Creek Library Foundation	Misc. Library Programs	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ 250,000	$ -	$ 100,000	$ 150,000	40%
2022-01	5/10/2022	Pleasant Hill Library Foundation	Misc. Library Programs	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ 250,000	$ -	$ 250,000	$ -	100%
2020-02	12/15/2020	PWD	SRV Street Smarts - 2020/21	Fund transit & transportation imp.	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ -	100%
2020-01	9/22/2020	Community HSG Dev. Corp. NR	Heritage Point Commercial	Economic revitalization in urban infill communities	$ 505,336	$ -	$ -	$ -	$ -	$ -	$ 505,336	0%

Liveable Communities Trust Fund
List of Projects

2019-08	10/22/2019	PWD	SRV Street Smarts - 2019/20	Fund transit & transportation imp.	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	100%
2019-07	7/30/2019	DCD	District V Code Enforcement	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 100,000	$ 100,000	$ -	100%
2019-06	7/30/2019	PWD	PWD - Beautification Bay Point	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 50,000	$ 50,000	$ -	100%
2019-05	7/30/2019	Sheriff's Office	Bay Point Resident Deputy Program	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ -	$ 200,000	$ 200,000	$ -	100%
2019-04	6/18/2019	Innovation Tri Valley	2040 Tri Valley Vision Plan Investment	Innovative land use planning for mixed use	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ -	100%
2019-03	3/26/2019	RYSE Center	RYSE Center Capital Expansion	Economic revitalization in urban infill communities	$ 51,174	$ -	$ -	$ -	$ -	$ 51,174	$ -	100%
2019-02	3/26/2019	PWD	RYSE Acq. - Phase 2	Economic revitalization in urban infill communities	$ 42,500		$ -	$ -	$ -	$ 42,500	$ -	100%
2019-01	1/15/2019	PWD	Friends of the El Sobrante Library	Economic revitalization in urban infill communities	$ 15,045	$ -	$ -	$ -	$ -	$ 15,045	$ -	100%
2018-07	12/18/2018	Choice in Aging	Infrastructure Workforce Development	Clean up land for redevelopment/Create jobs near housing	$ -	$ -	$ -	$ 13,200	$ -	$ 13,200	$ -	100%
2018-06	12/4/2018	PWD	SRV Street Smarts - 2018/19	Fund transit & transportation imp.	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	100%
2018-05	6/12/2018	PWD	RYSE Acq. - Phase 1	Economic revitalization in urban infill communities	$ 25,000	$ -	$ -	$ -	$ -	$ 25,000	$ -	100%
2018-04	3/27/2018	Innovation Tri Valley	Tri Valley Rising Report	Innovative land use planning for mixed use	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ -	100%
2018-03	3/27/2018	PWD	Newell Avenue Pathway	Fund transit & transportation imp.	$ -	$ 75,000	$ -	$ -	$ -	$ 75,000	$ -	100%
2018-02	2/27/2018	H3	Contra Costa Housing Security Fund	Construct or renovate affordable housing	$ -	$ 10,000	$ -	$ -	$ -	$ 10,000	$ -	100%

Liveable Communities Trust Fund
List of Projects

2018-01	1/16/2018	PWD	SRV Street Smarts - 2017/18	Fund transit & transportation imp.	$ -	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	100%
2017-03	9/19/2017	Garden Park Apartments Community	Garden Park Apartments	Construct or renovate affordable housing	$ -	$ -	$ -	$ 125,000	$ -	$ 125,000	$ -	100%
2017-02	3/14/2017	Mobility Matters	Rides for Veterans	Fund transit & transportation imp.	$ -	$ 33,458	$ -	$ 50,187	$ -	$ 83,645	$ -	100%
2017-01	3/7/2017	Aglantis	Agra Tech Solar Light Greenhouse	Economic revitalization in urban infill communities	$ -	$ -	$ -	$ 25,000	$ 25,000	$ 50,000	$ -	100%
2016-03	12/20/2016	DCD	Agriculture Policy Study	Innovative land use planning for mixed use	$ -	$ -	$ 150,000	$ -	$ -	$ 150,000	$ -	100%
2016-02	12/20/2016	DCD	Marsh Creek Trail	Fund transit & transportation imp.	$ -	$ -	$ 250,000	$ -	$ -	$ 250,000	$ -	100%
2016-01	6/14/2016	CHDC	Heritage Point Apartments	Construct or renovate affordable housing	$ 927,494	$ -	$ -	$ -	$ -	$ 927,494	$ -	100%
2013-01	10/22/2013	DCD	Northern Waterfront	Economic revitalization in urban infill communities	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 250,000	$ -	100%
					$ 1,834,549	**$ 529,973**	**$ 450,000**	**$ 1,753,977**	**$ 1,815,000**	**$ 3,856,032.47**	**$ 2,527,466.17**	**60%**

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5373 **Agenda Date:** 12/16/2025 **Agenda #:** C.6.

To: Board of Supervisors

From: Shanelle Scales-Preston, District V Supervisor

Report Title: ALLOCATION RECCOMENDATIONS FROM THE COMMUNITY IMPACT FUND-SUPERVISORIAL DISTRICT V

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

1. APPROVE allocations of Supervisorial District V Community Impact Funds in an aggregate amount of $50,000;

2. APPROVE AND AUTHORIZE the District V Supervisor, or designee, to enter into contracts related to the allocation of Community Impact Funds in an aggregate amount of $50,000 as outlined in Attachment A.

FISCAL IMPACT:

If the recommended allocations are approved, the District V Community Impact Fund will total $927,000.

BACKGROUND:

On June, 24, 2025, the Board allocated $1 million per Supervisorial District from COVID 19-FEMA Reserve funds (now General Fund Appropriation for Contingencies) for direction by each District Supervisor following a community engagement process with each Supervisorial District.

CONSEQUENCE OF NEGATIVE ACTION:

The Community Impact Fund allocations sponsored by Supervisorial District V will not be formally approved by the board.

District 5 Community Impact Fund
Supervisor Shanelle Scales-Preston
Recommendations for Funding
December 16, 2025

Organization	Program Brief	Awarded
Feet First Foundation	Feet First aims to expand its mentorship program across District 5, reaching as many schools as possible to support underserved youth. The program targets students who face challenges with discipline, engagement, and mental health. Through daily one-hour sessions, students participate in structured mentorship, social-emotional learning (SEL), and movement-based activities such as non-contact boxing, which provide healthy outlets for stress, improve focus, and build resilience. Selected students, handpicked by school administrators, receive consistent guidance from community-based mentors who serve as positive role models. Mentors foster trust, encourage personal growth, and provide tools to navigate challenges safely, while helping prevent involvement in risky behaviors, including gang activity. The project's goals are to improve student behavior, strengthen emotional regulation, and develop social, leadership, and life skills. By integrating mentorship with physical activity and SEL, the program empowers students to build confidence, resilience, and positive peer relationships. Ultimately, Feet First seeks to create a supportive environment where youth in District 5 can thrive academically, socially, and personally, while reducing behavioral issues and promoting long-term success.	$10,000.00
REading Advantage Inc.	REading ADvantage Inc. (READ) has been educating parents in east Contra Costa County since 2013. READ talks to parents one on one or in group settings about the importance of reading daily to children between the ages of 0-5. Studies have shown that 90% of the adult brain has been developed by the age of five. Once we talk to parents, READ provides free books for the children.	$10,000.00

City of Hercules	Senior Center Storage Shed: Replace outdoor storage shed at the Senior Center. Old shed is broken and no longer waterproof. The items that were being stored in the shed are now in the Center, which takes up valuable space for programs. The items stored in the shed are important for programs and activities but not used daily or even weekly. The project would include demolition of the current shed, and the purchase, building and installation of a new shed.	$10,000.00
Crockett Community Services District	Swimming pool insulated covers: Replace the existing covers for the swimming pool	$10,000.00
Pittsburg Senior Handicapped Residential Community, Inc. dba Stoneman Village	Stoneman Village believes that aging in place must be supported by reliable access to nutritious food and services that foster both physical well-being and social connection. To bring this vision to life, the Dinner Meal Program ensures that residents receive at least one nutritious meal each weekday, Monday through Friday, 52 weeks a year. More than a meal, it offers a warm, welcoming dining space where neighbors can gather, share stories, and build lasting friendships. Through this essential program, Stoneman Village continues to honor its commitment to food security, community, and the well-being of every resident.	$10,000.00
	Total	$50,000.00

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: RES 2025-417 **Agenda Date:** 12/16/2025 **Agenda #:** C.7.

To: **Board of Supervisors**

From: Ken Carlson, District IV Supervisor

Report Title: Resolution recognizing Chief Jamie Knox upon his retirement as Chief of Police for the City of Walnut Creek.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution recognizing Chief Jamie Knox upon his retirement as Chief of Police for the City of Walnut Creek.

FISCAL IMPACT:
None

BACKGROUND:
See Resolution Text

CONSEQUENCE OF NEGATIVE ACTION:
None

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF IN Recognizing Chief Jamie Knox upon his retirement as Chief of Police for the City of Walnut Creek and honoring him for his distinguished career and dedicated service to the Walnut Creek Police Department and the community.

WHEREAS, Chief Jamie Knox has served as Chief of Police for the Walnut Creek Police Department since 2021, concluding a distinguished law enforcement career spanning more than 30 years; and

WHEREAS, Chief Knox began his law enforcement career in 1996 with the Rocklin Police Department, later serving as Captain with the Novato Police Department in 2015 and the San Leandro Police Department in 2017; and

WHEREAS, throughout his career, Chief Knox has demonstrated a commitment to public safety, professionalism, and integrity, earning the respect and admiration of his colleagues and the community he has served; and

WHEREAS, under his leadership, Walnut Creek experienced historically low crime rates and a significant expansion of the Police Department, including the addition of five full-time officers and a Crime Prevention Specialist; and

WHEREAS, Chief Knox launched an innovative recruitment and branding campaign that successfully attracted top law enforcement talent, resulting in the hiring of 68 new employees between 2022 and 2025; and

WHEREAS, Chief Knox made the fight against organized retail theft a top departmental priority, implementing coordinated enforcement operations that led to multiple arrests and the recovery of thousands of dollars in stolen merchandise, while collaborating with regional and state partners to dismantle large-scale theft rings; and

WHEREAS, he led the department's participation in the 30x30 Initiative, demonstrating a strong commitment to increasing the representation and advancement of women in policing and promoting inclusive leadership development; and

WHEREAS, Chief Knox implemented cutting-edge technology, including the Flock Safety Automated License Plate Reader (ALPR) System, enhanced drone capabilities, and introduced a bomb-detection K9 to strengthen public safety and operational efficiency; and

WHEREAS, he revitalized the Police Cadet Program, providing mentorship and training opportunities for youth interested in law enforcement careers, and expanded the Chief's Community Advisory Board to strengthen trust and collaboration between the department and the community; and

WHEREAS, Chief Knox championed officer wellness and accountability by introducing the ABLE (Active Bystandership for Law Enforcement) program and establishing a Professional Standards and Training Unit to elevate officer development and ethical policing; and

WHEREAS, Chief Knox's tenure has been marked by innovation, transparency, and dedication to both his officers and the community, leaving a legacy of excellence in public service.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors hereby honors Chief Jamie Knox for his service to the City of Walnut Creek upon his retirement

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5343 **Agenda Date:** 12/16/2025 **Agenda #:** C.8.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Hazardous Materials Commission Annual Report - 2025

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the Hazardous Materials Commission 2025 Annual Report.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
The Hazardous Materials Commission was established in 1986 to advise the Board, County staff and the mayor's council members, and staffs of the cities within the County, on issues related to the development, approval and administration of the County Hazardous Waste Management Plan. Specifically, the Board charged the Commission with drafting a hazardous materials storage and transportation plan and ordinance, coordinating the implementation of the hazardous materials release response plan and inventory program, and analyzing and developing recommendations regarding hazardous materials issues with consideration to broad public input, and report back to the Board on Board referrals.

On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each advisory board, commission, or committee report annually to the Board on its activities, accomplishments, membership attendance, required training/certification, and proposed work plan or objectives for the following year. The attached report fulfills this requirement.

CONSEQUENCE OF NEGATIVE ACTION:
If the report is not accepted, the Hazardous Materials Commission would not be in compliance with Resolution No. 2020/1.

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Hazardous Materials Commission

Advisory Body Meeting Time/Location: 4th Thursday of the month at 4:00 PM

Chair (during the reporting period): Mark Hughes (Business Seat #2)

Staff Person (during the reporting period): Adam Springer/Breanna Lingenfelter

Reporting Period: January through November 2025

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

Reviewed the Contra Costa County Hazardous Materials Incident Notification Policy and discussed all changes that occurred on January 15, 2025. Received a presentation from Roger Smith of AIA on the Pipeline Safety website. Reviewed and discussed the proposed changes to the Petroleum Refinery Process Safety Management Standards Rulemaking Received a presentation on lithium-ion battery emergencies from Contra Costa County Fire Protection District's Captain Paramedic Cody Clem. Discussed strategies for increasing public awareness and safety around lithium ion battery products. Received a presentation on pipeline safety from Jim Hosler of CAL FIRE. Received a general overview of the Draft Hazardous Waste Management Plan from Ryan Dominguez of the Department of Toxic Substances Control (DTSC). Received a presentation from Ashwin Jadhav and Derek Phelps of Twelve Co., The Carbon Transformation Company on decarbonizing aviation.
Guided and supported two student interns for half of the year before receiving their final presentations. Discussed contaminated soil testing, remediation, and management. Reviewed various county web pages including the commission's, hazardous materials programs, community warning system, and ombudsperson.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

The Commission reviewed and updated their Commission web page to include their most recent recommendations, improve accessibility to the public, and links to other helpful resources. The Commission mentored two student interns and provided support and guidance for their research projects; the intern projects included improving the reach of community warning system to include the unhoused population and cadmium bioremediation strategies. The Commission hosted a public forum on September 11th with the purpose of education the public on household hazardous wastes. The forum had panelists and presentations from the Bay Area Air District, Contra Costa County Hazardous Materials Programs, Contra Costa Fire Protection District, Central Contra Costa Sanitary District, and the Community Warning System. After the presentations and a question and answer session, the public was able to gather with each of the panelists and receive additional resources from all of the organizations. The forum presentations were recording and published to YouTube and the Commission's web page. The Commission followed the County's general plan to completion as well as keeping up to date with current legislation; multiple emerging bills have been discussed throughout the year. Some of these bills have been sent back to their committees so the Commission did not make any formal recommendations regarding them.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

The 14-member Commission has members and alternates from diverse backgrounds including organized labor, environmental groups, an Environmental Justice community, industry, cities, environmental engineering firms, the League of Women Voters and the public at large. Only one seat (Environmental Engineering Firms Alternate) was vacant for the entirety of the year due to the previous member retiring before their term expiration, but all other seats were filled for 2025. There is a strong sense of participation overall on the Commission, although there has been a decrease in involvement from a few members this year which has resulted in some occasional difficulty achieving quorum.

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

The Commissioners that were newly appointed or reappointed for 2025 completed the Brown Act & Better Government Training, Ethics Training, and Implicit Bias Training. Training certificates have been provided to the Clerk of the Board.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

In 2026 the Commission will continue to investigate some of the issues they were investigating in 2025 and will address emerging issues that are brought to them by the Board of Supervisors, the public and members of the Commission. The Commission will continue to monitor several issues that they monitored in the past such as the Northern Waterfront Economic Development Initiative's efforts to clean-up brownfield sites within its border, brownfield community engagement and signage, and hazardous materials-related State legislation.

Priorities from 2025 that will continue into 2026 are monitoring the Community Warning System including the system and technology, changes in aviation fuel, hydrogen generation, battery waste management and emergency response, hazardous materials transportation corridors, carbon capture technologies/carbon sequestration, and PFAS. New priorities for 2026 include tracking the merger of Contra Costa County Hazardous Materials Programs and Con Fire and herbicide usage in the county.

The Commission plans to hold another public forum in 2026 to improve community engagement and knowledge as it relates to hazardous materials.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5344 **Agenda Date:** 12/16/2025 **Agenda #:** C.9.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Contra Costa County Planning Commission 2025 Annual Report

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT the Contra Costa County Planning Commission 2025 Annual Report.

FISCAL IMPACT:
None.

BACKGROUND:
Board Resolution No. 2020/1 requires each regular and ongoing board, commission, or committee report annually to the Board of Supervisors. The report presented to the Board for its consideration fulfills this requirement

CONSEQUENCE OF NEGATIVE ACTION:

The annual reporting requirement to the Board of Supervisors would not be fulfilled.

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Contra Costa County Planning Commission

Advisory Body Meeting Time/Location: 2nd and 4th Wednesday of every month at 6:30 pm/30 Muir Road, Martinez

Chair (during the reporting period): Kevin Van Buskirk

Staff Person (during the reporting period): Ruben Hernandez

Reporting Period: January 2025 - December 2025

I. Activities (estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

The County Planning Commission exercises all powers and duties prescribed by law (statute, ordinance or board order), including consideration of matters referred to it by the zoning administrator except those powers and duties specifically reserved or delegated to other divisions of the planning agency; initiates preparation of general plans, specific plans, regulations, programs and legislation to implement the planning power of the county; is generally responsible for advising the legislative body of matters relating to planning, which, in the opinion of the commission, should be studied; is the advisory agency as designated in Title 9 of the County Code for the purpose of passing on subdivisions; hears and decides all applications or requests for proposed entitlements estimated to generate one hundred or more peak hour trips unless otherwise provided by the code or board order; and hears and makes recommendations regarding proposed development agreements when it is hearing the related project applications being processed concurrently with the development agreements.

II. Accomplishments (estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

The County Planning Commission made decisions and recommendations to the Board of Supervisors on 7 projects in the calendar year 2025. The Commission made recommendations to the Board of Supervisors on general plan amendments, rezonings, major subdivision, minor subdivisions, development plans, in the Alamo, Bethel Island, Discovery Bay, El Sobrante, Kensington, Lafayette, Livermore, Moraga, Oakley, San Pablo, and Walnut Creek area. In addition, they made decisions on land use permits, variances and tree permits.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

The County Planning Commission consists of seven members. There is one commissioner nominated from each of the five Supervisorial Districts and two are nominated as at large members. The Board of Supervisors appoints the nominees. The term for a County Planning Commissioner is four years. There were 20 scheduled meetings. The Planning Commission met 13 times at which a quorum was always present. There were 7 cancelled meetings due to lack of agenda items.

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

Commissioners were previously provided with a copy of the Advisory Body Handbook and were requested to view two training videos titled, “The Brown Act and Better Government Ordinance – What You Need to Know as a Commission, Board, or Committee Member” and “Ethics Orientation for County Officials.”

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

The work plan and objectives for 2026 are the same as the Commission Activities/Purpose statement.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5345 **Agenda Date:** 12/16/2025 **Agenda #:** C.10.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contra Costa Health Plan Managed Care Commission Annual Report for 2025

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the Contra Costa Health Plan (CCHP) Managed Care Commission (MCC) 2025 advisory body annual report.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each advisory board, commission, or committee report annually to the Board on its activities, accomplishments, membership attendance, required training/certification, and proposed work plan or objectives for the following year. The attached report fulfills this requirement.

As of November 2022, the CCHP MCC has been inactive pending a triennial sunset review. The third phase of the triennial sunset review was submitted in November 2025.

CONSEQUENCE OF NEGATIVE ACTION:
If this action is not accepted, the CCHP MCC would not be in compliance with Resolution No. 2020/1.

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Managed Care Commission (MCC)
Advisory Body Meeting Time/Location: N/A
Chair (during the reporting period): No Chair currently
Staff Person (during the reporting period): Irene Lo
Reporting Period: January 1, 2025 - December 31, 2025

I. Activities (estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

No activities for the past year.

II. Accomplishments (estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

No accomplishments for this reporting period.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

All membership expired as of October 2025.

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

No training or certification for this reporting period.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

N/A

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5346 **Agenda Date:** 12/16/2025 **Agenda #:** C.11.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: 2025 Annual Report for the Emergency Medical Care Committee

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the 2025 Annual Report by the Contra Costa County Emergency Medical Care Committee (EMCC).

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
The Contra Costa County Board of Supervisors established the Contra Costa County Emergency Medical Care Committee (EMCC) (Resolutions 68/404, 77/637, 79/640 and by Board Order on February 24, 1998) in accordance with the California Health and Safety Code Division 2.5, Ch. 4, Article 3, to act in an advisory capacity to the Board and the County Health Services Director on matters relating to emergency medical services in the County.

On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each advisory board, commission, or committee report annually to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification, and proposed work plan or objectives for the following year. The annual report was reviewed and approved by the EMCC on December 2, 2025 and fulfills this requirement.

CONSEQUENCE OF NEGATIVE ACTION:
The 2025 Annual EMCC Report will not be received in compliance with Resolution No. 2020/1.

Emergency Medical Care Committee

2025 Annual Report

Contra Costa County
EMERGENCY MEDICAL CARE COMMITTEE

Annual Report for 2025

Advisory Body Name: Emergency Medical Care Committee (EMCC)
Advisory Body Meeting Time/Location: 11:00 a.m. - 12:30 p.m. on the second Tuesday of March, June, September, and December, unless otherwise noted. The public may attend in person or remotely via Zoom or call-in.
Chair: James Lambert (December 2021 – November 2025); Lance Maples (December 2025 – Present)
Staff Person: Rachel Morris (January 2017 – Present), Health Services, Emergency Medical Services
Reporting Period: January 1, 2025 – December 31, 2025

I. Activities:

The EMCC, over four (4) regular meetings in the past year, was involved in or kept its membership informed about the following:

- The Board of Supervisors recognized May 18-24th as National EMS Week, and May 21st as EMS for Children Day.
- Treatment guidelines and policies updated for 2026 are finalized. Implementation is January 1st, 2026.
- Continued discussion on adverse impacts on 9-1-1 ambulance providers and patient care associated with prolonged ambulance patient offload delays (APOT).
- CCCEMSA continues the RFP process for a competitive procurement of emergency ambulance service in ERAs I, II, and V. The RFP was approved by the CCC Board of Supervisors on February 4, 2025 and submitted to the California State EMS Authority on February 5, 2025. CCCEMSA is awaiting formal EMSA approval.
- EMS policy change and ongoing law enforcement engagement and education to standardize law enforcement requests for ambulances that include relevant information necessary for patient centric triage of ambulance deployment.

II. Accomplishments

- Approval of EMCC 2024 Annual Report.
- Successful nominations and establishing of new EMCC executive committee for the 2025-2027 term.
- BLS tiered response extended into Zone B (all of West County excepting Zone A = Richmond).
- Published updated Public Safety First Aid policies to support Law Enforcement AED and Narcan programs and to support volunteer agency personnel who are integrated into EMS system.
- Fully staffed contract position “EMS Specialist”. The position is focused on performing ambulance inspections and supporting CCCEMSA internal Ambulance Ordinance processes and compliance as well as providing specialized EMS administrative support to CCCEMSA program staff.
- AMR and San Ramon Valley Fire Protection District received the American Heart Association’s Mission: Lifeline®-EMS Achievement Award for their commitment to rapid, research-based care to people within Contra Costa County experiencing a stroke or a STEMI, the most severe form of heart attack.
- CCCEMSA received the American Heart Association EMS Mission Lifeline Regional Award for adherence and commitment to quality performance standards among STEMI Receiving Centers, 911 EMS agencies, and other supporting participants of the system of care for Contra Costa County.
- As of January 1, 2025, all paramedic providers in the EMS system have been trained in our Medicated Assisted Treatment for Opioid Use Disorder patients using Buprenorphine to initiate treatment in the field.
- Successful implementation of “Nurse Navigator” program that shunts low acuity non-urgent 911 calls to RN help and provides RN support and for alternative transport outside of EMS system.

III. Attendance/Representation

The EMCC is a multidisciplinary committee with membership consisting of representation of specific EMS stakeholder groups and organizations plus one (1) consumer member nominated by each Board of Supervisor member. There are twenty-four (24) authorized, voting seats, and two (2) non-voting, ex-officio seats on the advisory body. In 2025, twenty-two (22) voting member seats and two (2) ex-officio seats were filled; two (2) seats were unfilled. A quorum was achieved at four (4) of the four (4) regular EMCC meetings in 2025.

IV. Training/Certification

Each new EMCC representative was given a copy of the Advisory Body Handbook and copies of the “The Brown Act and Better Government Ordinance Training Video,” “Ethics for Local Government Officials” video offered by the Fair Political

Practices Commission, and Implicit Bias training during their two (2) year term. Members are given three (3) months from appointment to complete the three required trainings. For the 2024-2026 term, certification forms have been received from four (4) representatives so far. The four (4) certificates received this year are attached to this report.

V. Focused Objectives for Next Year

- Continued refinement to LEMSA policy making process to include preemptive stakeholder engagement and standardized publishing cadence and conventions.
- Support continued opportunities for more efficient response and transport model to include:
    - Tiered response monitoring and refinement
    - Supporting behavioral health models that shunt non-medical calls away from EMS system or lessen the current burden on the EMS system.
- Continued support emergency ambulance provider and community hospitals efforts to reduce patient transfer of care extended delays that impact the availability of ambulances for the next 9-1-1 call.

VI. Expected 2026 Reports, Updates, and Continued Support Items

- Continue to support stakeholder opportunities and efforts to procure sustainable funding for EMS System emergency communications, dispatch, and data infrastructure enhancements to optimize patient care in day-to-day and disaster conditions.
- Support Public Health Medical Health Disaster Coalition preparedness and engagement as it pertains to the EMS System. Continue to monitor and report on EMS System impacts due to changing economics and health care reform.
- Support EMS System program (STEMI, Stroke, Cardiac Arrest, EMSC, Quality/Patient Safety and Trauma) initiatives.
- Support and sustain community education and outreach.
- Support appropriate use of 9-1-1, CPR Anytime, and Automatic External Defibrillator (AED) programs through partnerships with Law Enforcement, CERT, fire first responders, and community coalitions.
- Receive updates on treatment guidelines and policies for 2026.

AB 1234 Ethics Education
Proof of Participation Certificate

Participant Name:

Course Date & Time: February 26, 2025 6:00 pm-8.00 pm

Location: Town Meeting Hall

Eligible Credit: 2 Hours (Requires Attendance for Entire Session)

This course is an overview course on all public service ethics issues necessary to satisfy the requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code, including the following:

- Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.
- Laws relating to claiming perquisites ("perks") of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies.
- Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.
- Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members; and
- General ethical principles relating to public service.

The Town of Danville affirms that this course satisfies the guidelines issued by the Fair Political Practices Commission and Attorney General for course sufficiency and accuracy.

To be completed by participant:

By signing below, I certify that I signed in at this session, participated in the activity described above and am entitled to claim 2.0 ethics education credit hour(s).

Participant Signature

NOTE TO PARTICIPANT: Please provide a copy of this proof of participation to the custodian for such records at your agency. In addition, we recommend you make a copy of this proof of participation for your own records to retain for at least five years. **These certificates are only available at this program; duplicates will not be issued.**

Training Certification for Members of County Advisory Bodies

Members of Contra Costa County's independent and advisory bodies are required to take three trainings.

Instructions:

1. **Brown Act & Better Government Ordinance Training:** Brown Act and Better Government Ordinance Training must be completed within three months of appointment. This training is available as a video and materials packet, or as an in-person training. Contact the Clerk of the Board at ClerkoftheBoard@cob.cccounty.us or (925) 655-2000 to find out about opportunities for in-person training.

2. **Ethics Training:** Ethics training, also referred to as AB 1234 Local Government Official Training, is provided by the Fair Political Practices Commission (FPPC). To complete this training, please create an account and retain the certificate generated from the FPPC at the end of the training. Advisory body members who receive compensation, salary, stipend, or expense reimbursement must complete AB 1234 ethics training every two years. All other advisory body members should complete this training once within the first three months of appointment.

3. **Implicit Bias Training:** Implicit Bias Training is provided by the Kirwan Institute through an online module course or a materials packet. Alternatively, if you have received a certificate for completing an implicit bias training course through your employer or other civic organization, that can be accepted in lieu. This training is required to be completed within the first three months of appointment and every two years thereafter.

Certification

By signing below, I certify that on 1/10/25 (date), I have watched or attended the entire training: "**The Brown Act and Better Government Ordinance**."

By signing below, I certify that on 1/10/25 (date), I completed the Fair Political Practices Commission (FPPC) training: "**Ethics for Local Government Officials.**" I have received the certificate of completion from the FPPC.

By signing below, I certify that on 1/10/25 (date), I completed the Kirwan Institute "**Implicit Bias Training**" OR have completed an alternative implicit bias training program through my employer or other civic organization.

EMCC
(Name of Advisory Body)

Von Burris — 1/10/25
(Name of Member) (Date)

Return this Certification to staff of your advisory body. Your training completion status will be included in your advisory body's annual report to the Contra Costa County Board of Supervisors. The chair or staff to your advisory body must keep all certifications on file.

Control No: 344556

Public Service Ethics Education
Online Proof of Participation Certificate

Date of Completion: Jan 10, 2025 **Training Time*:** 1 hr. 47 min.

This course is an overview course on all public service ethics issues necessary to satisfy the requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code, including the following:

- Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.
- Laws relating to claiming perquisites ("perks") of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies.
- Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.
- Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members; and
- General ethical principles relating to public service.

The Fair Political Practices Commission and Attorney General have reviewed this course for course sufficiency and accuracy.

By signing below, I certify that I fully reviewed the content of the entire online AB 1234 course approved by the Attorney General and Fair Political Practices Commission and am entitled to claim two hours of public service ethics law and principles credit.

Participant Signature

Xon Burris
Participant Name

Contra Costa County FPD
Agency Name

NOTE TO PARTICIPANT: Please provide a copy of this proof of participation to the custodian for such records at your agency. In addition, we recommend you make a copy of this proof of participation for your own records to retain for at least five years. To preserve the integrity of the online certification process; ***these certificates are only available upon completing the online session.*** ** To satisfy AB 1234 requirements, this certificate must reflect that the public official spent two hours or more reviewing the materials presented in the online course. If the certificate reflects less than two hours, the participant should have on file additional certificates demonstrating that the official has satisfied the entire two hour requirement.*

Certificate of Completion

AWARDED TO

Xon Burris

For the completion of four Implicit Bias Training modules
As recognized by the Kirwan Institute for the Study of Race & Ethnicity

January 10, 2025



THE OHIO STATE UNIVERSITY

KIRWAN INSTITUTE FOR THE
STUDY OF RACE AND ETHNICITY

Training Certification for Members of County Advisory Bodies

Contra Costa County's independent and advisory body members are required to take three trainings.

Instructions:

1. **Brown Act & Better Government Ordinance Training:** Brown Act and Better Government Ordinance Training must be completed within three months of appointment. This training is available as a video and materials packet, or as an in-person training. Contact the Clerk of the Board at ClerkoftheBoard@cob.cccounty.us or (925) 655-2000 to find out about opportunities for in-person training.

2. **Ethics Training:** Ethics training, also referred to as AB 1234 Local Government Official Training, is provided by the Fair Political Practices Commission (FPPC). To complete this training, please create an account and retain the certificate generated from the FPPC at the end of the training. Advisory body members who receive compensation, salary, stipend, or expense reimbursement must complete AB 1234 ethics training every two years. All other advisory body members should complete this training once within the first three months of appointment.

3. **Implicit Bias Training:** Implicit Bias Training is provided by the UCLA Office of Equity, Diversity and Inclusion through an online video series playlist (click the white "Play all" button on the left side of the webpage). Alternatively, if you have received a certificate for completing an implicit bias training course through your employer or other civic organization, that can be accepted in lieu. This training is required to be completed within the first three months of appointment and every two years thereafter.

Certification

By signing below, I certify that on 3/9/2025 (date), I have watched or attended the entire training: "**The Brown Act and Better Government Ordinance**."

By signing below, I certify that on 3/9/2025 (date), I completed the Fair Political Practices Commission (FPPC) training: "**Ethics for Local Government Officials**." I have received the certificate of completion from the FPPC.

By signing below, I certify that on 3/9/2025 (date), I watched the seven videos in the UCLA "**Implicit Bias Video Series**" OR have completed an alternative implicit bias training program through my employer or other civic organization.

Emergency Medical Care Committe
(Name of Advisory Body)

Melinda (Mindy) S. Elayda — March 9, 2025
(Name of Member) (Date)

Return this certification to staff for your advisory body. Your training completion status will be included in your advisory body's annual report to the Contra Costa County Board of Supervisors. The chair or staff to your advisory body must keep all certifications on file.

Control No: 349028

Public Service Ethics Education
Online Proof of Participation Certificate

Date of Completion: Mar 09, 2025 **Training Time*:** 0 hr. 40 min.

This course is an overview course on all public service ethics issues necessary to satisfy the requirements of Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code, including the following:

- Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.
- Laws relating to claiming perquisites ("perks") of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies.
- Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.
- Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members; and
- General ethical principles relating to public service.

The Fair Political Practices Commission and Attorney General have reviewed this course for course sufficiency and accuracy.

By signing below, I certify that I fully reviewed the content of the entire online AB 1234 course approved by the Attorney General and Fair Political Practices Commission and am entitled to claim two hours of public service ethics law and principles credit.

Participant Signature

Mindy Elayda
Participant Name

EMCC
Agency Name

NOTE TO PARTICIPANT: Please provide a copy of this proof of participation to the custodian for such records at your agency. In addition, we recommend you make a copy of this proof of participation for your own records to retain for at least five years. To preserve the integrity of the online certification process; ***these certificates are only available upon completing the online session.*** ** To satisfy AB 1234 requirements, this certificate must reflect that the public official spent two hours or more reviewing the materials presented in the online course. If the certificate reflects less than two hours, the participant should have on file additional certificates demonstrating that the official has satisfied the entire two hour requirement.*

Training Certification for Members of County Advisory Bodies

Contra Costa County's independent and advisory body members are required to take three trainings within three months of appointment and every two years thereafter.

Instructions:

1. **Brown Act & Better Government Ordinance Training:** This training is available as a video and materials packet, or as an in-person training. Contact the Clerk of the Board at ClerkoftheBoard@cob.cccounty.us or (925) 655-2000 for more information.

2. **Ethics Training:** Ethics training, also referred to as AB 1234 Local Government Official Training, is provided by the Fair Political Practices Commission (FPPC). To complete this training, please create an account and retain the certificate generated from the FPPC at the end of the training.

3. **Implicit Bias Training:** Implicit Bias Training is provided by the UCLA Office of Equity, Diversity and Inclusion through an online video series playlist (click the white "Play all" button on the left side of the webpage).

Alternatively, evidence of completion of comparable training from other jurisdictions within the most recent two years can be accepted and will satisfy of the County's training requirement for any of the above courses.

Certification

By signing below, I certify that on 10/13/25 (date), I have watched or attended the entire training titled "**The Brown Act And Better Government Ordinance**" OR have completed an alternative training program.

By signing below, I certify that on 10/13/25 (date), I completed the Fair Political Practices Commission (FPPC) training "**Ethics for Local Government Officials.**" I have received the certificate of completion OR have completed an alternative training program.

By signing below, I certify that on 10/13/25 (date), I watched the seven videos in the UCLA "**Implicit Bias Video Series**" OR have completed an alternative training program.

EMCC
(Name of Advisory Body)

Rebecca Pfeifer-Rosenblum
(Name of Member)

10/13/25
(Date)

****RETURN THIS CERTIFICATION TO STAFF FOR YOUR ADVISORY BODY****

Your training completion status will be included in your advisory body's Annual Report and Triennial Review to the Contra Costa County Board of Supervisors. The chair or staff to your advisory body must keep all certifications on file.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5347 **Agenda Date:** 12/16/2025 **Agenda #:** C.12.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Hazardous Materials Commission Vacancy Declaration

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the resignation of Fred Glueck after 12 years of service; DECLARE vacant the Hazardous Materials Commission Business Seat #1 effective December 31, 2025; and DIRECT the Clerk of the Board to post the vacancy.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
The Hazardous Materials Commission was established in 1986 to advise the Board of Supervisors, County staff and the mayors' council members, and staffs of the cities within the County, on issues related to the development, approval and administration of the County Hazardous Waste Management Plan. Specifically, the Board charged the Commission with drafting a hazardous materials storage and transportation plan and ordinance, coordinating the implementation of the hazardous materials release response plan and inventory program, and to analyze and develop recommendations regarding hazardous materials issues with consideration to broad public input, and report back to the Board on Board referrals.

The bylaws of the Hazardous Materials Commission provide for representatives of business to be nominated by the West County Council of Industries, screened by the Internal Operations Committee, and appointed by the Board of Supervisors.

CONSEQUENCE OF NEGATIVE ACTION:
The seat would not be declared vacant, which would hinder the ability to recruit to fill the position and it will be more difficult for the Commission to achieve a quorum and the diversity of viewpoints in Commission deliberations will be diminished.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5348 **Agenda Date:** 12/16/2025 **Agenda #:** C.13.

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Report Title: County Service Area P-2B Citizen's Advisory Committee

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the 2025 Annual Report for the County Service Area P-2B - Citizen's Advisory Committee, as recommended by Supervisor Candace Andersen.

FISCAL IMPACT:
None.

BACKGROUND:
On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year, in December.

CONSEQUENCE OF NEGATIVE ACTION:
The CSA P-2B Citizens Advisory Committee would be out of compliance with Resolution 2020/1.

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Alamo Police Services Advisory Committee (APSAC/P2B)

Advisory Body Meeting Time/Location: 5:30pm on the first Monday of every month

Chair (during the reporting period): Ross A. Hillesheim

Staff Person (during the reporting period): Cameron Collins, District II Board of Supervisors

Reporting Period: January 1, 2025 to December 31, 2025

I. Activities (estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

P2B helped organize and participated in several special events, including police-community forums, workshops on rights and responsibilities during police encounters, and public safety awareness campaigns. These events were crucial in building dialogue and understanding between the police force and the residents of Alamo.

II. Accomplishments (estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

The P2B committee supported local events through police services (including the AIA car show, the summer concert and movie series, and Alamo tree lighting). The P2B also continues publishing a public service announcement in the Alamo Today newspaper. The announcement highlights the local happenings and provides educational information for readers.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

P2B has 7 committee members and 1 alternate. There are currently no vacancies. P2B has monthly meetings that draw between five and ten members of the public.

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

All committee members have completed mandatory trainings.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

Continued financial stability and transparency. The P2B strives to be responsive to the community needs and advising our Supervisor Andersen and Sheriff Livingston.

The committee voted to move forward with consolidation with Round Hill (P5).

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5349 **Agenda Date:** 12/16/2025 **Agenda #:** C.14.

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Report Title: P5 Annual Report

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the 2025 Annual Report for the County Service Area P5 Round Hill Police Services Committee, as recommended by Supervisor Candace Andersen.

FISCAL IMPACT:
None.

BACKGROUND:
On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisor's on it's activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year, in December.

CONSEQUENCE OF NEGATIVE ACTION:
The CSA P5 Citizens Advisory Committee would be out of compliance with Resolution 2020/1.

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: County Service Area P-5 Citizens Advisory Committee

Advisory Body Meeting Time/Location: 7:00pm, 2nd Tuesday of Month at Round Hill CC

Chair (during the reporting period): Jason Hill

Staff Person (during the reporting period): Cameron Collins, Board of Supervisors District 2

Reporting Period: January 1, 2025 to December 31, 2025

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

2025 was a year marked by collaboration and meaningful progress. Working closely with P5 Police Services, Supervisor Andersen's office, and our full P5 Committee, we dedicated significant time to responsibly managing our budget and making strategic investments in enhanced safety services and deputy training.

Throughout the year, the committee maintained strong communication within our district and across local HOA groups, sharing best practices and identifying opportunities to improve neighborhood safety. We also provided monthly safety updates and reminders in STROLL magazine to keep residents informed and engaged.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

Our most significant accomplishment this year was P-5's leadership in bringing together the other districts to advance the creation of a unified Alamo police district. Through consistent P-5 meetings, close collaboration with P-2B, the dedicated efforts of our deputies and Lieutenant, extensive conversations with constituents, and several town hall meetings, we helped guide this important initiative forward. We are proud of the leadership role P-5 played in supporting this meaningful and long-term benefit for the Alamo community.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

There is currently one vacancy on the Committee. The group canceled two meetings in 2025 due to lack of quorum. The group consists of seven male members.

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

All members have completed Bown Act training , as well as ethics and implicit bias training.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

1. Continue to work on the consolidation of all Alamo police districts into the P5 CSA.
2. Focus on speed and stop sign enforcement.
3. Educate the community about legal use of electric bikes and electric scooters.
4. Monitor speed tracking capability of the new radar trailer to show trends.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5350 **Agenda Date:** 12/16/2025 **Agenda #:** C.15.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: 2025 Annual Report for the Behavioral Health Board

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the 2025 Annual Report for the Behavioral Health Board.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each advisory board, commission, or committee report annually to the Board on its activities, accomplishments, membership attendance, required training/certification, and proposed work plan or objectives for the following year. The attached report fulfills this requirement for the Behavioral Health Board.

CONSEQUENCE OF NEGATIVE ACTION:
f this report is not accepted, the Behavioral Health Board will be out of compliance with Board of Supervisors Resolution No. 2020/1.

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Contra Costa Behavioral Health Board

Advisory Body Meeting Time/Location: First Wednesday of each month at 4:30 p.m. at 1025 Escobar St, Martinez

Chair (during the reporting period): Vacant

Staff Person (during the reporting period): Daniel Colin

Reporting Period: 2025

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

The Board of Supervisors (BOS) appointed 17 members to the Behavioral Health Board (BHB), with official terms beginning on May 13, 2025. The BHB held its first Member Orientation on May 16, 2025 followed by the start of regular meetings on May 21, 2025.

As a newly established advisory body, the BHB participated in the development of its inaugural bylaws, which were approved by the BOS on November 18, 2025. During this foundational period, members also received an overview of Contra Costa Health-Behavioral Health Services (BHS) and the Behavioral Health Transformation (BHT) through a series of presentations led by department leadership and staff.

Following a 30-day public comment period, the Board conducted a Public Hearing for the Fiscal Year (FY) 2025–2026 Mental Health Services Act Three-Year Program and Expenditure Plan Annual Update. At the December 4, 2025 BHB meeting, a nominating committee was formed to begin the process of officer nominations.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

Meetings
Following the disbandment of the Mental Health Commission (MHC) and the Alcohol and Other Drug Advisory Board (AODAB) on December 31, 2024, the BHB was established as an integrated advisory body on January 1, 2025. The BHB held its first Member Orientation on May 16, 2025 and began holding regular meetings on May 21, 2025.

Bylaws
The development of the BHB's bylaws began on May 21, 2025 with a review of the previous bylaws from the MHC and AODAB. Discussions continued through July 2, 2025 resulting in a draft set of bylaws. The Board unanimously voted to forward the draft, with additional revisions, to County Counsel for review and to the Family and Human Services Committee (FHS) for recommendation to the BOS.

The bylaws were presented as a discussion item at the October 13, 2025 FHS meeting, where further revisions were recommended. Final approval of the bylaws was granted by the Board of Supervisors on November 18, 2025.

Behavioral Health Services Presentations
Board members received a series of presentations from BHS leadership, providing an overview of the department's various service areas. Topics included:

· Adult and Older Adult Services
· Housing Services
· Child/Adolescent Services
· Crisis Services
· Forensic Services
· Managed Care Services
· Alcohol and Other Drug Services

Behavioral Health Transformation Overview
The Board also received an overview of BHT, including the transition from the Mental Health Services Act (MHSA) to the Behavioral Health Services Act (BHSA). Presentations covered updates on BHSA components, the Community Planning Process, and the development of the Integrated Plan.

Public Hearings
On May 21, 2025 the BHB held a Public Hearing for the FY 2025–2026 MHSA Three-Year Program and Expenditure Plan Annual Update. The Board successfully motioned to forward the plan to the BOS for approval.

Ad-Hoc Nominating Committee
At the December 4, 2025 meeting, the BHB formed an ad-hoc nominating committee to begin the process of nominating officers.

Vacancies
One (1) vacancy: At-large Alternate seat.

Board Membership includes:
One (1) Board of Supervisor Member, one (1) Board of Supervisor Alternate Member, one (1) Consumer/Family Member younger than 26, one (1) Veteran or Veteran Advocate, one (1) Employee of a local education agency, one (1) At-Large Member, one (1) At-Large Alternate Member, five (5) district Consumer seats and five (5) district Family seats.

Level of participation
The BHB has actively participated in its responsibilities, including approval of meeting minutes for all Board meetings, a successful motion to forward the MHSA Three-Year Program and Expenditure Plan Annual Update for FY 2024–2025 to the BOS and a successful motion to forward its first draft set of bylaws for approval.

Quorum
Quorum was achieved at eight (8) of nine (9) BHB meetings held to date.

Member Orientation
BHB members were informed of the requirement to complete and submit the Training Certification for Members of County Advisory Bodies within three months of their appointment. The required trainings included Brown Act & Better Government Ordinance, Ethics, and Implicit Bias. These trainings were made available online and required documentation to verify completion as part of the certification submission process. Board members completed and submitted their training certifications between May 13, 2025 and August 13, 2025.

Brown Act Training
The BHB held an in-person Brown Act training facilitated by County Counsel. The training was presented as a discussion item during a Board meeting, allowing members to engage directly with Counsel and ask questions throughout the session. This interactive format provided valuable clarification on the application of the Brown Act to advisory bodies.

Alongside election of officers, objectives for next year are to be guided by the Board's mandated functions including:
· Review and evaluate the local public behavioral health system
· Review and evaluate the local public substance use disorder treatment system
· Advise the Board of Supervisors on community mental health and substance use disorder services
· Review and evaluate the community’s public behavioral health needs, services, facilities, and special problems where services are being provided
· Review county agreements entered under Welfare and Institutions Code section 5650
· Advise the Board of Supervisors and the local behavioral health director
· Review and approve procedures for citizen and professional involvement at all stages of the planning process
· Submit an annual report to the Board of Supervisors
· Review and comment on county’s performance outcome data
· Assess the impact of the realignment of services from the State to the County
· Conduct a public hearing on the draft three-year program and expenditure plan and annual updates at the close of the 30-day comment period required by subdivision.
· Review adopted BHSA plan and make recommendations to the local behavioral health agency
· Provide an annual report of written explanations to the Board of Supervisors and Department of Health Care Services

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5351 **Agenda Date:** 12/16/2025 **Agenda #:** C.16.

To: Board of Supervisors

From: Diane Burgis, District III Supervisor

Report Title: ACCEPT the Knightsen Town Advisory Council (KTAC) 2025 Annual Report and the 2026 Work Plan as recommended by Supervisor Diane Burgis

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the Knightsen Town Advisory Council (KTAC) 2025 Annual Report and the 2026 Work Plan as recommended by Supervisor Diane Burgis

FISCAL IMPACT:
None

BACKGROUND:
The Knightsen Town Advisory Council (KTAC) completes an Annual Report listing all activities and accomplishments and they create a Work Plan for the upcoming year.

CONSEQUENCE OF NEGATIVE ACTION:
None

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Knightsen Town Advisory Council

Advisory Body Meeting Time/Location: 3rd Tuesday 7PM, 3020 2nd Street Knightsen

Chair (during the reporting period): Kim Carone

Staff Person (during the reporting period): Alicia Nuchols

Reporting Period: January 1, 2025 - December 31, 2025

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

The primary goals of the Knightsen TAC were to increase community awareness and participation at the regular TAC meetings and to represent the community's interests, concerns, and voice to the Board of Supervisors.

Meetings were held every other month for the first part of the year, providing the community with an avenue to voice their concerns via KTAC to the Office of the Supervisor and for the county to provide response to concerns. Monthly updates are provided by the Office of Supervisor Diane Burgis, Contra Costa County Office of the Sheriff, Contra Costa Fire Protection District, and other agencies as requested.

With only 3 of the 5 seats appointed, quorum was difficult to meet. As of November 4, 2025 all 5 seats are filled.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

In 2025 KTAC successfully held 3/12 regular meetings where they provided input on 6 Agency Comment Requests.

Additionally, they held their annual community clean-up event in August and collected 10-40 yard bins totaling 2.3 tons..

KTAC also engaged directly with the District 3 Supervisor's Office and other county agencies to assist individual residents resolve issues as needed.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

January 2025 - Meeting canceled.- No agenda items
February 2025 - 3/5 Members present
March 2025 - Meeting canceled.- No agenda items
April 2025 - 3/5 Members present.
May 2025 - Meeting canceled- lack of quorum
June 2025 - Meeting canceled
July 2025 - Meeting canceled - lack of quorum
August 2025 - Meeting canceled - No agenda items
September 2025 - 3/5 Members present
October 2025 - 3/5 Members present
November 2025 - 4/5 Members present
December 2025 - Meeting canceled - Nov/Dec meetings combined

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

It is mandatory for all committee members to complete county training regarding the Ralph M. Brown Act, County's Better Government Ordinance, Implicit Bias for county officials, and the county's ethics orientation within 90 days of appointment and every two years thereafter.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

The priorities for KTAC in 2025 will be to increase community awareness and participation at the monthly meetings and to represent the community's interests, concerns, and voice to the Board of Supervisors.

Additionally, the following items will be given special attention:

1. Host a Community Engagement Workshop
2. Increase communication with the community regarding areas of concern to be shared with Supervisor Burgis and county agencies.
3. Code Enforcement priorities as identified by KTAC.
4. Knightsen Community Events - Tractor Stroll, Knightsen Parade, and Tree Lighting.
5. Preservation of the agricultural lifestyle.
6. Increase awareness of Knightsen amenities and clubs.
7. Participation at meetings from county agencies/departments and staff.

The Knightsen TAC is scheduled to meet every other month on the 3rd Tuesday at 7:00 PM at the Knightsen Farm Bureau located at 3020 Second Street in Knightsen.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5352 **Agenda Date:** 12/16/2025 **Agenda #:** C.17.

To: Board of Supervisors

From: Diane Burgis, District III Supervisor

Report Title: ACCEPT the Byron Municipal Advisory Council (BMAC) 2025 Annual Report and the 2026 Work Plan as recommended by Supervisor Diane Burgis

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the Byron Municipal Advisory Council (BMAC) 2025 Annual Report and the 2026 Work Plan as recommended by Supervisor Diane Burgis

FISCAL IMPACT:
None

BACKGROUND:
The Byron Municipal Advisory Council (BMAC) reports all activities and accomplishments with an Annual Report and they complete a Work Plan for the upcoming year.

CONSEQUENCE OF NEGATIVE ACTION:
None

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Byron Municipal Advisory Council

Advisory Body Meeting Time/Location: 4th Tuesday, 6 PM at St. Anne Catholic Church, Byron, CA

Chair (during the reporting period): Linda Thuman

Staff Person (during the reporting period): Claire Alaura

Reporting Period: January 1, 2025 - December 31, 2025

I. Activities (estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

The primary goals of the Byron MAC in 2025 were to increase community awareness and participation at the monthly MAC meetings and to represent the community's interests, concerns and to be a voice to the Board of Supervisors.

Meetings were planned for every month, providing the community with an avenue to voice their concerns to the Office of the County Supervisor, District 3. Monthly updates are provided by the Office of Supervisor Diane Burgis, Contra Costa County Office of the Sheriff, Contra Costa Fire Protection District and other agencies/departments as requested.

II. Accomplishments (estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

In 2025, the Byron MAC activities and efforts included:

- 8 of 12 regular meetings were held where the Byron MAC provided input on Agency Comment Requests and/or valuable feedback to County staff on Planning Commission and Zoning Administrator items, and received reports from various County departments and agencies.

- A successful Community Clean-Up Day was held in October, hosted by the Office of Supervisor Diane Burgis and Mt. Diablo Resource Recovery, which bought in 10 dumpsters and was free of charge to all residents of Byron.

- Communicating with the District 3 Supervisor's Office and other county agencies to assist individual residents and resolve issues as needed.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

January - Meeting Canceled
February, March, April and May - All Members Present
June and July - Meetings Canceled
August, September and October - All Members Present
November - ?/5 Members Present
December - Meeting Canceled

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

It is mandatory for all Committee Members to complete County training regarding the Ralph M. Brown Act, County's Better Government Ordinance, Implicit Bias for County Officials, and the County's ethics orientation within 90 days of appointment and every two years thereafter.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

The Byron MAC's priorities for 2026 will continue to provide the Byron community with the opportunity to communicate with the various County Departments, and work to schedule pertinent and informative speaker presentations at the monthly meetings.

Specific focus will be given to:
1. Communicating with the community regarding areas of concerns
2. Promoting Community Identity
3. Maintaining and addressing local flooding concerns with County Public Works
4. Maintaining and addressing code enforcement concerns with County Code Enforcement
5. Continuing the Annual Community Clean-Up Day

The Byron MAC is scheduled to meet on the 4th Tuesday of the month at 6 pm at St. Anne Catholic Church in Byron.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5353 **Agenda Date:** 12/16/2025 **Agenda #:** C.18.

To: Board of Supervisors

From: Diane Burgis, District III Supervisor

Report Title: ACCEPT the County Service Area P6 (Discovery Bay) Citizens Advisory Council 2025 Annual Report and the 2026 Work Plan as recommended by Supervisor Diane Burgis

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the County Service Area P6 (Discovery Bay) Citizens Advisory Council 2025 Annual Report and the 2026 Work Plan as recommended by Supervisor Diane Burgis

FISCAL IMPACT:
None

BACKGROUND:
The County Service Area P6 (Discovery Bay) Citizens Advisory Council submits all activities and accomplishments in the Annual Report and submits a Work Plan for the upcoming year.

CONSEQUENCE OF NEGATIVE ACTION:
None

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: County Service Area P-6 (Discovery Bay Zones) Citizen Advisory Committee

Advisory Body Meeting Time/Location: 2nd Wed. Quarterly at 6PM, Discovery Bay Community Center

Chair (during the reporting period): Bob Mankin

Staff Person (during the reporting period): Claire Alaura

Reporting Period: January 1, 2025 - December 31, 2025

I. Activities (estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

The primary goal of the Discovery Bay P-6 in 2025 was to continue to be the connection between the residents of Discovery Bay with the County regarding police services. During 2025 the Discovery Bay P-6 struggled to meet regularly as quorum was often not met.

II. Accomplishments (estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

The primary goal of the Discovery Bay P-6 in 2025 was to continue to be the connection between the residents of Discovery Bay with the County regarding police services. During 2025 the Discovery Bay P-6 struggled to meet regularly as quorum was often not met.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

All five seats are full, there are no vacancies.

January 2025 - Meeting Canceled.
July 2025 - Meeting rescheduled from July 9th to 23rd. Lacked quorum, meeting canceled.
October 2025 - 4/5 Members Present.

Only one meeting was held in 2025 due to lack of quorum.

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

It is mandatory for all committee members to complete County training regarding the Ralph M. Brown Act, County's Better Government Ordinance, Implicit Bias for County Officials, and the County's ehtics orientation within 90 days of appointment and every two years thereafter.

Of the five P-6 board members, as of the submission date of this report, two board members have not completed their required training.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

The Discovery Bay P-6's priorities for 2025 will be to continue providing the community of Discovery Bay with the opportunity to communicate with the County and Office of the Sheriff.

We will specifically focus on retention of board members, completion of required training and returning to a regular meeting schedule after a long break of meetings.

The P-6 is scheduled to meet on the second Wednesday, quarterly, at 6 pm at the Discover Bay Community Center.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5354 **Agenda Date:** 12/16/2025 **Agenda #:** C.19.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: 2025 Advisory Body Annual Report for Affordable Housing Finance Committee

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the 2025 Advisory Body Annual Report for Affordable Housing Finance Committee (AHFC), as recommended by the Conservation and Development Director (No fiscal impact).

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each regular and ongoing board, commission or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certifications (if any), and proposed work plan and objectives for the following year, in December. The following fulfills this requirement for the AHFC:

2025 Annual Report

1. *Activities*: A meeting of the Affordable Housing Finance Committee (AHFC) was scheduled for May 20, 2025; however, the meeting was unable to be held due to lack of quorum of committee members. There was not enough time to schedule and hold another AHFC meeting prior to the Board of Supervisors meeting on June 24, 2025, where all federal and local funding will be considered and approved. HUD's deadline to submit the FY 2025/26 Action Plan, which must include all CDBG and HOME funded activities, was July 11, 2025. Therefore, staff's recommendations for CDBG and HOME housing activities were considered by the Board of Supervisors at the meeting on June 24, 2025.

2. *Accomplishments*: The AHFC committee was unable to achieve quorum at its one meeting scheduled for May 20, 2025, and therefore no accomplishments occurred in 2025.

3. *Attendance/Representation*: The AHFC committee was unable to achieve quorum at its one meeting scheduled for May 20, 2025. As of July 1, 2025, there are four vacancies:

    - West County (City) Representative,
    - East County (Unincorporated) Representative,
    - Central County (Unincorporated) Representative, and

- Community/At-Large Representative.

Affordable Housing Program Manager, Kristin Sherk, is staff to the AHFC.

4. *Training/Certification*: There has not been any special training for the AHFC in 2025.

5. *Proposed Work Plan/Objectives*: The AHFC typically meets at least once annually in the Spring. The Internal Operations Committee met on November 24, 2025 to consider directing DCD staff to revise the AHFC Bylaws. They recommended revising the organization of the representative seats to five representative seats, one per Board of Supervisorial District, and adding one Community/At-Large Representative seat keeping the total seats at seven. The Board of Supervisors approved this recommendation and associated changes to the AHFC bylaws on December 9, 2025.

CONSEQUENCE OF NEGATIVE ACTION:
N/A

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5355 **Agenda Date:** 12/16/2025 **Agenda #:** C.20.

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Report Title: Alamo Municipal Advisory Council

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the 2025 Annual Report for the Alamo Municipal Advisory Council, as recommended by Supervisor Andersen.

FISCAL IMPACT:
None.

BACKGROUND:
On January 7, 2020, the Board of Supervisors adopted No. 2020/1, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year, in December.

CONSEQUENCE OF NEGATIVE ACTION:
The Alamo Municipal Advisory Council would be out of compliance with Resolution 2020/1.

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Alamo Municipal Advisory Council

Advisory Body Meeting Time/Location: 6:00pm/Alamo Women's Club

Chair (during the reporting period): Heather Chaput/Michaela Straznicka

Staff Person (during the reporting period): Cameron Collins, District II Board of Supervisors

Reporting Period: January 1, 2025 - December 31, 2025

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

The Alamo MAC received regular reports on the Livorna Park Revitalization project. The group communicated with Public Works/Special Districts regularly on the project design, particularly the play structure choice. The MAC also established priorities for the beautification of Alamo. Member Robert Mowat completed a tree survey along Danville Blvd. and made plans for re-planting after tree work has been completed. The MAC also reviewed and accepted quarterly financial reports for the CSA R-7 and Zones 36, 45 and 54. The MAC sponsored four concerts and two outdoor movies and included food truck vendors. The MAC reviewed nearly 20 land use applications and made recommendations to Supervisor Andersen.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

- Oversaw the completion of the design for the Livorna Park revitalization.
- Finalized the Danville Blvd. Tree Survey
- Established priorities for the CSA R7 fund
- Provided oversight of the CSA R7 budget as well as the budgets for Zones 36, 45 and 54

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

The Youth Representative seat is vacant at this time. Chair Heather Chaput resigned in September. A new member search resulted in finding a younger member to participate.
Participation is excellent from members, no issue meeting quorums
As diverse as possible geographically within Alamo; MAC consists of four women, one male alternate and two men. Members live throughout the Alamo area and represent age groups that are generally proportional to community constituents.
Numerous subcommittees divide the work of the MAC and make better recommendations possible.

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

Members completed implicit bias training; new members completed Brown Act training.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

Finalize design for Livorna Park and begin construction.
The MAC continues to seek out vacant parcels in Alamo to develop new parks.
Enhance the roundabout landscaping in response to community input.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5356 **Agenda Date:** 12/16/2025 **Agenda #:** C.21.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: 2025 Annual Report for Family and Children's Trust (FACT) Committee

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the 2025 Advisory Body Annual Report for the Family and Children's Trust (FACT) Committee, as recommended by the Employment and Human Services Director.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each advisory board, commission, or committee report annually to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year. The attached report fulfills this requirement for the FACT Committee.

The FACT Committee was established in 1985 by the Contra Costa County Board of Supervisors to make funding recommendations to the Board of Supervisors on the allocation of specific funds for the prevention/amelioration of child abuse and neglect, and the promotion of positive family functioning.

The FACT Committee reviewed and approved the report at the December 1, 2025, regularly scheduled FACT Committee meeting.

CONSEQUENCE OF NEGATIVE ACTION:
If not approved, the FACT Committee would not be in compliance with Resolution 2020/1.

CHILDREN'S IMPACT STATEMENT:

The FACT Committee role and responsibilities support all five community outcomes established in the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are economically Self Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families."

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Family and Children's Trust (FACT)

Advisory Body Meeting Time/Location: First Monday of each Month, 9:30am to 11:30am; EHSD Office

Chair (during the reporting period): Isabel Renggenathen

Staff Person (during the reporting period): Laura Malone 1/1/2025-6/1/2025; Ana Kaye 6/1/2025-present

Reporting Period: January 1, 2025 - December 31, 2025

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

2025 began the three (3) year contract/award/funding cycle for FACT, and as such, the primary focus for the year was selecting and awarding FACT funded contracts. This work includes:
- Request for Proposals (RFP) for FACT funded services published on January 3, 2025.
- FACT Committee reviewed, evaluated, and scored 10 RFP responses and on April 7, 2025 voted to recommend six (6) organizations for FACT funding for a three (3) year contract cycle with the initial one (1) year term beginning 7/1/25 and the possibility of two (2) one (1) year renewals.

Additional FACT activities included:
- The review of FACT funded organizations' mid year reports.
- 2024 Tax Donation Letters sent to 248 FACT donors in February 2025. 2024 donations totaled $21,313.21. Donations were from Central County (64%), West County (16%), East County (8%) and outside Contra Costa County (17%), and from unidentified donors (5%).
- Ann Adler Tax Donation Flyer updated and incorporated into Fall 2025 Property Tax Bill. Data on recipients and on donations will be available late December 2025/early January 2026 and reported in the 2026 annual report.
- Four (4) FACT members' terms ended in 2025. All four (4) members submitted renewal applications timely. The FACT Committee reviewed, approved, and recommended to the Board of Supervisors the members be reappointed.
- One (1) new membership application was vetted, approved and recommended to the Board of Supervisors.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

The FACT Committee in coordination with EHSD CFS Staff to FACT achieved the following for 2025 in addition to those reflected in I. Activities, above:
- Awarded, negotiated, and finalized FACT FY2025-2026 contracts resulting from the FACT Request for Proposal. FACT contracts awarded in the total amount of $600,000 ($100,000 each) to six (6) community based non-profit organizations to support Child Abuse Prevention. Including:
- Bay Area Crisis Nursery; Crisis Nursery Services
- Contra Costa Interfaith Housing (Hope Solutions); Clinical and Academic Support Services for Homeless and Poverty-Impacted Families for those living within CCIH affordable housing sites
- Mt. Diablo Unified School District; Crossroads High School; Pregnant and Parenting Teens
- Ujima Family Recovery Services; Family Wellness Program
- Child Abuse Prevention Council (CAPC); Nurturing Parenting Program
- STAND! for Families Free of Violence; Breaking the Cycle Program
- Increased contract funding to awarded vendors in an effort to ensure all funds were expended on services to support children and families.

Additional accomplishments included:
- Maintained 10 of 11 filled member seats January 2025-November 2025. On November 18, 2025 the BoS approved the application for remaining vacant seat, At-Large-Seat Three (3).

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

FACT maintained 10 of 11 filled member seats January 2025-November 2025. One (1) new member was vetted and approved in 2025. On November 18, 2025 the Board of Supervisors approved the application for remaining vacant seat, At-Large-Seat Three (3). As of November 2025, all 11 FACT seats are filled. FACT Committee membership consists of t three (3) At-Large seats, five (5) Supervisorial District Seats, One (1) representative from each District, and three (3) discipline/sector specific seats. FACT Committee seat members live or work in the following areas of the county: East (3): District III Seat, District V Seat, At-Large Seat 3; Central/South (7): District II Seat, District IV Seat, At-Large Seats 1 & 2, First 5 Commission Seat, Mental Health/Education Seat and Child Abuse Prevention Council Seat; and West (1): District I Seat.

In 2025 10 FACT meetings were held. In September 2025, the Committee discussed and agreed to cancel the October meeting due to scheduling conflicts. The meeting was not rescheduled as October FACT activities could be completed in November. No meetings were canceled due to lack for quorum.

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

In alignment with training requirements communicated by Clerk of the Board, members of the FACT Committee are required to complete the following trainings every two years:

- Brown Act & Better Government Ordinance Training Video
- Ethics for Local Government Officials
- Implicit Bias Training

The training requirement has been communicated to current and new FACT Committee members and resulting training certificates are tracked and kept on file by Staff to FACT. In 2025, five (5) of the eleven (11) Committee members were required to renew the trainings. All five (5) members completed the trainings and submitted their certificates to Staff to FACT in a timely manner. As of November 2025, all Committee members are in compliance with the training requirement.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

The FACT Committee is scheduled to perform and complete the following objectives in the 2026 calendar year:

- Prepare and deliver tax donation letters to community donors for 2025 in January 2026.
- Deliver FACT new member training orientation session - targeted for January 2026.
- Complete and Report out on FACT Grant Contractor Site Visits for six (6) FACT Contractors January 2025-March 2025.
- Monitor FACT Membership, including recruiting and reviewing applications to fill open seat vacancies as needed.
- Prepare and deliver Ann Adler Tax Donation Flyer to include with Fall 2026 Property Tax Bills.
- Recommend the Board of Supervisors approve the 2026-2027 FACT Grantee Contract renewals.
- In Q4, plan, evaluate, establish and implement FACT Grant Contractor Site Visit monitoring logistics/process to initiate in January 2027.
- Assess and update three year RFP cycle work plan to expedite RFP publication.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5357 **Agenda Date:** 12/16/2025 **Agenda #:** C.22.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Historical Landmarks Advisory Committee (HLAC) 2025 Advisory Body Annual Report

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT the Contra Costa County Historical Landmarks Advisory Committee (HLAC) 2025 Annual Report.

FISCAL IMPACT:

Approval of the Historical Landmarks Advisory Committee (HLAC) 2025 Annual Report will not have a fiscal impact. However, HLAC is an unfunded committee and the cost of providing staff support is absorbed by the Department of Conservation and Development.

BACKGROUND:

On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each regular and ongoing board, commission, or committee annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year. Attached, please find the HLAC's annual report for 2025.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the Historical Landmarks Advisory Committee (HLAC) will not be in compliance with Resolution No. 2020/1.

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Historical Landmarks Advisory Committee (HLAC)

Advisory Body Meeting Time/Location: 2nd Thursday of Feb, May, August, and Nov; 40 Muir Rd, Martinez

Chair (during the reporting period): Carol Jensen

Staff Person (during the reporting period): Dominique Vogelpohl

Reporting Period: January 1, 2025 - December 31, 2025

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

The HLAC remained involved with the County General Plan update by assisting with action items COS-A10.1, 10.2, 10.3, and 10.4. within Chapter 7 of the new General Plan.

The HLAC continued to advocate that the County adopt a historic preservation ordinance.

The HLAC recommended to the Board of Supervisors the nomination of the Thiederman Residence at 205 Lake Drive in Kensington to the County Historic Resources Inventory (HRI).

The HLAC recommended to the Board of Supervisors that 1850 Alameda Diablo in Diablo and 205 Lake Drive in Kensington be approved for a Mills Act Contract.

The HLAC recommended to support the Contra Costa County Historical Society (CCCHS) with their request for an increased stipend from the County to cover inflation costs.

HLAC Chair, Carol Jensen, continued to represent the HLAC in being an active member of the Sacramento-San Joaquin Delta National Heritage Area Advisory Committee for the Delta Protection Commission.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

The County will have added another resource to the County Historic Resources Inventory (HRI), 205 Lake Drive in Kensington, due to the HLAC's recommendation.

The HLAC attended the Transportation, Water and Infrastructure Committee (TWIC) meeting on February 24th to continue to support the development of a historic preservation ordinance for the County.

HLAC Chair, Carol Jensen, has collaborated with the County Historical Societies, and in doing so, located all resources listed in the HRI to assist the Department of Conservation and Development staff with action item COS-A10.1, updating the HRI.

HLAC committee member, Anthony Geisler, donated historical documents with respect to the founders of Save Mount Diablo to the CCCHS.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

The five-member HLAC is comprised of four Contra Costa County Historical Society (CCCHS) members and the Deputy Director (DD) of the Department of Conservation and Development, Community Development Division.
Meetings held in 2025 (February 13, May 8, August 14**canceled*, September 25, and November 13):
Melissa Jacobson (Vice Chair), Seat 1: Present, Present, - , Absent, Present
David Yuers, Seat 2: Present, Absent, - , Present, Present
Anthony Geisler, Seat 3: Present, Absent, - , Present, Present
Carol Jensen (Chair), Seat 4: Present, Present, - , Present, Present
Ruben Hernandez (DD): Absent, Present, - , Present, Present

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

All HLAC members are up to date with their Training Certification requirements:
- Member of County Advisory Body
- Public Service Ethics Education
- Implicit Bias

HLAC staff, Dominique Vogelpohl, and HLAC committee member, Anthony Geisler, participated in the September 14, 2025, history tour of the Diablo County Club Golf Course hosted by the Diablo Property Owners' Association.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

The HLAC will continue its engagement with Envision 2040 by assisting staff in completing the action items within the new General Plan that pertain to historical resources (action items COS-A 10.1-10.4).

The HLAC will continue its advocacy in including a historic preservation ordinance in the Zoning Code update.

The HLAC will continue its efforts in updating the Historic Resources Inventory (HRI).

HLAC Chair, Carol Jensen, will continue participating in the Sacramento-San Joaquin Delta National Heritage Area Advisory Committee.

The HLAC will renew all seats that will be expiring on August 12, 2026.

The HLAC will start discussing the CCCHS's latest developments at their meetings.

The HLAC will explore adding a new committee member seat to represent west county.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5358 **Agenda Date:** 12/16/2025 **Agenda #:** C.23.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: Measure X Community Fiscal Oversight Committee 2025 Advisory Body Annual Report

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ACCEPT the Contra Costa County Measure X Community Fiscal Oversight Committee (MXCFOC) 2025 Advisory Body Annual Report.

FISCAL IMPACT:

Acceptance of the Measure X Community Fiscal Oversight Committee 2025 Advisory Body Annual Report has no fiscal impact.

BACKGROUND:

On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each regular and ongoing board, commission, or committee annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year. Attached, please find the Measure X Community Fiscal Oversight Committee Advisory Body Annual Report.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the Measure X Community Fiscal Oversight Committee will not be in compliance with Resolution No. 2020/1.

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Measure X Community Fiscal Oversight Committee

Advisory Body Meeting Time/Location: Three times annually - 4:00 PM - 1025 Escobar St, Martinez, CA

Chair (during the reporting period): Greg Marvel

Staff Person (during the reporting period): Jessica Shepard

Reporting Period: January 1, 2025 to December 31, 2025

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

The Fiscal Oversight Committee undertook the following activities during the reporting period:
1. Held periodic scheduled meetings to prepare the workplan for 2025. Near the close of the calendar year 2025 the committee has four of five seats filled. District V's committee seat is currently vacant.
3. Reviewed the areas of study under the purview of the committee and then reviewed staff reports and outside audit reports of the Measure X allocations and expenditures.
4. Prepared a report outlining the committee's findings and submittal to the Board of Supervisors.
5. Of particular note is that County staff reported the traffic to the Measure X website for fiscal year 2024-25, and reported External Traffic of 2,640 visits and Internal County traffic of 751 visits, totally 3,391 for the fiscal year.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

1. Unlike last year's report, which covered the period 4/1/21 through 6/30/24, the committee undertook the normal review of one fiscal year, 7/1/24 through 6/30/25. The committee reviewed the expenditures of tax revenue generated by Measure X, to ensure that those expenditures conformed to the stated intent of the ballot measure that was approved by the voters of Contra Costa County.
2. Reviewed the Measure X expenditures to ensure the funds were spent in conformance with the Board of Supervisors' specific directions and allocations.
3. Oversaw an annual audit of expenditures of the tax revenue generated by Measure X.
4. Prepared an annual report of expenditures of tax revenue generated by Measure X.
5. The Committee approved the annual report and found that the allocations and expenditures during the period 7/1/24 through 6/30/25 were in conformance and compliance with the stated intent of Measure X.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

The membership of the committee is composed of one representative from each of the supervisorial areas. There is currently one vacancy, the District V seat. This number fulfilled the requirements of a quorum and thus meetings could be held. There were sufficient committee members in attendance at each meeting to constitute a quorum and continue the work of the committee.

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

All four of the current members have completed the required Brown Act, Ethics and Implicit Bias trainings.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

1. Normal review is fiscal year based. The committee will review the Measure X allocations and expenditures from 7/1/25 through 6/30/26. The purpose of the review will be to ensure that those allocations and expenditures related to Measure X are in conformance with the stated intent of the ballot measure that was approved by the voters of Contra Costa County.
2. Review the Measure X expenditures to ensure the funds were spent in conformance with the Board of Supervisors' specific directions and allocations.
3. Oversee an annual audit of expenditures of the tax revenue generated by Measure X. for the period 7/1/25 through 6/30/26.
4. Prepare an annual report of expenditures of tax revenue generated by Measure X for the period 7/1/25 through 6/30/26.
5. Have the committee approve the annual report that makes findings on the appropriateness of the allocations and expenditures related to Measure X for the period 7/1/25 through 6/30/2026 and have that reported submitted to the Board of Supervisors.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5016 **Agenda Date:** 12/16/2025 **Agenda #:** C.24.

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Report Title: Advisory Body Annual Report-Blackhawk P2A

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the 2025 Annual Report for the County Service Area P-2A Citizens Advisory Committee, as recommended by Supervisor Andersen.

FISCAL IMPACT:
None.

BACKGROUND:
On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1, which requires that each regular and ongoing board, commission, or committee shall annually report to the Board of Supervisors on its activities, accomplishments, membership attendance, required training/certification (if any), and proposed work plan or objectives for the following year, in December.

CONSEQUENCE OF NEGATIVE ACTION:
The County Service Area P-2A Citizens Advisory Committee would be out of compliance with Resolution No. 2020/1.

ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Blackhawk Advisory Committee P2A

Advisory Body Meeting Time/Location: 6pm. Blackhawk Country Club, Lakeside Board Room

Chair (during the reporting period): Andy Cohn

Staff Person (during the reporting period): Carol Mascali, Districct 2

Reporting Period: 2025

I. Activities (estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

- Monitored & reviewed the monthly activity reports submitted by Chief Schultz.
- Ensured all necessary resources were available for Chief Schultz & his team to perform their responsibilities with focus on maximum efficiency.

II. Accomplishments (estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

- Established sub-committee to inform, educate & communicate the goals, objectives, activities and role of the Blackhawk police department. This committee will be meeting with residents throughout the Blackhawk community.
-Created & presented document to the Blackhawk Homeowners Association to identify the importance of the Blackhawk police department; and the funding necessary to ensure the best possible coverage and safety for the Blackhawk community.
- Identified the budgetary issues and challenges in order for the Blackhawk community to have appropriate coverage by the Blackhawk police department.

III. Attendance/Representation (estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

- Achieved quorum for all scheduled meetings.
- By the end of the year; all open positions fulfilled.
- Achieved the goal of creating & encouraging an environment for open participation from ALL the committee members by offering a Zoom options for community members to attend the P2A meetings.

IV. Training/Certification (estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

Provided mandatory Advisory Body training to committee members and forwarded copies of training certificates to the Clerk of the Board office.

V. Proposed Work Plan/Objectives for Next Year (estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

- Accelerate the sub-committee's communication with all possible members of the Blackhawk community on the role, goal and objectives of the Blackhawk police department.
- Finalize budget projections for the next 2 years to identify funds needed to ensure appropriate police coverage of the Blackhawk community.
- Prepare all activities needed for Parcel Tax campaign.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5359 **Agenda Date:** 12/16/2025 **Agenda #:** C.25.

To: Board of Supervisors

From: Family & Human Services Committee

Report Title: Council on Homelessness Appointments

☐Recommendation of the County Administrator ☒ Recommendation of Board Committee

RECOMMENDATIONS:

APPOINT eleven (11) individuals to seats on the Council on Homelessness with terms expiring December 31, 2027, as recommended by the Family and Human Services Committee.

FISCAL IMPACT:

There is no fiscal impact for this action.

BACKGROUND:

The Contra Costa Council on Homelessness (COH), a Board of Supervisors appointed body, provides advice and input on the operations of homeless services, program operations, and program development efforts in the County. The COH establishes the local process for applying, reviewing and prioritizing project applications for funding in the HUD Homeless Assistance Grant Competitions, including the Continuum of Care (CoC) Program and the Emergency Solutions Grant Program.

At the November 10, 2025, Family and Human Services Committee Meeting, the Committee approved the appointment and reappointment of the following eleven (11) individuals to the Council on Homelessness, with terms expiring December 31, 2027.

SEAT	NAME
REAPPOINTMENT	
Behavioral Health	Dani Jimenez
Faith Community	Wayne Earl
Federal Homeless and Housing Funding Administrator	Gabriel Lemus
Public Housing Authority	Tony Ucciferri
Public Safety	Shawn Ray
Reentry Services	Nicole Green

NEW APPOINTMENT	
City Government	Jared Murti
CoC/ESG Program Grantee	Ralph Payton
Community Member	Donnie Diego
Employment and Human Services Department (EHSD)	Belinda Jackson-Thomas
Youth	Anastasia Lockwood

CONSEQUENCE OF NEGATIVE ACTION:

Failure to appoint members and make the requested term adjustment will reduce public participation in advising policy development.

COH Seat Applying	First Name	Last Name	District
Behavioral Health Representative	**Roland**	**Fernandez**	5
Behavioral Health Representative	**Dani**	**Jimenez**	4
Behavioral Health Representative	**Judy**	**Quittman**	1
Behavioral Health Representative	**Elder Desiree**	**Rushing**	3
City Government Seat	**Jared**	**Murti**	1
City Government Seat	**Bessie Marie**	**Scott**	3
CoC/ESG Program Grantee	**Dominick**	**Anthony**	3
CoC/ESG Program Grantee	**Lisa Ruth**	**Malul**	4
CoC/ESG Program Grantee	**Paida**	**Ndemera**	2
CoC/ESG Program Grantee	**Ralph**	**Payton**	1
CoC/ESG Program Grantee	**Adam**	**Poe**	1
Community Member Seat	**Molly P.**	**Clopp**	2
Community Member Seat	**Kristen**	**Colchico**	5

COH Seat Applying	First Name	Last Name	District
Community Member Seat	**Donnie**	**Diego**	5
Community Member Seat	**Nichole**	**Gardner**	3
Community Member Seat	**Manish**	**Jain**	3
Community Member Seat	**Ashley**	**Johnson**	1
Community Member Seat	**Janay**	**McCullough**	4
Community Member Seat	**Dorie M.**	**Ofogh**	2
Employment and Human Services Department (EHSD) Repr	**Belinda**	**Jackson-Thomas**	1
Faith Community Representative	**Josie**	**Asencio**	3
Faith Community Representative	**Wayne**	**Earl**	4
Faith Community Representative	**Elder Desiree**	**Rushing**	
Federal Homeless and Housing Funding Administrator Repr	**Gabriel**	**Lemus**	5
Public Housing Authority	**Tony**	**Ucciferri**	4
Public Safety Representative	**Shawn**	**Ray**	1

COH Seat Applying	First Name	Last Name	District
Reentry Services Representative	**Nicole**	**Green**	5
Reentry Services Representative	**Yvette**	**Williams**	4
Youth Representative	**Anastasia**	**Lockwood**	3

Application Form

Profile

Roland
First Name

Middle Initial

Fernandez
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 5

Employer

Job Title

Length of Employment

Do you work in Contra Costa County?

○ Yes ◉ No

If Yes, in which District do you work?

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

10 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: 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 *

☑ G.E.D. Certificate

College/ University A

Name of College Attended

University Of Phoenix

Degree Type / Course of Study / Major

BA

Degree Awarded?

○ Yes ◉ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

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, commitee, or commission.

Bay Church Compassion Community Advisory, Pittsburg Behavior Health Board Member I help any Homeless Person on my own time as much as possible, I am a volunteer at Loaves and Fishes, Pittsburg, I understand their needs and am willing to help more effectively

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

N/A

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.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

20 Anonymous

08:47
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.

If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- (●) **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat** – Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I believe our Unhoused Community needs more help in anything they're doing, must educate them in order for a better life

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I have experiences with assisting our unhoused community in Martinez, Bay Point and Pittsburg

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- (●) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

economy, mental health, addiction,

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

trust, compassion

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (●) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (●) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

13. **What best describes your age? (Check one)**

- Transition aged youth (18-24)
- Adult (25-54)
- Older Adult (55-61_
- Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

- White
- Hispanic/Latino(a)(o)(e)(x)
- Black/African American/African
- Native Hawaiian/Pacific Islander
- American Indian/Alaskan Native/Indigenous
- Asian American/Asian
- Multiple Races
- Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ◉ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ○ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

we must help everyone in any need for living

Contact Information

17. Name *

Roland Fernandez

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Danielle
First Name

M
Middle Initial

Jimenez
Last Name

[redacted]
Street Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 4

Contra Costa County
Employer

Mental health community support worker
Job Title

Length of Employment

3+ 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?

29 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Behavioral Health

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?

12+

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

California State University East Bay

Degree Type / Course of Study / Major

BA Psychology

Degree Awarded?

○ Yes ◉ No

College/ University B

Name of College Attended

Diablo Valley College

Degree Type / Course of Study / Major

AA/Psychology

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

SPIRIT Certification

Certificate Awarded for Training?

◉ Yes ○ No

Other Training B

Medi-Cal Certified Peer Support Specialist

Certificate Awarded for Training?

◉ Yes ○ No

Occupational Licenses Completed:

Certified Medi-Cal Peer Support Specialist, #MPSS-HUOYTP

Qualifications and Volunteer Experience

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

I would like to continue serving on the Council on Homelessness to bring a behavioral health and substance use perspective to policy discussions and systems change. Through my work with A3 Crisis Response and my personal journey of recovery, I have seen the unique challenges unhoused individuals face in their most vulnerable moments. Serving on committees like NOFO and Funding & Governance has deepened my understanding of the Continuum of Care, and I am eager to keep learning, contributing, and advocating to strengthen services and support for our unhoused community in Contra Costa County.

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

I have over three years of experience with Contra Costa County's A3 Crisis Response, recently promoted to Lead Community Support Worker. In this role, I serve individuals facing behavioral health, substance use, and housing challenges. I bring strong skills in crisis intervention, public speaking, and collaboration, along with lived experience in recovery and navigating the county's mental health system. Serving on the NOFO panel and committee groups has shown me how vital it is to bring a behavioral health lens into policy discussions that impact our unhoused community 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:

Council on Homelessness

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

Council on Homelessness

List any volunteer or community experience, including any advisory boards on which you have served.

Council on Homelessness

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

N/A

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

N/A

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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

Judy (Judith) — First Name
— Middle Initial
Quittman — Last Name

[redacted] — Home Address
Suite or Apt

[redacted] — City
CA — State
[redacted] — Postal Code

[redacted] — Primary Phone

[redacted]

District Locator Tool

Resident of Supervisorial District:

☑ District 1

Contra Costa County Health Services — Employer
Mental Health Clinical Specialist — Job Title

Length of Employment

20 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

District 1

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

23 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Behavioral Health Representative

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

UC Berkeley

Degree Type / Course of Study / Major

MSW/MPH

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

University of San Diego

Degree Type / Course of Study / Major

BA/International Relations

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Chabot Community College

Degree Type / Course of Study / Major

Interdisciplinary Studies in Letters and Science

Degree Awarded?

○ Yes ◉ No

Other Trainings & Occupational Licenses

Other Training A

DBT-Linehan Board of Certification, Certified Clinician™

Certificate Awarded for Training?

◉ Yes ○ No

Other Training B

Certificate Awarded for Training?

○ Yes ○ No

Occupational Licenses Completed:

registered and active LCSW (Licensed Clinical Social Worker) with the California Board of Behavioral Sciences

---

Qualifications and Volunteer Experience

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

I am an LCSW/MPH (Licensed Clinical Social Worker with Masters of Social Welfare and a Masters of Public Health) who has worked in Contra Costa County for the past 20 years. I am a Mental Health Clinical Specialist at West County Adult Behavioral Health. I started my career in social services by working at one of the largest homeless shelters in San Francisco (now called Next Door). There I became an advocate for homeless people. I also became acutely aware of many of the contributing factors leading an individual to homelessness. Today, I support individuals on a micro level with many of those contributing factors. Now, I want to exercise my MPH skills and see how to leverage influence on a macro level. For example, our County no longer has a dual diagnosis substance abuse treatment program. This would be something that I would want to bring to the Council's attention. The reason I would want to serve on the Council on Homelessness is that I have 30 years of working with homeless individuals in professional capacities. I see on a daily basis how we are doing the best we can with what we have. I think we can do better, try harder, and I am motivated to support change. I have insight from my professional experience, willingness, and patience to see how I can be a part of a team that supports change/growth/movement for a seemingly chronic/hopeless “problem”. Homelessness is a tragedy. It is not what someone would choose if they had other options. We can make a difference.

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

Professional experience: Work before graduate school: When I worked at the shelter at Polk & Geary (SF), I often worked on the women's floor where there were just two staff to make sure things stayed "cool" during the swing shift. There could be 100 homeless ladies who could be high or off their psych meds sleeping on the 4th floor of the shelter. I saw first hand what it is like to live in a homeless shelter. (1993-1997) Another shelter I worked at was one in Berkeley on Durant. I worked in the woman's/family shelter and the transitional housing upstairs. (during graduate school) I volunteered for 7 years at the Berkeley Free Clinic as a medic. (1993-2000) Work after graduate school: I worked for Asian American Recovery Services (AARS) providing behavioral health services to the folks on GA (General Assistance) in San Francisco. Many folks on GA are single adults who are homeless facing a myriad of issues. (2000-2005) The shelter at Polk & Geary was a "wet" shelter. That shelter was quite a bit different than the "dry" shelter run by the same agency. I provided some mental health services to the "dry" shelter after graduate school. After working full time at AARS in SF, I went to work in the inpatient psych unit and the Psychiatric Emergency Services at Contra Costa Regional Medical Center. There I became very familiar with that component of the continuum of care and I realized that people don't live in hospitals. Hospitals teach people to become patients they don't support clients with learning the behavioral skills to live in the community. As a clinician at West County BH, I work as a clinical case manager and a clinician with helping clinician build their life worth living and confronting behavioral health challenges. I have worked as an LCSW in the Mental Health Clinical Specialist classification since 2005. My co-workers and I are daily supporting homeless individuals and have unique insights to the challenges that homeless people face and the dearth of resources available.

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.

My resume shows that I worked at the Berkeley Free Clinic for 7 years.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

5 Anonymous

5417:57
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- (●) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat –** Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I am an LCSW/MPH (Licensed Clinical Social Worker with Masters of Social Welfare and a Masters of Public Health) who has worked in Contra Costa County for the past 20 years. I am a Mental Health Clinical Specialist at West County Adult Behavioral Health. I started my career in social services by working at one of the largest homeless shelters in San Francisco (now called Next Door). There I became an advocate for homeless people. I also became acutely aware of many of the contributing factors leading an individual to homelessness. Today, I support individuals on a micro level with many of those contributing factors. Now, I want to exercise my MPH skills and see how to leverage influence on a macro level. For example, our County no longer has a dual diagnosis substance abuse treatment program. This would be something that I would want to bring to the Council's attention. The reason I would want to serve on the Council on Homelessness is that I have 30 years of working with homeless individuals in professional capacities. I see on a daily basis how we are doing the best we can with what we have. I think we can do better, try harder, and I am motivated to support change. I have insight from my professional experience, willingness, and patience to see how I can be a part of a team that supports change/growth/movement for a seemingly chronic/hopeless "problem". Homelessness is a tragedy. It is not what someone would choose if they had other options. We can make a difference.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

Work before graduate school: When I worked at the shelter at Polk & Geary (SF), I often worked on the women's floor where there were just two staff to make sure things stayed "cool" during the swing shift. There could be 100 homeless ladies who could be high or off their psych meds sleeping on the 4th floor of the shelter. I saw first hand what it is like to live in a homeless shelter. Another shelter I worked at was one in Berkeley on Durant. I worked in the woman's/family shelter and the transitional housing upstairs. I volunteered for 7 years at the Berkeley Free Clinic as a medic. Work after graduate school: I worked for Asian American Recovery Services (AARS) providing behavioral health services to the folks on GA (General Assistance) in San Francisco. Many folks on GA are single adults who are homeless facing a myriad of issues. The shelter at Polk & Geary was a "wet" shelter. That shelter was quite a bit different than the "dry" shelter run by the same agency. I provided some mental health services to the "dry" shelter after graduate school. After working full time at AARS in SF, I went to work in the inpatient psych unit and the Psychiatric Emergency Services at Contra Costa Regional Medical Center. There I became very familiar with that component of the continuum of care and I realized that people don't live in Hospitals. Our consumers live in the community. I made a move to outpatient behavioral health care at West County Adult Behavioral Health. At West County I have honed my clinical skills and am now a Linehan Board Certified Dialectal Behavioral Therapy therapist.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- (•) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

1. Structural discrimination/xenophobia that promotes fear of minorities/people who are different. This is extraordinarily palpable today with respect to the undocumented immigrants to this country. In the case of undocumented people, they are limited and prohibited from accessing resources (jobs/income) that leads to homelessness. There is also a long history in this country of subjecting minorities and withholding resources.

2. Mental illness/substance users are also discriminated against. Mental illness and substance abuse can affect and become a problem for any human being. Once you have a mental illness or a substance abuse problem, people will treat you differently and can cause a person to be more vulnerable to becoming homeless. Not only do people treat the individual differently, but the individual may feel a stigma that may also further perpetuate difficulties in accessing services.

3. Practical issues: transportation, phone, internet access, language, childcare, etc. Of course, it will make it difficult to access services and resources if you can not call, get a ride, or feel safe to communicate your needs. Sometimes, some very seemingly "basic" needs, can be things that others take for granted and cause significant barriers for others to access services.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

Idea #1:
I will continue to beat my drum at every opportunity I get. Contra Costa County does not have a dual diagnosis program. We need a dual diagnosis program. We used to have Nevin House. That program was great and filled a very important need. Now that it is gone, there is a huge vacuum/need for this kind of a program. So many homeless people struggle with both addiction and mental health issues. Today, more than in the past, methamphetamine (crystal meth) is making more people paranoid and causing them to have psychotic symptoms that do not go away once they quit. We need a 6-18 month dual diagnosis program. This would be my number one idea for helping the homeless and people at risk of being unhoused.

Idea #2:
-when homeless people get sent to Psychiatric Emergency Services or to the inpatient psych services the Hospital is eager to turn people around as soon as possible, if there is space, they can be sent to Hope House, instead of the streets. The problem is that they can only stay at Hope House for 15-30 days. Due to the short term nature of their program, their staff have to put pressure on the consumers to find a placement or go back to the streets. This puts undue stress on the consumer and often leads to relapse of homelessness/substance use/AWOL/or other less desirable outcome. It sure would be nice if there were some kind of placement where people could go to after Hope House, while they continue to stabilize on their psych meds and continue to seek a more long term temporary or permanent placement.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- ( ) 3 or more meetings
- ( ) 1-2 meetings
- (•) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

   Do you agree with the Housing First approach and Guiding Principle described above? *

   - (●) Yes
   - ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.

   Standing Committees (meet once a month or every other month)

   - Equity Committee
   - HMIS Policy Committee
   - Oversight Committee
   - PATH (Plan for Accelerating Transformative Housing) Committee

   Ad Hoc Committees (meet on an as-needed basis for a limited time)

   - Funding Committee
   - Governance Committee
   - Homelessness Awareness Month Committee
   - Nominating Committee
   - Point-in-Time (PIT) Count Committee

   All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

   - (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
   - ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

    [redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

    [redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

    [redacted]

13. **What best describes your age? (Check one)**

- [redacted] Transition aged youth (18-24)
- Adult (25-54)
- Older Adult (55-61_
- Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

- [redacted] White
- Hispanic/Latino(a)(o)(e)(x)
- Black/African American/African
- Native Hawaiian/Pacific Islander
- American Indian/Alaskan Native/Indigenous
- Asian American/Asian
- Multiple Races
- Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ( ) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ( ) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- (•) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ( ) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I am Spanish speaking which allowed me to promote evidenced based treatment in Spanish at our Behavioral Health Clinic here in West County. We are the only region with in the County that provides BH group in Spanish.

Contact Information

17. Name *

Judy Quittman

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Desiree
First Name

Middle Initial

Rushing
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 3

Employer

Job Title

Length of Employment

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

3

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

15

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Behavioral Health Representative/Faith Community Representative

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?

>10

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

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, commitee, or commission.

Information on supplemental application

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

Information on supplemental 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.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

23 Anonymous

63:34
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat –** Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- (•) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I have a passion for the livelihood of all people. I'm a retired respiratory therapist of 34yrs. While working at Kaiser Antioch Hospital , I worked with Administration on protocols and policies that instructed staff on proper discharge and how to treat the unsheltered because they have different needs I have served and feed the unsheltered for over 10yrs. Im an Ordained Minister and first started feeding and supplying needs at various Churches. I then started supervising to leave no one behind program at Nami Contra Costa for the last six years. we feed over 250 unsheltered individuals a month along with supplying water and food for their animals.. We offer support and resources when possible and collaborate with C. O.R.E. We also refer out to homeless court. I know about 80% of the homeless population in East Contra Costa and they know me I have established a relationship and trust with them. I am a certified Medi-Cal peer specialist.. I'm applying for the health representative position and the Faith community Representative seat.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

As a medical professional and a certified Medi-Cal peer specialist, I understand the walls, the unsheltered individuals experience because I do go out and interact with the unsheltered not only by feeding, but giving support I feel I am well equipped for either position I'm applying for the Behavioral Health Representative seat and also the Faith Representative seat. On second Sundays, I provide food and shelter and an opportunity outside for the unsheltered to have church along with their animals. I have found housing temporarily and permanently for many unsheltered individuals. I have worked on the memorial committee with many organizations for the unsheltered I work with sororities and other agencies that give me clothing supplies, etc., to distribute to the unsheltered..

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- (•) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

I believe people of color and younger individuals have a hard time trusting and accessing services. I also believe people that deal with mental health issues. Also have a hard time accessing services. People of color have trust issues because of things they've heard or experienced in the past younger people don't have the experience and with all to start to navigate the steps to get help that they need mentally challenged individuals. Don't understand at times what they need to do to get the proper help. Men and women that are couple with children are without children. Don't want to separate when they have to go to two different places for shelter.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

In my experience with encountering and dealing with people who are un sheltered or at risk of being un sheltered. We have to instill trust the compassion and care for the people on sheltered must be genuine when they continually see you. A bond is built. There is no judgment no criticism.. I have spoken and supported unsheltered individuals in the mist of them still using their drugs right in front of me..

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (•) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (•) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]
Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]

White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ◉ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ○ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I am a black woman that understands that even though they are more people of color unsheltered as a retired respiratory therapist color is not a factor for what I can bring to my community and my peers when it comes to my heart and the love that I have for others.

Contact Information

17. Name *

Elder Desiree Rushing

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Jared
First Name

K
Middle Initial

Murti
Last Name

[redacted]
Home Address

[redacted]
Suite or Apt

San Mateo
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ N/A - Out of County

City of Pinole - Partnership for the Bay's Future
Employer

Housing Policy
Job Title

Length of Employment

5 mo

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

1

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

5 mo

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

City Government Representative

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

College of San Mateo

Degree Type / Course of Study / Major

Associate Degree in Political Science; Associate Degree in Sociology

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

University of San Francisco

Degree Type / Course of Study / Major

BA in Sociology, minor in Politics

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, commitee, or commission.

My career has been dedicated to addressing homelessness and housing insecurity within the Bay Area, with a specialization on historically marginalized communities. This is a passion of mine that I have been fortunate enough to be able to shape a career around and would be honored to continue my service efforts within context of the Council on Homelessness. My current role as a housing policy fellow is aimed specifically at supporting the city of the Pinole, but the scope of my program extends to Contra Costa and the rest of the Bay Area. Fellows in my cohort have been placed in municipalities across the Bay. The aim is homelessness prevention and increasing housing access in the Bay Area through innovative programmatic solutions. This network has served to expand my understandings of homelessness prevention in the County and will be a useful tool in supporting the Council's endeavors.

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

Current Housing Policy Fellow for City of Pinole through Partnership for the Bay's Future focusing on homelessness prevention and support, tenant protections and affordable development 5 years of experience in property management of market-rate, affordable, and permanent supportive housing. Published research on homelessness in Bay Area HCD Tribal Homekey+ Program Representative Equity Policy Research Fellow for California Housing Partnership,

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.

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:

No personal contracts or economic relationships, but in my capacity working for the city of Pinole I have worked on contracts with the county's CORE program.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

27 Anonymous

2636:16
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- (•) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat –** Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

My journey to this application started growing up in the Bay and witnessing friends and family struggle with housing precarity and homelessness in a so-called booming economy. It led me to pursue a career after high school trying to help folks. I spent four years working in humanitarian aid and service provision work, operating soup kitchens, street outreach, and afterschool programs. But, like many in that line of work, I found myself burned out. The work felt like putting bandaids on much deeper wounds and the wages available left me experiencing housing precarity myself. It was during this time – and the transition out of it – that I experienced intermittent sheltered homelessness, sleeping on couches and a vehicle we were lucky enough to have. From there, I transitioned to the trades. My partner and I were able to establish the stability our adolescence and early adulthood lacked but struggled to reconcile our new world with the reality of our past. During this season, I remember working on properties with art pieces worth more money than I would earn in decades (including a $2.1M foot statue) and struggling with the social imbalance of wealth and housing in the Bay. I stumbled into a career of property management and decided to pursue an education – hoping to thread the needle of fulfilling work AND living wages. My education focused on homelessness policies in the Bay and resulted in research projects published in both my university's research journal and the Barnard-Columbia Urban Review. This led to an equity policy research fellowship for the California Housing Partnership where I supported existing projects around Affirmatively Furthering Fair Housing, Housing Needs Assessments, and homelessness policy. I also led a racial equity impact assessment of the State's first three rounds of Homekey and provided policy recommendations for Homekey+. From there I landed a job in the Tribal branch of Homekey+ before taking my current position as a housing policy fellow with the Partnership for the Bay's Future. I am very privileged to be where I am now and am applying to continue to serve and advocate for folks experiencing homelessness. I believe my professional and academic success in policy is rooted not so much in my direct experience, but in the role identifying the personhood of individuals impacted by policy decisions around housing and homelessness. That insight is what I hope to bring to the Council.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc.** (400 word maximum) *

My career has centered around developing equitable solutions to homelessness and housing precarity in California and the Bay Area. I currently serve as a housing policy fellow through the Partnership for the Bay's Future (PBF), where I work for the City of Pinole as a housing programs manager, overseeing multiple housing and homelessness initiatives. In this role I have worked diligently with CORE to secure increased services in Pinole as well as the city managers and city staff of neighboring municipalities of Hercules, El Cerrito, and Richmond. I have supported the development of permanent supportive housing projects such as SAHA's Valor Village, presented equitable housing and homelessness solutions to city council, worked diligently in the development of strategic community engagement strategies for tenant protection programs, and housing resource allocation. Through my role with PBF and its commitment to a regional approach to housing and homelessness solutions, I have collaborated with the Bay Area Housing Finance Authority, the Housing Authority of Contra Costa County, and the cities of Richmond, Concord, and Antioch. Their partnership model aims to work jointly with community-based organizations, which has further extended the program's network in Contra Costa to Multi-Faith Action & Hope Solutions, East Bay Housing Organization, Richmond Neighborhood Services, Richmond Our Power Coalition, Community Housing Development Corporation, RichmondLAND, Northern California Land Trust, and the Richmond Community Foundation. Access to this network creates the opportunity to foster nuanced understandings of the complexities around homelessness, housing, and service provision that the Council on Homelessness is intended to operate within. I also bring six years of experience managing market-rate, affordable, and permanent supportive housing units and worked as a program representative for Homekey+ with the California Department of Housing and Community Development. These roles require the close collaboration with service providers, individuals experiencing or recently having experienced homelessness as well as landlords, developers, and local agencies to ensure the successful creation of and placement in housing. My experience and current roles strongly support the Council on Homelessness' goals of supporting Contra Costa's community members navigating the complexities of homelessness and housing precarity.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- (•) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

The overarching goal of the Council is to end homelessness. That means approaches need to address the specific contexts that lead to and perpetuate homelessness for the diverse individuals that experience it in our community. An intersectional approach to policy design is needed to adequately address the barriers faced by marginalized community members when accessing housing, support services and employment.

For example, my research has examined the specific barriers to exiting homelessness experienced by black and indigenous persons of color in the Bay. Historic marginalization and disenfranchisement have led to elevated rates of housing precarity in black and brown communities within the Bay Area, resulting in overrepresentation of BIPOC folks in our homeless populations. This is the result of explicit and implicit housing and labor laws throughout the state. Further, over-policing and mass incarceration have created barriers to accessing housing, employment, and support through the over-imposition of criminal records. Barriers also result from implicit bias within our support structures, both in their implementation and often-times in their design. What this means is that if our approaches to ending homelessness do not consider the impact of these circumstances, they will fail to end homelessness for all folks in Contra Costa.

While working with California Tribal Entities on permanent supportive housing development for HCD through Tribal Homekey+, I also learned the complexities of navigating solutions to homelessness in the context of indigeneity. The impact of the state's history and current relationships with tribal entities shapes the way tribal members interact with homeless services. Addressing homelessness amongst tribal members meant closely with tribal representatives to ensure services are effective. When designing Tribal Homekey+, it was vital to coordinate with tribal entities to design a development model that worked for their circumstances. Rather than assessors, we worked as collaborators with tribal representatives to help projects feasibility and ensure the programs provided worked for the specific contexts their tribal members experiencing homelessness faced. I believe this will be the key to developing any effective program aimed at addressing the underlying causes of homelessness and the particular stickiness of homelessness for marginalized community members.

Ending homelessness means ending homelessness for all. Services need to be accessible to varied backgrounds and contexts of the individuals we aim to help if we truly aim to help all folks. Failing to do so will mean that even the best of intentioned programs will have lopsided and incomplete successes.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

One of the programs I really appreciate in Contra Costa's CoC is CORE. I am excited to have helped the City of Pinole secure a joint CORE Outreach Team dedicated to our city, San Pablo, El Cerrito, and Hercules. And while their services and impact have been exceptional since their implementation, I believe it would be worthwhile to find ways to increase the salary provided to the team members. Staff retention has come up in my interviews with municipalities about the program. Based on their input (and my personal experience), making salaries more competitive would have a great impact on staff retention. Doing so in a cost-effective way will be important in ensuring municipalities are able to continue to support their teams. Possible strategies could include breaking the CORE outreach program into regional coverages (i.e. North, East, West) where salaries can reflect regional elevated costs of living. Another solution could be localizing service provision to reduce operating expenses by collaborating with municipalities to 'host' a team. Increasing this program's staff retention capacity will allow team members to better build the individualized trust and relationships that can help community members experiencing chronic homelessness.

While much of my career has focused on creating systems to help folks successfully exit homelessness, support programs that can help folks at risk of homelessness remain housed are equally pivotal in ending homelessness. It would be great for the county to build off existing tenant protection programs towards landlord engagement and eviction mitigation. This is especially important when considering the recent Bay Area Eviction Report put out by BAHFA. Contra Costa now has the second highest eviction rate in the nine Bay Area counties. They attribute this trend to demographic trends; more folks are being priced out of denser metropolitan regions of the Bay and entering renter markets where fewer established tenant protection programs or eviction mitigation programs are established. My experience working in property management has highlighted the role advocacy and aid can play in minimizing displacement through preventing eviction tactics before proceedings even begin. This includes more 'soft' eviction practices that render a space less and less hospitable such as through deferred maintenance. Developing support programs around eviction that target landlord accountability, engagement, and alternative dispute resolution techniques can help resolve underlying circumstances in a less confrontational manner that maintains positive relationships with tenants and landlords alike and bypasses eviction defense counsel proceedings.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (●) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
   Do you agree with the Housing First approach and Guiding Principle described above? *

- (●) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]
Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted] White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ○ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ◉ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I would just add that I am a male-presenting person of color and have, in my time working for a municipality in Contra Costa County, personally experienced the way racial identity can negatively inform interactions with law enforcement and municipal programs. I look forward to the opportunity to help the Council on Homelessness support communities of color when jurisdictions fail.

Contact Information

17. Name *

Jared Murti

18. Email *

[redacted]

19. Phone Number *

[redacted]

View results

Respondent

33 Anonymous

06:34
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- (•) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat –** Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

City Government Seat. I'm applying to continue contributing to the Council and the great work done.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

My past experiences include working to enforce the Fair Housing Act for the Department of Justice within the state of Washington across 22 counties. I have also worked for Housing Authority for almost 7 years to include managing Section 8 housing vouchers, Project-based vouchers, Agency vouchers, FUP vouchers, and VASH vouchers. I have worked across different programs for housing placement shelters, and hotelling based service models under federal ARPA funds.I have done harm reduction and implemented housing first principles for several cities and jurisdictions.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- (•) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

No matter what intersectionality's exist for people, it's important for all everyone to have equitable access to the service and help that they need because individual outcomes are jointly felt across society and within communities. The entire county is impacted by the lack of addressing the needs of the most marginalized within our community, and as a collective we should compassionately and intentionally address the root cause issues impacting those who are at risk of being unhoused or are currently/intermittently experiencing homelessness. This is a devastating social problem that reflects broader systemic failures and social inequalities which diminish us all. By extending aid to our unhoused residents, the county commits to the collective values which include upholding the inherent dignity of every person, while affirming the principles of caring for one another across our community. Homelessness often stems from complex systemic issues, including poverty, lack of affordable housing, mental health challenges, and substance use disorders. Everyone needs housing and access to services in order to realize their potential, and help communities thrive.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

One idea would be to focus more resourced on prevention such as rental assistance programs, the creation of affordable unit through public private partnerships under the housing authority to tie subsidies to units, and the creation of public private partnerships, all for prevention. The second idea is to create regional partnerships to consolidate resources and apply jointly for federal, local, and state dollars to carry out a strategy across the county.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (●) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
   Do you agree with the Housing First approach and Guiding Principle described above? *

- (●) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]
- ( ) Transition aged youth (18-24)
- ( ) Adult (25-54)
- ( ) Older Adult (55-61_
- ( ) Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted] White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ◉ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ○ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

Contact Information

17. Name *

Bessie Marie Scott

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Bessie Marie
First Name

Middle Initial

Scott
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]

CA
State

[redacted]
Postal Code

[redacted]

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 3

City of Antioch
Employer

City Manager
Job Title

Length of Employment

12 months

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

3

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

12 months

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

City Government Representative

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?

4

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

UC Santa Barbara

Degree Type / Course of Study / Major

Law & Philosophy

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

University of Washington

Degree Type / Course of Study / Major

Master's in Public Administration

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

Certified Inspector General

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, commitee, or commission.

I served as the Strategic Advisor to the Rental Assistance and Housing Choice Voucher Program at the Seattle Housing Authority where I worked with a team of Housing Counselors who helped families locate housing units to lease with a Section 8 Voucher, and worked with Seattle Public Schools to assist homeless families access stable housing in the area, in addition to other special programs and strategic initiatives, I have been working throughout my career on criminal justice and policy related issues such as healthcare disparities issues affecting women and minorities, enforcing the Fair Housing Act by conducting secret shopping in the rental market, and writing fair housing assessments and creating education and outreach initiatives for jurisdictions.

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

See attached Resume.

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.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

32 Anonymous

53:22
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- (•) **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat** – Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I would like to serve on the Council on Homelessness in the CoC/ESG grantee employee seat because my professional experience, leadership background, and commitment to equity align directly with the Council's mission to end homelessness through collaboration, innovation, and accountability. In my current role as Director of Re-Entry Housing and Services at Hope Solutions, I oversee multiple federally funded programs that provide housing-focused support services for justice-involved individuals and people at risk of homelessness. This includes managing contracts funded through HUD, CoC, and other streams, ensuring compliance with national guidelines, and leading a team of program managers and frontline staff who provide direct housing navigation, rapid rehousing, permanent supportive housing, and prevention services. I also represent the organization in board meetings, county partnerships, and advocacy efforts, giving me a strong understanding of how local governance and funding decisions impact service delivery on the ground. Previously, I managed navigational services at Bay Area Community Services, which provided clients with education and employment support, housing through Rapid Rehousing (RRH) and ESG-funded programs, and access to mental health and substance use services. These services were holistic and client-centered, addressing not only housing but the broader barriers that prevent long-term stability. In this role, I worked closely with funders, community partners, and staff to ensure program effectiveness, contract compliance, and positive outcomes for participants. I bring several key strengths to the Council: Experience in housing and reentry services, including expertise in managing multimillion-dollar contracts and designing culturally responsive programs. Commitment to data-driven decision-making, with a background in program evaluation, HMIS compliance, and continuous quality improvement. Dedication to racial equity and advocacy, ensuring that Black and marginalized communities most impacted by systemic barriers are centered in policy and program design. I hold a Master's Degree in Organizational Leadership from St. Mary's College of California and a Bachelor of Science in Criminal Justice, which equip me with organizational strategy skills and systemic knowledge to contribute meaningfully to governance discussions. The CoC/ESG grantee seat offers a critical perspective: the voice of those working directly within funded programs who understand both challenges and opportunities of implementation. My experience overseeing reentry and housing navigation programs across Contra Costa County gives me a clear view of what is working, what gaps remain, and how the system can evolve to better serve our most vulnerable neighbors. It would be an honor to contribute my experience, leadership, and advocacy to the Council on Homelessness.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc.** (400 word maximum) *

I bring a combination of professional expertise, leadership experience, and community connections that I believe would be a valuable contribution to the Council on Homelessness. Professionally, I have spent more than a decade directing housing, reentry, and youth development programs across Contra Costa, Alameda, and San Francisco Counties. In my current role as Director of Re-Entry Housing and Services at Hope Solutions, I oversee multiple federally funded programs that support justice-involved individuals and people at risk of homelessness. I lead teams that provide housing navigation, rapid rehousing, permanent supportive housing, and prevention services. This work has given me extensive experience in contract compliance, program development, and data evaluation while building trusted relationships with county agencies, probation, public defenders, and community partners. My previous work at Bay Area Community Services focused on navigational services that connected clients to education, employment, housing through RRH and ESG funding, and access to mental health and substance use support. At East Oakland Community Project, I directed transitional housing and shelter programs, managing large multidisciplinary teams and ensuring contract compliance with HUD and city funders. These roles strengthened my skills in staff development, cross-system collaboration, and designing holistic services that address the full spectrum of barriers faced by individuals and families experiencing homelessness. Beyond professional experience, I bring a deep commitment to racial equity and community advocacy. Much of my work has centered on African American and marginalized communities disproportionately impacted by homelessness and systemic barriers. I am comfortable with public speaking, presenting to boards and community groups, and advocating for policy changes that reflect the needs of the people we serve. I also bring long-standing connections to organizations addressing homelessness. My roles have required direct collaboration with county housing departments, service providers, and reentry coalitions, giving me a strong network that I can leverage in Council discussions. Additionally, my early work with the Boys & Girls Club of San Francisco gave me firsthand experience supporting unhoused and at-risk youth, counseling families in crisis, and developing programming that promotes stability and opportunity. I hold a Master's Degree in Organizational Leadership and a Bachelor of Science in Criminal Justice, providing both academic grounding and practical skills in governance, strategy, and systems change. Altogether, I bring leadership, advocacy, equity-driven perspective, and cross-system experience that align closely with the goals of the Council and the seat I am applying for.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ○ I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ○ I am a person who experienced homelessness within the past 7 years but is currently housed.
- ○ I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ○ I am a family member of someone who has experienced homelessness
- ◉ I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ○ I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

In my experience working in housing and reentry services, I have seen firsthand how people experiencing homelessness in Contra Costa County come from many different backgrounds. At the same time, I have also observed how certain groups face additional barriers that make it more difficult for them to access services. Three reasons stand out:

1. Systemic Racism and Historical Inequities
African Americans and other communities of color often encounter barriers rooted in systemic racism. Practices such as redlining, discriminatory lending, over-policing, and mass incarceration have all contributed to the disproportionate representation of Black residents in the homeless population. Even when services are available, bias—whether intentional or not—can create added obstacles and erode trust. Without culturally responsive approaches, many community members disengage from systems that were designed to help them.

2. Language, Immigration Status, and Cultural Barriers
Immigrant families and non-English-speaking residents frequently struggle to connect with services. Language access is not always consistent, and without translation or bilingual staff, critical information is missed. Families who are undocumented often avoid seeking help altogether out of fear that sharing personal information could place them at risk. When programs are not designed with cultural competence, residents already experiencing instability become further disconnected from resources that could support long-term housing stability.

3. Stigma, Accessibility, and Specialized Needs
LGBTQ+ individuals, people with disabilities, and older adults face unique challenges in accessing services. For example, transgender individuals may not feel safe in shelters that are not gender-affirming. People with physical or developmental disabilities may encounter facilities that are not fully accessible. Older adults experiencing homelessness often have medical or mobility needs that go unmet in programs built primarily for younger populations. These gaps limit options for groups that are already vulnerable.

Addressing these barriers requires intentional strategies, including trauma-informed and gender-affirming practices, expanded language access, culturally rooted outreach, and enhanced ADA compliance. By centering equity in program design, Contra Costa County can ensure that all residents, regardless of race, status, ability, or identity, have meaningful access to the housing and services they need to thrive.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

Based on my professional experience, Contra Costa County can better support individuals who are unhoused and at risk of becoming unhoused by focusing on expanding prevention and diversion resources and strengthening housing navigation with supportive services.

1. Expand Prevention and Diversion Resources
Too often, people enter homelessness because there are not enough resources available to stabilize them before they lose housing. Prevention programs that provide flexible financial assistance—such as help with rent arrears, utility payments, or move-in costs—can make the difference between stability and entering homelessness. However, many of these resources are limited in scope or too narrowly defined by funding restrictions. Contra Costa County could strengthen this approach by expanding its investment in flexible prevention funds, streamlining the referral process, and making services more accessible for those at risk of eviction or displacement. In particular, creating more accessible partnerships with landlords and property managers could reduce barriers for tenants who may otherwise be quickly pushed into homelessness due to rising rents or minor lease violations. Prevention not only saves public resources in the long run but also preserves the dignity and stability of families before they experience a crisis.

2. Strengthen Housing Navigation and Supportive Services
For those already experiencing homelessness, housing navigation paired with supportive services is critical. Many clients face complex barriers—ranging from mental health challenges and substance use disorders to unemployment or justice involvement. Without integrated support, even when people obtain housing, they may struggle to sustain it. Contra Costa County could expand the availability of housing navigators who not only help clients secure units but also connect them to wraparound supports such as employment services, behavioral health care, and peer support. Prioritizing culturally competent, trauma-informed, and equity-centered approaches would also help ensure that services meet the needs of Black and marginalized communities, who are disproportionately impacted. Additionally, creating more pathways for people with lived experience of homelessness to serve as peer navigators would strengthen trust and engagement.

By investing in prevention to keep people housed and supportive navigation to help those already unhoused transition successfully, the County can build a stronger, more balanced system of care. These approaches reduce inflow into homelessness, improve long-term outcomes, and center equity by responding to the real and diverse needs of our residents.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- ○ 3 or more meetings
- ○ 1-2 meetings
- ◉ 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- ◉ Yes
- ○ No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted] White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ◉ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ○ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

n/a

Contact Information

17. Name *

Dominick Anthony

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Dominick
First Name

Middle Initial

Anthony
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 3

Hope Solutions
Employer

Director of Reentry
Job Title

Length of Employment

10 months

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

4

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

8 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: 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

St Mary's College

Degree Type / Course of Study / Major

Masters/Leadership

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Everest University

Degree Type / Course of Study / Major

Bachelors/Criminal Justice

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, commitee, or commission.

I am interested in serving on the board of the African American Holistic Wellness and Resource Hub (AAHWRH) because its mission aligns with my professional expertise and personal commitment to advancing equity and healing in African American communities. As Director of Re-Entry Housing and Services at Hope Solutions, I oversee county-funded programs that connect justice-involved individuals to stable housing, wraparound supports, and opportunities for long-term success. I bring extensive experience in program leadership, housing advocacy, compliance oversight, and cross-system collaboration with probation, public defenders, and community-based organizations. My background also includes managing multimillion-dollar housing and transitional programs in Oakland, as well as years of youth development leadership in San Francisco, where I worked directly with at-risk and system-impacted youth. With a Master's Degree in Organizational Leadership from St. Mary's College of California and a Bachelor of Science in Criminal Justice, I combine academic training with lived practice in addressing racial disparities, advancing community wellness, and driving systemic change. I believe my skills in strategic planning, coalition building, and culturally relevant service delivery will enhance the Hub's mission to establish a countywide network of coordinated services, beginning with East County. I am committed to contributing to this historic effort to repair harm, promote wellness, and expand opportunity for Black residents of Contra Costa County.

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

I bring over a decade of proven leadership in housing, reentry, and youth development programs across Contra Costa, Alameda, and San Francisco Counties. Throughout my career, I have directed complex initiatives that required managing multimillion-dollar budgets, supervising diverse teams, and ensuring compliance with city, county, state, and federal funders. My ability to balance fiscal responsibility with compassionate service delivery has consistently resulted in strong outcomes for clients and sustained success for the organizations I have led. A significant strength I bring is my expertise in cross-system collaboration. I have established and maintained effective partnerships with probation and parole departments, public defenders, county agencies, and community-based organizations. These collaborations have been crucial in creating coordinated responses that enhance outcomes for justice-involved and system-impacted individuals, ensuring that housing and supportive services are delivered in a manner that fosters stability and long-term success. Strategic planning and program development have been central to my work. I have designed, implemented, and scaled housing and supportive service programs that directly address homelessness, racial disparities, and barriers to stability. By developing logic models, evaluating program effectiveness, and advancing continuous quality improvement, I have been able to ensure that programs not only meet compliance requirements but also deliver meaningful impact in the community. My career has always been rooted in a commitment to racial equity. I have focused on advancing equity and culturally responsive services for African American and other marginalized communities, with direct leadership experience addressing disparities in housing, wellness, and opportunity. This commitment is not only professional but deeply personal, shaping my leadership approach and guiding my advocacy in every role I have held. Academically, I hold a Master's Degree in Organizational Leadership from St. Mary's College of California and a Bachelor of Science in Criminal Justice. This strong academic foundation provides me with both the organizational strategy expertise and a deep understanding of the justice system, which I apply daily to bridge systemic gaps and create pathways for success. I also bring extensive experience in team development and staff leadership. I have recruited, trained, and supervised multidisciplinary teams, fostering professional growth and building safe, supportive workplace cultures where staff feel valued and equipped to serve clients effectively. Finally, I am an experienced community advocate and public representative. I regularly represent organizations at board meetings, community partnerships, and advocacy efforts, using strong communication skills to ensure that community needs are translated into actionable strategies and meaningful policy change. Together, these qualifications reflect a blend of leadership, collaboration, academic training, and lived commitment to racial equity that I am eager to bring to the board of the African American Holistic Wellness and Resource Hub.

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.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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

Lisa
First Name

Middle Initial

Malul
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 4

Contra Costa Crisis Center
Employer

Executive Director
Job Title

Length of Employment

5 months

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?

5 months

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

CoC/ESG Program Grantee

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?

3

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

New York Law School

Degree Type / Course of Study / Major

Juris Doctor, Focus on Constitutional Law

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Boston University College of Communication

Degree Type / Course of Study / Major

B.S. Mass Communications/Advertising/Media

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Nassau Community College

Degree Type / Course of Study / Major

AA/ Business

Degree Awarded?

◉ Yes ○ No

Other Trainings & Occupational Licenses

Other Training A

American Association of Suicidology, Crisis Specialist

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, commitee, or commission.

I would like to serve on the Council on Homelessness because I believe that collaboration, accountability, and compassion are essential to solving homelessness in Contra Costa County. Every day at the Contra Costa Crisis Center, I see the reality that housing instability and homelessness are not separate from other crises—they are deeply tied to mental health, substance use, medical challenges, family stress, and economic insecurity. As the Executive Director of the Contra Costa Crisis Center, I lead the teams that operate the 988 Suicide & Crisis Lifeline and the 211 Information & Referral program. Through these lines, we hear directly from thousands of county residents every year, including many who are unhoused or at risk of homelessness. We see firsthand how difficult it can be for people to navigate fragmented systems, long waitlists, or limited shelter options, especially when they are also coping with trauma or crisis. Serving on the Council would allow me to bring that frontline perspective into policy and planning conversations. It would also give me the opportunity to work in partnership with people who have lived experience of homelessness, service providers, and county leaders to strengthen our continuum of care. My commitment is not only professional but personal: I believe that no one should have to face the fear, stigma, and instability that comes with losing housing, and that we all have a role in creating pathways to safety and dignity. I am especially interested in the Council seat focused on nonprofit/service provider representation. In this capacity, I would bring the perspective of a countywide crisis response hub that links behavioral health, housing, and social services, with the goal of making sure our systems work better for the people who rely on them most.

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

I bring a blend of nonprofit leadership, direct service insight, and collaborative experience that can contribute to the Council's mission. Professional experience: I have over 20 years of leadership experience in Bay Area nonprofit organizations, with expertise in building partnerships, securing funding, and advancing system-level change. At the Contra Costa Crisis Center, I oversee services that directly connect people experiencing homelessness to housing and shelter resources, food assistance, behavioral health care, and other supports. Connections and partnerships: Through 211, we maintain real-time data on service availability, and we collaborate daily with county agencies, shelter providers, and community-based organizations. These connections provide a unique vantage point on where the system is working well and where there are barriers. Skills: I am comfortable with public speaking, policy advocacy, and facilitating cross-sector partnerships. I have served on commissions and advisory bodies in Oakland and Alameda County, and I am practiced at balancing community voices with policy requirements. Commitment to equity: I prioritize listening to people with lived experience, including volunteers and staff who share their own journeys through homelessness, poverty, and trauma. This perspective keeps me grounded in the reality that our decisions must always be shaped by the voices of those most impacted. Together, these experiences equip me to contribute thoughtfully and constructively to the Council's work.

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.

Commissioner, Alameda County Area Agency on Aging Alameda County, 2024-present Commissioner, City of Oakland Mayor's Commission on Aging. 2024-present Alameda County, County Wide Area Plan, Planning Committee.2021-2024 World Forum Foundation International Working Group on Peace Building. 2003-2006 Rotary International, Oakland Rotary Club 3, Endowment Board. 2013-2016 Jewish American Heritage Month Honoree, Oakland City Council. 2023 Interviewed Mitch History of Development and Disruption. Interview. 2021 Interviewed Richard Rothstein, author of The Color of Law: A Forgotten History of How Our Government Segregated America. Interview. 2020 "Do More than Vote: Tell Stories that Inspire Leadership and Action" California Assn. for the Education of Young Children Conference. Presentation. 2012 "Early Childhood Education: A Strategy for National Peace and Prosperity". Tribhuvan University, Research Center for Education and Innovation, Kathmandu, Nepal. Presentation. 2006 Multinational Project Evaluation and Measurement: A Case Study" Canadian American Evaluation Association Conference. Toronto. Presentation. 2005 Republic of South Africa, Department of Education, Inaugural Early Childhood Division Commission Meeting. Sole United States Delegate. 2005 Child and War Project. Ed. A. Knight, University of Alberta, CAN 2006. P44-46. Contributing Author. Working with Children in Conflict and Post Conflict Setting, NIPPA-World Forum Foundation Working Group, Belfast, Northern Ireland. Communcation Team. 2004

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:

We are applying as a CoC/ESG Program Grantee

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

31 Anonymous

17:37
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ○ **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ○ **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ◉ **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ○ **Community Member Seat** – Must live or work in Contra Costa County.
- ○ **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ○ **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ○ **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ○ **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ○ **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ○ **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ○ **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I would like to serve on the Council on Homelessness because I believe that collaboration, accountability, and compassion are essential to solving homelessness in Contra Costa County. Every day at the Contra Costa Crisis Center, I see the reality that housing instability and homelessness are not separate from other crises—they are deeply tied to mental health, substance use, medical challenges, family stress, and economic insecurity. As the Executive Director of the Contra Costa Crisis Center, I lead the teams that operate the 988 Suicide & Crisis Lifeline and the 211 Information & Referral program. Through these lines, we hear directly from thousands of county residents every year, including many who are unhoused or at risk of homelessness. We see firsthand how difficult it can be for people to navigate fragmented systems, long waitlists, or limited shelter options, especially when they are also coping with trauma or crisis. Serving on the Council would allow me to bring that frontline perspective into policy and planning conversations. It would also give me the opportunity to work in partnership with people who have lived experience of homelessness, service providers, and county leaders to strengthen our continuum of care. My commitment is not only professional but personal: I believe that no one should have to face the fear, stigma, and instability that comes with losing housing, and that we all have a role in creating pathways to safety and dignity. I am especially interested in the Council seat focused on nonprofit/service provider representation. In this capacity, I would bring the perspective of a countywide crisis response hub that links behavioral health, housing, and social services, with the goal of making sure our systems work better for the people who rely on them most.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I bring a blend of nonprofit leadership, direct service insight, and collaborative experience that can contribute to the Council's mission. Professional experience: I have over 20 years of leadership experience in Bay Area nonprofit organizations, with expertise in building partnerships, securing funding, and advancing system-level change. At the Contra Costa Crisis Center, I oversee services that directly connect people experiencing homelessness to housing and shelter resources, food assistance, behavioral health care, and other supports. Connections and partnerships: Through 211, we maintain real-time data on service availability, and we collaborate daily with county agencies, shelter providers, and community-based organizations. These connections provide a unique vantage point on where the system is working well and where there are barriers. Skills: I am comfortable with public speaking, policy advocacy, and facilitating cross-sector partnerships. I have served on commissions and advisory bodies in Oakland and Alameda County, and I am practiced at balancing community voices with policy requirements. Commitment to equity: I prioritize listening to people with lived experience, including volunteers and staff who share their own journeys through homelessness, poverty, and trauma. This perspective keeps me grounded in the reality that our decisions must always be shaped by the voices of those most impacted. Together, these experiences equip me to contribute thoughtfully and constructively to the Council's work.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- (•) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

Language and cultural barriers. Many residents of Contra Costa County speak languages other than English, including Spanish, Tagalog, Farsi, and Mandarin. If services are not provided in their preferred language or delivered in culturally responsive ways, people may not trust or even be able to access them. Immigrant communities may also fear engaging with systems due to immigration status concerns.

Systemic racism and discrimination. Black, Indigenous, and People of Color are overrepresented in the homeless population due to long histories of structural racism, including housing discrimination, inequitable access to health care and employment, and bias in public systems. These patterns continue today, making it harder for some groups to secure housing even when services are available.

Stigma and accessibility barriers. People living with disabilities, chronic illness, or mental health conditions often face stigma when seeking housing or services. Physical accessibility can also be a major barrier if shelters or transitional housing are not ADA-compliant. Older adults, LGBTQ+ individuals, and people with justice-system involvement may face additional layers of stigma that discourage them from reaching out for help.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

Expand integrated crisis response and housing navigation. Too often, someone in crisis is connected to mental health or substance use services without their housing needs being addressed—or vice versa. Expanding models that integrate housing navigation into crisis services (and ensuring that 988, 211, and outreach teams can make warm handoffs directly into housing programs) would reduce fragmentation and help people stabilize more quickly.

Strengthen prevention and eviction diversion. Many of the calls we receive at 211 come from people one step away from losing their housing due to rent increases, job loss, or family conflict. Expanding flexible emergency assistance funds, legal aid for tenants, and landlord mediation programs would help prevent homelessness before it begins. Prevention is cost-effective and humane, and it reduces the pressure on shelter systems that are already stretched thin.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (•) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (•) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]
Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]

White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Decline to answer

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ( ) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ( ) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ( ) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- (•) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

In my professional role, I bring a unique vantage point that complements the Council's commitment to diverse representation. As Executive Director of the Contra Costa Crisis Center, I oversee the 988 Suicide & Crisis Lifeline and the 211 Information & Referral program—two countywide entry points that serve as lifelines for people experiencing homelessness or at immediate risk of losing their housing. These programs reach across geography, language, and demographics, giving me continuous insight into the barriers that individuals and families face when seeking help. Through our daily work, I hear directly from callers who are navigating the complex intersections of homelessness, mental health, domestic violence, aging, disability, and economic instability. This provides me with both quantitative data and human stories that reflect the diverse realities of homelessness in Contra Costa County. I also work alongside staff and volunteers who bring their own lived experiences of homelessness, poverty, trauma, and recovery. Their perspectives inform how we design services, and I carry those lessons into collaborative settings like the Council. What I would contribute is the ability to bridge frontline realities with system-level planning. My role allows me to surface trends, identify service gaps, and bring forward community-informed solutions that represent the voices of many. This perspective helps ensure that the Council's work is responsive to the full range of people and experiences across our county.

Contact Information

17. Name *

Lisa Ruth Malul, JD

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Paida — First Name
P — Middle Initial
Ndemera — Last Name

[redacted] — Suite or Apt

[redacted] — City
CA — State
[redacted]

[redacted] — Primary Phone

[redacted] — Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 2

Trinity Center — Employer
Executive Director (incoming) — Job Title

Length of Employment

starting 09/29/25

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

walnut creek 10th district

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

10

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

CoC /ESG Program Grantee

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?

I have attended several meetings from Alameda County

Education

Select the option that applies to your high school education *

☑ None of the above

College/ University A

Name of College Attended

Bucks New University

Degree Type / Course of Study / Major

Master of Science in Mental Health

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Thames Valley University

Degree Type / Course of Study / Major

Bachelor of Science MH Nursing

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, commitee, or commission.

I have worked with the homeless population in the Bay Area for over 10 years and have amassed knowledge around policy and program development. I therefore believe serving on this board will allow me to share my expertise and also learn a lot from others on how we can strategically reduce and subsequently end homelessness.

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

Please see Resume attached

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.

United Bay Area Pathways

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

Paida P Ndemera

View results

Respondent

24 Anonymous

62:53
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat –** Must live or work in Contra Costa County.
- (•) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I would like to serve on the Council of homelessness specifically under Federal Homeless and Funding Administrator as i have vast experience working with unhoused individuals in the Bay Area. In the last 10 years I have worked as an administrator for different agencies receiving state and federal grants for housing. I have had opportunities to advocate for changes in policies and funding around housing. I am confident that the experience I have amassed working with homeless individuals in the past decade would be valuable on the Council. I am passionate about ending homelessness and believe in the power of discussing housing issues and developing strategies and solutions with fellow minded individuals is a necessary step to ending homelessness.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I have worked as a Psych Nurse Practitioner for over 2 decades and this is where I first started working with unhoused individuals. In the last 10 years I have specifically worked with TAY and unhoused adults in the Bay Area. I am fully veresed with the housing continuum as I have set up, established and led teams across the housing continuum (from shelters right up to PSH). As an executive member of staff in my roles I have attended conferences and gave presentations to Congressmen/women around housing. I currently serve of the United Way Bay Area and Pathways Boards . e .d aU

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- (•) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

Marginalized communities/ individuals can face challenges accessing housing due to various factors like :
1. Discrimination
Racial, ethnic or socioeconomic biases can limit access to housing opportunities.
2 Limited access to resources
Some groups eg immigrants may lack access to information and/or support services . Language can also play a factor.
3Personal barriers
Shame, stigma, fear and mistrust may also prevent individuals from accessing services. Historical trauma, past experiences or perceived stigma may lead to mistrust of service providers whilst fear of being judged or labeled may prevent individuals from seeking help.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

In my experience 2 ideas to help better support unhoused and at risk of being unhoused individuals is
1. Expand outreach worker
In my experience , a lot of unhoused individuals are unaware of services provided to assist with them getting housed. Expanding outreach work will therefore equip unhoused/ at risk of being unhoused individuals with resource centers where they could get housing navigation from.
2 Increase Shelter beds (24/7)
Increasing shelter beds will give unhoused individuals a place to temporary settle and slowly make changes to get them housed eg - closely work with a case manager to be housing ready, attend workforce workshops etc

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (•) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (•) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]
- Transition aged youth (18-24)
- Adult (25-54)
- Older Adult (55-61_
- Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]White

Hispanic/Latino(a)(o)(e)(x)

lack/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ( ) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- (•) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ( ) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ( ) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I am an economic refugee and have lived and worked in Africa, Europe, Australia and now USA. I experienced homelessness as a student living in Scotland (Europe).

Contact Information

17. Name *

Paida Ndemera

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Ralph
First Name

Middle Initial

Payton
Last Name

[redacted]

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary One

[redacted]

[District Locator Tool]

Resident of Supervisorial District:

☑ N/A - Out of County

Greater Richmond Interfaith Program (GRIP)
Employer

Executive Director
Job Title

Length of Employment

3 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

1

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

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?

Contra Costa Council on Homelessness: Submitted

Seat Name

CoC-ESG

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?

over 24

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

Andrews University

Degree Type / Course of Study / Major

Psychology - Counseling

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Nova Southeastern University

Degree Type / Course of Study / Major

Masters of Science in Clinical Psychology

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 in Nonprofit Management

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, commitee, or commission.

I am seeking to serve on the Council on Homelessness in the CoC/ESG Program Grantee seat because I believe my experience leading a Continuum of Care–funded agency uniquely positions me to help strengthen the countywide homeless response system. As Executive Director of the Greater Richmond Interfaith Program (GRIP), I oversee a family emergency shelter, a warming center for single adults, a community meal program serving 80,000+ meals annually, and case management and housing navigation services that directly rely on CoC and ESG funding. These programs give me daily insight into the challenges unhoused individuals face—from systemic barriers like limited affordable housing to urgent issues like mental health crises, domestic violence, and safety concerns in encampments. My interest in serving on the Council is rooted in a deep commitment to equity and collaboration. Having worked in homeless services for over two decades—including as executive director of Raphael House and CEO of Hunters Point Family—I have learned that successful solutions require a coordinated system where providers, government agencies, and those with lived experience work together. I want to contribute to shaping that system in Contra Costa by bringing the provider perspective into CoC decision-making and ensuring that resources are allocated where they will have the greatest impact . I also bring experience in policy and governance that will be valuable to the Council. As a former co-chair of San Francisco's Local Homeless Coordinating Board, I worked closely with city departments to oversee federal CoC funding, develop coordinated entry policies, and review performance outcomes. This experience will allow me to engage quickly and effectively with the Council's responsibilities —reviewing program performance, setting funding priorities, and advising on system improvements. Ultimately, I want to ensure that Contra Costa's homeless services system is inclusive, trauma-informed, and responsive to the diverse needs of those it serves—including survivors of domestic violence, families with children, and people with complex behavioral health challenges. Serving on the Council would allow me to amplify the voices of GRIP's clients, contribute to countywide solutions, and collaborate with partners to advance our shared goal: ending homelessness and helping every individual move toward safety, stability, and self-sufficiency.

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

I bring more than 20 years of experience leading nonprofit human service programs and a deep commitment to supporting unhoused individuals and families in Contra Costa County and beyond. As the Executive Director of the Greater Richmond Interfaith Program (GRIP), I oversee a comprehensive array of services that include a family emergency shelter, a warming center for single adults, a daily community meal program, and a resource center offering case management, housing navigation, and outreach to encampments. These programs give me a direct and current perspective on the complex barriers faced by people experiencing homelessness in our county. Before joining GRIP, I served as CEO of Hunters Point Family and Executive Director of Raphael House, San Francisco's largest family homeless shelter, and I co-chaired San Francisco's Local Homeless Coordinating Board, where I worked with city officials, service providers, and people with lived experience to shape homelessness policy. Earlier in my career, I directed large family and single-adult shelters in the Bronx and Miami and led youth workforce programs that connected disadvantaged youth to education and employment opportunities. I bring clinical expertise as well, holding a master's degree in clinical psychology and having worked for several years as a therapist and clinical coordinator serving disadvantaged communities. This background allows me to approach homelessness with a trauma-informed lens and advocate for integrating mental health and substance use treatment into service delivery. In addition to program leadership, I have extensive experience in coalition building, community outreach, and public speaking—skills I use regularly to engage civic leaders, faith partners, corporate sponsors, and the public around issues of homelessness and housing. I am passionate about lifting the voices of those we serve and ensuring that equity, dignity, and cultural responsiveness are at the heart of system-wide solutions. Through my professional network, relationships with regional service providers, and direct connection to thousands of unhoused and at-risk individuals served by GRIP each year, I would bring a collaborative, data-informed, and community-centered perspective to the Council on Homelessness.

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.

Volunteer & Community Experience • Co-Chair, San Francisco Local Homeless Coordinating Board (2016–2020) • Mayor-appointed position providing oversight of San Francisco's Continuum of Care (CoC) funding and homelessness policy. • Collaborated with city agencies, service providers, and individuals with lived experience to shape system priorities and coordinated entry policies. • Advisory Board Member, University of San Francisco – Master of Nonprofit Administration Program (2016–2020) • Advised on curriculum and program development for future nonprofit leaders, bringing a practitioner's perspective to graduate education. • Coalition Participation and Regional Collaboration • Active participant in HESPA (Homeless and Emergency Service Providers Association) and other county- and city-aligned coalitions. • Partnered with local technology companies, government agencies, and service providers to strengthen the homeless response system. • Community Leadership as GRIP Executive Director (2022–Present) • Leads GRIP's annual Harmony Walk, a major community event bringing together elected officials, corporate sponsors, faith groups, and residents to support solutions to homelessness. • Collaborates with Contra Costa County, the City of Richmond, and local nonprofits to coordinate outreach, case management, and housing navigation for unhoused individuals. • Engages dozens of local congregations and civic groups in volunteer efforts, meal service sponsorships, and donation drives. • Builds partnerships with businesses and philanthropic organizations to increase community investment in housing and homeless services. • Public Advocacy and Education • Regularly speaks at community forums, faith services, and civic events to raise awareness about homelessness and advocate for policy solutions. • Actively works to destigmatize homelessness and amplify the voices of those with lived experience.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

15 Anonymous

130:10
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.

If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- (•) **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat** – Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I am seeking to serve on the Council on Homelessness in the CoC/ESG Program Grantee seat because I believe my experience leading a Continuum of Care–funded agency uniquely positions me to help strengthen the countywide homeless response system. As Executive Director of the Greater Richmond Interfaith Program (GRIP), I oversee a family emergency shelter, a warming center for single adults, a community meal program serving 80,000+ meals annually, and case management and housing navigation services that directly rely on CoC and ESG funding. These programs give me daily insight into the challenges unhoused individuals face—from systemic barriers like limited affordable housing to urgent issues like mental health crises, domestic violence, and safety concerns in encampments.My interest in serving on the Council is rooted in a deep commitment to equity and collaboration. Having worked in homeless services for over two decades—including as executive director of Raphael House and CEO of Hunters Point Family—I have learned that successful solutions require a coordinated system where providers, government agencies, and those with lived experience work together. I want to contribute to shaping that system in Contra Costa by bringing the provider perspective into CoC decision-making and ensuring that resources are allocated where they will have the greatest impact.I also bring experience in policy and governance that will be valuable to the Council. As a former co-chair of San Francisco's Local Homeless Coordinating Board, I worked closely with city departments to oversee federal CoC funding, develop coordinated entry policies, and review performance outcomes. This experience will allow me to engage quickly and effectively with the Council's responsibilities—reviewing program performance, setting funding priorities, and advising on system improvements.Ultimately, I want to ensure that Contra Costa's homeless services system is inclusive, trauma-informed, and responsive to the diverse needs of those it serves—including survivors of domestic violence, families with children, and people with complex behavioral health challenges. Serving on the Council would allow me to amplify the voices of GRIP's clients, contribute to countywide solutions, and collaborate with partners to advance our shared goal: ending homelessness and helping every individual move toward safety, stability, and self-sufficiency.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc.** (400 word maximum) *

I bring more than 20 years of experience leading nonprofit human service programs and a deep commitment to supporting unhoused individuals and families in Contra Costa County and beyond. As the Executive Director of the Greater Richmond Interfaith Program (GRIP), I oversee a comprehensive array of services that include a family emergency shelter, a warming center for single adults, a daily community meal program, and a resource center offering case management, housing navigation, and outreach to encampments. These programs give me a direct and current perspective on the complex barriers faced by people experiencing homelessness in our county. Before joining GRIP, I served as CEO of Hunters Point Family and Executive Director of Raphael House, San Francisco's largest family homeless shelter, and I co-chaired San Francisco's Local Homeless Coordinating Board, where I worked with city officials, service providers, and people with lived experience to shape homelessness policy. Earlier in my career, I directed large family and single-adult shelters in the Bronx and Miami and led youth workforce programs that connected disadvantaged youth to education and employment opportunities. I bring clinical expertise as well, holding a master's degree in clinical psychology and having worked for several years as a therapist and clinical coordinator serving disadvantaged communities. This background allows me to approach homelessness with a trauma-informed lens and advocate for integrating mental health and substance use treatment into service delivery. In addition to program leadership, I have extensive experience in coalition building, community outreach, and public speaking—skills I use regularly to engage civic leaders, faith partners, corporate sponsors, and the public around issues of homelessness and housing. I am passionate about lifting the voices of those we serve and ensuring that equity, dignity, and cultural responsiveness are at the heart of system-wide solutions. Through my professional network, relationships with regional service providers, and direct connection to thousands of unhoused and at-risk individuals served by GRIP each year, I would bring a collaborative, data-informed, and community-centered perspective to the Council on Homelessness.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- (•) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

1. Language and Cultural Barriers
Individuals from immigrant or refugee backgrounds, especially those with limited English proficiency, often struggle to navigate service systems designed primarily for English speakers. Application forms, intake processes, and case management may not be culturally or linguistically accessible, causing miscommunication and delays. Cultural stigma around homelessness or seeking public assistance can also prevent individuals from reaching out for help.

2. Discrimination and Historical Marginalization
Racial and ethnic minorities, LGBTQ+ individuals, and people with disabilities may face explicit or implicit bias from service providers, landlords, or other systems. Historical inequities—such as redlining, over-policing, and lack of generational wealth—compound the risk of homelessness and reduce trust in institutions. For transgender and gender nonconforming individuals, the lack of gender-affirming shelters can lead to safety concerns and avoidance of services entirely.

3. Systemic and Bureaucratic Barriers
Many programs require extensive documentation (IDs, proof of income, residency, or legal status) that unhoused people may not have. Youth experiencing homelessness, undocumented immigrants, and people exiting incarceration are disproportionately affected. Additionally, limited shelter capacity, long waitlists for housing programs, and strict eligibility requirements (e.g., sobriety rules, curfews) can exclude those with mental health conditions, substance use disorders, or irregular work schedules—leaving the most vulnerable without support.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

1. Expand Low-Barrier Shelter and Navigation Options
Many individuals remain unsheltered not because they don't want services, but because shelter options are too limited, too restrictive, or not designed to meet their needs. Contra Costa County could invest in expanding low-barrier, trauma-informed shelters and Navigation Centers that accommodate people with partners, pets, or possessions and offer flexible hours. My experience at GRIP has shown that when we create welcoming spaces—where people can come in without preconditions and receive meals, showers, case management, and housing navigation—they are much more likely to engage in services and take steps toward stability. This model also reduces the strain on emergency rooms, police, and encampment abatement teams by providing a clear, accessible alternative to life on the streets.

2. Strengthen Prevention and Rapid Rehousing Resources
Stopping homelessness before it happens is one of the most cost-effective interventions we can make. I believe the county should expand funding for rental assistance, eviction prevention, and flexible financial support that can keep individuals and families housed during crises. This includes partnering with landlords to create a "housing preservation fund" that covers rent arrears, unexpected expenses, or move-in costs that are often the difference between stability and homelessness. At GRIP, we regularly see families enter shelter after falling just one or two months behind on rent due to job loss, illness, or domestic violence. A relatively small investment upstream could prevent shelter stays, reduce trauma for children, and keep families connected to their schools, jobs, and communities.

Both of these strategies—expanding low-barrier entry points and scaling up prevention and rapid rehousing—are mutually reinforcing. Together, they reduce the overall inflow into homelessness and help those who are already unhoused exit the system faster. These ideas are grounded in evidence-based practices used successfully in other counties and are directly informed by the needs I witness daily through GRIP's work in Richmond.

At the heart of my work is the belief that every person deserves dignity, safety, and the chance to thrive. These solutions reflect not just policy priorities, but a commitment to building a compassionate and equitable community where no one is left without a path to stability.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (●) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (●) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]
Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

- [redacted] White
- Hispanic/Latino(a)(o)(e)(x)
- Black/African American/African
- Native Hawaiian/Pacific Islander
- American Indian/Alaskan Native/Indigenous
- Asian American/Asian
- Multiple Races
- Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ( ) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ( ) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- (•) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ( ) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I bring more than two decades of experience working with unhoused individuals and families across diverse communities—including Miami, the Bronx, San Francisco, and now Richmond—giving me a deep understanding of the systemic inequities that drive homelessness, particularly for people of color, LGBTQ+ individuals, and those impacted by poverty, trauma, and the justice system. As a secular humanist guided by the "golden rule," I am committed to equity and dignity for every person. At GRIP, I work to create welcoming, culturally responsive, and trauma-informed programs that meet people where they are—removing barriers, ensuring language access, and helping clients move toward stability. My master's degree in clinical psychology and years as a therapist provide a trauma-informed lens that shapes how I approach both policy and program design. I understand the role of mental health, substance use, and intergenerational trauma in housing instability, and I advocate for solutions that address root causes and promote long-term stability. I also believe deeply in elevating the voices of those most affected by homelessness. I have built systems within GRIP that empower clients and staff with lived experience to inform program design and advocate for change. Serving on the Council would allow me to bring this perspective to the county level, ensuring decisions are grounded in the realities our neighbors face every day. Ultimately, this work is more than my profession—it is my purpose. I am passionate about helping build a compassionate, equitable system where every Contra Costa resident has the chance to be safe, supported, and housed.

Contact Information

17. Name *

Ralph Payton

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Adam
First Name

T
Middle Initial

Poe
Last Name

[redacted]

Suite or Apt

[redacted]

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ N/A - Out of County

Bay Area Legal Aid
Employer

Managing Attorney
Job Title

Length of Employment

17 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

All (office is in Dis. 1)

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

17 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

coc/ESG

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?

Around 10

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

Michigan State University

Degree Type / Course of Study / Major

Political Science

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

DePaul College of Law

Degree Type / Course of Study / Major

Legal

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, commitee, or commission.

I would like to serve on the Council on Homelessness because my professional experience and personal commitment are closely tied to advancing housing stability and reducing barriers for people at risk of or experiencing homelessness in Contra Costa County. As a legal aid attorney and currently the Managing Attorney of Bay Area Legal Aid's Contra Costa office, I lead a team that provides legal services in housing, domestic violence, youth justice, reentry, and public benefits. Across these practice areas, I see daily how homelessness is not just the loss of housing, but the result of intersecting systems that often fail to meet people's needs. I have represented tenants facing eviction and displacement, survivors of domestic violence struggling to secure safe and stable housing, and individuals reentering the community from incarceration who encounter systemic barriers to housing and employment. These experiences give me a perspective on how housing instability intersects with trauma, discrimination, and systemic inequities. They also highlight the importance of collaboration between legal services, housing authorities, social service providers, and community-based organizations. I want to bring this perspective to the Council to help identify where systems break down and how we can respond more effectively and equitably. In my role, I have also worked on countywide initiatives—including AB 109 reentry planning and Measure X service expansions—that require balancing community input, service delivery realities, and systemic reforms. I believe these experiences prepare me to contribute thoughtfully to the Council's mission of guiding decisions, sharing ideas, and ensuring that homelessness services are working well.

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

I would bring to the Council a combination of professional expertise, collaborative experience, and community relationships that directly intersect with homelessness in Contra Costa County. As the Managing Attorney for Bay Area Legal Aid's Contra Costa office, I oversee a multi-practice team providing services in housing, domestic violence, reentry, and public benefits. This role requires not only subject-matter expertise but also systems-level perspective—identifying gaps, building partnerships, and advocating for reforms that improve outcomes for people experiencing or at risk of homelessness. Professionally, I have represented hundreds of tenants facing eviction and displacement, ensuring they can remain housed or secure stable alternatives. I have worked with survivors of domestic violence whose pathways to safety often depend on access to emergency shelter and long-term housing stability. I have also supported individuals reentering from incarceration, advocating to remove barriers in housing and employment that too often result in cycles of homelessness. These experiences have deepened my understanding of the ways trauma, discrimination, and poverty converge in housing instability. I also bring significant experience in coalition work and public engagement. I regularly collaborate with local governments, housing authorities, probation, medical providers, and community-based organizations on initiatives such as AB 109 reentry planning and Measure X-funded services.

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.

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:

* My employer receives funding from several county contracts for legal services. I am happy to provide any additional information I can, if needed.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Important Information

View results

Respondent

29 Anonymous

38:18
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.

If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat** – Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- (•) **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I would like to serve on the Council on Homelessness because my professional experience and personal commitment are closely tied to advancing housing stability and reducing barriers for people at risk of or experiencing homelessness in Contra Costa County. As a legal aid attorney and currently the Managing Attorney of Bay Area Legal Aid's Contra Costa office, I lead a team that provides legal services in housing, domestic violence, youth justice, reentry, and public benefits. Across these practice areas, I see daily how homelessness is not just the loss of housing, but the result of intersecting systems that often fail to meet people's needs. I have represented tenants facing eviction and displacement, survivors of domestic violence struggling to secure safe and stable housing, and individuals reentering the community from incarceration who encounter systemic barriers to housing and employment. These experiences give me a perspective on how housing instability intersects with trauma, discrimination, and systemic inequities. They also highlight the importance of collaboration between legal services, housing authorities, social service providers, and community-based organizations. I want to bring this perspective to the Council to help identify where systems break down and how we can respond more effectively and equitably. In my role, I have also worked on countywide initiatives—including AB 109 reentry planning and Measure X service expansions—that require balancing community input, service delivery realities, and systemic reforms.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I would bring to the Council a combination of professional expertise, collaborative experience, and community relationships that directly intersect with homelessness in Contra Costa County. As the Managing Attorney for Bay Area Legal Aid's Contra Costa office, I oversee a multi-practice team providing services in housing, domestic violence, reentry, and public benefits. This role requires not only subject-matter expertise but also systems-level perspective—identifying gaps, building partnerships, and advocating for reforms that improve outcomes for people experiencing or at risk of homelessness. Professionally, I have represented hundreds of tenants facing eviction and displacement, ensuring they can remain housed or secure stable alternatives. I have worked with survivors of domestic violence whose pathways to safety often depend on access to emergency shelter and long-term housing stability. I have also supported individuals reentering from incarceration, advocating to remove barriers in housing and employment that too often result in cycles of homelessness. These experiences have deepened my understanding of the ways trauma, discrimination, and poverty converge in housing instability. I also bring significant experience in coalition work and public engagement. I regularly collaborate with local governments, housing authorities, probation, medical providers, and community-based organizations on initiatives such as AB 109 reentry planning and Measure X-funded services.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- (•) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

I've worked as a legal aid attorney in Contra Costa for 17 years, and much of that time has been spent not only helping clients directly, but also thinking about how our services connect—or don't connect—with the larger network of care. What I've seen is that certain barriers consistently keep people from accessing the support they need, and those same barriers show up across the homelessness system.
One major issue is disability. Many services are still not fully accessible for people with physical or psychiatric disabilities. A shelter or other service provider might not accommodate mobility limitations, or program rules might unintentionally exclude someone living with a mental health condition. Without accommodations built in, people who need services the most often end up excluded.
A second barrier is immigration status and language access. Families without legal status may avoid services altogether because of fear of deportation or public charge rules. Even when they are eligible, they may not have access to translation, interpretation, or culturally competent staff. That leaves many immigrant households unable to navigate systems that are already complex for anyone.
A third challenge I've seen is the way services are often siloed. Each provider may be focused on its own area—housing, health, legal, probation—without enough coordination across systems. For someone experiencing homelessness, this means being sent from one agency to another, repeating their story over and over, and still not getting connected to comprehensive support. The lack of collaboration between providers creates barriers just as real as transportation or funding gaps.
This is why I think the work of the Council is so important and why I think I can contribute to its work.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

've seen in my work in Contra Costa that many of the challenges people face aren't about the absence of services, but about how difficult it can be to connect to them. The County has made important progress in recent years—particularly in building more coordination across providers and in investing in prevention strategies—but there is still more that can be done. One area is creative approaches to prevention. It is far more effective to keep people housed than to try to re-house them once they've lost their home. The County has already invested in rental assistance and legal aid partnerships, which have made a real difference.

I think community education deserves more emphasis. Many residents don't know the protections they already have under tenant law or fair housing rules, and too often that lack of knowledge leads to unnecessary housing loss. Outreach in multiple languages, done through trusted community spaces, can empower people to protect their housing and assert their rights. It also helps combat discrimination, which remains a root cause of instability.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (•) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (●) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]

White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ○ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ◉ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I've represented tenants facing eviction, survivors of domestic violence seeking safety, and people reentering from incarceration—all groups who are overrepresented in the unhoused population. Through this work, I've learned how race, language, disability, and justice system involvement shape people's ability to access housing and services. What I would bring to the Council is not just legal expertise, but also a commitment to equity and to lifting up the voices of those directly impacted. I want to help ensure the Council reflects the diversity of Contra Costa and keeps those perspectives at the center.

Contact Information

17. Name *

Adam Poe

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Molly
First Name

P
Middle Initial

Clopp
Last Name

[redacted]

[redacted]
Suite or Apt

[redacted]

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

mollypclopp@gmail.com
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 2

Retired
Employer

Job Title

Length of Employment

Do you work in Contra Costa County?

○ Yes ◉ No

If Yes, in which District do you work?

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

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: 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?

3

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

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, commitee, or commission.

I would like to serve on the Council on Homelessness because I care deeply about building a stronger, more equitable Contra Costa County where everyone has access to safe and stable housing. Through my service as Board Chair of Trinity Center in Walnut Creek, I have had the privilege of working alongside dedicated staff and volunteers to support more than 1,400 individuals annually with housing navigation, workforce development, and safety-net services. These experiences have given me a deep understanding of both the opportunities and the persistent barriers faced by people experiencing homelessness in our community. I am applying for the Community Member Seat because I live and work in Contra Costa County and believe I can represent both the values and concerns of residents who want a compassionate and effective response to homelessness. My role as a Walnut Creek Planning Commissioner has provided me with additional perspective on how housing, land use, and city policy intersect with homelessness, affordability, and neighborhood well-being. I want to bring my experiences in nonprofit governance, city planning, and community engagement to help strengthen the Council's work. I am committed to collaboration, equity, and the Housing First approach, and I believe the Council can play a critical role in making sure that countywide strategies reflect the lived realities of unhoused residents and the voices of the broader community.

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

I bring a unique blend of nonprofit leadership and civic engagement experience. As Board Chair of Trinity Center, I have guided governance and fundraising efforts, strengthened collaborations with organizations such as City and County Leaders, Affordable Housing Developers, the Contra Costa Housing Authority, and local churches. This role has honed my skills in public speaking, coalition-building, and policy advocacy. My work on the Walnut Creek Planning Commission has given me practical experience with housing and development decisions, including affordable and supportive housing projects. I understand how zoning, permitting, and state housing laws influence the availability of housing for vulnerable residents. Beyond formal roles, I am an active community volunteer who regularly engages with residents, city staff, and county leaders. I am a recent graduate of Leadership Contra Costa, which has given me insight into all the dimensions it takes to run an effective county that serves our residents. These experiences and connections give me insight into both the concerns of housed residents and the urgent needs of unhoused neighbors. I would bring a balanced, informed perspective to Council discussions.

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.

I bring a unique blend of nonprofit leadership and civic engagement experience. As Board Chair of Trinity Center, I have guided governance and fundraising efforts, strengthened collaborations with organizations such as City and County Leaders, Affordable Housing Developers, the Contra Costa Housing Authority, and local churches. This role has honed my skills in public speaking, coalition-building, and policy advocacy. My work on the Walnut Creek Planning Commission has given me practical experience with housing and development decisions, including affordable and supportive housing projects. I understand how zoning, permitting, and state housing laws influence the availability of housing for vulnerable residents. Beyond formal roles, I am an active community volunteer who regularly engages with residents, city staff, and county leaders. I am a recent graduate of Leadership Contra Costa, which has given me insight into all the dimensions it takes to run an effective county that serves our residents. I am active in my Church, St Pauls Episcopal, Walnut Creek. These experiences and connections give me insight into both the concerns of housed residents and the urgent needs of unhoused neighbors. I would bring a balanced, informed perspective to Council discussions.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

Molly P Clopp

View results

Respondent

22 Anonymous

17:09
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- (•) **Community Member Seat** – Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I would like to serve on the Council on Homelessness because I care deeply about building a stronger, more equitable Contra Costa County where everyone has access to safe and stable housing. Through my service as Board Chair of Trinity Center in Walnut Creek, I have had the privilege of working alongside dedicated staff and volunteers to support more than 1,400 individuals annually with housing navigation, workforce development, and safety-net services. These experiences have given me a deep understanding of both the opportunities and the persistent barriers faced by people experiencing homelessness in our community. I am applying for the Community Member Seat because I live and work in Contra Costa County and believe I can represent both the values and concerns of residents who want a compassionate and effective response to homelessness. My role as a Walnut Creek Planning Commissioner has provided me with additional perspective on how housing, land use, and city policy intersect with homelessness, affordability, and neighborhood well-being. I want to bring my experiences in nonprofit governance, city planning, and community engagement to help strengthen the Council's work. I am committed to collaboration, equity, and the Housing First approach, and I believe the Council can play a critical role in making sure that countywide strategies reflect the lived realities of unhoused residents and the voices of the broader community.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I bring a unique blend of nonprofit leadership and civic engagement experience. As Board Chair of Trinity Center, I have guided governance and fundraising efforts, strengthened collaborations with organizations such as City and County Leaders, Affordable Housing Developers, the Contra Costa Housing Authority, and local churches. This role has honed my skills in public speaking, coalition-building, and policy advocacy. My work on the Walnut Creek Planning Commission has given me practical experience with housing and development decisions, including affordable and supportive housing projects. I understand how zoning, permitting, and state housing laws influence the availability of housing for vulnerable residents. Beyond formal roles, I am an active community volunteer who regularly engages with residents, city staff, and county leaders. I am a recent graduate of Leadership Contra Costa, which has given me insight into all the dimensions it takes to run an effective county that serves our residents. These experiences and connections give me insight into both the concerns of housed residents and the urgent needs of unhoused neighbors. I would bring a balanced, informed perspective to Council discussions.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- (•) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

1. Language and Cultural Barriers – Residents who speak languages other than English or come from immigrant communities may find it difficult to navigate systems that are not culturally or linguistically responsive.

2. Stigma and Discrimination – Individuals who are LGBTQ+, people of color, or those living with disabilities often encounter discrimination when seeking housing or services, which reduces trust in systems and makes it harder to access care.

3. Eligibility and Documentation Requirements – Many services require identification, proof of residence, or income verification. For unhoused youth, undocumented residents, and those with criminal justice involvement, these requirements can prevent them from accessing help.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

1. Broaden Affordable and Supportive Housing Development – The County should expand partnerships with cities and nonprofit developers to reduce barriers to creating supportive housing. As a Planning Commissioner, I have seen how zoning challenges and delays impact projects. Streamlining approvals and aligning city-county priorities could make a significant difference.

2. Improve Care Navigation and System Coordination – At Trinity Center, we see how difficult it can be for people to move through a fragmented system of health, housing, and social services. Embedding care navigators at shelters and day centers and strengthening Community Support and Enhanced Care Management can ensure smoother transitions from crisis to stability.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- ( ) 3 or more meetings
- (•) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

Do you agree with the Housing First approach and Guiding Principle described above? *

- (•) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

- Transition aged youth (18-24)
- Adult (25-54)
- Older Adult (55-61_
- Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]
White
Hispanic/Latino(a)(o)(e)(x)
Black/African American/African
Native Hawaiian/Pacific Islander
American Indian/Alaskan Native/Indigenous
Asian American/Asian
Multiple Races
Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ( ) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- (•) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ( ) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ( ) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

In addition to my leadership at Trinity Center and my service on the Walnut Creek Planning Commission, I have professional experience in the healthcare sector. This background gives me insight into how physical health, behavioral health, and social determinants of health intersect with housing stability. At Trinity Center, I have seen how untreated medical conditions, gaps in behavioral health care, and lack of access to preventive services can all contribute to cycles of homelessness. My healthcare knowledge helps me advocate for approaches that integrate medical care, housing, and supportive services, ensuring that people are not just housed but able to thrive. Combined with my governance and civic roles, I believe this perspective adds to the Council's diversity by bridging health, housing, and community planning.

Contact Information

17. Name *

Molly P Clopp

18. Email *

[redacted]

19. Phone Number *

[redacted]

View results

Respondent

21 Anonymous

60:26
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ○ **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ○ **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ○ **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ◉ **Community Member Seat** – Must live or work in Contra Costa County.
- ○ **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ○ **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ○ **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ○ **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ○ **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ○ **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ○ **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

As a public health professor with 25 years of experience and a department chair for five years at Diablo Valley College (DVC), I am sincerely interested in addressing the homelessness crisis in our county through evidence-based, compassionate solutions. Prior to teaching, I worked in a county health department for five years in New York that included conducting outreach to unhoused individuals via a mobile health unit that offered basic healthcare and harm reduction strategies as a first step into integrative treatment. My current role as the program coordinator for a community health worker (CHW) certificate program has provided insight into various community and public health agencies in Contra Costa County that focus on assisting vulnerable populations, including those experiencing homelessness, and I want to contribute to those ongoing efforts. My extensive background in public health allows me to understand homelessness as a public health crisis driven by social determinants like housing instability, lack of healthcare, history of trauma, substance abuse, and mental health challenges. I have a record of leadership and strategic planning, which I apply as department chair to foster collaboration and implement impactful programs within our department and the college. These skills position me to effectively advocate for policies such as 'Housing First' initiatives, increased funding for shelters, and expanded mental health services, which are critical in California. As a community representative, I will aim to bring data-driven insights to bridge the gap between research and policy to create solutions to this expanding problem in our state. My desire to participate as a community representative is founded on helping to meet the needs of the homeless population and drive systemic change to improve health outcomes and quality of life in our city.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

With 25 years as a public health professor and five years as department chair, I bring extensive expertise in addressing social determinants of health, including homelessness, to the Council on Homelessness. As the program coordinator of a community health worker (CHW) certificate program, I collaborate with public health agencies that implement community-driven solutions for vulnerable populations, equipping me to advocate for effective, equitable policies. My five years working with a public health agency in New Jersey and New York, including a mobile outreach unit, provided direct experience engaging with unhoused individuals and connecting them to critical services, deepening my understanding of their needs. I am an experienced public speaker, comfortable presenting data-driven insights and advocating for systemic change in public forums. My personal connections, which include a family member and a friend who are struggling with permanent housing and co-occurring disorders, have given me firsthand insight into the challenges of navigating resources, fueling my commitment to improving service access. These professional and personal experiences, combined with my relationships with public health organizations, position me to contribute meaningfully to the Council's mission of addressing homelessness with compassion and impact.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ○ I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ○ I am a person who experienced homelessness within the past 7 years but is currently housed.
- ○ I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ◉ I am a family member of someone who has experienced homelessness
- ○ I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ○ I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

Three reasons (not limited to) why certain groups in Contra Costa County may face greater barriers to services include racial and ethnic disparities, language and cultural barriers for Immigrants, and age and disability-related accessibility gaps. Black, Indigenous, and other people of color may encounter biases from providers or stricter program eligibility requirements that exacerbate barriers to housing, healthcare, and social services. Non-English-speaking or undocumented immigrants may struggle with language and cultural obstacles. Limited access to translated materials or culturally competent staff can hinder navigation of complex service systems, such as shelter applications or Medi-Cal benefits enrollment. Fear of deportation further deters undocumented individuals from seeking help, as well. Older adults and individuals with disabilities may face physical barriers. Many shelters lack accommodations like ramps, excluding those with mobility impairments. Older unhoused individuals often struggle with technological tools due to limited tech literacy, such as online housing waitlists. Mental health or cognitive disabilities can also complicate navigating bureaucratic processes, highlighting the need for tailored outreach.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

Two of my ideas include expanding 'Housing First' with comprehensive and integrative services. My work with a mobile outreach unit in New York demonstrated that stable housing is a foundation for addressing health, employment, and social challenges. By integrating on-site mental health care, substance use treatment, and community health worker support, the county can address diverse needs. Funding could be sourced through state grants, such as California's Homeless Housing, Assistance, and Prevention program, ensuring sustainability. Second, implement a countywide prevention and diversion that offers financial assistance and mediation to prevent evictions and connect individuals to resources before they become unhoused. My experience coordinating community health worker training highlights the value of proactive, community-based interventions. This program could include emergency rental assistance, legal aid for tenants, and partnerships with local nonprofits to provide case management. Pilot programs in cities like Oakland, such as Bay Area Community Services (BACS), have shown that diversion efforts can reduce homelessness by up to 30%, offering a cost-effective strategy.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- ○ 3 or more meetings
- ◉ 1-2 meetings
- ○ 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

Do you agree with the Housing First approach and Guiding Principle described above? *

- ◉ Yes
- ○ No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

- Transition aged youth (18-24)
- Adult (25-54)
- Older Adult (55-61_
- Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]
White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ○ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ◉ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ○ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

Contact Information

17. Name *

Kristen Colchico

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Kristen
First Name

Middle Initial

Colchico
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

None Selected

Diablo Valley College
Employer

Health and Community Health Worker (CHW) Program Coordinator
Job Title

Length of Employment

23 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

Contra Costa Community College District

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

23 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Community Representative

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?

1

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

Cal State East Bay

Degree Type / Course of Study / Major

BS Clinical Exercise and Nutrition

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Indiana State University

Degree Type / Course of Study / Major

MS Kinesiology

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Columbia University

Degree Type / Course of Study / Major

Ed.D Public Health

Degree Awarded?

◉ Yes ○ No

Other Trainings & Occupational Licenses

Other Training A

Certified Health Education Specialist (CHES)

Certificate Awarded for Training?

◉ Yes ○ No

Other Training B

Community Health Worker (CHW)

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, commitee, or commission.

As a public health professor with 25 years of experience and a department chair for five years at Diablo Valley College (DVC), I am sincerely interested in addressing the homelessness crisis in our county through evidence-based, compassionate solutions. Prior to teaching, I worked in a county health department for five years in New York that included conducting outreach to unhoused individuals via a mobile health unit that offered basic healthcare and harm reduction strategies as a first step into integrative treatment. My current role as the program coordinator for a community health worker (CHW) certificate program has provided insight into various community and public health agencies in Contra Costa County that focus on assisting vulnerable populations, including those experiencing homelessness, and I want to contribute to those ongoing efforts. My extensive background in public health allows me to understand homelessness as a public health crisis driven by social determinants like housing instability, lack of healthcare, history of trauma, substance abuse, and mental health challenges. I have a record of leadership and strategic planning, which I apply as department chair to foster collaboration and implement impactful programs within our department and the college. These skills position me to effectively advocate for policies such as 'Housing First' initiatives, increased funding for shelters, and expanded mental health services, which are critical in California. As a community representative, I will aim to bring data-driven insights to bridge the gap between research and policy to create solutions to this expanding problem in our state. My desire to participate as a community representative is founded on helping to meet the needs of the homeless population and drive systemic change to improve health outcomes and quality of life in our city.

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

With 25 years as a public health professor and five years as department chair, I bring extensive expertise in addressing social determinants of health, including homelessness, to the Council on Homelessness. As the program coordinator of a community health worker (CHW) certificate program, I collaborate with public health agencies that implement community-driven solutions for vulnerable populations, equipping me to advocate for effective, equitable policies. My five years working with a public health agency in New Jersey and New York, including a mobile outreach unit, provided direct experience engaging with unhoused individuals and connecting them to critical services, deepening my understanding of their needs. I am an experienced public speaker, comfortable presenting data-driven insights and advocating for systemic change in public forums. My personal connections, which include a family member and a friend who are struggling with permanent housing and co-occurring disorders, have given me firsthand insight into the challenges of navigating resources, fueling my commitment to improving service access. These professional and personal experiences, combined with my relationships with public health organizations, position me to contribute meaningfully to the Council's mission of addressing homelessness with compassion and impact.

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.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Important Information

Kristen Colchico

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

Donnie (First Name) | F (Middle Initial) | Diego (Last Name)

[redacted] | [redacted]

[redacted] | CA (State) | [redacted] (Postal Code)

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 5

Employer | Job Title

Length of Employment

Do you work in Contra Costa County?

○ Yes ◉ No

If Yes, in which District do you work?

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

13 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

community member

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

Contra Costa College

Degree Type / Course of Study / Major

Health and Human Services

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

DVC

Degree Type / Course of Study / Major

Addiction Sciences

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

Peer Support Specialist

Certificate Awarded for Training?

◉ Yes ○ No

Other Training B

HIPPA/CPR

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, commitee, or commission.

I would like to serve on this board because I am deeply committed to improving the lives of people experiencing homelessness and those at risk of losing their housing. Having personally experienced homelessness, I understand the challenges, barriers, and emotional toll that come with housing instability. This lived experience drives my passion to ensure that the voices of those most affected are heard, valued, and reflected in the policies and programs that shape their lives. In addition to my personal experience, I bring professional expertise in mental health, substance use, and peer support. I am a Registered Substance Abuse Counselor, Certified Peer Support Specialist, and currently serve as Chairman of the Contra Costa Healthcare for the Homeless Consumer Advisory Board. These roles have given me insight into the systems and services designed to support vulnerable populations, as well as the gaps that still exist. I am skilled in collaboration, problem-solving, and advocacy, and I am committed to bringing these skills to the board to help create practical, effective solutions. I am particularly drawn to this board because it offers the opportunity to contribute to policy and program development that can make a real difference in the community. I want to help ensure that services are equitable, accessible, and culturally responsive, addressing the unique needs of individuals from diverse backgrounds, including youth, people with disabilities, LGBTQ+ individuals, and people from various racial, ethnic, and cultural communities. Serving on this board would allow me to combine my lived experience, professional expertise, and community connections to make a meaningful contribution. I am motivated by the belief that everyone deserves stability, dignity, and opportunity, and I want to help the board create systems that empower individuals and families to move from survival to thriving.

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

I am uniquely qualified for this appointment due to a combination of lived experience, professional expertise, and demonstrated leadership in the field of homelessness and community support. Having personally experienced homelessness, I understand firsthand the challenges and systemic barriers that individuals and families face when trying to secure stable housing. This perspective allows me to advocate authentically and compassionately for programs and policies that are grounded in the real-life experiences of the people they serve. Professionally, I am a Registered Substance Abuse Counselor, a Certified Peer Support Specialist, and HIPAA and CPR certified. My career has included roles in case management, peer support, and residential house management, giving me extensive experience working directly with unhoused and at-risk populations. I currently serve as Chairman of the Contra Costa Healthcare for the Homeless Consumer Advisory Board, where I have honed my skills in leadership, collaboration, public speaking, and policy review. These experiences have strengthened my ability to navigate complex systems, advocate effectively, and bring together diverse stakeholders to address pressing community needs. In addition to professional expertise, I have strong connections with organizations addressing homelessness, mental health, and substance use in Contra Costa County. These relationships enable me to facilitate collaboration, connect individuals to critical services, and ensure that community voices are included in decision-making. My experience spans working with youth, adults, and families from diverse cultural, racial, and socioeconomic backgrounds, giving me a holistic understanding of the structural, social, and cultural barriers that can prevent people from accessing the support they need. By combining lived experience, professional qualifications, and community connections, I am well-equipped to contribute meaningfully to the Council. I am committed to ensuring that policies and programs are equitable, inclusive, and responsive to the needs of all populations experiencing or at risk of homelessness in Contra Costa County. My goal is to bring insight, dedication, and advocacy to this appointment to help create practical, effective, and lasting solutions for our community.

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:

Health Care for the Homeless Consumer Advisory Board

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.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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

Nichole
First Name

L
Middle Initial

Gardner
Last Name

[redacted]
Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]

[redacted]

District Locator Tool

Resident of Supervisorial District:

☑ District 3

N/A
Employer

Job Title

Length of Employment

Do you work in Contra Costa County?

○ Yes ○ No

If Yes, in which District do you work?

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

42 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Community Member/Volunteer

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?

approximately 10

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

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

Business/Clerical

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, commitee, or commission.

As the director of a non-profit organization that has served the unhoused community in Antioch and nearby cities for the last 8 years and as a local homeless and social justice advocate, I would love to be able to do more to help black, brown, and poor communities. Some of the issues that I have fought for as an advocate include renter and tenant rights, rent control, youth programs, anti- gun violence, adopting Antioch's Antioch Police Oversight Commission, police reform, human rights for homeless individuals and families, affordable housing and shelter for the unhoused and residents living in underserved communities, just to name a few. My passion is to get more involved with the process as it pertains to making sure black, brown, and poor people have the same opportunities as everyone else and to find a way to bring healing to these communities who rarely have a voice.

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

Resume and Statement of Information attached

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.

Please read my attached resume and statement of information sheet to see volunteer and community experience.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent		
13	Anonymous	90:19
		Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.

If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ○ **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ○ **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ○ **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ◉ **Community Member Seat** – Must live or work in Contra Costa County.
- ○ **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ○ **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ○ **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ○ **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ○ **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ○ **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ○ **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I am a community member in Antioch. I have a non-profit that serves the unhoused and am a local v0olunteer and homeless advocate who cares about the everyday lives of unhoused people living in not only Antioch but the entire county. I would like to get more involved with the working and coordinating with county providers and providing resources to the unhoused to strategically get more unhoused individuals and families connected to housing and shelter.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

Over the last 9 years I have worked closely with the city of Antioch to include local non-profits, religious groups, the mayor and council, the unhoused resident coordinator, our police department and code enforcement to assist the unhoused living in the city of Antioch. I have also worked with many county core members to assist with housing and shelter for individuals and families living on our streets, in cars, and in SUVs. I am a local homeless advocate and have not shy when it comes to addressing the needs of unhoused individuals and bringing individuals and families stories to not only our local government but have used my platform to address stereotypes attached to homelessness. I fought hard for the city council and former mayor to use our own general fund to get our first transitional housing project (Opportunity VIllage) and for resources such as laundry and motel vouchers and safe parking for the unhoused. I not only have a clear understanding of the needs of the homeless living on our streets but of the needs of the community as a whole when it comes to solutions around blight and problems that that homeowners and businesses that are affected by the unhoused. I have relationships with many organizations in the city and county and we have worked together to provide housing, food, and shelter to many unhoused individuals and families living on the streets and individuals and families who are at risk of being homeless.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- (•) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

From my experience simply being poor and homeless makes it hard to get resources regardless of race, ethnicity, etc. but a few things that come to mind is that it has been difficult for myself and my team to communicate well with those who do not speak English. Spanish speaking unhoused individuals that I have come across need translators in order to request items that they need including basic necessities, housing and shelter. Which makes it difficult to get or direct them towards resources. Although many unhoused people have difficulties with abatements, I have found that black men have been more subjected to being searched and arrested by the police far more often than any other group that I have encountered on the streets. When it comes to housing, renter rights, and a lack of legal help surrounding housing for tenants, the many people that have complained about illegal evictions and issues with slum lords who make it difficult for those who are housed to stay housed, I have found that the most if not all the calls and interactions I have had with tenants and former tenants have been from areas of color and in underserved areas in the community.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

I would love to see a more coordinated effort to connect local non- profit organizations, church groups, and others with county services. From my experience there have been many situations over the last 9 years where a person needs assistance with housing, shelter and other resources and I am unable to lead them in the right direction but later find out that there is a county program that could have assisted them. One of these things were a county program helped individuals with help to get their car registration paid and minor car repairs paid in order for them to avoid getting them towed by the city. Having an updated guide for organizations and individuals to connect the unhoused to resources is important. I would also like to see the county to coordinate with cities to get more warming, cooling centers, and water distribution centers for the unhoused in their own individual cities. There are city buildings that should be accessible to the unhoused when the weather and elements could literally cause someone to die due to extreme cold or heat, which many of us have seen before. Our CORE teams may be able to help along with volunteers to be present at these facilities during extreme weather. Spreading more information to the public surrounding harm reduction and help with mental illness and substance abuse could also be helpful.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (•) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

Do you agree with the Housing First approach and Guiding Principle described above? *

- (•) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]

White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- (•) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ( ) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ( ) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ( ) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I would be a good candidate because I believe my background having been poor in an underserved and high crime area, having close family members who have and do have mental health issues, disabilities, and alcohol and substance abuse issues has given me a clear understanding of those living on the streets. My family was poor but we always made room to house our neighbors and other family members who had no where to go. Sleeping 15 people in a small 2 bedroom house at one point. My compassion for the unhoused is because I know what it is like to be poor, to be hungry, and understand that no one should be left on the streets, no matter what issues they may have. Another reason why when many people feel uncomfortable going deep into encampments or in areas where some consider not to be the safest, I have no problem doing it because I was raised around people and in neighborhoods where it wasnt safe but we were neighbors, people may have looked threatening but they were good people. While doing this work, I have worked with and spoken with people of all races and ethnicities and I can see myself in many of their stories. My mom was able to get some assistance and we were able to move to Antioch back in 1993 from Richmond to give me and my sisters a better life. I believe everyone just needs a chance to get on their feet. Housing, food, and shelter is a human right, no matter your circumstances, we as human beings all deserve at least that.

Contact Information

17. Name *

Nichole Gardner

18. Email *

[redacted]

19. Phone Number *

[redacted]

View results

Respondent

14 Anonymous

34:04
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.

If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- (•) **Community Member Seat** – Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I am deeply committed to advancing equitable and effective solutions to homelessness, and I believe serving on the Council on Homelessness would allow me to contribute meaningfully to systemic change. I do not see homelessness as an isolated issue. It is the visible outcome of many interconnected challenges, including poverty, mental health needs, substance use disorders, systemic racism, family instability, gaps in education and employment, and the severe shortage of affordable housing. Treating it as an individual failure oversimplifies its causes and leads to fragmented responses. It must instead be understood as the cumulative result of overlapping social, economic, and health inequities that build up over time. When early supports are missing, small setbacks can quickly cascade into housing loss. Recognizing this complexity reframes how we design solutions. It shifts the focus from temporary fixes, like short-term shelter, to coordinated strategies that address root causes. This means expanding permanent supportive housing, strengthening wraparound services, aligning healthcare and housing systems, and building pathways to education and employment. It also means elevating the voices of people with lived experience so policies are grounded in reality, not assumptions. My background blends community engagement, policy analysis, which equips me to add value to the Council's work. I will collaborat with nonprofits and public agencies on housing insecurity, behavioral health supports, and workforce reentry programs. I would serve with humility, collaboration, and a commitment to breaking down silos, closing service gaps, and preventing homelessness before it begins.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I would bring a combination of lived community insight, nonprofit leadership experience, and a commitment to building systems of care to the Council on Homelessness. My work has centered on bridging gaps between service systems and the individuals they are meant to serve, with a focus on addressing the root causes of housing instability and strengthening long-term support networks. I currently serve as the President of the Bay Community Services Foundation, a 501(c)(3) nonprofit organization established with the purpose of providing enhanced care management and community-based services to vulnerable populations. Through this role, I would be right individual to build partnerships across healthcare, housing, and social service sectors to improve care coordination for individuals at risk of homelessness. This work will give me deep insight into the operational and policy-level barriers that often prevent people from accessing stable housing, as well as the importance of cross-sector collaboration to overcome them. In addition, I am the founder of Bay Shelter Homes, an emerging initiative dedicated to developing supportive housing solutions. This work reflects my belief that housing stability cannot be separated from health, employment, and community belonging. I am also currently working toward becoming a certified community health worker, which will further strengthen my ability to provide direct support, navigate service systems, and advocate effectively for individuals facing complex challenges. These roles have allowed me to build relationships with local service providers, advocacy organizations, and county-level stakeholders who are actively engaged in homelessness response. I am comfortable with public speaking, facilitating cross-sector meetings, and representing community-based perspectives in policy discussions.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- (•) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

People who are unhoused in Contra Costa County come from many different backgrounds, but not everyone gets the same chance to get help. Some groups have a harder time getting services because of unfair systems, language or culture barriers, and programs that don't meet their needs. These problems are connected to something called the social determinants of health — the things in life like where people live, work, learn, and get support that affect their health and well-being.

1. Unfair treatment and lack of trust
Some communities, like Black, Latino, and Native people, have faced unfair treatment for a long time in housing, schools, and healthcare. This has made many people feel like they can't trust the system. Because of this, they might be scared to ask for help or might stop going if they feel disrespected. This shows how someone's community and how they are treated can affect their health and chances to get housing.

2. Language and culture differences
Some unhoused people are immigrants or don't speak English well. Many services only speak English or don't understand their cultures. This makes it hard to ask questions, fill out forms, or understand how to get help. Some people who are undocumented might also be scared to go to services because they worry about being reported. This shows how education, language, and feeling safe all affect someone's health and housing.

3. Services not built for everyone
Some programs are not made to support LGBTQ+ youth, people with disabilities, or older adults. LGBTQ+ youth might not feel safe or accepted. People with disabilities might find buildings hard to use or rules they can't follow. Older adults may struggle with health problems or mobility but find shelters meant for younger people. These barriers show how safe housing and healthcare access are part of staying healthy.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

Idea 1: Create Care Navigation Hubs in High-Need Areas
One major barrier for unhoused people is that services are scattered and hard to navigate. Many people do not know where to start, give up after long waitlists, or are sent from one agency to another without follow-up. This is especially hard for people with health issues, mental health needs, or no phone or transportation.

Contra Costa County could set up "Care Navigation Hubs" in areas with high homelessness rates. These would be one-stop centers where people can get help with housing, healthcare, benefits, and case management in one place. Staff could include social workers, housing navigators, community health workers, and people with lived experience who build trust. Services could include help with IDs, benefits, job training, and medical care. This supports the SDOH areas of health care access, economic stability, and social/community context.

Having everything under one roof would reduce confusion, build trust, and help people stay connected to care instead of falling through the cracks.

Idea 2: Launch a Community Health Worker (CHW) Program for Prevention
Many people at risk of becoming unhoused never reach out until they are already in crisis. By then, prevention is harder and more expensive. The County could train and hire local Community Health Workers who go out into neighborhoods, schools, and clinics to identify and support people showing early signs of housing instability, such as missed rent, sudden job loss, or health problems.

CHWs would provide culturally grounded outreach, connect people to rental help, legal aid, or counseling, and follow up to make sure they stay housed. Because they come from the same communities they serve, they can build trust and break stigma. This supports the SDOH areas of economic stability, education access, and social/community context and would shift the system from reacting to homelessness toward preventing it.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- ○ 3 or more meetings
- ◉ 1-2 meetings
- ○ 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
   Do you agree with the Housing First approach and Guiding Principle described above? *

- ◉ Yes
- ○ No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
   Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- ◉ I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ○ I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]
Transition aged youth (18-24)
Adult (25-54)
Older Adult (55-61_
Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]
White
Hispanic/Latino(a)(o)(e)(x)
Black/African American/African
Native Hawaiian/Pacific Islander
American Indian/Alaskan Native/Indigenous
Asian American/Asian
Multiple Races
Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ◉ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ○ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

Contact Information

17. Name *

Manish Jain

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Manish
First Name

Middle Initial

Jain
Last Name

[redacted]
Suite or Apt

[redacted]

CA
State

[redacted]
Postal Code

[redacted]

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 3

Employer

Job Title

Length of Employment

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

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

13 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Community 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?

1

Education

Select the option that applies to your high school education *

☑ None of the above

College/ University A

Name of College Attended

SPCE

Degree Type / Course of Study / Major

Electronics Engineering

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

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

Community Health Worker training

Certificate Awarded for Training?

○ Yes ◉ No

Other Training B

Certificate Awarded for Training?

○ Yes ○ No

Occupational Licenses Completed:

I have finished my community health worker training conducted by COPE Health Solutions. Hopefully I will get my credentials soon.

Qualifications and Volunteer Experience

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

I am deeply committed to advancing equitable and effective solutions to homelessness, and I believe serving on the Council on Homelessness would allow me to contribute meaningfully to systemic change. I do not see homelessness as an isolated issue. It is the visible outcome of many interconnected challenges, including poverty, mental health needs, substance use disorders, systemic racism, family instability, gaps in education and employment, and the severe shortage of affordable housing. Treating it as an individual failure oversimplifies its causes and leads to fragmented responses. It must instead be understood as the cumulative result of overlapping social, economic, and health inequities that build up over time. When early supports are missing, small setbacks can quickly cascade into housing loss. Recognizing this complexity reframes how we design solutions. It shifts the focus from temporary fixes, like short-term shelter, to coordinated strategies that address root causes. This means expanding permanent supportive housing, strengthening wraparound services, aligning healthcare and housing systems, and building pathways to education and employment. It also means elevating the voices of people with lived experience so policies are grounded in reality, not assumptions. My background blends community engagement, policy analysis, which equips me to add value to the Council's work. I will collaborat with nonprofits and public agencies on housing insecurity, behavioral health supports, and workforce reentry programs. I would serve with humility, collaboration, and a commitment to breaking down silos, closing service gaps, and preventing homelessness before it begins.

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

I would bring a combination of lived community insight, nonprofit leadership experience, and a commitment to building systems of care to the Council on Homelessness. My work has centered on bridging gaps between service systems and the individuals they are meant to serve, with a focus on addressing the root causes of housing instability and strengthening long-term support networks. I currently serve as the President of the Bay Community Services Foundation, a 501(c)(3) nonprofit organization established with the purpose of providing enhanced care management and community-based services to vulnerable populations. Through this role, I would be right individual to build partnerships across healthcare, housing, and social service sectors to improve care coordination for individuals at risk of homelessness. This work will give me deep insight into the operational and policy-level barriers that often prevent people from accessing stable housing, as well as the importance of cross-sector collaboration to overcome them. In addition, I am the founder of Bay Shelter Homes, an emerging initiative dedicated to developing supportive housing solutions. This work reflects my belief that housing stability cannot be separated from health, employment, and community belonging. I am also currently working toward becoming a certified community health worker, which will further strengthen my ability to provide direct support, navigate service systems, and advocate effectively for individuals facing complex challenges. These roles have allowed me to build relationships with local service providers, advocacy organizations, and county-level stakeholders who are actively engaged in homelessness response. I am comfortable with public speaking, facilitating cross-sector meetings, and representing community-based perspectives in policy discussions.

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.

1)President of Bay community Services Foundation - Non-Profit working with homeless population. I have been awarded a grant by DHCS to build a program for homeless population for providing ECM and CS. 2)President of Jain United Sangh Of Bay Area for year 2025 3)BOD - United Indian Association

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:

I wanted to be transparent in terms of grant that Bay Community Services Foundation that I have received from DHCS to build a program for homeless population for providing ECM and CS. I also own Bay Shelter Homes which I hope to utilize to serve homeless population.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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

Ashley
First Name

Middle Initial

Johnson
Last Name

[redacted]
Address

Suite or Apt

[redacted]
City

CA
State

[redacted]

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 1

Urban Tilth
Employer

Human Resources Manager
Job Title

Length of Employment

3 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

1

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?

Contra Costa Council on Homelessness: 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

Post University

Degree Type / Course of Study / Major

Undergrad Human Resources Management

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

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

Wellness and Environment Certificate

Certificate Awarded for Training?

◉ Yes ○ No

Other Training B

Certificate in Depression

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, commitee, or commission.

I feel combined with my human resources background and continued studies in many different areas of need I possess the right mindset and experience to be apart of these conversations.

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

Undergrad Human Resources Management Continued studies in environmental justice and depression in underdeveloped communities and Criminal Justice Law

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:

Work

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.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

Ashley Johnson

View results

Respondent

17 Anonymous

27:47
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ○ **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ○ **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ○ **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ◉ **Community Member Seat** – Must live or work in Contra Costa County.
- ○ **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ○ **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ○ **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ○ **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ○ **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ○ **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ○ **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I want to serve on the Council on Homelessness because I see homelessness as one of the biggest challenges we face as a community. The number of people experiencing homelessness continues to rise, and it impacts all of us. For people who are homeless, it means living every day without safety, stability, or dignity. For the broader community, it creates strain on public health, local services, and the sense of security we all want in our neighborhoods. This issue is also very personal to me. As a youth, I experienced homelessness myself. At the time, I didn't have many resources or support systems, and I know first-hand how scary and isolating that can be. That experience shaped me. It gave me empathy for people going through it and a drive to push for better solutions that actually help people rebuild their lives. I also come to this as a small business owner in Walnut Creek. I see the effects of homelessness daily—on the streets, on businesses, and on the broader community. I understand how important it is to create solutions that are compassionate toward people who are homeless, while also addressing the concerns of residents and business owners. Both sides need to feel heard for progress to last. I believe I can bring a unique perspective to the Council by balancing lived experience, community involvement, and the realities of running a business in this area. I want to contribute to approaches that are practical, compassionate, and sustainable. My goal is to help make real improvements for people experiencing homelessness while also strengthening the health and resilience of the community as a whole.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I bring a mix of personal experience, community involvement, and professional skills that I think would be valuable to the Council on Homelessness. On a personal level, I was raised as one of Jehovah's Witnesses, a group where young people face a very high risk of homelessness if they leave or are forced out. I know what it feels like to grow up in an environment where your support system can disappear overnight. That background gave me empathy for kids and young adults who feel isolated, disconnected, or without options, because I've been there myself. In the community, I serve on the Walnut Creek Police Chief's Community Advisory Board. In that role, I work directly with city leadership on issues of safety and community well-being. It's taught me how to listen to many different perspectives, bring people together, and speak up in ways that help build solutions. These are skills I believe translate directly to addressing homelessness, which is complex and requires a lot of collaboration. I'm also on the board of Plantify, a nonprofit focused on sustainability and youth empowerment. Through Plantify, I've had the chance to work with homeless and at-risk kids. Seeing how much a little support, mentorship, or access to resources can change a young person's outlook has been powerful. It showed me that solutions don't always have to be huge to make a difference—they just have to be consistent and real. As a small business owner in Walnut Creek, I also see the day-to-day impact of homelessness on the community. I understand how it affects local businesses, residents, and public spaces, and I also see the people behind it—the human beings trying to survive. That puts me in a unique position to help connect both sides: the needs of the homeless population and the concerns of the community at large. Altogether, I bring lived experience, community service, and professional perspective. I care deeply about this issue, and I want to use my voice and my role in the community to help push for solutions that are compassionate, practical, and sustainable.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- (•) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

In Contra Costa County, people who are homeless come from so many different backgrounds, and I've seen how some groups have a much harder time getting help than others. A big part of that comes down to stigma and judgment. For example, LGBTQ+ people, especially transgender youth, often don't feel safe in shelters or service spaces because they aren't sure if their identity will be respected. When someone already feels rejected or judged in daily life, it makes reaching out for help that much harder.

Language and culture also create big barriers. For people who don't speak English fluently, the system can feel impossible to navigate. Even when translation is available, cultural differences can make it uncomfortable to open up or trust providers. Some immigrant families also worry about how seeking services could affect their immigration status, so they end up avoiding help they're actually eligible for.

Another big issue is trust. Communities that have faced discrimination or over-policing in the past often don't believe that the same systems now want to help them. I understand that feeling personally. I was raised as one of Jehovah's Witnesses, a community where young people are at high risk of homelessness if they step away from the faith. When I left, I experienced how fragile a support system can be when it disappears overnight. That loss made me hesitant to turn to outside systems for help, because I wasn't sure they would see me or understand me. Many people in marginalized communities carry that same hesitation.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

One idea that I think would make a big difference is having more drop-in resource centers around the county. When you're homeless or close to it, just figuring out where to go can feel impossible. A simple, safe place where people can walk in without an appointment and get immediate help—whether that's food, a shower, legal advice, or just someone pointing you in the right direction—would take away so much of that stress. Having everything in one place instead of sending people all over the county would make services easier to use and more effective.

The other idea comes from my own experience. When I was homeless as a youth, I ate because Trader Joe's gave away food that was about to expire. If it wasn't for that, I often wouldn't have eaten at all. That small act kept me going. It made me realize how important food access is, and how businesses can play a huge role. The truth is, tons of good food gets thrown away every day by grocery stores, restaurants, and coffee shops. At the same time, people are going hungry right outside their doors. If the county helped build stronger partnerships with local businesses to get that food into the hands of people who need it—whether through shelters, food banks, or direct pickups—it would be life-changing for a lot of people.

Food and stability go hand in hand. If someone knows they can eat that day, it's easier to focus on the next step, whether that's finding work, housing, or connecting with services. By making resources easier to reach and making food more available, Contra Costa could help people survive the hardest days and give them a real chance to rebuild their lives.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- ( ) 3 or more meetings
- ( ) 1-2 meetings
- (•) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

   Do you agree with the Housing First approach and Guiding Principle described above? *

   - (●) Yes
   - ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.

   Standing Committees (meet once a month or every other month)

   - Equity Committee
   - HMIS Policy Committee
   - Oversight Committee
   - PATH (Plan for Accelerating Transformative Housing) Committee

   Ad Hoc Committees (meet on an as-needed basis for a limited time)

   - Funding Committee
   - Governance Committee
   - Homelessness Awareness Month Committee
   - Nominating Committee
   - Point-in-Time (PIT) Count Committee

   All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

   - (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
   - ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

    [redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

    [redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

    [redacted]

13. **What best describes your age? (Check one)**

[redacted]

Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]

White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ○ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ◉ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ○ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I bring lived experience of youth homelessness and an understanding of how cultural and religious backgrounds can increase risk. Raised as one of Jehovah's Witnesses, I know what it means to lose both housing and community when leaving that environment. Today, I am a small business owner in Walnut Creek, serve on the Police Chief's Community Advisory Board, and sit on the board of Plantify, where I work with homeless and at-risk kids. These experiences give me empathy, perspective, and the ability to bridge diverse voices to create solutions that are both compassionate and practical.

Contact Information

17. Name *

Janay McCullough

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Janay
First Name

Middle Initial

McCulllough
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
y

CA
State

[redacted]

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

None Selected

Self
Employer

Owner
Job Title

Length of Employment

6 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

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

36 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: 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

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

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

Le Cordon Bleu Patisserie & Baking

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, commitee, or commission.

See first application. I never received a copy of it so I cannot copy the answer into here as directed.

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

See first application. I never received a copy of it so I cannot copy the answer into here as directed.

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.

See first application. I never received a copy of it so I cannot copy the answer into here as directed.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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

Dorie
First Name

Middle Initial

OFOGH
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

CA
State

[redacted]

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

None Selected

Employer

Job Title

Length of Employment

Do you work in Contra Costa County?

○ Yes ◉ No

If Yes, in which District do you work?

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

42 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

board member

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

UC Berkeley

Degree Type / Course of Study / Major

Bio-resources science

Degree Awarded?

○ Yes ◉ No

College/ University B

Name of College Attended

Creighton University

Degree Type / Course of Study / Major

Doctor of Pharmacy

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

Registered pharmacist

Certificate Awarded for Training?

◉ Yes ○ No

Other Training B

ACLS, BLS, CCHI, DRE license, RCFE administrator

Certificate Awarded for Training?

○ Yes ○ No

Occupational Licenses Completed:

ACLS, BLS, CCHI: certified interpreter, DRE license: real estate license, RCFE administrator

Qualifications and Volunteer Experience

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

I'm passionate about serving on boards and committees that focus on homelessness, aging, and medical supportive services because of my own life journey. As an immigrant who experienced displacement, discrimination, and the upheaval of starting over after a revolution, I deeply understand what it feels like to lose everything and rebuild from the ground up. My medical background gives me a deeper understanding of the medical system and how to serve the patient population better. I want to make a difference in our society and to enrich other people's life.

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

My professional background as a clinical pharmacist, a licensed healthcare interpreter, instructor at the School of Practical philosophy which concentrated on living a meaningful and caring life,and a real estate professional gives me a unique perspective on the needs of diverse communities. My RCFE administrator license has allowed me to study the challenges of aging populations in depth, and my medical expertise helps me understand the health issues that older adults face. All of these experiences equip me to contribute meaningfully, bridging empathy with practical skills. I believe in using my background to advocate for those in need and to help shape compassionate, informed policies that truly make a difference. I tried multiple times to upload my resume but it keeps failing.

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.

I have v

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

6 Anonymous

77:53
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- (•) **Community Member Seat –** Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

As a representative of the Farsyar Foundation, I am writing to express my strong interest in serving on the board. Our foundation is dedicated to supporting individuals in vulnerable situations, including those facing social, emotional, and housing challenges. I believe this seat offers a meaningful opportunity to contribute to solutions that uplift our community.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

My motivation to serve stems from both professional and personal commitment. As a licensed pharmacist, certified healthcare interpreter, real estate professional, and Residential Care Facility for the Elderly (RCFE) administrator, I bring a unique combination of healthcare, language access, housing, and elder-care experience. These skills allow me to understand the complex needs of individuals experiencing homelessness—ranging from medical care and mental health to stable housing and supportive services. Through my nonprofit work with the Farsyar Foundation, I have witnessed firsthand the struggles of individuals navigating homelessness, housing insecurity, and the lack of accessible services. Farsyar was created to be a source of hope, bridging gaps for those who are often unseen or underserved. We provide community support, translation and interpretation for immigrant families, educational opportunities, and elder care services. Expanding this work into homelessness aligns with our belief that every individual deserves dignity, stability, and the opportunity to thrive. Serving on this board would allow me to help ensure that policies and programs are not only practical but also compassionate and inclusive. I am especially interested in strengthening collaboration between service providers, healthcare professionals, housing organizations, and community advocates so that resources are delivered effectively and respectfully. I am committed to contributing my time, energy, and perspective to this important work. By joining the [Name of Homelessness Board], I hope to bring both the voice of our foundation and my own dedication to making a tangible difference in the lives of individuals experiencing homelessness.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- (•) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

One may ask, "Why don't people just use the services available?" the answer is clear: it's not about willingness, it's about access. First they may not know where to go or what to do. Even if they find out, language, paperwork, health issues, discrimination, and lack of resources all create walls that block people from the support they deserve. They may also be afraid and hesitant to pursue services. Understanding these barriers helps us see why compassion, patience, and better-designed programs are so important.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

They say an ounce of prevention is worth a pound of cure, and it's so true here. One great way to support people is to step in early—before they lose their housing. This might mean offering short-term rental assistance, emergency funds, or legal help to prevent evictions. By doing this, we can keep people in their homes and reduce the number of individuals who end up on the streets in the first place. For those who are already unhoused, making services easier to access is key. That means creating low-barrier shelters and drop-in centers where people can get help without jumping through hoops. It also means doing more outreach—going out into the community, meeting people where they are, and building trust. By making services welcoming and easy to reach, we help more people get the support they need, whether it's a hot meal, medical care, or a path to permanent housing.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (•) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
   Do you agree with the Housing First approach and Guiding Principle described above? *

- (•) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

- Transition aged youth (18-24)
- Adult (25-54)
- Older Adult (55-61_
- Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted] White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Mediterranean

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ( ) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ( ) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- (•) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ( ) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ( ) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I was born in Iran. My family and I suffered a revolution, lost our home, migrated and lost our identity and had to rebuild everything. My parents and I dealt with language issues, discrimination, getting substandard treatments and religious persecution. I understand what it is like to lose all support and all that you have and to rise up from the ashes again.

Contact Information

17. Name *

Dorie M. Ofogh

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Belinda
First Name

Middle Initial

Jackson-Thomas
Last Name

[redacted]
Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]

[redacted]

District Locator Tool

Resident of Supervisorial District:

☑ District 1

Contra Costa County Employment & Human Services
Employer

Human Services Division Manager
Job Title

Length of Employment

18 yrs (includes prior service)

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

1

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

30+

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

EHSD

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

Contra Costa Community College

Degree Type / Course of Study / Major

liberal arts

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Cal State East Bay

Degree Type / Course of Study / Major

Human Development

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, commitee, or commission.

I would like to represent EHSD on the Council on Homelessness. This is a topic that I am passionate about in both my personal and professional life. While working in Solano County, I managed multiple homeless housing programs from 2018 through January 2025. My primary program was the CalWORKs Housing Support Program (HSP), but my team was also responsible for Bringing Families Home (BFH), Housing & Disability Advocacy Program (HDAP) and Home Safe. In my personal life I volunteer with an organization in Oakland and help assemble and distribute food and hygiene kits to encampments throughout the city.

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

Starting in 2018, as a manager for Solano County Health and Social Services, I was responsible for managing the Housing Support Program (HSP) for CalWORKs families. The budget grew from $1 million to $3 million and as high as $9 million with county redistribution funds. We were able to receive redistribution funds because we spent our allocation while other counties underspent. I had a team of social workers who not only located housing but also provided case management services to HSP and HDAP clients.

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.

I volunteer with the East Oakland Collective, I donate money and/or assemble and distribute food and hygiene kits directly to encampments for an event called Feed the Hood. In Solano County, I participated in regular CoC meetings, as well as meetings with other community-based organizations that served the unhoused in some capacity. I am also on the Board of Directors for urban university, a non-profit in Oakland that serves single mothers in Alameda County by providing job training and/or housing.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

8 Anonymous

268:02
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat –** Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- (•) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I am a Human Services Division Manager with Contra Costa County Employment & Human Services Department (EHSD), and I would like to represent my agency on the Council. I have a longstanding passion for serving individuals and families experiencing homelessness. In 2018, while serving as a manager in Solano County, I was assigned to oversee a bureau that managed homeless programs for CalWORKs families, including Permanent Supportive Housing (PSH), Rapid Rehousing (RRH), the Housing Support Program (HSP), and the Bringing Families Home initiative for Child Welfare. Through this work, I quickly came to understand that effectively addressing homelessness requires collaboration across multiple teams and systems. My bureau worked closely with Fiscal staff to monitor spending on a monthly basis and partnered with Child Welfare to coordinate support for families referred to our programs. What I valued most about the Housing Support Program was the county's ability to tailor policies to meet client needs within the state's regulatory framework. For example, we had flexibility to adjust housing assistance amounts, establish payment schedules (e.g., 100%, 75%, 50%), and create policies for landlord incentives, loss mitigation, and unit retention. We also modified the length of program eligibility in alignment with available resources. These experiences reinforced the importance of creative, collaborative, and adaptive approaches in order to achieve lasting outcomes for vulnerable families.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

My experience with homeless programs began in 2018 working for Solano County Health & Social Services. As the Program Manager, and later the Administrator, I was closely involved at many levels including making policy decisions for the CalWORKs Housing Support Program (HSP), and Housing & Disability Advocacy Program (HDAP). In addition to these programs, my team also administered Bringing Families Home (BFH) and Home Safe for other divisions within the department. I closely monitored budgets and participated in regular meetings with county staff, CoC staff, CBOs, and landlords. HSP was the largest program I managed, we always spent our allocation and repeatedly received additional funds from county redistribution. The primary group I served was CalWORKs families (over 225 annually), followed by single adults served under HDAP. One of my proudest achievements was building relationships with landlords, one of whom dedicated his entire apartment complex to our HSP program because he felt strongly about the work we did. In my personal life I am a board member of a non-profit that provides job training and housing to single mothers in Alameda County. I also volunteer with the East Oakland Collective for an event called Feed the Hood; boots on the ground delivery of food and hygiene kits to those in encampments.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- (•) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

I believe that accessing services for any unhoused person or family is challenging, with many barriers to overcome. Here are three reasons why certain groups have a harder time.

1. Sexual and gender identity - In addition to family rejection, LGBTQ+ individuals experience higher rates of abuse and harassment in shelters. Transgender people may be assigned housing that doesn't align with their gender identity

2. Immigrants - they face barriers that may include language needs, especially if it is a language outside of threshold languages within the community. Typically, there will be services available in Spanish, but it can be more complicated beyond that. In the current political climate, immigrants have a lot of fear about asking for benefits or services, even if they are documented. As we continue to witness on the news, no one seems to be immune from being profiled and plucked off of the street for what our government has perceived is the crime of being foreign born. Fear is one of their biggest challenges.

3. People with disabilities - this likely also includes a large number of elderly as well. Their challenges include accessing services and/or housing that can accommodate their disabilities and accompanying equipment. Often this group may be limited to locating housing on first floor levels which limits available inventory.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

1. In Solano County, we met with the local Board of Realtors to promote the HSP program. We developed brochures and a power point presentation with an overview of the program. Some of the people in the room were current HSP landlords who voluntarily gave testimonials about their experience with the county and the HSP program.

2. I am still new to returning to Contra Costa County after a 13-yr absence. I think it's imperative to listen to those with lived experience. What helped them overcome homelessness? What were barriers to getting housed and how could we have been more helpful? I think it's much easier to prevent homelessness than to try to get housed, is Contra Costa giving priority to prevention?

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- ( ) 3 or more meetings
- (•) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

   Do you agree with the Housing First approach and Guiding Principle described above? *

   - (●) Yes
   - ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.

   Standing Committees (meet once a month or every other month)

   - Equity Committee
   - HMIS Policy Committee
   - Oversight Committee
   - PATH (Plan for Accelerating Transformative Housing) Committee

   Ad Hoc Committees (meet on an as-needed basis for a limited time)

   - Funding Committee
   - Governance Committee
   - Homelessness Awareness Month Committee
   - Nominating Committee
   - Point-in-Time (PIT) Count Committee

   All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

   - (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
   - ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

    [redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

    [redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

    [redacted]

13. **What best describes your age? (Check one)**

[redacted]
Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]
White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ○ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ◉ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I'm excited at the prospect of being selected. I look forward to participating in a group that can affect change.

Contact Information

17. Name *

Belinda Jackson-Thomas

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Edna "Josie" (First Name) | J (Middle Initial) | Asencio (Last Name)

[redacted] (Home Address) | (Suite or Apt)

[redacted] (City) | CA (State) | [redacted] (Postal Code)

[redacted] (Primary Phone)

[redacted] (Email Address)

District Locator Tool

Resident of Supervisorial District:

☑ District 3

Northern California Conference of Seventh-day Adventists (Employer) | Pastor (Job Title)

Length of Employment

7 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

District 3

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

2 years 7 months

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Clergy

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?

3

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

La Sierra University

Degree Type / Course of Study / Major

BA/Religious Studies

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Andrews University

Degree Type / Course of Study / Major

MDiv (Master of Divinity)

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Louisville Presbyterian Theological Seminary

Degree Type / Course of Study / Major

DMin/Pastoral Care and Counseling

Degree Awarded?

◉ Yes ○ No

Other Trainings & Occupational Licenses

Other Training A

5 Units of Clinical Pastoral Education (CPE)

Certificate Awarded for Training?

◉ Yes ○ No

Other Training B

BLS Certification

Certificate Awarded for Training?

◉ Yes ○ No

Occupational Licenses Completed:

Ordained Minister

Qualifications and Volunteer Experience

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

I have the privilege of chairing the Seventh-day Adventist Taskforce on Homelessness. Together, our committee has begun to partner with Contra Costa County service providers in the effort to reach functional zero. The taskforce brings together ministers and members from our Adventist churches throughout the county, and one of our congregations in Pittsburg is already preparing to build affordable housing on its property. I would love the opportunity to connect and collaborate with the Council on Homelessness as we intentionally align with cities and counties to better serve our neighbors experiencing homelessness.

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

As a minister, I have partnered with city and community leaders to serve our vulnerable and at-risk neighbors. In my previous congregations, I have organized dental and vision clinics, supported a police accountability committee, and represented the faith community on both a county mental health committee and a senior services committee. I am also a trained chaplain, ordained minister, grief counselor, and spiritual counselor. In addition, I have served on the Interfaith Council of Contra Costa, building relationships with clergy across traditions to address shared community needs. With more than 20 years of experience in public speaking, coaching, board leadership, and connecting congregations with community initiatives, I bring a healthy background in collaboration, advocacy, and service that I believe would contribute meaningfully to the mission of the Council on Homelessness.

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.

Contra Costa County: interfaith council Napa County: Mental Health Council, Senoir services committee, St. Helena Pastors, inter-faith council, distributed food during covid and household items to fire/evacuation victims, St. Helena Hospital volunteer chaplain and general volunteer Riverside County: Attended regular council meetings, organized weekend Health Clinic and mental health education workshops

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

10 Anonymous

103:05
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.

If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat** – Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- (•) **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative** – Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

The Seventh-day Adventist Church in the Northern California Territory is committed to supporting communities in reaching functional zero for homelessness. As part of this mission, we have recently launched a Homelessness Task Force focused on organizing and mobilizing SDA churches across Contra Costa County. Currently, we are working to connect with more experienced organizations already active in this space to collaborate and complement their efforts. One of our key initiatives is supporting a local church in Pittsburg as it embarks on a project to build homes for individuals experiencing homelessness. I have the privilege of serving as the chair of this committee and am deeply committed to both learning from others and contributing to this important work. Although I had to step back for a season due to surgery and health challenges, I am now excited and ready to re-engage fully with the task force and continue moving this mission forward.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc.** (400 word maximum) *

My parents both grew up in extreme poverty and experienced homelessness as youth, and my mother lived in a women's shelter for several months when my sister and I were very young. Their resilience shaped my perspective on service and compassion. As a member of the Hispanic community, I am bilingual, speaking both Spanish and English. While many people speak Spanish more fluently than I do, I have experience in public speaking in both languages, which has allowed me to connect with diverse audiences. During the pandemic, I became a foster parent while also serving on Napa County's mental health committee and supporting seniors so they could remain in their homes while receiving the care and community they needed. At the same time, I organized local denominational pastors in Napa County and non-denominational pastors in St. Helena to join countywide COVID-19 response efforts. I partnered with nonprofits to distribute food to families in need, and I led initiatives to provide fire victims and evacuees with immediate necessities such as toiletries and clothing, as well as furniture for those who lost their homes. For the past 20 years, I have served as a pastor. In that role, I have learned the importance of mediation, de-escalation, and compassion in conversations. These experiences have strengthened my commitment to building bridges, supporting vulnerable communities, and ensuring that those facing crisis receive practical resources, spiritual and emotional care.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ○ I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ○ I am a person who experienced homelessness within the past 7 years but is currently housed.
- ○ I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ◉ I am a family member of someone who has experienced homelessness
- ○ I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ○ I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others. (400 words maximum)** *

There are a couple of groups that face greater challenges in accessing services than others. The first is the African American community, and the second is the Hispanic and immigrant community. Both groups continue to encounter racial and systemic barriers that limit access to stable housing, employment, and supportive resources.
Historically, the United States has intentionally underserved African Americans. Even after the abolition of slavery, policies and practices promoted dehumanization and reinforced biases that contributed to disproportionately high incarceration rates, whick still exists today. Having a criminal record makes it more difficult for individuals to secure housing, qualify for services, and obtain stable employment. According to the National Alliance to End Homelessness, African Americans made up just 13 percent of the U.S. population in 2020, yet they accounted for more than 40 percent of the homeless population. At that time, Nan Roman, then-president and CEO of the organization, explained, "This isn't the fault of the homelessness sector, and it is not the fault of people experiencing homelessness. It is the fault of systems that have failed our most vulnerable populations, and leaders who have failed to protect them" (ABC News, January 22, 2020).
The Hispanic and immigrant community also experiences significant barriers. One of the most common challenges is the language barrier. Many service providers may not be bilingual, which limits access for individuals and families who primarily speak Spanish. This gap often leaves people unable to fully understand their options, complete paperwork, or advocate for themselves.
In addition to language challenges, fear of immigration consequences is another major obstacle. Some members of the community worry that seeking help might lead to detention or deportation, even when services are legally available to them. This fear discourages families from pursuing housing assistance, health care, or other supportive resources that could prevent or end homelessness. Combined, these barriers contribute to lower levels of service utilization and greater vulnerability to housing instability within the Hispanic and immigrant population.
Both the African American and Hispanic/immigrant communities face systemic barriers that make accessing services more difficult. Historical injustices, racial biases, language barriers, and fears related to immigration status all contribute to higher rates of homelessness and housing instability. Addressing these challenges requires not only expanding access to resources but also confronting the structural inequities and systemic failures that have left these communities disproportionately vulnerable. I hope that our Adventist community can serve as a meaningful partner in supporting a system that is gravely underfunded, taking active steps toward equity and ensuring that more individuals have the opportunity to secure stable housing and support.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

1. Identifying and partnering with local faith communities in providing emotional/spiritual support.
2. Creating a way to connect with faith communities and organizations that provide services or are holding physical/emotional/spiritual health events and connecting them with the underserved population.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (●) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (●) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]

White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ◉ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ○ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

Thank you for your time and the opportunity to apply.

Contact Information

17. Name *

Josie Asencio

18. Email *

[redacted]

19. Phone Number *

[redacted]

View results

Respondent

25 Anonymous

104:21
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat –** Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- (•) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

As a member and leader in the faith community, I have witnessed and participated in how faith-based organizations provide essential emergency resources and long-term support, which are vital for our well-being and thriving. Having experienced homelessness myself and emerged from encampments, I have undergone significant healing and transformation through my involvement with the faith community. I have been uplifted and have had the privilege of uplifting others in return. I continue to serve on the front lines of homelessness, and I believe that my experience will continue to serve the Council on Homelessness and our community as a whole.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I experienced the call to ministry while a member of the Bay Area Rescue Mission's year-long residential recovery program, where God delivered me from an extended season of homelessness, hopelessness, and drug addiction. Along this narrow road of recovery and redemption, God has integrated all the pieces of my past life before homelessness, taking the skills I developed as an engineer and leader in various successful startup companies in Silicon Valley and applying these skills to the service of God and His people - no experience in life has been wasted. It has been my privilege over these past years to minister and continually serve in this space in various capacities, all united through my life for God and His people. I have administered and managed the men's emergency shelter at the Bay Area Rescue Mission. I have managed program operations at BARM, overseeing both our community kitchen and our food pantry during a time when we distributed over 1.2 million meals to the community we serve. I actively and regularly minister as a pastor and friend in encampment outreach. The church I serve as senior pastor works closely and intensely with our community; most of the congregation is formerly homeless, with several members of my congregation residing at A&A Health Services in San Pablo (Adult residential services for those with dual diagnosis). My church founded a nonprofit that has operated a series of Sober Living Environments for the past 18 years; I managed one of these homes for three years. These SLE homes serve men escaping homelessness and drug addiction. I formerly served on the Board of Directors for Way2Love, Inc., a local nonprofit that has successfully abated the large Castro Encampment, providing housing and support for nearly the entire encampment. I have served on the Council on Homelessness as the Faith Community Representative for two consecutive terms, and I hope to continue this service. In my vocational work in the nonprofit space serving the unhoused, I have continually sought growth and development to professionalize the ministry work. I have completed my Bachelor of Arts in Christian Ministry & Leadership, Ministry Management Concentration, focusing on curriculum development, cultural humility, program modeling, fundraising, strategic planning, finance, grant writing, and leadership development. I am currently attending grad school and am two terms away from completing my MBA, the curriculum centered on leadership in Christ-centered nonprofits. In short, ministry work in this space is my passion and life's work. God has been so kind to me, and I seek to share that kindness with others.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- (•) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

There are many different reasons why certain groups might have a harder time accessing services than others, but the following illustrate three of many reasons.

Language and Cultural Barriers: Many unhoused people come from immigrant and Spanish-speaking communities. Without clear and consistent translation or culturally specific outreach, these residents may not know what resources are available to them or how to navigate these resources. Furthermore, there are some strong cultural stigmas around homelessness and mental health, and this can discourage individuals from seeking the services they might need to thrive better.

Legal and Documentation Barriers: Some services require identification or proof of residency. Some federal housing assistance programs require applicants to be U.S. Citizens or have eligible immigration status. Fear of deportation or other legal repercussions may lead some to avoid housing resources altogether, even if they qualify.

System Navigation Barriers: For individuals facing trauma, mental illness, or limited literacy, the complicated nature of navigating system complexity for housing and services can be overwhelming. Without strong and consistent case management, many people will fall through the cracks and not obtain the housing or services available to them. I c

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

One thing that I am greatly encouraged by within the faith community is the emergence of the YIGBY (Yes In God's Back Yard) Movement. This movement seeks to take advantage of new state laws and advocate for zoning changes that will allow church-owned land to be used for affordable housing projects. While there have been high-visibility projects in our CoC as of late (Hope Solution's Hope Village in Walnut Creek comes to mind), there are a lot of other initiatives that are happening in denominational discussions across the Bay Area that I have been privileged to participate in, including conversations around creative financing for these housing initiatives. I would love to bring more of this work to our CoC, as there is a great deal of potential to house people through this work.

Secondly, seek to intentionally increase the visibility of local church communities, which do significant outreach and support under the radar. Hundreds of small organizations provide support, resources, and housing for the unhoused, far greater than you can imagine.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (•) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

   Do you agree with the Housing First approach and Guiding Principle described above? *

   - (●) Yes
   - ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.

   Standing Committees (meet once a month or every other month)

   - Equity Committee
   - HMIS Policy Committee
   - Oversight Committee
   - PATH (Plan for Accelerating Transformative Housing) Committee

   Ad Hoc Committees (meet on an as-needed basis for a limited time)

   - Funding Committee
   - Governance Committee
   - Homelessness Awareness Month Committee
   - Nominating Committee
   - Point-in-Time (PIT) Count Committee

   All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

   - (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
   - ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

    [redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

    [redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

    [redacted]

13. **What best describes your age? (Check one)**

[redacted]

Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]

White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ( ) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ( ) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- (•) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ( ) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I have a lived experience of homelessness

Contact Information

17. Name *

Wayne Earl

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Wayne
First Name

B
Middle Initial

Earl
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 4

Rock Harbor Christian Fellowship / Bay Area Rescue Mission
Employer

Senior Pastor / Manager of Special Projects
Job Title

Length of Employment

7+ years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

1

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

9 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Faith Community Representative

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?

many meetings

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

CityVision University

Degree Type / Course of Study / Major

BA: Christian Ministry and Leadership: Ministry Management Concentration

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

CityVision University

Degree Type / Course of Study / Major

MBA (in progress; completion early 2026)

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:

Certificate of Ordination

Qualifications and Volunteer Experience

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

As a member and leader in the faith community, I have witnessed and participated in how faith-based organizations provide essential emergency resources and long-term support, which are vital for our well-being and thriving. Having experienced homelessness myself and emerged from encampments, I have undergone significant healing and transformation through my involvement with the faith community. I have been uplifted and have had the privilege of uplifting others in return. I continue to serve on the front lines of homelessness, and I believe that my experience will continue to serve the Council on Homelessness and our community as a whole.

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

I experienced the call to ministry while a member of the Bay Area Rescue Mission's year-long residential recovery program, where God delivered me from an extended season of homelessness, hopelessness, and drug addiction. Along this narrow road of recovery and redemption, God has integrated all the pieces of my past life before homelessness, taking the skills I developed as an engineer and leader in various successful startup companies in Silicon Valley and applying these skills to the service of God and His people - no experience in life has been wasted. It has been my privilege over these past years to minister and continually serve in this space in various capacities, all united through my life for God and His people. I have administered and managed the men's emergency shelter at the Bay Area Rescue Mission. I have managed program operations at BARM, overseeing both our community kitchen and our food pantry during a time when we distributed over 1.2 million meals to the community we serve. I actively and regularly minister as a pastor and friend in encampment outreach. The church I serve as senior pastor works closely and intensely with our community; most of the congregation is formerly homeless, with several members of my congregation residing at A&A Health Services in San Pablo (Adult residential services for those with dual diagnosis). My church founded a nonprofit that has operated a series of Sober Living Environments for the past 18 years; I managed one of these homes for three years. These SLE homes serve men escaping homelessness and drug addiction. I formerly served on the Board of Directors for Way2Love, Inc., a local nonprofit that has successfully abated the large Castro Encampment, providing housing and support for nearly the entire encampment. I have served on the Council on Homelessness as the Faith Community Representative for two consecutive terms, and I hope to continue this service. In my vocational work in the nonprofit space serving the unhoused, I have continually sought growth and development to professionalize the ministry work. I have completed my Bachelor of Arts in Christian Ministry & Leadership, Ministry Management Concentration, focusing on curriculum development, cultural humility, program modeling, fundraising, strategic planning, finance, grant writing, and leadership development. I am currently attending grad school and am two terms away from completing my MBA, the curriculum centered on leadership in Christ-centered nonprofits. In short, ministry work in this space is my passion and life's work. God has been so kind to me, and I seek to share that kindness with others.

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:

Council on Homelessness

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.

I experienced the call to ministry while a member of the Bay Area Rescue Mission's year-long residential recovery program, where God delivered me from an extended season of homelessness, hopelessness, and drug addiction. Along this narrow road of recovery and redemption, God has integrated all the pieces of my past life before homelessness, taking the skills I developed as an engineer and leader in various successful startup companies in Silicon Valley and applying these skills to the service of God and His people - no experience in life has been wasted. It has been my privilege over these past years to minister and continually serve in this space in various capacities, all united through my life for God and His people. I have administered and managed the men's emergency shelter at the Bay Area Rescue Mission. I have managed program operations at BARM, overseeing both our community kitchen and our food pantry during a time when we distributed over 1.2 million meals to the community we serve. I actively and regularly minister as a pastor and friend in encampment outreach. The church I serve as senior pastor works closely and intensely with our community; most of the congregation is formerly homeless, with several members of my congregation residing at A&A Health Services in San Pablo (Adult residential services for those with dual diagnosis). My church founded a nonprofit that has operated a series of Sober Living Environments for the past 18 years; I managed one of these homes for three years. These SLE homes serve men escaping homelessness and drug addiction. I formerly served on the Board of Directors for Way2Love, Inc., a local nonprofit that has successfully abated the large Castro Encampment, providing housing and support for nearly the entire encampment. I have served on the Council on Homelessness as the Faith Community Representative for two consecutive terms, and I hope to continue this service. In my vocational work in the nonprofit space serving the unhoused, I have continually sought growth and development to professionalize the ministry work. I have completed my Bachelor of Arts in Christian Ministry & Leadership, Ministry Management Concentration, focusing on curriculum development, cultural humility, program modeling, fundraising, strategic planning, finance, grant writing, and leadership development. I am currently attending grad school and am two terms away from completing my MBA, the curriculum centered on leadership in Christ-centered nonprofits. In short, ministry work in this space is my passion and life's work. God has been so kind to me, and I seek to share that kindness with others.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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

Desiree
First Name

Middle Initial

Rushing
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 3

Employer

Job Title

Length of Employment

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

3

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

15

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Behavioral Health Representative/Faith Community Representative

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?

>10

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

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, commitee, or commission.

Information on supplemental application

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

Information on supplemental 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.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

23 Anonymous

63:34
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat –** Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- (•) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I have a passion for the livelihood of all people. I'm a retired respiratory therapist of 34yrs. While working at Kaiser Antioch Hospital , I worked with Administration on protocols and policies that instructed staff on proper discharge and how to treat the unsheltered because they have different needs I have served and feed the unsheltered for over 10yrs. Im an Ordained Minister and first started feeding and supplying needs at various Churches. I then started supervising to leave no one behind program at Nami Contra Costa for the last six years. we feed over 250 unsheltered individuals a month along with supplying water and food for their animals.. We offer support and resources when possible and collaborate with C. O.R.E. We also refer out to homeless court. I know about 80% of the homeless population in East Contra Costa and they know me I have established a relationship and trust with them. I am a certified Medi-Cal peer specialist.. I'm applying for the health representative position and the Faith community Representative seat.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

As a medical professional and a certified Medi-Cal peer specialist, I understand the walls, the unsheltered individuals experience because I do go out and interact with the unsheltered not only by feeding, but giving support I feel I am well equipped for either position I'm applying for the Behavioral Health Representative seat and also the Faith Representative seat. On second Sundays, I provide food and shelter and an opportunity outside for the unsheltered to have church along with their animals. I have found housing temporarily and permanently for many unsheltered individuals. I have worked on the memorial committee with many organizations for the unsheltered I work with sororities and other agencies that give me clothing supplies, etc., to distribute to the unsheltered..

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- (•) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

I believe people of color and younger individuals have a hard time trusting and accessing services. I also believe people that deal with mental health issues. Also have a hard time accessing services. People of color have trust issues because of things they've heard or experienced in the past younger people don't have the experience and with all to start to navigate the steps to get help that they need mentally challenged individuals. Don't understand at times what they need to do to get the proper help. Men and women that are couple with children are without children. Don't want to separate when they have to go to two different places for shelter.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

In my experience with encountering and dealing with people who are un sheltered or at risk of being un sheltered. We have to instill trust the compassion and care for the people on sheltered must be genuine when they continually see you. A bond is built. There is no judgment no criticism.. I have spoken and supported unsheltered individuals in the mist of them still using their drugs right in front of me..

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (•) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (•) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]
Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

- [redacted] White
- Hispanic/Latino(a)(o)(e)(x)
- Black/African American/African
- Native Hawaiian/Pacific Islander
- American Indian/Alaskan Native/Indigenous
- Asian American/Asian
- Multiple Races
- Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- (•) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ( ) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ( ) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ( ) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I am a black woman that understands that even though they are more people of color unsheltered as a retired respiratory therapist color is not a factor for what I can bring to my community and my peers when it comes to my heart and the love that I have for others.

Contact Information

17. Name *

Elder Desiree Rushing

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Gabriel
First Name

Middle Initial

Lemus
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 5

Contra Costa County
Employer

Deputy Director
Job Title

Length of Employment

22 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

District 5

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

22 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Federal Homeless and Housing Funding Administration Representative

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?

60-70

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

UCLA

Degree Type / Course of Study / Major

B.A. - History and Chicana/o Studies

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Cornell University

Degree Type / Course of Study / Major

M.R.P. - City and Regional Planning

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, commitee, or commission.

I've served on this Council for 10 years now sitting in the Emergency Solutions Grant (ESG) Representative seat. Homelessness is a growing issue in the County and those who are experiencing homelessness in our community deserve to have access to services and affordable housing. Serving on this council assists in preserving the services and housing that currently exist but also to expand them.

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

I have worked with Contra Costa County for 22+ years, primarily working on administering various programs that serve low-income populations, including those who are experiencing homelessness. My role as the administrator of the Community Development Block Grant Program and the Emergency Solutions Grant Program has led me to cultivate working partnerships with various public agencies and service providers that assist in providing resources, access to services, and access to affordable housing to low-income residents and those experiencing homelessness throughout the County. I have served on the Council on Homelessness for 10 years and have enjoyed the experience to collaborate with other stakeholders to provide the necessary services and affordable permanent housing to those experiencing homelessness or those at imminent risk of becoming homeless.

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:

Council on Homelessness; Countywide Oversight Board

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.

I have served on the Contra Costa Council on Homelessness since 2015. I have also served as on the Planning Commission as a Planning Commissioner for the City of Martinez from October 2014 to March 2019.

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

26 Anonymous

31:04
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ○ **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ○ **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ○ **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ○ **Community Member Seat** – Must live or work in Contra Costa County.
- ○ **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ○ **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ○ **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ○ **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ○ **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ○ **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ◉ **Youth Representative** – Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I've served on this Council for 10 years now sitting in the Federal Homeless and Housing Funding Administrator Representative Representative seat. Homelessness is a growing and ongoing issue in the County and those who are experiencing homelessness in our community deserve to have access to services and affordable housing. Serving on this council assists in preserving the services and housing that currently exist but also to expand them.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I work for the County's Department of Conservation and Development, and I oversee the division that administers HUD funds that are too primarily benefit low-income households/residents and to address various housing and community development activities.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ○ I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ○ I am a person who experienced homelessness within the past 7 years but is currently housed.
- ○ I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ◉ I am a family member of someone who has experienced homelessness
- ○ I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ○ I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

One reason is availability, or lack of services in specific areas of the County (for example, in east/far east County). Another reason is cultural reasons, such as language. Outreach materials may not be as available in different languages. Another may be fear or comfortability of seeking services that are provided by or affiliated with a government entity.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

One idea is to create or improve on an inventory list of interim/temporary housing in the County to better understand what currently exists and understand how much more may be needed. Of course, a similar inventory list for permanent affordable housing should also be created or improved on. Another idea is having the various County departments that address homelessness in some way (HSD, DCD, EHSD) coordinate their various funding programs to have more of an impact on services addressing homelessness.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (●) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

   Do you agree with the Housing First approach and Guiding Principle described above? *

- (●) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

- [redacted] White
- Hispanic/Latino(a)(o)(e)(x)
- Black/African American/African
- Native Hawaiian/Pacific Islander
- American Indian/Alaskan Native/Indigenous
- Asian American/Asian
- Multiple Races
- Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ( ) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ( ) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ( ) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- (•) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I interact with various non-profit agencies and cities throughout the County. Contra Costa County is very diverse in terms of its demographics, economics, and overall environment. I have worked with local representatives, city staff, non-profit organizations, and various community members representing various parts of the County. Understanding the key issues, concerns, and needs of any community and area is important ahead of time but allowing residents or stakeholders representing those communities to express the issues, concerns, and needs are equally important. It not only affirms any information or understanding you may have gained from other sources, but it gives you an opportunity to actually listen to those who are from the community and potentially gain deeper understanding or brings attention to issues you may not have known about.

Contact Information

17. Name *

Gabriel Lemus

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Tony
First Name

Middle Initial

Ucciferri
Last Name

[redacted]
Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 4

Housing Authority of the County of Contra Costa
Employer

Deputy Executive Director
Job Title

Length of Employment

10 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

District 5

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

26 years

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

PHA Representative

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?

36

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

U.C. Berkeley

Degree Type / Course of Study / Major

Political Science

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

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, commitee, or commission.

The Housing Authority is an integral partner of the County in administration of housing programs including housing targeted to the homeless and the disabled community. Sitting on the Council has been very informative about homeless programs and services in the community but it has also ensured that the Housing Authority of the County of Contra Costa works collaboratively with the County and local housing providers to maximize Federal, State and Local resources for the homeless.

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

Planned, organized and directed the day to day operations of the Housing Choice Voucher Program. Managed the tenant-based and project-based housing portfolios which consisted of over 17,000 assisted rental housing units. Represented the Agency in public meetings and was the chief liaison for all related matters to HUD. Established operational goals, priorities and strategic initiatives. Interpreted and applied regulations, Federal, State and local laws related to housing as well as HUD policies for departmental implementation. Had overall budget responsibilities for over $152 million in rental subsidies and operational costs. Agency expert on regulatory inquires from staff, executives, congressional representatives and community organizations. Supervised a staff of up to 140 employees.

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:

Council on Homelessness

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

N/A

List any volunteer or community experience, including any advisory boards on which you have served.

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:

The Housing Authority of the County of Contra Costa receives four grants for the Continuum of Cares Rental Assistance Programs (formerly Shelter Plus Care).

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

1 Anonymous

29:39
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.

If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat** – Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- (•) **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

As a dedicated employee of a housing authority for over 37 years, I have made it my mission to bring affordable housing to as many people as I can through the use of rental assistance and leveraging the rental assistance to actually create more affordable housing in partnership with non-profit housing developers. Sitting on the Council on Homelessness has given me added tools needed to do my job well and better understand the needs of the populations we serve. I want to continue to learn and grow my educational journey to provide affordable housing to the public and the COH can continue to help me be better at what I do.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I have 37 years of affordable housing experience bringing a compassionate and understanding ear to the households we serve. I have a deep knowledge of HUD regulations and operations that help maneuver a complicated housing world and have long-standing relationships with HUD staff at all levels of the agency. I have served on the Council on Homelessness for almost 10 years and have hope to continue to serve in my capacity as a Housing Authority senior manager.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ○ I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ○ I am a person who experienced homelessness within the past 7 years but is currently housed.
- ○ I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ○ I am a family member of someone who has experienced homelessness
- ◉ I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ○ I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

I think the main reason people have a hard time accessing services is generally because of lack of understanding of how to access housing. There is so much information out there but knowing how to navigate the information is a challenge. In addition, literacy issues continue to be a challenge more many and is partly responsible for the fact they are homeless to begin with. Language barriers can also interfere with access to housing services and programs because people are unsure of what things say in English or do not trust that what is being said is truthful or real. Immigration raids of late are another example of how people won't access services for fear of reprisal or deportation. This is just a small sample of reasons and we haven't even broached the issue of discrimination and racism that are prevalent in the housing world that keep people from being properly housed.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

I think more funding for shallow rental assistance programs that can either help people retain their housing in the face of increasing rents and avoid homelessness altogether would be very helpful for Contra Costa. In addition, greater emphasis needs to be placed on the issue of mental health and providing the services that are needed for people to actually KEEP the housing they eventually find or receive. So many times we see housing programs that get people housed only to have them evicted within weeks or months due to mental health issues that were not treated or diagnosed and facilitate the household's failure.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- ◉ 3 or more meetings
- ○ 1-2 meetings
- ○ 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

Do you agree with the Housing First approach and Guiding Principle described above? *

- ◉ Yes
- ○ No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]

White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ○ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ◉ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ○ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

I am an immigrant myself and was a child of first-generation immigrants from Italy. It has further defined my mission for assisting and helping the unhoused and unaware find the services and housing they need. Housing is a right and should be treated as such.

Contact Information

17. Name *

Tony Ucciferri

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Shawn (First Name) | A (Middle Initial) | Ray (Last Name)

[redacted] (Home Address) | Suite or Apt

[redacted] (City) | CA (State) | [redacted] (Postal Code)

[redacted] (Primary Phone)

[redacted] (Email Address)

District Locator Tool

Resident of Supervisorial District:

☑ District 2

City of San Pablo (Employer) | Police Captain (Job Title)

Length of Employment

24 years

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

District 1

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

53 years

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

◉ Yes ○ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Public Safety

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?

approximately 60

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

California State University Hayward

Degree Type / Course of Study / Major

Bachelors of Science, Criminal Justice

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

University of San Diego

Degree Type / Course of Study / Major

Master of Science, Criminal Justice

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

Police Academy

Certificate Awarded for Training?

◉ Yes ○ No

Other Training B

Command College

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, commitee, or commission.

As a Captain with the San Pablo Police Department, I see the impact people experiencing homelessness have on the community, and I know the value in serving those experiencing homelessness to better their lives. To properly address homelessness in our community, law enforcement must be a part of the solution and have input on the means of serving everyone in our community. As a public safety rep, I have a unique perspective on the day-to-day lives and experiences of people experiencing homelessness in our communities.

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

I am a police Captain with the San Pablo Police Department with over 24 years of police experience within Contra Costa County. I am currently assigned as the division commander overseeing the patrol division. As an officer, I worked with county homeless services (Brookside shelter) and private organizations (Bay Area Rescue Mission) to provide individuals with temporary housing. As a Lieutenant, I created the Priority Oriented Policing (POP) Unit within the San Pablo Police Department to address blight and provide outreach services for our homeless population and residents experiencing mental health crises. Our Crisis Response Team (CRT) is comprised of a Homeless Outreach unit and a Behavioral Health Outreach unit. Both outreach units primarily serve our homeless residents. As a Captain, I am currently working with H3 to provide homeless services to our homeless residents through the use of Encampment Resolution Funding (ERF). I have worked with numerous people experiencing homelessness throughout my career to link them with resources to help them become self-sufficient. I currently hold the Public Safety Seat on the County Council on Homelessness.

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:

Council on Homelessness

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.

I am a member of the San Pablo Traffic, Engineering and Safety committee, and the San Pablo Safety Planning Commission.

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

Shawn A Ray

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

11 Anonymous

4308:11
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.

If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat** – Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- (•) **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative** – Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I am seeking to serve another term on the Council on Homelessness in the Public Safety seat because I believe that addressing homelessness requires strong partnerships between public safety professionals, service providers, and the community we serve. My 24 years of experience in law enforcement has shown me firsthand the complex intersection between homelessness, public safety, and community well-being. Every day, public safety personnel encounter individuals experiencing homelessness under difficult and often vulnerable circumstances. These interactions are not only about responding to immediate concerns but also about connecting people to the resources that can help them achieve stability and well-being. I have seen the challenges faced by unhoused residents—mental health struggles, substance abuse, lack of shelter, and systemic barriers—and I am committed to helping bridge the gap between our public safety response and long-term solutions. Serving on the Council would allow me to bring a practical, frontline perspective to policy discussions, ensuring that public safety approaches are informed by compassion, evidence-based practices, and collaboration. I am particularly interested in advancing initiatives that strengthen partnerships with public safety entities and outreach organizations, with the ultimate goal of reducing unnecessary criminalization of homelessness, strengthening crisis response models, and supporting partnerships that connect individuals to much-needed housing, healthcare, and supportive services. My goal is to contribute to a balanced approach—one that maintains community safety while upholding dignity and respect for all residents. I believe that by working together across disciplines, we can make meaningful progress toward reducing homelessness and its impacts on individuals, families, and our neighborhoods. For these reasons, I would be honored to serve another term on the Council on Homelessness in the Public Safety seat and contribute to building solutions that reflect overall public safety, compassion, and responsibility to those we serve.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc.** (400 word maximum) *

I am a police Captain with the San Pablo Police Department with over 24 years of police experience within Contra Costa County. I am currently assigned as the division commander overseeing the patrol division. As an officer, I worked with county homeless services (Brookside shelter) and private organizations (Bay Area Rescue Mission) to provide individuals with temporary housing. As a Lieutenant, I created the Priority Oriented Policing (POP) Unit within the San Pablo Police Department to address blight and provide outreach services for our homeless population and residents experiencing mental health crises. Our Crisis Response Team (CRT) is comprised of a Homeless Outreach unit and a Behavioral Health Outreach unit. Both outreach units primarily serve our homeless residents. As a Captain, I am currently working with H3 to provide homeless services to our homeless residents through the use of Encampment Resolution Funding (ERF). I have worked with numerous people experiencing homelessness throughout my career to link them with resources to help them become self-sufficient. I currently hold the Public Safety Seat on the County Council on Homelessness.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ○ I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ○ I am a person who experienced homelessness within the past 7 years but is currently housed.
- ○ I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ◉ I am a family member of someone who has experienced homelessness
- ○ I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ○ I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

1. Recent immigrants and non-English speaking residents may struggle to access services due to limited English proficiency or a lack of culturally competent providers. Fear of immigration consequences (real or perceived) can prevent undocumented individuals or mixed-status families from seeking housing, healthcare, or public benefits.
2. LGBTQ+ individuals, particularly youth and transgender residents, may avoid shelters or programs if they feel unsafe, unwelcome, or misunderstood in those environments.
3. Black/African American residents make up a disproportionate share of the unhoused population in Contra Costa County compared to their overall population size. Structural barriers—such as discrimination in housing and employment can lead to fewer opportunities for stable housing. Past negative experiences with institutions may also foster distrust, making individuals less likely to seek available services.
4. Individuals with disabilities (physical, developmental, or mental health conditions) may face additional hurdles navigating complex systems, completing paperwork, or accessing ADA-compliant facilities. Older adults experiencing homelessness may struggle with limited mobility, chronic health conditions, or a lack of transportation to reach service sites. People with untreated mental health or substance use disorders may encounter stigma or be denied services that are not adequately equipped to address their needs.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

1. Expand prevention and diversion programs
Many residents become homeless due to short-term crises, such as sudden job loss, unexpected medical/tax/other bills, or family conflict. By expanding prevention and diversion resources, the communities could help people stay housed or quickly find safe alternatives before they enter shelters or become unhoused. Emergency rental assistance and flexible financial aid (utility payments, transportation help, or short-term motel vouchers). Mediation services for families or landlords/tenants to resolve conflicts without eviction. Strengthening partnerships with schools, hospitals, and public safety agencies to identify at-risk individuals early and connect them to resources. "An ounce of prevention is worth a pound of cure." (Benjamin Franklin, 1735)
2. Address addiction and mental health in our homeless population.
Many unhoused individuals cycle through the criminal justice system due to low-level offenses connected to addiction and survival behaviors. County jails, while traditionally focused on custody, can also serve as points of intervention by providing treatment and connections to long-term care. The use of our county jail as a rehabilitation center for individuals experiencing homelessness who are struggling with addiction would allow people struggling with addiction to have structure built into their lives. The participants would be assigned to this program through our court system and housed in a separate pod, away from the general population. Deputies assigned to the rehabilitation unit would attain additional Crisis Intervention Training (CIT).
While in custody, participants would take part in:
• Substance abuse treatment programs designed to address both chemical dependency and underlying trauma.
• Wraparound services, including mental health care, case management, life skills training, and reentry planning.
• Housing navigation support, connecting individuals with shelters, transitional housing, or permanent supportive housing.
Crucially, services would not end upon release. To prevent relapse and recidivism, participants would continue to receive post-release wraparound support, such as:
• Outpatient treatment and counseling.
• Peer recovery mentorship.
• Ongoing case management linked to housing, employment, and benefits enrollment.
• Coordination with community-based providers for continuity of care.
This model reframes incarceration as an opportunity for stabilization and recovery rather than punishment, helping individuals break the cycle of homelessness, addiction, and incarceration. By investing in rehabilitation within jail settings and ensuring smooth transitions into community-based support, Contra Costa County can reduce recidivism, improve public safety, and provide a pathway to housing stability for some of the most vulnerable residents.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (●) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (●) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]

White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ○ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ◉ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

Contact Information

17. Name *

Shawn Ray

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Nicole
First Name

M
Middle Initial

Green
Last Name

[redacted]
Home Address

Suite or Apt

[redacted]
City

CA
State

[redacted]
Postal Code

[redacted]
Primary Phone

[redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☑ District 5

Contra Costa Public Defenders Office
Employer

Forensic Social Worker
Job Title

Length of Employment

6 Months

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

1

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?

Contra Costa Council on Homelessness: Submitted

Seat Name

Reentry Service Representative

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?

12

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

University of Phoenix

Degree Type / Course of Study / Major

BA Business,

Degree Awarded?

◉ Yes ○ No

College/ University B

Name of College Attended

University of Phoenix

Degree Type / Course of Study / Major

MA Business, Project Managment and IOP

Degree Awarded?

◉ Yes ○ No

College/ University C

Name of College Attended

Walden

Degree Type / Course of Study / Major

MSW- Current

Degree Awarded?

◉ Yes ○ No

Other Trainings & Occupational Licenses

Other Training A

TCP

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, commitee, or commission.

I bring to the Council a unique combination of lived experience, professional expertise, and a deep-rooted commitment to community advocacy. My personal journey as a justice-impacted individual who experienced homelessness in Contra Costa County provides a firsthand understanding of the profound and systemic barriers that this population faces. This lived perspective is my most valuable asset, giving me the empathy and insight to advocate for policies that are not only effective but also compassionate and equitable. I can speak from direct experience about the challenges of navigating services and the critical need for safe, stable housing. My approach to this work is grounded in the belief that each person's situation is different. It is crucial to approach every individual and problem with an individual lens, recognizing the unique barriers they can face based on age, sexual and gender identity, immigration status, and racial, ethnic, and cultural backgrounds. My professional practice is guided by an open-minded and culturally sensitive attitude. Furthermore, my studies for a Master of Social Work (MSW) degree—which I will complete this November—have provided me with advanced skills in assessing and screening people from diverse cultures and backgrounds to better understand the root causes of their challenges. Professionally, my nine years of experience in the reentry field have equipped me with a comprehensive understanding of program administration and the intricacies of the local reentry network. As the former assistant program manager for Bridges to Work and the program manager for Shelter Inc.'s AB109 and BSCC reentry housing programs, I have a proven track record of developing and managing housing solutions. My current work as a Reentry Transition Specialist in the three county jails and my role with the Public Defender's Office for Forensic Mental Health provide me with a crucial, on-the-ground perspective of the needs and challenges of this population. I have cultivated strong relationships with key organizations and stakeholders within the county, and my work has provided me with a granular understanding of the interconnected challenges—such as mental health, substance use, and employment barriers—that contribute to housing instability for this community. My advocacy skills are demonstrated through my active involvement as the Chair of the AB109 realignment Community Advisory Board (CAB). This role is a direct form of community activism, where I work collaboratively to facilitate policy changes and address the significant housing shortage for justice-impacted individuals. This experience has honed my ability to speak publicly, build consensus, and translate community needs into actionable policy recommendations. In summary, I am not just a candidate with a professional resume; I am a dedicated advocate who has both navigated the system and worked within it. I am confident that my unique blend of personal experience, professional skills, and established community connections will allow me to be a highly effective and authentic voice on the Council on Homelessness.

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

I bring to the Contra Costa Council on Homelessness a unique and powerful combination of lived experience, professional expertise, and a deep-rooted commitment to advocacy. This blend of qualifications gives me a holistic understanding of the challenges faced by justice-impacted and unhoused individuals and equips me to be an authentic and effective representative. Lived Experience as a Core Qualification My most significant qualification is my personal journey. As a justice-impacted individual who has experienced homelessness, I have firsthand knowledge of the profound and systemic barriers that this population faces. I've personally navigated the process of returning to Contra Costa County without stable housing or a strong support system, giving me a unique insight into the immense challenges and the emotional toll that unstable conditions can have on returning citizens. This is not just a policy issue for me; it's a personal mission to ensure that others have the support I lacked. My lived experience provides me with an unwavering empathy and a clear understanding of what works and what doesn't, ensuring that my advocacy is grounded in the realities of those we aim to serve. Professional Expertise and Community Connections My nine years of professional experience in the reentry field have provided me with a comprehensive understanding of program administration and the local service landscape. I have a proven track record of developing and managing housing solutions, having served as a program manager for Shelter Inc.'s AB109 and BSCC reentry housing programs. My current role as a Reentry Transition Specialist and my work with the Public Defender's Office for Forensic Mental Health provide me with a crucial, on-the-ground perspective. I have cultivated strong relationships with key organizations like the Office of Reentry and Justice, Contra Costa Office of Education Game Plan for Success Program, and Behavioral Health AOD and FMH, among others. My work with the CCC HIV/AIDS & STD program and my familiarity with the Coordinated Outreach Referral and Engagement (CORE) team demonstrate my hands-on knowledge of the interconnected challenges contributing to housing instability. Advocacy and Leadership My commitment to advocacy extends beyond my professional duties. As the Chair of the AB109 realignment Community Advisory Board (CAB), I work collaboratively to address the significant housing shortage for justice-impacted individuals and facilitate policy changes. This role has honed my ability to speak publicly, build consensus, and translate community needs into actionable policy recommendations. My work is also guided by the belief that each person's situation is different, and I am committed to addressing the unique barriers faced by people from all backgrounds, including those of varying ages, abilities, sexual and gender identities, immigration statuses, and ethnic and cultural backgrounds. In summary, my unique blend of personal experience, professional skills, and established community connections makes me an ideal candidate for this appointment. I am confident that I can be a highly effective and authentic voice on the Council, dedicated to building a more compassionate and equitable system for all Contra Costa residents.

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:

AB109 Realignment- CAB , and COH

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

Alcohol and Other Drugs (AOD)

List any volunteer or community experience, including any advisory boards on which you have served.

Health RIGHT 360 CRG Program AB109 Realignment- CAB- Vice Chair 2020 to Current • Policy and Budget Sub-Committee- Chair 2022 to Current • Program and Services Subcommittee- Chair 2022 to 2021 Health RIGHT 360 CRG Program 2023-2024 Alcohol and Other Drugs (AOD) 2022-2024 Gemma Project- Gender Responsive services 2025 to current

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ I Agree

Nicole M Green

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.

View results

Respondent

7 Anonymous

30:08
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat –** Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- (•) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I am applying for the reentry seat on the Council on Homelessness because I have both the lived experience and professional expertise to effectively advocate for this community. Having personally navigated homelessness as a justice-impacted individual in Contra Costa County, I understand the unique and complex barriers this population faces. My personal journey fuels my commitment to this work, and for the past nine years, I've dedicated my career to developing and managing programs that provide a lifeline to others. My professional experience includes roles as the assistant program manager for Bridges to Work and program manager for Shelter Inc.'s AB109 and BSCC reentry housing programs. My current roles includes transition work with in the three Contra Costa jails, and I working with the CCC PD Forensic Mental Health Team. These positions have given me hands-on experience in addressing the critical need for housing and the multifaceted obstacles that justice-impacted individuals face, including mental health issues, substance use, and employment barriers. Furthermore, as a member of the AB109 realignment CAB, I actively advocate for policy changes to address the significant housing shortage for this population. I believe my unique perspective—blending personal experience, professional insight, and advocacy work—will allow me to be a powerful voice on the council and contribute meaningfully to solutions that create lasting change.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc.** (400 word maximum) *

I bring to the Council a unique combination of lived experience, professional expertise, and a deep-rooted commitment to community advocacy. My personal journey as a justice-impacted individual who experienced homelessness in Contra Costa County provides a firsthand understanding of the profound and systemic barriers that this population faces. This lived perspective is my most valuable asset, giving me the empathy and insight to advocate for policies that are not only effective but also compassionate and equitable. I can speak from direct experience about the challenges of navigating services and the critical need for safe, stable housing. Professionally, my nine years of experience in the reentry field have equipped me with a comprehensive understanding of program administration and the intricacies of the local reentry network. As the former assistant program manager for Bridges to Work and the program manager for Shelter Inc.'s AB109 and BSCC reentry housing programs, I have a proven track record of developing and managing housing solutions. My current work as a Reentry Transition Specialist in the three county jails and my role with the Public Defender's Office for Forensic Mental Health provide me with a crucial, on-the-ground perspective of the needs and challenges of this population. I have cultivated strong relationships with key organizations and stakeholders within the county, and my work has provided me with a granular understanding of the interconnected challenges—such as mental health, substance use, and employment barriers—that contribute to housing instability for this community. My advocacy skills are demonstrated through my active involvement as the Chair of the AB109 realignment Community Advisory Board (CAB). This role is a direct form of community activism, where I work collaboratively to facilitate policy changes and address the significant housing shortage for justice-impacted individuals. This experience has honed my ability to speak publicly, build consensus, and translate community needs into actionable policy recommendations. In summary, I am not just a candidate with a professional resume; I am a dedicated advocate who has both navigated the system and worked within it. I am confident that my unique blend of personal experience, professional skills, and established community connections will allow me to be a highly effective and authentic voice on the Council on Homelessness.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- (•) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

My approach to working with diverse populations is grounded in the understanding that each individual's situation is unique. It is crucial to approach every person with an individual lens, recognizing the specific barriers they can face based on their age, sexual and gender identity, immigration status, and racial, ethnic, and cultural backgrounds. My professional practice is guided by an open-minded and culturally sensitive attitude, which I believe is essential for building trust and providing effective support. Furthermore, my studies for a Master of Social Work (MSW) degree have provided me with advanced knowledge and skills in assessing and screening people from diverse backgrounds to better understand the root causes of their challenges. There are many reasons why unhoused people from diverse backgrounds might have a harder time accessing services. These are often rooted in systemic issues, a lack of cultural understanding, and a failure to provide flexible, person-centered care. Based on my professional experience, here are three key reasons why certain groups face greater barriers.

Systemic and Implicit Bias
Systemic and implicit biases create significant barriers for specific groups, particularly people of color. The disproportionate rate of homelessness among Black and Indigenous communities in Contra Costa County is a clear indicator of these issues. For example, Black individuals represent about 11% of the general population but account for 37% of the unhoused population. This significant disparity points to a system where factors like discrimination in housing, employment, and the criminal justice system create immense barriers. Additionally, members of the LGBTQ+ community often experience discrimination, which can lead to a lack of trust in traditional shelters and programs, making it difficult for them to seek or receive help.

Cultural and Linguistic Barriers
Many service programs are not designed to be culturally or linguistically inclusive. For individuals who do not speak English or come from diverse cultural backgrounds, navigating complex intake forms and understanding program rules can be nearly impossible. When services lack materials in a person's native language or fail to employ culturally competent staff, it can lead to misunderstandings, frustration, and a disconnection from vital resources.

Lack of Tailored Services
A "one-size-fits-all" approach to services fails to meet the unique needs of diverse populations. For instance, people with physical disabilities may find that traditional shelters are not accessible, while unhoused youth need age-appropriate resources that differ from those for adults. Furthermore, individuals with complex legal or immigration statuses may be ineligible for specific housing or financial assistance programs, leaving them with extremely limited options for support.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

Contra Costa County has made significant strides in addressing homelessness. To build on this progress, I propose two ideas that leverage my experience working directly with justice-impacted individuals and the organizations that serve them. My goal is to streamline our efforts and create a more compassionate and effective system for those at risk of or experiencing homelessness.

1. Expanding and Streamlining Reentry-Specific Housing Subsidies
There is a significant need for housing specifically designed for justice-impacted individuals, as they often face immense discrimination and rejection from traditional landlords. My experience working with AB109 and BSCC reentry housing programs, combined with my current work with the Public Defender's Office and within the county jails, has shown me that the demand for these resources far exceeds the available supply.

To address this, I propose we expand funding for targeted programs like Lao's and Hope Solutions housing initiatives and the Homecoming Project by Impact Justice, which successfully connects formerly incarcerated individuals with vetted homeowners. We should also create a dedicated, housing-first fund for this population and simplify the application process. This would not only reduce recidivism but also help people stabilize their lives and contribute to the community more quickly.

2. Establish a Reentry Housing Navigation Program
Drawing from my experience with the Public Defender's Office and in the county jails, a critical gap exists in the immediate aftermath of release. Many individuals are released with nowhere to go and limited knowledge of how to navigate the complex housing market. The county should establish a dedicated Reentry Housing Navigation Program that provides intensive, one-on-one assistance to justice-impacted individuals prior to and immediately after their release.

This program would employ housing navigators who specialize in working with formerly incarcerated people. These navigators would start working with individuals while they are still in custody to create a personalized housing plan. This plan would include identifying housing options that are friendly to those with criminal records, assisting with housing applications, securing temporary shelter upon release, and connecting individuals with financial assistance programs. This proactive approach would prevent the cycle of reincarceration and homelessness, as it addresses a root cause of instability at the most critical moment—the transition from jail back to the community. The Reentry Housing Navigation Program would work with the CORE team. The proposed Reentry Housing Navigation Program would complement this by providing a specialized and dedicated "front door" for justice-impacted individuals. Instead of these individuals having to navigate the general CE system on their own immediately after release, they would be met by a dedicated reentry navigator

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (●) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (●) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]
Transition aged youth (18-24)

Adult (25-54)

Older Adult (55-61_

Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted]
White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- (•) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ( ) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ( ) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ( ) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

My lived experience with incarceration and homelessness makes me an excellent representative for justice-impacted communities. I have personally navigated the daunting process of returning to Contra Costa County without stable housing or a strong support system. This journey has given me a deep, firsthand understanding of the immense challenges and the emotional toll that unstable conditions can have on returning citizens and the unhoused population. I can also provide feedback from a unique, dual perspective: my lived experience and my professional experience. In my professional role, I work directly within Contra Costa's reentry programs and with the Health, Housing, and Homeless Services (H3) program, focusing specifically on housing. My key focus has been housing, as I am familiar with the Coordinated Outreach Referral and Engagement (CORE) team, understand the Housing First model, and have a clear knowledge of the cap on services from both a reentry and a homeless lens. This combination of lived and professional experience allows me to see the system from every angle. I have a vast understanding of the existing disconnects within the county's services, and I am committed to learning new ideas to help people experiencing homelessness. I have a great connection with community members and am passionate about bridging the gap between those in need and the resources available.

Contact Information

17. Name *

Nicole Green

18. Email *

[redacted]

19. Phone Number *

[redacted]

View results

Respondent

18 Anonymous

26:59
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative** – Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat** – Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee** – Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat** – Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative** – Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative** – Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative** – Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority** – Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative** – Must have substantial experience in the public safety field in Contra Costa County.
- (•) **Reentry Services Representative** – Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- ( ) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

Due to my extensive work and positive results with unhoused, underemployed and justice impacted youth and young adults. My voice as a strong advocate will prove to be an asset to the Council on Homelessness.

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

My agencies Back on Track Expungement Services and Back on Track Community Services address all of the above community concerns. I have no issues speaking publicly .. I actually enjoy speaking truthfully and factually on clear resolutions that work.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- ( ) I am a person who experienced homelessness within the past 7 years but is currently housed.
- (•) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

Justice Impacted
Under-Employed
Racial Barriers

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

Try meeting and speaking with people where they are in life, not speaking from a place of where you believe they should be. Strong customer service skills are needed... this builds trust with the unhoused etc. Walk with our marginalized community members, not in front of them.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (●) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

Do you agree with the Housing First approach and Guiding Principle described above? *

- (●) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]

- Transition aged youth (18-24)
- Adult (25-54)
- Older Adult (55-61_
- Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

[redacted] White

Hispanic/Latino(a)(o)(e)(x)

Black/African American/African

Native Hawaiian/Pacific Islander

American Indian/Alaskan Native/Indigenous

Asian American/Asian

Multiple Races

Cuban

15. **Which of the following geographic areas do you spend the most time in?** *

- ○ Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- ◉ East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ○ Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ○ South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ○ West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ○ I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

As a young lady in foster care ..I was immediately unhoused on my 18th birthday 4/15/1986. I used my voice and life experiences to the written legislation cohort (Extended Foster Youth act 2012) AB12.

Contact Information

17. Name *

Yvette Williams

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Yvette (First Name) | J (Middle Initial) | Williams (Last Name)

[redacted] (Home Address) | (Suite or Apt)

[redacted] | CA (State) | [redacted]

[redacted] (Primary Phone)

[redacted] (Email Address)

District Locator Tool

Resident of Supervisorial District:

☑ District 4

Back on Track Community Services (Employer) | Executive Director (Job Title)

Length of Employment

10

Do you work in Contra Costa County?

◉ Yes ○ No

If Yes, in which District do you work?

All 4

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

1997

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Reentry Service Representative

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?

5

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

DVC

Degree Type / Course of Study / Major

Criminal Justice

Degree Awarded?

○ Yes ◉ No

College/ University B

Name of College Attended

DVC

Degree Type / Course of Study / Major

Addiction Studies/Criminal Justice

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

Paralegal

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, commitee, or commission.

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

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

Please refer to my Bio for my Qualifications

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

◉ Yes ○ No

Do you have any obligations that might affect your attendance at scheduled meetings?

○ Yes ◉ No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

○ Yes ◉ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

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

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

N/A

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

○ Yes ◉ No

If Yes, please identify the nature of the relationship:

Na

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

View results

Respondent

28 Anonymous

57:07
Time to complete

About the Supplemental Questions for the Council on Homelessness Membership Application

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **Thursday, September 25, 2025 at 5PM.** Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.
If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing cchomelesscouncil@cchealth.org or calling or texting (925) 464-0152.

Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for?** *

- ( ) **Behavioral Health Representative –** Must work in the behavioral health field in Contra Costa County (i.e., peer support, clinician, system-level behavioral health planner, etc.) with experience impacting behavioral health policy, decision-making, and/or funding.
- ( ) **City Government Seat –** Must be an employee of a city or town located in Contra Costa County. This seat is not open to representatives elected to positions in Contra Costa County
- ( ) **CoC/ESG Program Grantee –** Must work with an agency receiving Continuum of Care and/or Emergency Solutions Grant funding in Contra Costa, including agencies that are providing housing and/or services to survivors of domestic violence. Applicants must work with one of these agencies to be eligible: CCH: H3; Contra Costa Crisis Center; Contra Costa Housing Authority; GRIP; Hope Solutions; SAHA; SHELTER, Inc; STAND! For Families Free of Violence; Trinity Center
- ( ) **Community Member Seat –** Must live or work in Contra Costa County.
- ( ) **Federal Homeless and Housing Funding Administrator Representative –** Must work for an agency in Contra Costa County that administers federal funding for homelessness and/or housing programs.
- ( ) **Employment and Human Services Department (EHSD) Representative –** Must work for the Contra Costa Employment and Human Services Department.
- ( ) **Faith Community Representative –** Must have substantial experience as an employee, volunteer, or congregant of the County faith community.
- ( ) **Public Housing Authority –** Must be an employee of a Housing Authority in Contra Costa County.
- ( ) **Public Safety Representative –** Must have substantial experience in the public safety field in Contra Costa County.
- ( ) **Reentry Services Representative –** Must have substantial experience in the reentry field in Contra Costa County (i.e., services provider and/or correctional staff supporting individuals reentering the community after involvement with the criminal legal system).
- (•) **Youth Representative –** Must be between the ages of 17 and 24 and have lived experience of homelessness in Contra Costa County

2. **Please explain why you would like to serve on the Council on Homelessness and in the specific Council seat(s) you are applying for. (400 word maximum)** *

I would like to serve on the COH as the Youth Representative because young people experiencing homelessness often face barriers that arent fully understood or prioritized in decision making. Having personally gone through housing instability in Contra Costa County , i know how overwhelming it can be to navigate and find comfortability in a very new situation. This seat would allow me to ensure that youth perspectives are included so that programs and policies reflect the real needs of YYA

3. **Please briefly describe any personal or professional skills, experiences, volunteer work, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc. (400 word maximum)** *

I bring both lived experience and leadership experience to this role. I have served on the Youth Action Board where i help plan outreach events , share resources , and advocate for youth housing stability. This all taught me how to listen , collaborate , and advocate. And when it comes to connection , i can say most come from the workgroups the YAB participates in. Organizations like RYSE , Hope Solutions , ILSP , CORE outreach , etc. We have done lots of collaborative work on projects like Measure X , Strategic planning , Outreach throughout colleges in the county , YHDP applications.

4. **Please identify your personal connections with homelessness by selecting one of the options below:** *

- ( ) I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).
- (•) I am a person who experienced homelessness within the past 7 years but is currently housed.
- ( ) I am a person who experienced homelessness more than 7 years ago but is currently housed.
- ( ) I am a family member of someone who has experienced homelessness
- ( ) I am none of the above but still invested in addressing homelessness in Contra Costa County.
- ( ) I would prefer not to respond

5. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others.** (400 words maximum) *

The first reason i can think of for why certain groups often experience having a harder time accessing services compared to others would be those with language and cultural barriers. People who don't speak English fluently or come from different backgrounds can struggle to understand questions , especially if there's no option for a translation in their language , and they might not trust our systems since it could be a completely different system from what they're used to.

Those that are LGBTQIA+ might avoid shelters if they feel they will face discrimination or a lack of support and proper care compared to their peers that aren't LGBTQIA+.

People with disabilities might have struggles with programs not being accessible for their disabilities.

6. **Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news.** (400 word maximum) *

I have thought about this question a lot and i think its very important that we expand and create more YYA centered drop in centers that provide a safe space for YYA to get the help/resources they need without judgment. My second idea is that we need to improve outreach and accessibility in our county. Many people don't know what resources are available until they're in crisis. We need to improve our outreach so that they can access these resources before their situation gets worse. We shouldn't wait for someone to be put on the streets before we provide help. Especially in a county as big as ours.

7. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?** *

- (•) 3 or more meetings
- ( ) 1-2 meetings
- ( ) 0 meetings

8. The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*
Do you agree with the Housing First approach and Guiding Principle described above? *

- (•) Yes
- ( ) No

9. Members of the Council are expected to attend standing monthly Council on Homelessness meetings which take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members are also expected to participate in at least one committee, which typically meet on a monthly basis.
Standing Committees (meet once a month or every other month)

- Equity Committee
- HMIS Policy Committee
- Oversight Committee
- PATH (Plan for Accelerating Transformative Housing) Committee

Ad Hoc Committees (meet on an as-needed basis for a limited time)

- Funding Committee
- Governance Committee
- Homelessness Awareness Month Committee
- Nominating Committee
- Point-in-Time (PIT) Count Committee

All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below: *

- (●) I am available to attend the **standing monthly COH meeting** on the first Thursday of every month from 1pm to 3pm, and I am available to participate in at least one committee which would require attending a separate regular meeting.
- ( ) I am not available for the standing monthly COH meeting and/or I am not available to participate in at least one committee.

Demographic Information (Optional)

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional. The Nominating Panel will not review applicants' responses to the following questions.

10. **What are your pronouns (*for example: she/him/they/ze, etc.*)?**

[redacted]

11. **What is your gender identity (*for example: female/male/transgender/non-binary/gender non-conforming, other*)?**

[redacted]

12. **What is your sexual orientation (*for example: bisexual/straight/gay/pansexual, other*)?**

[redacted]

13. **What best describes your age? (Check one)**

[redacted]
Transition aged youth (18-24)
Adult (25-54)
Older Adult (55-61_
Senior (62+)

14. **What best describes your race/ethnicity? (Pick as many as apply)**

- [redacted] White
- Hispanic/Latino(a)(o)(e)(x)
- Black/African American/African
- Native Hawaiian/Pacific Islander
- American Indian/Alaskan Native/Indigenous
- Asian American/Asian
- Multiple Races
- Other

15. **Which of the following geographic areas do you spend the most time in?** *

- ( ) Far East Contra Costa County (for example: Discovery Bay, Bethel Island)
- (•) East Contra Costa County (for example: Bay Point, Pittsburg, Antioch, Brentwood)
- ( ) Central Contra Costa County (for example: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ( ) South Contra Costa County (for example: Alamo, Danville, San Ramon)
- ( ) West Contra Costa County (for example: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ( ) I spend an equal amount of time in all five geographic areas listed above.

16. **Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

nope

Contact Information

17. Name *

Anastasia Lockwood

18. Email *

[redacted]

19. Phone Number *

[redacted]

Application Form

Profile

Anastasia (First Name) | M (Middle Initial) | Lockwood (Last Name)

[redacted] (Home Address) | (Suite or Apt)

[redacted] (City) | CA (State) | [redacted] (Postal Code)

[redacted] (Primary Phone)

[redacted] (Email Address)

District Locator Tool

Resident of Supervisorial District:

☑ District 3

Maxim healthcare (Employer) | Behavioral health tech (Job Title)

Length of Employment

1+ years

Do you work in Contra Costa County?

○ Yes ◉ No

If Yes, in which District do you work?

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

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

○ Yes ◉ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Youth representative

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?

More than 4

Education

Select the option that applies to your high school education *

☑ High School Diploma

College/ University A

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

○ Yes ○ No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

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, commitee, or commission.

I want to serve on the Council on Homelessness as the Youth Representative because young people experiencing homelessness often face barriers that aren't fully understood or prioritized in decision making. Having personally gone through housing instability in our county I know how overwhelming it can be to navigate resources as a young person. This seat would allow me to ensure that youth perspectives are included so that programs and policies reflect the real needs of the people they're meant to serve.

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

I bring both lived experience and leadership experience to this role. I've served on the Youth Action Board where I helped plan outreach events , share resources , and advocate for youth homelessness. I've also worked as a behavioral health technician where I gained skills in communication , teamwork , and youth support. These experiences taught me how to listen , collaborate , and advocate. I also have connections to local organizations that focus on YYA homelessness

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.

I bring both lived experience and leadership experience to this role. I've served on the Youth Action Board where I helped plan outreach events , share resources , and advocate for youth homelessness. I've also worked as a behavioral health technician where I gained skills in communication , teamwork , and youth support. These experiences taught me how to listen , collaborate , and advocate. I also have connections to local organizations that focus on YYA homelessness

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 undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☑ 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.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5360 **Agenda Date:** 12/16/2025 **Agenda #:** C.26.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: 2026 Committee Assignments

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ACKNOWLEDGE receipt of the preference forms for Board of Supervisors appointments to 2026 committees, boards and commissions, to the incoming Chair of the Board.

FISCAL IMPACT:

None

BACKGROUND:

Rules of Procedures for Board of Supervisor meetings, Resolution 2019/500, Section 6.1 states that each year, on a form provided by the Clerk of the Board, each Board member will submit their individual preferences for appointment to committees, boards and commissions to the Clerk of the Board. During the month of December, the Clerk of the Board will ask the Board to acknowledge receipt of the preference forms as a Board action item on a public agenda. This ensures transparency for the public and the Board Chair.

CONSEQUENCE OF NEGATIVE ACTION:

Receipt of the preference forms will not be acknowledged on a public meeting agenda.

District I
Supervisor Gioia

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
I	Airport Committee, Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Airport Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Economic Development Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Economic Development Committee, Vice Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Equity Committee, Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Equity Committee, Vice-Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026	xxx		NO STIPEND
I	Family & Human Services Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Family & Human Services Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026		XXX	NO STIPEND
I	Finance Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Finance Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Head Start Committee, Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Head Start Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026	XXX		NO STIPEND
I	Internal Operations Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Internal Operations Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Legislation Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Legislation Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
I	Los Medanos Healthcare Operations Committee, Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
I	Los Medanos Healthcare Operations Committee, Vice Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Public Protection, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Public Protection, Vice Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Resilient Shoreline Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Resilient Shoreline Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026	XXX		NO STIPEND
I	Sustainability Committee, Chair	Ken Carlson	12/31/2025	12/31/2026	XXX		NO STIPEND
I	Sustainability Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Transportation, Water & Infrastructure Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Transportation, Water & Infrastructure Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
II	Bay Area Regional Interoperable Communications System (BayRICS) Authority	Mike Casten	12/31/2025	12/31/2026			NO STIPEND
II	Bay Area Regional Interoperable Communications System (BayRICS) Authority, Alternate	Elise Warren	12/31/2025	12/31/2026			NO STIPEND
II	Central Contra Costa Solid Waste Authority	Candace Andersen	Unspecified	Unspecified			STIPEND of $50/meeting; max of 2 paid/month
II	Central Contra Costa Solid Waste Authority	Ken Carlson	Unspecified	Unspecified			STIPEND of $50/meeting; max of 2 paid/month
II	Contra Costa Health Plan Joint Conference Committee - Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
II	Contra Costa Health Plan Joint Conference Committee - Vice-Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	Dougherty Valley Oversight Committee	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
II	Dougherty Valley Oversight Committee	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Bay Regional Communication System (EBRCS) Authority Governing Board	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
II	East Bay Regional Communication System (EBRCS) Authority Governing Board, Alternate	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa County Habitat Conservancy, Governing Board	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa County Habitat Conservancy, Governing Board, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa Regional Fee & Finance Authority	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa Regional Fee & Finance Authority, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
II	East County Water Management Association	Diane Burgis	12/31/2025	12/31/2026			STIPEND of $170/meeting; max 6 per month
II	East County Water Management Association, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			STIPEND of $170/meeting; max 6 per month
II	First 5 Children and Families Commission Alternate Member	Candace Andersen	Unspecified	Unspecified			NO STIPEND
II	First 5 Children and Families Commission Member	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
II	Hazardous Waste Management Facility Allocation Committee	John Gioia	Unspecified	Unspecified			STIPEND of $150 per meeting.
II	Hazardous Waste Management Facility Allocation Committee, Alternate	Ken Carlson	Unspecified	Unspecified			STIPEND of $150 per meeting.
II	Juvenile Justice Coordinating Council	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
II	Kensington Solid Waste Committee Alternate	Joanna Pulido	12/31/2025	12/31/2026	Joanna Pulido	Dist 1 Staff	NO STIPEND
II	Kensington Solid Waste Committee Member	John Gioia	12/31/2025	12/31/2026	XXX		NO STIPEND
II	Medical Services Joint Conference Committee, Chair	Ken Carlson	12/31/2025	12/31/2026	XXX		NO STIPEND
II	Medical Services Joint Conference Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	North Richmond Waste and Recovery Mitigation Fee Committee	Tania Pulido	12/31/2025	12/31/2026	XXX		NO STIPEND
II	North Richmond Waste and Recovery Mitigation Fee Committee, Alternate	John Gioia	12/31/2025	12/31/2026	Tania Pulido	Dist 1 Staff	NO STIPEND
II	Open Space/Parks & East Bay Regional Parks District Liaison Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	Open Space/Parks & East Bay Regional Parks District Liaison Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND

District I
Supervisor Gioia

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
II	Pleasant Hill BART (Bay Area Rapid Transit)/Contra Costa Centre Joint Powers Authority	Ken Carlson	Unspecified	Unspecified			NO STIPEND
II	Pleasant Hill BART (Bay Area Rapid Transit)/Contra Costa Centre Joint Powers Authority	Candace Andersen	Unspecified	Unspecified			NO STIPEND
II	State Route 4 Bypass Authority	Candace Andersen	Unspecified	Unspecified			NO STIPEND / coterminous with supervisorial appointment
II	State Route 4 Bypass Authority, Alternate	Ken Carlson	Unspecified	Unspecified			NO STIPEND / coterminous with supervisorial appointment
II	TRAFFIX (Measure J Traffic Congestion Relief Agency)	Candace Andersen	12/31/2025	12/31/2025			NO STIPEND
II	TRAFFIX (Measure J Traffic Congestion Relief Agency), Alternate	Jennifer Quallick	12/31/2025	12/31/2025			NO STIPEND
II	Tri-Valley Transportation Council	Candace Andersen	12/31/2025	12/31/2026			STIPEND of $100 per meeting
II	Urban Counties of California	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	Urban Counties of California, Alternate	John Gioia	12/31/2025	12/31/2026	XXX		NO STIPEND
II	WCCTAC (West County Transportation Advisory Committee)	John Gioia	12/31/2025	12/31/2026	XXX		1 year term NO STIPEND
II	WCCTAC, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			1 year term NO STIPEND
II	West Contra Costa Integrated Waste Management Authority	John Gioia	Unspecified	Unspecified	XXX		STIPEND of $50 per meeting.
II	West Contra Costa Integrated Waste Management Authority, Alternate	Shanelle Scales-Preston	Unspecified	Unspecified			STIPEND of $50 per meeting.
III	Contra Costa Transportation Authority Board of Commissioners (Seat 2)	Ken Carlson	1/31/2026	1/31/2028			2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Alternate (Seat 2)	John Gioia	1/31/2026	1/31/2028			2 year terms STIPEND of $100 per meeting; up to $400 month
III	Local Agency Formation Commission	Diane Burgis	5/2/2026	5/2/2030			4 year terms STIPEND of $150 per meeting.
III	Local Agency Formation Commission	Candace Andersen	5/2/2026	5/2/2030			4 year terms STIPEND of $150 per meeting.
III	Marin Energy Authority (MCE) Board of Directors	Shanelle Scales-Preston	Unspecified	Unspecified			unspecified seat terms NO STIPEND
III	Marin Energy Authority (MCE) Board of Directors, Alternate	John Gioia	Unspecified	Unspecified			unspecified seat terms NO STIPEND
III	Regional Impact Council, All-Home, Member	Diane Burgis	Unspecified	Unspecified			NO STIPEND
III	Tri Delta Transit Authority, Board of Directors (Seat 2)	Diane Burgis	12/31/2025	12/31/2027			2 year term STIPEND of $100/month
III	West Contra Costa Healthcare District Finance Committee, Chair	John Gioia	Unspecified	Unspecified	XXX		NO STIPEND
III	West Contra Costa Healthcare District Finance Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
IV	Association of Bay Area Governments (ABAG) Regional Planning Committee	Ken Carlson	Unspecified	Unspecified			NO STIPEND
IV	Association of Bay Area Governments (ABAG) Executive Board (Seat 1)	Ken Carlson	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board (Seat 2)	Shanelle Scales-Preston	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board, Alternate 1	Diane Burgis	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board, Alternate 2	John Gioia	6/30/2026	6/30/2030	XXX		4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Finance Authority for Nonprofit Corporations Board of Directors and its Executive Committee	Candace Andersen	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) Finance Authority for Nonprofit Corporations Board of Directors and its Executive Committee, First Alternate	Ken Carlson	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) General Assembly	Ken Carlson	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) General Assembly, Alternate	Diane Burgis	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Bay Conservation & Development Commission	John Gioia	Unspecified	Unspecified	XXX		STIPEND of $150 per meeting.
IV	Bay Conservation & Development Commission, Alternate	Shanelle Scales-Preston	Unspecified	Unspecified			STIPEND of $100 per meeting; max of 4 meetings.
IV	Contra Costa County Employees Retirement Association (CCCERA) Board of Trustees	Candace Andersen	6/30/2026	6/30/2029			3 year terms STIPEND of $100 per meeting.
IV	Delta Diablo Governing Board	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
IV	Delta Diablo Board, Alternate	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
IV	Law Library Board of Trustees	Joshua Klein	12/31/2025	12/31/2026			NO STIPEND
IV	Sacramento-San Joaquin Delta Conservancy Board	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
IV	Sacramento-San Joaquin Delta Conservancy Board, Alternate	Diane Burgis	Unspecified	Unspecified			NO STIPEND
IV	Wildfire Committtee	John Gioia	Unspecified	Unspecified	XXX		NO STIPEND
IV	Wildfire Committee, Alternate		Unspecified	Unspecified			NO STIPEND
V	Illegal Dumping Ad Hoc Committee, Chair	Diane Burgis	Unspecified	Unspecified			NO STIPEND
V	Illegal Dumping Ad Hoc Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
V	Industrial Safety Ordinance/Community Warning System Ad Hoc Committee, Chair	John Gioia	Unspecified	Unspecified	XXX		NO STIPEND
V	Industrial Safety Ordinance/Community Warning System Ad Hoc Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
	The Following Committees Should NOT be Reassigned	**Appointee**	**Term Expiration**				
II	California Identification System Remote Access Network Board (Cal-ID RAN Board)	Ken Carlson	12/31/2026				2 year terms NO STIPEND
II	Contra Costa Family Justice Alliance	Diane Burgis	9/14/2028				NO STIPEND
II	eBART (Bay Area Rapid Transit) Partnership Policy Advisory Committee	Shanelle Scales-Preston	12/31/2026				2 year terms NO STIPEND
II	eBART (Bay Area Rapid Transit) Partnership Policy Advisory Committee	Diane Burgis	12/31/2026				2 year terms NO STIPEND
II	Southwest Area Transportation Committee (SWAT)	Shanelle Scales-Preston	12/31/2026				2 year term NO STIPEND

District I
Supervisor Gioia

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
II	Southwest Area Transportation Committee (SWAT), Alternate	Diane Burgis	12/31/2026				2 year term NO STIPEND
II	TRANSPAC (Central County Transportation Partnership and Cooperation)	Ken Carlson	12/31/2026				2 year term NO STIPEND
II	TRANSPAC, Alternate	Candace Andersen	12/31/2026				2 year term NO STIPEND
II	TRANSPLAN (East County Transportation Planning)	Diane Burgis	12/31/2026				2 year terms NO STIPEND
II	TRANSPLAN, Alternate	Shanelle Scales-Preston	12/31/2026				2 year terms NO STIPEND
III	Bay Area Air Quality Management District Board of Directors	Ken Carlson	1/9/2027				4 year terms Per diem of $100/meeting + travel exp; max $6,000
III	Bay Area Air Quality Management District Board of Directors	John Gioia	6/17/2029				4 year terms Per diem of $100/meeting + travel exp; max $6,000
III	Central Contra Costa Transit Authority (CCCTA) Board of Directors	Candace Andersen	5/1/2027				2 year terms STIPEND of $100 per meeting; up to $200 month
III	Central Contra Costa Transit Authority (CCCTA) Board of Directors, Alternate	Ken Carlson	5/1/2027				2 year terms STIPEND of $100 per meeting; up to $200 month
III	Contra Costa Transportation Authority Board of Commissioners (Seat 1)	Diane Burgis	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Alternate (Seat 1)	Candace Andersen	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Second Alternate (Seat 1)	Shanelle Scales-Preston	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Third Alternate (Seat 1)	John Gioia	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Green Empowerment Zone Governing Board	John Gioia	2/28/2027				2 year terms NO STIPEND
III	Green Empowerment Zone Governing Board, Alternate	Diane Burgis	2/28/2027				2 year terms NO STIPEND
III	Local Agency Formation Commission, Alternate	Shanelle Scales-Preston	5/6/2028				4 year terms STIPEND of $150 per meeting.
III	Metropolitan Transportation Commission	Candace Andersen	2/1/2027				4 year terms STIPEND of $100/meeting; up to $500/month per agency
III	Tri Delta Transit Authority, Board of Directors (Seat 1)	Shanelle Scales-Preston	12/31/2028				2 year term STIPEND of $100/month
IV	California State Association of Counties (CSAC) Board of Directors	John Gioia	11/29/2026				1 year term NO STIPEND
IV	California State Association of Counties (CSAC) Board of Directors, Alternate	Diane Burgis	11/29/2026				1 year term NO STIPEND
IV	Delta Protection Commission	Diane Burgis	12/31/2027				3 year term NO STIPEND
IV	Delta Protection Commission, Alternate	Shanelle Scales-Preston	12/31/2027				3 year term NO STIPEND

District II
Supervisor Andersen

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
I	Airport Committee, Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Airport Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Economic Development Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Economic Development Committee, Vice Chair	Candace Andersen	12/31/2025	12/31/2026	X		NO STIPEND
I	Equity Committee, Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Equity Committee, Vice-Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
I	Family & Human Services Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Family & Human Services Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026	X		NO STIPEND
I	Finance Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Finance Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Head Start Committee, Chair	John Gioia	12/31/2025	12/31/2026	X		NO STIPEND
I	Head Start Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
I	Internal Operations Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Internal Operations Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026	X		NO STIPEND
I	Legislation Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Legislation Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
I	Los Medanos Healthcare Operations Committee, Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
I	Los Medanos Healthcare Operations Committee, Vice Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Public Protection, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Public Protection, Vice Chair	Ken Carlson	12/31/2025	12/31/2026	X		NO STIPEND
I	Resilient Shoreline Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Resilient Shoreline Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Sustainability Committee, Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Sustainability Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Transportation, Water & Infrastructure Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Transportation, Water & Infrastructure Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026	X		NO STIPEND
II	Bay Area Regional Interoperable Communications System (BayRICS) Authority	Mike Casten	12/31/2025	12/31/2026			NO STIPEND
II	Bay Area Regional Interoperable Communications System (BayRICS) Authority, Alternate	Elise Warren	12/31/2025	12/31/2026			NO STIPEND
II	Central Contra Costa Solid Waste Authority	Candace Andersen	Unspecified	Unspecified	X		STIPEND of $50/meeting; max of 2 paid/month
II	Central Contra Costa Solid Waste Authority	Ken Carlson	Unspecified	Unspecified			STIPEND of $50/meeting; max of 2 paid/month
II	Contra Costa Health Plan Joint Conference Committee - Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
II	Contra Costa Health Plan Joint Conference Committee - Vice-Chair	Diane Burgis	12/31/2025	12/31/2026	X		NO STIPEND
II	Dougherty Valley Oversight Committee	Candace Andersen	12/31/2025	12/31/2026	X		NO STIPEND
II	Dougherty Valley Oversight Committee	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Bay Regional Communication System (EBRCS) Authority Governing Board	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
II	East Bay Regional Communication System (EBRCS) Authority Governing Board, Alternate	Candace Andersen	12/31/2025	12/31/2026	X		NO STIPEND
II	East Contra Costa County Habitat Conservancy, Governing Board	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa County Habitat Conservancy, Governing Board, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa Regional Fee & Finance Authority	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa Regional Fee & Finance Authority, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
II	East County Water Management Association	Diane Burgis	12/31/2025	12/31/2026			STIPEND of $170/meeting; max 6 per month
II	East County Water Management Association, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			STIPEND of $170/meeting; max 6 per month
II	First 5 Children and Families Commission Alternate Member	Candace Andersen	Unspecified	Unspecified	X		NO STIPEND
II	First 5 Children and Families Commission Member	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
II	Hazardous Waste Management Facility Allocation Committee	John Gioia	Unspecified	Unspecified			STIPEND of $150 per meeting.
II	Hazardous Waste Management Facility Allocation Committee, Alternate	Ken Carlson	Unspecified	Unspecified			STIPEND of $150 per meeting.
II	Juvenile Justice Coordinating Council	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
II	Kensington Solid Waste Committee Alternate	Joanna Pulido	12/31/2025	12/31/2026			NO STIPEND
II	Kensington Solid Waste Committee Member	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	Medical Services Joint Conference Committee, Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
II	Medical Services Joint Conference Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	North Richmond Waste and Recovery Mitigation Fee Committee	Tania Pulido	12/31/2025	12/31/2026			NO STIPEND
II	North Richmond Waste and Recovery Mitigation Fee Committee, Alternate	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	Open Space/Parks & East Bay Regional Parks District Liaison Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	Open Space/Parks & East Bay Regional Parks District Liaison Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
II	Pleasant Hill BART (Bay Area Rapid Transit)/Contra Costa Centre Joint Powers Authority	Ken Carlson	Unspecified	Unspecified			NO STIPEND
II	Pleasant Hill BART (Bay Area Rapid Transit)/Contra Costa Centre Joint Powers Authority	Candace Andersen	Unspecified	Unspecified	X		NO STIPEND

District II
Supervisor Andersen

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
II	State Route 4 Bypass Authority	Candace Andersen	Unspecified	Unspecified	Not me?		NO STIPEND / coterminous with supervisorial appointment
II	State Route 4 Bypass Authority, Alternate	Ken Carlson	Unspecified	Unspecified			NO STIPEND / coterminous with supervisorial appointment
II	TRAFFIX (Measure J Traffic Congestion Relief Agency)	Candace Andersen	12/31/2025	12/31/2025	X		NO STIPEND
II	TRAFFIX (Measure J Traffic Congestion Relief Agency), Alternate	Jennifer Quallick	12/31/2025	12/31/2025			NO STIPEND
II	Tri-Valley Transportation Council	Candace Andersen	12/31/2025	12/31/2026	X		STIPEND of $100 per meeting
II	Urban Counties of California	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	Urban Counties of California, Alternate	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	WCCTAC (West County Transportation Advisory Committee)	John Gioia	12/31/2025	12/31/2026			1 year term NO STIPEND
II	WCCTAC, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			1 year term NO STIPEND
II	West Contra Costa Integrated Waste Management Authority	John Gioia	Unspecified	Unspecified			STIPEND of $50 per meeting.
II	West Contra Costa Integrated Waste Management Authority, Alternate	Shanelle Scales-Preston	Unspecified	Unspecified			STIPEND of $50 per meeting.
III	Contra Costa Transportation Authority Board of Commissioners (Seat 2)	Ken Carlson	1/31/2026	1/31/2028			2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Alternate (Seat 2)	John Gioia	1/31/2026	1/31/2028			2 year terms STIPEND of $100 per meeting; up to $400 month
III	Local Agency Formation Commission	Diane Burgis	5/2/2026	5/2/2030			4 year terms STIPEND of $150 per meeting.
III	Local Agency Formation Commission	Candace Andersen	5/2/2026	5/2/2030	X		4 year terms STIPEND of $150 per meeting.
III	Marin Energy Authority (MCE) Board of Directors	Shanelle Scales-Preston	Unspecified	Unspecified			unspecified seat terms NO STIPEND
III	Marin Energy Authority (MCE) Board of Directors, Alternate	John Gioia	Unspecified	Unspecified			unspecified seat terms NO STIPEND
III	Regional Impact Council, All-Home, Member	Diane Burgis	Unspecified	Unspecified			NO STIPEND
III	Tri Delta Transit Authority, Board of Directors (Seat 2)	Diane Burgis	12/31/2025	12/31/2027			2 year term STIPEND of $100/month
III	West Contra Costa Healthcare District Finance Committee, Chair	John Gioia	Unspecified	Unspecified			NO STIPEND
III	West Contra Costa Healthcare District Finance Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
IV	Association of Bay Area Governments (ABAG) Regional Planning Committee	Ken Carlson	Unspecified	Unspecified			NO STIPEND
IV	Association of Bay Area Governments (ABAG) Executive Board (Seat 1)	Ken Carlson	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board (Seat 2)	Shanelle Scales-Preston	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board, Alternate 1	Diane Burgis	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board, Alternate 2	John Gioia	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Finance Authority for Nonprofit Corporations Board of Directors and its Executive Committee	Candace Andersen	12/31/2025	12/31/2029	Not me - no longer on		4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) Finance Authority for Nonprofit Corporations Board of Directors and its Executive Committee, First Alternate	Ken Carlson	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) General Assembly	Ken Carlson	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) General Assembly, Alternate	Diane Burgis	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Bay Conservation & Development Commission	John Gioia	Unspecified	Unspecified			STIPEND of $150 per meeting.
IV	Bay Conservation & Development Commission, Alternate	Shanelle Scales-Preston	Unspecified	Unspecified			STIPEND of $100 per meeting; max of 4 meetings.
IV	Contra Costa County Employees Retirement Association (CCCERA) Board of Trustees	Candace Andersen	6/30/2026	6/30/2029	X		3 year terms STIPEND of $100 per meeting.
IV	Delta Diablo Governing Board	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
IV	Delta Diablo Board, Alternate	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
IV	Law Library Board of Trustees	Joshua Klein	12/31/2025	12/31/2026			NO STIPEND
IV	Sacramento-San Joaquin Delta Conservancy Board	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
IV	Sacramento-San Joaquin Delta Conservancy Board, Alternate	Diane Burgis	Unspecified	Unspecified			NO STIPEND
IV	Wildfire Committtee	John Gioia	Unspecified	Unspecified			NO STIPEND
IV	Wildfire Committee, Alternate		Unspecified	Unspecified			NO STIPEND
V	Illegal Dumping Ad Hoc Committee, Chair	Diane Burgis	Unspecified	Unspecified			NO STIPEND
V	Illegal Dumping Ad Hoc Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
V	Industrial Safety Ordinance/Community Warning System Ad Hoc Committee, Chair	John Gioia	Unspecified	Unspecified			NO STIPEND
V	Industrial Safety Ordinance/Community Warning System Ad Hoc Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
	The Following Committees Should NOT be Reassigned	**Appointee**	**Term Expiration**				
II	California Identification System Remote Access Network Board (Cal-ID RAN Board)	Ken Carlson	12/31/2026				2 year terms NO STIPEND
II	Contra Costa Family Justice Alliance	Diane Burgis	9/14/2028				NO STIPEND
II	eBART (Bay Area Rapid Transit) Partnership Policy Advisory Committee	Shanelle Scales-Preston	12/31/2026				2 year terms NO STIPEND
II	eBART (Bay Area Rapid Transit) Partnership Policy Advisory Committee	Diane Burgis	12/31/2026				2 year terms NO STIPEND
II	Southwest Area Transportation Committee (SWAT)	Shanelle Scales-Preston	12/31/2026				2 year term NO STIPEND
II	Southwest Area Transportation Committee (SWAT), Alternate	Diane Burgis	12/31/2026				2 year term NO STIPEND
II	TRANSPAC (Central County Transportation Partnership and Cooperation)	Ken Carlson	12/31/2026				2 year term NO STIPEND
II	TRANSPAC, Alternate	Candace Andersen	12/31/2026				2 year term NO STIPEND
II	TRANSPLAN (East County Transportation Planning)	Diane Burgis	12/31/2026				2 year terms NO STIPEND
II	TRANSPLAN, Alternate	Shanelle Scales-Preston	12/31/2026				2 year terms NO STIPEND

District II
Supervisor Andersen

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
III	Bay Area Air Quality Management District Board of Directors	Ken Carlson	1/9/2027				4 year terms Per diem of $100/meeting + travel exp; max $6,000
III	Bay Area Air Quality Management District Board of Directors	John Gioia	6/17/2029				4 year terms Per diem of $100/meeting + travel exp; max $6,000
III	Central Contra Costa Transit Authority (CCCTA) Board of Directors	Candace Andersen	5/1/2027				2 year terms STIPEND of $100 per meeting; up to $200 month
III	Central Contra Costa Transit Authority (CCCTA) Board of Directors, Alternate	Ken Carlson	5/1/2027				2 year terms STIPEND of $100 per meeting; up to $200 month
III	Contra Costa Transportation Authority Board of Commissioners (Seat 1)	Diane Burgis	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Alternate (Seat 1)	Candace Andersen	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Second Alternate (Seat 1)	Shanelle Scales-Preston	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Third Alternate (Seat 1)	John Gioia	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Green Empowerment Zone Governing Board	John Gioia	2/28/2027				2 year terms NO STIPEND
III	Green Empowerment Zone Governing Board, Alternate	Diane Burgis	2/28/2027				2 year terms NO STIPEND
III	Local Agency Formation Commission, Alternate	Shanelle Scales-Preston	5/6/2028				4 year terms STIPEND of $150 per meeting.
III	Metropolitan Transportation Commission	Candace Andersen	2/1/2027				4 year terms STIPEND of $100/meeting; up to $500/month per agency
III	Tri Delta Transit Authority, Board of Directors (Seat 1)	Shanelle Scales-Preston	12/31/2028				2 year term STIPEND of $100/month
IV	California State Association of Counties (CSAC) Board of Directors	John Gioia	11/29/2026				1 year term NO STIPEND
IV	California State Association of Counties (CSAC) Board of Directors, Alternate	Diane Burgis	11/29/2026				1 year term NO STIPEND
IV	Delta Protection Commission	Diane Burgis	12/31/2027				3 year term NO STIPEND
IV	Delta Protection Commission, Alternate	Shanelle Scales-Preston	12/31/2027				3 year term NO STIPEND

District IV
Supervisor Carlson

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
I	Airport Committee, Chair	Ken Carlson	12/31/2025	12/31/2026		X	NO STIPEND
I	Airport Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026	X		NO STIPEND
I	Economic Development Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Economic Development Committee, Vice Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Equity Committee, Chair	Ken Carlson	12/31/2025	12/31/2026		X	NO STIPEND
I	Equity Committee, Vice-Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026	X		NO STIPEND
I	Family & Human Services Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Family & Human Services Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Finance Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Finance Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Head Start Committee, Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Head Start Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
I	Internal Operations Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Internal Operations Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Legislation Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Legislation Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
I	Los Medanos Healthcare Operations Committee, Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026		X	NO STIPEND
I	Los Medanos Healthcare Operations Committee, Vice Chair	Ken Carlson	12/31/2025	12/31/2026	X		NO STIPEND
I	Public Protection, Chair	Candace Andersen	12/31/2025	12/31/2026		X	NO STIPEND
I	Public Protection, Vice Chair	Ken Carlson	12/31/2025	12/31/2026	X		NO STIPEND
I	Resilient Shoreline Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Resilient Shoreline Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Sustainability Committee, Chair	Ken Carlson	12/31/2025	12/31/2026		X	NO STIPEND
I	Sustainability Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026	X		NO STIPEND
I	Transportation, Water & Infrastructure Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Transportation, Water & Infrastructure Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
II	Bay Area Regional Interoperable Communications System (BayRICS) Authority	Mike Casten	12/31/2025	12/31/2026			NO STIPEND
II	Bay Area Regional Interoperable Communications System (BayRICS) Authority, Alternate	Elise Warren	12/31/2025	12/31/2026			NO STIPEND
II	Central Contra Costa Solid Waste Authority	Candace Andersen	Unspecified	Unspecified			STIPEND of $50/meeting; max of 2 paid/month
II	Central Contra Costa Solid Waste Authority	Ken Carlson	Unspecified	Unspecified	X		STIPEND of $50/meeting; max of 2 paid/month
II	Contra Costa Health Plan Joint Conference Committee - Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
II	Contra Costa Health Plan Joint Conference Committee - Vice-Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	Dougherty Valley Oversight Committee	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
II	Dougherty Valley Oversight Committee	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Bay Regional Communication System (EBRCS) Authority Governing Board	Ken Carlson	12/31/2025	12/31/2026	remove - schedule conflict		NO STIPEND
II	East Bay Regional Communication System (EBRCS) Authority Governing Board, Alternate	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa County Habitat Conservancy, Governing Board	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa County Habitat Conservancy, Governing Board, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa Regional Fee & Finance Authority	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa Regional Fee & Finance Authority, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
II	East County Water Management Association	Diane Burgis	12/31/2025	12/31/2026			STIPEND of $170/meeting; max 6 per month
II	East County Water Management Association, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			STIPEND of $170/meeting; max 6 per month
II	First 5 Children and Families Commission Alternate Member	Candace Andersen	Unspecified	Unspecified			NO STIPEND
II	First 5 Children and Families Commission Member	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
II	Hazardous Waste Management Facility Allocation Committee	John Gioia	Unspecified	Unspecified			STIPEND of $150 per meeting.
II	Hazardous Waste Management Facility Allocation Committee, Alternate	Ken Carlson	Unspecified	Unspecified	X		STIPEND of $150 per meeting.
II	Juvenile Justice Coordinating Council	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
II	Kensington Solid Waste Committee Alternate	Joanna Pulido	12/31/2025	12/31/2026			NO STIPEND
II	Kensington Solid Waste Committee Member	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	Medical Services Joint Conference Committee, Chair	Ken Carlson	12/31/2025	12/31/2026		X	NO STIPEND
II	Medical Services Joint Conference Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026	X		NO STIPEND
II	North Richmond Waste and Recovery Mitigation Fee Committee	Tania Pulido	12/31/2025	12/31/2026			NO STIPEND
II	North Richmond Waste and Recovery Mitigation Fee Committee, Alternate	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	Open Space/Parks & East Bay Regional Parks District Liaison Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND

District IV
Supervisor Carlson

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
II	Open Space/Parks & East Bay Regional Parks District Liaison Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
II	Pleasant Hill BART (Bay Area Rapid Transit)/Contra Costa Centre Joint Powers Authority	Ken Carlson	Unspecified	Unspecified	X		NO STIPEND
II	Pleasant Hill BART (Bay Area Rapid Transit)/Contra Costa Centre Joint Powers Authority	Candace Andersen	Unspecified	Unspecified			NO STIPEND
II	State Route 4 Bypass Authority	Candace Andersen	Unspecified	Unspecified			NO STIPEND / coterminous with supervisorial appointment
II	State Route 4 Bypass Authority, Alternate	Ken Carlson	Unspecified	Unspecified			NO STIPEND / coterminous with supervisorial appointment
II	TRAFFIX (Measure J Traffic Congestion Relief Agency)	Candace Andersen	12/31/2025	12/31/2025			NO STIPEND
II	TRAFFIX (Measure J Traffic Congestion Relief Agency), Alternate	Jennifer Quallick	12/31/2025	12/31/2025			NO STIPEND
II	Tri-Valley Transportation Council	Candace Andersen	12/31/2025	12/31/2026			STIPEND of $100 per meeting
II	Urban Counties of California	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	Urban Counties of California, Alternate	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	WCCTAC (West County Transportation Advisory Committee)	John Gioia	12/31/2025	12/31/2026			1 year term NO STIPEND
II	WCCTAC, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026			1 year term NO STIPEND
II	West Contra Costa Integrated Waste Management Authority	John Gioia	Unspecified	Unspecified			STIPEND of $50 per meeting.
II	West Contra Costa Integrated Waste Management Authority, Alternate	Shanelle Scales-Preston	Unspecified	Unspecified			STIPEND of $50 per meeting.
III	Contra Costa Transportation Authority Board of Commissioners (Seat 2)	Ken Carlson	1/31/2026	1/31/2028	X		2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Alternate (Seat 2)	John Gioia	1/31/2026	1/31/2028			2 year terms STIPEND of $100 per meeting; up to $400 month
III	Local Agency Formation Commission	Diane Burgis	5/2/2026	5/2/2030			4 year terms STIPEND of $150 per meeting.
III	Local Agency Formation Commission	Candace Andersen	5/2/2026	5/2/2030			4 year terms STIPEND of $150 per meeting.
III	Marin Energy Authority (MCE) Board of Directors	Shanelle Scales-Preston	Unspecified	Unspecified			unspecified seat terms NO STIPEND
III	Marin Energy Authority (MCE) Board of Directors, Alternate	John Gioia	Unspecified	Unspecified			unspecified seat terms NO STIPEND
III	Regional Impact Council, All-Home, Member	Diane Burgis	Unspecified	Unspecified			NO STIPEND
III	Tri Delta Transit Authority, Board of Directors (Seat 2)	Diane Burgis	12/31/2025	12/31/2027			2 year term STIPEND of $100/month
III	West Contra Costa Healthcare District Finance Committee, Chair	John Gioia	Unspecified	Unspecified			NO STIPEND
III	West Contra Costa Healthcare District Finance Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
IV	Association of Bay Area Governments (ABAG) Regional Planning Committee	Ken Carlson	Unspecified	Unspecified	X		NO STIPEND
IV	Association of Bay Area Governments (ABAG) Executive Board (Seat 1)	Ken Carlson	6/30/2026	6/30/2030	X		4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board (Seat 2)	Shanelle Scales-Preston	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board, Alternate 1	Diane Burgis	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board, Alternate 2	John Gioia	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Finance Authority for Nonprofit Corporations Board of Directors and its Executive Committee	Candace Andersen	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) Finance Authority for Nonprofit Corporations Board of Directors and its Executive Committee, First Alternate	Ken Carlson	12/31/2025	12/31/2029	X		4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) General Assembly	Ken Carlson	12/31/2025	12/31/2029	X		4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) General Assembly, Alternate	Diane Burgis	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Bay Conservation & Development Commission	John Gioia	Unspecified	Unspecified			STIPEND of $150 per meeting.
IV	Bay Conservation & Development Commission, Alternate	Shanelle Scales-Preston	Unspecified	Unspecified			STIPEND of $100 per meeting; max of 4 meetings.
IV	Contra Costa County Employees Retirement Association (CCCERA) Board of Trustees	Candace Andersen	6/30/2026	6/30/2029			3 year terms STIPEND of $100 per meeting.
IV	Delta Diablo Governing Board	Shanelle Scales-Preston	12/31/2025	12/31/2026			NO STIPEND
IV	Delta Diablo Board, Alternate	Ken Carlson	12/31/2025	12/31/2026	X		NO STIPEND
IV	Law Library Board of Trustees	Joshua Klein	12/31/2025	12/31/2026			NO STIPEND
IV	Sacramento-San Joaquin Delta Conservancy Board	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
IV	Sacramento-San Joaquin Delta Conservancy Board, Alternate	Diane Burgis	Unspecified	Unspecified			NO STIPEND
IV	Wildfire Committtee	John Gioia	Unspecified	Unspecified			NO STIPEND
IV	Wildfire Committee, Alternate		Unspecified	Unspecified			NO STIPEND
V	Illegal Dumping Ad Hoc Committee, Chair	Diane Burgis	Unspecified	Unspecified			NO STIPEND
V	Illegal Dumping Ad Hoc Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
V	Industrial Safety Ordinance/Community Warning System Ad Hoc Committee, Chair	John Gioia	Unspecified	Unspecified			NO STIPEND
V	Industrial Safety Ordinance/Community Warning System Ad Hoc Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
	The Following Committees Should NOT be Reassigned	**Appointee**	**Term Expiration**				
II	California Identification System Remote Access Network Board (Cal-ID RAN Board)	Ken Carlson	12/31/2026				2 year terms NO STIPEND
II	Contra Costa Family Justice Alliance	Diane Burgis	9/14/2028				NO STIPEND
II	eBART (Bay Area Rapid Transit) Partnership Policy Advisory Committee	Shanelle Scales-Preston	12/31/2026				2 year terms NO STIPEND
II	eBART (Bay Area Rapid Transit) Partnership Policy Advisory Committee	Diane Burgis	12/31/2026				2 year terms NO STIPEND
II	Southwest Area Transportation Committee (SWAT)	Shanelle Scales-Preston	12/31/2026				2 year term NO STIPEND

District IV
Supervisor Carlson

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
II	Southwest Area Transportation Committee (SWAT), Alternate	Diane Burgis	12/31/2026				2 year term NO STIPEND
II	TRANSPAC (Central County Transportation Partnership and Cooperation)	Ken Carlson	12/31/2026				2 year term NO STIPEND
II	TRANSPAC, Alternate	Candace Andersen	12/31/2026				2 year term NO STIPEND
II	TRANSPLAN (East County Transportation Planning)	Diane Burgis	12/31/2026				2 year terms NO STIPEND
II	TRANSPLAN, Alternate	Shanelle Scales-Preston	12/31/2026				2 year terms NO STIPEND
III	Bay Area Air Quality Management District Board of Directors	Ken Carlson	1/9/2027				4 year terms Per diem of $100/meeting + travel exp; max $6,000
III	Bay Area Air Quality Management District Board of Directors	John Gioia	6/17/2029				4 year terms Per diem of $100/meeting + travel exp; max $6,000
III	Central Contra Costa Transit Authority (CCCTA) Board of Directors	Candace Andersen	5/1/2027				2 year terms STIPEND of $100 per meeting; up to $200 month
III	Central Contra Costa Transit Authority (CCCTA) Board of Directors, Alternate	Ken Carlson	5/1/2027				2 year terms STIPEND of $100 per meeting; up to $200 month
III	Contra Costa Transportation Authority Board of Commissioners (Seat 1)	Diane Burgis	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Alternate (Seat 1)	Candace Andersen	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Second Alternate (Seat 1)	Shanelle Scales-Preston	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Third Alternate (Seat 1)	John Gioia	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Green Empowerment Zone Governing Board	John Gioia	2/28/2027				2 year terms NO STIPEND
III	Green Empowerment Zone Governing Board, Alternate	Diane Burgis	2/28/2027				2 year terms NO STIPEND
III	Local Agency Formation Commission, Alternate	Shanelle Scales-Preston	5/6/2028				4 year terms STIPEND of $150 per meeting.
III	Metropolitan Transportation Commission	Candace Andersen	2/1/2027				4 year terms STIPEND of $100/meeting; up to $500/month per agency
III	Tri Delta Transit Authority, Board of Directors (Seat 1)	Shanelle Scales-Preston	12/31/2028				2 year term STIPEND of $100/month
IV	California State Association of Counties (CSAC) Board of Directors	John Gioia	11/29/2026				1 year term NO STIPEND
IV	California State Association of Counties (CSAC) Board of Directors, Alternate	Diane Burgis	11/29/2026				1 year term NO STIPEND
IV	Delta Protection Commission	Diane Burgis	12/31/2027				3 year term NO STIPEND
IV	Delta Protection Commission, Alternate	Shanelle Scales-Preston	12/31/2027				3 year term NO STIPEND

District V
Supervisor Scales-Preston

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
I	Airport Committee, Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Airport Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Economic Development Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Economic Development Committee, Vice Chair	Candace Andersen	12/31/2025	12/31/2026	Shanelle Scales-Preston		NO STIPEND
I	Equity Committee, Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Equity Committee, Vice-Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		NO STIPEND
I	Family & Human Services Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Family & Human Services Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Finance Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Finance Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Head Start Committee, Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Head Start Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		NO STIPEND
I	Internal Operations Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Internal Operations Committee, Vice Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Legislation Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Legislation Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		NO STIPEND
I	Los Medanos Healthcare Operations Committee, Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		NO STIPEND
I	Los Medanos Healthcare Operations Committee, Vice Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Public Protection, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Public Protection, Vice Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Resilient Shoreline Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
I	Resilient Shoreline Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Sustainability Committee, Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
I	Sustainability Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
I	Transportation, Water & Infrastructure Committee, Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
I	Transportation, Water & Infrastructure Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		NO STIPEND
II	Bay Area Regional Interoperable Communications System (BayRICS) Authority	Mike Casten	12/31/2025	12/31/2026			NO STIPEND
II	Bay Area Regional Interoperable Communications System (BayRICS) Authority, Alternate	Elise Warren	12/31/2025	12/31/2026			NO STIPEND
II	Central Contra Costa Solid Waste Authority	Candace Andersen	Unspecified	Unspecified			STIPEND of $50/meeting; max of 2 paid/month
II	Central Contra Costa Solid Waste Authority	Ken Carlson	Unspecified	Unspecified			STIPEND of $50/meeting; max of 2 paid/month
II	Contra Costa Health Plan Joint Conference Committee - Chair	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
II	Contra Costa Health Plan Joint Conference Committee - Vice-Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	Dougherty Valley Oversight Committee	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
II	Dougherty Valley Oversight Committee	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Bay Regional Communication System (EBRCS) Authority Governing Board	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
II	East Bay Regional Communication System (EBRCS) Authority Governing Board, Alternate	Candace Andersen	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa County Habitat Conservancy, Governing Board	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa County Habitat Conservancy, Governing Board, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		NO STIPEND
II	East Contra Costa Regional Fee & Finance Authority	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	East Contra Costa Regional Fee & Finance Authority, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		NO STIPEND
II	East County Water Management Association	Diane Burgis	12/31/2025	12/31/2026			STIPEND of $170/meeting; max 6 per month
II	East County Water Management Association, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		STIPEND of $170/meeting; max 6 per month
II	First 5 Children and Families Commission Alternate Member	Candace Andersen	Unspecified	Unspecified			NO STIPEND
II	First 5 Children and Families Commission Member	Shanelle Scales-Preston	Unspecified	Unspecified	Shanelle Scales-Preston		NO STIPEND
II	Hazardous Waste Management Facility Allocation Committee	John Gioia	Unspecified	Unspecified			STIPEND of $150 per meeting.
II	Hazardous Waste Management Facility Allocation Committee, Alternate	Ken Carlson	Unspecified	Unspecified			STIPEND of $150 per meeting.
II	Juvenile Justice Coordinating Council	Shanelle Scales-Preston	Unspecified	Unspecified	Shanelle Scales-Preston		NO STIPEND
II	Kensington Solid Waste Committee Alternate	Joanna Pulido	12/31/2025	12/31/2026			NO STIPEND
II	Kensington Solid Waste Committee Member	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	Medical Services Joint Conference Committee, Chair	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
II	Medical Services Joint Conference Committee, Vice Chair	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	North Richmond Waste and Recovery Mitigation Fee Committee	Tania Pulido	12/31/2025	12/31/2026			NO STIPEND
II	North Richmond Waste and Recovery Mitigation Fee Committee, Alternate	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	Open Space/Parks & East Bay Regional Parks District Liaison Committee, Chair	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	Open Space/Parks & East Bay Regional Parks District Liaison Committee, Vice Chair	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		NO STIPEND
II	Pleasant Hill BART (Bay Area Rapid Transit)/Contra Costa Centre Joint Powers Authority	Ken Carlson	Unspecified	Unspecified			NO STIPEND
II	Pleasant Hill BART (Bay Area Rapid Transit)/Contra Costa Centre Joint Powers Authority	Candace Andersen	Unspecified	Unspecified			NO STIPEND
II	State Route 4 Bypass Authority	Candace Andersen	Unspecified	Unspecified			NO STIPEND / coterminous with supervisorial appointment
II	State Route 4 Bypass Authority, Alternate	Ken Carlson	Unspecified	Unspecified			NO STIPEND / coterminous with supervisorial appointment

District V
Supervisor Scales-Preston

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
II	TRAFFIX (Measure J Traffic Congestion Relief Agency)	Candace Andersen	12/31/2025	12/31/2025			NO STIPEND
II	TRAFFIX (Measure J Traffic Congestion Relief Agency), Alternate	Jennifer Quallick	12/31/2025	12/31/2025			NO STIPEND
II	Tri-Valley Transportation Council	Candace Andersen	12/31/2025	12/31/2026			STIPEND of $100 per meeting
II	Urban Counties of California	Diane Burgis	12/31/2025	12/31/2026			NO STIPEND
II	Urban Counties of California, Alternate	John Gioia	12/31/2025	12/31/2026			NO STIPEND
II	WCCTAC (West County Transportation Advisory Committee)	John Gioia	12/31/2025	12/31/2026			1 year term NO STIPEND
II	WCCTAC, Alternate	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		1 year term NO STIPEND
II	West Contra Costa Integrated Waste Management Authority	John Gioia	Unspecified	Unspecified			STIPEND of $50 per meeting.
II	West Contra Costa Integrated Waste Management Authority, Alternate	Shanelle Scales-Preston	Unspecified	Unspecified	Shanelle Scales-Preston		STIPEND of $50 per meeting.
III	Contra Costa Transportation Authority Board of Commissioners (Seat 2)	Ken Carlson	1/31/2026	1/31/2028	Shanelle Scales-Preston		2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Alternate (Seat 2)	John Gioia	1/31/2026	1/31/2028			2 year terms STIPEND of $100 per meeting; up to $400 month
III	Local Agency Formation Commission	Diane Burgis	5/2/2026	5/2/2030			4 year terms STIPEND of $150 per meeting.
III	Local Agency Formation Commission	Candace Andersen	5/2/2026	5/2/2030			4 year terms STIPEND of $150 per meeting.
III	Marin Energy Authority (MCE) Board of Directors	Shanelle Scales-Preston	Unspecified	Unspecified	Shanelle Scales-Preston		unspecified seat terms NO STIPEND
III	Marin Energy Authority (MCE) Board of Directors, Alternate	John Gioia	Unspecified	Unspecified			unspecified seat terms NO STIPEND
III	Regional Impact Council, All-Home, Member	Diane Burgis	Unspecified	Unspecified			NO STIPEND
III	Tri Delta Transit Authority, Board of Directors (Seat 2)	Diane Burgis	12/31/2025	12/31/2027			2 year term STIPEND of $100/month
III	West Contra Costa Healthcare District Finance Committee, Chair	John Gioia	Unspecified	Unspecified			NO STIPEND
III	West Contra Costa Healthcare District Finance Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified	Shanelle Scales-Preston		NO STIPEND
IV	Association of Bay Area Governments (ABAG) Regional Planning Committee	Ken Carlson	Unspecified	Unspecified			NO STIPEND
IV	Association of Bay Area Governments (ABAG) Executive Board (Seat 1)	Ken Carlson	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board (Seat 2)	Shanelle Scales-Preston	6/30/2026	6/30/2030	Shanelle Scales-Preston		4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board, Alternate 1	Diane Burgis	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Executive Board, Alternate 2	John Gioia	6/30/2026	6/30/2030			4 year terms STIPEND of $150 per meeting.
IV	Association of Bay Area Governments (ABAG) Finance Authority for Nonprofit Corporations Board of Directors and its Executive Committee	Candace Andersen	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) Finance Authority for Nonprofit Corporations Board of Directors and its Executive Committee, First Alternate	Ken Carlson	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) General Assembly	Ken Carlson	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Association of Bay Area Governments (ABAG) General Assembly, Alternate	Diane Burgis	12/31/2025	12/31/2029			4 year terms NO STIPEND
IV	Bay Conservation & Development Commission	John Gioia	Unspecified	Unspecified			STIPEND of $150 per meeting.
IV	Bay Conservation & Development Commission, Alternate	Shanelle Scales-Preston	Unspecified	Unspecified	Shanelle Scales-Preston		STIPEND of $100 per meeting; max of 4 meetings.
IV	Contra Costa County Employees Retirement Association (CCCERA) Board of Trustees	Candace Andersen	6/30/2026	6/30/2029			3 year terms STIPEND of $100 per meeting.
IV	Delta Diablo Governing Board	Shanelle Scales-Preston	12/31/2025	12/31/2026	Shanelle Scales-Preston		NO STIPEND
IV	Delta Diablo Board, Alternate	Ken Carlson	12/31/2025	12/31/2026			NO STIPEND
IV	Law Library Board of Trustees	Joshua Klein	12/31/2025	12/31/2026			NO STIPEND
IV	Sacramento-San Joaquin Delta Conservancy Board	Shanelle Scales-Preston	Unspecified	Unspecified			NO STIPEND
IV	Sacramento-San Joaquin Delta Conservancy Board, Alternate	Diane Burgis	Unspecified	Unspecified	Shanelle Scales-Preston		NO STIPEND
IV	Wildfire Committtee	John Gioia	Unspecified	Unspecified			NO STIPEND
IV	Wildfire Committee, Alternate		Unspecified	Unspecified			NO STIPEND
V	Illegal Dumping Ad Hoc Committee, Chair	Diane Burgis	Unspecified	Unspecified			NO STIPEND
V	Illegal Dumping Ad Hoc Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified	Shanelle Scales-Preston		NO STIPEND
V	Industrial Safety Ordinance/Community Warning System Ad Hoc Committee, Chair	John Gioia	Unspecified	Unspecified			NO STIPEND
V	Industrial Safety Ordinance/Community Warning System Ad Hoc Committee, Vice Chair	Shanelle Scales-Preston	Unspecified	Unspecified	Shanelle Scales-Preston		NO STIPEND
	The Following Committees Should NOT be Reassigned	**Appointee**	**Term Expiration**				
II	California Identification System Remote Access Network Board (Cal-ID RAN Board)	Ken Carlson	12/31/2026				2 year terms NO STIPEND
II	Contra Costa Family Justice Alliance	Diane Burgis	9/14/2028				NO STIPEND
II	eBART (Bay Area Rapid Transit) Partnership Policy Advisory Committee	Shanelle Scales-Preston	12/31/2026				2 year terms NO STIPEND
II	eBART (Bay Area Rapid Transit) Partnership Policy Advisory Committee	Diane Burgis	12/31/2026				2 year terms NO STIPEND
II	Southwest Area Transportation Committee (SWAT)	Shanelle Scales-Preston	12/31/2026				2 year term NO STIPEND
II	Southwest Area Transportation Committee (SWAT), Alternate	Diane Burgis	12/31/2026				2 year term NO STIPEND
II	TRANSPAC (Central County Transportation Partnership and Cooperation)	Ken Carlson	12/31/2026				2 year term NO STIPEND
II	TRANSPAC, Alternate	Candace Andersen	12/31/2026				2 year term NO STIPEND
II	TRANSPLAN (East County Transportation Planning)	Diane Burgis	12/31/2026				2 year terms NO STIPEND
II	TRANSPLAN, Alternate	Shanelle Scales-Preston	12/31/2026				2 year terms NO STIPEND
III	Bay Area Air Quality Management District Board of Directors	Ken Carlson	1/9/2027				4 year terms Per diem of $100/meeting + travel exp; max $6,000
III	Bay Area Air Quality Management District Board of Directors	John Gioia	6/17/2029				4 year terms Per diem of $100/meeting + travel exp; max $6,000
III	Central Contra Costa Transit Authority (CCCTA) Board of Directors	Candace Andersen	5/1/2027				2 year terms STIPEND of $100 per meeting; up to $200 month

District V
Supervisor Scales-Preston

Type*	Committee Name	Appointee	Term Expiration	New Term Expiration	Preference 1	Preference 2	Notes
III	Central Contra Costa Transit Authority (CCCTA) Board of Directors, Alternate	Ken Carlson	5/1/2027				2 year terms STIPEND of $100 per meeting; up to $200 month
III	Contra Costa Transportation Authority Board of Commissioners (Seat 1)	Diane Burgis	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Alternate (Seat 1)	Candace Andersen	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Second Alternate (Seat 1)	Shanelle Scales-Preston	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Contra Costa Transportation Authority Board of Commissioners, Third Alternate (Seat 1)	John Gioia	1/31/2027				2 year terms STIPEND of $100 per meeting; up to $400 month
III	Green Empowerment Zone Governing Board	John Gioia	2/28/2027				2 year terms NO STIPEND
III	Green Empowerment Zone Governing Board, Alternate	Diane Burgis	2/28/2027				2 year terms NO STIPEND
III	Local Agency Formation Commission, Alternate	Shanelle Scales-Preston	5/6/2028				4 year terms STIPEND of $150 per meeting.
III	Metropolitan Transportation Commission	Candace Andersen	2/1/2027				4 year terms STIPEND of $100/meeting; up to $500/month per agency
III	Tri Delta Transit Authority, Board of Directors (Seat 1)	Shanelle Scales-Preston	12/31/2028				2 year term STIPEND of $100/month
IV	California State Association of Counties (CSAC) Board of Directors	John Gioia	11/29/2026				1 year term NO STIPEND
IV	California State Association of Counties (CSAC) Board of Directors, Alternate	Diane Burgis	11/29/2026				1 year term NO STIPEND
IV	Delta Protection Commission	Diane Burgis	12/31/2027				3 year term NO STIPEND
IV	Delta Protection Commission, Alternate	Shanelle Scales-Preston	12/31/2027				3 year term NO STIPEND

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5361 **Agenda Date:** 12/16/2025 **Agenda #:** C.27.

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Report Title: APPOINTMENT TO THE COUNTY SERVICE AREA P-2A (BLACKHAWK) CITIZENS ADVISORY COMMITTEE

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
REAPPOINT Andrew Cohan to the Appointee 6 Seat, Robert Durr to the Appointee 3 Seat, Bruce Gekko to the Appointee 2 Seat, and Linda Vaughn to the Appointee 5 Seat on the County Service Area P-2A Citizens Advisory Committee for a two-year term with an expiration date of December 31, 2027, as recommended by Supervisor Candace Andersen.

FISCAL IMPACT:
NONE

BACKGROUND:
The County Services Area P-2A Citizens Advisory Committee includes seven (7) appointees representing the Blackhawk county service area who advises the Board of Supervisors on the needs of the Blackhawk community for extended police services which shall include, but not be limited to, enforcement of the State Vehicle Code, crime prevention, litter control, and other issues

Supervisor Andersen advertised the expiring seats, received no new applications, all appointees in expiring seats wish to continue to serve. Supervisor Andersen is please with the involvement of the members and is happy to reappoint.

CONSEQUENCE OF NEGATIVE ACTION:
The seats will become vacant.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5362 **Agenda Date:** 12/16/2025 **Agenda #:** C.28.

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Report Title: APPOINTMENT TO THE ALAMO POLICE SERVICES ADVISORY COMMITTEE (CSA P-2B CAC)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
REAPPOINT Christine Campbell to the Appointee 7 Seat, Robert Brennan to the Appointee 5 Seat, and James Shields to the Appointee 3 Seat of the Alamo Police Services Advisory Committee (CSA P-2B CAC) for two-year terms ending December 31, 2027, as recommended by Supervisor Candace Andersen.

FISCAL IMPACT:
NONE

BACKGROUND:
Established on November 18, 1969, by Board Resolution 69/765, the purpose of the County Service Area P-2B Citizens Advisory Committee is to advise the Board of Supervisors and the Sheriff's Department on the needs of the Alamo community for extended police services which shall include, but not be limited to, enforcement of the State Vehicle Code, crime prevention, and litter control. On March 19, 2013. The Board of Supervisors approved a Board Order that retitled the County Service Area P-2B Citizens Advisory Committee to the "Alamo Police Services Advisory Committee". The Alamo Police Services Advisory Committee is comprised of seven regular members and one alternate who each serve a two-year term.

Supervisor Andersen advertised the expiring seats, received no new applications, and all three members declared their interest in continuing for another term. Supervisor Andersen is pleased with their involvement on APSAC and is happy to appoint each member sitting in an expiring seat to another term.

CONSEQUENCE OF NEGATIVE ACTION:
The seats will become vacant.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5363 **Agenda Date:** 12/16/2025 **Agenda #:** C.29.

To: Board of Supervisors

From: Candace Andersen, District II Supervisor

Report Title: APPOINTMENT TO THE COUNTY SERVICE AREA P-5 (Roundhill) CITIZENS ADVISORY COMMITTEE

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
REAPPOINT Mark Young to the Appointee 4 Seat and Bernard Corry to the Appointee 3 Seat, on the County Service Area P-5 Citizens Advisory Committee for two-year terms, beginning on January 1, 2026 and ending on December 31, 2027, as recommended by Supervisor Candace Andersen.

FISCAL IMPACT:
NONE

BACKGROUND:
Established on April 18, 1972, by Resolution Number 72/257, the purpose of the County Service Area P-5 Citizen Advisory Committee is to act as a liaison between the citizens of the P-5 Police District and the Office of the Sheriff of Contra Costa County by: Advising the Board of Supervisors and the Office of the Sheriff of the community's needs and desires regarding police protection; Promoting public safety in the areas of home safety, traffic safety, vacation security and crime prevention through the neighborhood watch program; and maintaining oversight of expenditures of the public funds accruing in the P-5 Police District.

Supervisor Andersen has advertised the expiring seats. Mr. Mlejnak has decided to not seek reappointment.

CONSEQUENCE OF NEGATIVE ACTION:
The seats will become vacant.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5295 **Agenda Date:** 12/16/2025 **Agenda #:** C.30.

To: Board of Supervisors

From: Kristin Connelly, Clerk-Recorder

Report Title: DECLARE and ACCEPT the certified results of the November 4, 2025, Statewide Special Election, as recommended by the Clerk-Recorder and Registrar of Voters. (No fiscal impact)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
DECLARE and ACCEPT the certified results of the November 4, 2025, Statewide Special Election as recommended by the Contra Costa County Clerk-Recorder and Registrar of Voters.

FISCAL IMPACT:
None.

BACKGROUND:
The Statewide Special Election held on Tuesday, November 4, 2025, was certified following the completion of the canvass period as specified by the California Elections Code. The certified results were then sent to the State and the Board of Supervisors following these regulations.

Elections Code section 15372 requires the Elections Official to prepare a Certified Statement of Results of the election and submit those certified results to the Governing Body within 30 days of the election. A certified Statement of Votes is attached to this Board Order. The detailed Statement of Votes is available for review on the Elections Division's webpage at <https://www.contracostavote.gov/elections/past-elections/past-election-results/>

Under Elections Code 15400, the governing body shall declare elected or nominated to each office voted on at each election under its jurisdiction the person having the highest number of votes for that office. The governing board shall also declare the results of each election under its jurisdiction as to each measure voted on at the election.

CONSEQUENCE OF NEGATIVE ACTION:
Should the Board not declare and accept the certified results of the November 4, 2025, Statewide Special Election, the County will not comply with the Election Code as provided by law.

STATEMENT OF VOTES CAST

STATEWIDE SPECIAL ELECTION
NOVEMBER 4, 2025

KRISTIN B. CONNELLY
COUNTY CLERK-RECORDER AND REGISTRAR OF VOTERS
CONTRA COSTA COUNTY, CALIFORNIA

CERTIFICATION OF
COUNTY CLERK/REGISTRAR OF VOTERS OF THE
RESULTS OF THE CANVASS
OF THE NOVEMBER 4, 2025,
STATEWIDE SPECIAL ELECTION

STATE OF CALIFORNIA

COUNTY OF CONTRA COSTA } ss.

I, Kristin B. Connelly, County Clerk/Registrar of Voters of County of Contra Costa, do hereby certify that, in pursuance of the provisions of Elections Code section 15300, et seq., I did canvass the results of the votes cast in the Statewide Special Election held in said County on November 4, 2025, for the measure that was submitted to the vote of the voters, and that the Statement of Votes Cast, to which this certificate is attached is full, true, and correct.

I hereby set my hand and official seal this 2nd day of December, 2025, at the County of Contra Costa.

Kristin B. Connelly

County Clerk/Registrar of Voters
County of Contra Costa
State of California

Contra Costa County
Statewide Special Election
Tuesday, November 4, 2025
Official Results - Final

Elector Group	Counting Group	Cards Cast	Voters Cast	Registered Voters	Turnout
Total	In-Person	35,011	35,011		4.79%
	Vote By Mail	378,201	378,201		51.76%
	Total	413,212	413,212	730,646	56.55%

Precincts Reported: 930 of 930 (100.00%)

Voters Cast: 413,212 of 730,646 (56.55%)

Cards Cast: 413,212

PROPOSITION 50 (Vote for 1)

Precincts Reported: 930 of 930 (100.00%)

	In-Person	Vote By Mail	Total	
Times Cast	35,011	378,201	413,212 / 730,646	56.55%

Candidate	Party	In-Person	Vote By Mail	Total	
Yes		21,284	272,853	294,137	71.25%
No		13,691	105,010	118,701	28.75%
Total Votes		34,975	377,863	412,838	

Remote Accessible Vote by Mail (RAVBM) Reporting Form

Email Form

For any election that a California jurisdiction uses a remote accessible vote by mail system, the jurisdiction shall provide a report to the Secretary of State, within 30 calendar days of certifying the election results, listing the number of voters that used the system and all technical issues reported (if any), along with any mitigations.

A. Election Official:

Jurisdiction

Contra Costa

County Contact Name

Travis Ebbert

County Contact Title

Elections Services Manager

County Contact Phone Number

925.335.7827

County Contact Email

travis.ebbert@vote.cccounty.us

B. Product Description:

RAVBM URL or Online Address

https://ravbm.uocava.com/contracosta/SelectLanguage.aspx

Type of RAVBM

☐ Democracy Live ■ Dominion ☐ LA County VSAP ISB

RAVBM Technical Assistance Telephone Number

1.866.654.8683

Number of Voters that Registered to use RAVBM	57
Number of Voters that Voted using the RAVBM	57
Number of UOCAVA Voters that registered to use RAVBM	5045
Number of UOCAVA Voters that voted using the RAVBM	278

C. Description of RAVBM Usage:

Election Name

Statewide Special Election November 4, 2025

Dates RAVBM was Available

9/18/2025

Description of Technical Issues and Mitigations if Any. Attach Additional Sheets if Necessary.

REPORT OF 1% MANUAL TALLY

[Elections Code section 15360]

County: Contra Costa

Election: Statewide Special Election, November 4, 2025

Manual tally method used: ☑ One Part [section 15360(a)(1)]

☐ Two Part [section 15360(a)(2)]

Date and time notice provided (attach copy of the notice):

10/28/2025, 9:00am

Internet website where additional information about the manual tally is posted, if applicable:

N/A

Date and time the manual tally commenced, beginning with the random selection of precincts and batches (must be after the close of the polls on Election Day):

11/6/2025, 9:00am

Date and time the manual tally finished:

11/17/2025, 12:00pm

Estimated number of members of the public who observed the process:

0

Total number of ballots counted in this election (official canvass numbers):

Polling place / vote center ballots (including provisionals)	35,011
Vote-by-mail ballots	378,201

Total number of ballots manually tallied:

Polling place / vote center ballots (including provisionals)	2,476
Vote-by-mail ballots	2,619

Precincts in the county for this election (attach list describing all precincts with the number of ballots in each, indicating whether ballots are polling place / vote center, vote-by-mail, or provisional):

Total number of precincts in the election	930
Total number of precincts selected for the manual tally	10

Batches of vote-by-mail or provisional ballots (attach list describing each batch with the number of ballots in each, indicating whether ballots are polling place / vote center, vote-by-mail, or provisional):

Total number of batches in the election	903
Total number of batches selected for the manual tally	7

Method used to choose precincts and batch of ballots to manually tally (include description of random selection method):

On 11/5/2025 the number of election day precincts (930) and the number of vote by mail batches (615) were accounted for in the election night final results. Election Day Precinct batches were selected by rolling three different colored 10-sided dice, one representing the hundreds place, one representing the tens place, and one representing the ones place. 10 polling place batches were selected, invalid rolls outside of the range were discarded. Vote By Mail batches were selected by rolling three different colored 10-sided dice, one representing the hundreds place, one representing the tens place, and one representing the ones place. 7 vote by mail batches were selected, invalid rolls outside of the range were discarded.

attach additional pages if necessary

Description of any discrepancies noted (include details about each discrepancy and how each was resolved; also include anything unusual observed during the manual tally process or anything that may improve the manual tally process):

See attached.

attach additional pages if necessary

This report is submitted pursuant to Elections Code section 15360(e).

Submitted on this date: 12/2/2025 **by:**

Elections Official Name: Travis Ebbert **Signature:** _____

EMAIL Form

One Percent Report

Pursuant to Elections Code 15360, Contra Costa County Elections Division conducted a one percent manual tally of results for the November 4, 2025 Statewide Special Election.

The random selection of precincts and vote by mail batches was conducted at the Elections Division on Wednesday, November 5th at 9:00 AM. 7 vote by mail batches and 10 precincts (10 election-day batches) were drawn.

Election Day Batches Selected – Results

E002 – Manual tally matches voting system tally.

E007 – Manual tally matches voting system tally.

E046 – Manual tally matches voting system tally.

E054 – Manual tally matches voting system tally.

E061 – Manual tally matches voting system tally.

E091 – Manual tally matches voting system tally.

E100 – Manual tally matches voting system tally.

E101 – Manual tally matches voting system tally.

E134 – Manual tally matches voting system tally.

E139 – Manual tally matches voting system tally.

Vote By Mail Batches Selected – Results

HS11 - 8 – Manual tally matches voting system tally.

HS11 - 41 – Manual tally matches voting system tally.

HS11 - 114 – Manual tally matches voting system tally.

HS11 - 122 – Manual tally matches voting system tally.

HS14 - 17 – One card marked in red ink, adjudicated as blank.

HS14 - 18 – Manual tally matches voting system tally.

HS14 - 23 – Manual tally matches voting system tally.

Elections Division
925.335.7800
925.335.7836 fax

Outreach Unit
925.335.7805

Contra Costa County
Clerk-Recorder-Elections Department

555 Escobar Street
Martinez, CA 94553

Kristin B. Connelly
County Clerk-Recorder
and Registrar of Voters

Kwame P. Reed
Deputy County
Clerk-Recorder

Helen Nolan
Assistant Registrar

PUBLIC NOTICE

CONTRA COSTA COUNTY ELECTIONS DIVISION
555 Escobar St, Martinez, CA 94553
(925) 335-7800

TO BE POSTED
DATE: 10/28/2025
FROM: Kristin B. Connelly, County Clerk-Recorder and Registrar of Voters
CONTACT: Dawn Kruger, Community and Media Relations Coordinator
PHONE: (925) 335-7805

PUBLIC DRAWING TO BE HELD FOR MANUAL BALLOT COUNT

On **Wednesday, November 5, 2025** the Contra Costa Elections Division will hold a public drawing to select the ballots that will be manually counted from the November 4, 2025 Statewide Special Election. The drawing will be held at 9:00 am at the Elections Division Office located at 555 Escobar Street in Martinez.

After each election, one percent of ballots cast are selected at random, counted by hand and compared to the count produced by the scanners to verify that votes were tabulated correctly. The process of retrieval, manual counting, and verification is performed near the end of the canvassing period. This process is mandated and prescribed by Election Code 15360.

The one percent manual tally is a transparent process that the public is invited to observe.

Visitors are asked to check-in at the Elections lobby. For more information, call 925-335-7800.

###

Email Form

Voting Technology Incident Reporting Form

Use the following form to report any voting technology incident that occurred during use. Voting technology incidents include, but are not limited to, issues such as paper jams, printing errors, or any defect, fault or failure pursuant to Election Code sections 19215 and 19290, and California Code of Regulations section 20161.

A. Election Official:

☑ **No Incidents to Report**

Jurisdiction

Contra Costa

County Contact Name

Travis Ebbert

County Contact Title

Election Services Manager

County Contact Phone Number

925.335.7827

County Contact Email

travis.ebbert@vote.cccounty.us

Reported to Vendor

Yes ☐ **No** ☐

B. Product Description:

Vendor Name

N/A

Type of Voting Technology

☐ Ballot Marking Device
☐ Central Scanner/Tabulator
☐ RAVBM
☐ Ballot on Demand
☐ Precinct Tabulator
☐ ePollbook
☐ Other

System Model

N/A

Hardware & Software Versions

N/A

Unit Serial Numbers

N/A

C. Description of Incident(s):

Date of Occurrence

N/A

Voting Location

N/A

Election Name

Statewide Special Election November 4, 2025

Description of Each Incident. Attach Additional Sheets if Necessary.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5296 **Agenda Date:** 12/16/2025 **Agenda #:** C.31.

To: Board of Supervisors

From: Kristin Connelly, Clerk-Recorder

Report Title: APPROVE and AUTHORIZE the Auditor-Controller to issue a refund of overpayment of documentary transfer tax totaling $6.60 to eRecording Partners Network, as recommended by the Clerk-Recorder.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Clerk - Recorder's Office to issue a refund of overpayment of Documentary Transfer Tax totaling $6.60 to specified parties.

FISCAL IMPACT:

The recommendation will result in a reduction of $6.60 from the County General Fund from the 2025 - 2026 fiscal year.

BACKGROUND:
The County Clerk - Recorder received Documentary Transfer Tax Requests due to a scrivener error of overpayments from the following parties in the amounts listed below:

Chale, Atalya for eRecording Partners Network 11055 Wayzata Blvd. Suite 250, Minnetonka, MN 55305	Document # 2025-0106757	$1.10
Chale, Atalya for eRecording Partners Network 11055 Wayzata Blvd. Suite 250, Minnetonka, MN 55305	Document # 2025-0130459	$5.50

CONSEQUENCE OF NEGATIVE ACTION:

Failure to authorize reimbursement would result in the aforementioned parties paying more than legally required for Documentary Transfer Tax.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2025-416 **Agenda Date:** 12/16/2025 **Agenda #:** C.32.

To: **Board of Supervisors**

From: John Kopchik, Director, Conservation and Development

Report Title: Metropolitan Transportation Commission Regional Measure 3 Allocation Request

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
Adopt Resolution 2025-___ declaring that the County complies with the provisions of the Metropolitan Transportation Commission ("MTC") Regional Measure 3 ("RM3") Policies and Procedures to receive $425,000 from the RM3 - Safe Routes to Transit & Bay Trail Program to conduct the San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study.

FISCAL IMPACT:
The action will allow the County to receive $425,000 from the Metropolitan Transportation Commission RM3 - Safe Routes to Transit & Bay Trail program to conduct the San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study.

There will be no impact to the General Fund. The County will contribute $50,000 in Measure J transportation sales tax funds as a local match towards the conduct of the study. The City of Pinole, a project partner, will contribute $25,000.

BACKGROUND:
In February 2025, the County was informed by the Metropolitan Transportation Commission that it was selected to receive $425,000 from RM3 - Safe Routes to Transit & Bay Trail ("SR2TBT") Program to conduct the San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study ("Study").

The planning Study will evaluate enhanced bicycle and pedestrian improvements, including Class I or Class IV separated bicycle facilities and other active transportation safety enhancements along San Pablo Avenue from Richmond Parkway, through the Tara Hills, Montalvin Manor and Bayview communities, and the City of Pinole, to the Pinole-Hercules border. The segment of San Pablo Avenue is an identified gap and is a high-priority San Francisco Bay Trail connector trail. The County and City of Pinole are partnering on the project.

The Department of Conservation and Development ("DCD") obtained Board approval in June 2025, that authorized the DCD director to accept the grant funds and take related actions to execute the grant requirements. However, as a condition for receiving grant funding, MTC is now requiring the County to adopt the template resolution and its attachments (Exhibit A) that indemnifies MTC. Generally, grant programs require the County to indemnify and defend the awarding entity from any liabilities that arise in connection with the use of grant funds. The risk to the County is low considering the grant funds are funding a study and

not construction or some other physical activity with a higher risk. Thus, staff recommends the execution and submission of an allocation request for the MTC RM3 funds in the amount of $425,000, for the Study.

CONSEQUENCE OF NEGATIVE ACTION:
If the resolution is not adopted, the County would be unable to obtain MTC funding and conduct the Study.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF Contra Costa County requesting its funding allocation from the Metropolitan Transportation Commission Regional Measure 3 - Safe Routes to Transit and Bay Trail Program to conduct the San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study,

WHEREAS, SB 595 (Chapter 650, Statutes 2017), commonly referred to as Regional Measure 3, identified projects eligible to receive funding under the Regional Measure 3 Expenditure Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 3 funds, pursuant to Streets and Highways Code Section 30914.7(a) and (c); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 3 funding; and

WHEREAS, allocation requests to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 3 Policies and Procedures (MTC Resolution No. 4404; and

WHEREAS, MTC is the sponsor of San Francisco Bay Trail / Safe Routes to Transit Program in the Regional Measure 3 Expenditure Plan; and

WHEREAS, the San Francisco Bay Trail / Safe Routes to Transit Program, along with the San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study, is eligible for consideration in the Regional Measure 3 Expenditure Plan, as identified in California Streets and Highways Code Section 30914.7(a); and

WHEREAS, MTC desires to designate Contra Costa County as an entity that is eligible to request Regional Measure 3 funds for the San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study project; and

WHEREAS, the Regional Measure 3 updated Initial Project Report (IPR) and allocation request, attached hereto and incorporated herein as though set forth at length, lists the project, purpose, schedule, budget, expenditure and cash flow plan for which Contra Costa County is requesting that MTC allocate Regional Measure 3 funds

NOW, THEREFORE, BE IT RESOLVED that Contra Costa County accepts MTC’s designation as implementing agency for the project; and be it further

RESOLVED that Contra Costa County accepts MTC’s delegation of responsibility for certifying the project and allocation request(s) comply with the requirements of the Metropolitan Transportation Commission’s Regional Measure 3 Policies and Procedures; and be it further

RESOLVED, that Contra Costa County and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 3 Policies and Procedures; and be it further

RESOLVED, that Contra Costa County certifies that the San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study is consistent with the Regional Transportation Plan (RTP); and be it further

RESOLVED, that the year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project; and be it further

RESOLVED, that the Regional Measure 3 phase or segment is fully funded, and results in an operable and useable segment; and be it further

RESOLVED, that Contra Costa County approves the allocation request and updated IPR, attached to this resolution; and be it further

RESOLVED, that Contra Costa County approves the cash flow plan, attached to this resolution; and be it further

RESOLVED, that Contra Costa County has reviewed the project needs and has adequate staffing resources to deliver and complete the project within the schedule set forth in the allocation request and updated IPR, attached to this resolution; and be it further

RESOLVED, that Contra Costa County is authorized to submit an allocation request for Regional Measure 3 funds for the San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study in accordance with California Streets and Highways Code 30914.7(a); and be it further

RESOLVED, that Contra Costa County certifies that the projects and purposes for which RM3 funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 2l000 et seq.), and with the State Environmental Impact Report Guidelines (l4 California Code of Regulations Section l5000 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et. seq. and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to Contra Costa County making allocation requests for Regional Measure 3 funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of Contra Costa County to deliver such project; and be it further

RESOLVED, that Contra Costa County indemnifies and holds harmless MTC, BATA, and their Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of Contra Costa County, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM3 funds. Contra Costa County agrees at its own cost, expense, and risk, to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against MTC, BATA, and their

Commissioners, officers, agents, and employees, or any of them, arising out of such act or omission, and to pay and satisfy any resulting judgments. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM3 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages, and be it further

RESOLVED, that Contra Costa County shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise MTC is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED, that assets purchased with RM3 funds including facilities and equipment shall be used for the public transportation uses intended, and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that MTC shall be entitled to a present day value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the said facilities and equipment at the time the public transportation uses ceased, which shall be paid back to MTC in the same proportion that Regional Measure 3 funds were originally used; and be it further

RESOLVED, that Contra Costa County shall post on both ends of the construction site(s) at least two signs visible to the public stating that the Project is funded with Regional Measure 3 Toll Revenues; and be it further

RESOLVED, that Contra Costa County authorizes its Department of Conservation and Development Director, or designee, to execute and submit an allocation request for the Construction phase with MTC for Regional Measure 3 funds in the amount of $425,000, for the project, purposes and amounts included in the allocation request attached to this resolution; and be it further

RESOLVED, that the Department of Conservation and Development Director, or designee, is hereby delegated the authority to make non-substantive changes or minor amendments to the allocation request or IPR as he/she deems appropriate; and be it further

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the Contra Costa County allocation request referenced herein.

Regional Measure 3
Allocation Request

RM3 Project Information

Project Number	4
Project Title	San Francisco Bay Trail / Safe Routes to Transit Program
Project Funding Amount	$150,000,000

Subproject Information (if different from overall RM3 project)

Subproject Number	4.5
Subproject Title	San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study
Subproject Funding Amount	$425,000

RM3 Allocation History (Add lines as necessary)

	MTC Approval Date	Amount	Phase
#1:	N/A		
#2	N/A		
#3	N/A		
	Total:	**$0.00**	

Current Allocation Request:

Request submittal date	Amount	Phase
November 15, 2025	$425,000	Construction

I. RM3 Allocation Request Information

a. **Describe the current status of the project, including any progress since the last allocation request or IPR update, if applicable.**

The study has not begun yet. The County is currently finalizing an RFP for a study consultant for release.

b. **Describe the scope of the allocation request. Provide background and other details as necessary. The scope must be consistent with the RM3 statute. If the scope differs from the most recent IPR for this project, please describe the reason for any changes here; a revised IPR may be necessary.**

The allocation request will fund the conduct of the San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study. The study will identify and evaluate potential enhanced bicycle and pedestrian improvements along a segment of San Pablo Avenue from Richmond Parkway, through sections of Unincorporated County that includes Montalvin Manor, Tara Hills, and Bayview, through the City of Pinole, to the Pinole-Hercules border. The study scope will potentially include community and stakeholder engagement, analysis of existing conditions along the study corridor, development and evaluation of bicycle and pedestrian alternatives, and development of a final report.

c. Deliverable segment budget – please fill out attached Excel file. If the budget differs from the most recent IPR for this project, please describe the reason for any changes here; a revised IPR may be necessary.

Please see IPR form.

d. Schedule – what is the expected completion date of the phase for this allocation? Describe any significant milestones.

The expected completion date for the study is December 31, 2027.

Significant milestones that will take place during the conduct of the study include:

- study kickoff,
- community and stakeholder engagement,
- Existing Conditions analysis and report,
- development of alternatives, analysis of alternatives, and selection of the preferred alternative, and
- development and acceptance of a final report.

e. If the project received an RM3 Letter of No Prejudice, how much has been spent against the approved RM3 LONP amount? (Note: the scope and RM3 amount for this allocation request should match the approved LONP)

N/A

f. Request Details

Amount being requested	$425,000
Project phase being requested	Construction

Are there other fund sources involved in this phase?	☒ Yes ☐ No
Date of anticipated Implementing Agency Board approval of RM3 Allocation Request resolution for the allocation being requested	October 21, 2025
Month/year being requested for MTC commission approval of allocation	November 2025

Note: Allocation requests are recommended to be submitted to MTC staff for review sixty (60) days prior to action by the Implementing Agency Board

g. List any other planned bridge toll allocation requests in the next 12 months

No other allocation requests are expected in the next 12 months.

Regional Measure 3
Allocation Request
Funding Plan - Deliverable Segment - Fully funded phase or segment of total project

Project Title:	San Francisco Bay Trail / Safe Routes to Transit Program
Subproject Title	San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study
Project/Subproject Number:	Project #4, Subproject #4.5
Total RM3 Funding:	$ 425,000

(add rows as necessary)

RM3 Deliverable Segment Funding Plan - Funding by planned year of allocation

Funding Source	Phase	Prior	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future committed	Total Amount ($ thousands)	Amount Expended ($ thousands)	Amount Remaining ($ thousands)
RM3	ENV										$ -		$ -
	ENV										$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
ENV Subtotal		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
RM 3	PSE										$ -		$ -
	PSE										$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
PSE Subtotal		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
RM 3	ROW										$ -		$ -
	ROW										$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
ROW Subtotal		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
RM 3	CON	$ -	$ -	$ 106,250	$ 212,500	$ 106,250					$ 425,000		$ 425,000
	CON										$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
											$ -		$ -
CON Subtotal		$ -	$ -	$ 106,250	$ 212,500	$ 106,250	$ -	$ -	$ -	$ -	$ 425,000	$ -	$ 425,000
RM 3 Funding Subtotal		$ -	$ -	$ 106,250	$ 212,500	$ 106,250	$ -	$ -	$ -	$ -	$ 425,000	$ -	$ 425,000
Capital Funding Total		$ -	$ -	$ 106,250	$ 212,500	$ 106,250	$ -	$ -	$ -	$ -	$ 425,000	$ -	$ 425,000

Regional Measure 3
Allocation Request
Cash Flow Plan

Project Title: San Francisco Bay Trail / Safe Routes to Transit Program
Subproject Title San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study
Project/Subproject Number: Project #4, Subproject #4.5
Total RM3 Funding: $ 425,000

(please include all planned funding, add rows as necessary)
Please update the columns below based on your allocation month. The first six months of cash flow are monthly, followed by quarterly, then annually as long as you can reasonably estimate projected expenditures

RM3 Cash Flow Plan for Deliverable Segment - Funding by requested expenditure period

Funding Source(s) List all funding sources besides RM3	Phase	Prior	Dec-24	Jan-25	Feb-25	Mar-25	2025 Q4 (April - June 2025)	2026 Q1 (July- Sept 2025)	2026 Q2 (Oct - Dec 2025)	2026 Q3 (Jan - March 2026)	2026 Q4 (April - June 2026)	2027 Q1 (July- Sept 2026)	2027 Q2 (Oct - Dec 2026)	2027 Q3 (Jan - March 2027)	2027 Q4 (April - June 2027)	2028 Q1 (July- Sept 2027)	2028 Q2 (Oct - Dec 2027)	2028 Q3 (Jan - March 2028)	Future committed (if applicable)	Total Amount ($ millions)	Amount Expended ($ millions)	Amount Remaining ($ millions)
RM 3	ENV																			$ -		$ -
Other																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
ENV Subtotal		$ -								$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
RM 3	PSE																			$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
PSE Subtotal		$ -								$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
RM 3	ROW																			$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
ROW Subtotal		$ -								$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
RM 3	CON	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125			$ 425,000		$ 425,000
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
																				$ -		$ -
CON Subtotal		$ -							$ -	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ -	$ -	$ 425,000	$ -	$ 425,000
RM 3 Funding Subtotal		$ -							$ -	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ -	$ -	$ 425,000	$ -	$ 425,000
Capital Funding Total		$ -							$ -	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ 53,125	$ -	$ -	$ 425,000	$ -	$ 425,000

Notes: RM3 funds should be drawn down approximately propotionately with other funding sources in the same phase. The allocation expiration date will be the end of the final fiscal year in which RM3 funds are planned to be expended for the requested phase.

Regional Measure 3
Allocation Request
Estimated Budget Plan

Project Title:	San Francisco Bay Trail / Safe Routes to Transit Program
Subproject Title	San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study
Project/Subproject Number:	Project #4, Subproject #4.5
Total RM3 Funding:	$ 425,000

1. Direct Labor of Implementing Agency (specify by name and job function)	**Estimated Hours**	**Rate/Hour**	**Total Estimated cost**
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
Direct Labor Subtotal			$ -
2. Overhead and direct benefits (specify)	**Rate**	**x Base**	
Overhead		$ -	
		$ -	
		$ -	
		$ -	
		$ -	
		$ -	
Overhead and Benefit Subtotal			$ -
3. Direct Capital Costs (include engineer's estiamte on construction, right-of-way, or vehicle acquisition	**Unit (if applicable)**	**Cost per unit**	**Total Estimated cost**
			$ -
			$ -
			$ -
Direct Capital Costs Stubtotal			$ -
4. Consultants (Identify purpose and/or consultant)			**Total Estimated cost**
Conduct study			$ 500,000
Constultants Subtotal			$ 500,000
5. Other direct costs			**Total Estimated cost**
Other Direct Costs Subtotal			$ -
Total Estimated Costs			$ 500,000

Comments: Contra Costa County and Pinole staff will procure a consultant to conduct the study, with oversight from both agencies.

Regional Measure 3

Initial Project Report

Project/Subproject Details

Basic Project Information

Project Number	4
Project Title	San Francisco Bay Trail / Safe Routes to Transit Program
RM3 Funding Amount	$150,000,000

Subproject Information

Subproject Number	4.5	
Subproject Title	San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study	
RM3 Funding Amount	$425,000	

I. Overall Subproject Information

a. Project Sponsor / Co-sponsor(s) / Implementing Agency

Project Sponsor and Implementing Agency: Contra Costa County
Co-Sponsor: City of Pinole

b. Detailed Project Description *(include definition of deliverable segment if different from overall project/subproject)*

The San Pablo Avenue Enhanced Bicycle & Pedestrian Gap Closure Study ("Study") will evaluate enhanced bicycle and pedestrian facilities, including low-stress bicycle facilities, sidewalk and intersection improvements, active transportation safety enhancements, and enhanced connections to local public transit, on San Pablo Avenue between Richmond Parkway and the Pinole/Hercules border ("Study Corridor"). The final deliverable will be a Study that identifies strategies and recommendations to improve multimodal connectivity and safety along the Study Corridor and close an existing San Francisco Bay Trail gap.

c. Impediments to Project Completion

Contra Costa County does not foresee any impediments to conducting the Study. Contra Costa County and the City of Pinole will execute a cooperative agreement to ensure both parties collaborate to provide a local cash match and complete the Study. The Study sponsors will continually monitor the

Study consultant's work to ensure that the consultant is meeting the Study scope, schedule, and budget. Regular meetings will be held with stakeholders and the public to ensure that their input is incorporated into the study to minimize the need to schedule additional meetings or devote additional time to address any specific issues that may arise during the conduct of the Study.

Future projects that would be identified in the Study will be subject to a more detailed review of right-of-way, utility conflicts, and engineering standards. These factors could impact the construction of these projects. The Study will help identify potential impediments during the project scoping phase to minimize future delays to construction.

d. Risk Management *(describe risk management process for project budget and schedule, levels of contingency and how they were determined, and risk assessment tools used)*

Contra Costa County will set aside up to 10% of the total Study budget for contingency, consistent with standard Contra Costa County practice. Once a deadline to complete the Study is finalized between Contra Costa County and MTC, Contra Costa County will develop a Study schedule that concludes 3-6 months before the deadline to accommodate any possible delays that may occur during the Study's development. Contra Costa County's contract with the Study consultant will include language to execute an action plan to address any delays during the Study's development and keep it on schedule.

For construction projects, Contra Costa County uses project scheduling tools such as Microsoft Project to track critical deadlines and keep projects on schedule and in budget. More complex projects with potential risks have a more flexible timeline to account for possible delays. Contingency is usually set to 10% unless the project has identified risks that require further analysis as design progresses.

e. Operability *(describe entities responsible for operating and maintaining project once completed/implemented)*

Contra Costa County and the City of Pinole will be responsible for operating and maintaining bicycle and pedestrian improvements that result from the study's recommendations within their respective jurisdiction.

f. Project Graphic(s) *(include below or attach)*

Project map is attached.

II. Project Phase Description and Status

a. **Environmental/Planning** Does NEPA apply? Yes ☐ No ☒

N/A

b. Design

N/A

c. Right-of-Way Activities / Acquisition

N/A

d. Construction / Vehicle Acquisition / Operating

The Study will be a planning-level activity. No prior planning or environmental activity directly related to the Study Corridor has been conducted.

III. Project Schedule

Phase-Milestone	**Planned**	
	Start Date	Completion Date
Environmental Studies, Preliminary Eng. (ENV / PE / PA&ED)		
Final Design - Plans, Specs. & Estimates (PS&E)		
Right-of-Way Activities /Acquisition (R/W)		
Construction (Begin – Open for Use) / Acquisition (CON)	January 1, 2026	December 31, 2027

IV. Project Budget

Capital

Project Budget	**Total Amount - Escalated to Year of Expenditure (YOE)- (Thousands)**
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	
Design - Plans, Specifications and Estimates (PS&E)	
Right-of-Way Activities /Acquisition (R/W)	
Construction / Rolling Stock Acquisition (CON)	$500,000
Total Project Budget (in thousands)	$500,000

Deliverable Segment Budget (if different from Project budget)	**Total Amount - Escalated to Year of Expenditure (YOE)- (Thousands)**
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	
Design - Plans, Specifications and Estimates (PS&E)	
Right-of-Way Activities /Acquisition (R/W)	
Construction / Rolling Stock Acquisition (CON)	See Project Budget.
Total Project Budget (in thousands)	

Operating	**Total Amount - Escalated to Year of Expenditure (YOE)- (Thousands)**
Annual Operating Budget	$0

V. Project Funding

Please provide a detailed funding plan in the Excel portion of the IPR. Use this section for additional detail or narrative as needed and to describe plans for any "To Be Determined" funding sources, including phase and year needed.

Please refer to the Excel portion of the IPR (attached).

VI. Contact/Preparation Information

Contact for Project Sponsor
Name: Robert Sarmiento
Title: Planner III
Phone: (925) 655-2918
Email: robert.sarmiento@dcd.cccounty.us
Mailing Address: 30 Muir Road, Martinez, CA 94553

Person Preparing Initial Project Report (if different from above)
Name:
Title:
Phone:

Email:
Mailing Address:

Regional Measure 3
Intitial Project Report - Subproject Report
Funding Plan

Project Title:	San Francisco Bay Trail / Safe Routes to Transit Program
Subproject Title	San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study
Project/Subproject Number:	Project #4, Subproject #4.5
Total RM3 Funding:	$ 425,000

(add rows as necessary)

CAPITAL FUNDING

Funding Source	Committed? (Yes/No)	Total Amount ($ thousands)	Amount Expended ($ thousands)	Amount Remaining ($ thousands)
ENV				
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
ENV Subtotal		$ -	$ -	$ -
PSE				
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
PSE Subtotal		$ -	$ -	$ -
ROW				
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
ROW Subtotal		$ -	$ -	$ -
CON				
RM3 SR2TBT Program (FY 2025-2026)	No	$ 212,500	$ -	$ 106,250
RM3 SR2TBT Program (FY 2026-2027)	No	$ 212,500	$ -	$ 212,500
RM3 SR2TBT Program (FY 2027-2028)	No	$ 212,500	$ -	$ 106,250
Local Cash Match (FY 2025-2026)	No	$ 37,500	$ -	$ 18,750
Local Cash Match (FY 2026-2027)	No	$ 37,500	$ -	$ 37,500
Local Cash Match (FY 2027-2028)	No	$ 37,500	$ -	$ 18,750
				$ -
				$ -
				$ -
				$ -
				$ -
CON Subtotal		$ 750,000	$ -	$ 500,000
Capital Funding Total		$ 750,000	$ -	$ 500,000

OPERATING FUNDING (Annual)

Funding Source	Phase	Committed? (Yes/No)	Total Amount ($ thousands)
	Operating		
Operating Funding Total			$ -

Regional Measure 3
Intitial Project Report - Subproject Report
Funding Plan - Deliverable Segment - Fully funded phase or segment of total project

Project Title:	San Francisco Bay Trail / Safe Routes to Transit Program
Subproject Title	San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study
Project/Subproject Number:	Project #4, Subproject #4.5
Total RM3 Funding:	$ 425,000

(add rows as necessary)

RM3 Deliverable Segment Funding Plan - Funding by planned year of allocation

Funding Source	Prior	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future committed	Total Amount ($ thousands)	Amount Expended ($ thousands)	Amount Remaining ($ thousands)
ENV												
RM-3										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
ENV Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
PSE												
RM-3										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
PSE Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
ROW												
RM-3										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
ROW Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
CON												
RM-3			$ 106,250	$ 212,500	$ 106,250					$ 425,000		$ 425,000
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
										$ -		$ -
CON Subtotal	$ -	$ -	$ 106,250	$ 212,500	$ 106,250	$ -	$ -	$ -	$ -	$ 425,000	$ -	$ 425,000
RM-3 Funding Subtotal	$ -	$ -	$ 106,250	$ 212,500	$ 106,250	$ -	$ -	$ -	$ -	$ 425,000	$ -	$ 425,000
Capital Funding Total	$ -	$ -	$ 106,250	$ 212,500	$ 106,250	$ -	$ -	$ -	$ -	$ 425,000	$ -	$ 425,000

Regional Measure 3
Intitial Project Report - Subproject Report
Cash Flow Plan

Project Title:	San Francisco Bay Trail / Safe Routes to Transit Program
Subproject Title	San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study
Project/Subproject Number:	Project #4, Subproject #4.5
Total RM3 Funding:	$ 425,000

(please include all planned funding, add rows as necessary)

RM3 Cash Flow Plan for Deliverable Segment - Funding by planned year of expenditure

Funding Source	Prior	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future committed	Total Amount ($ thousands)
ENV										
RM 3										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
ENV Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
PSE										
RM 3										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
PSE Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
ROW										
RM 3										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
ROW Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
CON										
RM 3			$ 106,250	$ 212,500	$ 106,250					$ 425,000
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
CON Subtotal	$ -	$ -	$ 106,250	$ 212,500	$ 106,250	$ -	$ -	$ -	$ -	$ 425,000
RM 3 Funding Subtotal	$ -	$ -	$ 106,250	$ 212,500	$ 106,250	$ -	$ -	$ -	$ -	$ 425,000
Capital Funding Total	$ -	$ -	$ 106,250	$ 212,500	$ 106,250	$ -	$ -	$ -	$ -	$ 425,000

Regional Measure 3
Intitial Project Report - Subproject Report
Estimated Budget Plan

Project Title:	San Francisco Bay Trail / Safe Routes to Transit Program
Subproject Title	San Pablo Avenue Enhanced Bicycle and Pedestrian Gap Closure Study
Project/Subproject Number:	Project #4, Subproject #4.5
Total RM3 Funding:	$ 425,000

1. Direct Labor of Implementing Agency (specify by name and job function)	**Estimated Hours**	**Rate/Hour**	**Total Estimated cost**
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
Direct Labor Subtotal			$ -
2. Overhead and direct benefits (specify)	**Rate**	**x Base**	
		$ -	
		0	
		0	
		0	
		0	
		0	
Overhead and Benefit Subtotal			$ -
3. Direct Capital Costs (include engineer's estiamte on construction, right-of-way, or vehicle acquisition	**Unit (if applicable)**	**Cost per unit**	**Total Estimated cost**
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
Direct Capital Costs Stubtotal			$ -
4. Consultants (Identify purpose and/or consultant)			**Total Estimated cost**
Conduct study			$ 500,000
Constultants Subtotal			$ 500,000
5. Other direct costs			**Total Estimated cost**
Other Direct Costs Subtotal			$ -
Total Estimated Costs			$ 500,000

Comments: Contra Costa County and Pinole staff will procure a consultant to conduct the study, with oversight from both agencies.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5333 **Agenda Date:** 12/16/2025 **Agenda #:** C.33.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Approval of modifications to contingencies related to an award of Measure X, LHTF, and PLHA Funds for the Choice in Aging Senior Housing Project in Pleasant Hill

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE modifications to contingencies related to an award of FY 2022/23 Permanent Local Housing Allocation (PLHA) funds, FY 2024/25 Measure X Housing Funds, and FY 2024/25 State of California Local Housing Trust Funds awarded to Satellite Affordable Housing Associates for the Choice in Aging Senior Housing Project located at 490 Golf Club Road in Pleasant Hill, as recommended by the Conservation and Development Director.

FISCAL IMPACT:
PLHA funds are provided to the County as a grant on a formula application basis through the State's Department of Housing and Community Development. Measure X Housing funds are part of the County General fund and derive from a countywide, 20-year, ½ cent sales tax approved by Contra Costa County voters on November 3, 2020. Local Housing Trust Fund (LHTF) is a State funding program administered by the State's Department of Housing and Community Development.

BACKGROUND:
On June 7, 2022, the Board of Supervisors (Board) awarded Satellite Affordable Housing Associates (SAHA) $1,000,000 in Fiscal Year 2022/2023 Permanent Local Housing Allocation (PLHA) funds for the Choice in Aging Senior Housing project located at 490 Golf Club Road in Pleasant Hill, CA. The project is for the new construction of 82 units, including one manager's unit of permanent supportive housing for seniors 62 years of age and over. The project will include set-aside units for homeless veterans and chronically homeless veterans and will provide onsite supportive services for tenants.

State of California (State) regulations require timely commitment and expenditure of PLHA funds and project occupancy by 2030. Project milestones will be required to be included within the executed development loan agreement. Typical milestones include but are not limited to building permit approval, bid package advertising, commencement of construction, completion of construction, and occupancy of the units.

On June 25, 2024, the Board awarded SAHA $4,968,158 in Fiscal Year 2024/2025 Measure X Housing Funds and $2,963,384 in State of California Local Housing Trust Funds (LHTF), for a combined award of $7,931,542, for the Choice In Aging Senior Housing project. The Measure X Housing Funds are identified as the County's matching funds for the LHTF monies in accordance with the State's LHTF program requirements. SAHA

applied for tax credit financing for the project in August 2024 but was unsuccessful in obtaining an award.

LHTF is a State of California program administered by the State's Department of Housing and Community Development that provides matching funds to local housing trust funds dedicated to the creation, rehabilitation, or preservation of affordable housing, transitional housing, and emergency shelters. State regulations require a timely commitment and expenditure of LHTF monies by 2028. The LHTF was matched with the County's Measure X Housing Fund to meet the State's requirements for funding. Project milestones similar to what was previously indicated above will be included in the development loan agreement.

The awards the Board approved on June 7, 2022, and on June 25, 2024, came with contingencies to keep the project moving to meet milestones or deadlines tied to the PLHA and LHTF funding programs. Those original contingencies were amended by the Board on April 1, 2025, to assist SAHA in their competitive application for the State's SuperNOFA funds by showing the County's funds as remaining committed to the project. The State's SuperNOFA application had an application deadline of April 15, 2025. The SuperNOFA application was intended to fill the remaining financing gap so the project could be eligible for an award of tax credits in 2025. The amended contingencies approved by the Board on April 1, 2025, for the PLHA and Measure X/LHTF funds were the following:

1. All other financing commitments are secured by December 31, 2025.
2. Measure X and PLHA funds committed, as evidenced by an executed loan, by August 31, 2026. Measure X and PLHA funds will be recaptured by September 1, 2026, if significant progress is not being made to meet the August 31, 2026, commitment deadline.
3. Confirmation that the project's financials are in compliance with the County's Affordable Housing Program Guidelines.

SAHA notified County staff that it was unsuccessful in their application for State SuperNOFA funding submitted in April 2025. SAHA has continued to be diligent in seeking funding from various sources including various State funding sources. They were successful in obtaining funding awards from the State Housing and Community Development's Veterans Housing and Homelessness Program (VHHP) and the City of Pleasant Hill. They were also awarded 51 HUD project-based vouchers.

Recommendation for Newly Revised Contingencies

SAHA intends to apply for Homekey+ funding from the State in February 2026. They will be requesting approximately 20 million dollars to fill their current gap. The County's Department of Conservation and Development staff recommends the following revised contingencies to give the developer one final chance to seek the additional funding for their project:

1. All other financing commitments are secured by December 31, 2026.
2. Measure X and PLHA funds committed, as evidenced by an executed loan, by August 31, 2027. Measure X/LHTF and PLHA funds will be recaptured by September 1, 2027, if unable to meet the August 31, 2027, commitment deadline.
3. Confirmation that the project's financials are in compliance with the County's Affordable Housing Program Guidelines.

Affordable Housing Finance Committee

Recommendations related to the Measure X Housing fund and PLHA funds are typically made by the Affordable Housing Finance Committee (AHFC) with a recommendation to the Board for approval. The AHFC

usually meets once or twice each year or as needed to review other off-cycle items. For the prior extension request, the AHFC was unable to make a quorum to schedule a meeting. For the current extension request, there are currently not enough AHFC committee members to make a quorum so a meeting could not be scheduled prior to a meeting of the Board of Supervisors. Due to the timing needs of the proposed project as well as the developer's schedule to apply for Homekey+ funds, DCD staff is bringing this recommendation directly to the Board.

CONSEQUENCE OF NEGATIVE ACTION:
If the modifications to the contingencies are not approved, it would jeopardize the award of Measure X Housing/LHTF and PLHA funds to the Choice in Aging project and delay or prevent the development of the project if they are unable to successfully apply for additional State funds and tax credits in 2026. The extension of the contingencies to obtain all funding for the project by the end of 2026 will allow the developer an additional year. Furthermore, if the developer is unable to meet the revised contingencies, it would give County staff sufficient time to find an additional viable affordable housing project to award the Measure X Housing/LHTF, and PLHA funds to expend the funds and to meet the PLHA and LHTF program's expenditure and unit occupancy timeline.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5334 **Agenda Date:** 12/16/2025 **Agenda #:** C.34.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: APPROVE and AUTHORIZE the Department of Conservation and Development (DCD) Director, or designee, to execute a memorandum of understanding with Ambrose Recreation and Park District to contribute $25,000 of County Park Dedication fee funds to accessibility improvements at Lynbrook Park for the period of December 16, 2025 through December 31, 2026.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Department of Conservation and Development (DCD) Director, or designee, to execute memorandum of understanding with Ambrose Recreation and Park District to contribute $25,000 of County Park Dedication fee funds to accessibility improvements at Lynbrook Park for the period of December 16, 2025 through December 31, 2026.

FISCAL IMPACT:

No impact to the General Fund. 100% Park Dedication deposited in the Bay Point area park accounts will be used to finance the project.

BACKGROUND:

Project Description
The park fees are being requested to help fund a new ADA pathway improvement at Lynbrook Park in the unincorporated community of Bay Point. The tasks associated with the ADA improvement include:

- Remove existing pathway material.
- Design ADA pathway to meet ADA standards.
- Construct new pathway per ADA standards.

The total project will cost an estimated $25,000.

Park Fund Background

The County imposes fees on residential development to fund park and recreational facilities under both the County's Park Dedication Ordinance and the County's Park Impact Fee Ordinance.

Park Dedication Fees are assessed on projects requiring approval of a subdivision or development plans and can be used to develop new or rehabilitate existing neighborhood or community park or recreational facilities.

Park Impact Fees are assessed on residential development and can be used to fund the expansion or acquisition for new facilities, infrastructure, and equipment. Park Impact Fees must be spent on projects identified in the Parks Capital Improvement Plan.

Both funds must be spent on parks to serve the residents where the fees originate. Funds from these fees are deposited into accounts associated with the community where the residential development occurs to ensure the funds are directed to park and recreational facilities which serve the residents affected by the development.

The following table outlines the Bay Point Park Funds accounts and the amounts proposed for the Lynbrook Park ADA Path project.

Bay Point Accounts	**Amount Available**	**Amount for Lynbrook ADA Path Project**
PD2000017 (Park Dedication - Bay Point)	$4,111.50	$ -
PI2000017 (Park Impact - Bay Point)	$1,005,601.53	$25,000
Total Funds	**$1,009,713.05**	**$25,000**

Use of the park fees identified are reasonable related to Lynbrook Park ADA Path improvements are consistent with government code section 66001(a)(3)-(4), because the proposed park improvements will serve the Bay Point Community, including the areas from which the proposed expenditures were collected.

Applicable General Plan Goal and Policies

The overreaching goal for parks in the Public Facilities and Services Element of the County's General Plan is to create and maintain an easily accessible, integrated system of high-quality parks and trails to meet the needs of all residents (Goal PFS-8). The Lynbrook ADA Trail project helps to implement this goal through the following General Plan policies:

- Support development of a variety of local amenities that meet a diverse range of recreational needs, such as ballfields, all-abilities playgrounds, tot lots, spraygrounds, adult fitness courses, gymnasiums, swimming pools, sport courts, passive parks, pocket parks, urban gardens, and trails. (PFS-P8.1)
- Expand access to diverse, high-quality parks, green spaces, recreational facilities, trails, and natural environments for residents of Impacted Communities, including by facilitating multiple transportation modes. Partner with other agencies and non-governmental organizations to obtain funding, and design and maintain these facilities to offer a safe and comfortable environment for users of all ages and abilities. (PFS-P8.3)
- Prioritize and promote recreational activity programs and opportunities in Impacted Communities. (PFS-P8.4)
- Support expanded access to recreation opportunities by working with other agencies to co-locate parks and trails with public facilities, such as schools and utility easements, prioritizing Impacted Communities. (PFS-P8.6)

Parks Capital Improvement Plan Consistency
Lynbrook Park is identified in the County's Parks Capital Improvement Plan as a park supporting the Bay Point community.

California Environmental Quality Act (CEQA)
Ambrose Park District has filed a Notice of Exemption on November 3, 2025. The project is exempt as a Categorial Class 2 – replacement or reconstruction of existing walkway to be in compliant with ADA guidelines.

CONSEQUENCE OF NEGATIVE ACTION:
If the funds are not authorized, it is likely the Park District will not be able to complete the project.

File #: 25-5335 **Agenda Date:** 12/16/2025 **Agenda #:** C.35.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: APPROVE and AUTHORIZE the Department of Conservation and Development (DCD) Director, or designee, to execute a memorandum of understanding with John Swett Unified School District to contribute $90,000 of County Park Impact fee funds for expanded playground and fencing improvements at Lefty Gomez Park for the period of December 16, 2025 through December 31, 2026.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

1. APPROVE and AUTHORIZE the Department of Conservation and Development Director, or designee, to execute a memorandum of understanding with John Swett Unified School District to contribute $90,000 of County Park Impact fee funds for expanded playground and fencing improvements at Lefty Gomez Park for the period of December 16, 2025 through December 31, 2026.
2. DETERMINE that the Project is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines sections 15302 and 15303(e).
3. DIRECT the Department of Conservation and Development to file a CEQA Notice of Exemption with the County Clerk.

FISCAL IMPACT:

No impact to the General Fund. 100% Park Impact fees deposited in the Rodeo area park accounts will be used to finance the project.

BACKGROUND:

Project Description

The park fees are being requested to help fund expanding playground components to meet ADA requirements, improve existing playground components, and replace fencing at Lefty Gomez Park in the unincorporated community of Rodeo. The tasks associated with the improvement include:

- Remove existing playground components to be replaced.
- Purchase and install new Playground components, including ADA improvements.
- Upgrade playground safety surface.
- Strip, sand, prime, and paint structure.
- Install new chain link fencing.

The total project will cost an estimated $113,000, with additional support from Tri-City Fence Company.

Park Fund Background

The County imposes fees on residential development to fund park and recreational facilities under both the

County's Park Dedication Ordinance and the County's Park Impact Fee Ordinance.

Park Dedication Fees are assessed on projects requiring approval of a subdivision or development plans and can be used to develop new or rehabilitate existing neighborhood or community park or recreational facilities.

Park Impact Fees are assessed on residential development and can be used to fund the expansion or acquisition for new facilities, infrastructure, and equipment. Park Impact Fees must be spent on projects identified in the Parks Capital Improvement Plan.

Both funds must be spent on parks to serve the residents where the fees originate. Funds from these fees are deposited into accounts associated with the community where the residential development occurs to ensure the funds are directed to park and recreational facilities which serve the residents affected by the development.

The following table outlines the Rodeo Funds accounts and the amounts proposed for the Lefty Gomez Park playground and fencing project.

Rodeo Accounts	**Amount Available**	**Amount for Lefty Gomez Playground and Fencing Project**
PD1000038 (Park Dedication - Rodeo)	$144,963.21	$ -
PI1000038 (Park Impact - Rodeo)	$135,548.63	$ 90,000
Total Funds	**$280,511.84**	**$90,000**

Use of the park fees identified are reasonable related to proposed improvements at Lefty Gomez and are consistent with government code section 66001(a)(3)-(4), because the proposed park improvements will serve Rodeo Community, including the areas from which the proposed expenditures were collected.

Applicable General Plan Goal and Policies
The overreaching goal for parks in the Public Facilities and Services Element of the County's General Plan is to create and maintain an easily accessible, integrated system of high-quality parks and trails to meet the needs of all residents (Goal PFS-8). The Lefty Gomez Park Play Structure and Fencing project helps to implement this goal through the following General Plan policies:

- Support development of a variety of local amenities that meet a diverse range of recreational needs, such as ballfields, all-abilities playgrounds, tot lots, spraygrounds, adult fitness courses, gymnasiums, swimming pools, sport courts, passive parks, pocket parks, urban gardens, and trails. (PFS-P8.1)
- Expand access to diverse, high-quality parks, green spaces, recreational facilities, trails, and natural environments for residents of Impacted Communities, including by facilitating multiple transportation modes. Partner with other agencies and non-governmental organizations to obtain funding, and design and maintain these facilities to offer a safe and comfortable environment for users of all ages and abilities. (PFS-P8.3)
- Prioritize and promote recreational activity programs and opportunities in Impacted Communities. (PFS -P8.4)

- Support expanded access to recreation opportunities by working with other agencies to co-locate parks and trails with public facilities, such as schools and utility easements, prioritizing Impacted Communities. (PFS-P8.6)

Parks Capital Improvement Plan Consistency
Lefty Gomez Park is identified in the County's Parks Capital Improvement Plan as a park supporting the Rodeo community.

California Environmental Quality Act (CEQA)
Staff recommends the Board of Supervisors find the project is exempt from the California Environmental Quality Act (CEQA) Categorial Exemption pursuant to Article 19, Section 15302 and 15303 (e) of the CEQA guidelines.

Section 15302 covers the replacement or reconstruction of structure while maintaining the same use. The project includes play structure improvements which replace play structure components with updated components to meet ADA standards.

Section 15303 (e) covers the construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures, including fencing. The project includes new fencing.

CONSEQUENCE OF NEGATIVE ACTION:
If the funds are not authorized, it is likely the School District will not be able to complete the project.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5336 **Agenda Date:** 12/16/2025 **Agenda #:** C.36.

locTo: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Measure J 28b Funds: WCCTAC/West County Coop Agreement NO. 28.W.05

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Conservation and Development Director or designee, to execute, on behalf of the County, a cooperative agreement ("agreement") with the Contra Costa Transportation Authority ("CCTA") to receive $60,000 in Measure J 28b funds to be used for eligible County transportation projects in West County before July 1, 2027, as recommended by the Conservation and Development Director.

FISCAL IMPACT:

100% Measure J Program 28b Funds. No impact to the General Fund.

BACKGROUND:

July 2025, the West Contra Costa Transportation Commission ("WCCTC"), the west county subregional transportation planning committee of which the County is a member along with other West County cities and transit agencies, approved a resolution allocating $710,000 in Measure J 28b funds to member agencies for the implementation of small-scale transportation projects (e.g., pedestrian crossings, sidewalk inventories, traffic calming, bike lanes, daylighting (red curb and signage), bus stop upgrades, "quick-build" safety improvements, pedestrian amenities, and curb ramp replacements). WCCTC authorized this funding to be allocated as follows:

- $60,000 to each of the eight WCCTC member agencies, proportional to their dues contributions
- $180,000 to the City of Richmond, based on its larger dues contribution
- $15,000 to WCCTC for the installation of bike racks at El Cerrito Plaza
- $10,000 to WCCTC for the installation of bike racks at Harbour-8 Park
- $25,000 to WCCTC for additional bike rack installations across West County, to be implemented on request by member agencies

Measure J Program 28b is a flexible funding category within the Measure J Expenditure Plan (administered by CCTA). While primarily used to support planning and capital grant matches, in West County these funds have been applied to local transportation-related needs, such as senior travel training, bus stop maintenance, and street and road enhancements. CCTA requires fund recipients to enter into a cooperative agreement before receiving the funds. County Conservation and Development and Public Works staff will coordinate to identify a

use for the funds. Funds must be spent on projects in West County.

The agreement includes mutual indemnity requiring each of CCTA and the County to indemnify and defend the other agency from liabilities that arise from the indemnifying agency's activities under the cooperative agreement.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be able to receive its share of the WCCTC Measure J Program 28b funds.

WCCTC | WEST CONTRA COSTA TRANSPORTATION COMMISSION

El Cerrito | Hercules | Pinole | Richmond | San Pablo | Contra Costa County | AC Transit | BART | WestCAT

MEETING NOTICE AND AGENDA

DATE & TIME: **July 25, 2025 • 8:00 AM – 10:00 AM**

LOCATION: **City of El Cerrito, Council Chambers**
10890 San Pablo Avenue (at Manila Ave)
El Cerrito, California *(Accessible by AC Transit #72,* #72M *& #72R)*

Commissioner Chris Peeples will attend remotely from:
13328 San Pablo Ave., #38C,
San Pablo, CA 94806

REMOTE ACCESS:
https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJydlBoYk0yYWVVZVlmWHZ4Zz09
Meeting ID: 732 105 8840

Phone: =
+Dial the following number, enter the participant PIN followed by # to confirm:
+1 669 900 6833
Meeting ID: 732 105 8840 / Password: 066620

Public Comment During the Meeting
Public comment during the meeting can be in person or via Zoom. Those wishing to comment in person should fill out a speaker card. Participants wishing to comment via Zoom should indicate interest by using the hand raising function on Zoom or by physically raising their hands.

The ability to participate and observe via Zoom or teleconference is predicated on those technologies being available and functioning without technical difficulties. Should they not be available or become non-functioning or should the WCCTC Board encounter technical difficulties that make those platforms unavailable, the WCCTC Board will proceed with business in person unless otherwise prohibited by law.

Written Comment
Written comments are accepted until the start of the meeting, unless otherwise noted on the meeting agenda. Public comments received by 5:00 p.m. on the evening before the Board meeting date will be provided to the WCCTC Board. Comments may be submitted by email to mcarrasco@WestContraCostaTC.gov.

1. **Call to Order and Board Member Roll Call.** *(Cameron Sasai – Chair)*

2. **Public Comment.** The public is welcome to address the Board on any item that is not listed on the agenda.

CONSENT CALENDAR

3. **Minutes of June 27, 2025, Board Meeting.** *(Attachment; Recommended Action: Approve).*

4. **Monthly Update on WCCTC Activities.** *(Attachment; Information only).*

5. **Financial Reports.** The reports show the Agency's revenues and expenses for June 2025. *(Attachment; Information only)*.

6. **Payment of Invoices over $10,000.** None. *(No Attachment; Information only).*

7. **FY 2026 Measure J 21b, John Swett Unified School District.** Each year, John Swett Unified School District receives 5% of the Measure J 21b Safe Transportation for Children funds to help subsidize their yellow school bus program. Staff seeks Board approval of this year's allocation. *(Attachment, Yes; Recommended Action: Approve).*

REGULAR AGENDA ITEMS

8. **2025 Measure J Strategic Plan.** The Contra Costa Transportation Authority (CCTA) is in the process of updating the Measure J Strategic Plan, last adopted in September 2022. A revenue forecast for the update was adopted by the Authority Board in June 2025. CCTA staff will provide an update on the approach and schedule for completing the Plan. *(Hisham Noeimi, CCTA Staff; Attachment; Recommended Action: Provide Feedback as Needed)*.

9. **AC Transit Realign Update.** Staff from AC Transit will provide a status report on the Realign process. Realign is a bus network redesign, based on ridership data and community input, focused on post-pandemic travel needs. *(AC Transit Staff; Attachment; Recommended Action: Provide Feedback as Needed)*.

10. **Measure J 28b Allocations for Small-Scale Projects.** The WCCTC TAC recommends that the WCCTC Board allocate $720K in flexible Measure J 28b funds to WCCTC member agencies to complete small-scale projects. There is currently a balance of approximately $1M in unallocated Measure J 28b funds. Staff supports this recommendation. Additional details are included in the attached staff report. *(John Nemeth, WCCTC Staff; Attachment; Recommended Action: Adopt Resolution 25-10)*.

11. **Release of RFP for STMP Nexus Study and Program Update**. In 2019, the WCCTC Board and participating jurisdictions adopted a Subregional Transportation Mitigation Program (STMP) Nexus Study and Program Update. State law requires WCCTC to update the nexus study every eight years. These updates also provide an opportunity to review and refine program components. Staff has prepared a draft Request for Proposals (RFP) to solicit consultant services to support this effort. *(Leah Greenblat, WCCTC staff; Attachment; Recommended Action: Authorize WCCTC staff to release a Request for Proposals (RFP) to update the West Contra Costa County Subregional Transportation Mitigation Program (STMP) Nexus Study and Program).*

STANDING ITEMS

12. **Board and Staff Comments.**
    a. Board Member Comments, Conference/Meeting Reports (AB 1234 Requirement and Announcements)
    b. Report from CCTA Representatives (*Directors Kelley & Xavier*)
    c. Executive Director's Report

13. **General Information Items.**
    a. Letter to CCTA Executive Director with Summary of Board Actions for June 27, 2025
    b. Acronym List

14. **Adjourn.** Next regular meeting is September 26, 2025 @ 8:00 a.m.

- In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in the WCCTC Board meeting, or if you need a copy of the agenda and/or agenda packet materials in an alternative format, please contact Valerie Jenkins at 510.210.5930 prior to the meeting.
- If you have special transportation requirements and would like to attend the meeting, please call the phone number above at least 48 hours in advance to make arrangements.
- Handouts provided at the meeting are available upon request and may also be viewed at WCCTC's offices.
- Please refrain from wearing scented products to the meeting, as there may be attendees susceptible to environmental illnesses. Please also put cellular phones on silent mode during the meeting.
- A meeting sign-in sheet will be circulated at the meeting. Sign-in is optional.

WCCTC | WEST CONTRA COSTA TRANSPORTATION COMMISSION

El Cerrito | Hercules | Pinole | Richmond | San Pablo | Contra Costa County | AC Transit | BART | WestCAT

MEETING DATE: July 25, 2025

TO: West Contra Costa Transportation Commission

FROM: John Nemeth, Executive Director

SUBJECT: **Measure J 28b Allocations for Small-Scale Projects**

REQUESTED ACTION

Approve Resolution 25-10, as recommended by the WCCTC Technical Advisory Committee (TAC), allocating $720,000 in Measure J 28b funds to member agencies for the implementation of small-scale transportation projects.

BACKGROUND AND DISCUSSION

Measure J Program 28b is a flexible funding category within the Measure J Expenditure Plan. Approximately $1 million is currently available in this category. While primarily used to support planning and capital grant matches, these funds have been applied to transportation-related needs, such as senior travel training, bus stop maintenance, and street and road enhancements.

At its meeting on July 10, 2025, the WCCTC TAC recommended allocating $720,000 in available funding as follows:

- $60,000 each to eight member agencies, proportional to their dues contributions
- $180,000 to the City of Richmond, based on its larger dues contribution
- $15,000 to WCCTC for the installation of bike racks at El Cerrito Plaza
- $10,000 to WCCTC for the installation of bike racks at Harbour-8 Park
- $25,000 to WCCTC for additional bike rack installations across West County, to be implemented on request by member agencies

The proposed uses of these funds are small in scale and intended to improve pedestrian and bicycle infrastructure, safety features, and transit improvements. Member agencies have identified projects such as: pedestrian crossings, sidewalk inventories, traffic calming, bike lanes, daylighting (red curb and signage), bus stop upgrades, “quick-build” safety improvements, pedestrian amenities, and curb ramp replacements. In addition, BART has proposed replacing lighting at the El Cerrito Plaza and Richmond stations with LED fixtures. To allow flexibility, the TAC intentionally chose not to set strict funding criteria. The goal is to support low-cost, high-impact “quick win” projects throughout West County.

NEXT STEPS

Upon Commission approval, CCTA will enter into Cooperative Agreements with agencies directly receiving funds. If a member agency, such as WestCAT, designates another agency to implement its project, it will not need to be a party to the agreement. WCCTC will also not be a party to these agreements, as CCTA is already authorized to distribute Measure J 28b funds to WCCTC under an existing agreement.

Once agreements are in place, CCTA will provide funding up front. Recipient agencies will be required to submit documentation to both CCTA and WCCTC detailing how funds were spent.

ATTACHMENT

A. Resolution 25-10

WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE
(dba WEST CONTRA COSTA TRANSPORTATION COMMISSION)

RESOLUTION NO. 25-10

ALLOCATING $720,000 IN MEASURE J 28B FUNDS FOR SMALL-SCALE TRANSPORTATION PROJECTS IN WEST CONTRA COSTA COUNTY

WHEREAS, Measure J, approved by the voters of Contra Costa County in 2004, established a half-cent transportation sales tax and an Expenditure Plan that includes funding categories to support transportation improvements throughout the County; and

WHEREAS, Measure J Program 28b provides flexible funding for transportation projects and programs; and

WHEREAS, approximately $1 million in Measure J 28b funds is currently available, and the West Contra Costa Technical Advisory Committee (TAC) has recommended allocating $720,000 of these funds for small-scale, "quick win" projects that improve pedestrian, bicycle, safety, and transit infrastructure; and

WHEREAS, the recommended allocation includes:

- $60,000 each to eight member agencies based on dues contributions
- $180,000 to the City of Richmond based on dues contributions
- $15,000 to WCCTC for bicycle rack installation at El Cerrito Plaza
- $10,000 to WCCTC for bicycle rack installation at Harbour-8 Park
- $25,000 to WCCTC for additional bicycle racks throughout West County, to be distributed at the request of member agencies; and

WHEREAS, the proposed projects to be funded under this allocation include, but are not limited to, pedestrian crossings, sidewalk inventories, curb ramp replacements, bike lanes, traffic calming, transit stop improvements, pedestrian amenities, red curb daylighting, and LED lighting upgrades at BART stations; and

WHEREAS, the Contra Costa Transportation Authority (CCTA) will enter into Cooperative Agreements with the directly funded agencies and disburse funds upon agreement execution; and

WHEREAS, all agencies receiving funds will be required to submit documentation to both CCTA and WCCTC demonstrating how funds were expended.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the West Contra Costa Transportation Commission approves the allocation of $720,000 in Measure J 28b funds to support small-scale transportation improvements as recommended by the WCCTC Technical Advisory Committee.

BE IT FURTHER RESOLVED, that the Executive Director is authorized to coordinate with CCTA and the recipient agencies to facilitate the implementation of these projects and ensure reporting and compliance requirements are met.

The foregoing Resolution was adopted by the WCCTC Board at a regular meeting on July 25, 2025 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

By:

_____
Cameron Sasai, Chair

Attest:

_____
John Nemeth, Executive Director

Approved as to Form:

_____
Kristopher Kokotaylo, General Counsel

File #: 25-5367 **Agenda Date:** 12/16/2025 **Agenda #:** C.37.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: APPROVE and AUTHORIZE the Chair of the Board of Supervisors to execute a Historical Preservation Agreement (Mills Act Contract) for 1850 Alameda Diablo in the Diablo area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Chair to execute a Mills Act Contract for 1850 Alameda Diablo, Diablo.

DIRECT the Department of Conservation and Development to record the Mills Act Contract with the County Clerk-Recorder, and to forward copies to the California Office of Historic Preservation and the County Assessor.

DETERMINE the proposed action is categorically exempt from the California Environmental Quality Act (CEQA Regs, Section 15331, Class 31).

DIRECT the Department of Conservation and Development to file a Notice of Exemption under CEQA with the County Clerk-Recorder.

FISCAL IMPACT:

The applicant is responsible for application and processing costs for the preparation of the Mills Act Contract. Approval of the Mills Act Contract for 1850 Alameda Diablo will result in a reduction of property taxes for the subject property based on the calculations used by the State Board of Equalization for use of assessing properties under the Mills Act.

BACKGROUND:

Mills Act Contract: The Mills Act Program (Government Code, Sections 50280-50290) is a state law that grants participating local governments authority to enter into contracts with owners of qualified historic properties who actively participate in the restoration, rehabilitation, and maintenance of their historic properties while receiving property tax relief. The law enables the County to enter into 10-year agreements with owners of historic properties, which are automatically renewed each year for an additional year, unless the County or owner files a notice of non-renewal. The Mills Act Program can be utilized with historic properties listed in any state, city, or county official register of historical or architecturally significant sites, places, or landmarks. Property taxes are recalculated using a formula in the Mills Act and Revenue and Taxation Code. The Mills Act

requires that historic property owners spend the property tax money that is saved through the Mills Act on preserving and/or restoring their property.

Only a "qualified historical property" may enter into a Mills Act contract. The Mills Act defines a "qualified historical property" as privately owned property that is listed in the National Register of Historic Places, an official California register (the California Register of Historical Resources, the California Historical Landmarks, and the California Points of Historical Interest), or an official local register like the County's Historic Resources Inventory.

1850 Alameda Diablo, Diablo: The County Board of Supervisors added the Diablo Historic District to the County Historic Resources Inventory on December 3, 2002. The subject property is a recognized contributor property to the Diablo Historic District and thus is a "qualified historical property".

The property has also been evaluated for sustainability for inclusion on the California Register of Historical Resources (CR). Eligibility criteria include the following: Criterion 1: It is associated with events that have made a significant contribution to the broad patterns of local or regional history, or the cultural heritage of California or the United States; Criterion 2: It is associated with the lives of persons important to local, California, or national history; Criterion 3: It embodies the distinctive characteristics of a type, period, region, or method or construction, or represents the work of a master, or possesses high artistic values; and/or Criterion 4: It has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California, or the nation. In addition to meeting one of the CR criteria, an Integrity Analysis using the seven aspects of integrity (location, design, setting, materials, workmanship, feeling, and association) as established by the National Parks Service must be included to show the resource(s) have maintained their historic integrity. Lastly, a property must present a 10-year plan of proposed preservation, maintenance and/or improvements to the building(s) and/or structure(s) to protect or enhance its/their historical value and integrity. These proposed improvements must also show compliancy with the U.S Secretary of Interior's Standards for Rehabilitation.

As part of the application submittal, the property owners commissioned a Historic Resource Evaluation report dated July 22, 2025, prepared by Preservation Architect Mark Hulbert of the firm Preservation Architecture. According to the report, in the context of community planning and development, the primary residence, its deck, and the bridge that goes over the creek for 1850 Alameda Diablo, strongly relate, as this residential property is one of fifty-two residential properties that contribute to the Diablo Historic District. Moreover, this property and house is prominently sited adjacent to the central club house and on former club house land. Given such direct associations to the origins of the historic community of Diablo, the report concludes 1850 Alameda Diablo is historically significant under CR criterion 1.

Further explained in the report, the property's resources - the primary residence, its deck, and bridge - will have their historic integrity maintained through the proposed 10-year rehabilitation plan. The proposed rehab improvements are necessary to preserve the resources, and will transpire over a 10-year span, resulting in an estimated cost that should equate to any savings in property taxes assessed under Mills Act. The proposed rehabilitation work relative to the U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties (Standards) and, specifically, the Standards for Rehabilitation, retains all identified characteristic forms and individual features of the house and its property. The proposed work respects the overall form and individual characteristics of the historic house and its associated deck and bridge. The rehabilitation program proposes to repair identified deteriorated, exterior features and materials and to selectively replace, as required, to match existing features and materials.

Historical Landmarks Advisory Committee (HLAC): At the HLAC meeting held on May 8, 2025, the HLAC reviewed this application and supplemental materials and reports, and had no objection to 1850 Alameda Diablo, Diablo receiving approval of a Mills Act Contract.

Conclusion: Approval of a Mills Act Contract for 1850 Alameda Diablo, Diablo would secure the restoration, rehabilitation, and maintenance of the historical and architectural integrity to the property's historical building and structures - primary residence, its deck, and the bridge, by current and future owners of the property.

CONSEQUENCE OF NEGATIVE ACTION:

If the subject property, 1850 Alameda Diablo in Diablo is not approved for a Mills Act Contract the restoration, rehabilitation, and maintenance of the property's historical integrity for the residence, deck, and bridge would not be monitored and may not be maintained by current or future owners of the property.

RECORDING REQUESTED BY and
WHEN RECORDED MAIL TO:

CONTRA COSTA COUNTY
Department of Conservation & Development
Community Development Division
Attn: Dominique Vogelpohl
30 Muir Road
Martinez, CA 94553
APN: 195-200-001
FILE NO.: CDCV25-00032

HISTORICAL PROPERTY PRESERVATION AGREEMENT

THIS AGREEMENT is made and entered into this 16th day of December, 2025 by and between CONTRA COSTA COUNTY, a political subdivision of the State of California (hereinafter referred to as the "County"), and Mark A. Lewandowski and Chikako M. Lewandowski, Trustees of the Lewandowski Family Trust, dated December 6, 2022, (hereinafter referred to as the "Owners").

RECITALS

A. California Government Code Sections 50280, et seq. authorizes counties to enter into contracts with the owners of qualified historical properties, as the term is defined by Government Code Section 50280.1, to reduce the owners' property taxes in return for improvement to and maintenance of historical properties.

B. Owners possess fee title in and to that certain real property, together with associate structures and improvements thereon, located at the street address 1850 Alameda Diablo, Diablo, in Contra Costa County, California (hereinafter, shall be referred to as "The Historical Property"). A legal description of the Historical Property is attached hereto and incorporated herein by this reference as Exhibit A.

C. County and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of cultural and historical significance of the Historical Property and to qualify the Historical Property for an assessment of valuation pursuant to the provisions of Article 1.9. Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

///

///

///

AGREEMENT

NOW, THEREFORE, County and Owner, in consideration of the mutual promises, covenants and conditions set forth herein, do hereby agree as follows:

1. Effective Date and Term of Agreement. This Agreement shall be effective and commence on December 16, 2025, and shall remain in effect for a term of (10) years thereafter. Each year, upon the anniversary of the effective date of this Agreement (hereinafter "renewal date"), one (1) year shall automatically be added to the term of the Agreement, unless timely notice of nonrenewal, as provided in paragraph 2, is given. If either County or Owner serves notice to the other of nonrenewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

2. Notice of Historical Property. If County or Owner desires in any year not to renew the Agreement, that party shall serve written notice of nonrenewal in advance of the annual renewal date of the contract as follows: (1) Owner must serve written notice of nonrenewal at least ninety (90) days prior to the renewal date or (2) County must serve written notice within sixty (60) days prior to the renewal date. Owner may make a written protest of the notice. Upon receipt of the written protest, County will set a hearing prior to the expiration of the Agreement. County may, at any time prior to the annual renewal date of the Agreement, withdraw its notice of nonrenewal to Owner.

3. Valuation of Nonrenewal. During the term of this Agreement, Owner may seek assessment of the valuation of the Historical Property pursuant to the provisions of Article 1.9, Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

4. Standards for Historical Property. During the term of this Agreement, the Historical Property shall be subject to the following conditions, requirements and restrictions:

a) Owner shall preserve and maintain the characteristics of cultural and historical significance of the Historical Property in accordance with all of the following: (i) the Secretary of the Interior's Standards for Rehabilitation, (ii) the rules and regulations of the Office of Historic Preservation of the Department of Parks and Recreation, (iii) the State Historical Building Code, and (iv) the minimum maintenance standards, identified in Exhibit "B", attached hereto, which shall apply to the Historical Property throughout the term of this Agreement. New additions, exterior alterations, or related new construction shall also comply with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitation of Historic Buildings.

b) Owner shall make improvements to preserve the integrity of the Historical Property and to bring the Historical Property into good condition. Attached

hereto, marked as Exhibit "C", and incorporated herein by this reference, is a Schedule of Rehabilitation and Improvements that both County and Owner agree is necessary for the immediate preservation of the Historical Property and to bring the Historical Property into good condition. Owner shall undertake these improvements in accordance with Exhibit "C".

If the schedule set out in Exhibit "C" is not complied with, then County will use the following process to determine whether the Owner is making good faith progress on the schedule of work. Upon County's request, the Owner shall submit documentation of expenditures, made to accomplish Exhibit "C", and any other materials related to accomplishing Exhibit "C". The Owner shall be determined to be in substantial compliance when the expenditures are equal to or greater than the property tax savings provided by the Historical Property being in the Mills Act Program. The Community Development Director shall have the ability to administratively adjust the schedule timeline, in concurrence with the property owner, only by written recorded instrument executed by the parties hereto.

5. County Department of Conservation and Development: All rehabilitation work and improvements shall comply with all County Zoning and Building requirements.

6. Inspections and Annual Reporting. Owner agrees to permit the periodic examination, upon reasonable advance notice, of the interior and exterior of the Historical Property by the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization and the County as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement. Owner agrees to provide the County with a report as to the status of the Historical Property annually and when any improvements or changes have been made.

7. Provision of Information. Owner hereby agrees to furnish County with any and all information requested by the County which the County deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

8. Cancellation. County, following a duly noticed public hearing as set forth in California Government Code Section 50285, may cancel this Agreement if it determines that Owner has breached any of the conditions of the Agreement or has allowed the property to deteriorate to the point that it no longer meets the standards for a qualified historical property. County may also cancel this Agreement if it determines that Owner has failed to restore or rehabilitate the Historical Property in the manner specified in section 4 of this Agreement. Upon cancellation, Owner shall pay a cancellation fee in accordance with Government Code Section 50286, subdivision (a).

In lieu of any provisions to cancel the Agreement as referenced herein, County may specifically enforce, or enjoin the breach of, the terms of this Agreement. In the event of a default, under the provisions of this Agreement by Owner, County shall give written notice to Owner by registered or certified mail addressed to the address stated in the Agreement, and if such a violation is not corrected to the reasonable satisfaction of the County within thirty (30) days thereafter, or if not corrected within such a reasonable time as may be required to cure the breach or default if said breach or default cannot be cured within thirty (30) days (provided that acts to cure the breach or default may be commenced within thirty (30) days and must thereafter be diligently pursued to completion), then the County may, without further notice, declare a default under the terms of this Agreement and may bring any action necessary to pursue any remedy under local, state, or federal law including but not limited to those provided for in this section.

9. Eminent Domain Proceedings. If the Historical Property is acquired in whole or in part by eminent domain, or otherwise acquired by any entity authorized to exercise the power of eminent domain in accordance with Government Code section 50288, and the acquisition is determined by the County Board of Supervisors to frustrate the purpose of this Agreement, this Agreement shall be canceled, and no cancellation fee shall be imposed if the Agreement is cancelled pursuant to this section.

10. Waiver. County does not waive any claim of default by Owner if County does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in County's regulations governing historical properties are available to the County to pursue in the event that there is a breach of this Agreement. No waiver by County of any breach or default under this Agreement shall be deemed to be a waiver of any other breach thereof or default hereunder.

11. Binding Effect of Agreement. Owner hereby subjects the Historical Property described in Exhibit A hereto to the covenants, reservations and restrictions as set forth herein, which shall be deemed covenants running with the land and shall pass to and be binding upon the Owner's successors and assigns in title or interest to the Historical Property.

12. Covenants Run with the Land. County and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein restricts development of the Historical Property. County and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions enhances and maintains the cultural and historic characteristics and significance of the Historical Property for the benefit of the public and Owner. These covenants, reservations and restrictions touch and concern the land and shall be deemed covenants running with the land.

13. Notice. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, or at any other address as may be later specified by the parties hereto.

County:	Contra Costa County Department of Conservation &Development Community Development Division 30 Muir Road Martinez, CA 94553
Owners:	Mark A. Lewandowski and Chikako M. Lewandowski, Trustees of the Lewandowski Family Trust, dated December 6, 2022 PO Box 603 Diablo, CA 94528

14. General Provisions

a. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

b. All of the agreements, rights, covenants, reservations and restrictions contained in this Agreement shall be binding upon and shall inure to the benefit of the parties herein, their heirs, successors, legal representatives, assigns and all persons acquiring any part or portion of the Historical Property, whether by operation of law or in any manner whatsoever.

c. In the event that any of the provisions of this Agreement is held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

d. This Agreement shall be constructed and governed in accordance with the laws of the State of California. Any action brought by the parties to this Agreement relating to this Agreement shall be tried in California Superior Court in Contra Costa County.

15. Indemnity. Owner shall defend, indemnify, and hold the County and its elected officials, officers, agents and employees harmless from liability for damage or claims which may arise from: 1) direct or indirect use or operations of Owner or those of their contractor, subcontractor, agent, employee or other person acting on his/her behalf which relates to the use, operation and maintenance of the Historical Property; 2) any restrictions on development of the Historical Property

from the enforcement or application of this Agreement; and 3) Owner's activities in connection with the Historical Property. This hold harmless provision applies to all damages and claims for damages suffered, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the County prepared, supplied or approved the plans, specifications or other documents for the Historical Property. This indemnification includes, without limitation, payment of all penalties, fines, attorneys' fees, judgments, related costs and expenses, and consequential damages. Owner's indemnification obligations shall survive the termination, cancellation, or expiration of this Agreement.

In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

16. Recordation. No later than twenty (20) days after the parties execute and enter into this Agreement, the County shall cause the Agreement to be recorded in the office of the County Recorder of Contra Costa County.

17. Notice to State Office of Historic Preservation. The Owner or Agent of the Owner shall provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of the date of this Agreement.

18. Amendments. This Agreement may be amended, in whole or in part, only by written recorded instrument executed by the parties hereto.

[Remainder of Page Intentionally Left Blank – Signatures on Next Page.]

IN WITNESS WHEREOF, County and Owner have executed this Agreement on the day and year first written above.

ATTEST: CONTRA COSTA COUNTY

_____
Chair, Board of Supervisors
DATED:

MONICA NINO, County Administrator
and Clerk of the Board of Supervisors

_____
Deputy Clerk
DATED:

OWNER(S)

_____
Mark A. Lewandowski, Trustee of the Lewandowski Family Trust, dated December 6, 2022
DATED:

_____
Chikako M. Lewandowski, Trustee of the Lewandowski Family Trust, dated December 6, 2022
DATED:

APPROVED AS TO FORM

THOMAS L. GEIGER, County Counsel

_____
Deputy County Counsel
DATED:

Note: All signatures for Owners must be notarized.

Exhibit A
Legal Description

For property located at:
1850 Alameda Diablo, Diablo, CA 94528
The legal description of said property is described as follows:

The land referred to herein below is situated in an unincorporated area, County of Contra Costa, State of California, and is described as follows:

PARCEL ONE:
LOT 139 AND THE WESTERLY 3 FEET OF LOT 142, AS DESIGNATED ON THE MAP ENTITLED "MOUNT DIABLO ESTATE PARK SUBDIVISION, FIRST UNIT", WHICH MAP WAS FILED IN THE OFFICE OF THE RECORDER OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, ON MAY 6, 1916 IN BOOK 15 OF MAPS AT PAGE 301.

EXCEPTING FROM PARCEL ONE: AS TO LOT 139 "SUCH PORTION THEREOF AS LIES WITHIN THE LINES OF EL CAMINO TASSAJARA (NOW KNOWN AS ALAMEDA DIABLO), AS SHOWN UPON SAID MAP", AS RESERVED IN THE DEED FROM HELEN S DINWIDDIE, ET VIR, TO HARRIETT CAMPBELL, DATED MAY 13, 1927 AND RECORDED JULY 1, 1927 IN BOOK 93 OF OFFICIAL RECORDS, AT PAGE 29.

PARCEL TWO:
PORTION OF THE NORTHEAST 1/4 OF SECTION 22, TOWNSHIP 1 SOUTH, RANGE 1 WEST, MOUNT DIABLO MERIDIAN, DESCRIBED AS FOLLOWS:

THAT PARCEL OF LAND DESCRIBED AS "PARCEL NO.2", IN THE DEED FROM HELEN S. DINWIDDIE, ET VIR, TO HARRIETT CAMPBELL, DATED MAY 13, 1927 AND RECORDED JULY 1, 1927 IN BOOK 93 OF OFFICIAL RECORDS, AT PAGE 29, AS FOLLOWS:

"BOUNDED ON THE NORTH BY THE SOUTHERLY LINE OF LOT NUMBERED ONE HUNDRED THIRTY-NINE (139) ON THE WEST BY A LINE FORMED BY THE EXTENSION OF THE WESTERLY LINE OF LOT NUMBERED ONE HUNDRED THIRTY-NINE (139) TO INTERSECT WITH THE NORTHERLY LINE OF THE ROAD KNOWN AS GREEN VALLEY SYCAMORE ROAD (NOW KNOWN AS DIABLO ROAD), ON THE SOUTH BY THE NORTHERLY LINE OF SAID GREEN VALLEY SYCAMORE ROAD, AND ON THE EAST BY THE LINE FORMED BY THE EXTENSION OF THE EASTERLY LINE OF LOT NUMBERED ONE HUNDRED THIRTY-NINE (139) TO INTERSECT WITH THE SAID NORTHERLY LINE OF SAID GREEN VALLEY SYCAMORE ROAD.

APN: 195-200-001

Exhibit B

Minimum Maintenance Standards:

As part of this Agreement the Owner(s) shall maintain all buildings, structures, yards and other improvements on the Historical Property in a manner which does not detract from the appearance of the immediate neighborhood. The following conditions (includes but does not limit to the following) are prohibited:

1. Dilapidated, deteriorating, or unrepaired structures, such as: fences, roofs, doors, walls, and windows broken windows, peeling exterior paint, broken structures.
2. Scrap lumber, junk, trash or debris.
3. Abandoned discarded or unused objects, equipment such as automobiles, automobile parts, furniture, appliances, containers, cans or similar items.
4. Stagnant water or open excavations.
5. Any device, decoration, design, structure, vegetation or landscape which is unsightly by reason of its height, condition or its inappropriate location.
6. Graffiti.
7. Incomplete exterior construction where no building inspections have been requested for 6 or more months, or for work which does not require a building permit, where there has been no significant progress for 90 days.

Exhibit C
Schedule of Rehabilitation and Improvements

The County and Owner(s) agree to the following schedule of Rehabilitation and Improvement projects to be undertaken by the Owner(s) pursuant to section 4b of this Agreement. All work shall be done in conformance with sections 4, 5, and 6.

Project(s)	Schedule
1. Reroof, including gutter and flashing replacement	2031
2. Residing, including trim and painting	2031
3. Repair deck and creek bridge	2031
4. Tree trimming	2031
5. Repair brick and stone flatwork	2036
6. Repair aggregate concrete flatwork	2036
7. Window and door repair	2036

April 24, 2025 rev. July 22, 2025

1850 ALAMEDA DIABLO
Historic Resource Evaluation

The following report summarizes and develops the subject property's historical resource status for the purposes of applying for the Mills Act's historic preservation tax incentive.

1850 Alameda Diablo is a single-family property (assessor's parcel #195-200-01) and residence located within the unincorporated community of Diablo on the western side of Mt. Diablo in western Contra Costa County (figs.1-2). First mapped as lot #139 in the Mt. Diablo Estate tract (fig.3), 1850 Alameda Diablo is an identified contributor to the California Register and Contra Costa County register *Diablo Historic District* (fig.4).

Research efforts underlying this evaluation report have included the collection and review of deed and permit records from Contra Costa County; historic telephone directories (at the Library of Congress, loc.org), newspapers (at the CA Digital Newspaper Collection, CDNC.org and at the San Francisco Library, sfpl.org), and censuses (@heritagequest.com), along with site visits to record the property, its context and conditions. The current effort is also based upon previous research and documentation, by the present author, of another Diablo property (1897 Calle Arroyo), also for the purposes of the Mills Act.

As highlighted herein, this revised report has been updated as requested by Contra Costa County Department of Conservation and Development Staff, dated July 15, 2025, as follows:

a. *A revised Proposed Scope (Rehabilitation Plan) that specifies when the work would take place over the course of 10-years.*
b. *A revised Secretary of Interior's Standards analysis that expands #6 in providing specific material choices.*

Summary Descriptions

Site and Exteriors (figs.5-24, sketch plan fig.31)

The subject lot is a generally rectangular, .42 acre parcel, its 103 foot northern frontage on Alameda Diablo, its parallel side lot lines some 216 feet (west) and 200 feet (east), its rear lot line bent inward to reflect a curve of Diablo Rd. to the south. The property has a generous front yard accommodating a wraparound driveway with interspersed landscape beds. The 1 to 2 story house lies in the middle of the parcel, its entry via a raised brick-paved terrace that is canted (i.e., crooked), as is the front façade.

Along with multiple canted-gabled roofs, the canted form is a primary design characteristic of this house. In plan, the original house was a square with the living room wing canting from its northeast corner. A detached carport/garage, rebuilt in 1988, stands at the east side of and orthogonal to the body of the house. Additions were also completed in the 1980s and that wraparound its rearward half, including wraparound porch roofs at the west side and rear of the original house, as well as a 2-story family and bedroom add at the rearward east side, their roofs complexly integrating with the original roof forms.

A primary characteristic of the site is the creek channel that crosses from west to east at the rear of

1315 Walnut St., Berkeley, CA 94709
510 418 0285 mhulbert@earthlink.net

the original house, which is largely covered by a wood deck while also flowing beneath the family room addition to the east, yet with an open portal and wooden footbridge at the west side yard. To the south of the decked-over creek is a built-in oblong swimming pool, added in 1974, with a fieldstone paved apron, the south side apron raised with a stone clad face above the pool and which apron transitions into stone steps at the pool's east end. Across the whole of the property's rear is a stone retaining wall at the base of a steep wooded bank, as Diablo Rd. lies a couple of stories above the level of the house. A range of trees stand in that steep bank at the top of which a concrete masonry wall forms the southern property boundary. A small, manufactured garden/pool shed stands just behind the southeast corner of the house.

As inferred above, the exterior form is multi-faceted yet uniformly treated. Exterior walls of the house and garage are painted wood shingles with wood trims. Doors and windows are wood, also painted, with multiple lites plus a few picture windows in the living room, where the eastern window is in the form of a shallow projecting bay capped with a sloped roof. The one exceptional door is the unpainted oak panel with beveled glass lite at the front. Plain windows in one of the west gables and at the south side of the main house are anomalies.

A central front feature is the field stone chimney that stands at and rises above the canted front façade. Wood trimmed roof eaves overhang walls, with metal gutters at level eaves. Deeper roof overhangs with turned wood posts cover outdoor space at the west side and returning to the south. There is another covered porch at the west side of the rearward family room wing, which wing has a shingle clad chimney standing at its south wall. All roofs are wood shake. Entered via a narrow passage between the east side of the living room and garage, an small open court lies in the middle of the house, where there is are secondary entries into the surrounding spaces, including a gabled entry portal wedged between the main house and family room wing. A range of ornamental light fixtures are mounted to exterior walls.

Interiors (figs.25-30, sketch plans figs.32-33)

The house Interiors consist of living spaces – living, dining, kitchen, office, laundry – and a bedroom suite at the first floor of the main house. In the middle of which a stair ascends to a second floor bedroom suite that occupies the spaces of the gabled dormers. A central stsair also decends to a small basement below the kitchen at the rear. From the east side of the kitchen and from a second entrance way from the exterior court, the rear wing includes the family room with a covered porch, a large bedroom suite, a half-bath with access from the rear exterior, and pantry. As depicted, the interiors reinforce the architectural quality and character of the house. However, as this is a private residence, no interior spaces or features are identified herein as having historic importance.

Summary History and Summary of Historic Significance

As noted, 1850 Alameda Diablo is an identified contributor to the California Register and Contra Costa County register listed *Diablo Historic District*. The extant historic district records provide some information about the home's origins as one of a pair of directly neighboring houses built for sisters Ruth Morse John (#1850) and Susan Louise Morse Melvin (#1842), the two homes together known as "The Twins." [1]

[1] The historical inventory form identifies the originator of the two houses as William Letts Oliver and for his daughters, which information is not correct, though it is very possible Letts may have done so on the Diablo lots his family then owned.

The following are excerpts from the previous historical records for 1850 Alameda Diablo (attached).

From CA Department of Parks and Recreation (DPR) from 523 A&B for 1850 Alameda Diablo, dated 2/1/2001:

> *"Built in 1917, this English Cottage-style house has decorative latticed windows and a pitched shingled roof of intersecting gables. Its exterior is cedar shingles painted a soft moss green. There is a rock chimney. A brick walk and arbor, partially restored, connect this house to its mirror image home next door. The two homes built as summer cottages and are still called The Twins. The home, in nearly original excellent condition, has a garage and guest quarters addition. In 1970 the house underwent renovation and additions, nearly doubling the size of the home. Roof lines were matched, shingles were hand cut, interior matches were also made. The front door, and many of the windows and street lacing features are original. The interior oak floors have a rich patina. Wood shingled exterior with multi-gabled wood shake roofs, multi-lite wood windows and a prominent front chimney of field stone.*
>
> *A portion of the brick terrace still exists in the front yard. Both "twins" have been renovated and added to, but from the street, they have changed little. They are charming, livable, unique homes. This house is an excellent example of an English Cottage style house, it has strong associations with its neighbor and the site and it is a contributor to the Diablo Historic District."*

From *Diablo's Treasures: The Historic Homes & Heritage Oaks of Diablo,* 2021 (p.15):

> *"Twin Creeks"*
> *1850 Alameda Diablo*
> *Original Owners: Jenkin and Ruth Morse Bevan John*
> *Architectural Style: English Cottage*
> *Built: 1917*
>
> *"Twin Creeks is one of two neighboring creek-side homes that locals call "The Twins" or the "Sister Houses." As their monikers suggest, the homes look alike: both are in the English Cottage style with brown shingle exterior cladding punctuated with the same pleasing arrangement of paned windows. Prior to additions to both homes, their geometric massing formed a symmetrical unit with each home the mirror image of the other. From the street, the mirror image sections can still be discerned. The names also hint at the relationship of the Oakland residents who built the homes: Mrs. Jenkin Bevan John, formerly Miss Ruth C. Morse, and her husband built Twin Creeks in 1917. Her sister, Susan Louise Morse Melvin and her husband, California Supreme Court Associate Justice Henry A. Melvin, built the other Sister House.*
>
> *Completing their mirror images in landscaping, each of the Sister Houses had a red brick terrace. Befitting the sisters' close relationship, each terrace was connected by a pergola to a shared teahouse midway between the homes. A small portion of Twin Creeks' brick terrace remains, hinting at the home's fascinating past.*
>
> *A substantial 1970 addition to Twin Creeks was a study in sensitive renovation.*
>
> *Importantly, the picturesque streetscape was kept very close to the original by continuing existing roof lines and pitches. New cedar shingles were hand-cut and painted to match the old. The front door, unique paned windows, rock chimney, and interior oak floors were preserved as testaments to the craftsmanship of former times. Since 1996, Ted and Barbara Barstad have lovingly preserved Twin Creeks' unique architecture, a jewel for all to behold."*

As were most of the originally developed homes in Diablo, 1850 Alameda Diablo was built as a country home for its city residents, Jenkin B. and Ruth M. John, who resided in Oakland then San Francisco in the brief period of their ownership, 1917-1920. From 1920-1927, the property's subsequent owner, Helen S. Dinwiddie, likewise resided elsewhere, in her case Berkeley. It was the third owner, Harriett S. Campbell, who made this her residence and which single-family use has continued under its successive owners.

From the time of its mapping in 1916 until the mid-1960s, the street name was Camino Tassajara, thereafter Alameda Diablo.

No original or early plans or photos of this residence have been located. While the original owners are known – Jenkin B. John, a real estate broker, and Ruth M. John, who acquired the parcel directly from the Mount Diablo Villa Homes Association in June 2017 – no original designer is identifiable. The earliest building permit record dates to 1967, at which time it is assumed that the property was still largely original. Since, as permit records indicate, there have been a range of alterations and additions – all, as the historic record states in the following, in accord with the character of the original residence. Such permit records include:

date	*work*	*owner*
1967	Repair carport (storm damage)	Tompkin (?)
1974	Add pool, garage repair, add deck and bath, int. remodel	Baender
1986	Addition, int. remodel	Holt
1988	Carport rebuild, foundation repair/replace	Holt
2002	Reroof	?
2007	Bedroom and bath add	?

Based on the record and a current site visit and inventory, historic character-defining features of the site and building are:

@ Site

- Generous and generously landscaped front yard with wraparound drive and walks of exposed aggregate concrete and raised, brick and stone paved entry terrace
- Creek channel bisecting the site, with associated wood bridge, railings and decking
- Designed relationship to adjoining residence

@ Residence

- Primary exterior forms including canted building front and multiple canted-gabled roof forms
- Rustic wood shake roofing
- Rustic fieldstone clad front chimney
- Wood wall shingles and wood trimwork, painted
- Multi-lite wood windows, painted
- Ornamental wood front entry door with beveled glass lite
- Attic vents in gables, painted
- Ornamental exterior lighting
- Contributing additions:
  - Garage
  - Family room
  - Shed roofs with turned posts at west side

As noted above, no interior spaces or features of this private residence are character-defining.

10 Year Mills Act Recommendations

The subject residence and property are well cared for and in good condition. Current and near-term rehabilitation of historic features includes:

Proposed scope	Estimated cost
1. Reroofing, roof drainage and flashing repairs	$110,000
2. Repair and selective replacement of wood shingles, overall repainting	$15,000
3. Door and window maintenance and repair	$5,000
4. Cleaning, repair and repointing of brick and stone front porch	$4,000
5. Cleaning and maintenance of aggregate concrete paving	$4,000
6. Repair/replacement of wood deck, railing and bridge at creek	$30,000
7. Tree maintenance (to reduce falling hazards)	$12,000
Total est. rehab and maintenance cost:	$184,000

Proposed Mills Act Rehabilitation Summary

The outline of proposed rehabilitation work associated with the Mills Act application includes:

Exterior Feature/Materials Rehab Work

at House

a. Wood siding and trim - painted	Repair, selectively replace and repaint
b. Roofs, roof drainage and flashing	Replace roofing, flashing and roof drainage assemblies equal to existing
c. Wood doors and windows - painted	Repairs, selective replacement and maintenance

at Site

d. Brick and stone front porch	Clean, repair and repoint
e. Aggregate concrete paving	Repair and maintain
f. Wood deck and bridge at creek	Repair and rebuild deck and bridge
g. Trees	Trim (to reduce falling hazards at buildings)

Rehabilitation work items a, b, f and g are proposed to be completed within 5 years (by 2031); items c, d and e are proposed to be completed within 10 years (by 2036).

Rehabilitation Project Evaluation

The following evaluates the proposed rehabilitation work relative to the U.S. Secretary of the Interior's *Standards for the Treatment of Historic Properties (Standards)* and, specifically, the Standards for Rehabilitation, which is defined as follows:

"When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular period of time is not appropriate, Rehabilitation may be considered as a treatment."

The following lists the ten *Standards for Rehabilitation* and analyzes the proposed project with respect to each.

1. *A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.*

   The subject property was historically a single-family residence. The proposed work intends to

retain and rehabilitate the single-family residential use. As such, *Standard 1* is met.

2. *The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.*

   The proposed work retains all identified characteristic forms and individual features of the house and its property, so *Standard 2* is met.

3. *Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.*

   The proposed work fully respects the overall form and individual characteristics of the historic house and its associated site. The proposed work does not add or copy any features or elements from this or other historic properties. Thus, the project meets *Standard 3.*

4. *Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

   The identified character of the subject house dates to the period of its origins and early history. Its deck and bridge at the creek are either original or early structures that, as they are directly associated with the original and early property, have gained significance in their own right and which, like the house, are proposed to be rehabilitated, so *Standard 4* is met.

5. *Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.*

   All identified character defining forms, features, finishes, examples of construction techniques and craftsmanship embodied in the house and its site are proposed to be retained and rehabilitated or selectively replaced in kind. Consequently, the proposed work meets *Standard 5.*

6. *Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.*

   The rehabilitation program proposes to repair and maintain deteriorated exterior features and materials of the house and site along with selective replacement of irreparable features and materials, as required, to match existing, including:
   - Wood roof shakes to be replaced with composite, fireproof shakes that equal the appearance of the existing shakes.
   - Wood sidewall shingles to be replaced with new wood shingles to match existing.
   - Wood decking to be replaced with either fire treated wood to match existing or composite wood that equals the appearance of the existing decking.

   As historic features will be repaired rather than replaced except where the severity of deterioration requires replacement, where the new feature will equal the old in design, color, texture, and, where possible, materials, and as no missing features are to be replaced, the proposed rehabilitation work meets Standard 6.

7. *Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.*

   At this planning stage, all potential treatments of identified historic materials are anticipated to be careful and protective in order to avoid damage. As such, the project also meets with *Standard 7*.

8. *Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.*

   The proposed rehabilitation program has no potential to disturb archeological resources.

9. *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

   As summarized, the subject house and associated site are proposed to be retained and rehabilitated without alteration of its identified characteristic forms or features. No new work, new additions or new construction is proposed. Thus, the proposed rehabilitation work meets *Standard 9*.

10. *New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

    Again, no new additions or new construction is proposed, so the proposed rehabilitation work also meets *Standard 10*.

In conclusion, since the proposed work program meets each applicable Standard, then the proposed project readily meets the Secretary of the Interior's Standards for Rehabilitation.

Signed:



Mark Hulbert
Preservation Architect

attached: figs.1-30 (pp.8-22); Sketch plans (pp.23-25); DPR forms, 04/24.2025; pages from Diablo Historic District & Diablo Treasures; MH qualifications



Fig.1 – 1850 Alameda Diablo (highlighted) – Location aerial (Google Earth 2024)



Fig.2 – 1850 Alameda Diablo (highlighted) – from Assessor's parcel map

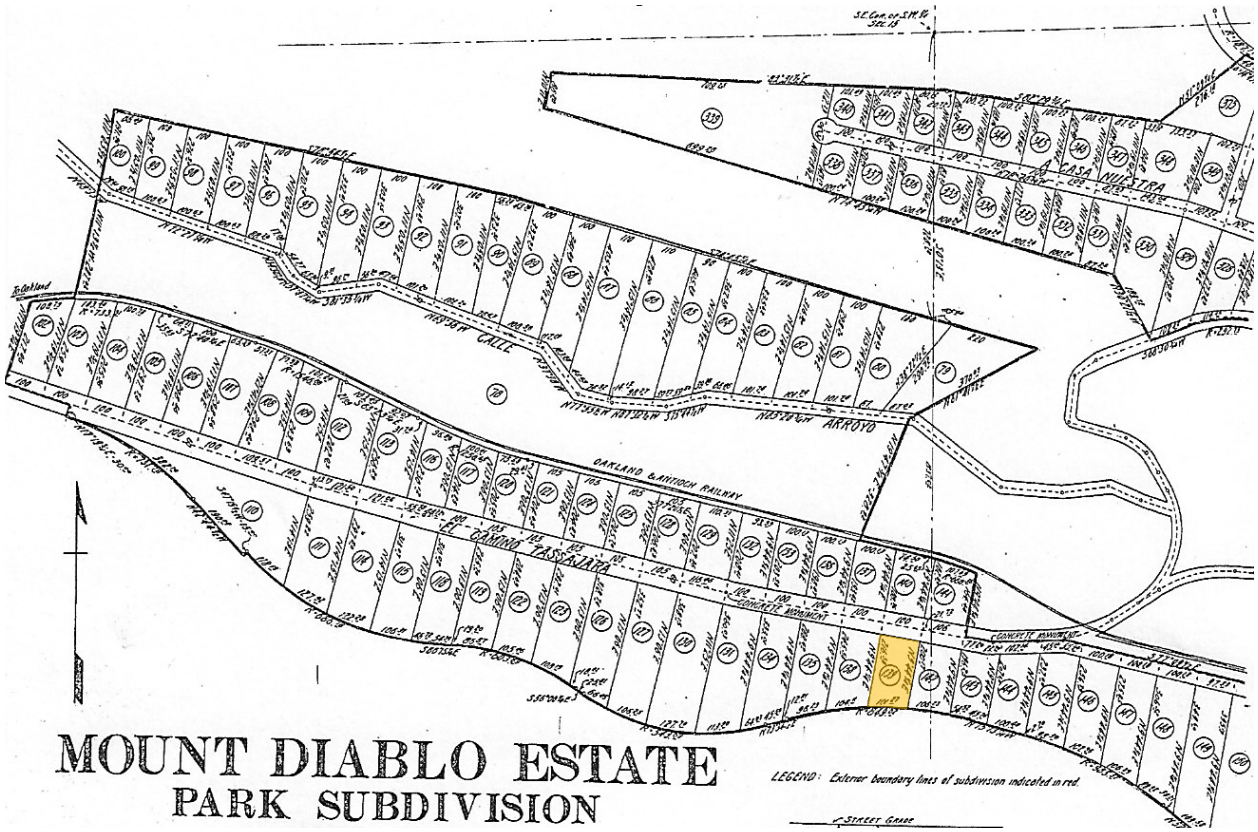


Fig.3 – 1850 Alameda Diablo (highlighted) – 1916 Tract map

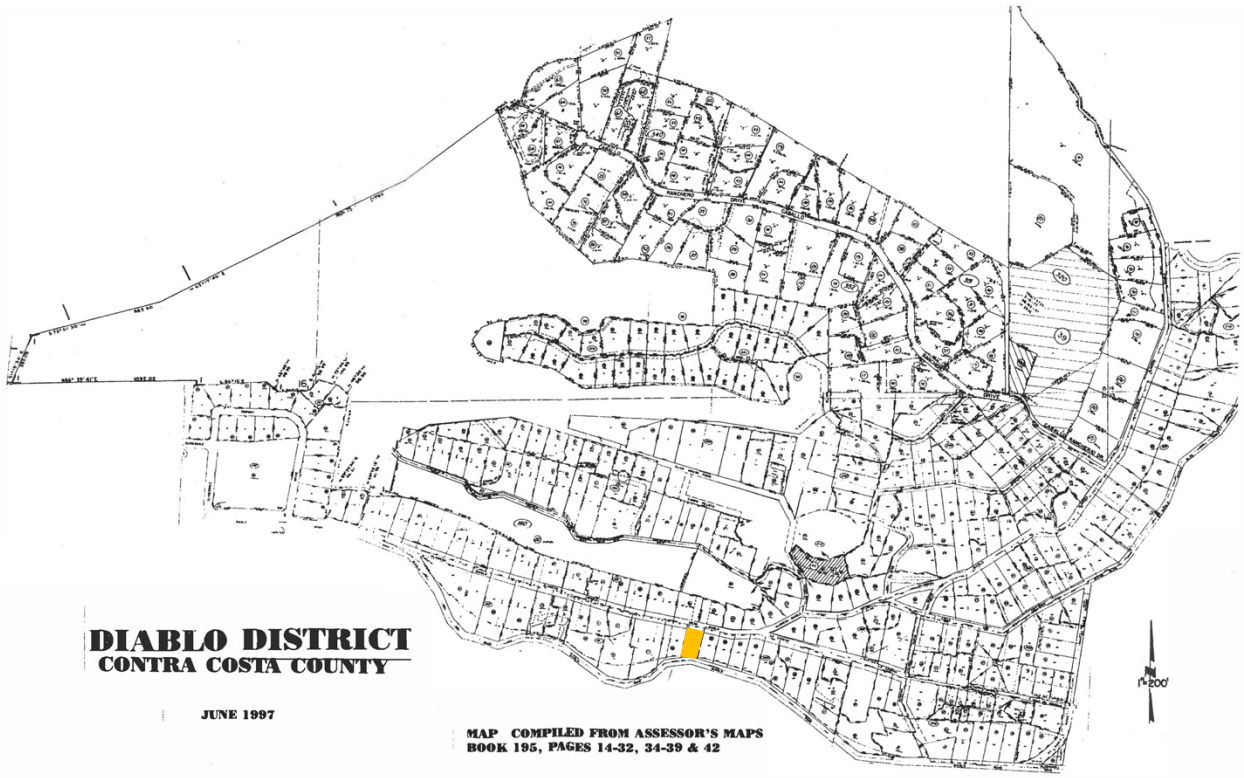


Fig.4 – 1850 Alameda Diablo (highlighted) – Diablo Historic District map, 2002



Fig.5 – 1850 Alameda Diablo – Site aerial depicting original house and carport (bright orange) with rearward additions (north is up)



Fig.6 – 1850 Alameda Diablo – Front (north) of house from west driveway at street (figs.6-24, MH 2025)



Fig.7 – 1850 Alameda Diablo – Front of garage (north) from east driveway at street



Fig.8 – 1850 Alameda Diablo – Canted front (north) façade and front garden, looking south



Fig.9 – 1850 Alameda Diablo – Canted front (north) façade and walks, looking southwest




Figs.10-11 – 1850 Alameda Diablo – Canted front façade and entry (left); Front entry terrace (right



Fig.12 – 1850 Alameda Diablo – Garage front and east side of living room wing



Fig.13 – 1850 Alameda Diablo – West side from creek bridge



Fig.14 – 1850 Alameda Diablo – Rear of house (left and center) and family room wing (right)



Fig.15 – 1850 Alameda Diablo – Overall rear of house from upper rear yard, looking northeast



Fig.16 – 1850 Alameda Diablo – Overall rear of house from upper rear yard, looking northwest



Fig.17 – 1850 Alameda Diablo – Rear of house with creek deck, creek portal and bridge (at upper left) and pool





Figs.18-19 – 1850 Alameda Diablo – Rear yard looking east (left) and southeast (right)





Figs.20-21 – 1850 Alameda Diablo – Creek portal and bridge



Fig.22 – 1850 Alameda Diablo – South side, living room wing from interior court





Figs.23-24 – 1850 Alameda Diablo – Interior court looking south (right) and east (left)



Fig.25 – 1850 Alameda Diablo – Living Room, looking north towards front (figs.25-30, Redfin)



Fig.26 – 1850 Alameda Diablo – Living Room, looking east and south



Fig.27 – 1850 Alameda Diablo – Dining Room, looking east



Fig.28 – 1850 Alameda Diablo – Kitchen, looking south



Fig.29 – 1850 Alameda Diablo – Family Room, looking southwest



Fig.30 – 1850 Alameda Diablo – Office, looking west

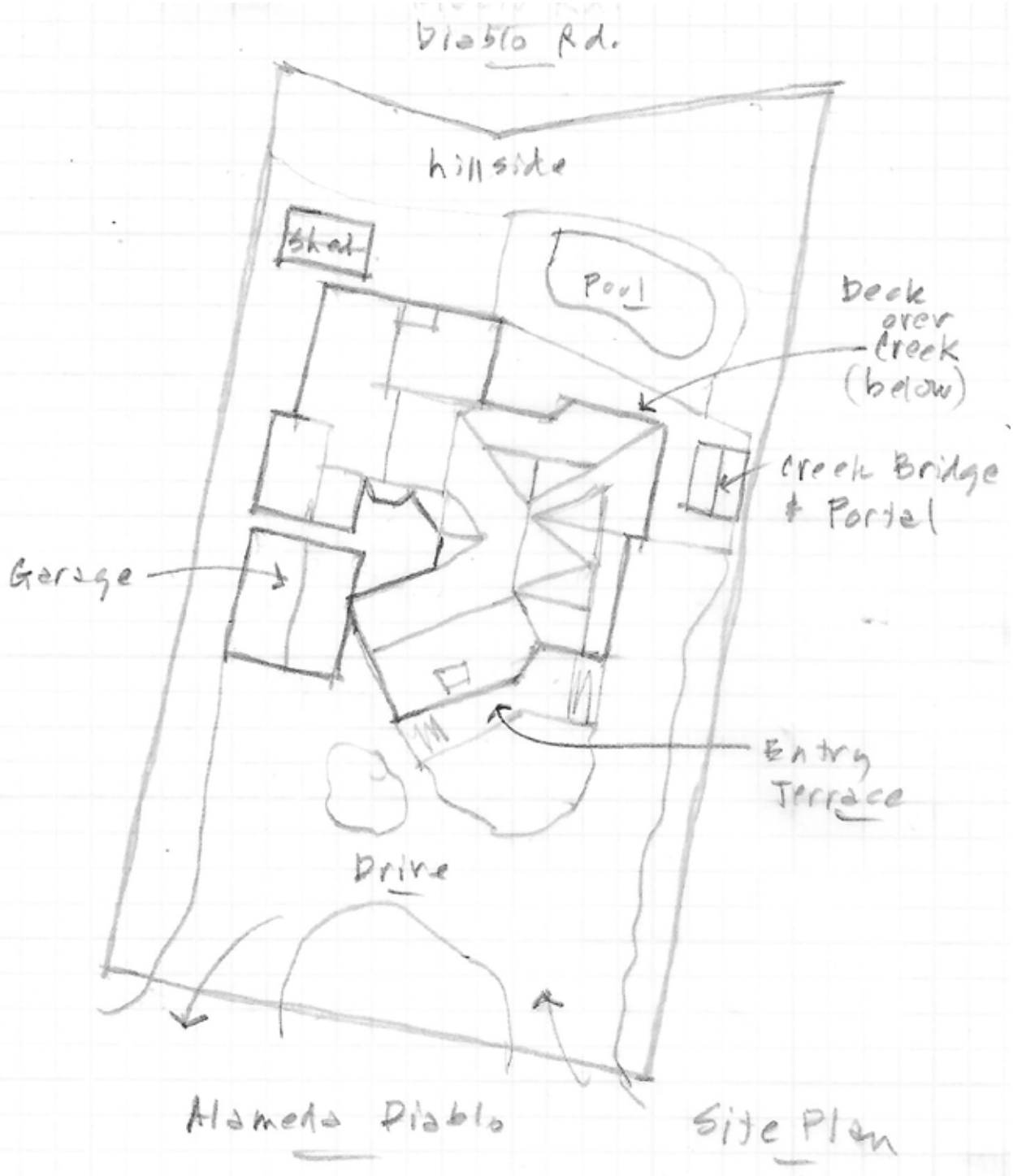


Fig.31 – 1850 Alameda Diablo – Site plan (note: south is up)

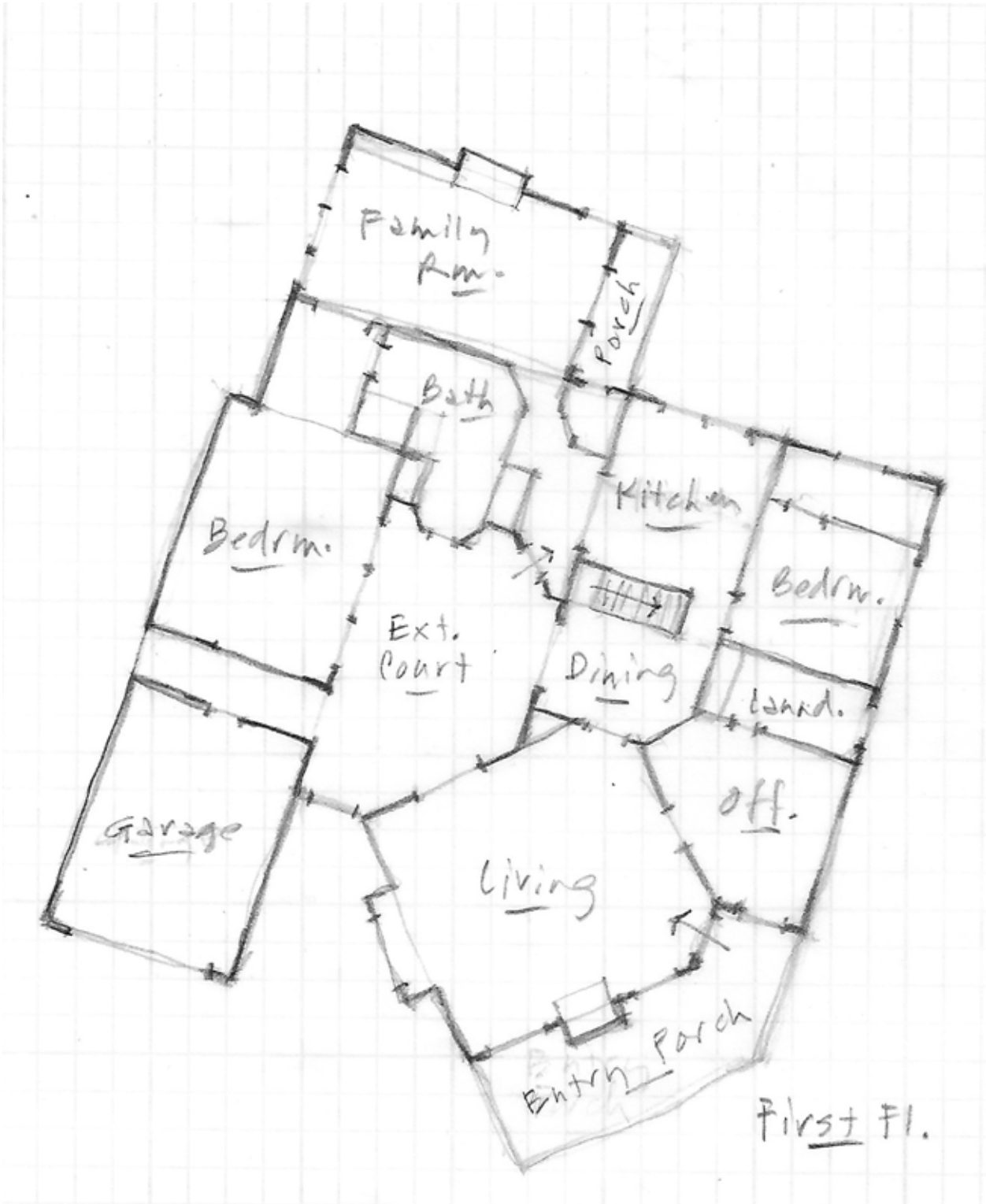


Fig.32 – 1850 Alameda Diablo – First floor plan (south is up)

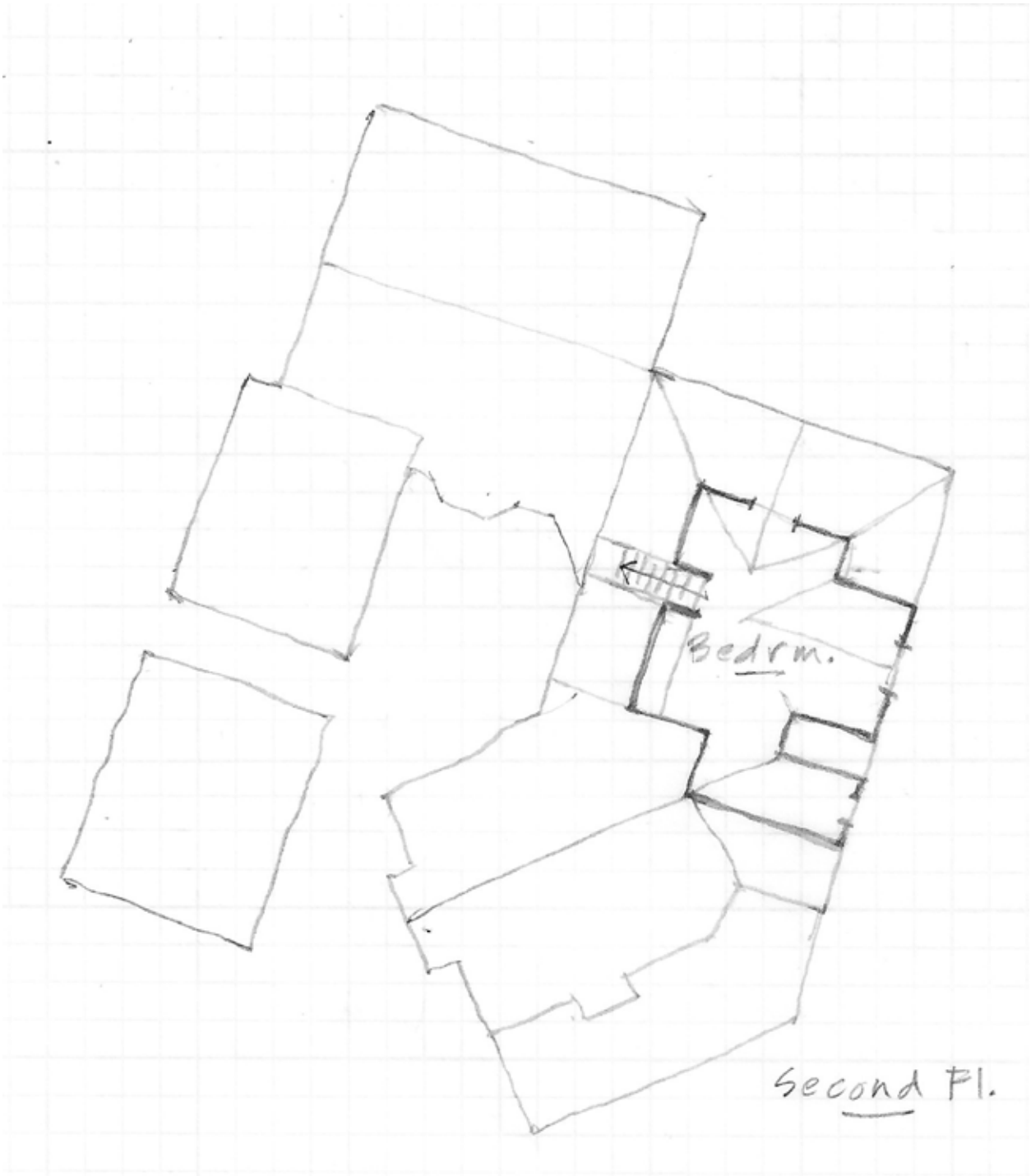


Fig.33 – 1850 Alameda Diablo – Second floor plan (south is up)

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5337 **Agenda Date:** 12/16/2025 **Agenda #:** C.38.

To: Board of Supervisors

From: John Kopchik, Director, Conservation and Development

Report Title: Ratify San Ramon Valley Fire Protection District Ordinance Nos. 2025-40 and 2025-41, implementing the 2025 California Fire Code and 2025 California Wildland-Urban Interface Code with local amendments

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

1. RATIFY San Ramon Valley Fire Protection District Ordinance No. 2025-40, with attached modifications, implementing the 2025 California Fire Code with local amendments in the unincorporated portion of the District's service area.

2. RATIFY San Ramon Valley Fire Protection District Ordinance No. 2025-41, with attached modifications, implementing the 2025 California Wildland-Urban Interface Code with local amendments in the unincorporated portion of the District's service area.

3. DIRECT the Clerk of the Board of Supervisors to provide a certified copy of this Board Order to the San Ramon Valley Fire Protection District within 15 days of this ratification, pursuant to Health and Safety Code section 13869.7.

4. DIRECT the Department of Conservation and Development to send copies of District Ordinance Nos. 2025-40 and 2025-41, the District findings, and this Board Order to the California Department of Housing and Community Development, pursuant to Health and Safety Code section 13869.7.

FISCAL IMPACT:

None.

BACKGROUND:

The Board of Directors of the San Ramon Valley Fire Protection District has adopted Ordinance No. 2025-40, adopting the 2025 California Fire Code, with local amendments, and Ordinance No. 2025-41, adopting the 2025 California Wildland-Urban Interface Code, with local amendments. The District has requested that the Board of Supervisors ratify the District's adoption of the ordinances so that the District can implement the 2025

Fire Code and 2025 Wildland-Urban Interface Code, with local amendments, in the unincorporated portion of the District's service area. Ratification by the Board of Supervisors is required by State law for the District's code adoption ordinances to be effective in the unincorporated portion of the District's service area. This Board Order modifies the District's ordinances by providing for the retention of the Board of Supervisor's discretion for final County approval of entitlements, completion of development improvements, and issuance of County stop work orders within the unincorporated area of the County.

CONSEQUENCE OF NEGATIVE ACTION:

If the Board of Supervisors does not approve the recommended actions, the San Ramon Valley Fire Protection District will not be able to implement District Ordinance Nos. 2025-40 and 2025-41 within the unincorporated portion of the District's service area.

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

ORDINANCE NO. 2025-40

FIRE CODE

AN ORDINANCE OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT ADOPTING THE PROVISIONS CONTAINED IN THE 2025 CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9) WITH AMENDMENTS, AND REPEALING SAN RAMON VALLEY FIRE PROTECTION DISTRICT ORDINANCE NO. 37

The Board of Directors of the San Ramon Valley Fire Protection District ordains as follows:

SECTION 1. ADOPTION OF THE CALIFORNIA FIRE CODE.

The San Ramon Valley Fire Protection District hereby adopts the 2025 California Fire Code (California Code of Regulations, Title 24, Part 9 [based on the 2024 International Fire Code published by the International Code Council]), including Chapters 1-10 and 12-80, Appendix B, Appendix C, Appendix D, Appendix F, Appendix H, Appendix I, Appendix J, Appendix K, and Appendix P as amended by the changes, additions, and deletions set forth in this Ordinance No. 2025-40 ("Ordinance"). The 2025 California Fire Code, with the changes, additions, and deletions set forth this Ordinance, is adopted by this reference as though fully set forth in this Ordinance. As of the effective date of this Ordinance, the provisions of the fire code are controlling and enforceable within the limits of the San Ramon Valley Fire Protection District.

SECTION 2. AMENDMENTS TO THE CALIFORNIA FIRE CODE.

The 2025 California Fire Code is amended by the changes, additions, and deletions set forth in this Section. Chapter and Section numbers used below are those of the 2025 California Fire Code.

Chapter 1. Scope and Administration.

Section 101.1 is amended to read:

101.1 Title. These regulations shall be known as the Fire Code of San Ramon Valley Fire Protection District, hereinafter referred to as "this code."

Section 102.1 is amended to add item 5, to read:

5. Where not otherwise limited by law, the provisions of this code shall apply to vehicles, ships, and boats that are permanently affixed to a specific location within the boundaries of this jurisdiction.

Section 103.1 is amended to read:

103.1 Creation of agency. The San Ramon Valley Fire Protection District is hereby created and the official in charge thereof shall be known as the fire code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

Section 105.6 is amended to read:

105.6 Required construction permits. The Fire Code Official is authorized to issue construction permits for the operations set forth in Chapter 1, Sections 105.6.1 through 105.7.29.

Section 105.6 is amended by adding subsections 105.6.26 through 105.6.29 to read:

105.6.26 Access for fire apparatus. Plans shall be submitted, and a permit is required to install, improve, modify, or remove fire apparatus access roads, streets, driveways, and bridges for which Fire District access is required by the Fire Code.
Exception: Surface work on public streets performed by, or under supervision of Public Works agencies.

105.6.27 Construction, Substantial Alteration, Additions of a building for which a building permit is required. Plans shall be submitted to the Fire Code Official for all land developments or for the construction, substantial alteration, additions or renovation of a building within the jurisdiction where a building permit is required.
Exception: Non-sprinklered Group R-3 Occupancies where work does not involve a substantial addition or substantial alteration.

105.6.28 Land Development, Subdivisions. Plans shall be submitted to the Fire Code Official for all land developments or improvements proposed within the jurisdiction that involve the subdivision of land.

105.6.29 Water supply for fire protection. Plans shall be submitted to the Fire Code Official for the purpose of determining whether adequate water supplies, fire hydrants, and associated systems are provided for all facilities, buildings, or portions of buildings either constructed or moved into the District pursuant to Section 507.

Section 113.4 is amended to read:

113.4 Violation penalties. Every person who violates any provision of this fire code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair, or do work in violation of the approved construction documents or directive of the Fire Code Official, or of a permit or certificate used under provisions of this code, shall be guilty of an infraction or misdemeanor in accordance with Health and Safety Code Section 13871 and Government Code Section 53069.4. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each ten (10) days that prohibited conditions are maintained shall constitute a separate offense. The application of the aforesaid penalty shall not be held to prevent the enforced removal of prohibited conditions.

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

Chapter 2. Definitions.

Section 202 is amended by adding the following definitions to that section:

ADMINISTRATOR. Shall mean the Fire Chief.

AERIAL PRE-PLANS. An overhead layout of a parcel that contains structure(s) that identifies specific first responder related items to assist in effectively managing incidents and events for the protection of occupants, responding personnel, property, and the environment. The preplan shall be developed in accordance with a format approved by the AHJ. Preplan symbols shall comply with AHJ or the latest edition of NFPA 170 (Standard for Fire Safety and Emergency Symbols) and NFPA 1620 (Standard for Pre-Incident Planning).

ALL-WEATHER DRIVING SURFACE. A roadway with a minimum surface finish that is designed to carry the imposed weight loads of fire apparatus.

BOARD OF DIRECTORS. The governing body of the district.

BOARD OF FIRE COMMISSIONERS. An advisory commission appointed by the Board of Directors to act as set forth in this ordinance and by resolutions of the Board of Directors.

COMBUSTIBLE MATERIAL. Rubbish, litter, or material of any kind other than hazardous vegetation that is combustible and endangers the public safety by creating a fire hazard as determined by the Fire Code Official.

DRIVEWAY. A private roadway that provides access to no more than two (2) single-family dwellings.

FIRE TRAIL. A graded firebreak of sufficient width, surface, and design to provide access for personnel and equipment to suppress and to assist in preventing a surface extension of fires. Must be able to support the safe travel of a Type 3 Fire Apparatus.

HAZARDOUS VEGETATION. Vegetation that is combustible and endangers the public safety by creating a fire hazard including but not limited to seasonal and recurrent grasses, weeds, stubble, brush, dry leaves, dry needles, dead, dying or diseased trees, and any other vegetation as determined by the Fire Code Official.

KEY BOX OR KNOX BOX. Underwriters Laboratory (UL) Listed box, size and style, approved by the Fire Code Official or designee that meets the requirements and uses the same security key code adopted by the Fire Department

NUISANCE FIRE ALARM. The activation of any fire protection or alarm system which results in the response of the Fire Department and is caused by malfunction, improper maintenance, negligence, or misuse of the system by an owner, occupant, employee, or agent, or any other activation not caused by excessive heat, smoke, fire, or similar activating event.

PUBLIC NUISANCE. A declaration by the Fire Code Official that the presence of combustible materials on any parcel creates a fire hazard or threat to public safety (Health and Safety Code 14875 and 14876) or any violation of this code.

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

SPRINKLER ALARM AND SUPERVISORY SYSTEM (SASS). A Dedicated Function Fire Alarm System located at the protected premise installed specifically to monitor sprinkler water-flow alarm, valve supervisory, and general trouble conditions where a Building Fire Alarm is not required.

STREETS. Includes alleys, parkways, driveways, sidewalks, and areas between sidewalks and curbs, highways, public right of ways, private roads, private streets and easements.

SUBSTANTIAL ADDITION (a). The addition of new gross floor area exceeds 50 percent of the existing gross floor area and the total new gross floor area is 5,000 square feet or greater.

SUBSTANTIAL ADDITION (b). The addition of new gross floor area exceeds 1,000 square feet and the total new gross floor area is 8,000 square feet or greater

SUBSTANTIAL ALTERATION. Where 50 percent or greater of the linear length of the wall of the building (exterior and interior) and 50 percent of the roof are removed or replaced within a one-year period.

Chapter 3. General Precautions Against Fire.

Section 324 is added to read:

SECTION 324 Exterior Fire Hazard Control.

324 Subsurface Fires.

324.1.1 Peat Fire. It is the duty of each person, firm, corporation, or association not to permit a peat fire or a fire involving combustible vegetable matters under the surface of the natural ground to remain upon the property. It is hereby declared that it is the duty of any person as herein defined to take all necessary precautions to extinguish any subsurface fire involving peat or vegetable material at the owner's own cost and expense.

324.1.2 Fire Suppression Costs. If there exists upon the lands or property of any person as herein defined a subsurface fire involving the burning or combustion of peat, vegetable matter, or vegetation, and the owner or occupant thereof has not taken reasonable precautions within a reasonable time to extinguish or minimize such fire or combustion, this jurisdiction may, in addition to its regular duties to extinguish or minimize such fire or combustion, go upon the lands of any person as herein defined and extinguish such fire or combustion. Any costs incurred by the Fire District in fighting the fire and for the cost of providing rescue or emergency medical services shall be a charge against the property owner. The charge shall constitute a debt of the property owner and is collectable by the jurisdiction incurring those costs in the same manner as in the case of an obligation under a contract, express or implied. (See Health and Safety Code, §13009.)

Chapter 4. Emergency Planning and Preparedness.

Section 401.5.1 is added to read:

401.5.1 Nuisance fire alarm. A fee may be charged for false or nuisance fire alarms in accordance with a fee schedule adopted by the Board of Directors or City Council.

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

Section 401.10 is added to read:

401.10 Aerial pre-plans. For all new construction the fire official is authorized to require a fire aerial pre-plan to be prepared by an approved vendor at the cost of the developer.

Section 403.11.1 is amended to read:

403.11.1 Standby personnel. Where, in the opinion of the Fire Code Official or Fire Chief, it is essential for public safety in a place of assembly, or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest, or activity, the owner, agent, or lessee shall provide standby personnel as required and approved by the Fire Code Official or Fire Chief. If the activity requires fire watch, fire watch shall be provided in accordance with Sections 403.11.1.1 and 403.11.1.2. Standby personnel needed for EMS standby shall be provided in accordance with Contra Costa County EMS Protocols.

Chapter 5. Fire Service Features.

Section 5.3.1.1 is amended to read:

503.1.1 Buildings and facilities. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exceptions:

1. The fire code official is authorized to increase the dimension to 250 feet where the building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.
2. Where approved by the fire code official, fire apparatus access roads shall be permitted to be exempted or modified for solar photovoltaic power generation facilities.

Section 503.1.4 is added to read:

503.1.4 Access to open spaces. When access to open land/space or fire trail systems maintained for public or private use is obstructed by new development of any kind, the developer shall provide alternate acceptable access into the area that is sufficient to allow access for fire personnel and apparatus. The alternate means of access requires the approval of the Fire Code Official.

Section 503.1.5 is added to read:

503.1.5 Existing fire trail systems shall be maintained. When conditions make maintenance of existing trails impractical, alternate means of access shall be provided and requires approval by Fire Code Official.

Section 503.2.1 is amended with the following exception:

Exception: A driveway with a minimum width of 16 feet is acceptable for access to one or two single family dwellings.

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

Section 505.3 is added to read:

505.3 Street names and addressing. Street names and addressing shall be submitted for review and approval to the Fire Code Official, whose approval will not be unreasonably withheld. The purpose of the review is to verify that new street names and addressing will not duplicate existing street names and addressing.

Section 506.2.1 is added to read

506.2.1 Knox Box Upgrade. All current businesses' and occupancies' Knox Boxes shall upgrade their lockbox to the eCore Technology by December 31, 2028.

Chapter 9. Fire Protection Systems.

Section 901.6.3.2 is added to read:

901.6.3. Records. Records of all system inspections, tests, and maintenance required by the reference standards shall be submitted to a third-party electronic record keeping service as chosen by the fire district.

Section 902.1 is amended to add:

Substantial Addition(a). The addition of new gross floor area exceeds 50 percent of the existing gross floor area, and the total new gross floor area is 5,000 square feet or greater.

Substantial Addition(b). The addition of new gross floor area exceeds 1,000 square feet and the total new gross floor area is 8,000 square feet or greater

Substantial Alteration. Where 50 percent or greater of the linear length of the wall framing of the building (exterior and interior) and 50 percent of the roof framing are removed or replaced within a one-year period.

Section 903.2.1.1 is amended to read:

903.2.1.1 Group A-1. An automatic sprinkler system shall be provided throughout stories containing Group A-1 occupancies and throughout all stories from the Group A-1 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The fire area contains a multi-theater complex.

Section 903.2.1.3 is amended to read:

903.2.1.3 Group A-3. An automatic sprinkler system shall be provided throughout stories containing Group A-3 occupancies and throughout all stories from the Group A-3 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

1. The fire area exceeds 5,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The structure exceeds 10,000 square feet, contains more than one fire area containing exhibition and display rooms, and is separated into two or more buildings by fire walls of less than 4-hour fire resistance rating without openings.

Section 903.2.1.4 is amended to read:

903.2.1.4 Group A-4. An automatic sprinkler system shall be provided throughout stories containing Group A-4 occupancies and throughout all stories from the Group A-4 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 5,000 square feet
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

Section 903.2.2 is amended to read:

903.2.2 Group B. An automatic sprinkler system shall be provided for Group B occupancies and intervening floors of the building where the fire area exceeds 5,000 square feet.

Section 903.2.3 is amended to read:

903.2.3 Group E. An automatic sprinkler system shall be provided for new Group E occupancies as follows:

1. Throughout all Group E fire areas greater than 2,000 square feet in area.

Exception: An automatic sprinkler system is not required in any Group E Day Care Facility less than 5,000 square feet

2. The Group E fire area is located on a floor other than a level of exit discharge serving such occupancies.

Exception: In buildings where every classroom has not fewer than one exterior exit door at ground level, an automatic sprinkler system is not required in any area below the lowest level of exit discharge serving that area.

3. The Group E fire area has an occupant load of 300 or more.
4. In rooms or areas with special hazards such as laboratories, vocational shops, and other such areas where hazardous materials in quantities not exceeding the maximum allowable quantity are used or stored.
5. Throughout any Group E structure greater than 4,000 square feet in area, which contains more than one fire area, and which is separated into two or more buildings by fire walls of less than 4-hour fire resistance rating without openings.
6. For public school state-funded construction projects, see Section 903.2.19.
7. For public school campuses, Kindergarten through 12th grade, see Section 903.2.20.

Section 903.2.4 is amended to read:

903.2.4 Group F-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

1. A Group F-1 fire area exceeds 5,000 square feet.

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

2. A Group F-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.
4. A Group F-1 occupancy used for the manufacture. of upholstered furniture or mattresses exceeding 2,500 square feet.

Section 903.2.4.4 is added to read:

903.2.4.4 Group F-2. An automatic sprinkler system shall be provided throughout all buildings containing a Group F-2 occupancy greater than 5,000 square feet.

Section 903.2.7 is amended to read:

903.2.7 Group M. An automatic sprinkler system shall be provided throughout buildings containing a Group M occupancy where one of the following conditions exists:

1. A Group M fire area exceeds 5,000 square feet.
2. A Group M fire area is located more than three stories above grade plane.
3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.
4. A Group M occupancy (is) used for the display and sale of upholstered furniture or mattresses exceeds 5,000 square feet.
5. The structure exceeds 10,000 square feet, contains more than one fire area containing a Group M occupancy, and is separated into two or more buildings by fire walls of less than 4-hour fire resistance rating without openings.

Section 903.2.8.1.1 is added to read:

903.2.8.1.1 Group R-3 Substantial Addition or Alteration. An automatic sprinkler system shall be provided throughout all existing Group R-3 dwellings where either a substantial addition or substantial alteration occurs.

Section 903.2.9 is amended to read:

903.2.9 Group S-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

1. A Group S-1 fire area exceeds 5,000 square feet.
2. A Group S-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 10,000 square feet.
4. A Group S-1 occupancy used for the storage of upholstered furniture or mattresses exceeding 2,500 square feet.

Section 903.2.9.1 is amended to read:

903.2.9.1 Repair garages. An automatic sprinkler system shall be provided throughout all buildings used as repair garages in accordance with Section 406.8 of the California Building Code, as shown:

1. Buildings having two or more stories above grade plane, including basements, with a fire area

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

containing a repair garage exceeding 5,000 square feet.
2. Buildings not more than one story above grade plane, with a fire area containing a repair garage exceeding 5,000 square feet.
3. Buildings with repair garages servicing vehicles parked in basements.
4. A Group S-1 fire area used for the repair of commercial motor vehicles where the fire area exceeds 5,000 square feet or any tenant improvement to the structure exceeds 49 percent of the S-1 area.

Section 903.2.10 is amended to read:

903.2.10 Group S-2 parking garages. An automatic sprinkler system shall be provided throughout buildings classified as parking garages where any of the following conditions exists:
1. Where the fire area of the enclosed parking garage, in accordance with Section 406.6 of the California Building Code, exceeds 5,000 square feet.
2. Where the enclosed parking garage, in accordance with Section 406.6 of the California Building Code, is located beneath other occupancy groups.

Exception: Enclosed parking garages located beneath Group R-3 occupancies.
3. Where the fire area of the open parking garage, in accordance with Section 406.5 of the California Building Code, exceeds 48,000 square feet.

Section 903.2.10.3 is added to read:

903.2.10.3 Group S-2 Low hazard storage. An automatic sprinkler system shall be provided throughout all buildings containing a Group S-2 occupancy exceeding 5,000 square feet.

Section 903.2.22 is added to read:

Section 903.2.22 Fire department delivery capability. An automatic fire sprinkler shall be installed in all new buildings and occupancies or in existing buildings or structures that change occupancy classification or use when the required fire flow exceeds 2,000 gallons per minute.

Section 903.3.1.1.5 is added to read:

903.3.1.1.5 Undeclared Use. In buildings of undeclared use with floor to structure height greater than 14 feet, the fire sprinkler system shall be designed to conform to Extra Hazard Group I design density. In buildings of undeclared use with floor to structure height less than .14 feet, the fire sprinkler system shall be designed to conform to Ordinary Group II design density. Where a subsequent occupancy requires a system with greater capability, it shall be the responsibility of the owner and/or the occupant to upgrade the system.

Section 903.3.5.3 is added to read:

903.3.5.3 Non-permissible water supply. Water supplies for automatic sprinkler systems shall not be supplied by swimming pools or ponds.

Section 903.3.10 is amended to read:

903.3.10. Floor control valves. Individual floor control valves and water flow detection assemblies shall

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

be provided for each floor in multi-floor buildings at an approved location.
Exception: Group R-3 and R-3.1 Occupancies.

Section 903.6.2 is added to read:

903.6.2 Change of occupancy classification. Any existing building that undergoes a change of occupancy classification into a higher hazard category shall comply with the requirements of Section 903.2. Relative hazard categories of occupancy groups shall be established based upon the Heights and Areas Hazard Categories of Table 1011.5 of the current edition of the International Existing Building Code, as published by the International Code Council. The requirements of Section 903.2 shall not be required when a change of occupancy classification is made to an equal or lesser hazard category. Group L occupancies shall be considered a relative hazard of 1 (highest hazard).

Chapter 33. Fire Safety During Construction and Demolition.

Section 3303.1.2 is added to read:

3303.1.2 Additional amendments. Additional requirements may be required to an approved site safety plan if deemed necessary by both the building official and fire official, based on previous fires or hazards that occurred on site or within the jurisdiction.

Section 3303.1.3 is added to read:

3303.1.3 Site security requirements. Site security requirements shall include the following if deemed necessary by both the building official and fire official:

1. Controlled access points
2. Site fencing, up to 12 feet in height with tamper sensors and security wires on top
3. Security guards, full-time 24/7 presence on-site, to perform fire watch and patrols
4. Detection check points located throughout the buildings for fire watch and patrol verification
5. Security camera coverage throughout the site with motion detection notifications
6. Identify measures taken to prevent tampering with security cameras and motion sensors
7. Necessary lighting throughout the project site

Chapter 41 Temporary Heating and Cooking Operations

Section 4104.2 Exception 1 is amended to read:

Exception 1. Residential Occupancies

Chapter 50. Hazardous Materials - General Provisions.

Section 5001.5.1 items number 10 & 11 is added to read:

10. Aerial Pre-Plan of the facility to include:
    A. Fire alarm control panel (FACP)
    B. Sprinkler riser
    C. Fire department connection (FDC)
    D. Knox Box location

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

E. Gas valve shutoff
F. Electrical main shutoff
G. Water shutoff
H. Elevator equipment room

11. A Site Fire/Explosion/Hazardous Material Release Analysis Assessment. A Fire Protection Engineer (FPE) stamped risk assessment is required for each possible hazard risk associated with fire, explosion, smoke, and toxicity associated with the possible incident at a facility that is identified as a bulk transfer/process/storage facility. Refer to NFPA 550 & 551 for references.

Section 5001.5.3 is added to read:

5001.5.3 Emergency response support information. Floor plans, material safety data sheets, Hazardous Materials Management Plans (HMMP), Hazardous Material Inventory Statements (HMIS), and other information must be stored at a readily accessible location as determined by the Fire Code Official. This location may be in cabinets located outside of facilities or buildings. Information may be required to be maintained in a specific electronic media format to facilitate computer-aided dispatching.

Section 5003.9.1.2 is added to read:

5003.9.1.2 Documentation. Evidence of compliance with provisions of this chapter as well as with state and federal hazardous material regulations shall be maintained on site and available for inspection by fire department personnel.

Chapter 56. Explosives and Fireworks.

Section 5601.1.3 is amended to read:

Exception 5. Storage and handling of fireworks by a public safety agency.

Section 5601.1.3.1 to 5601.1.3.3 is added to read:

5601.1.3.1 Definitions. "Responsible party'' means any of the following:
1. A person that owns, rents, leases, or otherwise has possession of, or is in immediate control of, a residence or other private property or a vessel.
2. A person that organizes, supervises, sponsors, conducts, allows, controls, or controls access to, the possession, manufacture, sale, offer for sale, use, or discharge of fireworks at a residence or other private property or on a vessel.
Exception: If a residence or other private property is rented or leased for a period of more than 30 consecutive days, the landlord or lessor is not a responsible party unless the landlord or lessor: has possession of, or is in immediate control of, the residence or other private property; or has knowledge of the possession, manufacture, sale, offer for sale, use, or discharge of fireworks at the residence or other private property.

Section 5601.1.3.2 Responsible party liability. A responsible party shall maintain, manage, and supervise the residence or other private property, or vessel, for which they are responsible to prevent violations of this chapter. A responsible party violates this chapter if any person possesses, manufactures, sells, offers

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

to sell, uses, or discharges any fireworks at the residence or other private property, or on the vessel, for which the responsible party is responsible, regardless of whether the responsible party is present when the violation occurs.

Section 5601.1.3.3 Infraction arrest and citation. Any Fire Official and any City, County, or State Peace Officer, shall have and are hereby vested with the authority to arrest any person who violates the following provisions of the Code and other codes as indicated, punishable as an infraction or an administrative citation.

Section 5601.2.4 is amended to read:

5601.2.4 Financial responsibility. Before a permit is issued pursuant to Section 5601.2, the applicant shall file with the jurisdiction a corporate surety bond in the principal sum of $2,000,000 or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property which arise from, or are caused by, the conduct of any act authorized by the permit upon which any judicial judgment results. The Fire Code Official is authorized to specify a greater or lesser amount when, in his or her opinion, conditions at the location of use indicate a greater or lesser amount is required. Government entities shall be exempt from this bond requirement.
Exception: Fireworks in accordance with California Code of Regulations, Title 19, Division 1, Chapter 6. See Section 5608.

Chapter 57. Flammable and Combustible Liquids.

Section 5703.3 is amended to read:

5703.3. Facility site Fire/Explosion/Hazardous Material Release Analysis Assessment. A Fire Protection Engineer (FPE) stamped risk assessment is required for each possible hazard risk associated with fire, explosion, smoke, and toxicity associated with the possible incident at a facility that is identified as a bulk transfer/process/storage facility when required by the fire official. Refer to NFPA 550 & 551 for references.

Section 5704.2.9.6.1 is amended to read:

5704.2.9.6.1 Locations where above-ground tanks are prohibited. The storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited in all zoning districts except districts zoned for commercial, industrial, or agricultural uses.
Exception: Protected above-ground tanks for the purpose of emergency power generator installations in areas zoned commercial, industrial, agricultural, business district, rural or rural residential, and for facilities on an individual basis consistent with the intent of this provision.

Section 5706.2.4.4 is amended to read:

5706.2.4.4 Locations where above-ground tanks are prohibited. Storage of Class I and II liquids in above-ground tanks is prohibited in all zoning districts except district zoned for commercial, industrial, or agricultural uses.
Exception: Protected above-ground tanks for the purpose of emergency power generator installations in areas zoned commercial, industrial, agricultural, business district, rural or rural residential, and for

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

facilities on an individual basis consistent with the intent of this provision. Tank size shall not exceed gallons for any class liquids.

Chapter 58. Flammable Gasses and Flammable Cryogenic Fluids

Section 5806.2 is amended to read:

5806.2 Limitation. The storage of flammable cryogenic fluids in stationary containers outside of buildings is prohibited in any area which is zoned for other than industrial use.
Exception: Liquid hydrogen fuel systems in compliance with Section 5806.3 or 5806.4

Appendix C. Fire Hydrant Locations and Distribution.

Table C102.1 is amended as to read:

The title of Table C102.1 is amended to read:
TABLE C102.1
REQUIRED NUMBER AND SPACING OF FIRE HYDRANTS (footnote h and j)

The heading of the fourth column of Table C102.1 is amended to read:

MAXIMUM DISTANCE FROM ANY POINT ON STREET OR ROAD FRONTAGE TO A HYDRANT (footnote d, f, g, i)

Footnotes "i" and "j" are added to Table C102.1, to read:

i. **A fire hydrant shall be provided within 250 feet of a fire trail access point off a public or private street.**

j. **For infill projects within existing single-family residential developments, Section 507.5.1 applies.**

Appendix D. Fire Apparatus Access Roads.

Section D102.1 is amended to read:

D102.1 Access and loading. Facilities, buildings, or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an approved fire apparatus access road with an asphalt, concrete, or other approved all-weather driving surface capable of supporting the imposed load of fire apparatus weighing at least 75,000 pounds (34,473 kg) in accordance with Caltrans Design Standard HS- 20-44.
Exception: Driveways serving one or two single-family dwellings may be constructed of an alternate surface material, providing the imposed weight load design minimums are met and the grade does not exceed 10 percent.

Section D103.2 is amended to read:

D103.2 Grade. Fire department access roadways having a grade of between 16 percent and 20 percent shall be designed to have a finished surface of grooved concrete sufficient to hold a 44,000

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

pound (19 958 kg) traction load. The grooves in the concrete surface shall be ½ inch (13 mm) wide by ½ inch (13 mm) deep and 1 ½ inch (38 mm) on center and set at a 30 to 45 degree angle across the width of the roadway surface. No grade shall exceed 20 percent, nor shall the cross slope exceed 8 percent, unless authorized in writing by the Fire Code Official.

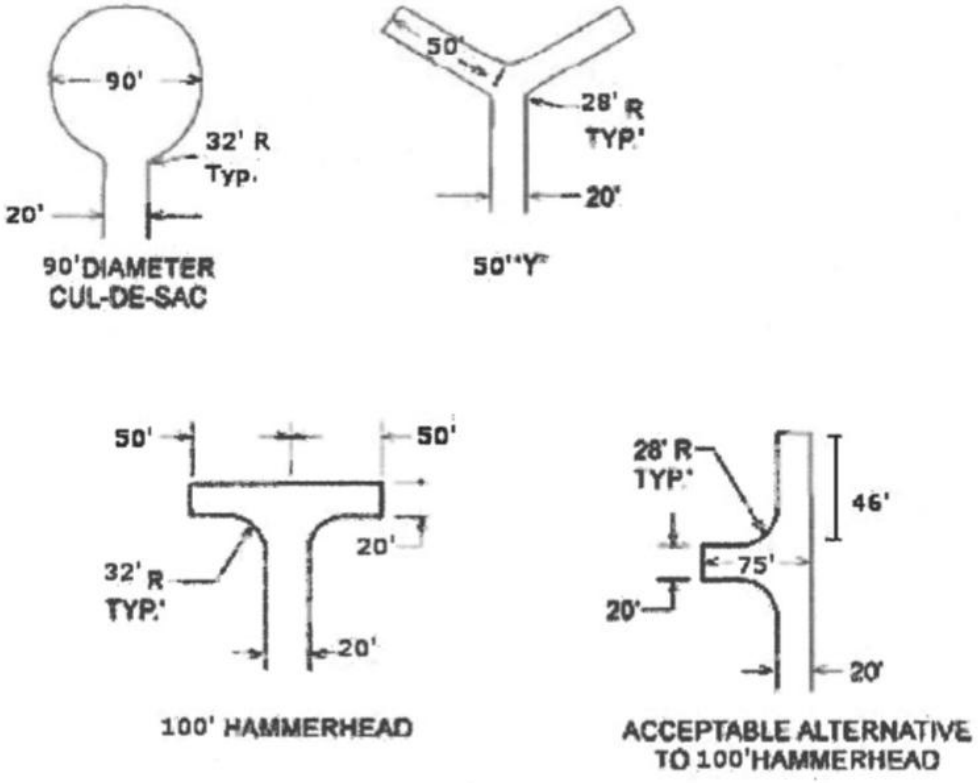
Section D103.2.1 is added, to read:

D103.2.1 Angles of approach and departure. The angles of approach and departure for any means of access shall not exceed 10 percent at 10 feet of the grade break.

Section D103.3 is amended to read:

D103.3 Turning radius. Based on a minimum unobstructed width of 20 feet, a fire apparatus access roadway shall be capable of providing a minimum standard turning radius of 25 feet (7620 mm) inside and 45 feet (13 716 mm) outside.

Figure D103.1 is amended to read:



Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

Table D103.4 is amended to read:

Table D103.4
REQUIREMENTS FOR DEAD-END FIRE APPARATUS ACCESS ROADS

LENGTH (feet)	MINIMUM WIDTH (feet)	TURNAROUNDS REQUIRED
0-150	20[a]	None required
151 - 750	20[a]	100-foot Hammerhead, SO-foot "Y", 75-foot Shunt or 90-foot- diameter cul-de-sac in accordance with figure D103.1
Over 750		Special approval required[b]

a. A driveway with a minimum width of 16 feet is acceptable for access to no more than two single-family dwellings.

b. Any fire apparatus access roadway or driveway that is approved to be less than 20 feet wide and to exceed 750 feet in length shall have outsets or turnouts every 300 feet along the length of the road or driveway, or at locations approved by the Fire Code Official. Each outset or turnout shall be of the following dimensions: an 8-foot-wide turnout that extends at least 40 feet in length.

Section D103.5 is amended as follows:

Criteria 1 of Section D103.5 is amended to read:

1. The minimum clear width shall be 20 feet (6096mm).
   Exception: For access to one or two single-family dwellings, 16 feet clear width is acceptable.

Section D103.5 is amended to add Criteria 9:

9. All gates shall be installed and located a minimum of 30 feet off the street.

Section D103.5 is amended to add Criteria 10

10. At the discretion fo the Fire Distirct, a Click2Enter system shall be installed for emergency access.

Section D103.6 is amended to read:

D103.6 Signs. Where required by the fire code official, fire apparatus access roads shall be marked with permanent "NO PARKING—FIRE LANE" signs.

1. Roadways 20 feet wide. Fire lane signs shall be posted on both sides of the road.
2. Roadways 21 to 28 feet wide. Fire lane signs shall be posted on one side of the road, as determined by the fire code official.
3. Emergency evacuation routes. As adopted by the local governing body as part of the local emergency evacuation plan, fire lane signs shall be posted as designated by the fire code official, regardless of roadway width.
4. Enforcement. Fire lane restrictions established under this section shall be enforceable by both the fire code official and local law enforcement. Local law enforcement agencies are authorized to issue citations, order the removal of vehicles, and take other enforcement actions necessary to maintain

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

fire apparatus access roads clear of obstructions. Vehicles parked in violation of this section may be cited and towed at the owner's expense.

Section D103.6.1 is deleted in its entirety

Section D103.6.2 is deleted in its entirety

Section D106.1 is amended by deleting the exception and to read:

D106.1 Projects having more than 100 dwelling units. Multiple-family residential projects having more than 100 dwelling units shall be provided with two separate and approved fire apparatus access roads and shall meet the requirements of Section D104.3.

Section D106.2 is deleted in its entirety.

SECTION 3. REPEAL OF FIRE CODE.

Ordinance No. 2022-37, adopting the 2022 California Fire Code with amendments, is hereby repealed.

SECTION 4. REFERENCES TO PRIOR CODE.

Unless superseded and expressly repealed, references in City forms, documents, and regulations to the chapters and sections of the Fire Code of the San Ramon Valley Fire Protection District, 2022, shall be construed to apply to the corresponding provisions contained within the Fire Code of the San Ramon Valley Fire Protection District, 2025. Ordinance No. 2022-37 and all other ordinances or parts of ordinances in conflict herewith are hereby superseded and expressly repealed.

SECTION 5. VALIDITY.

The San Ramon Valley Fire Protection District Board of Directors declares that if any section, paragraph, sentence, or word of this Ordinance or of the 2025 California Fire code as adopted and amended herein is declared for any reason to be invalid, it is the intent of the San Ramon Valley Fire Protection District Board of Directors that it would have passed all other portions or provisions of this Ordinance independent of the elimination here from any portion or provision as may be declared invalid.

SECTION 6. MORE RESTRICTIVE REQUIREMENTS.

If requirements more restrictive than those in this fire code are adopted by the City of San Ramon, the Town of Danville, or the County of Contra Costa, those requirements will apply only within the jurisdiction adopting those requirements.

SECTION 7. EFFECTIVE DATE.

This Ordinance becomes effective on January 1, 2026, or 30 days after passage, whichever is later. Within 15 days of passage, this Ordinance shall be published once in the East Bay Times, a newspaper published in this County. This Ordinance shall be published in a manner satisfying the requirements of Government Code Section 25124, with the names of supervisors voting for and against it.

Docusign Envelope ID: 670863BC-DFD3-4E67-8D66-D5BBE5744D69

Passed and Adopted on NOVEMBER 19, 2025 by the following roll call vote:

AYES: CREAN, KERR, LEE, PARKER, STAMEY
NOES: NONE
ABSENT: NONE

DATED: NOVEMBER 19, 2025

Signed by:
Matt Stamey
0A6E00FD2CC6425...
Matt Stamey
President, Board of Directors

ATTEST:

Signed by:
Stephanie Brendlen
41C3A3F37BD54B3...
Stephanie Brendlen
District Counsel/District Clerk

APPROVED AS TO CONTENT:

DocuSigned by:
Paige Meyer
F5CC8122F442487...
Paige Meyer
Fire Chief

APPROVED AS TO FORM:

Signed by:
Stephanie Brendlen
41C3A3F37BD54B3...
Stephanie Brendlen
District Counsel/District Clerk

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

FINDINGS IN SUPPORT OF AMENDMENTS TO THE 2025 CALIFORNIA BUILDING STANDARDS CODE, TITLE 24, PART 9, CALIFORNIA FIRE CODE

The California Building Standards Commission has adopted and published the 2025 California Fire Code. The purpose of the code is to regulate and govern the safeguarding of life and property from fire and explosion hazards arising from the storage, handling, and use of hazardous substances, materials, and devices, and conditions hazardous to life or property in the occupancy of buildings and premises.

Health and Safety Code section 13869.7, 17958.5, and 18941.5 authorize a local jurisdiction to modify or change the statewide codes and establish more restrictive building standards if the jurisdiction finds that the modifications and changes are reasonably necessary because of local climatic, geological, or topographical conditions.

Ordinance No. 2025-40 adopts the 2025 California Fire Code and amends it to address local conditions. Pursuant to Sections 13869.7, 17958.5, and 17958.7 of the Health and Safety Code, the San Ramon Valley Fire Protection District Board of Directors finds that the more restrictive standards contained in Ordinance No. 2025-40 are reasonably necessary because of certain local climatic, geological, and topographic conditions that are described below.

Climatic

Precipitation and Relative Humidity

Conditions

Precipitation ranges from 15 to 24 inches per year with an average of approximately 20 inches per year. Ninety-six (96) percent falls during the months of October through April and four (4) percent from May through September. This is a dry period of at least five (5) months each year. Additionally, the area is subject to occasional drought. Relative humidity remains in the middlerange most of the time. It ranges from twenty-five (25) to sixty-five (65) percent during spring, summer, fall, and from sixty (60) to ninety (90) percent in the winter. It occasionally falls as low as ten (10) percent.

Impact

Locally experienced dry periods cause extreme dryness of untreated wood shakes and shingles on buildings and non-irrigated grass, brush, and weeds, which are often near buildings with wood roofs and sidings. Such dryness causes these materials to ignite very readily and burn rapidly and intensely. Because of dryness, a rapidly burning grass fire or exterior building fire can quickly transfer to other buildings by means of radiation or flying brands, sparks, and embers. A small fire can rapidly grow to a magnitude beyond the control capabilities of the Fire District resulting in an excessive fire loss.

Temperature

Conditions

Temperatures have been recorded as high as 114° F. Average summer highs are in the 90°F range,with average maximums of 105° F.

Impact

High temperatures cause rapid fatigue and heat exhaustion of firefighters, hereby reducing their effectiveness and ability to control large building and wildland fires. Another impact from high temperatures is that combustible building material and non-irrigated weeds, grass, and brush are preheated, thus causing these materials to ignite more readily and burn more rapidly and intensely. Additionally, the resultant higher temperature of the atmosphere surrounding the materials reduces the effectiveness of the water being applied to the burning materials. This requires that more water be applied, which in turn requires more Fire District resources to control a fire on a hot day. High temperatures directly contribute to the rapid growth of fires to an intensity and magnitude beyond the control capabilities of the Fire District.

Winds

Conditions

Prevailing winds in the area are from the south or southwest in the mornings and from the northor northwest in the afternoons. However, winds are experienced from virtually every direction at one time or another. Velocities are generally in the teens to twenty mph ranges, gusting to twenty-five (25) to forty-five (45) mph. At mid-elevations forty (40) to fifty (50) mph winds are common and winds up to fifty-five (55) mph have been registered locally. During the winter half of the year, strong, dry, gusty winds from the north move through the area for several days creating extremely dry conditions.

Impact

Winds such as those experienced locally can and do cause fires, both interior and exterior, to burn and spread rapidly. Fires involving non-irrigated weeds, grass, and brush will grow in magnitude and be fanned to an intensity beyond the control capabilities of ground forces from the Fire District. When such fires are not controlled, they can extend to nearby buildings, particularly those with untreated wood shakes or shingles.

Winds of the type experienced locally also reduce the effectiveness of exterior water streams used by the Fire District on fires involving large interior areas of buildings, fires which have vented through windows and roofs due to inadequate built-in fire protection and fires involving wood shake and shingle building exteriors. Local winds will continue to be a definite factor towards causing major fire losses to buildings not provided with fire resistive roof and siding materials and buildings with inadequately separated interior areas or lacking automatic fire protection systems.National statistics frequently cite wind conditions, such as those experienced locally, as a major factor where conflagrations have occurred.

Summary

These local climatic conditions affect the acceleration, intensity, and size of fire in the community. Times of little or no rainfall, of low humidity, and high temperatures create extremely hazardous conditions, particularly as they relate to wood shake and shingle roof fires and conflagrations. The winds experienced in this area can have a tremendous impact upon structure fires. During woodshake and shingle roof fires, or exposure fires, winds can carry sparks and burning brands to other structures, thus spreading the fire and causing conflagrations. In building fires, winds can literally force fires back into the building and can create a blow torch effect.

Geological and Topographic

Seismicity

Conditions

The Seismic Design Category found in Contra Costa County varies based on mapped acceleration parameters and risk category of a structure. In general, Seismic Design Category inContra Costa County are D or E for risk category I, II, or III structures and D or F risk category IV structures.

Contra Costa County is near the San Andreas Fault and contains all or portions of the Hayward, Calaveras, Concord, Antioch, Mt. Diablo, and other lesser faults. A 4.1 earthquake with its epicenter in Concord occurred in 1958, and a 5.4 earthquake with its epicenter also in Concord occurred in 1955. The Concord and Antioch faults have a potential for a Richter 6 earthquake and the Hayward and Calaveras faults have the potential for a Richter 7 earthquake. Minor tremblers from seismic activity are not uncommon in the area.

Interstate 680 runs the length of the San Ramon Valley to Interstate 580 in Alameda County. The interstate divides the valley into a west and east side. Through the valley, the interstate is trans-versed by 8 underpasses and 7 overcrossings. An overpass or undercrossing collapse would significantly alter the response route and time of responding emergency equipment. This is due to limited crossings of the interstate and that the valley has only one surface street, which runs parallel to the interstate which, would be congested during a significant emergency.

Earthquakes of the magnitude experienced locally can cause major damage to electrical transmission facilities, which, in turn, cause power failures while at the same time starting fires throughout the Fire District. The occurrence of multiple fires will quickly deplete existing fire department resources; hereby reducing and/or delaying their response to any given fire.

Additionally, without electrical power, elevators, smoke management systems, lighting systems, alarm systems, and other electrical equipment urgently needed for building evacuation and fire control in large buildings would be inoperative, thereby resulting in loss of life and/or major firelosses in such buildings.

Impact

A major earthquake could severely restrict the response of the Fire District and its capability to control fires involving buildings of wood frame construction, with ordinary wood shake and shingle exteriors, or with large interior areas not provided with automatic smoke and fire control systems.

Soils

Conditions

The area is replete with various soils, which are unstable, clay loam and alluvial fans being predominant. These soil conditions are moderately to severely prone to swelling and shrinking, are plastic, and tend to liquefy.

Throughout the San Ramon Valley, the topography and development growth has created a network of older, narrow roads. These roads vary from gravel to asphalt surface and vary in percent of slope, many exceeding twenty (20) percent. Several of these roads extend up through the winding passageways in the hills providing access to remote, affluent housing subdivisions. The majority of these roads are private with no established maintenance program. During inclement weather, these roads are subject to rock and mudslides, as well as down trees, obstructing all vehicle traffic. It is anticipated that during an earthquake, several of these roads would be impassable.

Examples:

1. Roundhill Estates in Alamo - access restricted for fire equipment due to road grade and width.
2. West hillside area in Danville and Alamo would restrict access for Station's 31, 32, and 33.
3. Tassajara Valley and Morgan Territory roads would restrict access for Station's 30, 35, 36 and 37.

Topographic

Conditions

Vegetation

Highly combustible dry grass, weeds, and brush are common in the hilly and open space areas adjacent to built-up locations six (6) to eight (8) months of each year. Many of these areas frequently experience wildland fires, which threaten nearby buildings, particularly those with wood roofs or sidings. This condition can be found throughout the District, especially in those developed and developing areas of the District.

Surface Features

The arrangement and location of natural and manmade surface features, including hills, creeks, canals, freeways, housing tracts, commercial development, fire stations, streets, and roads, combine to limit feasible response routes for Fire District resources in and to District areas.

Buildings, Landscaping and Terrain

Many of the "newer" large buildings and building complexes have building access and landscaping features and designs, which preclude or greatly limit any approach or operational access to them by Fire District vehicles. In addition, the presence of security gates and roads of inadequate width and grades which are too steep for Fire District vehicles adversely affect fire suppression efforts.

When Fire District vehicles cannot gain access to buildings involved with fire, the potential for complete loss is realized. Difficulty reaching a fire site often requires that fire personnel both in numbers and in stamina. Access problems often result in severely delaying, misdirecting, or making impossible fire and smoke control efforts.

Impact

The above local geological and topographical conditions increase the magnitude, exposure, accessibility problems, and fire hazards presented to the San Ramon Valley Fire Protection District. Fire following an earthquake has the potential of causing greater loss of life and damage than the earthquake itself. Hazardous materials, particularly toxic gases, could pose the greatest threat to the largest number, should a significant seismic event occur. Public Safety resources would have to be prioritized to mitigate the greatest threat and may likely be unavailable for smaller single dwelling or structure fires.

Other variables may tend to intensify the situation:

1. The extent of damage to the water system.
2. The extent of isolation due to bridge and/or freeway overpass collapse.
3. The extent of roadway damage and/or amount of debris blocking the roadways.
4. Climatic conditions (hot, dry weather with high winds).
5. Time of day will influence the amount of traffic on roadways and could intensify the riskto life during normal business hours.
6. The availability of timely mutual aid or military assistance.
7. The large portion of dwellings with wood shake or shingles coverings could result in conflagrations.

Summary

Local climatic, geologic, and topographic conditions impact fire prevention efforts, and the frequency, spread, acceleration, intensity, and size of fire involving buildings in this community. Further, they impact potential damage to all structures from earthquake and subsequent fire. An example of this was the October 17, 1989, Loma Prieta earthquake measuring 6.9 on the San Andreas fault centered near Santa Cruz, caused one residential fire and numerous commercial buildings to have damage.

CONTRA COSTA COUNTY MODIFICATIONS TO
SAN RAMON VALLEY FIRE PROTECTION DISTRICT ORDINANCE NO. 2025-40

1. § 102 – Applicability. This section is modified to clarify that it does not mandate the performance or non-performance of any act by the County and its planning agency, officers, and employees, and to clarify that the District has no legal authority to prescribe the governmental discretion and actions of the County and its officers and employees. County staff is hereby directed to cooperate to the greatest reasonable extent (subject to applicable County and State rules and regulations) with the District concerning the subjects of this section and District Ordinance No. 2025-40.

2. § 114 – Stop Work Order. This section is modified to clarify that it does not mandate the County building inspector or other County official or agency to issue any stop work orders or to perform or not perform any act, and with this clarification is the same as § 102 above.

3. § 503 – Fire Apparatus Access Roads. This section is modified to clarify that nothing in it shall prevent the County from legislating, taking administrative action, or occupying this area of regulation to the extent allowed by law. This modification is made to retain the County's ability to require uniform unincorporated area regulations and standards related to public road improvements, widths, and access.

4. § 505 – Premises Identification. This section is modified to clarify that the County fully retains its authority pursuant to law to determine unincorporated area street names and addresses.

5. § 507 – Fire Protection Water Supplies. This section is modified to clarify that nothing in it shall prevent the County from legislating, taking administrative action, or occupying this area of regulation to the extent allowed by law. This modification is made to retain the County's ability to require uniform unincorporated area regulations and standards related to the provision of water for domestic use.

6. Section 3 – Repeal of Fire Code. This section is modified to clarify that District Ordinance No. 2025-40 supersedes Contra Costa County Ordinance No. 2025-14 only with respect to those portions of the District located within the unincorporated area of Contra Costa County.

7. Modified Ordinance Ratification. In ratifying District Ordinance No. 2025-40, the Board of Supervisors has not reviewed and passed upon any "Findings of Necessity" that may have been prepared by the District, nor has it reviewed and passed upon the scope of the District's Health and Safety Code regulatory authority.

8. Enforcement. The Chief of the San Ramon Valley Fire Protection District is authorized to enforce San Ramon Valley Fire Protection District Ordinance No. 2025-40 within those portions of the District located within the unincorporated area of Contra Costa County. (Health and Saf. Code, § 13869.7(h)(1)(A).)

Docusign Envelope ID: A2188273-DDA0-4039-A8EF-178AC582B1AD

ORDINANCE No. 2025-41

WILDLAND-URBAN INTERFACE CODE

AN ORDINANCE OF THE SAN RAMON VALLEY FIRE PROTECTION DISTRICT ADOPTING THE PROVISIONS CONTAINED IN THE 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24 PART 7) WITH AMENDMENTS.

The Board of Directors of the San Ramon Valley Fire Protection District ordains as follows:

SECTION 1. ADOPTION OF THE CALIFORNIA WILDLAND-URBAN INTERFACE CODE.

The San Ramon Valley Fire Protection District hereby adopts the 2025 California Wildland-Urban Interface Code (California Code of Regulations, Title 24, Part 7 [based on the 2024 International Wildland-Urban Interface Code by the International Code Council]), including Chapters 1 – 7 and Appendix A, Appendix B, Appendix C, Appendix F, Appendix G, and Appendix H as amended by the changes, additions, and deletions set forth in this Ordinance No 2025-41 ("Ordinance"). The California Wildland-Urban Interface Code, with the changes, additions, and deletions set forth this Ordinance, is adopted by this reference as though fully set for in this Ordinance. As of the effective date of this Ordinance, the provisions of the Wildland-Urban Interface Code are controlling and enforceable within the limits of the San Ramon Valley Fire Protection District.

SECTION 2. AMENDMENTS TO THE CALIFORNIA WILDLAND-URBAN INTERFACE CODE.

The 2025 California Wildland-Urban Interface Code is amended by the changes, additions, and deletions set forth in this Section. Chapter and Section numbers used below are those of the 2025 California Wildland-Urban Interface Code.

Section 1.1 – General

Section 1.1.2 is amended to read:

1.1.2 Purpose

The purpose of this code is to establish minimum requirements to reduce the likelihood of life and property loss due to a wildfire through the use of performance and prescriptive requirements for construction and development in all Fire Hazard Severity Zones in State Responsibility Areas (SRA) and Local Responsibility Areas (LRA) designated as a Very High and High Fire Hazard Severity Zone, increase the ability of buildings located in any Fire Hazard Severity Zone within State Responsibility Areas (SRA), Local Responsibility Area (LRA), or Wildland-Urban Interface (WUI) Areas to resist the intrusion of flames or burning embers projected by a vegetation fire, and contribute to a systematic reduction in conflagration losses and reduce the likelihood of life and property loss due to a wildfire.

Docusign Envelope ID: A2188273-DDA0-4039-A8EF-178AC582B1AD

Chapter 1. Scope and General Requirements

Section 101.1 is amended to read:

101.1 Title. These regulations shall be known as the California Wildland-Urban Interface Code of San Ramon Valley Fire Protection District, hereinafter referred to as "this code."

Section 101.5 is amended to read:

101.5 Additions or alterations. Additions or alterations shall be permitted to be made to any building or structure without requiring the existing building or structure to comply with all the requirements of this code, provided that the addition or alteration conforms to that required for a new building or structure.
EXCEPTIONS:

1. Provisions of this code that specifically apply to existing conditions are retroactive.
2. Substantial addition or alteration to any building or structure will require the existing building or structure to comply with all the requirements of this code.

Additions or alterations shall not be made to an existing building or structure that will cause the existing building or structure to be in violation of any of the provisions of this code nor shall such additions or alterations cause the existing building or structure to become unsafe. An unsafe condition shall be deemed to have been created if an addition or alteration will cause the existing building or structure to become structurally unsafe or overloaded; will not provide adequate access in compliance with the provisions of this code or will obstruct existing exits or access; will create a fire hazard; will reduce required fire resistance or will otherwise create conditions dangerous to human life.

Chapter 2. Definitions.

Section 202 is amended by adding the following definitions to that section:

SUBSTANTIAL ADDITION (a). The addition of new gross floor area exceeds 50 percent of the existing gross floor area and the total new gross floor area is 5,000 square feet or greater.

SUBSTANTIAL ADDITION (b). The addition of new gross floor area exceeds 1,000 square feet and the total new gross floor area is 8,000 square feet or greater

SUBSTANTIAL ALTERATION. Where 50 percent or greater of the linear length of the wall of the building (exterior and interior) and 50 percent of the roof are removed or replaced within a one-year period.

Docusign Envelope ID: A2188273-DDA0-4039-A8EF-178AC582B1AD

Chapter 5. Special Building Construction Regulations

Section 508 is added to read:

508.1 Non-Combustible Fences with Wildland-Urban Interface Fire Areas.

508.1 **Scope.**
Unless an exception applies, new residential subdivisions must satisfy the requirements of Sections 508.2 and 508.3, if the subdivision meets both of the following criteria: (a) the subdivision includes 30 or more dwelling units; and (b) any portion of the subdivision is located within or abuts a designated Wildland-Urban Interface Area.

508.2 General Requirement.
All fencing regulated by this section shall be constructed of non-combustible materials, or materials approved for a minimum one-hour fire-resistance rating. For purposes of this requirement, fencing includes fence posts, rails, pickets, panels, post caps, gates, decorative features, and appurtenances.

508.3 Location.

1. If any portion of a lot is located within a Wildland-Urban Interface Area, all perimeter fencing within that lot, all fencing separating that lot from each adjacent lot, and all fencing within 30 feet of a structure on that lot or an adjacent lot shall comply with Section 508.2.
2. Any fencing that abuts a Wildland-Urban Interface Area shall comply with Section 508.2, even if the lot on which the fencing is located is not within a Wildland-Urban Interface Area.
3. Any fencing located within five feet of a structure must comply with Section 508.2, regardless of whether any portion of the lot is located within or adjacent to a Wildland-Urban Interface Area.

Exceptions:

1. Agricultural or open-space fencing (such as barbed wire, welded wire, or similar non-combustible designs) as approved by the Authority Having Jurisdiction (AHJ).
2. Temporary fencing for construction or erosion control, provided it is removed within 180 days.

SECTION 3. VALIDITY.

The San Ramon Valley Fire Protection District Board of Directors declares that if any section, paragraph, sentence, or word of this Ordinance or of the 2025 California Fire code as adopted and amended herein is declared for any reason to be invalid, it is the intent of the San Ramon Valley Fire Protection District Board of Directors that it would have passed all other portions or provisions of this Ordinance independent of the elimination here from any portion or provision as may be declared invalid.

SECTION 4. MORE RESTRICTIVE REQUIREMENTS.

If requirements more restrictive than those in this fire code are adopted by the City of San Ramon, the Town of Danville, or the County of Contra Costa, those requirements will apply only within the jurisdiction adopting those requirements.

Docusign Envelope ID: A2188273-DDA0-4039-A8EF-178AC582B1AD

SECTION 5. EFFECTIVE DATE.

This Ordinance becomes effective on January 1, 2026, or 30 days after passage, whichever is later. Within 15 days of passage, this Ordinance shall be published once in the East Bay Times, a newspaper published in this County. This Ordinance shall be published in a manner satisfying the requirements of Government Code Section 25124, with the names of supervisors voting for and against it.

Passed and Adopted on NOVEMBER 19, 2025 by the following roll call vote:

AYES: CREAN, KERR, LEE, PARKER, STAMEY
NOES: NONE
ABSENT: NONE

DATED: NOVEMBER 19, 2025

Signed by:
Matt Stamey
0A6E00FD2CC6425...
Matt Stamey
President, Board of Directors

ATTEST:

Signed by:
Stephanie Brendlen
41C3A3F37BD54B3...
Stephanie Brendlen
District Counsel/District Clerk

APPROVED AS TO CONTENT:

DocuSigned by:
Paige Meyer
F5CC8122F442487...
Paige Meyer
Fire Chief

APPROVED AS TO FORM:

Signed by:
Stephanie Brendlen
41C3A3F37BD54B3...
Stephanie Brendlen
District Counsel/District Clerk

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

FINDINGS IN SUPPORT OF AMENDMENTS TO THE 2025 CALIFORNIA BUILDING STANDARDS CODE, TITLE 24, PART 7, CALIFORNIA WILDLAND-URBAN INTERFACE CODE

The California Building Standards Commission has adopted and published the 2025 California Wildland-Urban Interface Code. The purpose of this code is to establish minimum requirements to reduce the likelihood of life and property loss due to a wildfire through the use of performance and prescriptive requirements for construction and development in all Fire Hazard Severity Zones in State Responsibility Areas (SRA) and Local Responsibility Areas (LRA) designated as a Very High and High Fire Hazard Severity Zone; increase the ability of buildings located in any Fire Hazard Severity Zone within State Responsibility Areas (SRA), Local Responsibility Area (LRA), or Wildland-Urban Interface (WUI) Areas to resist the intrusion of flames or burning embers projected by a vegetation fire; and contribute to a systematic reduction in conflagration losses and reduce the likelihood of life and property loss due to a wildfire.

Health and Safety Code section 13869.7, 17958.5, and 18941.5 authorize a local jurisdiction to modify or change the statewide codes and establish more restrictive building standards if the jurisdiction finds that the modifications and changes are reasonably necessary because of local climatic, geological, or topographical conditions.

Ordinance No. 2025-41 adopts the 2025 California Wildland-Urban Interface Code and amends it to address local conditions. Pursuant to Sections 13869.7, 17958.5, and 17958.7 of the Health and Safety Code, the San Ramon Valley Fire Protection District Board of Directors finds that the more restrictive standards contained in Ordinance No. 2025-41 are reasonably necessary because of certain local climatic, geological, and topographic conditions that are described below.

Climatic

Precipitation and Relative Humidity

Conditions

Precipitation ranges from 15 to 24 inches per year with an average of approximately 20 inches per year. Ninety-six (96) percent falls during the months of October through April and four (4) percent from May through September. This is a dry period of at least five (5) months each year. Additionally, the area is subject to occasional drought. Relative humidity remains in the middle range most of the time. It ranges from twenty-five (25) to sixty-five (65) percent during spring, summer, fall, and from sixty (60) to ninety (90) percent in the winter. It occasionally falls as low as ten (10) percent.

Impact

Locally experienced dry periods cause extreme dryness of untreated wood shakes and shingles on buildings and non-irrigated grass, brush, and weeds, which are often near buildings with wood roofs and sidings. Such dryness causes these materials to ignite very readily and burn rapidly and intensely.

Because of dryness, a rapidly burning grass fire or exterior building fire can quickly transfer to other buildings by means of radiation or flying brands, sparks, and embers. A small fire can rapidly grow to a magnitude beyond the control capabilities of the Fire District resulting in an excessive fire loss.

Temperature

Conditions

Temperatures have been recorded as high as 114° F. Average summer highs are in the 90°F range,with average maximums of 105° F.

Impact

High temperatures cause rapid fatigue and heat exhaustion of firefighters, hereby reducing their effectiveness and ability to control large building and wildland fires. Another impact from high temperatures is that combustible building material and non-irrigated weeds, grass and brush are preheated, thus causing these materials to ignite more readily and burn more rapidly and intensely. Additionally, the resultant higher temperature of the atmosphere surrounding the materials reduces the effectiveness of the water being applied to the burning materials. This requires that more water be applied, which in turn requires more Fire District resources to control a fire on a hot day. High temperatures directly contribute to the rapid growth of fires to an intensity and magnitude beyond the control capabilities of the Fire District.

Winds

Conditions

Prevailing winds in the area are from the south or southwest in the mornings and from the north or northwest in the afternoons. However, winds are experienced from virtually every direction at one time or another. Velocities are generally in the teens to twenty mph ranges, gusting to twenty-five (25) to forty-five (45) mph. At mid-elevations forty (40) to fifty (50) mph winds are common and winds up to fifty-five (55) mph have been registered locally. During the winter half of the year, strong, dry, gusty winds from the north move through the area for several days creating extremely dry conditions.

Impact

Winds such as those experienced locally can and do cause fires, both interior and exterior, to burn and spread rapidly. Fires involving non-irrigated weeds, grass, and brush will grow in magnitude and be fanned to an intensity beyond the control capabilities of ground forces from the Fire District. When such fires are not controlled, they can extend to nearby buildings, particularly those with untreated wood shakes or shingles.

Winds of the type experienced locally also reduce the effectiveness of exterior water streams used by the Fire District on fires involving large interior areas of buildings, fires which have vented through windows and roofs due to inadequate built-in fire protection, and fires involving wood shake and

shingle building exteriors. Local winds will continue to be a definite factor towards causing major fire losses to buildings not provided with fire resistive roof and siding materials and buildings with inadequately separated interior areas or lacking automatic fire protection systems.National statistics frequently cite wind conditions, such as those experienced locally, as a major factor where conflagrations have occurred.

Summary

These local climatic conditions affect the acceleration, intensity, and size of fire in the community. Times of little or no rainfall, of low humidity, and high temperatures create extremely hazardous conditions, particularly as they relate to wood shake and shingle roof fires and conflagrations. The winds experienced in this area can have a tremendous impact upon structure fires. During woodshake and shingle roof fires, or exposure fires, winds can carry sparks and burning brands to other structures, thus spreading the fire and causing conflagrations. In building fires, winds can literally force fires back into the building and can create a blow torch effect.

Geological and Topographic

Seismicity

Conditions

The Seismic Design Category found in Contra Costa County varies based on mapped acceleration parameters and risk category of a structure. In general, Seismic Design Category in Contra Costa County are D or E for risk category I, II, or III structures and D or F risk category IV structures.

Contra Costa County is near the San Andreas Fault and contains all or portions of the Hayward, Calaveras, Concord, Antioch, Mt. Diablo, and other lesser faults. A 4.1 earthquake with its epicenter in Concord occurred in 1958, and a 5.4 earthquake with its epicenter also in Concord occurred in 1955. The Concord and Antioch faults have a potential fora Richter 6 earthquake and the Hayward and Calaveras faults have the potential for a Richter 7 earthquake. Minor tremblers from seismic activity are not uncommon in the area.

Interstate 680 runs the length of the San Ramon Valley to Interstate 580 in Alameda County. The interstate divides the valley into a west and east side. Through the valley, the interstate is transversed by 8 underpasses and 7 overcrossings. An overpass or undercrossing collapse would significantly alter the response route and time of responding emergency equipment. This is due to limited crossings of the interstate and that the valley has only one surface street, which runs parallel to the interstate which, would be congested during a significant emergency.

Earthquakes of the magnitude experienced locally can cause major damage to electrical transmission facilities, which, in turn, cause power failures while at the same time starting fires throughout the Fire District. The occurrence of multiple fires will quickly deplete existing fire department resources; hereby reducing and/or delaying their response to any given fire.

Additionally, without electrical power, elevators, smoke management systems, lighting systems, alarm systems, and other electrical equipment urgently needed for building evacuation and fire control in large buildings would be inoperative, thereby resulting in loss of life and/or major firelosses in such buildings.

Impact

A major earthquake could severely restrict the response of the Fire District and its capability to control fires involving buildings of wood frame construction, with ordinary wood shake and shingle exteriors, or with large interior areas not provided with automatic smoke and fire control systems.

Soils

Conditions

The area is replete with various soils, which are unstable, clay loam and alluvial fans being predominant. These soil conditions are moderately to severely prone to swelling and shrinking, are plastic, and tend to liquefy.

Throughout the San Ramon Valley, the topography and development growth has created a network of older, narrow roads. These roads vary from gravel to asphalt surface and vary in percent of slope, many exceeding twenty (20) percent. Several of these roads extend up through the winding passageways in the hills providing access to remote, affluent housing subdivisions. The majority of these roads are private with no established maintenance program. During inclement weather, these roads are subject to rock and mudslides, as well as down trees, obstructing all vehicle traffic. It is anticipated that during an earthquake, several of these roads would be impassable.

Examples:

1. Roundhill Estates in Alamo - access restricted for fire equipment due to road grade and width.
2. West hillside area in Danville and Alamo would restrict access for Station's 31, 32, and 33.
3. Tassajara Valley and Morgan Territory roads would restrict access for Station's 30, 35, 36 and 37.

Topographic

Conditions

Vegetation

Highly combustible dry grass, weeds, and brush are common in the hilly and open space areas adjacent to built-up locations six (6) to eight (8) months of each year. Many of these areas frequently experience wildland fires, which threaten nearby buildings, particularly those with wood roofs or sidings. This condition can be found throughout the District, especially in those developed and developing areas of the District.

Surface Features

The arrangement and location of natural and manmade surface features, including hills, creeks, canals, freeways, housing tracts, commercial development, fire stations, streets, and roads, combine to limit feasible response routes for Fire District resources in and to District areas.

Buildings, Landscaping and Terrain

Many of the "newer" large buildings and building complexes have building access and landscaping features and designs, which preclude or greatly limit any approach or operational access to them by Fire District vehicles. In addition, the presence of security gates and roads of inadequate width and grades which are too steep for Fire District vehicles adversely affect fire suppression efforts.

When Fire District vehicles cannot gain access to buildings involved with fire, the potential for complete loss is realized. Difficulty reaching a fire site often requires that fire personnel both in numbers and in stamina. Access problems often result in severely delaying, misdirecting, or making impossible fire and smoke control efforts.

Impact

The above local geological and topographical conditions increase the magnitude, exposure, accessibility problems, and fire hazards presented to the San Ramon Valley Fire Protection District. Fire following an earthquake has the potential of causing greater loss of life and damage than the earthquake itself. Hazardous materials, particularly toxic gases, could pose the greatest threat to the largest number, should a significant seismic event occur. Public Safety resources would have to be prioritized to mitigate the greatest threat and may likely be unavailable for smaller single dwelling or structure fires.

Other variables may tend to intensify the situation:

1. The extent of damage to the water system.
2. The extent of isolation due to bridge and/or freeway overpass collapse.
3. The extent of roadway damage and/or amount of debris blocking the roadways.
4. Climatic conditions (hot, dry weather with high winds).
5. Time of day will influence the amount of traffic on roadways and could intensify the risk to life during normal business hours.
6. The availability of timely mutual aid or military assistance.
7. The large portion of dwellings with wood shake or shingles coverings could result in conflagrations.

Summary

Local climatic, geologic, and topographic conditions impact fire prevention efforts, and the frequency, spread, acceleration, intensity, and size of fire involving buildings in this community. Further, they impact potential damage to all structures from earthquake and subsequent fire. An example of this was the October 17, 1989, Loma Prieta earthquake measuring 6.9 on the San Andreas fault centered near Santa Cruz, caused one residential fire and numerous commercial buildings to have damage.

CONTRA COSTA COUNTY MODIFICATIONS TO
SAN RAMON VALLEY FIRE PROTECTION DISTRICT ORDINANCE NO. 2025-41

1. § 102 – Applicability. This section is modified to clarify that it does not mandate the performance or non-performance of any act by the County and its planning agency, officers, and employees, and to clarify that the District has no legal authority to prescribe the governmental discretion and actions of the County and its officers and employees. County staff is hereby directed to cooperate to the greatest reasonable extent (subject to applicable County and State rules and regulations) with the District concerning the subjects of this section and District Ordinance No. 2025-41.

2. § 113 – Stop Work Order. This section is modified to clarify that it does not mandate the County building inspector or other County official or agency to issue any stop work orders or to perform or not perform any act, and with this clarification is the same as § 102 above.

3. § 403 – Access. This section is modified to clarify that nothing in it shall prevent the County from legislating, taking administrative action, or occupying this area of regulation to the extent allowed by law. This modification is made to retain the County's ability to require uniform unincorporated area regulations and standards related to public road improvements, widths, and access.

4. § 403.2 – Signing and Building Numbering. This section is modified to clarify that the County fully retains its authority pursuant to law to determine unincorporated area street names and addresses.

5. § 404 – Water Supply. This section is modified to clarify that nothing in it shall prevent the County from legislating, taking administrative action, or occupying this area of regulation to the extent allowed by law. This modification is made to retain the County's ability to require uniform unincorporated area regulations and standards related to the provision of water for domestic use.

6. Section 4 – More Restrictive Requirements. Theis section is modified to clarify that District Ordinance No. 2025-41 supersedes Contra Costa County Ordinance No. 2025-15 only with respect to those portions of the District located within the unincorporated area of Contra Costa County.

7. Modified Ordinance Ratification. In ratifying District Ordinance No. 2025-41, the Board of Supervisors has not reviewed and passed upon any "Findings of Necessity" that may have been prepared by the District, nor has it reviewed and passed upon the scope of the District's Health and Safety Code regulatory authority.

8. Enforcement. Except as otherwise provided for in this section, the Chief of the San Ramon Valley Fire Protection District is authorized to enforce San Ramon Valley Fire Protection District Ordinance No. 2025-41 within those portions of the District located within the unincorporated area of Contra Costa County. (Health and Saf. Code, § 13869.7(h)(1)(A).) The Contra Costa County Building Official is authorized to enforce Chapter 5 (Special Building Construction Regulations) of the 2025 California Wildland-Urban Interface Code within those portions of the District located within the unincorporated area of Contra Costa County. (Health and Saf. Code, § 13869.7(h)(1)(B).)

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2025-415 **Agenda Date:** 12/16/2025 **Agenda #:** C.39.

To: **Board of Supervisors**

From: Monica Nino, County Administrator

Report Title: Resolution approving the Side Letter between Contra Costa County and the Physicians' and Dentists' Organization of Contra Costa

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT a Resolution approving the Side Letter between Contra Costa County and the Physicians' and Dentists' Organization of Contra Costa (PDOCC) modifying Section 32.4 - Duration of Agreement of the Memorandum of Understanding to extend the contract from November 30, 2025 through December 31, 2025.

FISCAL IMPACT:

This action has no fiscal impact.

BACKGROUND:

This Side Letter extends the current Memorandum of Understanding from November 30, 2025 through December 31, 2025, to allow both parties to work together to negotiate an agreement.

CONSEQUENCE OF NEGATIVE ACTION:

Members will continue working under an expired contract.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF

The Side Letter Agreement between the County of Contra Costa and the Physicians' and Dentists' Organization of Contra Costa, extending the duration of the current Memorandum of Understanding. The Contra Costa County Board of Supervisors acting solely in its capacity as the governing board of the County of Contra Costa.

NOW, THEREFORE, BE IT RESOLVED

Effective October 31, 2025, the attached Side Letter of Agreement dated November 07, 2025, between the County of Contra Costa and the Physicians' and Dentists' Organization of Contra Costa, be ADOPTED.

SIDE LETTER AGREEMENT
Duration of Agreement

This Side Letter is by and between the County of Contra Costa ("County") and the Physicians' and Dentists' of Contra Costa ("PDOCC") and is effective upon approval of the Board of Supervisors.

This Side Letter modifies Section 32.4 Duration of Agreement of the Memorandum of Understanding (MOU) (November 1, 2022 – November 30, 2025) between the County and PDOCC by extending the current MOU from November 30, 2025 to December 31, 2025. The parties acknowledge that proper written notice was provided to commence negotiations for a successor MOU as required by Section 32.4.

The effect of this Side Letter is that all other terms and conditions of the MOU are extended accordingly for the new term of the MOU between the County and PDOCC (November 1, 2022 – December 31, 2025). This extension agreement is made without prejudice to PDOCC's bargaining demands that the terms and duration of the new MOU be made effective to November 1, 2025.

Date: 11/25/2025

Contra Costa County: *(Signature / Printed Name)*	**PDOCC:** *(Signature / Printed Name)*
David Sartuk	David MacDonald
	William Corman William Corman
/	/
/	/
/	/
/	/

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5289 **Agenda Date:** 12/16/2025 **Agenda #:** C.40.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: ADOPT Ordinance No. 2025-22 amending the County Ordinance Code to exempt from the merit system the new classification of Procurement Director-Exempt

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Ordinance No. 2025-22 amending the County Ordinance Code to exempt from the merit system the new classification of Procurement Director-Exempt.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
The Public Works Department includes the Purchasing Services Division which provides procurement services to all County Departments. The Procurement Services Manager-Exempt currently leads the Purchasing Services Division and reports to a Deputy Public Works Director-Exempt who is also assigned to work with other divisions within the Public Works Department.

The Public Works Department is requesting the creation of a new classification titled "Procurement Director-Exempt" to lead and support centralized purchasing services for County operations. The Director will be responsible for providing policy guidance and administration, recommending improvements to streamline processes, and providing leadership to implement changes. The current Procurement Services Manager-Exempt will report to this new classification which will be organizationally in-line with the Deputy Public Works Directors and report directly to the Public Works Director.

CONSEQUENCE OF NEGATIVE ACTION:
The County ordinance code will not be amended to reflect the new classification of Procurement Director-Exempt.

ORDINANCE NO. 2025-22

(Exclude from the Merit System the new classification of Procurement Director-Exempt.)

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION I: Section 33-5.347 of the County Ordinance Code is amended to exclude from the merit system the new classification of Procurement Director-Exempt and to read as follows:

33-5.347 Public works.

(a) The public works director is excluded and is appointed by the board.

(b) The chief deputy public works director is excluded and is appointed by the public works director.

(c) The deputy public works directors are excluded and are appointed by the public works director.

(d) The transportation program manager-exempt is excluded and is appointed by the public works director.

(e) The real estate manager-exempt is excluded and is appointed by the public works director.

(d) The capital projects division manager-exempt is excluded and is appointed by the public works director.

(e) The procurement services manager-exempt is excluded and is appointed by the public works director.

(f) The procurement director-exempt is excluded and is appointed by the public works director.

(Ord. Nos. 2025-22 §1, 12-16-2025; 2014-01 § I,12-10-13; 2003-13 § 1; 81-70 § 2, 81-32 § I[20]: see Chap. 24-22, Str. & Hwys. C. § 2006, Govt. C. §§ 27550 & 24300, etc.).

//

//

//

//

SECTION II: EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days of passage shall be published once with the names of the supervisors voting for and against it in the _____, a newspaper published in this County.

PASSED ON _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: MONICA NINO, Clerk of
the Board of Supervisors and County Administrator

By:_____ _____
Deputy Board Chair

[SEAL]

ORDINANCE NO. 2025-22

(Exclude from the Merit System the new classification of Procurement Director-Exempt.)

The Contra Costa County Board of Supervisors ordains as follows (omitting the parenthetical footnotes from the official text of the enacted or amended provisions of the County Ordinance Code):

SECTION I: Section 33-5.347 of the County Ordinance Code is amended to exclude from the merit system the new classification of Procurement Director-Exempt and to read as follows:

33-5.347 Public works.

(a) The public works director is excluded and is appointed by the board.

(b) The chief deputy public works director is excluded and is appointed by the public works director.

(c) The deputy public works directors are excluded and are appointed by the public works director.

(d) The transportation program manager-exempt is excluded and is appointed by the public works director.

(e) The real estate manager-exempt is excluded and is appointed by the public works director.

(d) The capital projects division manager-exempt is excluded and is appointed by the public works director.

(e) The procurement services manager-exempt is excluded and is appointed by the public works director.

(f) The procurement director-exempt is excluded and is appointed by the public works director.

(Ord. Nos. 2025-22 §1, 12-16-2025; 2014-01 § I,12-10-13; 2003-13 § 1; 81-70 § 2, 81-32 § I[20]: see Chap. 24-22, Str. & Hwys. C. § 2006, Govt. C. §§ 27550 & 24300, etc.).

//

//

//

//

SECTION II: EFFECTIVE DATE. This ordinance becomes effective 30 days after passage, and within 15 days of passage shall be published once with the names of the supervisors voting for and against it in the _____, a newspaper published in this County.

PASSED ON _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: MONICA NINO, Clerk of
the Board of Supervisors and County Administrator

By:_____ _____
Deputy Board Chair

[SEAL]

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5290 **Agenda Date:** 12/16/2025 **Agenda #:** C.41.

To: Board of Supervisors

From: Thomas L. Geiger, County Counsel

Report Title: Contract with Baker & O'Brien, Inc. to provide refining industry analyses in connection with refinery property tax appeals

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the County Counsel, or designee, to execute on behalf of the County, a contract with Baker & O'Brien, Inc., in an amount not to exceed $600,000 to provide refining industry analyses in connection with refinery property tax appeals, for the period from January 1, 2026 through December 31, 2026.

FISCAL IMPACT:

100% General Fund. The cost of this contract will be partially offset by revenue generated by Property Tax Administration Charges.

BACKGROUND:

Baker & O'Brien, Inc. is a consultant for refinery industry analyses and provides the County with specialized consulting services with respect to the refining industry and refineries in defending actual and anticipated assessment appeals, which challenge the valuations of the taxable property of refineries in Contra Costa County. These appeals typically place several billion dollars of valuation in issue. Assistance is required because valuations of refineries are highly technical, requiring specialized knowledge that only industry experts have. The Assessor concurs with and supports this recommendation.

CONSEQUENCE OF NEGATIVE ACTION:

If the contract is not approved, there is a greatly increased possibility of very significant but presently unquantifiable impacts due to adverse decisions by the Assessment Appeals Board on large refinery valuation disputes.

cc: Monica Nino, County Administrator; Rebecca Hooley, Assistant County Counsel; Joanne Bohren, Auditor-Controller; Peter Yu, Assessor's Office

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5291 **Agenda Date:** 12/16/2025 **Agenda #:** C.42.

To: Board of Supervisors

From: Thomas L. Geiger, County Counsel

Report Title: Public report of litigation settlement agreements that became final during the period November 1, 2025, through November 30, 2025.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

RECEIVE public report of litigation settlement agreements that became final during the period November 1, 2025, through November 30, 2025.

FISCAL IMPACT:

Settlement amounts are listed below.

BACKGROUND:

Two agreements to settle pending litigation, as defined in Government Code section 54956.9, became final during the period November 1, 2025, through November 30, 2025.

Maria Paz Gamez v. Marie Elena Lopez, et al., Contra Costa County Superior Court, Case No. C21-00847: On September 16, 2025, the Board of Supervisors approved a settlement in this personal injury case. The Board approved the settlement for $62,000 in closed session by a vote of 5-0. The settlement agreement was fully executed on November 18, 2025. The funding source is the Risk Management Liability Internal Service Fund.

In Re Nikita Hughes: On July 8, 2025, the Board of Supervisors approved a settlement in this employment matter. The Board approved the settlement for $160,000 in closed session by a vote of 5-0. The settlement agreement was fully executed on November 3, 2025. The funding source is the Hospital Enterprise Fund.

CONSEQUENCE OF NEGATIVE ACTION:

The report would not be accepted.

cc: Monika L. Cooper, Assistant County Counsel; Karen Caoile, Director of Risk Management

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5292 **Agenda Date:** 12/16/2025 **Agenda #:** C.43.

To: Board of Supervisors

From: Thomas L. Geiger, County Counsel

Report Title: Sixth Amendment to Delta Counties Coalition Legal Services Contract with Soluri Meserve, A Law Corporation

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the County Counsel, or designee, to execute, a sixth amended and restated legal services contract, effective December 9, 2025, among Soluri Meserve, a Law Corporation, and the Counties of Contra Costa, Solano, and San Joaquin, to pay the firm an amount not to exceed $67,500 in each of 2026, 2027, and 2028, for a total contract payment limit of $659,000, for the firm's legal work for the Delta Counties Coalition through December 31, 2028.

FISCAL IMPACT:

Water Agency funds will be used to pay Contra Costa's share of attorney's fees and expenses charged by the firm, not to exceed $22,500 annually, for Delta Counties Coalition legal work through December 31, 2028.

BACKGROUND:

Osha Meserve of the law firm Soluri Meserve has represented the Counties of Contra Costa, Sacramento, San Joaquin, and Solano on Delta Counties Coalition matters, including non-litigation legal and policy matters connected with the State's proposed Delta Conveyance Project. Contra Costa, San Joaquin, and Solano Counties contract with the firm under this legal services contract; Sacramento County has a separate contract with the firm. Both contracts include terms governing the division of the firm's fees among all four agencies when the firm performs work on behalf of the DCC counties.

This sixth amended and restated legal services contract among the firm and Contra Costa, San Joaquin, and Solano Counties includes the following changes: extends the contract termination date from December 31, 2025, to December 31, 2028; increases the contract payment limit from $456,500, to a new payment limit of $659,000, with an annual payment limit of $67,500 for each calendar year the contract is in effect; adjust the firm's scope of work; and beginning January 1, 2026, increases partners' and associate attorneys' hourly rates by $25, from $250 for partners and $200 for associates, to new rates of $275 for partners and $225 for associates (hourly rates for paralegals and law clerks remain unchanged, at $125 per hour and $75 per hour, respectively).

Water Agency staff recommends approving the amendment to ensure the firm can continue to representing these four Delta Counties Coalition counties through December 31, 2028.

CONSEQUENCE OF NEGATIVE ACTION:

The current legal services contract would expire on December 31, 2025.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5293 **Agenda Date:** 12/16/2025 **Agenda #:** C.44.

To: Board of Supervisors

From: Diana Becton, District Attorney

Report Title: Purchase Order and Related Software License Agreement with Magnet Forensics, LLC.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the District Attorney, a purchase order and related license agreement with Magnet Forensics, LLC in an amount not to exceed $21,475 for data extraction forensic software licenses used in criminal investigations for the period January 1, 2026 through December 13, 2026.

FISCAL IMPACT:
Approval of this action will result in expenditures up to $21,475 which have been included in the Department's FY25-26 Budget.

BACKGROUND:
The District Attorney's Office uses the Magnet Forensics system as a forensic tool to extract data from suspects' cell phones to be used in criminal investigations and prosecutions. The Magnet Forensics system can extract data from unlocked and locked phones and handsets. The system filters important data that the DA's Investigation teams need to review, reducing the overall time to locate, recover and collect evidence.

Approval of the purchase order and related Software License Agreement will allow the District Attorney's Office to continue using this tool to support these critical investigative and trial preparation functions. This Software License Agreement includes a limitation of liability and indemnification under which the County agrees to hold Magnet Forensics, LLC harmless from any claims arising out of the performance under this agreement.

CONSEQUENCE OF NEGATIVE ACTION:
Without executing the Purchase Order and related Software License Agreement with Magnet Forensics, LLC, the District Attorney's Office cannot continue to utilize the forensic tool needed for criminal investigative and prosecution purposes.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5294 **Agenda Date:** 12/16/2025 **Agenda #:** C.45.

To: Board of Supervisors

From: Diana Becton, District Attorney

Report Title: Purchase Order and Related Software License Agreement with Cellebrite, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent or designee to execute, on behalf of the District Attorney, a purchase order and related license agreement with Cellebrite, Inc., in an amount not to exceed $153,091 for accessing software licenses to unlock smartphones for investigative purposes, for the period December 1, 2025 through November 26, 2028.

FISCAL IMPACT:
Approval of this action will result in expenditures of up to $153,091 over three fiscal years and is 100% funded by the County General Fund, of which $49,600 is budgeted in FY 2025-26, $50,500 will be budgeted in FY2026-27, and $52,991 will be budgeted in FY2027-28.

BACKGROUND:
The District Attorney's Office utilizes Cellebrite, Inc., a provider of digital forensics technology, to support investigative efforts involving mobile devices. Cellebrite, Inc.'s platform enables authorized personnel to securely access and analyze data from locked cell phones that is relevant to investigations. Additionally, the software organizes and presents information in a clear and readable format, which assists prosecutors in case preparation and courtroom proceedings.

The Software License Agreement includes a limitation of liability and indemnification clause, under which the County agrees to hold Cellebrite, Inc., harmless from any claims arising out of the performance under this agreement.

CONSEQUENCE OF NEGATIVE ACTION:
Without executing the Purchase Order and related Software License Agreement with Cellebrite, Inc., the District Attorney's Office will be unable to use a powerful software essential for investigations and courtroom proceedings.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5275 **Agenda Date:** 12/16/2025 **Agenda #:** C.46.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Continuation of Emergency Order

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
CONTINUE the emergency action taken by the Board of Supervisors on November 4, 2025, regarding the issue of disruption of funding for the CalFresh program, known federally as the Supplemental Nutrition Food Assistance Program (SNAP), and retain $21,000,000 in reserve as recommended by the Employment and Human Services Director.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
On November 4, 2025, the Board of Supervisors adopted Resolution No. 2025-386 proclaiming a local emergency caused by the disruption of funding for CalFresh food assistance benefits, including the activation of County disaster service workers; and allocating up to $21,000,000 from the General Fund and in the following order to purchase debit cards for distribution to CalFresh eligible households for the month of November 2025; directing the County Administrator, or designee to prepare a Budget Amendment to effectuate the final allocation decision of the Board of Supervisors; authorizing the distribution of debit cards to November CalFresh Eligible Households and authorize the Employment and Human Services Director to execute a related contract amendment; directing the Employment and Human Services Director to report to the Board of Supervisors, within 60 days, on the need for continuing the local emergency; and providing additional direction to staff on steps to mitigate the disruption of funding for CalFresh food assistance benefits..

California ultimately successfully issued all November CalFresh benefits by November 10, although recipients scheduled for issuance November 1-6 did not receive their benefits until November 7. The Employment & Human Services Department (EHSD) did not issue any debit cards. In a partnership to deliver immediate food resources, the Food Bank of Contra Costa delivered 9,328 food boxes to seven EHSD and Contra Costa Health locations.

Due to the ongoing uncertainty at the federal level about funding for SNAP administration, it is appropriate for the Board to continue the declaration of a local emergency and hold the $21,000,000 in reserve for expeditious action if necessary.

While federal funding for SNAP benefits was extended through September 30, 2026, by the U.S. Congress, the situation remains unstable. For example, on December 2, 2025, USDA Secretary Rollins indicated that SNAP funds may be withheld from states that do not share recipient personally identifiable information with the Department of Agriculture. For now, the indication is that this would affect administrative and not recipient payments; however, it would be cautious to retain the entire $21,000,000 for extenuating circumstances that may develop.

CONSEQUENCE OF NEGATIVE ACTION:
Contra Costa County may not be able to quickly respond to federal actions that threaten SNAP benefits.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5276 **Agenda Date:** 12/16/2025 **Agenda #:** C.47.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Contract 20-736-0 Seneca Family of Agencies

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with Seneca Family of Agencies, in an amount not to exceed $710,375 to provide Transitional Aged Youth Supportive Services to eligible current and former foster youth for the period November 1, 2025, through October 31, 2026.

FISCAL IMPACT:

100% State Housing Community Development allocation which is budgeted in FY 25-26.

BACKGROUND:

The Employment and Human Services Department (EHSD), Children and Family Services (CFS) Bureau has current and former foster youth ages 18 to 25 that need additional services and supports beyond what is currently available to increase resilience, help achieve successful independence and help remove housing insecurity barriers. Supportive services would include one-to-one counseling and supports life coaching, educational/vocational guidance, household management, and navigating available resources. These services build on the strengths of each individual young adult and are tailored to address their unique and changing needs.

The Contract with Seneca Family of Agencies is being secured as a Single Source pilot contract that leverages the current Wraparound service model, methodologies and staffing currently provided by Seneca for CFS youth and families under Contract #20-578. Should the pilot produce improved outcomes for enrolled participants, EHSD CFS will assess funding availability and options, for potential program expansion via a formal solicitation in alignment with County policy.

CHILDREN'S IMPACT STATEMENT:

This Contract supports all five (5) of Contra Costa County's community outcomes of the Children's Report Card", (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable

and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families".

CONSEQUENCE OF NEGATIVE ACTION:
The County will have an increased number of Transitional Aged Youth entering adulthood that are not prepared to handle the social, behavioral and emotional needs to help achieve successful independence and secure and maintain permanent housing.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5277 **Agenda Date:** 12/16/2025 **Agenda #:** C.48.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Workforce Development Board (WDB) - 18-420-8 Oakland Private Industry Council, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment, effective December 1, 2025, with the Oakland Private Industry Council, Inc., to increase the payment limit by $106,544 to a new payment limit of $929,471, to provide administrative and operational support to the East Bay Planning Unit, and to extend the Contract term from December 31, 2025 to December 31, 2026.

FISCAL IMPACT:

100% Federal Workforce Innovation and Opportunity Act (WIOA) funds which are budgeted for FY 25/26. Catalog of Federal Domestic Assistance # 17.258, 17.259, 17.278.

BACKGROUND:

Oakland Private Industry Council, Inc. employs, supervises and provides employer of record services for EASTBAY Works (EBW), who will provide direct coordination and system building services to the East Bay Regional Planning Unit (EBRPU)/EBW: provides contracting and payment for staff travel, communications, supplies, phone, and resource development as determined necessary by the Workforce Development Boards of Contra Costa County (WDB); maintains EBW Job Seeker 800 phone number; provides and maintains technology support for EBW website; and provides administrative and operational support to EBRPU/EBW. Costs are split amongst the four (4) Regional Planning Unit members: WDB, Alameda County, City of Oakland, and City of Richmond.

On June 25, 2024, the Board of Supervisors approved extending the contract to December 31, 2025; some funds were also added at that time.

CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support all five of Contra Costa County's community outcomes: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3)"Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and

Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families."

CONSEQUENCE OF NEGATIVE ACTION:

The County, through the Employment and Human Services Department's WDB, will not meet the requirements of the WIOA legislation, nor will they benefit from economies of scale and resource leveraging to carry out responsibilities on behalf of the EBRPU.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5278 **Agenda Date:** 12/16/2025 **Agenda #:** C.49.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Contract amendment 19-743-21 Liberty Union High School District

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Liberty Union High School District, to increase the payment limit by $50,000 in an amount not to exceed $450,000 to cover the costs of district wide salary increases and program costs for the Vocational and Academic Skills Training for Welfare-to-Work participants with no changes to the original term ending June 30, 2026.

FISCAL IMPACT:

100% Federal to be funded by California Work Opportunity and Responsibility to Kids (CalWORKs) Single Allocation; 100% budgeted in 25-26.

BACKGROUND:

Employment and Human Services Department (EHSD) provides countywide employment skills training and individual education planning for CalWORKs Welfare-to-Work (WTW) participants through the Finding Opportunities Careers for Ultimate Self-Sufficiency and Career Connections Programs. These services are currently administered by Liberty Adult Education as an integral part of the CalWORKs WTW Program. These courses are designed to provide assistance to families with the goal of obtaining employment and becoming self -sufficient.

On May 5, 2024, the Board approved the initial Contract. This amendment will increase the payment limit by $50,000; all other terms will not change. This vendor was selected per procurement requirements outlined in Administrative Bulletin 600.3.

CONSEQUENCE OF NEGATIVE ACTION:

Contra Costa County will not be able to continue to provide these services through Liberty Adult Education to CalWORKs WTW participants.

CHILDREN'S IMPACT STATEMENT:

The services provided under this contract three of five of Contra Costa County's community outcomes: (3) "Families that are Economically Self Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families."

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5279 **Agenda Date:** 12/16/2025 **Agenda #:** C.50.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: 40-476-1 CareAcademy.co, Inc. Purchase Order

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Employment and Human Services Department Director, a Purchase Order with CareAcademy.co, Inc., in an amount not to exceed $15,084 for a subscription agreement to provide access to online caregiver education and courses for the period April 1, 2025, through March 31, 2028.

FISCAL IMPACT:

100% State; $5,028 of which is budgeted for FY 25-26, $5,028 will be budgeted for FY 26-27 and $5,028 will be budgeted for FY 27-28.

BACKGROUND:

CareAcademy is the preferred vendor for the Employment and Human Services Department (EHSD) In-Home Supportive Services Public Authority. Through a subscription agreement with EHSD on behalf of the In-Home Supportive Services Public Authority, CareAcademy.co, Inc. (CareAcademy) will provide access to the CareAcademy training website. The website services are for online education videos and training services for In-Home Supportive Services providers that care for In-Home Supportive Services consumers. In-Home Supportive Services Public Authority will notify providers of the availability of the website and access information.

CareAcademy conducts ongoing research that measures caregivers' knowledge, care experience, and turnover and retention metrics. Certificate trainings are also available. This Advanced Package subscription is for the period April 1, 2025, through March 31, 2028, and includes access to CareAcademy's core class list, as well as Registered Nurse/Occupational Therapist/Physical Therapist Continuing Education Units Library, Federal Home Health Aide Certification, Advanced Disease Certifications, customized curriculum by caregiver group and multi-site support for up to 50 caregivers. The subscription service website is available 24 hours a day, seven days a week. The cost is $5,028 per year. The Entity Subscription Agreement includes mutual indemnification provisions based on notice, control and assistance, as well as a limitation of liability provision capping damages at the amount of fees paid in the 12 months prior to the event rise to the claim.

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, families will remain at risk and encounter limited to no options for caregiver training.

CHILDREN'S IMPACT STATEMENT:

This agreement/contract supports all five of the community outcomes established in the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3)"Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families," by supporting staff working directly with families and children.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5280 **Agenda Date:** 12/16/2025 **Agenda #:** C.51.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: CFS - Non-Financial MOU Renewal #20-493-1 with the Housing Authority of the County of Contra Costa for the Foster Youth to Independence Voucher

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a non-financial Memorandum of Understanding with the Housing Authority of the County of Contra Costa to support and administer the Foster Youth to Independence Voucher Program for the period July 1, 2026 through June 30, 2029.

FISCAL IMPACT:

This is a nonfinancial agreement, no fiscal impact.

BACKGROUND:

Through the Foster Youth to Independence (FYI) initiative announced in 2019, the U.S. Department of Housing and Urban Development (HUD) allows Public Housing Agencies (PHAs) to partner with Public Child Welfare Agencies (PCWAs) to request targeted Housing Choice Vouchers (HCVs) to serve eligible youth with a history of child welfare involvement that are homeless or at risk of being homeless. Per HUD Notice PIH 2023-04, issued March 15, 2023, PHAs applying for FYI voucher assistance must have a partnership agreement with the PCWA which may take the form of a Memorandum of Understanding (MOU).

The FYI Program provides eligible emancipated foster youth ages 18 up to 25, an opportunity to apply for and receive a housing voucher to secure stable housing within Contra Costa County for up to 36 months with a possibility of extension to 60 months. To support the FYI Program, HUD requires supportive services be available and offered to applicants receiving an FYI housing voucher. Supportive services include housing navigation, life skills counseling, education, job support, and case management.

Employment and Human Services Department (EHSD) Children and Family Services (CFS) herein identified as the PCWA desires to renew its partnership with the Housing Authority of the County of Contra Costa (HACCC) herein identified as the PHA to continue to support and administer FYI housing vouchers to eligible transitional aged former foster youth in Contra Costa County. EHSD CFS collaborates with the HACCC to administer the FYI Vouchers, in coordination with Contra Costa Health, Housing and Homelessness (H3) as the

local Continuum of Care administrator to deliver housing navigation supportive services under this program and help ensure the necessary supportive services are available to be offered as part of the FYI Program.

This renewal MOU contains insurance language and a mutual indemnification provision whereby both parties agree to defend, indemnify and hold harmless, the officers, employees and agents of the other from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from negligent or intentional acts or omissions.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not be able to administer the FYI Voucher Program and provide housing vouchers and supportive services to eligible transition aged former foster youth thus increasing the number of young adults that are homeless or at risk of being homeless.

CHILDREN'S IMPACT STATEMENT:

The services provided under this MOU supports four of the five community outcomes established in the Children's Report Card: (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5)"Communities that are Safe and Provide a High Quality of Life for Children and Families" by providing housing and supports to assist transitional aged former foster youth to help achieve housing permanency and independence.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5281 **Agenda Date:** 12/16/2025 **Agenda #:** C.52.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: ADMIN - Contract 20-540-0 The Permanente Medical Group, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract with The Permanente Medical Group, Inc., in an amount not to exceed $15,000 for the provision of pre-employment medical examinations for the period December 1, 2025, through November 30, 2028.

FISCAL IMPACT:

54% Federal, 38% State, 8% County General Fund, all of which is budgeted in FY 25-26.

BACKGROUND:

The Employment and Human Services Department seeks to initiate a contract with The Permanente Medical Group, Inc. to conduct pre-employment medical exams for candidates considered for appointment to the positions of Social Service Fraud Prevention Supervisor and Social Service Senior Welfare Fraud Field Investigator. The objective of the pre-placement medical examinations is to ensure that the selected candidates are physically capable of performing their job duties and the individuals with disabilities receive permitted reasonable accommodation to allow them to perform their job duties.

This contract includes modifications to Form P-1 Payment Provisions Penalty for Late Submission (Section 3.) and Audit Exceptions (Section 5.) are deleted.

This contract includes modified indemnification language. Contractor is excluding indemnification for liabilities due to the sole negligence or willful misconduct of County. Contractor also excluded from its indemnification any liability arising as a result of employment related dispute.

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, the County will not be able to use this Contractor for medical examination for the Social Service Fraud Prevention Supervisor and Social Service Senior Welfare Fraud Field Investigator.

CHILDREN'S IMPACT STATEMENT:

This contract supports the fourth of Contra Costa County's community outcomes established by the Children's Report Card: (4) "Families that are Safe, Stable and Nurturing".

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5282 **Agenda Date:** 12/16/2025 **Agenda #:** C.53.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Contract 20-731-0 (Admin-IT) General Datatech, LP

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a Software and Services Agreement with General DataTech, Limited Partnership, in an amount not to exceed $419,531 for the purchase and installation of ServiceNow's Contract Management Pro to introduce advanced automated contract requisition capabilities for the period December 1, 2025 though November 30, 2028.

FISCAL IMPACT:

54% Federal, 38% State, 8% County General Fund, of which 75% is budgeted in FY25/26, and 25% will be budgeted in FY26/27.

BACKGROUND:

The objective of this Software and Services Agreement (SSA) is to deliver professional services and licenses for transitioning from our current manual contract generation system to ServiceNow's cloud-based Contract Management Pro (CMP) system. This upgrade aims to introduce advanced automated contract requisition capabilities essential for managing the considerable volume of contracts required by EHSD to serve the department effectively. The anticipated result of this SSA is a fully operational, high-capacity, and high-speed system that can adequately support our Contract Unit's needs.

The Board previously approved a contract on January 10, 2023, (C.45) with General Datatech (GDT) for the acquisition and implementation of ServiceNow ITSM. This new contract with GDT aims to extend the current ServiceNow implementation to include ServiceNow's Contract Management Pro (CMP). The CMP licenses are being purchased through GDT, an authorized re-seller, as part of this contract and those licenses are subject to ServiceNow's Public Section Subscription Terms of Service, which include a limitation of liability that caps ServiceNow's liability at the amount of fees paid in the 12 months prior to any claim arising. This vendor was selected in accordance with procurement requirements specified in Administrative Bulletin 600.3.

CONSEQUENCE OF NEGATIVE ACTION:

EHSD may not be able to support the expected volume of contracts which will inhibit staff 's ability to provide services to our clients.

CHILDREN'S IMPACT STATEMENT:

This agreement/contract supports all five of the community outcomes established in the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood";(3)"Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families," by supporting staff working directly with families and children.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5283 **Agenda Date:** 12/16/2025 **Agenda #:** C.54.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: 18-484-2 Contra Costa Economic Partnership Inc. Amendment

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment, effective January 1, 2026, with Contra Costa Economic Partnership Inc. to increase the payment limit by $200,000, to a new payment limit of $1,030,000, to expand services to include development of a paramedic pre-apprenticeship program, and extend the term from March 31, 2026, to a new term ending December 31, 2027.

FISCAL IMPACT:

The increase is 100% Federally funded by Workforce Innovation and Opportunity Act (WIOA) funding. The total contract is funded 19% with Federal funds and 81% with Federal funds. This is budgeted for FY 2025-26 and will be budgeted in FY 2026-27.

BACKGROUND:

On February 27, 2024, the Board approved item C.50 to execute a contract with Contra Costa Economic Partnership Inc. for the period of March 1, 2024, through March 31, 2026, to support the Healthcare Initiative. On March 28, 2025, the Board approved item C.27 to amend the contract to increase funding to $830,000 to expand services including management of the Healthcare Initiative, coordination with stakeholders, development of training programs for medical assistants, and advancement of the High Road Training Partnership planning grant.

This action seeks to amend the contract to increase the payment limit by $200,000 in Workforce Innovation and Opportunity Act (WIOA) funds, increasing the contract limit to $1,030,000 and extending the term through December 31, 2027, to support development of a paramedic pre-apprenticeship program, Paramedic 4 Equity (P4E), that builds on the success of the County's registered paramedic apprenticeship.

CHILDREN'S IMPACT STATEMENT:

This contract supports all five of Contra Costa County's community outcomes of the Children's Report Card: (1)"Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for

Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable, and Nurturing"; and (5)"Communities that are Safe and Provide a High Quality of Life for Children and Families".

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, the County will be unable to move forward with the paramedic pre-apprenticeship program, P4E. This would delay implementation of a structured on-ramp for emergency medical technician completers into the registered paramedic apprenticeship and limit the County's ability to respond to the workforce needs of healthcare employers.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5284 **Agenda Date:** 12/16/2025 **Agenda #:** C.55.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: 39-584-14 Mount Diablo Unified School District Food Services Agreement

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a revenue agreement with Mount Diablo Unified School District in an amount not to exceed $31,868 for the provision of food services to the Crossroads High School childcare program for the term January 1, 2026, through June 30, 2027.

FISCAL IMPACT:

100% Other (Mount Diablo Unified School District Funds), $10,623 for FY 25-26 and $21,245 for FY 26-27.

BACKGROUND:

This staff report seeks to approve a revenue agreement with the Mount Diablo Unified School District (MDUSD) for the allocation of $31,868.00 to provide food services to the MDUSD Crossroads High School childcare program for the term of January 1, 2026, through June 30, 2027.

To enhance the partnership in childcare services with MDUSD and to support food and nutrition goals within these programs, the County provides daily meals at selected childcare sites to children who are program-eligible and co-enrolled in Early Head Start as well as the Contractor's education programs.

On June 24, 2025, the Board of Supervisors approved item C.50, which authorized the execution of a revenue agreement with MDUSD to accept funds in the amount of $12,650.40 for a term of July 1, 2025, through December 31, 2025. This agreement includes mutual indemnification to hold harmless both parties for any claims arising out of the performance under this agreement.

MDUSD agrees to reimburse the County up to the limits of the Child and Adult Care Food Program (CACFP), for all food service expenses related to the agreement. The program may provide meals at the rate of $2.10 per breakfast and $4.10 per lunch.

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, the County will be unable to provide

food services to its childcare partner.

CHILDREN'S IMPACT STATEMENT:

This agreement supports three of Contra Costa County's community outcomes of the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (3) "Families that are Economically Self-Sufficient"; and (4) "Families that are Safe, Stable and Nurturing."

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5285 **Agenda Date:** 12/16/2025 **Agenda #:** C.56.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: One-Time Stabilization Payment to CCTR and CSPP Childcare Providers

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Auditor-Controller, or designee, to issue certain and specified stabilization payments authorized by the California Department of Social Services and the California Department of Education to six (6) childcare agencies in contract with the County-(1) KinderCare Learning Centers LLC, (2) Orantes, LLC, (3) Little Angels Country School, LLC, (4) San Ramon Valley Unified School District, (5) Richmond Elementary School, and (6) We Care Services for Children -in a total amount not to exceed $69,391.

FISCAL IMPACT:

Approval of this action will result in one-time expenditures in an amount not to exceed $69,391 and will be funded 100% by the State.

BACKGROUND:

The Employment and Human Services Department (EHSD) received notification from the California Department of Social Services (CDSS) on November 13, 2025, regarding Child Care Bulletin (CCB) No. 25-28. This bulletin authorizes licensed Family Child Care Home and Center providers, who serve children enrolled in the General Childcare and Development (CCTR) Program, to receive a one-time stabilization payment based on their enrollment data for the month of April 2025.

The following three (3) childcare centers are eligible to receive a one-time stabilization payment in the amount of $431 for each child enrolled in the CCTR program during April 2025:

1. KinderCare Learning, LLC. - Lone Tree location: not to exceed $862.00
2. KinderCare Learning, LLC. - Mahogany location: not to exceed $6,896.00
3. Orantes, LLC, dba Tiny Toes Preschool and Childcare Center: not to exceed $431.00

The Employment and Human Services Department (EHSD) received notification from the California Department of Education (CDE) on November 20, 2025, regarding Management Bulletin 25-11. This bulletin

authorizes licensed Family Child Care Home and Center providers, who serve children enrolled in the California State Preschool Program (CSPP), to receive a one-time stabilization payment based on their enrollment data for the month of April 2025

The following eight (8) childcare centers are eligible to receive a one-time stabilization payment in the amount of $431 for each child enrolled in the CSPP program during April 2025:

1. KinderCare Learning LLC - Lone Tree location: not to exceed $1,293.00
2. KinderCare Learning, LLC. - Mahogany location: not to exceed $3,448.00
3. Orantes, LLC, dba Tiny Toes Preschool and Childcare Center: not to exceed $5,603.00
4. Little Angels Country School: not to exceed $8,620.00
5. San Ramon Valley Unified School District - Live Oaks location: not to exceed $6,896.00
6. San Ramon Valley Unified School District - Walt Disney location: not to exceed $6,034.00
7. Richmond Elementary School, dba Richmond College Prep School: not to exceed $20,688.00
8. We Care Services for Children: not to exceed $8,620.00

This staff report requests authorization for the Auditor-Controller to distribute one-time payments to these eight (8) licensed childcare centers, who delivered state-subsidized childcare services in April 2025 in accordance with Senate Bill (SB) 151. These payments are classified as out-of-contract allocations and do not require separate authorization to accept the funding.

CONSEQUENCE OF NEGATIVE ACTION:

If this payment is not approved, Contra Costa County will not be in compliance with CDSS and CDE requirements and additional funding for CCTR and CSPP childcare providers in Contra Costa County will be forfeited.

CHILDREN'S IMPACT STATEMENT:

The services provided under this agreement support all five of community outcomes established in the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families," by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5286 **Agenda Date:** 12/16/2025 **Agenda #:** C.57.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: 18-488-1 Contra Costa County with CocoKids, Inc. for Measure X Early Childhood and Education Assistance Program Amendment

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with CocoKids, Inc. to increase the payment limit by $200,000 from $16,535,250 to a new limit of $16,735,250 to expand services to include an Inclusion Family Navigator Program with no change to the term of July 1, 2024, through June 30, 2027.

FISCAL IMPACT:

100% County Measure X of which 100% is budgeted for FY 2025-26.

BACKGROUND:

On July 23, 2024, the Board of Supervisors approved Consent Item C.27 authorizing the Contra Costa County Employment and Human Services Department to enter into Contract 18-488-0 with CocoKids, Inc. to implement Measure X Early Childhood Care and Education Financial Assistance program. This amendment increases the payment limit by $200,000 to augment the services provided to include Inclusion Family Navigation services on a short-term implementation period (Nov. 1, 2025 - June 30, 2026).

CHILDREN'S IMPACT STATEMENT:

This contract supports all five of Contra Costa County's community outcomes of the Children's Report Card: (1) "Children Ready for and Succeeding in School"; (2) "Children and Youth Healthy and Preparing for Productive Adulthood"; (3) "Families that are Economically Self-Sufficient"; (4) "Families that are Safe, Stable, and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families".

CONSEQUENCE OF NEGATIVE ACTION:

Should the proposed action not be approved by the Board of Supervisors, the County will be unable to move

forward with the inclusion-focused Family Navigation services provided by CocoKids, Inc. This could limit the County's ability to adequately address the disparities in accessing childcare for our most vulnerable children with disabilities.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5287 **Agenda Date:** 12/16/2025 **Agenda #:** C.58.

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Report Title: Amendment #38-270-19 Little Angels Country School LLC State Preschool

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment, effective July 1, 2025, with Little Angels Country School LLC to increase the payment limit by $66,240 to a new payment limit of $678,716 to provide additional funding as a result of a rate increase for the Cost of Care Plus Program with no change to the contract period July 1, 2024, through June 30, 2026.

FISCAL IMPACT:
100% State funded (California Department of Education [CDE]), of which $66,240 is budgeted in FY 25/26.

BACKGROUND:
Contra Costa County receives funds from CDE to provide State Preschool services to program eligible County residents. To provide a wider distribution of services to County residents, the County contracts with a number of community-based organizations. This contract with Little Angels Country School LLC provides childcare services for 24 children enrolled in the childcare program. This vendor was selected per procurement requirements outlined in Administrative Bulletin 600.3.

The last Board approval for this contract was on October 22, 2024 (C.38), for the 24/26 Fiscal Year.

On July 8, 2025, EHSD received official notification from CDE stating that "Childcare centers not represented by Child Care Providers United (CCPU) or covered by the Memorandum of Understanding (MOU) would receive an updated Cost of Care Plus rate. According to Welfare and Intuitions Code (WIC) section 10277.2, as amended by Senate Bill (SB) 120, centers shall receive the increased Cost of Care Plus payment commencing July 1, 2025, and through June 30, 2026."

This action seeks to approve a contract amendment to increase the Cost of Care Plus rate from $211 to $230 per child enrolled each month. The new total payment limit is $678,715.20, with no change to the contract term.

CONSEQUENCE OF NEGATIVE ACTION:
County will not be able to fund childcare slots for its community-based agency partner, Little Angels Country

School LLC.

CHILDREN'S IMPACT STATEMENT:
This amendment supports one (1), three (3), and four (4) of Contra Costa County's community outcomes of the Children's Report Card": (1) "Children Ready for and Succeeding in School"; (3) "Families that are Economically Self-Sufficient"; and (4) "Families that are Safe, Stable and Nurturing".

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5288 **Agenda Date:** 12/16/2025 **Agenda #:** C.59.

To: Board of Supervisors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: Blanket Purchase Order Amendment for L.N. Curtis

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
Acting as the governing Board of the Contra Costa County Fire Protection District, RATIFY the Fire Chief's execution of the Participating Addendums with L.N. Curtis totaling $3,500,000 for the purchase of firefighting and rescue tools (including HazMat equipment), self-contained breathing apparatus and breathing air systems, and firefighting personal protective equipment for the period September 1, 2024 through December 31, 2025; and

Acting as the governing Board of the Contra Costa County Fire Protection District, APPROVE and AUTHORIZE the Purchasing Agent or designee, to execute, on behalf of the Fire Chief, a blanket purchase order amendment with L.N. Curtis to increase the payment limit by $5,000,000 for a new payment limit of $8,500,000 for the purchase of firefighting and rescue tools (including HazMat equipment), self-contained breathing apparatus and breathing air systems, and firefighting personal protective equipment, and extend the termination date from December 31, 2025 to March 27, 2028; and

Acting as the governing Board of the Contra Costa County Fire Protection District, APPROVE and AUTHORIZE the Purchasing Agent or designee, to execute, on behalf of the Fire Chief, amendments to the Participating Addendums with L.N. Curtis for the purchase of firefighting and rescue tools (including HazMat equipment), self-contained breathing apparatus and breathing air systems, and firefighting personal protective equipment, increasing the payment limits of each participating addendum and extending the term of each participating addendum, both as reflected in the change to the blanket purchase order with L.N. Curtis.

FISCAL IMPACT:
Budgeted. 100% CCCFPD General Operating Fund.

BACKGROUND:
On October 8, 2024, the Contra Costa County Fire Protection District's Board of Directors approved a purchase order with L.N. Curtis. The purchase order was for the purpose of covering three separate Participating Addendums entered between the Fire District and L.N. Curtis through the Sourcewell cooperative purchasing program, of which the Fire District is a member. Each of the Participating Addendums were subject to the terms and conditions of the related Sourcewell Master Contract. At the time, the Fire District had not been advised that Participating Addendums associated with purchase orders should be explicitly identified in Board

actions. After consultation with County Counsel, the District has revised its internal procedures and now includes reference to all relevant participating addendums in staff reports.

The Fire District now seeks approval to ratify the prior executed agreements and amend the Participating Addendums and purchase order to increase the payment limit and extend the term of the original blanket purchase order with L.N. Curtis. This approval is necessary for the Fire District to maintain the ability to procure necessary firefighting and HazMat equipment.

L.N. Curtis is the primary distributor of fire, rescue, and emergency response equipment in California, providing many specialized products essential for the Fire District's operations. To support emergency operations and the delivery of fire and rescue services to the public, timely access to specialized equipment is critical.

Pursuant to the approved 2024 purchase order and payment limit, the Fire District has separately entered into three Participating Addendums with L.N. Curtis for personal protective equipment, firefighting and rescue tools (including HazMat equipment), and self-contained breathing apparatus and breathing air systems.

CONSEQUENCE OF NEGATIVE ACTION:
If these amendments are not approved, the District will experience operational delays while seeking alternate suppliers that meet required fire service standards.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5300 **Agenda Date:** 12/16/2025 **Agenda #:** C.60.

To: Board of Directors

From: Dr. Grant Colfax, Health Services Director

Report Title: Amendment #74-657-2 with California Mental Health Services Authority (CalMHSA)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Amendment #74-657-2 with California Mental Health Services Authority (CalMHSA), a California joint powers agency, effective December 16, 2025, to amend Participation Agreement (County Contract #74-657, as amended by County Contract #74-567-1 (Amendment No. 1)), to increase the payment limit by $226,526 from $4,570,830 to a new payment limit of $4,797,356, to participate in CalMHSA's contract with Streamline Healthcare Solutions, LLC, in additional program offerings, for a hosted mental health services electronic healthcare record system with no change in the term ending March 20, 2029.

FISCAL IMPACT:
This Amendment will result in additional contractual service expenditures of up to $226,526 over a 3-year period and will be funded as budgeted by the department in FY's 2025-29 100% by Alcohol and Other Drug Services (AODS). (No rate increase)

BACKGROUND:
This Amendment (Amendment No. 2) meets the California Department of Health Care Services-mandated payment reform requirements of California Advancing and Innovating Medi-Cal (CalAIM) which the County must meet by providing SmartCare Base, a semi-statewide hosted, mental health services enterprise health record system provided by Streamline Healthcare Solutions, LLC, to act as a catalyst for better use of data to drive performance outcomes. SmartCare Base is a fully integrated, web-based Electronic Health Records (EHR) system designed for program, billing, and revenue management to support core business requirements and address all regulatory requirements specific to the State of California by establishing consistent workflows, configuration, and functionality. Contra Costa Health Services' implementation of SmartCare Base focused on AODS healthcare providers and organizations that offer psychiatric inpatient, outpatient, residential and community-based programs. SmartCare Base includes (but is not limited to) clinical and administrative functionality for client intake and registration, individual care planning, prescription medication orders, document management, compliance monitoring, and productivity and outcomes measurement tools. In addition, SmartCare Base meets the requirements of Medi-Cal and includes the ability to capture data, transmit and monitor the submission process, provide reporting capabilities, check or confirm Medi-Cal Eligibility, Treatment Authorization Request (TAR) creation and submission, as well as Medi-Cal, required elements for proper claim submission.

To govern this program, CalMHSA entered into a Master Services Agreement (MSA) with Streamline Healthcare Solutions, LLC., dated March 20, 2022, and terminating on March 20, 2029, that includes the option to extend the MSA for up to three (3) additional one (1) year periods.

On October 25, 2022, the Board of Supervisors approved County Contract #74-657 with CalMHSA in an amount not to exceed $4,570,830, for the County to participate in CalMHSA's contract with Streamline Healthcare Solutions, LLC a semi-statewide hosted AODS enterprise health records software system for the period October 25, 2022, through March 20, 2029, under which the parties executed a Participation Agreement (PA) allowing the County to receive the software and services contracted by CalMHSA under the MSA. Under the PA, CalMHSA will invoice the County for the services, and CalMHSA shall make payments to Streamline therefor, on the County's behalf, as set forth in the Order Form between Streamline and CalMHSA for the services the County is to receive. The County may extend PA to reflect any extensions of the MSA. Under the PA, Streamline's liability is limited to $10 million except with respect to breaches of data or death or bodily injury.

On November 29, 2023, AODS Division Director executed Agreement No.: 1683-HER-2022-CCC-A1 (Amendment No. 1) with CalMHSA for the purchase of professional services to implement the Single Sign On (SAML) solution and reallocate funds ($4,600) from Participant Contingency Budget (Exhibit D-1) to Participant-Specific Committed Funding (Exhibit C-1).

Approval of this Contract Amendment #74-657-2 updates the Business Associate Agreement appended to the Contract, incorporates additional programmatic purchase(s), removes certain subscriptions, and allows the Contractor to provide additional services through March 20, 2029.

CONSEQUENCE OF NEGATIVE ACTION:
If this Amendment is not approved, the County will be unable to participate in additional programming regarding CalAIM-required payment reform, disallowing its ability to bill for some AODS services risking millions of dollars in CCH revenue and putting patient care in jeopardy.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5301 **Agenda Date:** 12/16/2025 **Agenda #:** C.61.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Purchase Order with Transport Products Unlimited, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, a purchase order with Transport Products Unlimited, Inc. in an amount not to exceed $32,942 and rental contract for the rental of a refrigerated container for Contra Costa Regional Medical Center (CCRMC) for the period from December 1, 2025 through November 30, 2028.

FISCAL IMPACT:
Approval of this action will result in expenditures of up to $32,942 over a three-year period and will be funded by Hospital Enterprise Fund I revenues.

BACKGROUND:
Transport Products Unlimited, Inc. provides CCRMC with a refrigerated 20-foot storage container. This container is essential for storing critical pharmacy and laboratory supplies and increasing. Many of these items require temperature control to maintain sterility and meet regulatory standards. Heat and humidity can damage medical supplies, blood collection equipment and tubing can become unsterile, and adhesive labels may fail, causing mislabeling or identification errors. The refrigerated container provides additional secure, climate-controlled storage. It helps the Laboratory Department comply with Food and Drug Administration (FDA), Centers for Disease Control and Prevention (CDC), and Joint Commission requirements. It also ensures supplies remain ready during emergencies, disasters, or supply chain delays, and provides an effective option for increasing CCRMC's limited storage capacity. Continued rental is necessary to protect supply integrity and support safe patient care.

The terms and conditions of the lease contract with Transport Products Unlimited, Inc. (TPU) provides that, from the time the County takes delivery until the return of the containers, the County is responsible for all risks, including loss and damage associated with the use and transport of the containers. TPU shall not be held liable for any loss or damage to the property of the County or others, nor for any personal injuries. Additionally, the County agrees to indemnify TPU for any losses related to the containers and for all damages resulting from premature redeliveries. This purchase is being justified via sole source.

CONSEQUENCE OF NEGATIVE ACTION:
If this action is not approved, CCRMC may face significant challenges, including the risk of compromised supply integrity, non-compliance with regulatory requirements, and potential disruptions to patient care due to

inadequate storage conditions.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5302 **Agenda Date:** 12/16/2025 **Agenda #:** C.62.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #23-824-1 with Canto, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the County an Order Form and Amendment (County Contract Amendment #23-824-1) with Canto, Inc., a corporation, in an amount not to exceed $39,900, to provide hosted digital asset management software for Contra Costa Health's (CCH) communication office, for the period from September 25, 2025 through September 25, 2027.

FISCAL IMPACT:
This Contract Amendment will result in contractual service expenditures of up to $39,900 over a 2-year period and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:
This Contract Amendment meets the needs of the County by providing a centralized content library for digital assets such as photos, videos, graphic design work, etc., enhancing the speed and efficiency with which the department can respond to requests concerning these assets and manage its public-facing website. CCH's communication office utilizes this Software as a Service (SaaS) platform to assist in the daily workflow regarding the creation of web, social media, and other digital assets. The platform is also utilized to store and archive digital public records, including approximately 3,600 (approx. 32GB of data) from a decommissioned website used by CCHS during the COVID-19 pandemic emergency response period.

Canto has been providing its digital asset management data base SaaS to the County under this Contract since August 2023. CCH will monitor measurable service contract deliverables regarding CCH's access to the software maintenance and support services in compliance with Section III(B)(7) of County Purchasing Policy. CCH Personnel approved this Contract to ensure no conflict with labor relations. This Contract is entered into per Section III (B)(2)(b) of County Purchasing Policy, with the Division securing a minimum of three (3) proposals through an informal bid process.

On September 12, 2023, the Board of Supervisors approved Contract #23-824 in an amount not to exceed $40,000 to provide digital asset management software for Contra Costa Health's Communication Office for the period September 25, 2023, through September 24, 2025, allowing the parties to execute the Digital Asset Management Software as a Service Agreement and Order Form for the implementation, administration, and use of the platform, giving the County right to access and use the SaaS. Under the Contract the County is obligated to indemnify Canto, Inc., for claims arising out of County's breach of the agreement; third party claims that

County Content infringes on any third party's intellectual property rights; or County's gross negligence or willful misconduct, and limits Canto's liability to an amount not to exceed the amount paid in the twelve months preceding such claim.

Approval of this renewal Order Form and Amendment (County Contract Amendment #23-824-1) will allow the Contractor to provide additional SaaS through September 25, 2027. This Contract delay was due to extended negotiations between Contractor and Division.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, it will impede the archiving and storage of historical documents and prevent the Department from storing its digital assts for us in its public communications work, negatively affecting the efficiency of that work.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5303 **Agenda Date:** 12/16/2025 **Agenda #:** C.63.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Purchase Order with Sanofi Pasteur, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, a purchase order with Sanofi Pasteur Inc., in an amount not to exceed $650,000 for the purchase of vaccines and injectable medications for the Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers, for the period from January 1, 2026 through December 31, 2026.

FISCAL IMPACT:
Approval of this action will result in expenditures of up to $650,000 and will be funded by Hospital Enterprise Fund I revenues.

BACKGROUND:
Sanofi Pasteur Inc. furnishes pharmaceuticals for patient care provided in the hospital and clinics. These vaccines and other injectable medications are essential for patient care. Sanofi is the maker of critical injectables for the hospital including Insulin for Type I and Type II diabetic patients, vaccines, and different immune globulin formulations including Intravenous Immune Globulin (IVIG), a life-saving medication used to treat primary immunodeficiency to reduce the risk of infection in individuals with poorly functioning immune systems. IVIG is also used to increase platelets (blood clotting cells) in people with idiopathic thrombocytopenic purpura (ITP) and to prevent aneurysms caused by a weakening of the main artery in the heart associated with Kawasaki syndrome.

On October 21, 2025 the Board of Supervisors approved agenda item C.53 to execute an amendment to purchase order #31625 with Sanofi Pasteur Inc., to increase the payment limit by $150,000 to a new amount not to exceed $725,000 for the purchase of vaccines and injectable medications at CCRMC and Health Centers, with no change in the original term of January 1, 2025 through December 31, 2025. On November 25, 2025, the Purchasing Agent approved the continued use of Sanofi Pasteur Inc.

CONSEQUENCE OF NEGATIVE ACTION:
If this action is not approved, we will not be able to provide needed vaccines and other pharmaceutical products to our patient population at CCRMC and Health Centers. As part of our responsibility as a health care organization, we must provide needed vaccinations to our patient population in order to prevent disease, as well as prevent the spread of disease.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5304 **Agenda Date:** 12/16/2025 **Agenda #:** C.64.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Purchase Order with Hyland Software, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, (1) a purchase order with Hyland Software, Inc. in an amount not to exceed $8,527 for the acquisition of medical imaging software licenses to support imaging operations at Contra Costa Regional Medical Center (CCRMC), and (2) the Hyland Master Agreement for the use of software licenses, including PACS Scan, for the period of November 1, 2025, through October 31, 2027, and for consecutive annual renewals thereafter unless terminated.

FISCAL IMPACT:
This action will result in expenditures of up to $8,527 over a two-year period and will be funded by Hospital Enterprise Fund I revenues.

BACKGROUND:
Since 2009, CCRMC has operated under perpetual licenses for Hyland's PACSgear suite, including PACS Scan, which enables the capture, integration, and sharing of medical images and clinical documentation across systems such as PACS and Electronic Health Records (EHRs). PACS Scan facilitates the digitization of physical documents and multimedia files, linking them to patient records and streamlining workflows while reducing paper usage.

Contra Costa Health Information Technology (CCH IT) received a renewal request on March 9, 2023, for the Purchase Order covering payment for Hyland PACS Scan and PACSgear software and maintenance. It was encouraged for the vendor and the stakeholder to establish a formal agreement and a Business Associate Agreement (BAA). Extended negotiations resulted in delays. On September 4, 2025 purchase order #33439 was issued to address the outstanding invoices dating back to 2023.

The proposed agreement will formalize the terms governing the current purchase request and establish a framework for future renewals, upgrades, and support services. Continued access to PACSgear is essential for maintaining efficient imaging operations, ensuring data integrity, and supporting CCRMC's commitment to high-quality, patient-centered care. The agreement includes standard contractual provisions, including limitations of liability, indemnification language, and a HIPAA-compliant Business Associate Addendum (BAA).

CONSEQUENCE OF NEGATIVE ACTION:
Failure to approve this action will cause loss of access to software updates, technical support, and maintenance services. This could lead to compatibility issues with newer systems, reduced efficiency in managing medical images and documents, and potential disruptions in workflows. Additionally, without support, resolving technical issues could become more challenging, impacting overall operations.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5305 **Agenda Date:** 12/16/2025 **Agenda #:** C.65.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract 72-272 with Meraki Health LLC

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute, on behalf of the County Contract #72-272 with Meraki Health LLC, a limited liability company, in an amount not to exceed $1,428,000, to provide consultation and technical assistance services to the Contra Costa Health (CCH) Office of the Director and Public Health Services Divisions with regard to the CCH Transformation Initiative, for the period December 1, 2025 through November 30, 2028.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $1,428,000 over a three-year period and will be funded 100% by Future of Public Health funds.

BACKGROUND:
CCH is seeking to establish an Office of Strategic Initiatives to assist the Office of the Director and other divisions within CCH with the prioritization and execution of key projects aimed at addressing community health needs within Contra Costa County while also improving CCH's efficiency. Through funding for the Future of Public Health grant, the goal of this partnership is to assist the CCH Office of the Director with a coordinated process of identifying all existing and proposed improvement recommendations and opportunities, including recently developed transformation recommendations. The Contractor will help review and prioritize all recommendations to ensure alignment with CCH strategic goals, priorities and existing projects taking into consideration regulatory drivers, Medicaid/CalAIM and other factors within the federal fiscal landscape. This is a new Contractor who will provide these services and foster a deep understanding of the CCH's mission, values, and long-term objectives starting December 1, 2025.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor will cooperate and participate in the County's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. This Contract was awarded in early August of this year after being put out to bid in mid-June. Following a Request for Qualifications (RFQ), this Contract was awarded to Meraki Health LLC by Public Works on August 8, 2025.

Approval of Contract #72-272 will allow the Contractor to provide these services through November 30, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, certain consulting services for CCH will not be provided and may cause a delay in the implementation of the CCH Transformative Initiative.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5306 **Agenda Date:** 12/16/2025 **Agenda #:** C.66.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #77-485-6 with Coffey Communications, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #77-485-6 with Coffey Communications, Inc., a corporation, effective December 1, 2025, to amend Contract #77-485-3 (as amended by Contract Amendments #77-485-4 and #77-485-5), for additional professional design, publication, distribution and technical assistance services in regard to the Contra Costa Health Plan (CCHP) Member Services Health Sense Newsletter with no change in the payment limit of $1,700,000, and no change in the original term ending June 30, 2027.

FISCAL IMPACT:
Approval of this Contract Amendment will not impact the payment limit of $1,700,000 funded 100% by CCHP Enterprise Fund II revenues. (No rate increase)

BACKGROUND:
Contractor provides consultation, technical assistance, and hosts an automated system for producing, printing, and mailing of the CCHP Member Services Health Sense Newsletter. Contractor produces three (3) issues per year and twelve (12) versions which include current and critical health information pertaining to health education topics and services to comply with California state mandates. Contractor has been providing professional design, publication, and distribution of the Health Sense Newsletter and fostering a deep understanding of the CCHP organization's mission, values, and long-term objectives since July 1, 2022.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. CCHP's Quality Management, Utilization Management and Contract Monitor Staff meet to ensure monitoring and performance measures in the Contract are upheld. A "Request for Proposal" (RFP) was conducted in which several vendors were evaluated. Coffey Communications, Inc., was selected as they were the sole provider in CCHP's service area that met all Medi-Cal Managed Care Plan mandated criteria required by the State of California Department of Managed Health Care (DMHC) and Department of Health Care Services (DHCS) to best inform, remind, and update CCHP members regarding new programs, health education topics and materials, new policies and any changes within CCHP. This Contractor was approved by the Public Works Department's Purchasing Division on May 21, 2024.

On June 25, 2024, the Board of Supervisors approved Contract #77-485-3 with Coffey Communications, Inc.,

in an amount not to exceed $1,200,000, for the provision of professional design, publication, distribution and technical assistance services in regard to the CCHP Member Services Health Sense Newsletter, for the period July 1, 2024 through June 30, 2027.

On April 28, 2025, the Board of Supervisors approved Contract Amendment #77-485-4 with Coffey Communications, Inc., effective May 1, 2025, to increase the payment limit by $500,000 to a new payment limit of $1,700,000, for the provision of additional professional design, publication, distribution and technical assistance services in regard to the CCHP Member Services Health Sense Newsletter with no change in the term.

On September 9, 2025, the Board of Supervisors approved Contract Amendment #77-485-5 with Coffey Communications, Inc., effective September 1, 2025, for the provision of additional professional design, publication, distribution and technical assistance services in regard to the CCHP Member Services Health Sense Newsletter with no increase in the payment limit of $1,700,000 and no change in the term.

Approval of Contract Amendment #77-485-6 will allow the Contractor to include additional professional design, production and printing of Provider Directories for the CCHP Member Services Health Sense Newsletter through June 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, CCHP members will not receive the updated Health Sense Newsletter and CCHP will be out of compliance with California state mandates.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5307 **Agenda Date:** 12/16/2025 **Agenda #:** C.67.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Purchase Order with Evident Scientific, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Health Services Director, a purchase order with Evident Scientific, Inc. in an amount not to exceed $1,978 and ACCEPT their Terms and Conditions for the purchase of a U-GAN Gout Analyzer and Polarizer for Contra Costa Regional Medical Center (CCRMC).

FISCAL IMPACT:
Approval of this action will result in a one-time expenditure of up to $1,978 and will be funded by Hospital Enterprise Fund I revenues.

BACKGROUND:
The U-GAN Gout Analyzer from Evident Scientific, Inc. is a specialized microscope accessory used for the polarized-light analysis of crystals, particularly in the diagnosis of gout and pseudogout. It is designed to identify monosodium urate crystals and calcium pyrophosphate crystals by enhancing their birefringence and color under polarized light. The U-GAN Gout Analyzer is widely used in clinical laboratories and pathology departments because it simplifies the process of compensated polarized microscopy.

The U-GAN Gout Analyzer currently in use at CCRMC is the only unit of its kind available in the laboratory and is in deteriorating condition. It is being held together with temporary solutions, and replacement parts are no longer available. Recently, the unit has begun to short out intermittently, which is significantly hindering the laboratory’s ability to perform essential diagnostic work. Due to the critical role this equipment plays in daily operations, the purchase of a new U-GAN Gout Analyzer is urgently needed.

Purchases from Evident Scientific, Inc. ("Evident") are subject to their standard terms and conditions, which include a liquidated damages clause for delinquent payments, and limitations on the county's available remedies and the vendor's total liability for claims arising from the county's purchase. For any product deficiencies, the county's exclusive remedy is to accept replacement parts or services. Additionally, pursuant to Evident's terms, all claims, whether arising in contract, warranty, indemnity, tort, strict liability, or otherwise, related to the performance or breach of the contract, or the use of any products or services, shall be limited to an amount not exceeding the purchase price of the specific product or service giving rise to the claim. The county is obligated to indemnify Evident against such claims by county's patients, staff, or subsequent purchasers of the products or services; the county is also required to indemnify Evident for any and all claims arising out of or related to the

presence of and improper disposal or handling of hazardous materials on county property. The limitation on Evident's liability also extends to any loss or damage arising from Evident's failure to discover or repair latent defects or defects inherent in the design of its products or services. Dispute resolution pursuant to Evident's terms includes resolving disputes in Massachusetts and in accordance with Massachusetts law.

CONSEQUENCE OF NEGATIVE ACTION:
If this action is not approved, CCRMC may face significant disruptions in laboratory operations, potentially delaying critical diagnostic services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5308 **Agenda Date:** 12/16/2025 **Agenda #:** C.68.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #77-475-4 with JMJ Healthcare Inc. (dba JMJ Home Health Services)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #77-475-4 with JMJ Healthcare Inc. (dba JMJ Home Health Services), a corporation, effective December 1, 2025, to amend Contract # 77-475-2 (as amended by # 77-475-3), to increase the payment limit by $300,000 from $520,000 to a new payment limit of $820,000, for additional home health care services with no change in the term ending June 30, 2026.

FISCAL IMPACT:
Approval of this Contract Amendment will result in additional expenditures of up to $300,000 and will be funded 100% by Contra Costa Health Plan (CCHP) Enterprise Fund II revenues. (No rate increase)

BACKGROUND:
CCHP has an obligation to provide certain home health care services for its members under the terms of their Individual and Group Health Plan membership contracts with the County. Home health care services include but are not limited to intermittent skilled nursing, therapeutic and rehabilitative care in patients' residences. This Contractor has been a part of the CCHP Provider Network providing these services and fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since July 2022.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On June 25, 2024, the Board of Supervisors approved Contract #77-475-2 with JMJ Healthcare Inc. (dba JMJ Home Health Services), in the amount not to exceed $520,000, for the provision of home health care services for CCHP members and County recipients for the period June 1, 2024 through June 30, 2026.

On October 7, 2025, the Board of Supervisors approved Contract # 77-475-3 with JMJ Healthcare Inc. (dba

JMJ Home Health Services), effective January 1, 2026, to implement a Dual Eligible Special Needs Plan (D-SNP) with no change in the payment limit or term.

Approval of Contract Amendment #77-475-4 will allow the Contractor to provide additional home health care services for CCHP members and County recipients through June 30, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, certain home health care services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided and may cause a delay in services to CCHP members.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5309 **Agenda Date:** 12/16/2025 **Agenda #:** C.69.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Rescind Prior Board Action Pertaining to Contracted Services with Quality Assured Services, Inc (dba Acelis Connected Health Supplies)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
RESCIND Board action of October 22, 2024 (C.55), which pertained to a contract with Quality Assured Services, Inc (dba Acelis Connected Health Supplies); and APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #77-730 with Quality Assured Services, Inc (dba Acelis Connected Health Supplies), a corporation, in an amount not to exceed $500,000, to provide durable medical equipment (DME) services and supplies including ventricular assist device (VAD) services for Contra Costa Health Plan (CCHP) members and County recipients for the period January 1, 2026 through December 31, 2027.

FISCAL IMPACT:
This action will result in no additional contractual expenditures.

BACKGROUND:
CCHP has an obligation to provide certain specialized DME and related health care services including all related equipment and medical supplies to CCHP members under the terms of their Individual and Group Health Plan membership contracts with the County.

Contractor will cooperate with and participate in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. The nature of the DME services needed is complex and requires seamless coordination, integration and collaboration with existing programs and systems. Per Administrative Bulletin 600.3 the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On October 22, 2024, the Board of Supervisors approved C.55 Contract #77-730 with Quality Assured Services, Inc (dba Acelis Connected Health Supplies), in an amount not to exceed $500,000 to provide durable medical equipment services and supplies including ventricular assist device services to Contra Costa Health Plan members and County recipients for the period December 1, 2024 through November 30, 2026.

This Board Order will rescind that incorrect Board Order and allow the Department to correct the term to match the Contract for the period January 1, 2026 through December 31, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved certain specialized DME-VAD services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided and services may be delayed.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5310 **Agenda Date:** 12/16/2025 **Agenda #:** C.70.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Amendment Order Form #23-791-1 with Zoom Video Communications

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County an Amendment Order Form (County Contract Amendment #23-791-1) with Zoom Video Communications, Inc., a corporation, effective December 16, 2025, to increase the payment limit by $903,750, from $716,982 to a new payment limit of $1,620,732, and extend the termination date from March 30, 2026 to December 11, 2029, to provide its hosted enterprise telehealth and video conference solution and services for Contra Costa Health (CCH).

FISCAL IMPACT:
This Contract Amendment will result in additional service expenditures of up to $903,750 over a 3-year period and will be funded 100% by Hospital Enterprise Fund I.

BACKGROUND:
This Contract Amendment meets the needs of the County by providing a hosted enterprise communication solution. CCH utilizes Zoom Video Communications to provide telehealth services, patient communication, and meetings with internal and external partners and Zoom Video Communication solution services to support Contra Costa Regional Medical Center, health clinics and ancillary sites. Users are connected to and rely on this telehealth service to provide patient care to those unable to come into physical locations for health care services. This Contractor was approved by the Public Works Department's Purchasing Division on October 8, 2025. CCH will monitor measurable service contract deliverables regarding CCH's access to the software, maintenance, support and services in compliance with Section III(B)(7) of the Purchasing Policy. CCH Personnel approved this Contract to ensure no conflict with labor relations.

On February 28, 2023, the Board of Supervisors approved Master Subscription Agreement (County Contract #23-791), including mutual indemnification, with Zoom Video Communications, Inc., in an amount not to exceed $716,982 for the provision of its hosted enterprise telehealth and video conference solution for the period March 15, 2023 through March 30, 2026.

The Master Subscription Agreement requires the County to indemnify Zoom for: third-party claims arising out of County's use of the Services in violation of the contract; County's violation of any intellectual property or other right of any person; and County's violation of any law and limits Zoom's liability to three times the total charges paid to Zoom under the Contract in the twelve months preceding the incident giving rise to the claim.

The Contract waives any right to bring a class action lawsuit.

Approval of this Amendment Order Form (County Contract Amendment #23-791-1) renews the telehealth solution and allows the Contractor to provide services through December 11, 2029.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, CCH cannot pay the vendor for continued telehealth and video conference services, which will negatively affect the department's ability to conduct daily business practices and patient care.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5311 **Agenda Date:** 12/16/2025 **Agenda #:** C.71.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #27-689-11 with Epic Care

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-689-11 with Epic Care, a corporation, in an amount not to exceed $30,000,000, to provide medical specialty services including but not limited to hematology, oncology, otolaryngology, gastric bypass surgery services, primary care physician (PCP) services, and other medical services including but not limited to diagnostic imaging, mobile Magnetic Resonance Imaging (MRI) and laboratory services for Contra Costa Health Plan (CCHP) members and County recipients for the period December 1, 2025 through November 30, 2027.

FISCAL IMPACT:
Approval of this Contract will result in expenditures of up to $30,000,000 over a two-year period and will be funded as budgeted 100% by CCHP Enterprise Fund II revenues.

BACKGROUND:
CCHP has an obligation to provide certain PCP and other medical specialty services including but not limited to hematology, oncology, otolaryngology, bypass surgery services, and other medical services including diagnostic imaging, mobile MRI, and laboratory services for CCHP Members under the terms of their Individual and Group Health Plan membership contracts with the County. This Contractor has been a part of the CCHP Provider Network providing these services and fostering a deep understanding of the CCHP organization's mission, values, and long-term objectives since April 1, 2007.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates with and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3, CCHP Physician services are exempt from solicitation requirements.

On December 12, 2023, the Board of Supervisors approved Contract #27-689-10 with Epic Care, in an amount not to exceed $30,000,000, for the provision of medical specialty services including but not limited to

hematology, oncology, otolaryngology, gastric bypass surgery services, PCP services, and other medical services including but not limited to diagnostic imaging and laboratory services for CCHP members and County recipients, for the period December 1, 2023 through November 30, 2025.

Approval of Contract #27-689-11 will allow the Contractor to continue providing medical specialty, PCP and other medical services for CCHP members and County recipients, through November 30, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, certain specialized medical health care and PCP services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided and such services may be delayed.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5312 **Agenda Date:** 12/16/2025 **Agenda #:** C.72.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Delegating Authority for enrolling in Medicare under CMS Forms (included but not limited to CMS-855A and CMS-588 Form) for the West Contra Costa Healthcare District

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to act as the Authorized Official for the purpose of West Contra Costa Healthcare District's Medicare enrollment and subsequent Medicare enrollment administrative updates.

FISCAL IMPACT:
There is no fiscal Impact for this action.

BACKGROUND:
On January 1, 2019, Governance transferred to the Contra Costa Board of Supervisors (SB 522 passed in 2018). Due to SB 522, Medicare Forms CMS-855A and CMS-588 need to be updated to reflect Medicare Information, the County's address, (currently under the San Pablo address, formerly Doctors Medical Hospital) indicating the County as the "home office" (currently under the San Pablo address) and updating the Designating an Authorized and Delegated Official to County employees. Currently, our contract advisors and prior officials were designated.

Although changes were previously submitted to the forms, the updated information was not reflected in the Medicare system.

CONSEQUENCE OF NEGATIVE ACTION:
If this action is not taken, then the West Contra Costa Healthcare District cannot accept Medicare claim payments. Furthermore, any letters of correspondence are scheduled to be mailed to an incorrect address, which could result in delays, miscommunications, or other adverse outcomes.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5313 **Agenda Date:** 12/16/2025 **Agenda #:** C.73.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #77-383-1 with Serene Health IPA

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of County Contract #77-383-1 with Serene Health IPA, a corporation, in an amount not to exceed $800,000, to provide telehealth Behavioral Health Treatment (BHT) including Applied Behavioral Analysis (ABA) and Comprehensive Diagnostic Evaluation (CDE) services for Contra Costa Health Plan (CCHP) members and County recipients for the period January 1, 2026 through December 31, 2027.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $800,000 over a two-year period and will be funded 100% by CCHP Enterprise Fund II revenues.

BACKGROUND:
CCHP has an obligation to provide certain specialized behavioral health services for its members under the terms of their Individual and Group Health Plan membership contracts with the County. Telehealth behavioral health services include but are not limited to electronic video and communication technologies to facilitate outpatient therapy services including diagnosis, consultation, treatment, education, and care management. BHT including ABA, and CDE services include but are not limited to thorough reviews and assessments of an individual's development and behavior using national, evidence-based practice standards, and treatment plans to improve the functioning of CCHP members with pervasive development disorder or autism. This Contractor has been a part of the CCHP Provider Network providing these services and fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since January 1, 2023.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates with and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On January 10, 2023, the Board of Supervisors approved Contract #77-383 with Serene Health IPA, in an

amount not to exceed $600,000, for the provision of telehealth BHT including ABA, and CDE services for CCHP members and County recipients for the period January 1, 2023 through December 31, 2025.

Approval of Contract #77-383-1, will allow the Contractor to continue to provide telehealth behavioral health, BHT including ABA and CDE services for CCHP members and County recipients through December 31, 2027.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, certain specialized behavioral health services for CCHP members under the terms of their Individual and Group Health Plan membership contracts with the County will not be provided by this Contractor and may delay services to CCHP members.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5314 **Agenda Date:** 12/16/2025 **Agenda #:** C.74.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #24-925-44 with Lincoln

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #24-925-44 with Lincoln, a non-profit corporation, effective January 1, 2026, to amend Contract #24-925-43, to increase the payment limit by $300,000 from $6,981,510 to a new payment limit of $7,281,510 for additional Medi-Cal mental health services for Seriously Emotionally Disturbed (SED) children and their families in East Contra Costa County with no change in the term ending June 30, 2026.

FISCAL IMPACT:
Approval of this Contract Amendment will result in additional budgeted expenditures of up to $300,000 and will be funded by 93% Federal Medi-Cal and 7% Antioch Unified School District/Pittsburg Unified School District revenues. (No rate increase)

BACKGROUND:
Behavioral Health Services Division (BHSD)/Mental Health has an obligation to provide certain Medi-Cal specialty mental health services, for its members under the terms of their Individual and Group Health Plan membership Contracts with the County. This Contract meets the social needs of County's population by providing therapy, medication support, case management, outreach, and crisis intervention services to elementary and junior high aged students in East Contra Costa County in order to reduce the need for out-of-home placements.. This Contractor has been providing these mental health services while fostering a deep understanding of the BHSD organizations mission, values, and long-term objectives since January 1998.

This Contract is entered into under and subject to the following legal authorities: Welfare and Institutions Code, § 5600 et seq. (The Bronzan McCorquodale Act); California Code of Regulations ("CCR"), Title 9, § 523 et seq. (Community Mental Health Services) and California Government Code §§ 26227 and 31000. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. Per Administrative Bulletin 600.3 the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 22, 2025, the Board of Supervisors approved Contract #24-925-43 with Lincoln, in an amount not to exceed $6,981,510, to provide Medi-Cal Specialty mental health services for SED children and their families

including multi-dimensional family treatment program and school-based services, for the period July 1, 2025 through June 30, 2026.

Approval of Contract Amendment #24-925-44 will allow the Contractor to continue to provide Medi-Cal specialty mental health services for SED children and families through June 30, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, there will be fewer Medi-Cal Specialty mental health services available for SED children in East Contra Costa County as the County solicits and engages an alternative Contractor.

CHILDREN'S IMPACT STATEMENT:
This program supports the following Board of Supervisors' community outcomes: "Children Ready For and Succeeding in School"; "Families that are Safe, Stable, and Nurturing"; and "Communities that are Safe and Provide a High Quality of Life for Children and Families". Expected program outcomes include an increase in positive social and emotional development as measured by the Child and Adolescent Functional Assessment Scale (CAFAS).

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5315 **Agenda Date:** 12/16/2025 **Agenda #:** C.75.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment/Extension #23-455-26 with Atos Digital Health Solutions, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment/Extension #23-455-26 with Atos Digital Health Solutions, Inc., a corporation, to amend Contract #23-455-22 (as amended by Contract Amendment/Extension #23-455-24 and #23-455-25), effective January 1, 2026, to increase the payment limit by $100,000, from $875,000, to a new payment limit of $975,000 and to extend the termination date from December 31, 2025 to March 31, 2026, for additional consultation and technical assistance services to the Contra Costa Regional Medical Center's (CCRMC) Materials Management Unit (MMU).

FISCAL IMPACT:
Approval of this Contract Amendment/Extension will result in additional annual expenditures of up to $100,000 and will be funded 100% by Hospital Enterprise Fund I revenues. (No rate increase).

BACKGROUND:
The CCRMC's MMU and Biomed Units have been using the services of Atos consultants (formerly Xerox Consultant Company, ACS Consultant Company, Inc.) for the MMU's Meditech inventory system since July 2019. This Contractor has enabled these Units to save money and improve efficiency. This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; and all legal authorities cited in the HIPAA Business Associate Addendum. Personnel approved this Contractor to ensure no conflicts with labor relations. The Division is actively working on a Request for Proposal (RFP) in coordination with Public Works and projects to be done with the process by the termination date listed for this amendment.

On July 11, 2023, the Board of Supervisors approved Contract #23-455-22 with Atos Digital Health Solutions, Inc., in an amount not to exceed $675,000, for the provision of management consulting, technical support, and training to the Health Services Department's Information Systems Unit and MMU for CCRMC and Contra Costa Health Centers, for the period from July 1, 2023 through June 30, 2025.

On June 1, 2025, the Board of Supervisors approved Contract Amendment/Extension #23-455-24 with Atos Digital Health Solutions, Inc., effective June 1, 2025, to increase the payment limit by $100,000 to a new payment limit of $775,000, and extend the termination date from June 30, 2025 to September 30, 2025, for additional management consulting, technical support, and training to the Health Services Department's

Information Systems Unit and MMU for CCRMC and Contra Costa Health Centers.

On September 9, 2025, the Board of Supervisors approved Contract Amendment/Extension #23-455-25 with Atos Digital Health Solutions, Inc., effective September 1, 2025, to increase the payment limit by $100,000 to a new payment limit of $875,000, and extend the termination date from September 30, 2025 to December 31, 2025, for additional management consulting, technical support, and training to the Health Services Department's Information Systems Unit and MMU for CCRMC and Contra Costa Health Centers.

Approval of Contract Amendment/Extension #23-455-26 will allow the Contractor to continue to provide consultation and technical assistance regarding the MMU's Meditech inventory system through March 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment/Extension is not approved, the Contractor will not provide consulting and technical support services for the CCRMC's MMU.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5316 **Agenda Date:** 12/16/2025 **Agenda #:** C.76.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #76-604-6 with National Eye Care, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #76-604-6 with National Eye Care, Inc., a corporation, effective July 1, 2025, to amend Contract #76-604-2, as amended by Contract Amendments #76-604-3, #76-604-4 and #76-604-5, to increase the payment limit by $100,000, from $285,000 to a new payment limit of $385,000 and extend the termination date from June 30, 2026 to a new termination date of June 30, 2027 to include West County Detention Facility (WCDF) and West County Reentry Treatment and Housing (WRTH) locations and provide additional optometry services to the inmate population.

FISCAL IMPACT:
Approval of this Contract Amendment will result in additional contractual service expenditures of up to $100,000 and will be funded 100% by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:
Optometry Services are needed for inmates who are incarcerated at four (4) adult detention facilities in Contra Costa County. Services include eye care, eye exams, and eyeglasses. Title 16 regulations require timely access to essential health care for incarcerated inmates. Historically, optometry services have been difficult to obtain for inmates. This Contract allows County to safely tend to the medical needs of inmates on-site. County has been contracting with National Eye Care, Inc. since January 1, 2018 to provide optometry services to inmates incarcerated at detention facilities in Contra Costa County.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3 CCRMC Physician services are exempt from Solicitation requirements.

In April 2022, the County Administrator approved and Purchasing Services Manager executed Contract #76-604-2 with National Eye Care, Inc., in an amount not to exceed $45,000 for the provision of optometry services including eye exams and eyeglasses for inmate/patient population at Martinez Detention Facility for the period April 1, 2022 through March 31, 2024.

In July 2023, the County Administrator approved and Purchasing Services Manager executed Contract Amendment #76-604-3 with National Eye Care, Inc., effective December 1, 2022, to increase the payment limit by $145,000 to a new payment limit of $190,000 for additional optometry services with no change in the term.

On February 27, 2024, the Board of Supervisors approved Contract Amendment/Extension #76-604-4 with National Eye Care, Inc., effective March 31, 2024, to increase the payment limit by $95,000, to a new payment limit of $285,000 and to extend the termination date from March 31, 2024 to June 30, 2025 for additional optometry services.

On June 10, 2025, the Board of Supervisors approved Contract Extension #76-604-5 with National Eye Care, Inc., to extend the termination date from June 30, 2025 to June 30 2026 for the continuation of optometry services with no change in the payment limit of $285,000.

Approval of Contract Amendment #76-604-6 will allow the Contractor to provide additional optometry services at WCDF and WRTH through June 30, 2027. This Contract Amendment was delayed due to an administrative oversight when processing the prior amendment which extended the contract but failed to include the additional services and rates.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, inmates will not have access to Contractor's optometry services at WCDF and WRTH.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5317 **Agenda Date:** 12/16/2025 **Agenda #:** C.77.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Memorandum of Understanding #74-760 with City of San Pablo

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Memorandum of Understanding (MOU) #74-760 with City of San Pablo, a municipal corporation, to provide facility space for Contra Costa Health (CCH) to provide Senior Peer Counseling Program services for adults ages 55 and older, for the period November 1, 2025 through December 31, 2026.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
CCH, through its Senior Peer Counseling Program, and the City of San Pablo's Senior Services Division, will jointly develop and implement Senior Peer Counseling services, including but not limited to: providing confidential guidance and referrals when appropriate to help adults ages 55 years and older in the City of San Pablo connect with resources to address mental health challenges.

This is a new Contractor to join the Behavioral Health Services Division (BHSD) network and will provide these services and foster a deep understanding of the County's mission, values, and long-term objectives beginning November 2025. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

Approval of this new MOU #74-760 will allow CCH to provide Senior Peer Counseling Services at a City of San Pablo facility through December 31, 2026. This MOU includes an indemnification provision requiring the County to indemnify, defend, and hold harmless the City of San Pablo from all claims, losses, liabilities, fines or penalties arising out of the County's performance under this MOU. This delay was due to extended negotiations of MOU terms between Division and Contractor.

CONSEQUENCE OF NEGATIVE ACTION:
If this MOU is not approved, BHSD will not have the space to provide the Senior Peer Counseling Program services and CCHP members could experience delays in needed mental health services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5318 **Agenda Date:** 12/16/2025 **Agenda #:** C.78.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #24-681-94(11) with PH Senior Care, LLC (dba Pleasant Hill Oasis)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #24-681-94(11) with PH Senior Care, LLC (dba Pleasant Hill Oasis), a limited liability company, in an amount not to exceed $1,390,822, to provide augmented board and care services for adults with mental illness in Contra Costa County for the period from December 1, 2025 through November 30, 2026.

FISCAL IMPACT:
Approval of this Contract will result in contractual service expenditures of up to $1,390,822 and will be funded by 70% Mental Health Realignment Funds and 30% Behavioral Health Services Act funds.

BACKGROUND:
Due to the limited number of specialty providers available within the community, the Behavioral Health Services Division relies on contractors to provide necessary specialty health services to its clients. The Behavioral Health Services Division has contracted with PH Senior Care, LLC (dba Pleasant Hill Oasis) for augmented board and care services since November 2017.

This Contract meets the social needs of the County's population by augmenting room and board and providing twenty-four-hour emergency residential care and supervision to eligible adults with mental illness, who are specifically referred by the County's Behavioral Health Program Staff. Adult residential services for psychiatric clients requires stringent accreditation and compliance standards, as well as licenses and regulatory approvals that a limited number of providers possess.

The Behavioral Health's Quality Management, Utilization Management and Contract Monitor staff meet on regular basis to ensure monitoring and performance measures in the Contract are upheld. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227; California Code of Regulations, Title 9, Section 523 et seq.; California Welfare and Institutions Code Section 5600 et. Seq (known as The Bronzan-McCorquodale Act). These contracted services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On November 12, 2024, the Board of Supervisors approved Contract #24-681-94(10) with PH Senior Care, LLC (dba Pleasant Hill Manor), in an amount not to exceed $1,337,328, for the provision of augmented board and care services for mentally ill older adults, for the period from December 1, 2024 through November 30,

2025.

Approval of Contract #24-681-94(11) will allow Contractor to continue to provide augmented board and care services to mentally ill adults through November 30, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, County's mentally ill adults needing augmented board and care will not have access to contractor's services which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5319 **Agenda Date:** 12/16/2025 **Agenda #:** C.79.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: West Contra Costa Healthcare District Annual Audits

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
Acting as the Governing Board of the West Contra Costa Healthcare District,

ACCEPT the West Contra Costa Healthcare District annual 2024-25 Financial audit completed by JWT & Associates; and

ACCEPT the West Contra Costa Healthcare District (WWCHD) annual 2024-25 Successor Retirement Plan audit completed by JWT & Associates.

FISCAL IMPACT:
There is no fiscal impact for this action.

BACKGROUND:
The District is required to have an annual Financial Audit of its business activities and an audit of the Successor Retirement Plan to meet regulatory requirements of the outstanding bonds. The audit found no issues as indicated below:

1. The annual District financial audit was completed by JWT & Associates. The audit had no adverse findings and concluded "In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities and fiduciary activities of the District, as of June 30, 2025 and 2024, and the changes in financial position and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America".

2. The annual 2024-25 Successor Retirement Plan audit was completed by JWG & Associates. The audit noted "In our opinion, the financial statements referred to above present fairly, in all material respects, the net assets available for benefits of the Plan as of June 30, 2025 and 2024, and the changes in its net assets available for benefits for the years then ended, in accordance with accounting principles generally accepted in the United States of America". The audit further indicated that "Based on current actuarially determined Plan liabilities and anticipated estimated earnings, distributions and expenses, the Plan is expected to be able to fund all participant liabilities".

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, regulatory requirements of the outstanding bonds to conduct an annual Financial Audit of business activities and an audit of the Successor Retirement Plan will not be fulfilled.

Audited Financial Statements

WEST CONTRA COSTA HEALTHCARE DISTRICT

June 30, 2025 and 2024

DRAFT

JWT & Associates, LLP
Advisory Assurance Tax

West Contra Costa Healthcare District

Audited Financial Statements

June 30, 2025

Independent Auditor's Report 1

Management's Discussion and Analysis 4

Statements of Net Position 6

Statements of Revenues, Expenses and Changes in Net Position 7

Statements of Cash Flows 8

Notes to Financial Statements 10

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* 22

Schedule of Findings 24

DRAFT

JWT & Associates, LLP

Advisory Assurance Tax

1111 East Herndon, Suite 211, Fresno, California 93720
Voice: (559) 431-7708 Fax:(559) 431-7685

Report of Independent Auditors

The Contra Costa Board of Supervisors
West Contra Costa Healthcare District
Martinez, California

Opinion

We have audited the accompanying financial statements of the business-type activities and fiduciary activities of West Contra Costa Healthcare District (the District), as of and for the years ended June 30, 2025 and 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities and fiduciary activities of the District, as of June 30, 2025 and 2024, and the changes in financial position and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

DRAFT

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

DRAFT

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated November XX, 2025, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control over financial reporting and compliance.

JWT & Associates, LLP

Fresno, California
November XX, 2025

DRAFT

West Contra Costa Healthcare District

Management's Discussion and Analysis

June 30, 2025

DRAFT

Introduction

This discussion and analysis has been prepared by the management of West Contra Costa County Healthcare District (the District or WCCHD) in order to provide an overview of the District's financial and operating performance for the year ended June 30, 2025, in accordance with the Governmental Accounting Standards Board Statement No. 34, *Basic Financials Statements; Management's Discussion and Analysis for State and Local Governments*. Read in conjunction with the District's audited financial statements and accompanied notes to the financial statements. It is intended to help the reader better understand the District's financial performance and position. It should be noted that the audited financial statements prepared by JWT & Associates, LLP, include an unmodified opinion regarding the financial statements.

The District, which was formed in 1948, operated Doctors Medical Center in San Pablo, California for over 60 years. Since the mid-1990's, the medical center faced ongoing financial challenges. Ultimately, the District closed Doctors Medical Center in April 2015 due to insufficient funding for the population it serviced and due to its continuing losses. The District continues to function.

After the closure of the Hospital in 2015, the remaining staff conducted the required key activities to wind down the non-clinical operations and continue to manage the District. The District has been governed since January 1, 2019, by the Contra Costa Board of Supervisors as per California Senate Bill 522.

Bankruptcy

The District did not have sufficient cash or other assets to support the ongoing operations of the District or to pay the post closure liabilities until the sale of the Hospital building on April 3, 2018. The District filed for Chapter 9 Bankruptcy on October 20, 2016, and on June 25, 2021, exited Bankruptcy.

The District has met and fully funded its obligations of the Plan of Adjustment as follows:

- The West Contra Costa Healthcare District Successor Pension Plan received $2 million dollars in fiscal years ending June 30, 2025 and 2024. The District paid the full unfunded pension liability at June 30, 2024 of $3,274,375 in November 2024. Additional contributions will be paid to the Successor Pension Plan as required to meet future funding shortfalls. All participants are expected to receive their full benefit.
- The California Nurses Association (CNA) agreed to be paid $2,500,000 over the course of ten years without interest ($250,000 annually) for an obligation incurred pursuant to the Memorandum of Understanding between the District and CNA dated June 14, 2011. Annual payments have been made pursuant to this agreement as stated above. The District paid the full amount outstanding at June 30, 2024 of $1,000,000 in November 2024.
- The Local 39 Pension claim was agreed to be paid in full over 10 years in annual installments and the Local 39 health claim will be paid at a 50% discount over 9 years. The District paid the full amount outstanding at June 30, 2024 of $159,414 in November 2024.

Bankruptcy (continued)

All other payments have been paid as agreed.

Debt Obligation and Refinance 2024

In 2021 the District was successful in refinancing the 2018 & 2019 bonds for a savings of approximately $10 million over the next 21 years. This commitment, now known as the "2021 Bonds" continues to be funded out of the property and the Ad Valorem taxes for the District. The debt is scheduled to be paid in full by 2042.

Future of the District

In addition to managing the debt and other administrative functions, the District continues to serve the community by using its limited available funds to fund programs that provide for the healthcare needs identified and prioritized by Contra Costa County for the western portion of the county based on that area's Healthcare Needs Assessment. During the fiscal year ended June 30, 2025, the District focused on programs that improved the wellness and healthcare for west Contra Costa County youth. The District provided $2.3M during the fiscal year ended June 30, 2025, to fund these healthcare services.

Due to the successful refinance of the Series 2018 and 2019 Certificates of Participation with the new Series 2021 Certificates of Participation during the year ended June 30, 2021, and the lower than expected amount of post-closure obligations, the District anticipates being able to increase further funding of healthcare needs in the District going forward.

DRAFT

West Contra Costa Healthcare District

Statement of Net Position

June 30, 2025 and 2024

	2025	2024
Assets		
Current assets		
Cash and cash equivalents	$ 18,067,555	$ 15,934,907
Assets limited as to use	3,116,000	3,115,200
Total current assets	21,183,555	19,050,107
Assets limited as to use, less current portion	2,290,234	2,287,893
Other assets	423,286	449,742
Total assets	$ 23,897,075	$ 21,787,742
Liabilities and net position		
Current liabilities		
Current maturities of debt borrowings	$ 1,510,000	$ 1,450,000
Accounts payable and accrued expenses	1,860,754	1,957,159
Pension liability, current portion	-	1,000,000
Other liabilities, current portion	-	291,335
Total current liabilities	3,370,754	4,698,494
Debt borrowings, net of current maturities	44,654,647	46,540,250
Net long-term pension liability	391,047	2,274,375
Other liabilities, net of current	-	868,079
Total liabilities	48,416,448	54,381,198
Net position		
Unrestricted	(24,519,373)	(32,593,456)
Total net position	(24,519,373)	(32,593,456)
Total liabilities and net position	$ 23,897,075	$ 21,787,742

See accompanying notes to the financial statements

DRAFT

West Contra Costa Healthcare District

Statements of Revenues, Expenses and Changes in Net Position

For the Year Ended June 30, 2025 and 2024

	2025	2024
Operating revenues		
Operating revenue	$ 482	$ 9,885
Total operating revenue	482	9,885
Operating expenses		
Community Benefit Expense	2,301,408	2,035,334
Professional fees	692,896	700,229
Depreciation and amortization	26,456	26,455
Other operating expenses	4,900	4,479
Total operating expenses	3,025,660	2,766,497
Operating loss	(3,025,178)	(2,756,612)
Nonoperating revenues (expenses)		
District tax revenue	12,171,698	11,584,131
Investment income	579,207	578,944
Interest expense	(1,260,597)	(1,346,497)
Net pension plan gain (expense)	(391,047)	1,242,012
Total nonoperating revenues (expenses)	11,099,261	12,058,590
Change in net position	8,074,083	9,301,978
Net position at beginning of the year	(32,593,456)	(41,895,434)
Net position at end of the year	$ (24,519,373)	$ (32,593,456)

See accompanying notes to the financial statements

DRAFT

West Contra Costa Healthcare District

Statements of Cash Flows

For the Year Ended June 30, 2025 and 2024

	2025	2024
Cash flows from operating activities		
Cash received from operations	$ 482	$ 201,476
Cash payments to suppliers and contractors	(3,095,609)	(1,692,390)
Net cash used in operating activities	(3,095,127)	(1,490,914)
Cash flows from noncapital financing activities		
Net change in other liability	(1,159,414)	(291,335)
Principal payments on debt borrowings	(1,450,000)	(1,395,000)
Interest payments on debt borrowings	(1,636,200)	(1,722,099)
Net change in pension liability	(2,883,328)	(3,242,012)
Parcel tax revenues levied for debt service	4,016,660	3,768,064
Ad valorem and parcel tax revenues to support operations	8,155,038	7,816,067
Net cash provided by noncapital financing activities	$ 5,042,756	$ 4,933,685
Cash flows from investing activities		
Net investment gain	579,207	578,944
Net change in assets whose use is limited	(3,141)	(9,413)
Net pension gain (expense)	(391,047)	1,242,012
Net cash provided by (used in) investing activities	185,019	1,811,543
Net chnage in cash and cash equivalents	2,132,648	5,254,314
Cash and cash equivalents, beginning of year	15,934,907	10,680,593
Cash and cash equivalents, end of year	$ 18,067,555	$ 15,934,907

See accompanying notes to the financial statements

DRAFT

West Contra Costa Healthcare District

Statements of Cash Flows (continued)

For the Year Ended June 30, 2025 and 2024

	2025	2024
Reconciliation of operating loss to net cash provided by operating activities		
Loss from operations	$ (3,025,178)	$ (2,756,612)
Adjustments to reconcile loss from operations to net cash provided by operating activities		
Depreciation and amortization	26,456	26,455
Changes in operating assets and liabilities:		
Other receivables	-	191,591
Accounts payable	(96,405)	1,047,652
Net cash used in operating activities	$ (3,095,127)	$ (1,490,914)
Cash disclosures		
Cash payments of interest	$ 1,665,200	$ 1,722,100

See accompanying notes to the financial statements

DRAFT

NOTE 1 - ORGANIZATION AND ACCOUNTING POLICIES

Reporting Entity- West Contra Costa Healthcare District (the "District") is a public agency organized under Local Hospital District Law as set forth in the Health and Safety Code of the State of California. The District is a political subdivision of the State of California and is not subject to federal or state income taxes. The District was formed in 1948 for the purpose of building and operating a hospital to benefit the residents of West Contra Costa County. The District was governed by a Board of Directors elected from within the Healthcare District to specified terms of office until January 1, 2019. The District operated a full-service acute care facility (the Hospital) and provided services to both inpatients and outpatients, who primarily resided in the local geographic area. The District ceased all operations of the Hospital in April 2015 and subsequently filed bankruptcy in October 2016. In September 2018, the Contra Costa County (the County) Board of Supervisors appointed itself, under Health & Safety Code Section 32100.8, as the District's Board of Directors effective January 1, 2019.

Basis of preparation – The District is a governmental health care district and, accordingly, follows governmental accounting standards. The accrual basis of accounting is used in accordance with provisions for proprietary fund types.

Pursuant to Governmental Accounting Standards Board ("GASB") Statement No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements, the District's proprietary fund accounting and financial reporting practices are based on all applicable GASB pronouncements as well as codified pronouncements issued on or before November 30, 1989.

The District applies the provisions of GASB 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments* (Statement 34), as amended by GASB 37, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments: Omnibus*, and Statement 38, *Certain Financial Statement Note Disclosures*. Statement 34 established financial reporting standards for all state and local governments and related entities. Statement 34 primarily relates to presentation and disclosure requirements. The impact of this change was related to the format of the financial statements; the inclusion of management's discussion and analysis; and the preparation of the statement of cash flows on the direct method.

Use of estimates – The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Estimates also affect the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and cash equivalents – The District considers cash and cash equivalents to include certain investments in highly liquid debt instruments, when present, with an original maturity of three months or less or subject to withdrawal upon request.

DRAFT

NOTE 1 - ORGANIZATION AND ACCOUNTING POLICIES (continued)

Other assets – Other assets include debt issuance costs related to certain debt. Debt issuance costs incurred in connection with the issuance of tax-exempt bonds have been deferred and/or recorded and are being amortized over the term of the bonds using a straight-line method. Amortization expense recognized for the years ended June 30, 2025 and 2024, was $26,456 and $26,455, respectively.

Risk management – The District is exposed to various risks of loss from torts; theft of, damage to, and destruction of assets; business interruption; errors and omissions; and natural disasters. Commercial insurance coverage is purchased for claims arising from such matters. Settled claims have not exceeded this commercial coverage in any of the three preceding years.

Risk retention plans - The District is covered under the professional liability and workers' compensation insurance coverages arranged by and enforce for the County. Management estimates of uninsured losses for prior professional liability, workers' compensation and employee health coverage have been accrued as liabilities in the accompanying financial statements and are being settled as part of the bankruptcy.

Net position - Net position of the District are classified in three components:

- Net position invested in capital assets, net of related debt consist of capital assets net of accumulated depreciation and reduced by any outstanding borrowings used to finance the purchase or construction of those assets.

- Restricted expendable net position are noncapital net assets that must be used for a particular purpose, as specified by creditors, grantors, or contributors external to the District, including amounts deposited with trustees as required by revenue bond indentures, discussed in Note 7.

- Unrestricted net position are remaining net assets that do not meet the definition of invested in capital assets net of related debt or restricted expendable net assets.

Operating revenues and expenses - The District's statements of revenues, expenses and changes in net position distinguishes between operating and non-operating revenues and expenses. The District no longer operates a hospital and now all operating revenue and expenses are related to the ongoing operations of the District which include administrative related, debt service related, other regulatorily required services and funding of healthcare related organizations in the community. Non-operating revenues and expenses were those transactions not considered directly linked to providing health care services in prior years and currently those not associated with ongoing operations.

DRAFT

NOTE 1 - ORGANIZATION AND ACCOUNTING POLICIES (continued)

Pensions - For purposes of measuring the net pension liability and pension expense, information about the fiduciary net position and additions to and deductions from fiduciary net position are determined on the same basis as reported by the Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due as payable in accordance with benefit terms. Plan investments are reported at fair value.

Income taxes – The District is a political subdivision of the state of California organized under the Local Health Care District Law as set forth in the Health and Safety Code of the State of California. The District has been determined to be exempt from income taxes under Local Health Care District Law. Accordingly, no provision for income taxes is included in the accompanying financial statements

Accounting principles generally accepted in the United States require District management to evaluate uncertain tax positions taken by the District. The financial statement effects of a tax position are recognized when the position is more likely than not, based on the technical merits, to be sustained upon examination by the IRS. District management has analyzed the tax positions taken by the District, and has concluded that as of June 30, 2025, there are no uncertain positions taken or expected to be taken. The District has recognized no interest or penalties related to uncertain tax positions. The District is subject to routine audits by taxing jurisdictions, however, there are currently no audits for any tax periods in progress.

Property taxes – During the year ended June 30, 2025, the district received approximately 95% of its financial support from property taxes. Property taxes are levied by the County on the District's behalf on July 1st and are intended to finance the District's activities of the same fiscal year. Amounts levied are based on assessed property values as of the July 1. Property taxes are considered delinquent on the day following each payment due date. Property taxes are recorded as non-operating revenue by the District when they are earned.

Subsequent events – District management has evaluated events subsequent to June 30, 2025, to assess the need for potential recognition or disclosure in the financial statements. Such events were evaluated through November XX, 2025, the date these financial statements were available to be issued.

NOTE 2 - INFORMATION REGARDING LIQUIDITY AND AVAILABILITY OF RESOURCES

The District regularly monitors the availability of resources required to meet its operating needs and other contractual commitments, while striving to maximize the investment of its available funds. The District has various sources of liquidity at its disposal as itemized in the table presented below. For purposes of analyzing resources available to meet general expenditures over a 12-month period, the District considers all expenditures related to its ongoing activities of providing health care services as well as the conduct of services undertaken to support those activities, to be general expenditures.

DRAFT

NOTE 2 - INFORMATION REGARDING LIQUIDITY AND AVAILABILITY OF RESOURCES (continued)

The District strives to maintain liquid financial assets sufficient to cover at least 30 days of expenditures. The District's policy is that excess cash on hand is invested in investment instruments with liquidity requirements to enable District usage of those assets within a short time period.

The following table reflects the District's financial assets as of June 30, 2025 and 2024, reduced by amounts that are not available to meet general expenditures within one year of the statement of financial position date.

	2025	2024
Cash and cash equivalents	$ 18,067,555	$ 15,934,907
Assets limited as to use	3,116,000	3,115,200
Total financial assets	21,183,555	19,050,107
Less reduction of financial assets not available for general expenses	(3,116,000)	(3,115,200)
Total financial assets available for one year of general expenses	$ 18,067,555	$ 15,934,907

In addition to financial assets available to meet general expenditures over the next 12-month period, the District operates a balanced budget and anticipates collecting revenue to cover general expenditures not covered by assets limited as to use and donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of the District's cash flow and shows positive cash generated by operations for fiscal years 2025 and 2024.

NOTE 3 - CASH AND CASH EQUIVALENTS & ASSETS LIMITED AS TO USE

As of June 30, 2025, the District had deposits invested in various financial institutions in the form of cash and cash equivalents including amounts classified as assets limited as to use amounting to $23,077,044. These funds were held in deposits, which are collateralized in accordance with the California Government Code ("CGC"), except for $250,000 per account that is federally insured.

DRAFT

NOTE 3 - CASH AND CASH EQUIVALENTS & ASSETS LIMITED AS TO USE (continued)

Under the provisions of the CGC, California banks and savings and loan associations are required to secure the District's deposits by pledging government securities as collateral. The market value of pledged securities must equal at least 110% of the District's deposits. California law also allows financial institutes to secure District deposits by pledging first trust deed mortgage notes having a value of 150% of the District's total deposits. The pledged securities are held by the pledging financial institution's trust department in the name of the District. The composition of assets limited as to use at June 30, 2025 and 2024, is set forth in the following table. Investments are stated at fair value.

	2025	2024
Held by Trustee		
US Government Securities and Repurchase Agreements	$ 5,406,234	$ 5,403,093
Total	$ 5,406,234	$ 5,403,093

NOTE 4 - INVESTMENTS

The District's investment balances, and average maturities were as follows at June 30, 2025 and 2024:

2025		Investment Maturities in Years		
	Fair Value	Less than 1	1 to 5	Over 5
Government investment funds	$ 396,745	$ 396,745	$ -	$ -
Money market and savings accounts	23,077,044	23,077,044	-	-
Total investments	$ 23,473,789	$ 23,473,789	$ -	$ -

2024		Investment Maturities in Years		
	Fair Value	Less than 1	1 to 5	Over 5
Government investment funds	$ 1,308,972	$ 1,308,972	$ -	$ -
Money market and savings accounts	20,029,028	20,029,028	-	-
Total investments	$ 21,338,000	$ 21,338,000	$ -	$ -

The District's investments are reported at fair value as previously discussed. The District's investment policy allows for various forms of investments generally set to mature within a few months to others over 15 years. The policy identifies certain provisions which address interest rate risk, credit risk and concentration of credit risk.

DRAFT

NOTE 4 – INVESTMENTS (continued)

Interest income, dividends, and both realized and unrealized gains and losses on investments are recorded as investment income. These amounts were $579,207 and $578,944 for the years ended June 30, 2025 and 2024, respectively. Total investment income includes both income from operating cash and cash equivalents and cash and cash equivalents related to assets limited as to use

Interest Rate Risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. The District's exposure to interest rate risk is minimal as 100% of their investments have a maturity of less than one year. Information about the sensitivity of the fair values of the District's investments to market interest rate fluctuations is provided by the preceding schedules that shows the distribution of the District's investments by maturity.

Credit Risk: Credit risk is the risk that the issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization, such as Moody's Investor Service, Inc. The District's investments in such obligations are in U.S. government funds and money market accounts. The District believes that there is minimal credit risk with these obligations at this time.

Custodial Credit Risk: Custodial credit risk is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer), the District will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The District's investments are generally held by banks, investment companies or government agencies. The District believes that there is minimal custodial credit risk with their investments at this time. District management monitors the entities which hold the various investments to ensure they remain in good standing.

Concentration of Credit Risk: Concentration of credit risk is the risk of loss attributed to the magnitude of the District's investment in a single issuer. The District's investments are held as follows: governmental agencies 2% and banks 98%. The District believes that there is minimal custodial credit risk with their investments at this time. District management monitors the entities which hold the various investments to ensure they remain in good standing.

Investment Hierarchy: The District categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant other unobservable inputs. The District's investments are solely measured by Level 1 inputs and does not have any investments that are measured using Level 2 or 3 inputs.

DRAFT

NOTE 5 - DEBT BORROWINGS

A schedule of changes in the District's debt borrowings for the years ended June 30, 2025 and 2024 is as follows:

	06/30/24	Additions	Reductions	06/30/25
Bonds payable				
Certificates of Participation - Series 2021	$41,605,000	$ -	$(1,450,000)	$40,155,000
	41,605,000	-	(1,450,000)	40,155,000
Bond premium	6,385,250	-	(375,603)	6,009,647
	$47,990,250	$ -	$(1,825,603)	$46,164,647

	06/30/23	Additions	Reductions	06/30/24
Bonds payable				
Certificates of Participation - Series 2021	$43,000,000	$ -	$(1,395,000)	$41,605,000
	43,000,000	-	(1,395,000)	41,605,000
Bond premium	6,760,852	-	(375,602)	6,385,250
	$49,760,852	$ -	$(1,770,602)	$47,990,250

The terms and due dates of the District's Series 2021 Certificates of Participation (2021 COP) are as follows: the 2021 COP is dated December 2021, with an original amount of $44,580,000 and an original premium of $7,512,058, principal payable in annual installments ranging from $1,580,000 in 2025 to $3,055,000 in 2042, interest ranging from 3.0% to 5.0%, payable semiannually and collateralized by a pledge of the District's parcel tax revenues. The proceeds of the 2021 COP bond issuance were used to pay off two outstanding bonds, the 2018 Certificates of Participation and 2019 Certificates of Participation. The District is in compliance with the financial covenants and financial reporting requirements as specified in the Indenture Trust Agreement at June 30, 2025.

DRAFT

NOTE 5 - DEBT BORROWINGS (continued)

Aggregate principal maturities and interest payments on debt borrowings, based on scheduled maturities are as follows:

Year Ending June 30	Debt Borrowings	
	Principal	Interest
2026	1,510,000	1,606,000
2027	1,570,000	1,544,400
2028	1,630,000	1,472,250
2029	1,715,000	1,388,625
2030	1,800,000	1,300,750
Thereafter	31,930,000	8,323,775
	$40,155,000	$15,635,800

NOTE 6 - OTHER LONG-TERM LIABILITIES

The District filed for Chapter 9 Bankruptcy on October 20, 2016, and on June 25, 2021, exited Bankruptcy. Pursuant to the bankruptcy agreement, the District is required to pay certain liabilities as determined by the court. The District is in compliance with all requirements of the bankruptcy agreement and all required payments have been made to date. The remaining amount owed for bankruptcy obligations at June 30, 2024 was $1,159,414, which was fully paid in November 2024. This liability was shown as other current and long-term liability.

NOTE 7 - RETIREMENT PLANS

The District offered a defined contribution savings plan intended to qualify under section 457(b) of the Internal Revenue Code ("IRC"). The plan was designed to provide participants with a means to defer a portion of their compensation for retirement and to provide benefits in the event of death, disability, or financial hardship. The plan covered former employees of the District who met certain eligibility requirements. The District was the administrator of the plan and had delegated certain responsibilities for the operation and administration of the plan to an outside third-party trustee. Under the plan, employer contributions are discretionary. The District has not contributed to the plan since 2007.

DRAFT

NOTE 6- RETIREMENT PLANS (continued)

The District also offered two Employer Contributory Tax Deferred Plans intended to qualify under section 403(b) and 401(a) of the IRC. The plans were designed to provide participants with a means to defer a portion of their compensation for retirement and to provide benefits in the event of death, disability, or financial hardship. The plans covered employees of the District who met certain eligibility requirements. Under the plans, the District had the ability to make discretionary matching contributions of up to 5.0% of the participant's annual compensation to the plan. The District made no contributions to the plans since 2015.

The District also provides a non-contributory single employer defined benefit pension plan. The plan covers all eligible employees of the previous Brookside Hospital. Brookside Hospital was the previous name of Doctors Medical Center. The plan provides retirement and death benefits to plan members and beneficiaries based on each employee's years of service and annual compensation. No new employees have been enrolled in the plan since 1996. There are 168 ex-District employees participating in the plan.

For the year ended June 30, 2025, the District recognized a pension related loss under the Plan of $391,047. At June 30, 2025, the District's reported deferred outflows and inflows of resources related to the Plan were considered immaterial.

The following is the aggregate pension expense for the year ended June 30, 2025:

Interest cost	$	359,938
Expected return on assets		(288,989)
Amortization of liability gains and losses		509,499
Amortization of assumption changes		-
Amortization of investment gains and losses		(38,534)
Administrative expenses		29,969
	$	571,883

DRAFT

NOTE 6- RETIREMENT PLANS (continued)

The net pension liability at June 30, 2025 is as follows:

Interest on total pension liability	$ 359,938
Liability (gain) loss	509,499
Assumption change	-
Benefit payments	(941,723)
Net change in total pension liability	(72,286)
Total pension liability at beginning of the year	12,465,306
Total pension liability at the end of the year	$ 12,393,020

The fiduciary net position at June 30, 2025 is as follows:

Investment income (loss)	$ 508,359
Employer contributions	3,274,375
Benefits paid	(941,723)
Administrative expenses	(29,969)
Net change in total pension liability	2,811,042
Total fiduciary net position at beginning of the year	9,190,931
Total fiduciary net position at the end of the year	$ 12,001,973
District's net pension liability (total liability less net position)	$ 391,047
Plan fiduciary net position as a % of the total liability	97%
Actuarially determined contributions	$ 148,941
Actual contributions	(3,274,375)
Contribution (excess) deficiency	$ (3,125,434)

DRAFT

NOTE 6- RETIREMENT PLANS (continued)

The following table summarizes the actuarial assumptions used to determine net pension liability and plan fiduciary net position as of June 30, 2025:

Actuarial valuation date	June 30, 2025
Methods and assumptions	
Actuarial cost method	Unit credit (all benefits are fully accrued)
Amortization method	Straight line
Asset valuation	Market value of assets
Investment rate of return	3.00%
Inflation rate	2.00%
Projected salary increases	N/A
Mortality table	Pub-2010 Public Retirement Plans Mortality Tables (Healthy and Contingent Annuitant) projected with Scale MP-2021

Other disclosures about the non-contributory single employer defined benefit pension plan are as follows:

Description of the Plan: Effective March 2, 2000, the District began a single employer defined benefit plan. This plan became effective on that date with a plan year end of June 30. This plan guarantees participants with a specific lifetime benefit funded 100% by the District.

Benefits provided: Benefitted full and part-time employees were eligible per plan specifications. The retirement formula is based on a percentage of the employee's compensation in each calendar year. Credit for past service is given to benefitted full and part-time employees up through 2000, at the same retirement formula of the employee's compensation in each consecutive calendar year in which the employee completed 1,000 hours of service.

Employees covered by benefit terms: As of June 30, 2025, there are 168 participants in the plan, 70 deferred vested participants and 98 retired participants and beneficiaries. There are no participating employees.

Contributions: The recommended contribution for the 2025 plan year is $148,941 (assuming contributions will be deposited throughout the plan year).

DRAFT

NOTE 6- RETIREMENT PLANS (continued)

Discount rate: The discount rate used to measure the total pension liability was 3.0%. In the previous valuation, the discount rate used to measure the total pension liability was also 3.0%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that contributions from employers will be made at contractually required rates, actuarially determined. Based on these assumptions, the pension plan's net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

Sensitivity of the net pension liability to changes in the discount rate: It is estimated that a 1% increase in the discount rate from 3.0% would decrease the net pension liability by approximately $939,632 and a 1% decrease in the discount rate from 3.0% would increase the net pension liability by approximately $1,089,902.

NOTE 7 - COMMITMENTS AND CONTINGENCIES

Litigation - The District may from time-to-time be involved in litigation and regulatory investigations, which arise in the normal course of doing business. After consultation with legal counsel, management estimates that matters existing as of June 30, 2025, will be resolved without material adverse effect on the District's future financial position, results from operations or cash flows.

DRAFT

JWT & Associates, LLP

Advisory Assurance Tax

1111 E. Herndon Avenue, Suite 211, Fresno, California 93720
Voice: (559) 431-7708 Fax:(559) 431-7685

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

The Contra Costa Board of Supervisors
West Contra Costa Healthcare District
Martinez, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the comptroller General of the United States, the financial statements of West Contra Costa Healthcare District (the District), which comprise the statement of net position as of June 30, 2025, and the related statements of revenues, expenses and changes in net position, and cash flows for the year then ended, and the related notes to the financial statements and have issued our report thereon dated November XX, 2025.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

DRAFT

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

JWT & Associates, LLP

Fresno, California
November XX, 2025

DRAFT

West Contra Costa Healthcare District

Schedule of Findings and Questioned Costs

For the Year Ended June 30, 2025

I. Summary of Auditor's Results

Type of auditor's report issued:	Unmodified	
Internal Control over financial reporting:		
Material weakness identified?	___yes	_X_no
Significant deficiency(ies) identified that are not considered to be material weaknesses?	___yes	_X_no
Noncompliance material to financial statements noted?	___yes	_X_no

II. Current Year Audit Findings and Questioned Costs

Financial Statement Findings

None reported

III. Prior Year Audit Findings and Questioned Costs

None reported

DRAFT

Audited Financial Statements
and Supplemental Information

West Contra Costa Healthcare District
Successor Retirement Plan

June 30, 2025 and 2024

DRAFT

JWT & Associates, LLP
Advisory Assurance Tax

West Contra Costa Healthcare District Successor Retirement Plan

Audited Financial Statements

June 30, 2025 and 2024

Report of Independent Auditors 1

Audited Financial Statements:
- Statements of Net Assets Available for Plan Benefits 4
- Statements of Changes in Net Assets Available for Plan Benefits 5
- Notes to Financial Statements 6

Required Supplemental Information 16

DRAFT

JWT & Associates, LLP

Advisory Assurance Tax

1111 E. Herndon Avenue, Suite 211, Fresno, CA 93720

Voice: (559) 431-7708 Fax: (559) 431-7685

Independent Auditor's Report

To the Administrative Committee of
the West Contra Costa Healthcare District Successor Retirement Plan
San Pablo, California

Opinion

We have audited the accompanying financial statements of the West Contra Costa Healthcare District Successor Retirement Plan (the Plan), an employee benefit plan subject to the Employee Retirement Income Security Act of 1974 (ERISA), which comprise the statements of net assets available for benefits as of June 30, 2025 and 2024, and the related statements of changes in net assets available for benefits for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the net assets available for benefits of the Plan as of June 30, 2025 and 2024, and the changes in its net assets available for benefits for the years then ended, in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Plan and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern for one year after the date the financial statements are available to be issued.

Management is also responsible for maintaining a current plan instrument, including all plan amendments; administering the plan; and determining that the plan's transactions that are presented and disclosed in the financial statements are in conformity with the plan's provisions, including maintaining sufficient records with respect to each of the participants, to determine the benefits due or which may become due to such participants.

DRAFT

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of ABC Company Defined Benefit Plan's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about ABC Company Defined Benefit Plan's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplemental Schedules Required by ERISA

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The supplemental schedules of Funding Progress and Contributions to the Plan for the years ended June 30, 2025 and 2024, are presented for purposes of additional analysis and are not a required part of the financial statements but are supplementary information required by the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with generally accepted auditing standards.

DRAFT

In forming our opinion on the supplemental schedules, we evaluated whether the supplemental schedules, including their form and content, are presented in conformity with the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA.

In our opinion, the information in the accompanying schedules is fairly stated, in all material respects, in relation to the financial statements as a whole, and the form and content are presented in conformity with the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA.

Fresno, California
November XX, 2025

DRAFT

West Contra Costa Healthcare District Successor Retirement Plan

Statement of Net Assets Available for Plan Benefits

June 30, 2025 and 2024

	2025	2024
Assets		
Cash and cash equivalents	$ 42,185	$ 39,979
Investments, at fair value		
Registered investment companies	12,001,973	9,190,931
Total investments	12,001,973	9,190,931
Total assets	12,044,158	9,230,910
Liabilities		
Other liabilities	42,185	39,979
Total liabilities	42,185	39,979
Net assets available for plan benefits	$ 12,001,973	$ 9,190,931

See accompanying notes to the financial statements

DRAFT

West Contra Costa Healthcare District Successor Retirement Plan

Statement of Changes in Net Assets Available for Plan Benefits

Years Ended June 30, 2025 and 2024

	2025	2024
Additions		
Investment income		
Interest and dividend income	$ 508,359	$ 439,227
Total investment income	508,359	439,227
Employer contributions	3,274,375	2,000,000
Total additions	3,782,734	2,439,227
Deductions		
Benefits distributed to participants	941,723	1,029,098
Administrative expenses	29,969	24,012
Total deductions	971,692	1,053,110
Net change in net assets	2,811,042	1,386,117
Net assets available for plan benefits at beginning of year	9,190,931	7,804,814
Net assets available for plan benefits at end of year	$ 12,001,973	$ 9,190,931

See accompanying notes to the financial statements

DRAFT

West Contra Costa Healthcare District Successor Retirement Plan

Notes to Financial Statements

June 30, 2025 and 2024

NOTE 1 - DESCRIPTION OF THE PLAN

The following brief description of the West Contra Costa Healthcare District Successor Retirement Plan (the Plan) is provided for general information only. Participants should refer to the Plan agreement for more complete information.

General

The Plan is a governmental plan as defined in section 414(d) of the Internal Revenue Code (IRC). The Plan was established on March 9, 2000 by the Plan Sponsor, West Contra Costa Healthcare District (the District), as a successor plan to the West Contra Costa Healthcare District Employees' Retirement Plan, which was terminated on that date. The Plan is intended to qualify as a defined benefit plan under section 401(a) of the IRC and is to be interpreted in a manner consistent with those requirements. The participants of the predecessor plan were given the option to receive immediate lump sum distributions of the present value of their benefits, to roll the benefits into an Individual Retirement Plan (IRA) or another plan, or to participate in a successor plan. During the year ended June 30, 2001, when the requested distributions were completed by the predecessor plan, the successor trust, which holds the assets of the successor plan, was funded. Periodic payments for that year were made by the predecessor plan. The amount of the funding was approximately 110% of the present value of the predecessor plan's liabilities. As of July 1, 2001, the successor plan assumed the predecessor plan's liabilities for the pension benefits of those participants who chose to take part in the successor plan and who made periodic payments.

Pension Benefits and Vesting

The Plan is to provide benefits on the same terms and in the same amounts as the predecessor plan.

The predecessor plan was frozen effective January 1, 1994. No participants accrued benefits on or after that date and each participant's benefit became fully vested and non-forfeitable on that date.

Employees with 5 or more years of service, or any employees of Brookside Hospital as of January 1, 1994, are entitled to annual pension benefits beginning at normal retirement, age 65, or as early as age 60, with full pension benefit. Plan members are entitled to a reduced benefit, if elected, at any time after age 50. Benefits are based on years of credited service and average earnings in the last three years of employment through the date that the predecessor plan was frozen and are offset by a portion of the vested employee's social security benefit.

Effective April l, 1998, upon attaining his or her normal retirement date (age 65); whether or not he or she actually retires on that date, a participant shall be entitled to receive a monthly Single-Life Annuity.

DRAFT

NOTE 1 - DESCRIPTION OF THE PLAN (continued)

Contributions

The predecessor plan was frozen effective January 1, 1994 and, therefore, there would be no future employer contributions to the Plan, unless required to fund benefits that have already been accrued. The amount of employer contributions would be determined based on actuarial valuations and recommendations as to the amounts required to fund benefits. During the years ended June 30, 2025 and 2024, the plan sponsor made contributions to the plan totaling $3,274,375 and $2,000,000, respectively.

In the actuarial report dated May 10, 2001, it was recommended by the actuarial consultants that if, as of any future valuation date, Plan assets drop below the then actuarial present value of future benefits, that such difference be funded, with assumed interest, in level additional contributions to the Plan by the District over a period not longer than five years, depending in part on the Plan's projected liquidity needs. It was also recommended that actuarial valuations be performed annually.

As of the valuation dates of June 30, 2025 and 2024, Plan assets are less than the actuarial present value of future benefits by the amount of $650,554 and $3,384,608, respectively. This amount is amortized over five years using the 2025 assumptions. Based upon this method, the actuarial consultants recommend that a contribution of at least $148,941 be made to the Plan for the 2025 plan year. The Plan's sponsor has reached an agreement with the bankruptcy court whereby they will make minimum annual contributions of $1,000,000 to the Plan starting in fiscal year ending June 30, 2018 and ending when the District's financial obligation is satisfied. The Plan sponsor made contribution payments totaling $3,274,375 during the year ended June 30, 2025. This amount paid the remaining amount owed per the bankruptcy agreement and the current year's actuarial required contribution. Based on current actuarially determined Plan liabilities and anticipated estimated earnings, distributions and expenses, the Plan is expected to be able to fund all future participant liabilities.

The funded status of the plan at June 30, 2025 and 2024, is 97% and 74% respectively. The long-term stability of the plan remains in question without future cash contributions. Annual benefit payments are projected to continue to exceed annual expected investment returns. This will continue to put pressure on the viability of the plan to close the underfunding purely through investments.

Death Benefits

The Plan provides a death benefit to all participants. For participants who are fully vested and married at the time of death, their spouse will receive an annuity of 50% of the benefit the participant had accrued through the date of death, commencing when the participant would have reached age 50. If a participant is not married or does not have five years of vesting credit, the participant's named beneficiary shall receive a lump-sum death benefit of $500 plus one month's salary for each year of service up to six months.

DRAFT

NOTE 1 - DESCRIPTION OF THE PLAN (continued)

Description of Vesting

Effective January 1, 1994, the Plan was frozen, and forfeitures were applied to reduce employer contributions up to that date. Each participant's benefit became fully vested and non-forfeitable upon the plan freeze.

NOTE 2 - SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires the Plan Administrator to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

Investment Valuation and Income Recognition

The Plan's investments are stated at fair value. All of the Portfolio Investments of the Collective Investment Trust are valued based on quoted market prices on the last business day of the Plan year. Net appreciation or depreciation in fair value of investments includes net unrealized and realized appreciation or depreciation for the year.

Security transactions are accounted for on the trade date, and the dividend income is recorded on the ex-dividend date. Interest income is recorded on an accrual basis. Costs used in determining gains (losses) on investment transactions are on the average cost basis.

DRAFT

NOTE 2 - SIGNIFICANT ACCOUNTING POLICIES (continued)

Actuarial Present Value of Accumulated Plan Benefits

Accumulated plan benefits are those future periodic payments which are attributable under the Plan's provisions to the service employees have rendered. Accumulated plan benefits include benefits expected to be paid to (a) retired or terminated employees or their beneficiaries, (b) beneficiaries of employees who have died, and (c) present employees or their beneficiaries. Benefits under the Plan are based on employees' highest annual compensation during the employee's last three years of credited service. Benefits payable under all circumstances are included, to the extent they are deemed attributable, to employee service rendered, through the valuation date. The actuarial valuations are done using the beginning-of-the-year method. In the event of the termination of the Plan, the benefit obligation would be revalued as of the date of the termination and under different assumptions than those used to determine the actuarial present value of accumulated Plan benefits.

NOTE 3 – ACCUMULATED PLAN BENEFITS

The actuarial present value of accumulated plan benefits is determined by the Plan's consulting actuary, Findley. This amount results from applying actuarial assumptions to adjust the accumulated plan benefits to reflect the time value of money (through discounts for interest) and the probability of payment (by means of decrements such as for death, disability, withdrawal, or retirement) between the valuation date and the expected date of payment. For the periods ended June 30, 2025 and 2024, the actuarial methods and assumptions used were consistent with the prior year.

The more significant assumptions underlying the actuarial computations for the Plan year are as follows:

- Rate of investment return – 3.0%.
- Retirement Age - Normal retirement is age 65, full pension benefits are available at age 60, early retirement is available at reduced benefits (ages 50 to 59).
- Life expectancy of participants – Pub-2010 Public Retirement Mortality Tables (Healthy and Contingent Annuitant) projected with Scale MP-2021.

These actuarial assumptions are based on the presumption that the Plan will continue. If the Plan terminates, different actuarial assumptions and other factors might be applicable in determining the actuarial present value of accumulated plan benefits. The assumptions used consider the effect of the Plan's frozen status (as discussed in Note 1).

DRAFT

NOTE 3 – ACCUMULATED PLAN BENEFITS (continued)

The actuarial present value of accumulated plan benefits as of June 30, 2025 and 2024, is as follows:

	2025	2024
Vested benefits		
Participants currently receiving payments	$ 7,228,849	$ 6,893,314
Other participants	5,164,171	5,571,992
Total vested benefits	12,393,020	12,465,306
Non-vested benefits	-	-
Total acturial present value of accumulated plan benefits	$ 12,393,020	$ 12,465,306

Changes in the actuarial present value of accumulated plan benefits for the years ended June 30, 2025 and 2024 were as follows:

	2025	2024
Actuarial present value of accumulated plan benefits at beginning of plan year	$ 12,465,306	$ 14,321,201
Changes during the year attributable to:		
Decrease in discount period	869,437	(826,797)
Benefits paid	(941,723)	(1,029,098)
Change in assumptions	-	-
Net increase (decrease)	(72,286)	(1,855,895)
Actuarial present value of accumulated plan benefits at end of plan year	$ 12,393,020	$ 12,465,306

DRAFT

NOTE 4 - INVESTMENTS

Benefit Trust Company (Benefit), corporate trustee of the Plan, holds the Plan's assets and executes transactions therein. Security transactions are made by the investment manager based on parameters established by the Board of Directors of the District.

The Plan assets are invested in products sold by Benefit. There was no realized or unrealized gain or loss on investment value for the years ended June 30, 2025 and 2024, as the Plan's investments are in money market backed stable value investments that do not fluctuate with the stock market. Investments at Benefit consist of the following at June 30, 2025 and 2024, stated at fair value:

	2025	2024
Registered investment companies		
Mutual funds - money market	$ 12,001,973	$ 9,190,931
	$ 12,001,973	$ 9,190,931

Due to the nature of the investment management services provided by Benefit, they qualify as a party-in-interest of the Plan. Fees paid by the Plan to Benefit for such services for the years ended June 30, 2025 and 2024 amounted to $6,969 and $6,011, respectively.

NOTE 5 – TAX STATUS

The predecessor plan obtained its latest determination letter on February 24, 2000, in which the Internal Revenue Service stated that the Plan, as then designed, was in compliance with the applicable requirements of the Internal Revenue Code (IRC). Since the Successor Plan has replaced the predecessor plan, a new determination letter has not been obtained. However, since the plans are identical, the Plan sponsor's board of directors understands that the Plan, as currently designed and operated, is in compliance with the applicable requirements of the IRC. Therefore, no provision for income taxes has been included in the Plan's financial statements.

In accordance with guidance on accounting for uncertainty in income taxes, the plan administrator has evaluated the Plan's tax positions and does not believe the Plan has any uncertain tax positions that require disclosure or adjustment to the financial statements. The Plan is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress.

DRAFT

NOTE 6 – RISKS AND UNCERTANTIES

The Plan invests in various investment securities. Investment securities are exposed to various risks such as interest rate, market, and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such change could materially affect the amounts reported in the statement of net assets available for benefits.

In September 2025, an actuarial valuation was prepared for the purpose of determining contributions for the plan year beginning July 1, 2025. As of that date, plan assets are less than the actuarial present value of future benefits in the amount of $391,047. In accordance with the Plan sponsor's policy the total unfunded liability would be amortized over the next five years. The actuarial recommendation was for the sponsor to contribute $432,061 during the plan year ended June 30, 2025. The Plan's sponsor has reached an agreement with the bankruptcy court whereby they will make minimum annual contributions of $1,000,000 to the Plan starting in fiscal year ending June 30, 2018, and ending when the District's financial obligation is satisfied. The Plan sponsor made contribution payments totaling $3,274,375 during the year ended June 30, 2025. Based on current actuarially determined Plan liabilities and anticipated estimated earnings, distributions and expenses, the Plan is expected to be able to fund all participant liabilities.

The funded status of the plan increased during the plan year ended June 30, 2025 from 74% funded to 97% funded, but annual benefit payments are projected to continue to exceed the annual expected investment returns. The District is committed to making all necessary future cash contributions to fully fund the pension liability going forward. The District accelerated its required payments to the Plan per the bankruptcy agreement and fully funded the outstanding Plan unfunded liability at June 30, 2024 of $3,274,375 in November 2024.

The District, the Plan's sponsor, has liabilities that exceed assets by $24,519,373 at June 30, 2025 (audited), reported net income of $8,074,083 for the year ended June 30, 2025 (audited), and has cash reserves of $18,067,555. Based on a financial analysis by the District's management, they anticipate no significant difficulties in continuing to meet on-going financial obligations related to their current operations. The District filed for bankruptcy in October 2016. The District has sold all assets, settled all liabilities, and continuing with current operations and meeting all obligations. The bankruptcy was closed in June 2021 and the District has complied with all agreed upon terms of the bankruptcy. Based on current actuarially determined Plan liabilities and anticipated estimated contributions from the Plan sponsor, earnings, distributions and expenses, the Plan is expected to be able to fund all participant liabilities.

Whether all participants receive their benefits will depend on the sufficiency, at the time, of the Plan's net assets to provide those benefits, the priority of those benefits to be paid, and the level and type of benefits guaranteed by the California Public Employment Retirement System (PERS) at that time. Some benefits may be fully or partially provided for by the then-existing assets and the PERS guaranty, while other benefits may not be provided at all.

DRAFT

NOTE 7 – SUBSEQUENT EVENTS

Subsequent events have been evaluated through November XX, 2025, the date of the Independent Auditor's Report, which is the date the financial statements were available to be issued.

NOTE 8 - FAIR VALUE MEASUREMENTS

FASB ASC Topic 820, *Fair Value Measurements and Disclosures* (ASC 820) provides a framework for measuring fair value under U.S. generally accepted accounting principles. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements).

The following provides a general description of the three levels of inputs that may be used to measure fair value under ASC 820:

> Level 1 - Inputs to the valuation methodology are based on quoted prices available in active markets for identical assets or liabilities on the reporting date.
>
> Level 2 - Inputs to the valuation methodology are other than quoted market prices in active markets, which are either directly or indirectly observable as of the reporting date, and fair value can be determined through the use of models or other valuation methodologies. If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.
>
> Level 3 - Inputs to the valuation methodology include significant inputs that are generally unobservable from objective sources. These inputs may be used with internally developed methodologies that result in management's best estimate of fair value including assumptions regarding risk. Level 3 instruments include those that may be more structured or otherwise tailored to the Plan's needs.

As required by ASC 820, financial assets and liabilities are classified in their entirety based on the lowest level of input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. The Plan's assessment of the significance of a particular input to the fair value measurement requires judgment, and may affect the valuation of fair value assets and liabilities and their placement within the fair value hierarchy levels.

DRAFT

NOTE 8 - FAIR VALUE MEASUREMENTS (continued)

The following is a description of the valuation methodologies used for assets measured at fair value.

Mutual funds are valued at the market value of shares held by the Plan at year-end.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Plan believes its valuation method are appropriate and consistent with other market participants, the use of different methodologies for assumptions to determine fair value of certain financial instruments could result in a different fair value measurement at the reporting date. Assets measured at fair value as of June 30, 2025 and 2025 are as follows:

2025				
	Level 1	Level 2	Level 3	Total
Registered investment companies				
Mutual funds - money market	$ 12,001,973	$ -	$ -	$ 12,001,973
Investments at fair value	$ 12,001,973	$ -	$ -	$ 12,001,973

2024				
	Level 1	Level 2	Level 3	Total
Registered investment companies				
Mutual funds - money market	$ 9,190,931	$ -	$ -	$ 9,190,931
Investments at fair value	$ 9,190,931	$ -	$ -	$ 9,190,931

DRAFT

Required Supplemental Information

DRAFT

West Contra Costa Healthcare District Successor Retirement Plan

Required Supplemental Information

Years Ended June 30, 2025 and 2024

Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Underfunded (Overfunded) AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll [(b-a)/c]
June 30, 2025	$ 11,742,466	$ 12,393,020	$ 650,554	95%	N/A	N/A
June 30, 2024	$ 9,080,698	$ 12,465,306	$ 3,384,608	73%	N/A	N/A
June 30, 2023	$ 7,912,279	$ 14,321,201	$ 6,408,922	55%	N/A	N/A
June 30, 2022	$ 6,657,342	$ 14,451,913	$ 7,794,571	46%	N/A	N/A
June 30, 2021	$ 5,587,358	$ 14,967,780	$ 9,380,422	37%	N/A	N/A

Schedule of Contributions to Plan

Year Ended	Annual Required Contribution (ARC)	Percentage of ARC Contributed
June 30, 2025	$ 432,061	758%
June 30, 2024	$ 727,269	275%
June 30, 2023	$ 799,917	250%
June 30, 2022	$ 924,145	216%
June 30, 2021	$ 1,009,390	198%

Effective January 1, 1994, the Plan was frozen. Forfeitures were applied to reduce employer contributions up to January 1, 1994 when each participant's benefit became fully vested and non-forfeitable upon the plan freeze.

DRAFT

West Contra Costa Healthcare District Successor Retirement Plan

Required Supplemental Information

June 30, 2025 and 2024

The information presented in the required supplemental schedules was determined as part of the actuarial valuation at the date indicated. Additional information as of the latest actuarial valuation follows:

Valuation date	June 30, 2025	June 30, 2024
Actuarial cost method	Projected Unit Credit	Projected Unit Credit
Asset valuation method	Market value of assets	Market value of assets
Actuarial assumptions:		
Investment rate of return	3.00%	3.00%
Compensation increase rate	N/A	N/A
Inflation adjustment	2.00%	2.00%

DRAFT

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5320 **Agenda Date:** 12/16/2025 **Agenda #:** C.80.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #27-168-21 with Planned Parenthood: Shasta-Diablo, Inc. (dba Planned Parenthood Northern California)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #27-168-21 with Planned Parenthood: Shasta-Diablo, Inc. (dba Planned Parenthood Northern California), a non-profit corporation, in an amount not to exceed $5,000,000, to provide obstetrics and gynecology (OB/GYN), family planning and behavioral health treatment services for Contra Costa Health Plan (CCHP) members, for the period October 1, 2025 through September 30, 2026.

FISCAL IMPACT:
This Contract will result in annual contractual service expenditures of up to $5,000,000 and will be funded 100% by CCHP Enterprise Fund II revenues.

BACKGROUND:
CCHP has an obligation to provide certain medical specialist health care services, including OB/GYN, family planning and behavioral health services for its members under the terms of their Individual and Group Health Plan membership contracts with the county. This Contractor has been a member in the CCHP Provider Network providing the OB/GYN, family planning and behavioral health treatment services and fostering a deep understanding of CCHP organization's mission, values and long term objections since November of 2007.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure there is no conflict with labor relations. Contractor shall cooperate with and participate in CCHP's Quality Improvement activities to improve the quality of care and services and Member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement programs. Per Administrative Bulletin 600.3, CCHP Physician services are exempt from solicitation requirements.

On October 1, 2024, the Board of Supervisors approved Contract #27-168-20 with Planned Parenthood: Shasta-Diablo, Inc. (dba Planned Parenthood Northern California), in an amount not to exceed $5,000,000 to provide obstetrics and gynecology, family planning and behavioral health treatment services for Contra Costa Health Plan members for the period October 1, 2024 through September 30, 2025.

Approval of Contract #27-168-21 will allow Contractor to continue to provide OB/GYN, family planning and behavioral health treatment services for CCHP members through September 30, 2026. This Contract is delayed

due to extended negotiations of Contract terms between the Contractor and County.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, certain specialized health care services including OB/GYN, family planning and behavioral health treatment services will not be provided to CCHP members by this Contractor and may limit access to these services to members.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5321 **Agenda Date:** 12/16/2025 **Agenda #:** C.81.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #26-395-37 with Locumtenens.com, LLC

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #26-395-37 with Locumtenens.com, LLC, a limited liability company, in an amount not to exceed $3,600,000, to provide temporary physician services during peak loads, temporary absences, vacations and emergency situations where additional physician staffing is required at Contra Costa Regional Medical Center (CCRMC), Contra Costa Health Centers, and Detention Centers for the period January 1, 2026 through December 31, 2026.

FISCAL IMPACT:
Approval of this Contract will result in annual contractual service expenditures of up to $3,600,000 and will be funded 100% by Hospital Enterprise Fund I.

BACKGROUND:
CCRMC has an obligation to provide medical staffing services to patients at CCRMC, Contra Costa Health Centers, and Detention Centers. Therefore, the County contracts with temporary help firms to ensure patient care is provided during peak loads, temporary absences, vacations and emergency situations where additional staffing is required. The County has been using the contractor's temporary staffing services, fostering a deep understanding of the CCHP organizations mission, values, and long-term objectives since January 1, 2001.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. Per Administrative Bulletin 600.3 CCRMC Physician services are exempt from Solicitation requirements.

On January 21, 2025, the Board of Supervisors approved Contract #26-395-35 with Locumtenens.com LLC, in an amount not to exceed $3,250,000, for the provision of temporary physician services during peak loads, temporary absences, vacations and emergency situations where additional physician staffing is required at CCRMC, Contra Costa Health Centers, and Detention Centers, for the period January 1, 2025 through December 31, 2025.

On September 9, 2025, the Board of Supervisors approved Contract Amendment #26-395-36 with Locumtenens.com LLC., effective September 1, 2025, to include additional temporary physician services during peak loads, temporary absences, vacations and emergency situations where additional physician staffing

is required at CCRMC, Contra Costa Health Centers, and Detention Centers with no change in the payment limit of $3,250,000 or term.

Approval of Contract #26-395-37 will allow Contractor to continue to provide temporary locum tenens physician services, through December 31, 2026. This Contract includes services provided by represented classifications and the County has met its obligations with the respective labor partner(s).

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, Contractor will not provide temporary physician coverage during peak loads, temporary absences, vacations and emergency situations when additional physician staffing is required.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5322 **Agenda Date:** 12/16/2025 **Agenda #:** C.82.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #76-664-8 with Freedom Hygiene, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-664-8 with Freedom Hygiene, Inc., a corporation, in an amount not to exceed $238,973, to provide feminine hygiene product disposal services to Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers for the period from October 1, 2025 through September 30, 2028.

FISCAL IMPACT:
Approval of this contract will result in contractual service expenditures of up to $238,973 over a three-year period and will be funded 100% by Hospital Enterprise Fund I revenues.

BACKGROUND:
This Contractor is a minority owned business who specializes in the discreet disposal of feminine hygiene products for high traffic areas. The Contractor will comply with all standards prescribed by the statutes and administrative regulations of the State of California, and by the applicable ordinances and regulations of local governmental agencies and entities. This Contractor has been providing these services to CCRMC and Contra Costa Health Centers, fostering a deep understanding of the organization's mission, values, and long-term objectives since July 1, 2019.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. This Contractor was approved by the Public Works Department's Purchasing Agent on October 10, 2025.

In July 2024, the County Administrator approved and the Purchasing Services Manager executed Contract #76-664-5 with Freedom Hygiene, Inc. in an amount not to exceed $73,999 to provide feminine hygiene product disposal services to CCRMC and Contra Costa Health Centers for the period July 1, 2024 through June 30, 2025.

In June 2025, the Purchasing Services Manager executed Contract Amendment #76-664-7 with Freedom Hygiene, Inc., effective June 1, 2025 to increase the payment limit by $22,081 to a new payment limit of $96,080 and to extend the termination date from June 30, 2025 to September 30, 2025 for additional feminine hygiene product disposal services.

Approval of Contract #76-664-8 will allow the Contractor to continue to provide feminine hygiene product disposal services through September 30, 2028. The Contract was delayed due to the lengthy solicitation process.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, disposal of feminine hygiene products will not occur and can cause a situation where people can come into contact with discarded feminine products in restrooms at CCRMC and Contra Costa Health Centers.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5323 **Agenda Date:** 12/16/2025 **Agenda #:** C.83.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #24-949-39(22) with A Step Forward Child Abuse Treatment and Training Programs, A Marriage, Family and Child Counseling Corporation

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #24-949-39(22) with A Step Forward Child Abuse Treatment and Training Programs, A Marriage, Family and Child Counseling Corporation, a corporation, effective January 1, 2026, to amend Contract #24-949-39(20) (as amended by Contract Amendment #24-949-39(21)), to include additional Medi-Cal specialty mental health services for beneficiaries in Central Contra Costa County, with no change in the payment limit of $850,000 and no change in the term ending June 30, 2026.

FISCAL IMPACT:
Approval of this Contract Amendment will not impact the payment limit of $850,000 funded 50% by Federal Medi-Cal funds and 50% State Mental Health Realignment funds. (Additional rates)

BACKGROUND:
This Contract meets the social needs of County's population by providing Medi-Cal specialty mental health services for beneficiaries of all ages in Contra Costa County by providing assessment, testing, therapy and medication monitoring for treatment of mental disorders, sexually abused children and sexual perpetrators. This Contractor has been providing these services as part of the Department's Behavioral Health Services Network since 2006.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Welfare and Institutions Code § 5775 et seq.; Welfare and Institutions Code §§ 14680-14685; California Code of Regulations (CCR), Title 9 § 1810.100 et seq. This Contract was approved by Health Services Personnel to ensure there is no conflict with labor relations. The Behavioral Health's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Per Administrative Bulletin 600.3 the Department has posted a continuous Request for Qualifications and maintains a current qualified list of vendors at all times.

On July 9, 2024, the Board of Supervisors approved Contract #24-949-39(20) with A Step Forward Child Abuse Treatment and Training Programs, A Marriage, Family and Child Counseling Corporation, in an amount not to exceed $450,000 to provide Medi-Cal specialty mental health services for the period July 1, 2024 through June 30, 2026.

On February 25, 2025, the Board of Supervisors approved Contract Amendment #24-949-39(21) with A Step Forward Child Abuse Treatment and Training Programs, A Marriage, Family and Child Counseling Corporation, effective February 1, 2025, to increase the payment limit by $400,000 to a new payment limit of $850,000 for additional Medi-Cal specialty mental health services, with no change in the term.

Approval of Contract Amendment #24-949-39(22) will allow the Contractor to provide additional Medi-Cal specialty mental health services, through June 30, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, beneficiaries in Contra Costa County will not have access to Contractors additional Medi-Cal specialty mental health services which could result in increased wait times for services.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5324 **Agenda Date:** 12/16/2025 **Agenda #:** C.84.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Payments for Services Provided by Persimmony International, Inc

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Auditor-Controller, or designee, to pay $34,250 to Persimmony International, Inc, a corporation, for time study software and services to Contra Costa Public Health and Behavioral Health for the period September 1, 2025 through November 30, 2025, as recommended by the Health Services Director.

FISCAL IMPACT:
Approval of this payment will result in a one-time expenditure of up to $34,250 and will be funded 29% by State Medi-Cal; 55% by Nurse Family Partnership (NFP) Grant funds; and 16% by Title V Maternal and Child Health Block Grant funds.

BACKGROUND:
Contra Costa Public Health's Family, Maternal, Child Health (FMCH) programs, in partnership with the Contra Costa Behavioral Health Medi-Cal Administrative Activities (MAA) program, utilizes Persimmony's time study software to document employee activities related to MAA and NFP/MCAH grant funding activities. Both functions are essential components of maximizing revenue to fund services offered by programs in Public Health and Behavioral Health departments. A contract for these services between Persimmony and CCH has been in place since 2016. Due to negotiations with the vendor about upcoming changes in scope and needs, the renewal request for this Contract was not entered until August 28, 2025. On August 31, 2025, the previous contract with Persimmony International, Inc. expired, but Persimmony has continued to provide services while the renewal is being processed.

In, September 2024, the Purchasing Services Manager executed Contract #22-995-5 with Persimmony International, Inc, in an amount not to exceed $140,000 to provide time study software and services with regard to Contra Costa Public Health FMCH and Behavioral Health MAA programs for the period September 1, 2024 through August 31, 2025.

The Department received an invoice in November 2025 for software and services provided in September, October and November of 2025, while the Contract was out of term. In order to meet County's time study tracking needs related to Medi-Cal reimbursement, additional services were requested by County and provided by Contractor in good faith.

The Contractor is entitled to payment for the reasonable value of its services under the equitable relief theory of quantum meruit. That theory provides that where a Contractor has been asked to provide services without a valid contract, and the Contractor does so to the benefit of the County, the Contractor is entitled to recover the reasonable value of those services. The Contractor has provided services at the request of the County after the original Contract expired. The Department cannot pay Contractor for services rendered that exceed the term of the Contract. As such, the Department recommends that the Board authorize the Auditor-Controller to issue a one-time payment not to exceed $34,250 to Persimmony International, Inc.

CONSEQUENCE OF NEGATIVE ACTION:
If this payment is not approved, the Contractor will not be paid for services provided to County by Contractor in good faith. This could lead to a disruption or cancelation in services which could negatively affect state funding and consequentially have a detrimental effect on patient care.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5325 **Agenda Date:** 12/16/2025 **Agenda #:** C.85.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #76-553-6 with The Regents of the University of California, San Francisco

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #76-553-6 with The Regents of the University of California, San Francisco, a California Constitutional Corporation, effective December 1, 2025, to amend Contract #76-553-5 to provide additional pediatric cardiology services including remote interpretations of pediatric cardiology diagnostic tests for Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers with no change in the payment limit of $100,000 or term ending November 30, 2026.

FISCAL IMPACT:
Approval of this Contract Amendment will not impact the payment limit of $100,000 which is funded 100% by Hospital Enterprise Fund I. (Rate increase)

BACKGROUND:
The Regents of the University of California, San Francisco, provides pediatric cardiology services, including, remote interpretations of fetal echocardiograms and electrocardiograms for the Pediatrics Unit at CCRMC and Contra Costa Health Centers. This Contractor has been proving services to the County and fostering a deep understanding of the CCRMC organizations mission, values, and long-term objectives since December 2016. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Per Administrative Bulletin 600.3 government agencies are exempt from solicitation requirements.

On January 21, 2025, the Board of Supervisors approved Contract #76-553-5 with The Regents of the University of California, San Francisco, in an amount not to exceed $100,000, for the provision of remote pediatric cardiology services for CCRMC and Contra Costa Health Centers for the period December 1, 2024 through November 30, 2025, with an automatic renewal through November 30, 2026. This Contract includes a mutual indemnification provision requiring the County to indemnify Contractor for claims arising out of County's performance under the Agreement.

Approval of Contract Amendment #76-553-6 will allow the Contractor to provide additional services through November 30, 2026.

CONSEQUENCE OF NEGATIVE ACTION:

If this Contract Amendment is not approved, CCRMC and Contra Costa Health Centers will not have access to Contractor's remote pediatric cardiology services which may delay services to patients.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5326 **Agenda Date:** 12/16/2025 **Agenda #:** C.86.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Agreement #74-742 with California Mental Health Services Authority

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute, on behalf of the County, Participation Agreement #74-742 with California Mental Health Services Authority (CalMHSA), a government agency, in an amount not to exceed $81,000 to support Behavioral Health Services Division's Alcohol and Other Drugs (AOD) with meeting the Behavioral Health Accountability Set (BHAS) reporting requirements for the Healthcare Effectiveness Data and Information Set (HEDIS) performance measurement program for the period January 1, 2025 through December 31, 2029.

FISCAL IMPACT:
Approval of this Participation Agreement will result in contractual service expenditures of up to $81,000 over a 4- year period and will be funded 100% by AOD Administrative funds.

BACKGROUND:
California Advancing and Innovating Medi-Cal (CalAIM) Act requires each state Medicaid agency to produce a written quality strategy to access and improve the quality of health care and services. CalMHSA is a National Committee for Quality Assurance (NCQA) Certified vendor for all NCQA performance measures. This Participation Agreement with CalMHSA will support Behavioral Health's AODS division in meeting the mandated State requirements. This Agreement was approved by Health Services Personnel to ensure there is no conflict with labor relations. This Contractor was approved by the Public Works Department's Purchasing Division on November 5, 2025.

Under new Participation Agreement #74-754, Contractor will support AOD in meeting the BHAS HEDIS reporting requirements to comply with CalAIM through December 31, 2029. This Agreement includes a mutual indemnification provision that requires the parties to defend, indemnify, save and hold harmless each other for claims arising from services under the Agreement.

CONSEQUENCE OF NEGATIVE ACTION:
If this Agreement is not approved, the County will not have access to CalMHSA's reporting support for the BHAS HEDIS reporting requirements.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5327 **Agenda Date:** 12/16/2025 **Agenda #:** C.87.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Master Membership Agreement #76-891-2 with Emergency Care Research Institute

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Master Membership Agreement #76-891-2 with Emergency Care Research Institute, a non-profit corporation, in an amount not to exceed $26,436 for an annual membership to provide access to benchmarking information, spend data, and recall alerts for items procured by County's Materials Management at Contra Costa Regional Medical Center (CCRMC) for the period October 1, 2025 through September 30, 2026. Memberships automatically renew for subsequent one-year terms subject to payment limit changes.

FISCAL IMPACT:
Approval of this Master Membership Agreement will result in annual contractual service expenditures of up to $26,436 and will be funded 100% by Hospital Enterprise Fund I.

BACKGROUND:
Contractor will provide CCRMC access to benchmarking information, spend data, and recall alerts for items procured by County's Materials Management. This information is vital for supply chain management and will assist the department in procuring products and finding substitutions. Health Services Personnel approved this Agreement to ensure no conflicts with labor relations. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Agreement are upheld. This Master Membership Agreement is under $25,000 and therefore exempt from solicitation requirements.

This Agreement includes County agreeing to be responsible for all collection costs, including Contractor's reasonable attorneys' fees, if County fails to pay any amount due under this Agreement. County also agrees to defend, indemnify, and hold Contractor harmless for any damages, claims, losses, or fees that arise out of or relate to County disclosing Protected Health Information to Contractor. This Agreement includes limitations on liability that limit each party's entire liability for damages arising out of or in connection with this Agreement. Except for claims involving fraud, intellectual property infringement, data supplied to Contractor, or third-party claims, each party's total liability will not exceed the amount payable in the prior twelve (12) months for the membership that is the subject of the claim for damages. Contractor is also not liable for any penalties, interest, taxes or other amounts imposed by any governmental or regulatory authority. Neither party is liable to the other for indirect, incidental, punitive, special or consequential damages, for loss of data, or loss of profits (in either case, whether direct or indirect) even if the damages or losses could have been foreseen or prevented.

On January 21, 2025, the Board of Supervisors approved Contract #76-891 with Emergency Care Research Institute, in an amount not to exceed $24,033, for an annual membership to provide access to benchmarking information, spend data, and recall alerts for items procured by County's Materials Management at CCRMC for the period October 1, 2024 through September 30, 2025.

Approval of Agreement #76-891-2 will allow Contractor to continue providing services through September 30, 2026. This Agreement was delayed due to ongoing language negotiations between the Division and Contractor.

CONSEQUENCE OF NEGATIVE ACTION:
If this Master Membership Agreement is not approved, CCRMC will not have access to products supplied by Contractor, which may delay services to patients.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5328 **Agenda Date:** 12/16/2025 **Agenda #:** C.88.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract #76-903-1 with Discount Courier Services, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #76-903-1 with Discount Courier Services, Inc., a corporation, in an amount not to exceed $1,200,000 to provide transportation and courier services of laboratory specimens, pharmaceutical products, and medical supplies for Contra Costa Regional Medical Center (CCRMC) and Contra Costa Health Centers for the period December 1, 2025 through November 30, 2027.

FISCAL IMPACT:
Approval of this Contract will result in annual budgeted contractual service expenditures of up to $1,200,000 over a two-year period and will be funded 100% by Hospital Enterprise Fund I revenue.

BACKGROUND:
Contractor provides routed courier services and on demand courier services twenty-four (24) hours per day seven (7) days per week to CCRMC and Contra Costa Health Centers. Contractor provides qualified vehicles and California-licensed drivers to pick up, transport, and deliver laboratory specimens, transmittals, pharmacy medications, and other items. Contractor provides vehicles, equipment, and facilities that meet the construction, safety, sanitary, and other standards prescribed by the statutes and administrative regulations of the State of California, and by the applicable ordinances and regulations of local governmental agencies and entities.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. CCRMC's Quality Management, Utilization Management and Contract Monitor Staff meet on a regular basis to ensure monitoring and performance measures in the Contract are upheld. Following a Request for Proposal (RFP), this Contract was awarded to Discount Courier Services, Inc. by Public Works Department on July 18, 2025.

On January 21, 2025, the Board of Supervisors approved Contract #76-903 with Discount Courier Services, Inc., in an amount not to exceed $1,200,000, to provide transportation and courier services for CCRMC and Contra Costa Health Centers for the period December 1, 2024 through November 30, 2025.

Approval of Contract #76-903-1 will allow the Contractor to continue providing services through November 30, 2027. This Contract includes a limitation of liability provision.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract is not approved, County facilities will not have access to Contractor's pick-up and delivery services of laboratory specimens and pharmacy medications for CCRMC and Contra Costa Health Centers.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5329 **Agenda Date:** 12/16/2025 **Agenda #:** C.89.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment #27-808-9 with Amarjit S. Dosanjh, M.D. A Medical Corporation

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract Amendment #27-808-9 with Amarjit S. Dosanjh, M.D., A Medical Corporation, a corporation, effective January 1, 2026, to amend Contract #27-808-8, to include the Dual Eligible Special Needs Plan (D-SNP) authorizing the Contractor to provide specialized care to beneficiaries who are dually eligible for Medicare and Medi-Cal and offer care coordination and wrap-around services, with no change in the payment limit of $750,000 and with no change in the term ending July 31, 2028.

FISCAL IMPACT:
Approval of this Contract Amendment will not impact the payment limit of $750,000 and is funded 100% by CCHP Enterprise Fund II revenues. (No rate increase)

BACKGROUND:
CCHP has an obligation to provide certain medical specialty services including plastic and reconstructive surgery services for its members under the terms of their Individual and Group Health Plan membership contracts with the County. This Contractor has been a part of the CCHP Provider Network providing these services and fostering a deep understanding of the CCHP organization's mission, values, and long-term objectives since June 2016.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; Health and Safety Code § 1451. Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Contractor currently cooperates and participates in CCHP's Quality Management Program which consists of quality improvement activities to improve the quality of care, services and member experience. Cooperation includes collection and evaluation of performance measurement data and participation in the organization's clinical and service measure Quality Improvement Programs. Per Administrative Bulletin 600.3, CCHP Physician services are exempt from solicitation requirements.

On September 16, 2025, the Board of Supervisors approved Contract #27-808-8 with Amarjit S. Dosanjh, M.D., A Medical Corporation, in an amount not to exceed $750,000, for the provision of plastic and reconstructive surgery services for CCHP members and County recipients, for the period August 1, 2025 through July 31, 2028.

Approval of Contract Amendment #27-808-9 will allow Contractor to provide D-SNP specialized care to beneficiaries who are dually eligible for Medicare and Medi-Cal through July 31, 2028.

CONSEQUENCE OF NEGATIVE ACTION:
If this Contract Amendment is not approved, CCHP will not be compliant with Center for Medicare and Medicaid Services (CMS) Network Adequacy regulatory requirements.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5330 **Agenda Date:** 12/16/2025 **Agenda #:** C.90.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Rescind Prior Board Action Pertaining to Contracted Services with Naomi Natalie Terao, MD, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
RESCIND prior Board action of October 7, 2025 (C.105.) which approved and authorized the Health Services Director, or designee, to execute on behalf of the County Contract #74-735 with Naomi Natalie Terao, M.D., in an amount not to exceed $425,000 to provide outpatient psychiatric care services for mental health patients with a substance abuse disorder in Contra Costa County for the period October 1, 2025 through September 30, 2026; and APPROVE and AUTHORIZE the Health Services Director, or designee, to execute on behalf of the County Contract #74-735 with Naomi Natalie Terao, M.D., Inc., a professional corporation, in an amount not to exceed $425,000, to provide addiction medicine services for mental health patients with substance abuse disorders in Contra Costa County, for the period January 1, 2026 through December 31, 2026.

FISCAL IMPACT:
Approval of this Contract will result in annual expenditures of up to $425,000 and will be funded as budgeted by the department, 100% by Mental Health Measure X Funds.

BACKGROUND:
This Contract meets the social needs of County's population by providing Measure X funded mental health addiction medicine services including, but not limited to diagnosing, counseling, evaluating, medication management and providing medical and psychiatric therapeutic treatment services to mental health patients with substance abuse disorders in Contra Costa County. This is a new Contractor who will provide these services and foster a deep understanding of the County's organization, mission, values, and long-term objectives starting January 1, 2026.

This Contract is entered into under and subject to the following legal authorities: California Government Code §§ 26227 and 31000; and Welfare and Institutions Code, § 5600 et seq. (The Bronzan - McCorquodale Act). Health Services Personnel approved this Contract to ensure no conflicts with labor relations. Acting as a Mental Health Plan designated by Department of Health Care Services (DHCS), Contra Costa Behavioral Health is required to meet federal and state network adequacy standards to ensure that all Medi-Cal managed care covered services are available and accessible to beneficiaries in accordance with timely access and time and distance standards. Contractor currently cooperates with and participates in BHSD's Quality Management Program which consists of quality improvement activities to improve the quality of care and services and member experience. Cooperation includes collection and evaluation of performance measurement data and

participation in the organization's clinical and service measure Quality Improvement Programs. These Physician services were determined to be exempt from Administrative Bulletin 600.3 solicitation requirements by the Public Works Department's Purchasing Division.

On October 7, 2025 (C.105), the Board of Supervisors approved Contract #74-735 with Naomi Natalie Terao, M.D., in an amount not to exceed $425,000, for the provision of outpatient psychiatric care services for mental health patients with substance abuse disorders in Contra Costa County, for the period October 1, 2025 through September 30, 2026, however, the Contractor's name, entity status, term, and services to be provided were incorrect.

Approval of this Board Order will rescind the prior Board action and allow the Department to correct the Board Order to read Naomi Natalie Terao, MD, Inc., a professional corporation, to provide addiction medicine services for the period January 1, 2026 through December 31, 2026.

CONSEQUENCE OF NEGATIVE ACTION:
If this recommendation is not approved, the prior incorrect Board action will stand and the department will not have Board authorization with the correct Contract information.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5274 **Agenda Date:** 12/16/2025 **Agenda #:** C.91.

To: Board of Supervisors

From: Esa Ehmen-Krause, County Probation Officer

Report Title: Probation Directors Add/Cancel

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

ADOPT Position Adjustment Resolution No. 26553 to add two (2) Probation Director (7BFA) (unrepresented) positions at salary plan and grade B25 1972 ($12,418 - $15,849) effective December 17, 2025, and cancel two (2) Probation Director (7BFA) (unrepresented) positions (18839 & 13491) at salary plan and grade B25 1972 ($12,418 - $15,849) effective April 1, 2026, in the Probation Department.

FISCAL IMPACT:

The one-time fiscal impact of the requested positions overlap may result in a total salary and benefit cost increase impact of up to $240,760. Though the request covers a 4-month position overlap, it will take at least a couple of months for the position to be filled. The action includes the cancelation of two positions currently filled by two Probation Directors with upcoming retirements in early 2026. The cost impact will be offset by salary and benefit cost savings from the Department's existing vacancies, which are funded by the Department's budgeted General Fund allocation.

BACKGROUND:

The mission of the Probation Department is an unwavering commitment to justice, even in the face of adversity, an ethical application of the law, and a proven approach to rehabilitation. The Probation Department employees are a talented team of professionals who work collaboratively to create opportunities for those served. Through compassionate trauma informed supervision, the application of evidenced based practices, and robust community partnerships, clients experience positive outcomes that strengthen the individual, improve communities, and increase public safety within the county and beyond. To maintain mandated functions, keep up with the increasing number of legislative changes, and comply with funding obligations, the Probation Department must maintain necessary staffing levels and institutional knowledge.

Currently the Department has five sworn Probation Directors, at least two of which will be retiring in early 2026. These positions, including the two known retirements, are key executives within the Department and currently filled by incumbents with decades of institutional knowledge.

The first Probation Director position indicated in this Resolution has oversight of staff development/training, the Department's continuous quality improvement and evidence-based practices efforts, and departmental media communications units. General activities and tasks supported by these units and by the director include legislative analysis and response; Board of State and Community Corrections training, funding, and grant compliance; evidence based practices/Core Correctional Practices oversight and compliance; county mandated training compliance; employee wellness programs and initiatives; and public records act requests/responses; all of which collectively impact every aspect of Department operational efficiency. Due to the overarching nature of this position, strategic planning is required to ensure a smooth transition of duties and to sustain compliance with mandated functions.

The second Probation Director position indicated in this Resolution oversees the Department's Specialty Field Services which encompasses juvenile prevention, placement, intake and investigations, as well as adult felony investigations and pretrial services. The Specialty Field Services Director is responsible for the supervision, planning, and organization of two Probation Managers and five specific units. They are expected to direct the organization and planning of specialty field services, aid in the development of policies, procedures, and regulations, and provide direction, supervision, and training to staff, as well as perform other related work as required. Solid decision-making regarding day-to-day operations, budgetary impacts, and implementation of operational procedures is both ongoing and essential.

The director plays a crucial role in the executive functioning and strategic implementation of the Department's initiatives, especially at the entry points of the probation process. They serve as the Department's executive point of contact for all high-stakes matters related to foster care, court and investigations for both juveniles and adults, and pretrial services administered in collaboration with the Court and partners. By evaluating, overseeing, and reimagining critical processes, this director ensures that the Department sets the tone for its vision of collaboration, positive outcomes, and a safer community from the onset of probation services, and meets its goals efficiently.

In coordination with the director overseeing staff development, this director also has a pivotal role in the personal and professional development of onboarding staff, which is essential for sustained leadership and organizational success. Without the Specialty Field Services Probation Director, the department would face significant challenges in overseeing juvenile and adult probation services, including prevention, placement, intake, and investigations. The absence of this role would disrupt the supervision, planning, and organization of multiple probation units, leading to potential inefficiencies and lack of direction in day-to-day operations. Critical processes around foster care, court investigations, and pretrial services would lack executive oversight, compromising the department's ability to handle high-stakes situations effectively.

The need to fill these positions prior to the incumbents' departures is therefore critical to mitigate the impact on Department operations. The recruitment strategy for the Probation Director positions will involve a comprehensive process which will include both internal and external candidates to ensure the broadest and most qualified applicant pool. Internal candidates will bring valuable institutional knowledge and continuity, while external candidates may offer fresh perspectives and innovative approaches. The selection process will emphasize demonstrated leadership, operational expertise, and a commitment to advancing the Department's mission. This balanced approach ensures the Department will select leaders who will best serve both the Department's staff and community. Acknowledging that the recruitment and onboarding of a peace officer is a comprehensive and time-consuming process, it is imperative that the Probation Department begin this prior to the two retirements as the newly hired directors will play a critical role in operational continuity and ensure the

newly hired directors obtain the outgoing and requisite knowledge from the prior incumbents.

The Department is requesting for two Probation Director positions to be added in December of 2026, and for two Probation Director positions to be cancelled, effective April 1, 2026, following retirements. Although the adds and cancels will occur on different dates, the overall net FTE change for FY25-26 will be neutral. Should there be any changes to the cancellation date, the Department will immediately notify Human Resources and the County Administrator's Office to ensure there is no fiscal year cross over between the four positions.

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the Department's ability to maintain operational continuity, meet state and county mandates, and comply with training and funding requirements will be significantly disrupted. The loss of institutional knowledge without adequate succession planning and transfer of said knowledge will jeopardize the Department's evidenced-based practices initiatives, legislative responsiveness, and mandated compliance efforts overseen by this position. Further, delays in recruitment and onboarding will create leadership gaps that would impede critical programs such as staff development, employee wellness, and continuous quality improvement, ultimately compromising the Department's capacity to fulfill its mission of advancing justice, rehabilitation, and community safety. Additionally, the development and implementation of policies, procedures, and training would be hindered, impacting staff performance and the achievement of departmental goals. Ultimately, this could result in diminished collaboration, poor outcomes, and a less safe community.

PAR No. 26553

Contra Costa County
Position Adjustment Resolution (PAR) Form

This form is to be completed for midyear Position Adjustment Requests, for consideration outside the County's annual budget development process, per Administrative Bulletin No. 400 Section IV.C.

I. DEPARTMENT REQUEST

Agency and Dept Name: CCA30 Probation Dept No(s). 0308 Org No(s). 3000

Action Type: Add/Cancel Position(s) Net FTE Change: 0.00 Proposed Effective Date: 12/01/2025

Action Requested:

Add two (2) Probation Director (7BFA) (unrepresented) positions at salary plan and grade B25 1972 ($12,418 - $15,849) effective December 1, 2025, and cancel two (2) Probation Director (7BFA) (unrepresented) positions (18839 & 13491) effective April 1, 2026, in the Probation Department.

Use an additional sheet for further explanation or comments.

Fiscal Impact:

Cost is within Department's Budget: ☑ Yes ☐ No

Total One-Time Cost:

Total Annual Cost: $ 240,760.00

Total this FY: $ 240,760.00

Net County Cost: $ 240,760.00

NCC this FY: $ 240,760.00

Source of Funding: General Fund

Kevin Schrupp — (for) Department Head — 12/02/2025 — Date

II. COUNTY ADMINISTRATOR REVIEW

PAR No. 26553

Comments:

Released to HR for further study/review

Elizabeth Farrell — (for) County Administrator — 12/08/2025 — Date

III. HUMAN RESOURCES (HR) REVIEW/RECOMMENDATION

Add two (2) Probation Director (7BFA) (unrepresented) positions at salary plan and grade B25 1972 ($12,418 - $15,849) effective December 1, 2025, and cancel two (2) Probation Director (7BFA) (unrepresented) positions (18839 & 13491) effective April 1, 2026, in the Probation Department.

(for) Director of Human Resources: Chris Miller Date: 12/10/2025

IV. COUNTY ADMINISTRATOR APPROVAL

Approve HR Department Recommendation(s): ☑ Yes ☐ No ☐ N/A

If No or N/A, CAO Recommendation(s): Please note two effective dates.

BOS Approval Required: ☑ Yes ☐ No

Effective: ☑ Day following Board Approval ☐ Date: _____

Enid Mendoza — (for) County Administrator — 12/11/2025 — Date

V. BOARD OF SUPERVISORS ACTION

Adjustment Resolution: ☐ ADOPTED ☐ OTHER ACTION: _____

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

By: _____

Date: _____

PAR Form – 01/2025 rev.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5299 **Agenda Date:** 12/16/2025 **Agenda #:** C.92.

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Report Title: To Reallocate the Salary of the Deputy Sheriff-Per Diem (unrepresented) in the Contra Costa County Office of the Sheriff.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Position Adjustment Resolution No. 26548 to reallocate the salary of the Deputy Sheriff Per Diem (6XWC) (unrepresented) at salary plan and grade F85 1385 ($6,546.74 - $11,197.14) to salary plan and grade F85 1385 ($10,916.63 - $11,462.46) in the Contra Costa County Office of the Sheriff.

FISCAL IMPACT:
The estimated maximum annual cost to staff 25 vacant Deputy Sheriff positions utilizing Per Diem Deputies is $3,274,989. If these vacancies were filled by regular full-time Deputy Sheriffs, the annual cost would be approximately $5,232,024. Utilizing Per Diem Deputies is necessary to temporarily support critical operations, and can result in an estimated annual savings of $1,957,035 while maintaining necessary staffing levels and ensuring continuity of public safety services. Funding for these positions is 100% included in the Department's current General Fund allocation budget.

BACKGROUND:
The Sheriff's Office is currently experiencing a notable rate of attrition, as employees continue to seek employment with other agencies offering more competitive compensation. The departure of experienced personnel has a significant impact on operational continuity, increases recruitment and training expenditures, and places additional strain on remaining staff. These factors collectively contribute to employee burnout, diminished morale, and reduced organizational efficiency.

One of the classifications the department is reviewing is the Deputy Sheriff-Per Diem, which can provide support to the organization and serves as a benefit to employees to gain experience before applying for a full-time Deputy Sheriff position in the County. Currently, Deputy Sheriff-Per Diem employees earn approximately 36% less than regular Deputy Sheriffs, despite performing the same duties, facing the same risks, and being held to the same professional standards. A Deputy Sheriff-Per Diem at step 1 earns $35.97 per hour, while a Deputy Sheriff-40 Hour at step 1 earns $54.40 per hour for identical work.

This pay gap has created a serious challenge within the Sheriff's Office. The department is competing with neighboring agencies that offer higher compensation, making it increasingly challenging to attract and retain

qualified per diem staff. Aligning the Per Diem pay scale with that of the regular Deputy Sheriff classification would level the playing field and provide the Sheriff's Office an equal opportunity to build and maintain a reliable and experienced workforce.

Additionally, the current 12-step pay scale for Per Diem Deputies creates unnecessary pay disparities among employees who share the same qualifications and perform the same job duties. These inconsistencies often arise because hiring managers are not always aware that they can appoint a Per Diem at a higher step, or may choose not to do so. Once hired, employees cannot receive a step increase until they have completed 2,080 hours of service, and even then, they can only move up one step at a time. This system unintentionally limits flexibility, fosters inequity, and discourages retention.

By aligning Per Diem pay with the Deputy Sheriff pay scale, the department would ensure that everyone performing the same work is compensated fairly and consistently. This change would promote morale, strengthen trust, and send a clear message that the Sheriff's Office values equality, fairness, and the dedication of every employee who serves the community.

CONSEQUENCE OF NEGATIVE ACTION:
Realigning Per Diem pay rates to be consistent with Deputy pay is essential for maintaining workforce stability and operational effectiveness. Aligning compensation across these classifications will establish equity among employees performing comparable duties, promote fairness, and support a cohesive and motivated workforce. Failure to address this disparity may result in continued staff turnover, increased operational costs, and further challenges in sustaining service delivery standards.

PAR No. 26548

Contra Costa County
Position Adjustment Resolution (PAR) Form

This form is to be completed for midyear Position Adjustment Requests, for consideration outside the County's annual budget development process, per Administrative Bulletin No. 400 Section IV.C.

I. DEPARTMENT REQUEST

Agency and Dept Name: CCA25 Sheriff-Coroner | Dept No(s). 0255 | Org No(s). 2500

Action Type: Reallocate salary | Net FTE Change: | Proposed Effective Date: 12/01/2025

Action Requested:

ADOPT Position Adjustment Resolution No. 26548 to reallocate the salary of the Deputy Sheriff-Per Diem (6XWC) (unrepresented) from salary plan and grade F85 1385 ($6,546.74 - $11,197.14) to salary plan and grade F85 1385 ($10,916.63 - $11,462.46) in the Contra Costa County Office of the Sheriff.

Use an additional sheet for further explanation or comments.

Fiscal Impact:

Cost is within Department's Budget: ☑ Yes ☐ No

Total One-Time Cost:

Total Annual Cost: $ 1,377,942.00

Total this FY: $ 803,800.00

Net County Cost: $ 1,377,942.00

NCC this FY: $ 803,800.00

Source of Funding: 100% Sheriff's Office Budget (General Fund)

Jad Keileh — (for) Department Head | 11/24/2025 — Date

II. COUNTY ADMINISTRATOR REVIEW

PAR No. 26548

Comments:

Released to HR for further study/review

Elizabeth Farrell — (for) County Administrator | 11/24/2025 — Date

III. HUMAN RESOURCES (HR) REVIEW/RECOMMENDATION

ADOPT Position Adjustment Resolution No. 26548 to reallocate the salary of the Deputy Sheriff-Per Diem (6XWC) (unrepresented) at salary plan and grade F85 1385 ($6,546.74 - $11,197.14) to salary plan and grade F85 1385 ($10,916.63 - $11,462.46) in the Contra Costa County Office of the Sheriff.

(for) Director of Human Resources: Chris Miller | Date: 12/04/2025

IV. COUNTY ADMINISTRATOR APPROVAL

Approve HR Department Recommendation(s): ☑ Yes ☐ No ☐ N/A

If No or N/A, CAO Recommendation(s):

BOS Approval Required: ☑ Yes ☐ No

Effective: ☑ Day following Board Approval ☐ Date: _____

Enid Mendoza — (for) County Administrator | 12/11/2025 — Date

V. BOARD OF SUPERVISORS ACTION

Adjustment Resolution: ☐ ADOPTED ☐ OTHER ACTION: _____

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

By: _____

Date: _____

PAR Form – 01/2025 rev.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5245 **Agenda Date:** 12/16/2025 **Agenda #:** C.93.

To: Board of Supervisors

From: Marc Shorr, Information Technology Director

Report Title: Contract with Cloudwick Technologies, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Chief Information Officer, or designee, to execute a contract with Cloudwick Technologies, Inc. in an amount not to exceed $65,000 for a case planning automation system, subject to the terms of Cloudwick's Master Services Agreement and End User Licenses Agreement, for the period of December 9, 2025, through December 8, 2026.

FISCAL IMPACT:

The cost of this product is included in the Department's FY 25-26 budget. 100% User Departments.

BACKGROUND:

The Department of Information Technology (DoIT) is supporting the Animal Services Department (ASD) through a partnership with Cloudwick Technologies, Inc. (Cloudwick) for development, installation, and training of an artificial intelligence (AI)-powered reasoning and automation system. This initiative aims to modernize ASD's animal pathway planning, enhance operational efficiency, and support data-driven decision-making.

This procurement includes a 12-month subscription to Cloudwick's Amorphic Basic which provides full access to Amorphic's data, automation, and AI platform.

Cloudwick's Master Services Agreement and End User License Agreement include a mutual indemnification clause and a limitation of liability provision which caps Cloudwick's liability at the amount paid by the County during the 12 months preceding the event that gave rise to the claim.

Following a competitive bidding process, Cloudwick was selected as the vendor, having submitted the lowest bid among three qualified proposals.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, ASD will continue relying on manual workflows to compile and review data and draft

communications, which may result in delayed decisions and inconsistent outcomes.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5246 **Agenda Date:** 12/16/2025 **Agenda #:** C.94.

To: Board of Supervisors

From: Marc Shorr, Information Technology Director

Report Title: Purchase Order with Articulate Global, LLC

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Chief Information Officer, to execute a purchase order with Articulate Global, LLC in an amount not to exceed $1,700 to purchase Articulate 360 Teams, a subscription service for an eLearning platform, subject to Articulate's Terms of Service, for the period of December 16, 2025, through December 31, 2026.

FISCAL IMPACT:

The cost of this product is included in the Department's FY 25-26 budget. 100% User Departments.

BACKGROUND:

The Department of Information Technology (DoIT) plans to purchase Articulate 360 Teams, a robust e-learning solution tailored for organizations that create training content collaboratively. This platform enables multiple authors to co-develop courses, share reusable templates and assets, and efficiently manage user licenses through a centralized dashboard.

Articulate's Terms of Service includes a limitation of liability that caps Articulate's liability to the amount paid by County for the specific product given rise to the liability, prorated for the twelve-month period immediately preceding the event given rise to the liability. The Terms of Service also include indemnification provision from the County to Articulate for any claims arising out of the County's use of the program.

CONSEQUENCE OF NEGATIVE ACTION:

Without Articulate 360 Teams, collaboration could become harder, because team members can't easily share work, manage licenses, or keep courses consistent.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5247 **Agenda Date:** 12/16/2025 **Agenda #:** C.95.

To: Board of Supervisors

From: Marc Shorr, Information Technology Director

Report Title: Purchase Order with Siteimprove, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Purchasing Agent, on behalf of the Chief Information Officer, to execute a purchase order with Siteimprove, Inc. in an amount not to exceed $60,000 to provide website accessibility support, analytics, and quality assurance, subject to Siteimprove's Master Subscription Agreement, for the period of January 7, 2026, through January 6, 2027.

FISCAL IMPACT:

The cost of this product is included in the Department's FY 25-26 budget. 100% User Department.

BACKGROUND:

Siteimprove, Inc. provides software that enhances website accessibility, analytics, and quality assurance for the County's website (contracosta.ca.gov). The software identifies issues such as broken links, misspellings, and images missing alt attributes, and includes tools to support overall site quality and accessibility improvements.

Siteimprove's Master Subscription Agreement obligates the County to hold Siteimprove harmless from any claims arising from the performance of the agreement.

This procurement is being made using a Sole Source justification, which was approved by Purchasing on November 25, 2025.

CONSEQUENCE OF NEGATIVE ACTION:

The County will not have access to software that improves the quality of the County website (contracosta.ca.gov).

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5248 **Agenda Date:** 12/16/2025 **Agenda #:** C.96.

To: Board of Supervisors

From: Alison McKee, County Librarian

Report Title: Purchase Order with Califa Group for ProQuest's O'Reilly for Public Libraries Subscription through January 31, 2027

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the County Librarian, a purchase order with Califa Group, subject to the terms of their Clarivate Terms, in an amount not to exceed $46,000 for the renewal of ProQuest's O'Reilly for Public Libraries subscription, for the period February 1, 2026, through January 31, 2027.

FISCAL IMPACT:
100% Library Fund.

BACKGROUND:
ProQuest O'Reilly for Public Libraries is a digital platform that offers over 57,000 eBooks, 3,300+ eAudiobooks, and 7,500 videos, case studies, and expert-curated playlists to keep patrons informed in the fast-paced business and technology disciplines. O'Reilly supports patrons at all levels with multiple learning styles through diverse formats, responsive design, and an intuitive interface. The platform caters to students, job seekers, young adults, and entrepreneurs, offering resources for personal and professional growth, test prep for technology certifications, and tools to learn today's most in-demand technologies. ProQuest O'Reilly for Public Libraries offers the Library a discount through a purchase made by Califa Group, the California Library Consortium, of which the Library Department is a member.

The terms and conditions include limitation of liability provisions and indemnification language, reviewed by County Counsel.

CONSEQUENCE OF NEGATIVE ACTION:
If the Purchase Order is not approved, the Contra Costa County Library will not be able to provide patrons with a product that gives them a competitive advantage with access to the most current knowledge, trends, conversations, and real-world experiences in business and technology.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5249 **Agenda Date:** 12/16/2025 **Agenda #:** C.97.

To: Board of Supervisors

From: Esa Ehmen-Krause, County Probation Officer

Report Title: Vocational Training for Justice-Involved Clients

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the County Probation Officer, or designee, to execute a contract with Ameelio Emerge Public Benefit Corporation - Emerge Career (d/b/a), in an amount not to exceed $350,000 for a vocational training and employment program for the period of January 1, 2026 through December 31, 2027.

FISCAL IMPACT:
This contract will be funded 100% by Assembly Bill 109 Local Innovation Funds.

BACKGROUND:
Emerge Career is a workforce development platform focused on improving reentry outcomes through high-wage, high-demand vocational training. Its local innovative program supports Contra Costa AB109-eligible individuals in obtaining their Class A Commercial Driver's License (CDL-A) and securing employment in the trucking industry. Using a hybrid model, the program includes digital literacy, job readiness, CDL-A instruction, individualized coaching, and post-placement support.

Instruction is provided by approved regional training partners, and participant progress is tracked through a centralized platform that supports real-time monitoring and coordinated support.

Projected outcomes include licensure, job placement, and sustained retention support. The program integrates vocational training, reentry coaching, and employer engagement into a single, data-informed model designed to promote long-term success. The goal is to formalize a structured pathway that moves participants from training to stable employment, strengthening overall reentry outcomes, supporting long-term economic mobility, and ultimately lowering recidivism.

CONSEQUENCE OF NEGATIVE ACTION:
If unapproved, the Department would not have a contract to fund this program that may restrict access to high-wage career pathways for justice-involved individuals.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5250 **Agenda Date:** 12/16/2025 **Agenda #:** C.98.

To: Board of Supervisors

From: Esa Ehmen-Krause, County Probation Officer

Report Title: Spiritual Care Services Contract with Grace Bible Fellowship of Antioch

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the County Probation Officer, or designee, to execute a contract with Grace Bible Fellowship of Antioch, in an amount not to exceed $300,000 to provide out of custody spiritual care services to youth and young adults transitioning back into the community for the period of January 1, 2026 through December 31, 2027.

FISCAL IMPACT:
This contract will be funded 50% by the Department of Juvenile Justice Realignment fund and 50% by the Community Corrections Performance Incentive Fund.

BACKGROUND:
Grace Bible Fellowship of Antioch (GBF) is a faith-based organization established in 2003 serving diverse cultural and religious backgrounds in Contra Costa County. GFB's organizational philosophy is a holistic, client-centered approach that leverages community-based support to foster resilience and promote successful reintegration.

Under this contract, GBF will provide out of custody spiritual care services on behalf of the Probation Department to those participating in the Probation Department programs, such as, the Community Success Pathway and Transitional Age Youth (TAY). This service will focus on using evidence-based practices and the principles of risk-need-responsivity, ensuring that services are tailored to the unique characteristics and barriers of each participant.
The organization's goals and measurable objectives, serve as a framework to foster resilience, reduce recidivism, and promote successful community reintegration.

CONSEQUENCE OF NEGATIVE ACTION:
Youth and young adults in Contra Costa County will be unable to benefit from spiritual care services while transitioning back into the community.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2025-409 **Agenda Date:** 12/16/2025 **Agenda #:** C.99.

To: **Board of Supervisors**

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Accepting completion of landscape improvements for Drainage Improvement Agreement DA11-00069, Danville area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution accepting completion of landscape improvements and release of cash deposit for faithful performance for a Drainage Improvement Agreement (for landscaping) for Drainage Improvement Agreement DA11-00069 (cross-reference subdivision SD04-08856), for a project being developed by Shapell Homes, a Division of Shapell Industries, Inc., a Delaware Corp., as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (District II)

FISCAL IMPACT:
100% Developer Fees.

BACKGROUND:
The developer has completed the landscape improvements under the Drainage Improvement Agreement (for landscaping), and in accordance with Title 9 of the County Ordinance Code.

CONSEQUENCE OF NEGATIVE ACTION:
The completion of improvements will not be accepted.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF accepting completion of landscape improvements for a Drainage Improvement Agreement (for landscaping) for Drainage Improvement Agreement DA11-00069 (cross-reference subdivision SD04-08856), for a project being developed by Shapell Homes, a Division of Shapell Industries, Inc., a Delaware Corp., as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (District II)

WHEREAS, these improvements are approximately located near Dougherty Road and Bollinger Canyon Road.

WHEREAS, The Public Works Director has notified this Board that the landscaping improvements for DA11-00069 (cross-reference Subdivision SD04-08856), have been completed as provided in the Drainage Improvement Agreement (for landscaping) with Shapell Homes, a Division of Shapell Industries, Inc., a Delaware Corp., heretofore approved by this Board;

NOW, THEREFORE, BE IT RESOLVED that the landscape improvements have been COMPLETED as of December 16, 2025 thereby establishing the six month terminal period for the filing of liens in case of action under said Drainage Improvement Agreement (for landscaping):

DATE OF AGREEMENT : December 17, 2013

NAME OF SURETY: The Continental Insurance Company

BE IT FURTHER RESOLVED that upon acceptance by the Board of Supervisors, the San Ramon City Council shall accept the landscape improvements for maintenance in accordance with the Doughtery Valley Memorandum of Understanding.

BE IT FURTHER RESOLVED the payment (labor and materials) surety for $83,000.00, Bond No. 929541373 issued by the above surety be RETAINED for the six month lien guarantee period until June 16, 2026, at which time the Board AUTHORIZES the release of said surety less the amount of any claims on file.

BE IT FURTHER RESOLVED that there is no warranty and maintenance period required, and the Public Works Director is **AUTHORIZED** to refund the $1700 cash security for performance (Auditor's Deposit Permit No. DP593201, dated December 12, 2011) plus interest in accordance with Government Code Section 53079, if appropriate, to Shapell Homes, a Division of Shapell Industries, Inc., a Delaware Corp. pursuant to the requirements of the Ordinance Code; and the Drainage Improvement Agreement (for landscaping) and surety bond, Bond No. 929541373, dated December 12, 2011 are EXONERATED.

cc: J. LaRocque, Engineering Services, A. Vazquez, Engineering Services, K. O'Connor, Engineering Services, D. Patel, Engineering Services P. Tehaney, Design/Construction, C. Hallford, Mapping Div., Shapell Homes, The Continental Insurance Company, T**.** September 4, 2026.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2025-414 **Agenda Date:** 12/16/2025 **Agenda #:** C.100.

To: **Board of Supervisors**

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Approve and Authorize to fully close a portion of Purdue Avenue on December 17, 2025, from 7:30 a.m. through 5:30 p.m., for the purpose of a utility pole replacement, Kensington area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution approving and authorizing the Public Works Director, or designee, to fully close a portion of Purdue Avenue, between Beloit Avenue and Kenyon Avenue, on December 17, 2025, from 7:30 a.m. through 5:30 p.m., for the purpose of replacing a utility pole, Kensington area. (District I)

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
Due to the narrow road width of Purdue Avenue at the work site, Pacific Gas & Electric Company (PG&E) has requested the road closure to replace the existing utility pole. There is insufficient road width to set up and operate boom trucks and safely maintain through traffic. Applicant shall follow guidelines set forth by the Public Works Department. This request was previously approved by the Board of Supervisors on November 4, 2025, and in Resolution No. 2025-376. The applicant has submitted a new request due to an unexpected weather event during construction.

CONSEQUENCE OF NEGATIVE ACTION:
Applicant will be unable to close the road to complete planned utility pole replacement.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF Approving and Authorizing the Public Works Director, or designee, to fully close a portion of Purdue Avenue, between Beloit Avenue and Kenyon Avenue, on December 17, 2025, from 7:30 a.m. through 5:30 p.m., for the purpose of replacing a utility pole, Kensington area. (District I)

RC-25-41

NOW, THEREFORE, BE IT RESOLVED that permission is granted to Pacific Gas & Electric Company to fully close a portion of Purdue Avenue, between Beloit Avenue and Kenyon Avenue, except for emergency traffic, local residents, US Postal Service and garbage trucks, on December 17, 2025, from 7:30 a.m. through 5:30 p.m., subject to the following conditions:

1. Traffic will be detoured via roads identified in a traffic control plan, reviewed by the Public Works Department. Emergency vehicles, residents within the construction area and essential services will be allowed access as required.

2. All signing to be in accordance with the California Manual on Uniform Traffic Control Devices.

3. Pacific Gas & Electric Company shall comply with the requirements of the Ordinance Code of Contra Costa County.

4. Provide the County with a Certificate of Insurance in the amount of $1,000,000.00 for Comprehensive General Public Liability which names the County as an additional insured prior to permit issuance.

5. Obtain approval for the closure from the Kensington Police Department and Kensington Fire Protection District.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2025-410 **Agenda Date:** 12/16/2025 **Agenda #:** C.101.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Accepting completion of landscape improvements for Drainage Improvement Agreement DA11-00068, Danville area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution accepting completion of landscape improvements and release of cash deposit for faithful performance for a Drainage Improvement Agreement (for landscaping) for Drainage Improvement Agreement DA11-00068 (cross-reference subdivision SD04-08856), for a project being developed by Shapell Homes, a Division of Shapell Industries, Inc., a Delaware Corp., as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (District II)

FISCAL IMPACT:
100% Developer Fees.

BACKGROUND:
The developer has completed the landscape improvements under the Drainage Improvement Agreement (Landscaping), and in accordance with the Title 9 of the County Ordinance Code.

CONSEQUENCE OF NEGATIVE ACTION:
The completion of improvements will not be accepted.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF accepting completion of landscape improvements for a Drainage Improvement Agreement (for landscaping) for Drainage Improvement Agreement DA11-00068 (cross-reference subdivision SD04-08856), for a project being developed by Shapell Homes, a Division of Shapell Industries, Inc., a Delaware Corp., as recommended by the Public Works Director, San Ramon (Dougherty Valley) area. (District II)

WHEREAS, these improvements are approximately located near Dougherty Road and Bollinger Canyon Road.

WHEREAS, WHEREAS, The Public Works Director has notified this Board that the landscaping improvements for DA11-00068 (cross-reference Subdivision SD04-08856), have been completed as provided in the Drainage Improvement Agreement (for landscaping) with Shapell Homes, a Division of Shapell Industries, Inc., a Delaware Corp., heretofore approved by this Board;

NOW, THEREFORE, BE IT RESOLVED that the landscape improvements have been COMPLETED as of December 16, 2025 thereby establishing the six month terminal period for the filing of liens in case of action under said Drainage Improvement Agreement (for landscaping):

DATE OF AGREEMENT : December 17, 2013

NAME OF SURETY: The Continental Insurance Company

BE IT FURTHER RESOLVED that upon acceptance by the Board of Supervisors, the San Ramon City Council shall accept the landscape improvements for maintenance with the Doughtery Valley Memorandum of Understanding.

BE IT FURTHER RESOLVED the payment (labor and materials) surety for $8,500.00, Bond No. 929541372 issued by the above surety be RETAINED for the six month lien guarantee period until June 16, 2026, at which time the Board AUTHORIZES the release of said surety less the amount of any claims on file.

BE IT FURTHER RESOLVED that there is no warranty and maintenance period required, and the Public Works Director is AUTHORIZED to refund the $1000 cash security for performance (Auditor's Deposit Permit No. DP593201, dated December 12, 2011) plus interest in accordance with Government Code Section 53079, if appropriate, to Shapell Homes, a Division of Shapell Industries, Inc., a Delaware Corp. pursuant to the requirements of the Ordinance Code; and the Drainage Improvement Agreement (for landscaping) and surety bond, Bond No. 929541372, dated December 12, 2011 are EXONERATED.

cc: J. LaRocque, Engineering Services, A. Vazquez, Engineering Services, K. O'Connor, Engineering Services, D. Patel, Engineering Services, P. Tehaney, Design/Construction, C. Hallford, Mapping Div., Shapell Homes, The Continental Insurance Company, T. October 10, 2026

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2025-411 **Agenda Date:** 12/16/2025 **Agenda #:** C.102.

To: **Board of Supervisors**

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Approve and Authorize to fully close a portion of Coventry Road on December 19, 2025, from 7:30 a.m. through 5:30 p.m., for the purpose of a utility pole replacement, Kensington area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution approving and authorizing the Public Works Director, or designee, to fully close a portion of Coventry Road, between 645 Coventry Road and 639 Coventry Road, on December 19, 2025, from 7:30 a.m. through 5:30 p.m., for the purpose of replacing a utility pole, Kensington area. (District I)

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
Due to the narrow road width of Coventry Road at the work site, Pacific Gas & Electric Company (PG&E) has requested the road closure to replace the existing utility pole. There is insufficient road width to set up and operate boom trucks, as well as safely maintain through traffic. Applicant shall follow guidelines set forth by the Public Works Department. This request was previously approved by the Board of Supervisors on October 21, 2025, and in Resolution No. 2025-360. The applicant has submitted a new request due to a change in the construction schedule.

CONSEQUENCE OF NEGATIVE ACTION:
Applicant will be unable to close the road to complete planned utility pole replacement.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF Approving and Authorizing the Public Works Director, or designee, to fully close a portion of Coventry Road, between 645 Coventry Road and 639 Coventry Road, on December 19, 2025, from 7:30 a.m. through 5:30 p.m., for the purpose of replacing a utility pole, Kensington area. (District I)

RC 25-39

NOW, THEREFORE, BE IT RESOLVED that permission is granted to Pacific Gas & Electric Company to fully close Coventry Road, between 645 Coventry Road and 639 Coventry Road, except for emergency traffic, local residents, US Postal Service and garbage trucks, on December 19, 2025, from 7:30 a.m. through 5:30 p.m., subject to the following conditions:

1. Traffic will be detoured via roads identified in a traffic control plan, reviewed by the Public Works Department. Emergency vehicles, residents within the construction area and essential services will be allowed access as required.

2. All signing to be in accordance with the California Manual on Uniform Traffic Control Devices.

3. Pacific Gas & Electric Company shall comply with the requirements of the Ordinance Code of Contra Costa County.

4. Provide the County with a Certificate of Insurance in the amount of $1,000,000.00 for Comprehensive General Public Liability which names the County as an additional insured prior to permit issuance.

5. Notify and obtain acknowledgements of the planned closure from the Kensington Police Department, and the Kensington Fire Protection District.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2025-412 **Agenda Date:** 12/16/2025 **Agenda #:** C.103.

To: **Board of Supervisors**

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Approve and Authorize to fully close portions of Central Avenue, Irene Drive, Jane Court, and Rita Drive, on December 17, 2025 through May 30, 2026, from 7:00 a.m. through 5:00 p.m., for the purpose of installing a water main, Vine Hill area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution approving and authorizing the Public Works Director, or designee, to fully close a portion of Central Avenue between Valley Avenue and Irene Drive, a portion of Rita Drive between Donna Drive and Michelle Drive, a portion of Irene Drive between Michele Drive and Central Avenue, and all of Jane Court, on December 17, 2025 through May 30, 2026, from 7:00 a.m. through 5:00 p.m., for the purpose of installing a water main for Contra Costa Water District, Vine Hill area. (District V)

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
KJ Woods Construction has requested to partially close a portion several roads in the Vine Hill neighborhood to through traffic for the purpose of installing approximately 1 mile of water main, service transfers, hydrants and connections for a Contra Costa Water District Project. The closure will be during working hours only and the applicant will always allow local and emergency traffic through the site. Any open excavations will be covered with traffic rated steel plates during non-working hours and the road reopened to through traffic. The applicant shall follow the guidelines set forth by the Public Works Department.

CONSEQUENCE OF NEGATIVE ACTION:
Applicant will be unable to close the road to complete their water main replacement project.

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA

and for Special Districts, Agencies and Authorities Governed by the Board

IN THE MATTER OF Approving and Authorizing the Public Works Director, or designee, to fully close a portion of Central Avenue between Valley Avenue and Irene Drive, a portion of Rita Drive between Donna Drive and Michelle Drive, a portion of Irene Drive between Michele Drive and Central Avenue, and all of Jane Court, on December 17, 2025 through May 30, 2026, from 7:00 a.m. through 5:00 p.m., for the purpose of installing a new water main, Vine Hill area. (District V)

RC 25-47

NOW, THEREFORE, BE IT RESOLVED that permission is granted to KJ Woods Construction to fully close Central Avenue between Valley Avenue and Irene Drive, Rita Drive between Donna Drive and Michelle Drive, Irene Drive between Michele Drive and Central Avenue, Jane Court except for emergency traffic, local residents, US Postal Service and garbage trucks, on December 17, 2025 through May 30, 2026, from 7:00 a.m. through 5:00 p.m., subject to the following conditions:

1. Traffic will be detoured via roads identified in a traffic control plan, reviewed by the Public Works Department. Emergency vehicles, residents within the construction area and essential services will be allowed access as required.

2. All signing to be in accordance with the California Manual on Uniform Traffic Control Devices.

3. KJ Woods Construction shall comply with the requirements of the Ordinance Code of Contra Costa County.

4. Provide the County with a Certificate of Insurance in the amount of $1,000,000.00 for Comprehensive General Public Liability which names the County as an additional insured prior to permit issuance.

5. Obtain approval for the closure from the California Highway Patrol, Sheriff's Office, and the Contra Costa Fire Protection District.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: RES 2025-413 **Agenda Date:** 12/16/2025 **Agenda #:** C.104.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Notice of Completion for the Tara Hills Curb Ramps on Shawn Drive, Tara Hills area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Resolution accepting as complete the contracted work performed by E. E. Gilbert, Inc. for the Tara Hills Curb Ramps on Shawn Drive, as recommended by the Public Works Director, Tara Hills area. County Project No. 0662-6R4079, (District I)

FISCAL IMPACT:
The Project was funded by 89% Local Road Funds, 11% Transportation Development Act.

BACKGROUND:
The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of October 23, 2025.

CONSEQUENCE OF NEGATIVE ACTION:
The contractor will not be paid, and acceptance notification will not be recorded.

Recorded at the request of: Clerk of the Board
Return To: Public Works Dept

THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA
and for Special Districts, Agencies and Authorities Governed by the Board Adopted
this Resolution on _____by the following vote:

AYE:	
NO:	
ABSENT:	
ABSTAIN:	
RECUSE:	

Resolution No.

IN THE MATTER OF

The Board of Supervisors RESOLVES that:

Owner (sole): Contra Costa County, 255 Glacier Drive, Martinez, CA 94553

Nature of Stated Owner: fee and/or easement

Project No.: 0662-6R4079

Project Name: Tara Hills Curb Ramps on Shawn Drive Project

Date of Work Completion: October 23, 2025

WHEREAS

Description: Contra Costa County on February 4, 2025 contracted with E. E. Gilbert, Inc. for work that generally consisted of installing 14 curb ramps at selected intersections along Shawn Drive in the Tara Hills residential area. Work near the intersection of Shawn Drive and Delmore Road also include installation of one raised speed table, and two (2) rectangular rapid flashing beacons. Ancillary improvements include removal and replacement of existing concrete valley gutter and asphalt concrete, and removal and installation of thermoplastic pavement markings, all in accordance with the plans, drawings, special provisions and/or specifications prepared by or for the Public Works Director and in accordance with the accepted bid proposal. The project was located in the Tara Hills area, with the Fidelity and Deposit Company of Maryland, as surety, for work to be performed on the grounds of the County; and

The Public Works Director reports that said work has been inspected and complies with the approved plans, special provisions and standard specifications and recommends its acceptance as complete as of October 23, 2025.

NOW, THEREFORE, BE IT RESOLVED

Identification of real property:

Tara Hills area:

Shawn Drive

Fees: none
Legal References: none
Comments: none

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

Contact:

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

By: , Deputy

Cc:

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5252 **Agenda Date:** 12/16/2025 **Agenda #:** C.105.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: ADOPT Ordinance No. 2025-18 to establish a 13% reduction of the applicable County Area of Benefit traffic impact mitigation fee for housing developments located in transit priority areas and meeting all other criteria in Government Code section 66005.1(a).

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ADOPT Ordinance No. 2025-18 to establish a 13% reduction of the applicable County Area of Benefit traffic impact mitigation fee for housing developments located in transit priority areas and meeting all other criteria in Government Code section 66005.1(a), Countywide.

DETERMINE that this activity is exempt from review under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15061(b)(3), because it can be seen with certainty that there is no possibility that this activity may have a significant effect on the environment.

AUTHORIZE the Public Works Director, or designee, to cause a CEQA Notice of Exemption to be filed with the County Clerk and State Clearinghouse, and to pay the $50.00 filing fee.

FISCAL IMPACT:
Adoption of Ordinance No. 2025-18 will result in a 13% reduction of Area of Benefit transportation mitigation fees from new residential developments that meet the specific requirements of Government Code section 66005.1(a). These reductions are required by state law. Funding shortfalls in Area of Benefit fee programs caused by this reduction will need to be made up using funds from other sources, such as gas tax, Measure J funds, and other state and federal funds. (100% Area of Benefit Fees)

BACKGROUND:
INTRODUCTION

California Assembly Bill 3177 was adopted in September 2024 and modified a section of the Mitigation Fee Act (Government Code section 66005.1) to reduce transportation impact fees for residential developments located within transit priority areas that meet certain requirements. A “transit priority area” (TPA) is defined as an area within one-half mile of a major transit stop; a “major transit stop” would include a rail or bus rapid transit station, a ferry terminal served by either bus or rail transit service, or the intersection of two or more major bus routes with a frequency of service interval of 20 minutes or less during the morning and afternoon peak commute periods. The agency imposing the fee has discretion to determine the amount of the reduction.

To qualify for the lower transportation impact fee, the residential developments must satisfy all of the following characteristics, which correspond to lower trip generation rates compared to housing developments without these characteristics:

- The housing development is located within a TPA around an existing or planned major transit stop, and the major transit stop, if planned, is programmed to be completed before or within one year of the scheduled completion and occupancy of the housing development.

- Convenience retail uses, including a store that sells food, are located within one-half mile of the housing development.

- The housing development provides either the minimum number of parking spaces required by the local ordinance, or no more than one onsite parking space for zero to two bedroom units, and two onsite parking spaces for three or more bedroom units, whichever is less.

In 2025, Senate Bill 358 was signed into law to make minor adjustments to these criteria. Beginning January 1, 2026, to be eligible for a reduction, the housing development must be located within one-half mile of any three or more of the following: a supermarket or grocery store; a public park; a community center; a pharmacy or drugstore; a medical clinic or hospital; a public library; a school that maintains a kindergarten or any of grades 1 to 12, inclusive; a licensed childcare facility; a restaurant - a change to the second bullet point above. The third bullet point also changes, requiring the development to provide no more than one parking spot for each one-bedroom or two-bedroom unit, and no more than two parking spots for each unit with three or more bedrooms.

FEE REDUCTION ANALYSIS

In October 2024, Contra Costa County retained a consultant to determine how the modified provision of the Mitigation Fee Act applied to the County's transportation impact fee programs, which are generally referred to as Area of Benefit (AOB) programs. On January 31, 2025, the consultant provided a technical memorandum detailing their analysis of a fee reduction policy specific to the County's AOB programs and recommended a thirteen-percent reduction of AOB fees for developments that meet the criteria established by Assembly Bill 3177. The consultant further updated their opinion based on the statutory changes made by Senate Bill 358. The consultant's technical analysis determined that developments meeting the criteria in Government Code section 66005.1 should receive a 13% reduction in AOB fees, which is proportional to the reduction in vehicle impacts associated with these developments, as compared to developments that do not meet these criteria.

ORDINANCE NO. 2025-18

To implement the recommended fee reduction policy, an ordinance must be adopted that identifies the fee reduction amount and the AOBs in which the fee reduction policy applies. Adoption of Ordinance No. 2025-18 will establish the transportation impact fee reduction of thirteen percent for housing developments that are located within transit priority areas and that meet the requirements listed in Government Code section 66005.1 (a). The ordinance is worded to cover both the existing requirements in Section 66005.1, as well as the new requirements that become effective January 1, 2026. Staff recommends that the Board adopt Ordinance No. 2025-18.

CEQA FINDINGS

These actions are covered by the general rule that the California Environmental Quality Act (CEQA) applies only to activities that have the potential to cause a significant effect on the environment. It can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. The implementation and imposition of fees has no associated environmental impacts. Therefore, this activity is exempt from the requirements of CEQA pursuant to Section 15061(b)(3) of the CEQA Guidelines. The future implementation of the transportation improvement projects to be funded with transportation mitigation fee revenue, however, may have associated project-specific impacts, and such impacts will be evaluated under CEQA as each project is planned and implemented.

CONSEQUENCE OF NEGATIVE ACTION:
Failure to adopt Ordinance No. 2025-18 to establish a thirteen-percent reduction in the applicable County Area of Benefit fee for housing developments located in transit priority areas will result in Area of Benefit fees charged at a rate higher than allowed by Government Code section 66005.1(a).

ORDINANCE NO. 2025-18

(Uncodified)

(Transit Priority Area Transportation Impact Fee Reduction)

The Board of Supervisors of Contra Costa County ordains as follows:

SECTION 1. Summary. This ordinance establishes a transportation impact fee reduction for housing developments that are located within transit priority areas and that meet requirements listed in Government Code section 66005.1(a). The transportation impact fee reduction is based on a Fehr and Peers technical memorandum entitled, "Technical Support for Contra Costa County Fee Reduction Policy Analysis," dated January 31, 2025, which establishes the basis for the amount of the reduction.

SECTION 2. Definitions. Capitalized words and phrases used but not defined in this ordinance shall have the same meanings as those terms have in Government Code section 66005.1.

SECTION 3. Fee reduction within transit priority areas. A Housing Development that is located within a Transit Priority Area and that meets the requirements in Government Code section 66005.1(a)(1)-(3) shall pay eighty-seven percent (87%) of the amount of the applicable transportation impact fee established by the following County ordinances, and any future fee ordinances that amend or replace these ordinances, notwithstanding anything to the contrary therein:

Ordinance No. 91-27 (Richmond/El Sobrante Area of Benefit);
Ordinance No. 95-37 (West County Area of Benefit);
Ordinance No. 95-38 (Martinez Area of Benefit);
Ordinance No. 96-27 (South County Area of Benefit);
Ordinance No. 2005-18, as amended by Ordinance Nos. 2021-03 and 2024-18 (East Contra Costa Regional Fee and Financing Authority);
Ordinance No. 2013-26 (East County Regional Area of Benefit);
Ordinance No. 2016-12 (Bethel Island Area of Benefit);
Ordinance No. 2016-18 (Bay Point Area of Benefit);
Ordinance No. 2016-25 (Alamo Area of Benefit);
Ordinance No. 2017-22 (North Richmond Area of Benefit);
Ordinance No. 2018-16 (Discovery Bay Area of Benefit);
Ordinance No. 2021-12 (Pacheco Area of Benefit); and
Ordinance No. 2021-37 (Central County Area of Benefit).

SECTION 4. Effective Date. This ordinance shall become effective 30 days after passage, and, within 15 days of passage, this ordinance shall be published once, with the names of the supervisors voting for and against it, in the Contra Costa Times, a newspaper of general circulation published in this County.

PASSED on _____ by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

MONICA NINO
Clerk of the Board of Supervisors
and County Administrator

_____
Board Chair

By: _____ [SEAL]
Deputy

SMS
H:\Client Matters\Public Works\AOB Fees\TOD Fee Reduction\Ordinance No. 2025-18 (Transit Priority Area AOB Fee Reduction) rev.docx

FEHR PEERS

Technical Memorandum

Date: January 31, 2025

To: Joe Smithonic, Program Manager, Contra Costa Public Works Department

From: Julie Morgan, Nahal Hakim and Bruno Lertora, Fehr & Peers

Subject: Technical Support for Contra Costa County Fee Reduction Policy Analysis

WC24-4140

Background

State legislation known as AB 3177, adopted in September 2024, modifies a section of the Mitigation Fee Act (Government Code section 66005.1) to specify that transportation impact fees should be reduced for residential developments located within transit priority areas that meet certain requirements. A "transit priority area" is defined as an area within one-half mile of a major transit stop; a "major transit stop" would include a rail or bus rapid transit station, a ferry terminal served by either bus or rail transit service, or the intersection of two or more major bus routes with a frequency of service interval of 20 minutes or less during the morning and afternoon peak commute periods.

Specifically, residential developments that satisfy all of the following characteristics should be charged a lower transportation impact fee to reflect that the development is likely to have lower trip generation rates compared to housing developments without these characteristics; the agency imposing the fee has discretion to determine the amount of the reduction.

- The housing development is located within a transit priority area (TPA) around an existing or planned major transit stop, and the major transit stop, if planned, is programmed to be completed before or within one year of the scheduled completion and occupancy of the housing development.
- Convenience retail uses, including a store that sells food, are located within one-half mile of the housing development.

- The housing development provides either the minimum number of parking spaces required by the local ordinance, or no more than one onsite parking space for zero to two bedroom units, and two onsite parking spaces for three or more bedroom units, whichever is less.

Contra Costa County staff have asked Fehr & Peers for assistance in determining how this provision of the Mitigation Fee Act would apply to the County's transportation impact fee programs, which are generally referred to as Area of Benefit or AOB programs.

Identifying Affected Locations

Understanding whether a proposed residential development would be affected by this Mitigation Fee Act requirement would involve first identifying the TPA locations within unincorporated Contra Costa County, and then determining whether a proposed residential development is located within one of those TPAs and also meets the other criteria outlined above (related to the presence of nearby convenience retail uses and the development's parking supply). It should be noted that the definition of TPA and the eligibility criteria for getting a reduced transportation impact fee are currently set in state law and may change over time with future legislative actions. As of now, a current source of information about the locations of TPAs in the Bay Area is the "Transit Priority Areas (2021)" map available at https://opendata.mtc.ca.gov/datasets/MTC::transit-priority-areas-2021-1. The County's GIS team may also have maps showing TPAs within Contra Costa County. The determination about whether a proposed residential development meets the other criteria would depend on the specific characteristics of the proposed development and would be determined during the review of the development application.

Estimating Fee Reduction

The purpose of the analysis presented in this memo is to help the County estimate a percentage reduction in transportation impact fees that could be applied to proposed residential developments that meet the criteria presented above. For the purposes of this exercise, County staff and Fehr & Peers identified several transit-oriented locations that definitely or are likely to meet the definition of a TPA and where there is unincorporated land within the TPA. These locations included the Richmond Parkway Transit Center and the BART stations at Orinda, Pittsburg/Bay Point, Pleasant Hill/Contra Costa Center, and Walnut Creek. The El Cerrito Plaza BART station was also identified as a potential location, but it was excluded from the analysis due to the very small overlap between land within the TPA and unincorporated land, and the existing land use of the unincorporated land.

The legislative intent of the new Mitigation Fee Act requirements is to offer a reduced transportation impact fee to reflect the reduced automobile trip generation associated with transit-proximate housing developments. To estimate the effects of transit-oriented development characteristics on vehicular trip generation, the Fehr and Peers' MXD+ tool has been used. This

tool was selected because the traditional ITE *Trip Generation* methodologies are primarily based on data collected at single-use, freestanding sites located in suburban areas where there is limited accessibility by transit. These defining characteristics limit the data's applicability to development projects located in more pedestrian-friendly and transit-accessible places and with a mix of uses available in close proximity.

Background on MXD+ Method

The development of the MXD+ technique began in response to the limitations in the ITE *Trip Generation* methodology. With the goal of providing a straightforward and empirically validated method of estimating vehicle trip generation at mixed-use developments, the U.S. Environmental Protection Agency (EPA) sponsored a national study of the trip generation characteristics of mixed-use sites. Travel survey data was gathered from 239 mixed-use developments (called MXDs) in six major metropolitan regions and correlated with the characteristics of the sites and their surroundings. The findings indicated that the amount of traffic generated by each site is affected by a wide variety of factors including the mix of jobs and residents at the site, the overall size and density of the development, the availability of convenient internal connections for walking or driving between nearby uses, the availability of transit service to the site, and the surrounding trip destinations within the immediate area. None of these factors is explicitly accounted for in the traditional application of the ITE *Trip Generation* manual method. These characteristics were statistically related to trip behavior observed at the development sites and the resulting equations predict how the trip generation from a particular mixed-use site would be reduced as compared to the traditional ITE methods. Applying these vehicle trip reduction percentages to the "raw trips" predicted by the ITE methods produces an estimate for the number of vehicle trips traveling in or out of a site.

Application of MXD+ Method to Selected Locations

To estimate how automobile trip generation might be affected for new housing developments covered by the provisions of Section 66005.1, the MXD+ methodology was applied to a hypothetical multi-family residential development that was assumed to be located within each of the transit-oriented locations selected for this analysis. It was also assumed that the hypothetical residential development exhibited all of the other characteristics required under Section 66005.1 to qualify for a reduced fee (that is, it met the criteria related to proximity of convenience retail uses and parking supply). Each test case, one for each of the five selected locations, is described in the following tables, with the average results presented in **Table 6**.

As shown, the MXD+ model estimates that residential developments that exhibit the characteristics specified in Section 66005.1 would have, on average, PM peak hour trip generation rates that are approximately 13% lower than the standard ITE methods. The County's AOB fee programs typically calculate fees based on PM peak hour trip generation characteristics. Therefore, based on the analysis presented here, a residential project that meets the criteria in

Section 66005.1 could be granted a fee reduction of 13% compared to the standard residential fee for that project.

Please contact us with any questions.

Table 1: Vehicle Trip Generation - Hypothetical Project near Richmond Parkway Transit Center

Land Use	ITE Code	Quantity[1]	Daily	PM Peak Hour		
				In	Out	Total
Multifamily Housing (Low-rise)	220	150 du	1,011	49	28	77
MXD+ Trip Reductions[2]			-82	-7	-5	-11
Net New Project Trips			929	42	23	66
Trip Reduction (%)			**-8%**	**-13%**	**-17%**	**-14%**

Note:

1. 1 du = 1 dwelling unit
2. MXD+ Trip Reductions include travel within project or to nearby uses and trips made by non-automobile modes

Source: Fehr & Peers, 2024.

Table 2: Vehicle Trip Generation - Hypothetical Project near Orinda BART

Land Use	ITE Code	Quantity[1]	Daily	PM Peak Hour		
				In	Out	Total
Multifamily Housing (Low-rise)	220	150 du	1,011	49	28	77
MXD+ Trip Reductions[2]			-31	-5	-2	-8
Net New Project Trips			980	44	26	69
Trip Reduction (%)			**-3%**	**-11%**	**-9%**	**-10%**

Note:

1. 1 du = 1 dwelling unit
2. MXD+ Trip Reductions include travel within project or to nearby uses and trips made by non-automobile modes

Source: Fehr & Peers, 2024.

Table 3: Vehicle Trip Generation - Hypothetical Project near Pittsburg/Bay Point BART

Land Use	ITE Code	Quantity[1]	Daily	PM Peak Hour		
				In	Out	Total
Multifamily Housing (Low-rise)	220	150 du	1,011	49	28	77
MXD+ Trip Reductions[2]			-53	-6	-2	-9
Net New Project Trips			958	43	26	68
Trip Reduction (%)			**-5%**	**-13%**	**-9%**	**-11%**

Note:

1. 1 du = 1 dwelling unit
2. MXD+ Trip Reductions include travel within project or to nearby uses and trips made by non-automobile modes

Source: Fehr & Peers, 2024.

Table 4: Vehicle Trip Generation - Hypothetical Project near Pleasant Hill/Contra Costa Center BART

Land Use	ITE Code	Quantity[1]	Daily	PM Peak Hour		
				In	Out	Total
Multifamily Housing (Low-rise)	220	150 du	1,011	49	28	77
MXD+ Trip Reductions[2]			-95	-8	-4	-12
Net New Project Trips			916	41	24	65
Trip Reduction (%)			**-9%**	**-16%**	**-14%**	**-15%**

Note:

1. 1 du = 1 dwelling unit
2. MXD+ Trip Reductions include travel within project or to nearby uses and trips made by non-automobile modes

Source: Fehr & Peers, 2024.

Table 5: Vehicle Trip Generation - Hypothetical Project near Walnut Creek BART

Land Use	ITE Code	Quantity[1]	Daily	PM Peak Hour		
				In	Out	Total
Multifamily Housing (Low-rise)	220	150 du	1,011	49	28	77
MXD+ Trip Reductions[2]			-65	-7	-3	-10
Net New Project Trips			946	42	25	67
Trip Reduction (%)			**-6%**	**-14%**	**-10%**	**-13%**

Note:

1. 1 du = 1 dwelling unit
2. MXD+ Trip Reductions include travel within project or to nearby uses and trips made by non-automobile modes

Source: Fehr & Peers, 2024.

Table 6: Vehicle Trip Generation - Average of all Hypothetical Projects

Land Use	ITE Code	Quantity[1]	Daily	PM Peak Hour		
				In	Out	Total
Multifamily Housing (Low-rise)	220	150 du	1,011	49	28	77
MXD+ Trip Reductions[2]			-65	-7	-3	-10
Net New Project Trips			946	42	25	67
Trip Reduction (%)			**-6%**	**-13%**	**-12%**	**-13%**

Note:

1. 1 du = 1 dwelling unit
2. MXD+ Trip Reductions include travel within project or to nearby uses and trips made by non-automobile modes

Source: Fehr & Peers, 2024.

FEHR PEERS

Technical Memorandum

Date: November 19, 2025

To: Joe Smithonic, Program Manager, Contra Costa Public Works Department

From: Julie Morgan, Fehr & Peers

Subject: Supplemental Information for Contra Costa County Fee Reduction Policy

WC24-4140

In response to a request from Contra Costa County, Fehr & Peers prepared a technical memorandum dated January 31, 2025 providing technical support for the County's adjustment of their transportation impact fee programs (also called Area of Benefit, or AOB, programs) on residential development. The impetus for the analysis presented in that memorandum was state legislation known as AB 3177, adopted in September 2024, that modified a section of the Mitigation Fee Act (Government Code section 66005.1) to specify that transportation impact fees should be reduced for residential developments that meet certain requirements related to proximity to a transit stop, proximity to convenience retail uses, and limited provision of parking, to reflect the fact that such residential developments typically generate vehicle trips at lower rates than developments that do not exhibit those characteristics.

The analysis presented in the January 31, 2025 technical memorandum estimated the trip generation effects of residential development in Contra Costa County that would meet the criteria set forth in AB 3177. This analysis used a methodology called MXD+, which was designed to address limitations in the conventional ITE Trip Generation methodology and which was built off of empirical data gathered at a wide range of "mixed-use development" sites around the country. Mixed-use sites are by definition those that do not have just a single use (i.e., they are not all residential or all commercial) but instead have a mixture of different types of uses. The sites included in the MXD+ methodology have relatively dense development with a variety of jobs and housing in close proximity, have convenient ways for residents and employees to travel between the various parts of the development, and typically have convenient transit service available. While the MXD method does not specifically include parking ratios as an input variable, it is

typically the case that mixed-use developments with the attributes described above also have limited parking supplies compared to developments without those attributes. Compared to other modeling tools available, the MXD+ methodology was considered to be the most appropriate tool for evaluating how the trip generation of residential developments that meet the AB 3177 criteria would differ from the trip generation of developments that do not meet those criteria, thus providing a basis for the County to set a numerical rate for the fee reduction to apply to residential developments that meet the criteria.

Since that memorandum was prepared, additional state legislation known as SB 358 has been adopted and goes into effect on January 1, 2026. This legislation makes further modifications to that same section of the Mitigation Fee Act by making small changes to the eligibility criteria. To be eligible for a fee reduction, residential developments would still need to be close to a transit stop, be proximate to a mix of retail and other land uses, and have limited provision of parking, so the overall concept of the eligibility criteria remains the same. This new legislation adds more specificity to the definition of the types of land uses that an eligible residential project should be proximate to by listing nine specific types of uses (such as grocery stores, restaurants, and schools, among other things) and also adds more specificity to the definition of what would be considered limited provision of parking.

The changes in eligibility criteria contained in SB 358 are relatively minor in nature and serve to add specificity to the concepts that were already addressed earlier in AB 3177. These minor changes would not change the application of the MXD+ methodology described in the January 31, 2025 technical memorandum and thus would not change the conclusions presented in that memorandum.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

Notice of Exemption

To: ☒ Office of Land Use and Climate Innovation
State Clearinghouse
1400 Tenth Street
Sacramento, CA 95814

☒ County Clerk, County of Contra Costa

From: Contra Costa County
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

Project Title: Transit Priority Area Transportation Impact Fee Reduction, WO#4070, CP#25-37

Project Applicant: Contra Costa County Public Works Dept., 255 Glacier Drive, Martinez CA 94553, (925) 313-2000, Contact: Laura Cremin, (925) 313-2015, Laura.Cremin@pw.cccounty.us

Project Location: Countywide

Lead Agency: Department of Conservation and Development, 30 Muir Road, Martinez, CA 94553

Contact Person: Syd Sotoodeh (925) 655-2877 syd.sotoodeh@dcd.cccounty.us

Description of Nature, Purpose, and Beneficiaries of Project: This activity consists of adopting a proposed ordinance to comply with AB 3177 Mitigation Fee Act: Land Dedications: Mitigating Vehicular Traffic Impacts (2024). County Ordinance 2025-18 will be adopted to establish a transportation impact fee reduction for housing developments that are located within transit priority areas and that meet the requirements listed in Government Code section 66051(a). This fee will be 87% of the development fee established by the applicable County ordinance within the Area of Benefit (AOB).

Existing County ordinances that will be affected by Ordinance 2025-18 include: Ordinance No. 91-27 (Richmond/El Sobrante AOB); Ordinance No. 95-37 (West County AOB); Ordinance No. 95-38 (Martinez AOB); Ordinance No. 96-27 (South County AOB); Ordinance No. 2005-18, as amended by Ordinance Nos. 2021-03 and 2024-18 (East Contra Costa Regional Fee and Financing Authority); Ordinance No. 2013-26 (East County Regional AOB); Ordinance No. 2016-12 (Bethel Island AOB); Ordinance No. 2016-18 (Bay Point Area of Benefit); Ordinance No. 2016-25 (Alamo Area of Benefit); Ordinance No. 2017-22 (North Richmond AOB); Ordinance No. 2018-16 (Discovery Bay AOB); Ordinance No. 2021-12 (Pacheco AOB); Ordinance No. 2021-37 (Central County AOB).

Name of Public Agency Approving Project: Contra Costa County

Exempt Status:

☐ Ministerial Project (Sec. 21080[b][1]; 15268)
☐ Declared Emergency (Sec. 21080[b][3]; 15269[a])
☐ Emergency Project (Sec. 21080[b][4]; 15269[b][c])
☐ Categorical Exemption (Sec.)
☒ General Rule of Applicability (Sec. 15061[b][3])
☐ Other Statutory Exemption (Sec.)

Reasons why project is exempt: The activity consists only of modifying AOB development fees for qualifying housing developments through an ordinance. CEQA Guidelines Section 15061(b)(3) provides that a project is exempt when it is covered by the general rule that CEQA only applies to projects which have the potential for causing a significant effect on the environment. No specific project is approved with this ordinance, and any future housing development projects would each be separately reviewed under their own subsequent CEQA analysis. Therefore, it can be seen with certainty there is no possibility that the proposed activity may have a significant effect on the environment pursuant to Article 5, Section 15061(b)(3) of the CEQA Guidelines.

If filed by applicant:
1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: Syd Sotoodeh Title: Senior Planner Date: 11/12/2025

Contra Costa County Department of Conservation and Development

☒ Signed by Lead Agency ☐ Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

Signature _____ Title _____

Applicant

Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: Laura Cremin
Environmental Services Division
Phone: (925) 313-2015

Department of Fish and Wildlife Fees Due

☐ De Minimis Finding - $0
☒ County Clerk - $50
☐ Conservation and Development - $25

Total Due: _____ Receipt #: _____

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5253 **Agenda Date:** 12/16/2025 **Agenda #:** C.106.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Contract with Matrix HG, Inc. for On-Call Maintenance and Repair of Heating, Ventilation, and Air Conditioning (HVAC) Systems, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Matrix HG, Inc. in an amount not to exceed $13,000,000, to provide on-call maintenance and repair of heating, ventilation, and air conditioning (HVAC) systems at various County sites and facilities, for the period of November 1, 2025 through October 31, 2030, Countywide.

FISCAL IMPACT:
Facilities Maintenance Budget. (100% General Fund)

BACKGROUND:
The Public Works Department, Facilities Services, is responsible for the maintenance and repair of all County buildings and facilities. Government Code Section 25358 authorizes the County to contract for the maintenance and upkeep of County facilities. On October 31, 2025, three on-call HVAC maintenance and repair contracts expired after reaching their maximum five-year term. These contracts were utilized by the Public Works Department.

The Public Works Department recently conducted a formal solicitation for on-call HVAC maintenance and repair services in July of 2025. The Request for Proposal was originally bid on Bidnet Direct #RFP_F-CONTR-0000000099. After thorough evaluation of the bids received, Matrix HG, Inc. was one of three contractors awarded for these services. This contract will have a term of five (5) years. The contract payment limit will be $13,000,000.

Facilities Services is requesting approval of a contract with Matrix HG, Inc. for the term November 1, 2025 through October 31, 2030, in the amount of $13,000,000.

CONSEQUENCE OF NEGATIVE ACTION:
If this contract is not approved, on-call HVAC maintenance and repair services with Matrix HG, Inc. will not be able to begin, and future HVAC projects and repairs will not be completed in a timely manner.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5254 **Agenda Date:** 12/16/2025 **Agenda #:** C.107.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Reimbursement Agreement with Davidon Homes for intersection improvements at Mt. Diablo Scenic Boulevard and Diablo-Blackhawk Road, Diablo area.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Davidon Homes to receive reimbursement in an amount not to exceed $672,076 for constructing intersection improvements at Mt. Diablo Scenic Boulevard and Diablo-Blackhawk Road in the Diablo area. District II.

FISCAL IMPACT:
Reimbursement to Davidon Homes will be based on actual costs and paid upon the completion of the project using Local Road Funds. No general fund money is involved. Project No. 0676-6P1106. (100% Local Road Funds)

BACKGROUND:
Davidon Homes is constructing the Magee Preserve project, a subdivision development located in the Town of Danville. The subdivision development (69 single family homes and seven ADUs) is located nearby and generally south of the Mt. Diablo Scenic Boulevard and Diablo-Blackhawk Road intersection which is located in unincorporated Contra Costa County. The Town of Danville oversaw the entitlement process, including the approval of the final environmental impact report, which required off-site improvements including the installation of a new traffic signal at the subject intersection (which is currently a stop sign-controlled).

Davidon will design and install a traffic signal at the subject intersection in accordance with the required condition of approval of their subdivision development project. Davidon began working with the County Public Works Department on the design of the traffic signal to ensure vehicle and pedestrian safety. As part of this process, Davidon and the County identified operational improvements (primarily adding a right turn lane at the traffic signal and abandoning an existing free right turn lane exiting Mt. Diablo Scenic Boulevard) that were beyond the scope of the condition of approval. The County agreed to obtain public roadway easements for a portion of Mt. Diablo Scenic Boulevard (private road) to construct these operational improvements to allow the proposed traffic signal to work more efficiently. These proposed improvements beyond the installation of the traffic signal will be reimbursed by the County as its cost contribution toward the overall project. The project is currently in the right of way phase with construction targeted to begin in Spring 2026. Davidon will be required to track all actual costs for the operational improvements and submit for review to the County Public Works Department. Within 45 days of the filing of the Notice of Completion of the construction project, the County will reimburse Davidon's actual cost for the operational improvements plus a 10%

administrative markup.

CONSEQUENCE OF NEGATIVE ACTION:
If the reimbursement agreement is not approved, Davidon Homes will not construct the intersection improvements on the County's behalf, and the County will need to initiate its own capital improvement project to complete the intersection improvements.

AGREEMENT BETWEEN
CONTRA COSTA COUNTY AND DAVIDON HOMES FOR
INTERSECTION IMPROVEMENTS AT
MT. DIABLO SCENIC BOULEVARD AND DIABLO-BLACKHAWK ROAD

This Agreement ("Agreement") is entered into as of _____, 2025 ("Effective Date"), by and between Contra Costa County, a political subdivision of the State of California ("County"), and Davidon Homes, a California limited partnership ("Davidon"). The County and Davidon are sometimes referred to herein together as the "Parties," and each individually as a "Party."

RECITALS

A. Davidon is developing its "Magee Preserve Project" ("Project") in the Town of Danville. The Project includes 69 single-family residences and seven accessory dwelling units on 29 acres, the creation of 381 acres of open space, and associated improvements, including off-site improvements to mitigate the impacts of new development. Those off-site improvements include signalizing the intersection of Mt. Diablo Scenic Boulevard and Diablo-Blackhawk Road (the "Intersection"), a County road intersection within unincorporated Contra Costa County. The Town of Danville, the California Environmental Quality Act ("CEQA") lead agency, certified a CEQA final environmental impact report for the Project, and, on July 19, 2019, filed a CEQA notice of determination with the State Clearinghouse (State Clearinghouse No. 2010112042).

B. As part of the Project, Davidon will design and install a traffic signal and complete other Intersection improvements (the "Improvement Work"), as more particularly shown in Exhibit A and described in Exhibit B (the "Improvement Work") attached hereto and incorporated herein. Some of the Improvement Work are necessary in order to ensure vehicle and pedestrian safety and proper traffic movement through the Intersection following signalization based on Caltrans and County standards. Those improvements are listed in Exhibit B "Magee Preserve Offsite Improvement Cost Estimate – for Contra Costa County" will be paid for by the County, pursuant to Streets and Highways Code section 943 and other applicable laws.

C. The purpose of this Agreement is to identify the cost of the Improvement Work requested by the County, as set forth in Exhibit B, and reimburse Davidon upon completion of all Improvement Work, all on the terms set forth herein.

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Parties agree as follows.

1. **Term.** The term of this Agreement commences on the Effective Date, and it expires upon the County's payment to Davidon under Section 7 of this Agreement. This

Agreement may be terminated at any time in a writing executed by both Parties. Notwithstanding the foregoing, in the event that a Notice to Proceed (defined below) is not given to Davidon by June 1, 2026 (the "Outside Date"), then this Agreement shall terminate, Davidon shall not have an obligation to complete the Improvement Work, and the County shall reimburse Davidon all of its costs reasonably incurred by Davidon prior to the Outside Date in connection with the Improvement Work within forty-five (45) days of the County's receipt of Davidon's invoice for the same. The total amount of costs (including a 10% administration mark up of actual costs) to be reimbursed by the County to Davidon shall not exceed $672,076.

2. **Project Design.** As part of the Improvement Work, following the mutual execution and delivery of this Agreement, and prior to the issuance of the Notice to Proceed, Davidon shall cause to be prepared all design drawings, plans and specifications, right-of-way maps, plats, and legal descriptions, and as-built drawings for the Improvement Work (collectively, the "Design Documents"). The design of the Improvement Work must comply with all applicable Caltrans and County design requirements, as determined by the County's Public Works Director, or designee ("Director"). Prior to constructing the Improvement Work, Davidon shall provide the Director copies of all Design Documents for review. Davidon shall make any changes to the Design Documents reasonably requested by the Director. Davidon shall not proceed to construct any Improvement Work unless and until the Director has approved the Design Documents in writing and has given Davidon notice to proceed ("Notice to Proceed"). Davidon shall not make any material deviations from the approved Design Documents unless those changes are approved in writing by the Director.

3. **Right-of-Way Acquisition**. The County will be responsible for acquiring all right of way necessary to complete the Improvement Work. The Director's Notice to Proceed constitutes written notice to Davidon that the County possesses sufficient property rights to allow for the construction of the Improvement Work. Davidon shall not proceed to construct any Improvement Work unless and until the Director has provided Davidon the Notice to Proceed.

4. **Project Construction.** After the Director has provided Davidon the Notice to Proceed, Davidon shall be responsible for constructing, or contracting for the construction of, all Improvement Work within one (1) year of the later of (a) the issuance of the Notice to Proceed, or (b) the date that Davidon or its contractor shall have obtained an encroachment permit from the County. The County will issue the encroachment permit upon Davidon's application for the same and payment of appropriate fees.

5. **Non-Responsibility of County**. The Improvement Work covered by this Agreement is the sole responsibility of Davidon, except for the normal inspection provided by the County. The County assumes no responsibility whatsoever for construction procedures and methods utilized by Davidon or its contractors in constructing the Improvement Work; however, Davidon shall comply with the Design Documents and all applicable codes, including paying prevailing wages on the construction of the Improvement Work to the extent required by law.

6. **Project Inspection and Acceptance.** The County will be responsible for inspection during construction. Within 10 days following completion of construction of the Improvement Work, Davidon shall schedule an inspection and walk-through with the Director. Davidon shall complete any required punch-list items with 30 days following receipt of a punch-list from the County detailing those items from the inspection that need completion, and shall verify completion in writing to the Director. Davidon shall provide the Director one set of as-built drawings for the Improvement Work. After County staff determine the Improvement Work have been completed to the Director's satisfaction, the County will promptly cause a notice of completion to be recommended to the Board of Supervisors for approval, and, if approved recorded in the Official Records of the Contra Costa County Clerk-Recorder. The Board of Supervisors shall not unreasonably withhold approval.

7. **Payment.** Within 45 days following the date the notice of completion is recorded under Section 6, as may be extended for any period in which stop payment notices are timely received, the County will pay Davidon $672,076.55 ("Payment Limit") for the cost to complete the Improvement Work based on the cost estimate included in Exhibit B. The Payment Limit shall be increased or decreased to reflect Davidon's actual cost to complete the Improvement Work plus a 10% administration markup. Such increases or decreases shall be documented by change order through an administrative amendment to this Agreement executed by the Director, provided that the new Payment Limit (a) does not exceed one hundred twenty five percent (125%) of the Payment Limit specified in this Section, and (b) does not exceed Davidon's actual cost to construct the Improvement Work plus a 10% administration markup (collectively, the "Payment Cap"). Any other increases must be approved by the County's Board of Supervisors, Notwithstanding the foregoing, the Payment Cap shall not apply to the extent of increases resulting from any delays by the County, or cost escalations identified in Exhibit B.

8. **Warranty.** Davidon shall warrant the Improvement Work for a period of one year following the date the notice of completion is recorded under Section 6 (the "Warranty Period"). If the Director provides notice to Davidon during the Warranty Period that any Improvement Work are defective, not operating as intended, or subject to recall, Davidon shall promptly cause those Improvement Work to be repaired or replaced, whichever is reasonably requested by the Director. The requirements of this Section shall survive and remain enforceable following the expiration or termination of this Agreement and through the Warranty Period.

9. **Bonds.** Before beginning any construction of any Improvement Work, Davidon shall provide the County's Public Works Director payment and performance bonds in the amount of the cost of all Improvement Work, as specified in Exhibit B, using the County's standard payment and performance bond forms attached as Exhibit C. The bonds must be issued by a surety in good standing and authorized to issue such bonds in the State of California, and the bonds shall name Contra Costa County as obligee.

10. **Prevailing Wages.** Davidon shall ensure that applicable prevailing wages are paid to all persons who perform work in connection with the Improvement Work, in accordance with California law. The County will register the project with the Department of Industrial Relations (DIR) and obtain a project number for certified payroll reporting. In addition to Davidon's other defense and indemnity obligations included in this Agreement, Davidon shall indemnify, defend, and hold harmless the County, its officers, employees, agents, and representatives (collectively, "County Indemnitees") from and against any claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, damages, penalties, expenses, and costs of any kind, whether actual, alleged, or threatened, including attorney's fees and costs, court costs, interest, defense costs, expert witness fees, and attorney's fee awards (collectively, "Liabilities") that arise from or are connected with the failure of Davidon or any of its officers, employees, contractors, subcontractors, or agents to comply with California wage and hour laws, including but not limited to the obligation to pay prevailing wages in accordance with the California Labor Code, and any Liabilities that arise from or are connected with any reporting or recordkeeping requirements under state or federal laws or regulations. The requirements of this section shall survive and remain enforceable following the expiration or termination of this Agreement.

11. **Audits.** During the term of this Agreement and for four years following its expiration or termination ("Audit Period"), Davidon shall maintain and make available to the County for inspection and copying all records related to Davidon's performance of its obligations under this Agreement. Upon request by the County during the Audit Period, Davidon shall make all such records available to the County's officers, employees, agents, representatives, and auditors, either electronically or at Davidon's principal office designated in Section 14, whichever is requested by the County. Davidon's obligations under this Section shall survive and remain enforceable following the expiration or termination of this Agreement through the Audit Period.

12. **Insurance**. During the term of this Agreement, Davidon shall satisfy the following insurance requirements:

    a. Commercial General Liability Insurance. Davidon shall maintain commercial general liability insurance, including coverage for owned and non-owned automobiles, with a combined single limit coverage of at least $2,000,000 for all damages, including consequential damages, due to bodily injury, sickness or disease, or death to any person or damage to or destruction of property, including the loss thereof, arising from each occurrence.

    b. Workers' Compensation. Davidon shall maintain workers' compensation insurance coverage for its employees, in accordance with state law.

    c. Additional Insureds. All policies of insurance required under this Section 12 must constitute primary insurance as to the County Indemnitees so that other policies held by them, or their self-insurance, will not be required to contribute to any loss covered under Davidon's insurance policy or policies. The County Indemnitees

must be named as additional insureds under Davidon's commercial general liability policy.

d. Certificates. Within 30 days following the Effective Date and before constructing any Improvement Work, Davidon shall provide the County certificates of insurance evidencing the insurance requirements under this Section. Within 10 days following policy renewal during the term of this Agreement, Davidon shall provide the County a new certificate evidencing the renewal.

e. Davidon's Contractors. Davidon shall require each of its contractors and subcontractors to satisfy the same insurance requirements that Davidon is required to satisfy under this Section 12. Davidon shall require any design, engineering, or other professional connected with the work to be performed under this Agreement to maintain professional liability insurance, with a combined single limit coverage of at least $2,000,000 for all errors and omissions.

13. **Indemnification.**

a. Indemnification by Davidon. Davidon shall indemnify, defend, and hold harmless the County Indemnitees from any and all Liabilities that arise from or are connected with, in whole or in part, the negligence or willful misconduct of Davidon or any of its officers, employees, contractors, subcontractors, or agents, including but not limited to any Liabilities that arise from or are connected with (a) the design, construction, or installation of any Improvement Work, or (b) the operation, function, or malfunction of any Improvement Work, or (c) the repair or replacement of any Improvement Work during the Warranty Period. Davidon's obligations under this Section shall survive and remain enforceable following the expiration or termination of this Agreement.

b. Indemnification by Davidon's Contractors. If Davidon contracts for any services or work in connection with the design, construction, installation, repair, or replacement of any Improvement Work, Davidon shall require each of its contractors to indemnify, defend, and hold harmless the County Indemnitees to the same extent as Davidon under Section 13(a).

14. **Notices.** All notices shall be in writing and shall be served in any of the following manners at the Parties' addresses listed below: (a) by personal delivery; (b) sent by U.S. Mail, with First Class postage prepaid; or (c) by an overnight carrier for next business day delivery to the receiving Party, with all delivery charges prepaid.

County:
Contra Costa County Public Works Department
Attn: Warren Lai, Director
255 Glacier Drive
Martinez, CA 94553
Email: warren.lai@pw.cccounty.us

Davidon:
Davidon Homes
Attn: Steve Abbs
1600 S. Main Street., Ste #150
Walnut Creek, CA 94596
Email: sabbs@davidonhomes.com

Service of a notice pursuant to this Section shall be deemed complete on the day of service if by personal delivery, or on the third day following the postmark date if deposited in the U.S. Mail, or on the next business day following deposit with an overnight carrier for next business day delivery. A Party may change its address for notices by delivering written notice to the other Party in the manner required by this Section at least five days before the change in address becomes effective. Any such changes of address shall be considered administrative amendments to this Agreement. The Parties may send a courtesy copy of any notice by email, but an emailed courtesy copy of a notice does not substitute for service of the notice in accordance with this Section.

15. **Governing Law.** This Agreement shall be construed in accordance with and governed by laws of the State of California.

16. **Entire Agreement.** This Agreement represents the entire and integrated agreement between the Parties as to the subject matter referenced herein. If there is any conflict between any term of this Agreement and any term of a County encroachment permit issued under Section 4, the terms of this Agreement shall prevail and govern.

17. **Amendment; Administrative Amendments**. This Agreement may be amended in a writing executed by the Parties. The Director and Davidon may execute one or more administrative amendments to replace or make changes to Exhibits A and B as the specifications and cost of the Improvement Work are refined and better known to the Parties. Any other amendments to this Agreement must be approved by the County' Board of Supervisors before they are effective.

18. **Severability.** If any term or provision of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, then the meaning of that term or portion of this Agreement shall be construed so as to render it enforceable to the extent feasible.

19. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, and, when taken together with all other signed counterparts, shall constitute one and the same instrument.

20. **Nondiscrimination.** In the performance of this Agreement, the Parties shall observe and comply with all applicable federal, state, and local laws and regulations, including but not

limited to labor and employment laws and regulations and all laws and regulations prohibiting discrimination on the basis of any protected classification.

21. **No Third-Party Beneficiaries.** This Agreement is only for the benefit of the Parties as public entities and shall not be construed as or deemed to operate as an agreement for the benefit of any third party or third parties. No person or entity other than the Parties shall have any right of action or obtain any right to benefits or position of any kind for any reason whatsoever.

[Remainder of page left blank. Signatures on next page.]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date first written above.

CONTRA COSTA COUNTY

By: _____
Warren Lai
Public Works Director

DAVIDON HOMES, a California limited partnership
By: Davidon Corporation, a California corporation, its general partner

By: _____
Steven Abbs
Vice President

Exhibits

Exhibit A	Intersection Improvements
Exhibit B	Magee Preserve Offsite Improvement Cost Estimate – for Contra Costa County
Exhibit C	Bond forms

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date first written above.

CONTRA COSTA COUNTY

By: _____
Warren Lai
Public Works Director

DAVIDON HOMES, a California limited partnership
By: Davidon Corporation, a California corporation, its general partner

By: _____
Steven Abbs
Vice President

Exhibits

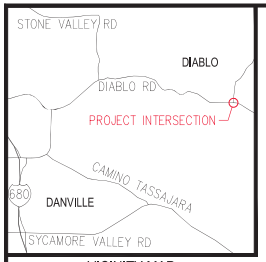
Exhibit A	Intersection Improvements
Exhibit B	Magee Preserve Offsite Improvement Cost Estimate – for Contra Costa County
Exhibit C	Bond forms

DAVIDON HOMES

MAGEE PRESERVE OFFSITE
DIABLO ROAD/MT. DIABLO SCENIC BLVD
INTERSECTION IMPROVEMENTS

IMPROVEMENT PLANS

CONTRA COSTA COUNTY, CALIFORNIA



VICINITY MAP

NOT TO SCALE

PROJECT TEAM

OWNER:
CONTRA COSTA COUNTY
255 GLACIER DRIVE
MARTINEZ, CA 94553

DEVELOPER:
DAVIDON HOMES
1500 SOUTH MAIN STREET, SUITE 150
WALNUT CREEK, CA 94596
(925) 945-8000
CONTACT: STEVE ABBS

CIVIL ENGINEER:
DK ENGINEERING
1931 SAN MIGUEL DRIVE, SUITE 100
WALNUT CREEK, CA 94596
(925) 932-6868
PROJECT MANAGER: STACEY GELLA

TRANSPORTATION ENGINEER:
ADVANCED MOBILITY GROUP (AMG)
3003 OAK ROAD, SUITE 100
WALNUT CREEK, CA 94597
(925) 393-2291
CONTACT: CHRIS HIGBEE

SITE INFORMATION

SITE ADDRESS:
MOUNT DIABLO SCENIC BLVD & DIABLO ROAD INTERSECTION

BENCHMARK:
VERTICAL DATUM NAVD88 GEOID18 DERIVED FROM OPUS SOLUTION

BASIS OF BEARINGS:
BEARINGS SHOWN HEREON ARE ON CALIFORNIA STATE PLANE COORDINATE SYSTEM, ZONE 3 (GRID), HORIZONTAL DATUM USING NAD83 (2011) (EPOCH 2010.0000), U.S. SURVEY FEET.

PROJECT FLOOD ZONE:
ZONE X

UTILITY PROVIDER	
WATER	EAST BAY MUNICIPAL UTILITY DISTRICT
SEWER	CONTRA COSTA COUNTY SANITARY DISTRICT
STORM	CONTRA COSTA COUNTY FLOOD CONTROL
ELECTRIC AND GAS	PACIFIC GAS AND ELECTRIC



LEGEND

EXISTING	DESCRIPTION	PROPOSED
	PROJECT BOUNDARY	
	RIGHT OF WAY	
	PROPERTY LINE	
	EASEMENT LINE	
90	MAJOR CONTOUR	90
	MINOR CONTOUR	
	BACK OF CURB, FACE OF CURB, LIP OF GUTTER	
	HMA DIKE	
	CONCRETE SIDEWALK	
	PAVEMENT	
	GRIND AND OVERLAY	
	MICROSURFACING	
	FOUND MONUMENT	
	FOUND IRON PIPE	
	TREE	
X	FENCE	
	FLOW LINE	
	LIMITS OF GRADING	
	SAWCUT	
	STORM DRAIN LINE, CATCH BASIN, FIELD INLET, MAINTENANCE HOLE	

ABBREVIATIONS

∠PT.	ANGLE POINT
BC	BEGINNING OF CURVE
BEG	BEGIN
C&G	CURB AND GUTTER
CCC	CONTRA COSTA COUNTY
CL	CENTERLINE
EC	END OF CURVE
EX	EXISTING
FG	FINISHED GRADE
FL	FLOWLINE
LT	LEFT
MAX	MAXIMUM
MIN	MINIMUM
O.C.	ON CURB
PRC	POINT OF REVERSE CURVATURE
RT	RIGHT
STD	STANDARD
TC	TOP OF CURB ELEVATION
TFC	TOP OF FLUSH CURB
TYP	TYPICAL

40' 0' 20' 40'

1 INCH = 40 FEET

EXHIBIT A

SHEET INDEX

SHEET NUMBER	SHEET TITLE
C1.0	COVER SHEET
C1.1	GENERAL NOTES
C2.0	TOPOGRAPHIC SURVEY
C3.0	PROJECT DETAILS & TYPICAL SECTIONS
C4.0	DEMOLITION PLAN
C5.0	CALLE CRESPI IMPROVEMENT PLAN
C6.0	STREET SECTIONS
C7.0	EROSION CONTROL PLAN
S-1	MT. DIABLO SCENIC BLVD & BLACKHAWK RD SIGNING AND STRIPING REMOVAL PLAN
S-2	MT. DIABLO SCENIC BLVD & BLACKHAWK RD SIGNING AND STRIPING PLAN
T-1	MT. DIABLO SCENIC BLVD & BLACKHAWK RD TRAFFIC SIGNAL PLAN

811 Know what's below. Call before you dig.

dk JOB NO: 23-1021

NO.	DATE	DESCRIPTION	dk	AGENCY

REGISTERED PROFESSIONAL ENGINEER — No. C 75679 — DATE: 5/6/2025 — CIVIL — STATE OF CALIFORNIA

CONTRA COSTA COUNTY
DIABLO ROAD/MT. DIABLO SCENIC BLVD
INTERSECTION IMPROVEMENTS
COVER SHEET
IMPROVEMENT PLANS

ENGINEERING · SURVEYING · PLANNING
1931 SAN MIGUEL DR., #100
WALNUT CREEK, CA 94596
PHONE: (925) 932-6868
DKENG.COM

DATE: 05/06/2025

SCALE:
HORZ. 1"=40'
VERT. N/A

DESIGNED BY: CK

REVIEWED BY: SDC

C1.0
PAGE 1 OF 11

F:\Projects\2023\23-1021-25 Offsite Magee Preserve – Danville\DWG\IMPROVEMENT PLAN\C1.0 COVER SHEET.dwg 5/6/2025

FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

1022

CONTRA COSTA COUNTY STANDARD NOTES

1. FIELD CONFLICTS: THESE PLANS SHOW EXISTING FEATURES INCLUDING BUT NOT LIMITED TO TREES, UTILITIES, AND STRUCTURES THAT MAY BE AFFECTED BY THE CONSTRUCTION OR PLACEMENT OF THE PROPOSED ENGINEERED IMPROVEMENTS. THE CONTRACTOR WILL IMMEDIATELY NOTIFY THE ENGINEER IF THERE ARE ANY EXISTING FEATURES, WHETHER SHOWN OR NOT SHOWN ON THESE PLANS THAT COULD IN ANY WAY BE IN POTENTIAL CONFLICT WITH THE DESIGN OF THESE PLANS. ALL WORK WITHIN THE VICINITY OF A POTENTIAL CONFLICT SHALL CEASE UNTIL AN ADEQUATE AND APPROPRIATE SOLUTION IS DETERMINED BY THE ENGINEER AND APPROVED BY THE PUBLIC WORKS DEPARTMENT.

2. SHOULD IT APPEAR THAT THE WORK TO BE DONE, OR ANY MATTER RELATIVE THERETO, IS NOT SUFFICIENTLY DETAILED OR EXPLAINED ON THESE PLANS, THE CONTRACTOR SHALL CONTACT dk ENGINEERING FOR SUCH FURTHER EXPLANATIONS AS MAY BE NECESSARY.

3. BASIS OF ELEVATION DATUM: VERTICAL DATUM NAVD88 GEOID18 DERIVED FROM OPUS SOLUTION.

4. ALL STREET IMPROVEMENTS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE PROVISIONS OF TITLE 9 OF THE CURRENT COUNTY ORDINANCE CODE, COUNTY STANDARD SPECIFICATIONS AND STANDARD PLANS. ALL PEDESTRIAN IMPROVEMENTS SHALL CONFORM TO THE REQUIREMENTS OF TITLE 24 OF THE CALIFORNIA CODE OF REGULATIONS AND THE AMERICANS WITH DISABILITIES ACT. THE IMPROVEMENTS ARE SUBJECT TO THE INSPECTION AND APPROVAL OF THE PUBLIC WORKS DEPARTMENT. CONTACT THE PUBLIC WORKS DESIGN / CONSTRUCTION DIVISION AT (925) 313–2320, AT LEAST 48 HOURS PRIOR TO THE START OF ANY WORK, TO ARRANGE FOR INSPECTION. ANY WORK PERFORMED WITHOUT PROVIDING THIS ADVANCED NOTICE WILL BE REJECTED AND THE DEVELOPER/CONTRACTOR MAY BE REQUIRED TO REMOVE THE IMPROVEMENTS AND MAY BE SUBJECT TO PAYMENT OF FINES AS DETERMINED BY THE PUBLIC WORKS DIRECTOR.

5. QUALITY CONTROL PLAN: THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTROLLING THE QUALITY OF MATERIAL ENTERING THE WORK AND THE WORK PERFORMED, AND SHALL PERFORM TESTING TO ENSURE CONTROL. PRIOR TO START OF WORK THE CONTRACTOR SHALL SUBMIT A QUALITY CONTROL PLAN THAT MUST DESCRIBE THE METHODS AND FREQUENCY OF TESTING, IMPLEMENTATION OF CORRECTIVE ACTIONS AS NECESSARY, AND REPORTING OF TEST RESULTS, SPECIFIC TO EACH MATERIAL TO BE USED.

6. PLAN REVISIONS: ALL REVISIONS TO THIS PLAN MUST BE REVIEWED BY THE PUBLIC WORKS DEPARTMENT PRIOR TO CONSTRUCTION AND SHALL BE ACCURATELY SHOWN ON REVISED PLANS, STAMPED AND DISTRIBUTED BY THE ENGINEERING SERVICES DIVISION, PRIOR TO ACCEPTANCE OF THE WORK AS COMPLETE.

7. EXCAVATION: THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT AT 811 OR (800) 642–2444 TWO (2) WORKING DAYS PRIOR TO ANY EXCAVATION. THE USA AUTHORIZATION NUMBER SHALL BE KEPT AT THE JOB SITE.

8. PAVEMENT WIDENING: WHEN WIDENING THE PAVEMENT ON AN EXISTING ROAD, THE EXISTING PAVEMENT SHALL BE CUT TO A NEAT LINE AND REMOVED TO AN EXISTING ADEQUATE STRUCTURAL SECTION. AN EXPLORATORY TRENCH, OR POTHOLING, MAY BE REQUIRED TO DETERMINE THE LIMITS OF PAVEMENT REMOVAL.

9. FINAL RECORD DRAWINGS FOR ALL PUBLIC IMPROVEMENTS ARE REQUIRED TO BE SUBMITTED IN AN INDUSTRY STANDARD ELECTRONIC FORMAT WITH SEPARATE LAYERS FOR RIGHT–OF–WAY LINES, DRAINAGE FACILITIES, AND ROAD IMPROVEMENTS.

10. TREES: NO TREES SHALL BE REMOVED UNLESS THEY ARE SHOWN AND NOTED TO BE REMOVED ON THE IMPROVEMENT PLANS. IF ANY TREES ARE TO BE REMOVED, THE IMPROVEMENT PLANS MUST BE REVIEWED AND ACKNOWLEDGED BY THE DEPARTMENT OF CONSERVATION AND DEVELOPMENT. ALL TREES CONFLICTING WITH GRADING, UTILITIES, OR OTHER IMPROVEMENTS, OR OVERHANGING THE SIDEWALK OR PAVEMENT SO AS TO FORM A NUISANCE OR HAZARD, SHALL BE TRIMMED, PROPERLY TREATED AND SEALED. A TREE PERMIT MAY BE NECESSARY AND CAN BE OBTAINED FROM THE DEPARTMENT OF CONSERVATION AND DEVELOPMENT.

11. ALL ASPHALT CONCRETE PAVING OF PUBLIC ROADS IS SUBJECT TO TESTS REQUIRED BY AMENDED SECTION 39–HOT MIX ASPHALT OF THE CONTRA COSTA COUNTY STANDARD SPECIFICATIONS DATED OCTOBER 16, 2014. BASED ON THESE TESTS, ADDITIONAL PAVEMENT TREATMENT MAY BE NECESSARY.

12. EXISTING CURB AND SIDEWALK WITHIN THE PROJECT LIMITS THAT ARE DAMAGED OR DISPLACED, EVEN THOUGH NOT PROPOSED TO BE REMOVED, SHALL BE REPAIRED OR REPLACED, EVEN IF DAMAGE OR DISPLACEMENT OCCURRED PRIOR TO ANY WORK PERFORMED BY THE CONTRACTOR.

13. EROSION CONTROL: IF PAVING AND STORM DRAIN IMPROVEMENTS ARE NOT COMPLETED BY OCTOBER 1ST, TEMPORARY SILT AND DRAINAGE CONTROL FACILITIES SHALL BE INSTALLED TO CONTROL AND CONTAIN EROSION–CAUSED SILT DEPOSITS AND TO PROVIDE FOR THE SAFE DISCHARGE OF STORM WATERS INTO EXISTING STORM WATER FACILITIES. DESIGN OF THESE FACILITIES MUST BE APPROVED BY THE BUILDING INSPECTION DIVISION.

14. PAVEMENT STRUCTURAL SECTION: THE THICKNESS OF SUB–BASE, BASE AND SURFACING WILL BE DETERMINED BY THE COUNTY PUBLIC WORKS DEPARTMENT BASED ON THE TRAFFIC INDEX AND SOILS TESTS FOR "R" VALUE.

15. PAVEMENT STRIPING: ALL TRAFFIC STRIPING AND MARKINGS SHALL BE THERMOPLASTIC UNLESS THESE PLANS DESIGNATE THE USE OF TRAFFIC PAINT.

16. ALL STRIPING ON MAJOR ROADS SHALL BE CAT TRACKED PRIOR TO FINAL INSTALLATION. FINAL INSTALLATION OF STRIPING WILL BE ALLOWED ONLY AFTER APPROVAL OF THE STRIPING LAYOUT BY THE CONSTRUCTION INSPECTOR.

17. THE CONTRACTOR IS RESPONSIBLE FOR PRESERVATION AND/OR PERPETUATION OF ALL EXISTING MONUMENTS (THAT CONTROL SUBDIVISIONS, TRACTS, STREETS OR HIGHWAYS, OR PROVIDE SURVEY CONTROL) WHICH WILL BE DISTURBED OR REMOVED DUE TO CONTRACTOR'S WORK. THE CONTRACTOR SHALL PROVIDE A MINIMUM OF 10 WORKING DAYS NOTICE, TO PROJECT ENGINEER/SURVEYOR, PRIOR TO DISTURBANCE OR REMOVAL OF EXISTING MONUMENTS. PROJECT ENGINEER/SURVEYOR SHALL COORDINATE WITH THE CONTRACTOR TO RESET MONUMENTS OR PROVIDE PERMANENT WITNESS MONUMENTS AND FILE THE REQUIRED DOCUMENTATION WITH THE COUNTY SURVEYOR, PER BUSINESS AND PROFESSIONS CODE SECTION 8771.

18. ENCROACHMENT PERMIT: THE CONTRACTOR IS REQUIRED TO OBTAIN AN ENCROACHMENT PERMIT FOR ALL WORK WITHIN EXISTING COUNTY ROAD RIGHTS OF WAY. APPLICATIONS FOR ENCROACHMENT PERMIT, SUBMITTED MORE THAN 120 DAYS PAST THE PUBLIC WORKS REVIEWED DATE STAMP, MAY REQUIRE UP TO FOUR WEEKS TO PROCESS. FOR FURTHER PERMIT INFORMATION, CONTACT ENGINEERING SERVICES AT (925) 313–2000.

19. THE CONTRACTOR SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE COUNTY AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT.

GENERAL NOTES

1. THE ENGINEER ASSUMES NO RESPONSIBILITY BEYOND THE ADEQUACY OF HIS DESIGN CONTAINED HEREIN.

2. ALL STAKING REQUESTS SHALL BE DIRECTED TO THE ENGINEER AT LEAST 2 WORKING DAYS PRIOR TO ACTUAL NEED. THE PROTECTION OF THOSE STAKES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. ANY ADDITIONAL STAKING OR RESTAKING WILL BE DONE ONLY AS DIRECTED AND AUTHORIZED BY THE OWNER OR HIS AUTHORIZED AGENT.

3. OBSTRUCTIONS INDICATED ARE FOR INFORMATION ONLY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATION AND DEPTH WITH THE APPROPRIATE AGENCIES. NEITHER THE OWNER NOR THE ENGINEER ASSUMES RESPONSIBILITY THAT THE OBSTRUCTIONS INDICATED WILL ACTUALLY BE THE OBSTRUCTIONS ENCOUNTERED. THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT 811 OR (800) 642–2222, TWO WORKING DAYS PRIOR TO ANY EXCAVATION.

4. CONTRACTOR SHALL COMPLY WITH THE RULES AND REGULATIONS OF THE STATE CONSTRUCTION SAFETY ORDERS.

5. THE CONTRACTOR WILL LIMIT CONSTRUCTION ACTIVITIES TO MONDAYS THROUGH FRIDAYS FROM THE HOURS SPECIFIED IN THE ENCROACHMENT PERMIT. CONSTRUCTION WILL NOT BE ALLOWED LATER THAN THESE HOURS AND/OR ON SATURDAYS, SUNDAYS OR FEDERAL HOLIDAYS UNLESS PRIOR APPROVAL IS GRANTED BY THE COUNTY AFTER CONSULTATION WITH ADJACENT USES.

6. CONTRACTOR AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY, AND HOLD THE COUNTY, PROJECT ENGINEER, AND CONTRA COSTA COUNTY HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, (EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF OWNER OR ENGINEER.)

7. IF IT APPEARS THAT THE WORK TO BE DONE, OR ANY MATTER RELATIVE THERETO, IS NOT SUFFICIENTLY DETAILED OR EXPLAINED ON THESE PLANS, THE CONTRACTOR SHALL CONTACT dk ENGINEERING (925) 932–6868 FOR SUCH FURTHER EXPLANATIONS AS MAY BE NECESSARY.

8. THE CONTRACTORS SHALL FIT ALL INTERNAL COMBUSTION ENGINES WITH MUFFLERS AND SHALL LOCATE NOISE–GENERATING EQUIPMENT SUCH AS AIR COMPRESSORS, CONCRETE PUMPERS AND POWER GENERATORS AS FAR AWAY FROM EXISTING RESIDENCES AS POSSIBLE. UNNECESSARY IDLING OF ENGINES SHALL BE PROHIBITED. NEIGHBORS ADJACENT TO CONSTRUCTION AREA SHALL BE NOTIFIED OF THE CONSTRUCTION SCHEDULE IN WRITING. THE TELEPHONE NUMBER OF THE DESIGNATED DISTURBANCE COORDINATOR SHALL BE POSTED AT THE SITE.

9. CONTRACTOR SHALL OBTAIN ALL APPROPRIATE PERMITS FROM REQUIRED AGENCIES OR PUBLIC UTILITIES PRIOR TO COMMENCEMENT OF WORK.

10. CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR AND RESTORATION OF ALL EXISTING IMPROVEMENTS DAMAGED OR DESTROYED BY HIS PERFORMANCE OF THE WORK SHOWN HEREIN AT HIS EXPENSE. SAID REPAIRS SHALL BE PERFORMED AS DIRECTED BY THE CONTRA COSTA COUNTY ENGINEER.

11. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROMPT CLEAN UP OF ANY MATERIALS SPILLED OR DROPPED ON ANY ABUTTING STREETS DURING CONSTRUCTION. THE CONTRACTOR SHALL REPAIR ANY DAMAGE CAUSED TO THESE STREETS BY CONSTRUCTION VEHICLES ASSOCIATED WITH SUCH CONSTRUCTION. THE COUNTY ENGINEER MAY REQUIRE THE OWNER TO POST A CASH DEPOSIT PRIOR TO THE START OF CONSTRUCTION TO CAUSE TIMELY CLEAN UP AND REPAIR OF STREETS.

12. CONTRACTOR SHALL PROVIDE FOR INGRESS AND EGRESS TO PRIVATE PROPERTY ADJACENT TO WORK AREA THROUGHOUT CONSTRUCTION.

13. CONTRACTOR TO PROVIDE ALL LIGHTS, SIGNS, BARRICADES, FLAGMEN, AND OTHER DEVICES NECESSARY TO PROVIDE FOR PUBLIC SAFETY AND TO MAINTAIN TRAFFIC CONTROL AND AS DIRECTED BY THE COUNTY TRAFFIC ENGINEER.

14. CONTRACTOR SHALL NOT DISTURB OR DESTROY ANY PERMANENT SURVEY POINTS WITHOUT THE CONSENT OF THE CONTRA COSTA COUNTY SURVEYOR. ANY PERMANENT MONUMENTS OR POINTS DESTROYED SHALL BE REPLACED BY A SURVEYOR AT THE CONTRACTOR'S EXPENSE.

15. ANY DEVIATIONS OR CHANGES IN THESE PLANS WITHOUT OFFICIAL APPROVAL OF THE DESIGN ENGINEER SHALL ABSOLVE THE DESIGN ENGINEER OF ANY AND ALL RESPONSIBILITY OF SAID DEVIATION OR CHANGE.

GENERAL GRADING NOTES:

1. ALL CONSTRUCTION SHALL COMPLY WITH THE CONTRA COSTA COUNTY MUNICIPAL CODE, THE CONTRA COSTA COUNTY BUILDING INSPECTION DEPARTMENT, AND CENTRAL SAN STANDARD DRAWINGS.

2. ALL WORK SHALL BE IN CONFORMANCE WITH RECOMMENDATIONS SPECIFIED BY THE PROJECT GEOTECHNICAL ENGINEER.

3. SPECIFIC NOTES AND DETAIL DRAWINGS HEREON AND IN THE SOILS REPORT TAKE PRECEDENCE OVER GENERAL DRAWINGS AND PLANS UNLESS OTHERWISE DIRECTED BY THE ENGINEER. ANY DEVIATION FROM THE APPROVED PLANS DURING CONSTRUCTION WILL REQUIRE 48 HOURS PRIOR NOTICE TO THE ENGINEER AND APPROVAL FROM THE COUNTY ENGINEER OR STAFF AND THE GEOTECHNICAL ENGINEER OR THEIR REPRESENTATIVE. AT LEAST ONE SET OF PLANS SHALL BE ON THE SITE AT ALL TIMES FOR INSPECTION.

4. ALL GRADING, SITE PREPARATION, PLACING AND COMPACTION OF FILL TO BE DONE IN ACCORDANCE WITH CONTRA COSTA COUNTY GRADING REQUIREMENTS, AND RECOMMENDATION BY THE GEOTECHNICAL REPORT AND PERFORMED UNDER THE DIRECT OBSERVATION AND TESTING OF THE GEOTECHNICAL ENGINEER OR THEIR REPRESENTATIVE. SUBSEQUENT TO COMPLETION OF WORK, THE GEOTECHNICAL ENGINEER SHALL SUBMIT A FINAL GRADING AND IMPROVEMENT REPORT STATING THAT ALL THE WORK HAS BEEN DONE TO THEIR SATISFACTION.

5. ALL CLEARING, SITE PREPARATION, AND EARTHWORK PERFORMED ON THE PROJECT SHALL BE CONDUCTED BY THE CONTRACTOR UNDER THE OBSERVATION OF THE GEOTECHNICAL ENGINEER.

6. MATERIAL THAT IS SPONGY, SUBJECT TO DECAY, OR OTHERWISE CONSIDERED UNSUITABLE BY THE GEOTECHNICAL ENGINEER OR THEIR REPRESENTATIVE SHALL NOT BE PERMITTED IN COMPACTED FILLS AND SHALL BE REMOVED AND REPLACED WITH FILL JUDGED SUITABLE BY THE GEOTECHNICAL ENGINEER.

7. ALL CUT AND FILL SLOPES SHALL BE ROUNDED AT THE TOPS AND TOES OF SLOPES TO MEET EXISTING GRADES AND TO GENTLY BLEND WITH SURROUNDING TOPOGRAPHY FOR A NATURAL APPEARANCE.

8. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PERFORM AN INDEPENDENT QUANTITY TAKE–OFF FOR BIDDING PURPOSES AND TO VERIFY THE ENGINEER'S ESTIMATE OF GRADING QUANTITIES.

9. HAULING OF ANY EARTH, SAND, GRAVEL, DEBRIS OR ANY OTHER SUBSTANCE EXCAVATED FROM THIS SITE IS RESTRICTED OVER ANY PUBLIC STREET, ALLEY OR ANY OTHER PUBLIC PLACE WITHOUT PRIOR APPROVAL OF THE COUNTY AND THE APPROVAL OF ACCEPTABLE HAUL ROUTE.

10. THE CONTRACTOR SHALL COMPLY WITH ALL STATE, COUNTY AND COUNTY LAWS AND ORDINANCES, AND REGULATIONS OF THE DEPARTMENT OF INDUSTRIAL RELATIONS, O.S.H.A., AND INDUSTRIAL ACCIDENT COMMISSION RELATING TO THE SAFETY AND CHARACTER AT WORK, EQUIPMENT, AND LABOR PERSONNEL.

11. A PRECONSTRUCTION MEETING AT THE SITE IS REQUIRED 48 HOURS PRIOR TO THE START OF CONSTRUCTION WITH THE FOLLOWING PEOPLE PRESENT: OWNERS, CONTRACTOR, ENGINEER, SOILS ENGINEER, COUNTY ENGINEER, COUNTY INSPECTOR, OR THEIR REPRESENTATIVES.

12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REQUIRED INSPECTIONS AND SHALL MAKE PROPER (48 HOURS PRIOR) NOTIFICATION TO THE COUNTY ENGINEER, GEOTECHNICAL ENGINEER OR OTHER REQUIRED INDIVIDUALS OR PUBLIC AGENCIES.

13. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PREPARE THE GROUND SURFACE TO RECEIVE THE FILLS TO THE SATISFACTION OF THE GEOTECHNICAL ENGINEER AND TO PLACE, SPREAD, MIX, WATER, AND COMPACT THE FILL IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER. THE CONTRACTOR SHALL ALSO REMOVE AND DISPOSE OF ALL MATERIAL CONSIDERED UNSATISFACTORY BY THE GEOTECHNICAL ENGINEER.

14. THE GRADING CONTRACTOR AND APPLICANT FOR THE GRADING PERMIT SHALL BE RESPONSIBLE FOR PREVENTING SPILLS OF SOILS, ROCK OR OTHER DEBRIS IS ON COUNTY STREETS. IF ANY SPILLS OCCUR, THEN THE GRADING CONTRACTOR WILL BE HELD RESPONSIBLE FOR IMMEDIATE CLEANUP OF THE SPILL AND REPAIR TO THE SATISFACTION OF THE COUNTY PUBLIC WORKS DIRECTOR OF ANY DAMAGE THAT MAY HAVE BEEN DONE TO THE STREET.

15. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO COORDINATE ALL NECESSARY UTILITY RELOCATIONS AND CONSTRUCTION WITH THE APPROPRIATE UTILITY AGENCIES AND TO OBTAIN REQUIRED PERMITS.

16. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PROTECT IN PLACE (BY ANY MEANS NECESSARY) ALL EXISTING UTILITIES AND IMPROVEMENTS UNLESS OTHERWISE SPECIFIED ON THESE PLANS OR AS DIRECTED BY THE ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR AND RESTORATION, AT HIS/HER EXPENSE, OF EXISTING FENCES, STRUCTURES, CONDUITS AND EXISTING IMPROVEMENTS WHICH ARE DAMAGED AND/OR DESTROYED BY HIS PERFORMANCE OF THE WORK SHOWN HEREIN. SAID REPAIRS SHALL BE PERFORMED AS DIRECTED BY THE COUNTY ENGINEER.

17. DURING GRADING OPERATIONS IN DRY WEATHER, THE CONTRACTOR SHALL WET DOWN GRADING AREAS AND ANY HAUL ROUTES USED BY TRUCKS AND OTHER HEAVY EQUIPMENT AT LEAST TWICE DAILY TO REDUCE AIRBORNE DUST. THE CONTRACTOR WILL BE RESPONSIBLE FOR ANY DAMAGE CAUSED BY DUST FROM HIS/HER OWN ACTIVITIES OR HIS SUBCONTRACTOR'S ACTIVITIES IN PERFORMING THE WORK UNDER THIS CONTRACT, AND SHALL BE RESPONSIBLE FOR ANY CITATIONS, FINES, OR DESIGNS RESULTING FROM DUST NUISANCE.

18. SANITARY FACILITIES SHALL BE MAINTAINED – ON THE SITE THROUGHOUT THE PERIOD OF CONSTRUCTION.

19. THE CONTRACTOR SHALL MAINTAIN EXISTING INGRESS AND EGRESS FOR PRIVATE PROPERTY ADJACENT TO THE WORK THROUGHOUT THE PERIOD OF CONSTRUCTION.

20. STREETS IN THE VICINITY OF THE SITE SHALL BE MECHANICALLY AND/OR MANUALLY SWEPT CLEAN OF SOIL ON A FREQUENT BASIS TO REDUCE THE ACCUMULATION OF DIRT DURING GRADING.

21. IT IS THE CONTRACTOR'S RESPONSIBILITY TO COMPLY WITH THE NPDES GUIDELINES AND TO EMPLOY BEST MANAGEMENT PRACTICES FOR SUCH AS OUTLINED ON THE PLANS AND IN THE NPDES PERMIT, GRANTED BY THE REGIONAL WATER QUALITY CONTROL BOARD FOR THIS PROJECT.

22. FIELD DENSITY TESTS SHALL BE MADE BY THE GEOTECHNICAL ENGINEER TO VERIFY RELATIVE COMPACTION AS RECOMMENDED IN THE SOILS REPORT.

23. ANY PROPOSED CONSTRUCTION OPERATIONS THAT WILL TAKE PLACE AT, OR NEAR, FENCE LINES, PROPERTY LINES, AND EXISTING ADJACENT PROPERTY IMPROVEMENTS SHALL BE MAINTAINED AT ALL TIMES DURING THE CONSTRUCTION OPERATION. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY THESE AREAS WITH THE ENGINEER AND OWNER PRIOR TO COMMENCEMENT OF CONSTRUCTION.

24. THE CONTRACTOR IS REQUIRED TO OBTAIN AN ENCROACHMENT PERMIT FOR ALL WORK WITHIN EXISTING CITY OR COUNTY ROAD RIGHTS OF WAY. APPLICATIONS FOR ENCROACHMENT PERMIT, SUBMITTED MORE THAN 120 DAYS PAST THE PUBLIC WORKS "REVIEWED" DATE STAMP, MAY REQUIRE UP TO FOUR WEEKS TO PROCESS. FOR FURTHER PERMIT INFORMATION, CONTACT THE COUNTY PERMIT CENTER.

GENERAL GRADING NOTES (CONTINUED)

25. THE APPLICANT SHALL COMPLY WITH THE FOLLOWING CONSTRUCTION NOISE, DUST, LITTER CONTROL AND CONSTRUCTION REQUIREMENTS:

A) NOISE GENERATION ASSOCIATED WITH GRADING CONSTRUCTION ACTIVITIES SHALL BE MINIMIZED BY IMPLEMENTATION OF THE FOLLOWING NOISE CONTROL MEASURES:

B) FEASIBLE, APPROPRIATE NOISE–REDUCING TECHNOLOGY SHALL BE USED ON ALL ON–SITE GRADING AND CONSTRUCTION EQUIPMENT AND TOOLS.

C) THE PROJECT SPONSOR SHALL REQUIRE THEIR CONTRACTORS AND SUBCONTRACTORS TO FIT ALL INTERNAL COMBUSTION ENGINES WITH MUFFLERS WHICH ARE IN GOOD CONDITION AND SHALL LOCATE STATIONARY NOISE–GENERATING EQUIPMENT SUCH AS AIR COMPRESSORS, CONCRETE PUMPERS AND POWER GENERATORS AS FAR AWAY FROM EXISTING RESIDENCES AS POSSIBLE. UNNECESSARY IDLING OF INTERNAL COMBUSTION ENGINES SHALL BE PROHIBITED.

D) IN ADDITION, THE NOISE LEVEL AT THE CONTRACTOR'S OPERATION SHALL BE KEPT TO A MINIMUM AS PER COUNTY SPECIFICATIONS.

28. THE WORKSITE SHALL BE MAINTAINED IN AN ORDERLY FASHION. FOLLOWING THE CESSATION OF CONSTRUCTION ACTIVITY, ALL CONSTRUCTION DEBRIS SHALL BE REMOVED FROM THE SITE.

29. ALL CHEMICALS AND PETROLEUM PRODUCTS STORED ON–SITE DURING CONSTRUCTION SHALL BE WITHIN A BERMED CONTAINMENT AREA OR OTHER APPROPRIATE FACILITY. THE HANDLING, STORAGE AND DISPOSAL OF ANY HAZARDOUS MATERIALS USED ON THE SITE WILL BE IN ACCORDANCE WITH A BUSINESS PLAN (OR EQUIVALENT) ON FILE WITH THE COUNTY HEALTH SERVICES DEPARTMENT, HAZARDOUS MATERIALS DIVISION. ALL REFUELING AND VEHICLE MAINTENANCE ACTIVITY SHALL BE LOCATED AWAY FROM THE CREEK CORRIDORS.

30. EARTHWORK QUANTITIES INCLUDE SURFACE GRADING AND ROAD SECTION TO SUBGRADE. QUANTITIES EXCLUDE SPOILS AND REMEDIAL GRADING.

811 Know what's below. Call before you dig.

dk JOB NO: 23–1021

EXHIBIT A

FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

NO.	DATE	DESCRIPTION	dk	AGENCY

PROFESSIONAL ENGINEER — No. C 75679 — DATE: 5/6/2025 — CIVIL — STATE OF CALIFORNIA

CONTRA COSTA COUNTY
DIABLO ROAD/MT. DIABLO SCENIC BLVD
INTERSECTION IMPROVEMENTS
GENERAL NOTES
IMPROVEMENT PLANS

ENGINEERING SURVEYING PLANNING
PHONE: (925) 362-9484
1331 RAILROAD AVE, #102
PITTSBURG, CA 94565

DATE: 05/06/2025
SCALE: HORZ. 1"=20' VERT. N/A
DESIGNED BY: CK
REVIEWED BY: SDC
C1.1
PAGE 2 OF 11

F:\Projects\2023\23-1021-25 Offsite Magee Preserve – Danville\DWG\IMPROVEMENT PLAN\C1.0 COVER SHEET.dwg 5/6/2025

1023

TOPOGRAPHIC SURVEY

- TOPOGRAPHIC FEATURES AND AERIAL IMAGERY SHOWN HEREON HAVE BEEN GENERATED VIA DRONE FLIGHT BY dk ENGINEERING FIELD CREW ON JUNE 29, 2023.
- CONTOUR INTERVALS OF 2 FOOT & 10 FOOT

BASIS OF BEARINGS

BEARINGS SHOWN HEREON ARE ON CALIFORNIA STATE PLANE COORDINATE SYSTEM, ZONE 3 (GRID), HORIZONTAL DATUM USING NAD83 (2011) (EPOCH 2010.0000), U.S. SURVEY FEET.

BENCHMARK

VERTICAL DATUM NAVD88 GEOID18 DERIVED FROM OPUS SOLUTION

FLOOD INFORMATION

SAID DESCRIBED INTERSECTION IS LOCATED WITHIN AN AREA OF MINIMAL FLOOD, HAVING A ZONE DESIGNATION "X", BY THE SECRETARY OF HOUSING AND URBAN DEVELOPMENT, ON FLOOD INSURANCE RATE MAP NO. 06013C0455G, WITH A DATE OF IDENTIFICATION MARCH 21, 2017.

LOCATION

- INTERSECTION OF DIABLO RD, MT. DIABLO SCENIC BLVD, AND BLACKHAWK RD
- NEAREST ADDRESS: 2087 MT DIABLO SCENIC BLVD, DIABLO, CA 94528
- PORTION OF SECTIONS 22 & 23, TOWNSHIP 1 NORTH, RANGE 3 EAST, WILLAMETTE BASE AND MERIDIAN
- APNs: 195-270-024, 195-270-033

NOTES

- UNDERGROUND UTILITIES NOT LOCATED
- APPROXIMATE SURVEYED AREA = 3.6± ACRES
- MANHOLES AND DRAINS NOT DIPPED

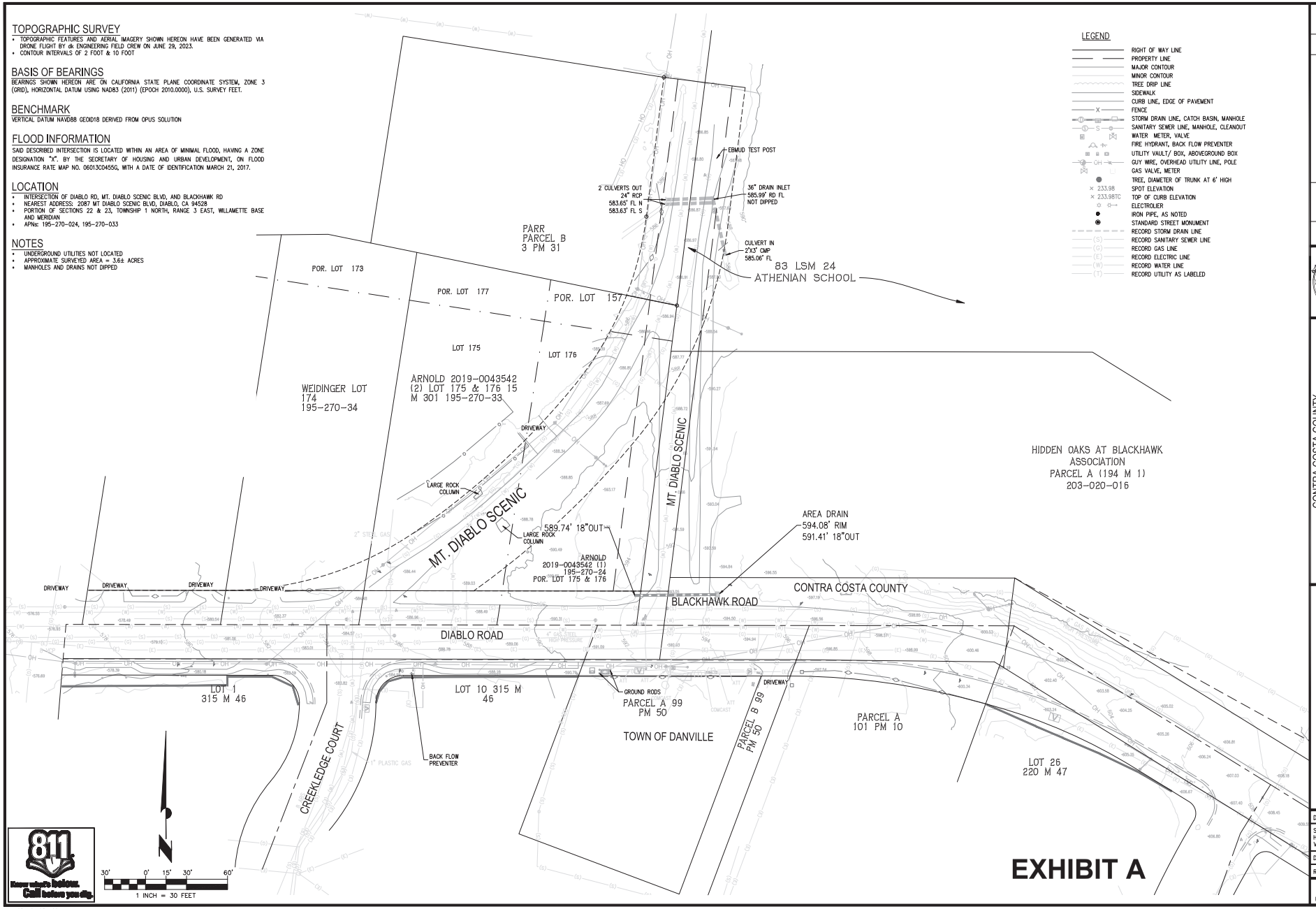


EXHIBIT A

NO.	DATE	DESCRIPTION	dk	AGENCY

CONTRA COSTA COUNTY
DIABLO ROAD/MT. DIABLO SCENIC BLVD
INTERSECTION IMPROVEMENTS
TOPOGRAPHIC SURVEY
IMPROVEMENT PLANS

REGISTERED PROFESSIONAL ENGINEER
No. C 75679
DATE: 5/6/2025
CIVIL
STATE OF CALIFORNIA

dk ENGINEERING
SURVEYING • PLANNING
101 SAN MIGUEL DR., #100
WALNUT CREEK, CA 94598
PHONE: (925) 933-4666
SAN RAMON

DATE: 05/06/2025
SCALE:
HORZ. 1"=20'
VERT. N/A
DESIGNED BY: CK
REVIEWED BY: SDC
C2.0
PAGE 3 OF 11

5/6/2025
F:\Projects\2023\23-1021-25 Offsite Magee Preserve - Danville\DWG\IMPROVEMENT PLAN\C2.0 TOPOGRAPHY.dwg

dk JOB NO: 23-1021

FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

1024

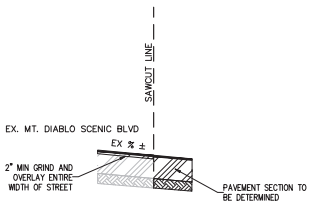
STANDARD PLANS INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING

CONTRA COSTA COUNTY

CA51	TYPICAL HMA CONFORM DETAILS FOR OVERLAYS
CA70	STANDARD SIDEWALK DETAILS
CA71	MEDIAN, CURB AND HMA DIKE DETAILS
CA72	DRIVEWAY RAMP DETAILS
CD50	ROCK SLOPE PROTECTION PIPE OUTFALL

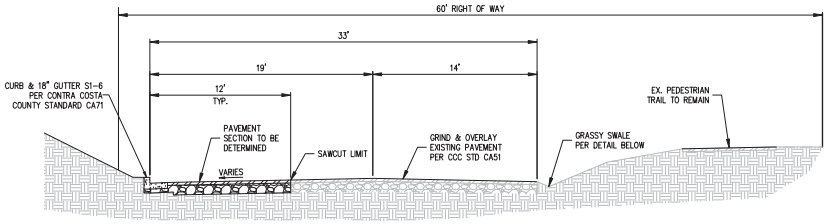
CALTRANS

A88A	CURB RAMP DETAILS

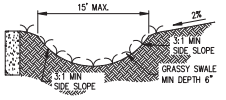


NOTES:
1. SAWCUT A CLEAN NEAT LINE
2. EXPOSE A FULL STRUCTURAL SECTION. WIDEN SAWCUT INTO STREET AS REQUIRED.
3. TACK COAT ALL VERTICAL SURFACES PRIOR TO ASPHALT CONCRETE INSTALLATION.
4. PAVEMENT SECTION PER CONTRA COSTA COUNTY OR GEOTECHNICAL ENGINEER

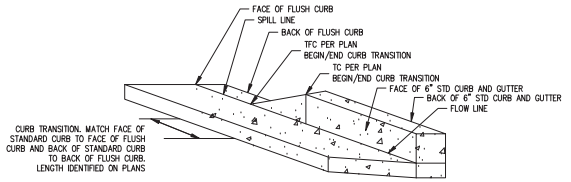
TYPICAL SAWCUT DETAIL
NOT TO SCALE



MT. DIABLO SCENIC BLVD TYPICAL SECTION
NOT TO SCALE



GRASSY SWALE DETAIL
NOT TO SCALE



STANDARD CURB AND GUTTER TO FLUSH CURB TRANSITION DETAIL
NOT TO SCALE

EXHIBIT A

811 Know what's below. Call before you dig.

dk JOB NO: 23-1021

FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

1025

NO.	DATE	DESCRIPTION	dk	AGENCY

REGISTERED PROFESSIONAL ENGINEER — No. C 75679 — DATE: 5/6/2025 — CIVIL — STATE OF CALIFORNIA

CONTRA COSTA COUNTY
DIABLO ROAD/MT. DIABLO SCENIC BLVD
INTERSECTION IMPROVEMENTS
PROJECT DETAILS & TYPICAL SECTIONS
IMPROVEMENT PLANS

ENGINEERING · SURVEYING · PLANNING
1551 SAN MIGUEL DR., #100
WALNUT CREEK, CA 94596
PHONE: (925) 933-4888
DKENG.COM

DATE:	05/06/2025
SCALE: HORZ.	1"=20'
VERT.	N/A
DESIGNED BY:	CK
REVIEWED BY:	SDC

C3.0
PAGE 4 OF 11

F:\Projects\2023\23-1021-25 Offsite Magee Preserve - Danville\DWG\IMPROVEMENT PLAN\C3.0 PROJECT DETAILS.dwg 5/6/2025

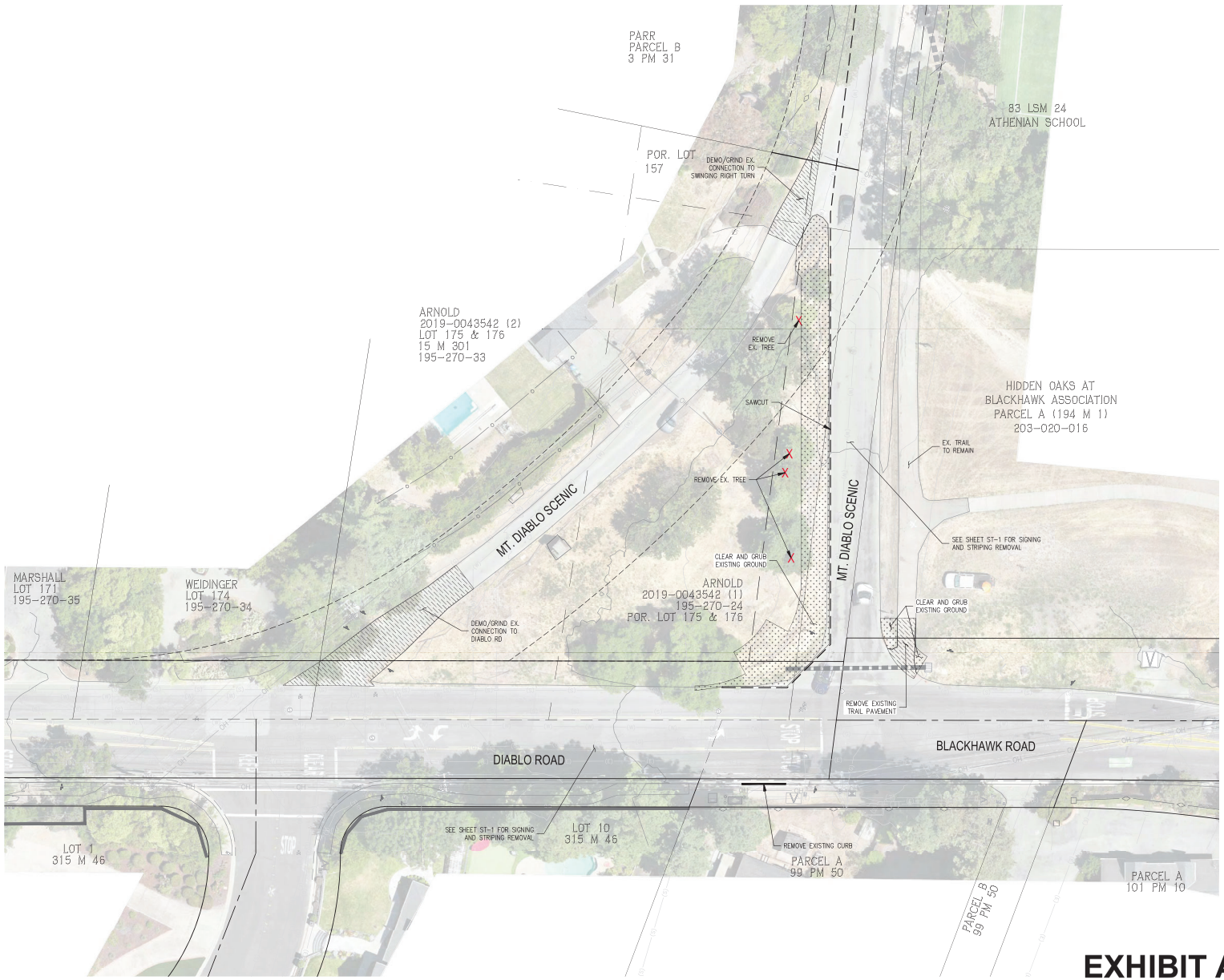


EXHIBIT A

CONTRA COSTA COUNTY
DIABLO ROAD/MT. DIABLO SCENIC BLVD
INTERSECTION IMPROVEMENTS
DEMOLITION PLAN
IMPROVEMENT PLANS

ENGINEERING · SURVEYING · PLANNING

DATE: 05/06/2025
SCALE: HORZ. 1"=20' VERT. N/A
DESIGNED BY: CK
REVIEWED BY: SDC
C4.0
PAGE 5 OF 11

F:\Projects\2023\23-1021-25 Offsite Magee Preserve – Danville\DWG\IMPROVEMENT PLAN\C4.0 DEMO PLAN.dwg 5/6/2025

Know what's below. Call before you dig.

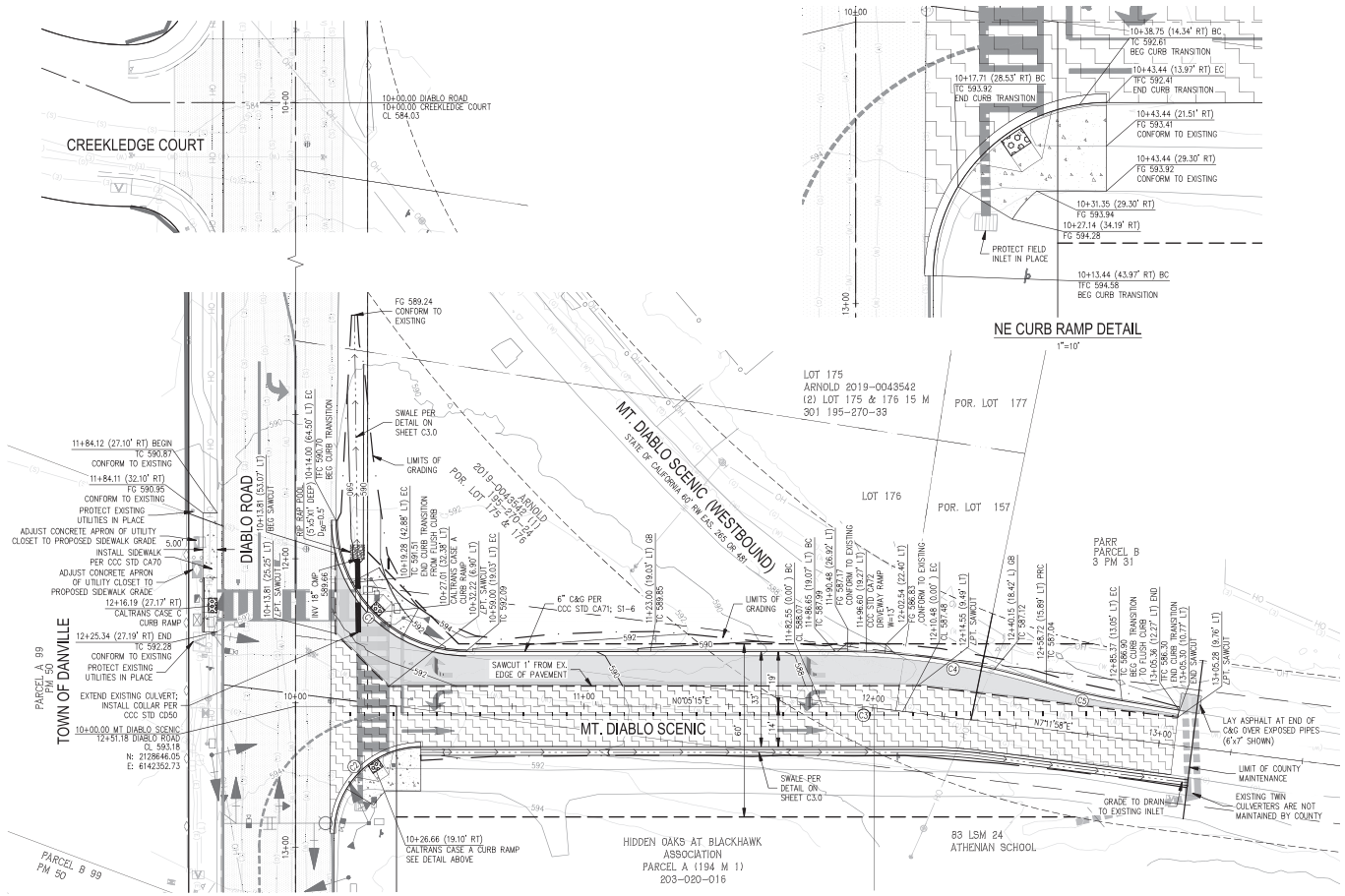
dk JOB NO: 23-1021

FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

1026

EXHIBIT A

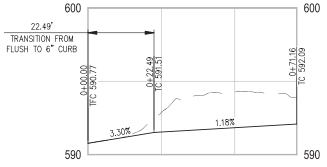


NE CURB RAMP DETAIL
1"=10'

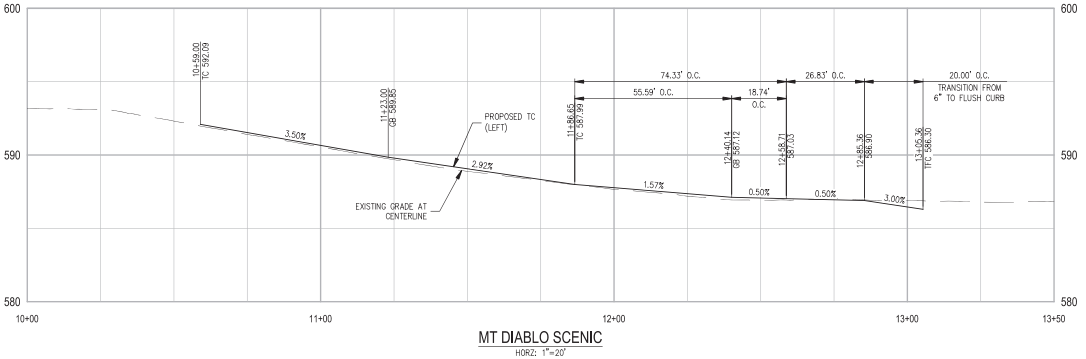
CURVE TABLE				
CURVE	LENGTH	RADIUS	DELTA	DESC
C1	71.16	45.00	90°35'52"	TC
C2	47.12	30.00	90°00'00"	TC
C3	27.93	225.00	7°06'43"	CL
C4	74.33	250.00	17°02'07"	TC
C5	26.83	200.00	7°41'08"	TC

20' 0' 10' 20'
1 INCH = 20 FEET

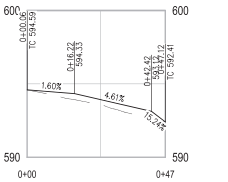
NOTE:
BASE FAILURE REPAIRS – FULL DEPTH PER CCC STD CA51 AS DIRECTED BY COUNTY INSPECTOR
ESTIMATED 750 SF TOTAL AREA



DIABLO ROAD MT. DIABLO SCENIC INTERSECTION WEST RETURN
HORZ: 1"=20'
VERT: 1"=4'



MT DIABLO SCENIC
HORZ: 1"=20'
VERT: 1"=4'



DIABLO ROAD MT DIABLO SCENIC INTERSECTION EAST RETURN
HORZ: 1"=20'
VERT: 1"=4'

811 Know what's below. Call before you dig.

dk JOB NO: 23-1021

FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

1027

NO.	DATE	DESCRIPTION	dk	AGENCY

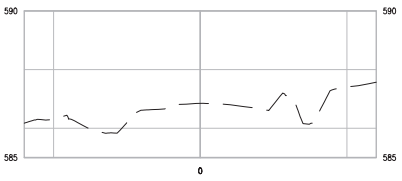
REGISTERED PROFESSIONAL ENGINEER
No. C 75679
DATE: 5/6/2025
CIVIL
STATE OF CALIFORNIA

CONTRA COSTA COUNTY
DIABLO ROAD/MT. DIABLO SCENIC BLVD
INTERSECTION IMPROVEMENTS
MT DIABLO SCENIC IMPROVEMENT PLAN
IMPROVEMENT PLANS

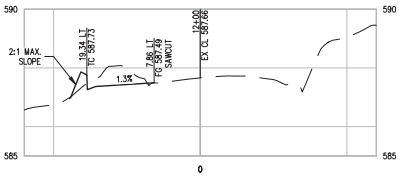
ENGINEERING
SURVEYING · PLANNING
1331 SAN RAMON, DR., #100
WALNUT CREEK, CA 94596
PHONE: (925) 932-2468
DATE: 05/06/2025
SCALE: HORZ. 1"=20' VERT. N/A
DESIGNED BY: CK
REVIEWED BY: SDC
C5.0
PAGE 6 OF 11

F:\Projects\2023\23-1021-25 Offsite Magee Preserve – Danville\DWG\IMPROVEMENT PLAN\C5.0 IMPROVEMENT PLAN.dwg 5/6/2025

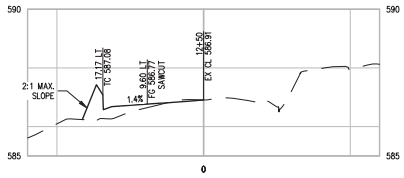
EXHIBIT A



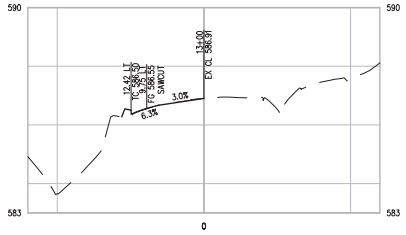
MT DIABLO SCENIC
13+50.00



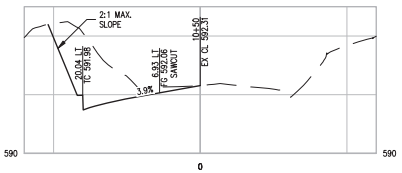
MT DIABLO SCENIC
12+00.00



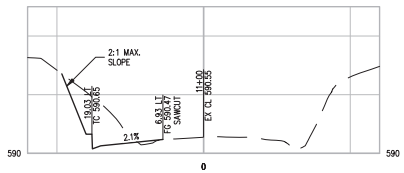
MT DIABLO SCENIC
12+50.00



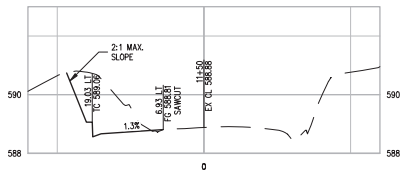
MT DIABLO SCENIC
13+00.00



MT DIABLO SCENIC
10+50.00



MT DIABLO SCENIC
11+00.00



MT DIABLO SCENIC
11+50.00

811 Know what's below. Call before you dig.

dk JOB NO: 23-1021

FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

1028

NO.	DATE	DESCRIPTION	dk	AGENCY

REGISTERED PROFESSIONAL ENGINEER — No. C 75679 — DATE: 5/6/2025 — CIVIL — STATE OF CALIFORNIA

CONTRA COSTA COUNTY
DIABLO ROAD/MT. DIABLO SCENIC BLVD
INTERSECTION IMPROVEMENTS
STREET SECTIONS
IMPROVEMENT PLANS

ENGINEERING · SURVEYING · PLANNING
1331 SAN RAMON, CIR., #100
WALNUT CREEK, CA 94596
PHONE: (925) 932-6868
DAVIS-INC.COM

DATE: 05/06/2025
SCALE: HORZ. 1"=10' VERT. N/A
DESIGNED BY: CK
REVIEWED BY: SDG

C6.0
PAGE 7 OF 11

F:\Projects\2023\23-1021-25 Offsite Magee Preserve - Danville\DWG\IMPROVEMENT PLAN\06.0 STREET SECTIONS.dwg 5/6/2025

EROSION CONTROL NOTES

1. TEMPORARY EROSION CONTROL DEVICES SHOWN ON PLAN WHICH INTERFERE WITH THE WORK SHALL BE RELOCATED OR MODIFIED WHEN THE INSPECTOR SO DIRECTS AS THE WORK PROGRESSES.
2. EXCEPT AS OTHERWISE DIRECTED BY THE INSPECTOR, ALL DEVICES SHOWN ON THE EROSION CONTROL PLAN SHALL BE IN PLACE THROUGHOUT THE DAY. ALL EROSION CONTROL FACILITIES MUST BE INSPECTED AND REPAIRED AT THE END OF EACH WORKING DAY DURING THE RAINY SEASON AND MAINTAINED AT ALL TIMES.
3. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE PROVISIONS OF THE ASSOCIATION OF BAY AREA GOVERNMENTS (ABAG) 'MANUAL OF STANDARDS FOR EROSION AND SEDIMENT CONTROL MEASURES' UNLESS OTHERWISE STATED WITHIN THESE GENERAL NOTES. THE EROSION AND SEDIMENT CONTROL MEASURES SHALL ALSO CONFORM TO THE REQUIREMENTS OF THE CALIFORNIA STORMWATER QUALITY ASSOCIATION (CASQA) STORMWATER BEST MANAGEMENT PRACTICE HANDBOOK. CONTROL MEASURES ARE SUBJECT TO THE INSPECTION AND APPROVAL OF THE COUNTY ENGINEER.
4. ALL LOOSE SOIL AND DEBRIS SHALL BE REMOVED FROM THE STREET AREAS UPON STARTING OPERATIONS AND PERIODICALLY THEREAFTER AS DIRECTED BY THE INSPECTOR. THE SITE SHALL BE MAINTAINED SO AS TO PREVENT SEDIMENT LADEN RUNOFF TO ANY STORM DRAIN SYSTEM.
5. ADDITIONAL CONTAINMENT METHODS MUST BE PROVIDED FOR ANY WASTE STORAGE AREA, STOCKPILE/MATERIAL STORAGE AREA AND/OR CONSTRUCTION TOILET AREA.
6. STAND-BY CREWS SHALL BE ALERTED BY THE PERMITTEE OR CONTRACTOR FOR EMERGENCY WORK DURING RAINSTORMS.
7. AS A PART OF THE EROSION CONTROL MEASURES, UNDERGROUND STORM DRAIN FACILITIES AND CONCRETE SHALL BE INSTALLED COMPLETE AS SHOWN ON THE PLANS.
8. ALL GRADED AREAS, INCLUDING, BUT NOT LIMITED TO, CUT AND FILL SLOPES, STREETS, PARKING AREAS, AND BUILDING PADS SHALL BE HYDROSEEDED PER ABAG. IN ADDITION TO HYDROSEEDING, APPLICATION OF STRAW WITH A TACKIFIER OR MULCH MAY BE REQUIRED BY THE COUNTY ENGINEER.
9. IF ANY GRADING OPERATIONS ARE TO BE PERFORMED AN EROSION CONTROL PLAN MUST BE SUBMITTED AND THE PLAN MUST BE APPROVED BY THE COUNTY PRIOR TO THE COMMENCEMENT OF ANY SUCH GRADING OPERATIONS.
10. TO PREVENT EROSION OF GRADED BANKS, ALL GRADED BANKS STEEPER THAN 2% AND HIGHER THAN 3 FEET, SHALL BE HYDROSEEDED, LANDSCAPED, OR SEALED. IN ADDITION TO HYDROSEEDING, APPLICATION OF STRAW WITH A TACKIFIER OR MULCH MAY BE REQUIRED BY THE COUNTY ENGINEER. IF THE PERMANENT STORM DRAIN SYSTEM IS NOT INSTALLED, TEMPORARY DITCHES SHALL BE CONSTRUCTED TO CONTAIN THE STORM WATER AND DIRECT IT, IN A MANNER THAT AVOIDS EROSION OF THE BANKS, TO THE EROSION AND SEDIMENT CONTROL FACILITIES. HYDROSEEDING, STRAW MULCH, OR OTHER SUCH EROSION CONTROL DEVICES SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND SHALL MEET THE REQUIREMENTS OF THE CALIFORNIA STORMWATER QUALITY ASSOCIATION STORMWATER BEST MANAGEMENT PRACTICE HANDBOOK. POTENTIAL RECOMMENDATIONS FOR STRAW MULCH INSTALLATION MAY BE ANCHORED WITH A TACKIFIER STABILIZING EMULSION. THE SLOPES SHALL BE LANDSCAPED OR HYDROSEEDED AS SOON AS POSSIBLE AFTER THE GRADING OPERATION CEASES.
11. ALL CUT AND FILL SLOPES ARE TO BE PROTECTED TO PREVENT OVERBANK FLOW USING SILT FENCES.
12. BORROW AREAS AND TEMPORARY STOCKPILES SHALL BE PROTECTED WITH APPROPRIATE EROSION CONTROL MEASURES TO THE SATISFACTION OF THE COUNTY ENGINEER. TEMPORARY AND/OR PERMANENT STOCKPILES SHALL BE COVERED WITH PLASTIC SHEETING (I.E., VISQUEEN) AND SECURED AT THE PERIMETER BASE AT ALL TIMES OR AT THE END OF EACH WORK DAY IF IN USE.
13. SANDBAGS AND/OR STRAW WATTLES SHALL BE STOCKPILED ON SITE AND PLACED AT INTERVALS SHOWN ON EROSION CONTROL PLANS OR WHEN DIRECTED BY THE INSPECTOR.
14. SANDBAGS REFERRED TO IN THE PRECEDING ITEMS MUST BE FULL. APPROVED SANDBAG FILL MATERIALS ARE DECOMPOSED GRANITE AND/OR GRAVEL, OR OTHER MATERIALS APPROVED BY THE INSPECTOR.
15. THIS PLAN MAY NOT COVER ALL THE SITUATIONS THAT ARISE DURING CONSTRUCTION DUE TO UNANTICIPATED FIELD CONDITIONS. VARIATIONS MAY BE MADE TO THESE PLANS IN THE FIELD, SUBJECT TO APPROVAL OF THE COUNTY ENGINEER.
16. EROSION CONTROL STRUCTURES SHALL BE ADJUSTED AND UPDATED ON THESE MAPS BY THE CONTRACTOR TO REFLECT ALL CHANGES IN DRAINAGE AS STREETS AND BUILDING PADS ARE BEING INSTALLED.
17. STORM DRAIN TRENCHES THAT ARE OUT THROUGH BASIN DIKES OR BASIN INLET DIKES, SHALL BE PLUGGED WITH SANDBAGS FROM TOP OF PIPE TO TOP OF DIKE.
18. PROVIDE VELOCITY CHECK DAMS IN ALL UNPAVED GRADED CHANNELS AT THE INTERVALS INDICATED BELOW:

GRADE OF CHANNEL	INTERVAL
LESS THAN 3%	100 FEET
3% TO 6%	50 FEET
OVER 6%	25 FEET

VELOCITY CHECK DAMS SHALL BE CONSTRUCTED OF GRAVEL BAGS AND SHALL EXTEND 2/3 OF THE DISTANCE ACROSS THE STREET OR CHANNEL AT RIGHT ANGLES TO THE CENTERLINE. EARTH DIKES MAY NOT BE USED AS VELOCITY CHECK DAMS. THE GRAVEL BAGS SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.

19. SEDIMENT TRAPS SHALL BE CLEANED OUT WHENEVER SEDIMENT REACHES 6" FROM THE OUTLET. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CLEAN THE DESILTING BASINS AND THE SEDIMENT TRAPS.
20. ALL OPEN UTILITY TRENCHES SHALL BE BLOCKED AT THE PRESCRIBED INTERVALS FROM THE BOTTOM TO TOP WITH A DOUBLE ROW OF SANDBAGS PRIOR TO BACKFILL. SANDBAGS ARE TO BE PLACED WITH ALTERNATE HEADER AND STRETCHER COURSES. THE INTERVALS PRESCRIBED BETWEEN SANDBAG LOCKING SHALL DEPEND ON THE SLOPE OF THE GROUND SURFACE, BUT NOT EXCEED THE FOLLOWING:

GRADE OF THE STREET	INTERVAL
LESS THAN 2%	AS REQUIRED
2% TO 4%	100 FEET
4% TO 10%	50 FEET
OVER 10%	25 FEET

21. AFTER STORM DRAIN AND UTILITY TRENCHES ARE BACKFILLED AND COMPACTED, THE SURFACES OVER SUCH TRENCHES SHALL BE MOUNDED SLIGHTLY AND COVERED OR HYDROSEEDED TO PREVENT CHANNELING OF WATER IN THE TRENCH AREA. CARE SHOULD BE EXERCISED TO PROVIDE FOR CROSS FLOW AT FREQUENT INTERVALS WHERE TRENCHES ARE NOT ON THE CENTER LINE OF A CROWNED STREET.
22. ALL EXISTING CATCH BASINS ON THE SITE OR IMMEDIATELY DOWNSTREAM FROM THE SITE SHALL BE PROTECTED WITH A COUNTY APPROVED STORM DRAIN INLET PROTECTION DEVICE. THE STORM DRAIN INLET DEVICE SHALL MEET THE MINIMUM REQUIREMENTS IN THE CALIFORNIA STORMWATER QUALITY ASSOCIATION STORMWATER BEST MANAGEMENT PRACTICE HANDBOOK AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.
23. FOR THE DISPOSAL OF CONCRETE WASTE, A CONCRETE WASH OUT SHALL BE PLACED IN THE VEHICLE AND EQUIPMENT STORAGE AND MAINTENANCE AREA. THE CONCRETE WASH OUT SHALL MEET THE MINIMUM REQUIREMENTS IN THE CALIFORNIA STORMWATER QUALITY ASSOCIATION STORMWATER BEST MANAGEMENT PRACTICE HANDBOOK AND INSTALLED, USED, AND MAINTAINED PER MANUFACTURER'S RECOMMENDATIONS.
24. EROSION CONTROL MEASURES SHALL BE IMPLEMENTED DURING ALL CONSTRUCTION PHASES.
25. THE DEVELOPER SHALL POST DUST CONTROL SIGNAGE WITH A CONTACT NUMBER OF THE DEVELOPER, COUNTY STAFF, AND THE AIR QUALITY CONTROL BOARD.
26. FOR DETAILS NOT SHOWN ON THESE PLANS, REFER TO THE FOLLOWING CASQA BMP FACT SHEETS:

SE-5	FIBER ROLLS
SE-10	STORM DRAIN INLET PROTECTION
WM-1	MATERIAL DELIVERY & STORAGE
WM-8	CONCRETE WASTE MANAGEMENT

27. THE EROSION AND SEDIMENT CONTROL MEASURES AS SHOWN ON THIS PLAN MAY NOT COVER ALL UNFORESEEN FIELD AND/OR WEATHER CONDITIONS. VARIATIONS OF DESIGNS MAY BE ALTERED TO FIT ACTUAL FIELD CONDITIONS. CONTRACTOR SHALL MAKE NECESSARY ADJUSTMENTS ACCORDINGLY.

AIR QUALITY CONTROL NOTES

AQ-1 – DURING CONSTRUCTION ACTIVITIES, THE PROJECT APPLICANT AND/OR ITS CONTRACTOR SHALL ENSURE THAT THE BAAQMD'S BASIC CONSTRUCTION MITIGATION MEASURES ARE IMPLEMENTED:

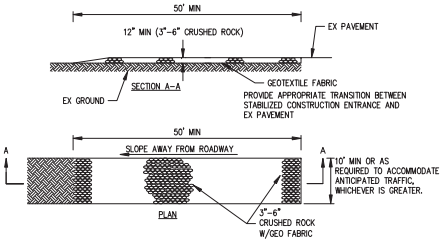
1. ALL EXPOSED SURFACES (E.G. PARKING AREAS, STAGING AREAS, SOIL PILES, GRADED AREAS, AND UNPAVED ACCESS ROADS SHALL BE WATERED TWO TIMES PER DAY.
2. ALL HAUL TRUCKS TRANSPORTING SOIL, SAND OR OTHER LOOSE MATERIAL OFF-SITE SHALL BE COVERED.
3. ALL VISIBLE MUD OR DIRT TRACK-OUT ON TO ADJACENT PUBLIC ROADS SHALL BE REMOVED USING WET POWER VACUUM STREET SWEEPERS AT LEAST ONCE PER DAY. THE USE OF DRY POWER SWEEPING IS PROHIBITED.
4. ALL VEHICLE SPEEDS ON UNPAVED ROADS SHALL BE LIMITED TO 15 MPH.
5. ALL ROADWAYS, DRIVEWAYS, AND SIDEWALKS TO BE PAVED SHALL BE COMPLETED AS SOON AS POSSIBLE. BUILDING PADS SHALL BE LAID AS SOON AS POSSIBLE AFTER GRADING UNLESS SEEDING OR SOIL BINDERS ARE USED.
6. IDLING TIMES SHALL BE MINIMIZED EITHER BY SHUTTING EQUIPMENT OFF WHEN NOT IN USE OR REDUCING THE MAXIMUM IDLING TIME TO 5 MINUTES (AS REQUIRED BY THE CALIFORNIA AIRBORNE TOXICS CONTROL MEASURE TITLE 13, SECTION 2485 OF THE CALIFORNIA CODE OF REGULATIONS).
7. ALL CONSTRUCTION EQUIPMENT SHALL BE MAINTAINED AND PROPERLY TUNED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS. ALL EQUIPMENT SHALL BE CHECKED BY A CERTIFIED VISIBLE EMISSIONS EVALUATOR.
8. POST A PUBLICLY VISIBLE SIGN WITH THE TELEPHONE NUMBER AND PERSON TO CONTACT THE LEAD AGENCY REGARDING DUST COMPLAINTS. THIS PERSON SHALL RESPOND AND TAKE CORRECTIVE ACTION WITHIN 48 HOURS. THE AIR DISTRICT'S PHONE NUMBER SHALL ALSO BE VISIBLE TO ENSURE COMPLIANCE WITH APPLICATION REGULATIONS.

EXPLANATION OF EROSION CONTROL PLAN

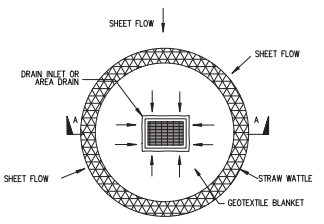
SINCE IT IS NEVER KNOWN AT WHAT POINT IN THE CONSTRUCTION PROJECT THE RAINS WILL COME, THIS EROSION CONTROL PLAN IS A SNAPSHOT IN TIME, DEPICTING WHAT MEASURES SHOULD BE IMPLEMENTED ASSUMING THAT THE RAINS WILL ARRIVE WHEN THE PROJECT IS AT THE FOLLOWING DESCRIBED LEVEL OF COMPLETENESS:

- MASS GRADING IS COMPLETE;
- THE HARDSCAPE SUBGRADE IS GRADED PROPERLY, BUT REMAINS EXPOSED WITHOUT ANY GRAVEL OR CONCRETE;

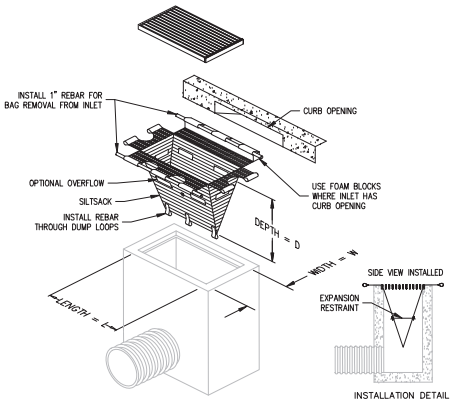
THE CONDITION DESCRIBED ABOVE IS THE MOST CRITICAL TIME IN THE PROJECT FROM THE STANDPOINT OF EROSION AND SEDIMENT CONTROL. BECAUSE THE SITE HAS THE MAXIMUM AMOUNT OF EXPOSED SOIL, WHILE THE STORM DRAIN PIPES CAN CONVEY SEDIMENT VERY RAPIDLY TO THE OUTFALL OR TO THE MUNICIPAL STORM DRAIN SYSTEM. THE EROSION CONTROL PLAN ASSUMES THIS WORST CASE CONDITION, BUT, SINCE IT IS VERY UNLIKELY THAT THE RAINS WILL ARRIVE PRECISELY AT THE ABOVE-DESCRIBED MOMENT, THE CONTRACTOR MUST BE PREPARED TO PROTECT THE PROJECT SITE UNDER ANY OTHER CONDITIONS. THE CONTRACTOR MUST PLACE THE EROSION AND SEDIMENTATION CONTROLS AS AND WHERE NECESSARY FOR CONDITIONS OTHER THAN THAT DESCRIBED ABOVE, AND MOVE THEM AS NECESSARY AS CONSTRUCTION PROGRESSES.

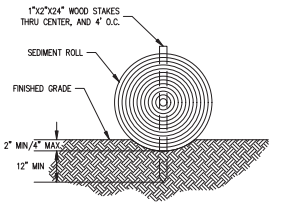


STABILIZED CONSTRUCTION ENTRANCE
NOT TO SCALE



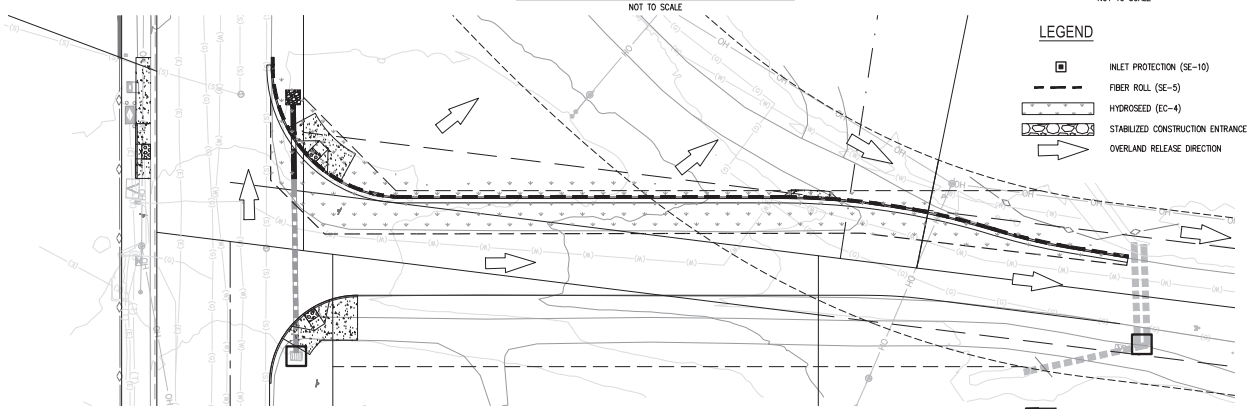
INLET PROTECTION DETAIL
NOT TO SCALE





SPACING REQUIREMENTS	
SLOPE PERCENTAGE	SHEET FLOW LENGTH NOT TO EXCEED
0–25%	20 FEET
25–50%	15 FEET
OVER 50%	10 FEET

STORM DRAIN INLET PROTECTION DETAIL ("SILT-SACK" PROTECTION FOR ANY INLET)
NOT TO SCALE



FIBER ROLL DETAIL
NOT TO SCALE

LEGEND

- INLET PROTECTION (SE-10)
- FIBER ROLL (SE-5)
- HYDROSEED (EC-4)
- STABILIZED CONSTRUCTION ENTRANCE (TC-1)
- OVERLAND RELEASE DIRECTION

20' 0' 10' 20'
1 INCH = 20 FEET

EXHIBIT A

NO.	DATE	DESCRIPTION	AGENCY
			dk

PROFESSIONAL ENGINEER — No. C 75679 — DATE: 5/6/2025 — CIVIL — STATE OF CALIFORNIA

CONTRA COSTA COUNTY
DIABLO ROAD/MT. DIABLO SCENIC BLVD
INTERSECTION IMPROVEMENTS
EROSION CONTROL PLAN
IMPROVEMENT PLANS

ENGINEERING & SURVEYING • PLANNING
PHONE: (925) 552-4800
1331 SAN RAMON, DR., #100
WALNUT CREEK, CA 94598

DATE: 05/06/2025
SCALE: HORZ. 1"=20' VERT. N/A
DESIGNED BY: CK
REVIEWED BY: SDC
C7.0
PAGE 8 OF 11

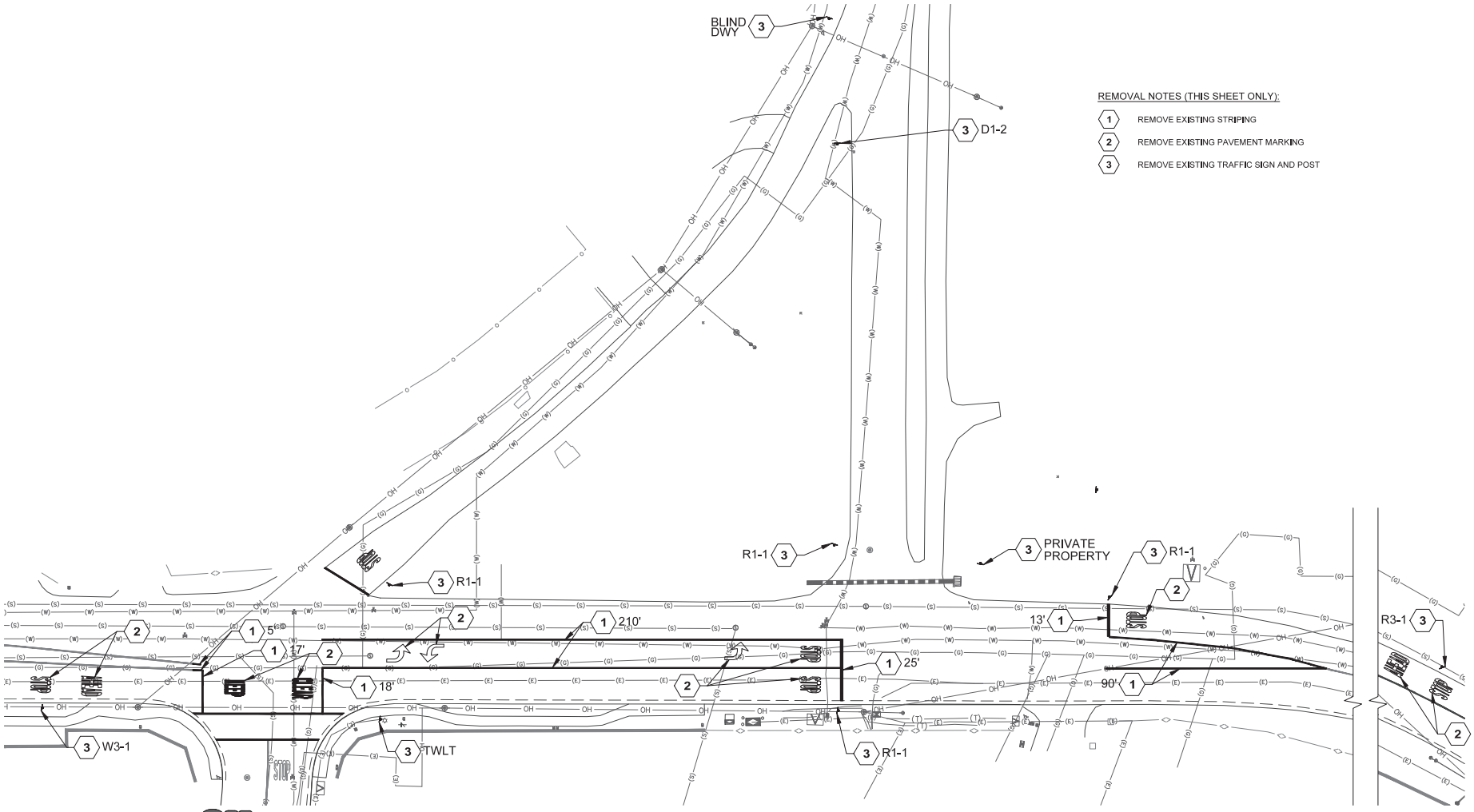
5/6/2025
F:\Projects\2023\23-1021-25 Offsite Magee Preserve – Danville\DWG\IMPROVEMENT PLAN\C7.0 EROSION CONTROL.dwg

dk JOB NO: 23-1021

FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

1029



REMOVAL NOTES (THIS SHEET ONLY):

1. REMOVE EXISTING STRIPING
2. REMOVE EXISTING PAVEMENT MARKING
3. REMOVE EXISTING TRAFFIC SIGN AND POST

NOTES:

1. ALL EXISTING UTILITIES WERE PLOTTED FROM RECORD INFORMATION AND FIELD TOPOGRAPHY. ACTUAL LOCATIONS MAY VARY AND ADDITIONAL CROSSINGS MAY EXIST IN THE FIELD. IT IS IMPERATIVE THAT "U.S.A. LOCATING SERVICES" LOCATE AND MARK EXISTING UTILITIES PRIOR TO THE START OF EXCAVATION.
2. THE CONTRACTOR SHALL USE EXTREME CAUTION WHEN EXPOSING EXISTING UTILITY CROSSINGS AND SERVICES.
3. ANY DAMAGE TO EXISTING UTILITIES WILL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

811 Know what's below. Call before you dig.

EXHIBIT A

AMG ADVANCED MOBILITY GROUP	ADVANCED MOBILITY GROUP 3003 OAK ROAD, SUITE 100 WALNUT CREEK, CA 94597	DESIGNED C. HIGBEE DRAWN M. MIRZA CHECKED J. BHATTACHARYA DATE 5/6/2025 SCALE 1" = 20'	NO.	REVISION	BY	APP.	BENCHMARK FINAL	DIABLO RD/MT. DIABLO SCENIC BLVD INTERSECTION IMPROVEMENTS DIABLO RD/BLACKHAWK RD & MT. DIABLO SCENIC BLVD SIGNING AND STRIPING REMOVAL PLAN	CONTRA COSTA COUNTY PUBLIC WORKS DEPARTMENT	PJ NO. SHEET 9 OF 11 DWG. S-1

FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

1030

EXHIBIT A

STRIPING NOTES (THIS SHEET ONLY):

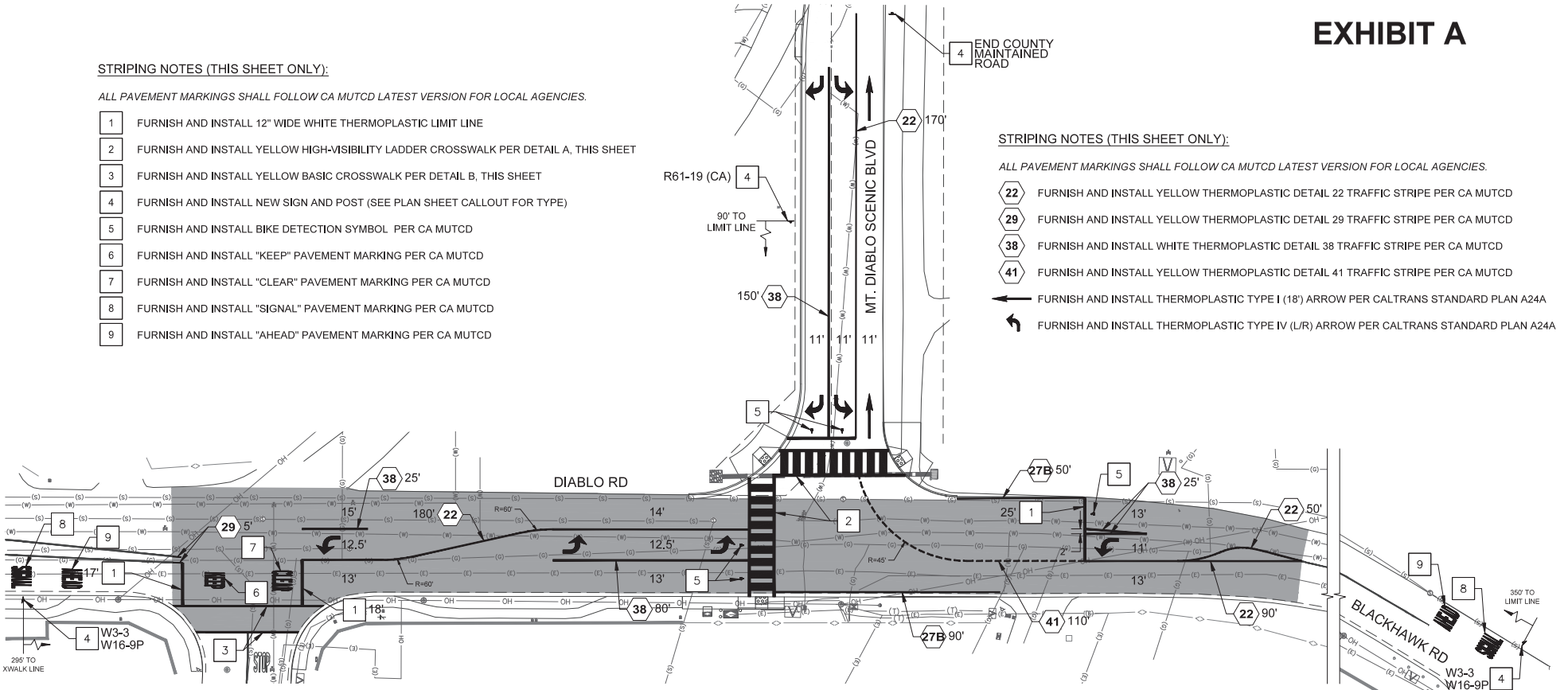
ALL PAVEMENT MARKINGS SHALL FOLLOW CA MUTCD LATEST VERSION FOR LOCAL AGENCIES.

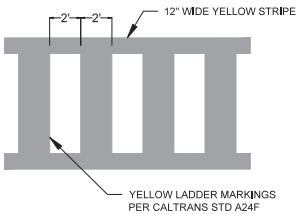
1. FURNISH AND INSTALL 12" WIDE WHITE THERMOPLASTIC LIMIT LINE
2. FURNISH AND INSTALL YELLOW HIGH-VISIBILITY LADDER CROSSWALK PER DETAIL A, THIS SHEET
3. FURNISH AND INSTALL YELLOW BASIC CROSSWALK PER DETAIL B, THIS SHEET
4. FURNISH AND INSTALL NEW SIGN AND POST (SEE PLAN SHEET CALLOUT FOR TYPE)
5. FURNISH AND INSTALL BIKE DETECTION SYMBOL PER CA MUTCD
6. FURNISH AND INSTALL "KEEP" PAVEMENT MARKING PER CA MUTCD
7. FURNISH AND INSTALL "CLEAR" PAVEMENT MARKING PER CA MUTCD
8. FURNISH AND INSTALL "SIGNAL" PAVEMENT MARKING PER CA MUTCD
9. FURNISH AND INSTALL "AHEAD" PAVEMENT MARKING PER CA MUTCD

STRIPING NOTES (THIS SHEET ONLY):

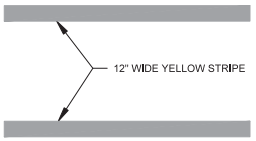
ALL PAVEMENT MARKINGS SHALL FOLLOW CA MUTCD LATEST VERSION FOR LOCAL AGENCIES.

- 22 FURNISH AND INSTALL YELLOW THERMOPLASTIC DETAIL 22 TRAFFIC STRIPE PER CA MUTCD
- 29 FURNISH AND INSTALL YELLOW THERMOPLASTIC DETAIL 29 TRAFFIC STRIPE PER CA MUTCD
- 38 FURNISH AND INSTALL WHITE THERMOPLASTIC DETAIL 38 TRAFFIC STRIPE PER CA MUTCD
- 41 FURNISH AND INSTALL YELLOW THERMOPLASTIC DETAIL 41 TRAFFIC STRIPE PER CA MUTCD
- FURNISH AND INSTALL THERMOPLASTIC TYPE I (18') ARROW PER CALTRANS STANDARD PLAN A24A
- FURNISH AND INSTALL THERMOPLASTIC TYPE IV (L/R) ARROW PER CALTRANS STANDARD PLAN A24A





DETAIL A - HIGH-VISIBILITY LADDER CROSSWALK (N.T.S.)



DETAIL B - BASIC CROSSWALK (N.T.S.)

STANDARD SIGN QUANTITIES AND SIZES		
SIGN	QUANTITY	SIZE (INCHES)
R10-6 *	1	24 X 36
R10-12 *	1	30 X 36
R61-19 (CA)	1	36 X 30
R73-3 (CA) *	1	36 X 36
W3-3	2	30 X 30
W16-9P	2	24 X 12

SIGN TABLE NOTES:

* = SEE SHEET 11 FOR LOCATION

NOTES:
1. ALL EXISTING UTILITIES WERE PLOTTED FROM RECORD INFORMATION AND FIELD TOPOGRAPHY. ACTUAL LOCATIONS MAY VARY AND ADDITIONAL CROSSINGS MAY EXIST IN THE FIELD. IT IS IMPERATIVE THAT "U.S.A. LOCATING SERVICES" LOCATE AND MARK EXISTING UTILITIES PRIOR TO THE START OF EXCAVATION.
2. THE CONTRACTOR SHALL USE EXTREME CAUTION WHEN EXPOSING EXISTING UTILITY CROSSINGS AND SERVICES.
3. ANY DAMAGE TO EXISTING UTILITIES WILL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

811 Know what's below. Call before you dig.

N

0 20' 40'

ADVANCED MOBILITY GROUP
3003 OAK ROAD, SUITE 100
WALNUT CREEK, CA 94597

DESIGNED	C. HIGBEE				
DRAWN	M. MIRZA				
CHECKED	J. BHATTACHARYA				
DATE	5/6/2025				
SCALE	1" = 20'	NO.	REVISION	BY	APP.

BENCHMARK

FINAL

DIABLO RD/MT. DIABLO SCENIC BLVD INTERSECTION IMPROVEMENTS

DIABLO RD/BLACKHAWK RD & MT. DIABLO SCENIC BLVD
SIGNING AND STRIPING PLAN

CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT

PJ NO.

SHEET 10 OF 11

DWG. S-2

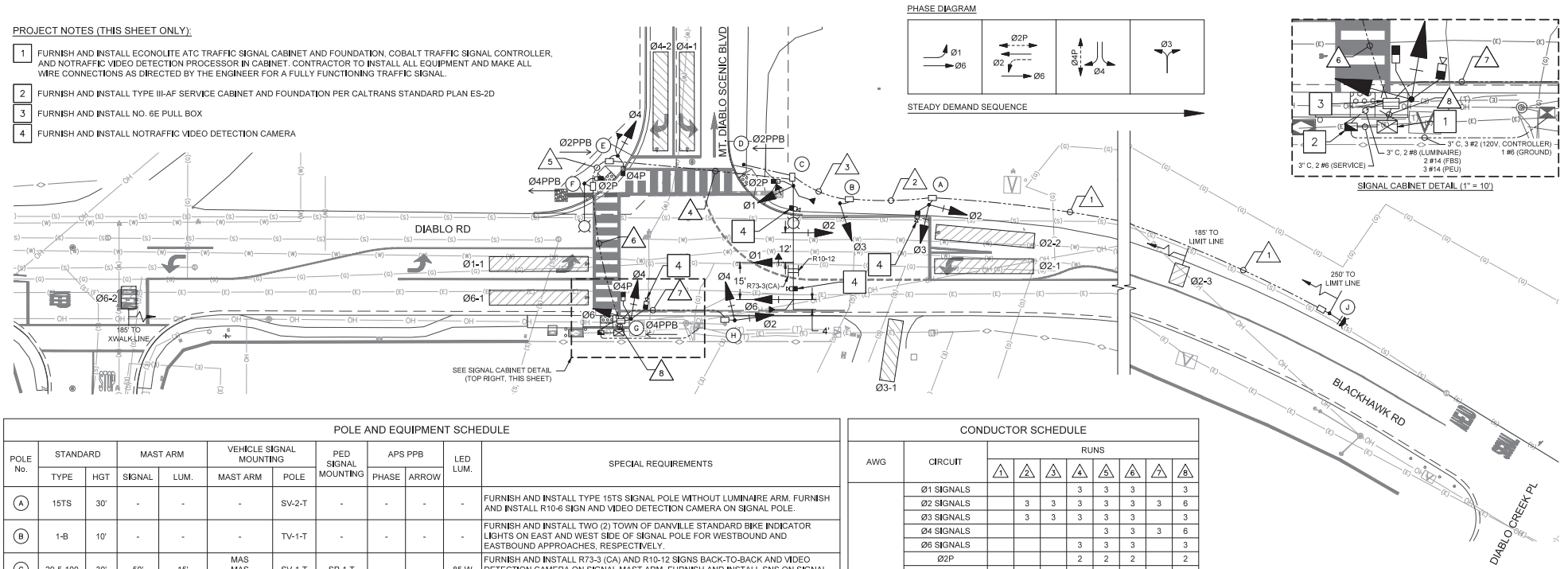
FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

1031

PROJECT NOTES (THIS SHEET ONLY):

1. FURNISH AND INSTALL ECONOLITE ATC TRAFFIC SIGNAL CABINET AND FOUNDATION, COBALT TRAFFIC SIGNAL CONTROLLER, AND NOTRAFFIC VIDEO DETECTION PROCESSOR IN CABINET. CONTRACTOR TO INSTALL ALL EQUIPMENT AND MAKE ALL WIRE CONNECTIONS AS DIRECTED BY THE ENGINEER FOR A FULLY FUNCTIONING TRAFFIC SIGNAL.
2. FURNISH AND INSTALL TYPE III-AF SERVICE CABINET AND FOUNDATION PER CALTRANS STANDARD PLAN ES-2D
3. FURNISH AND INSTALL NO. 6E PULL BOX
4. FURNISH AND INSTALL NOTRAFFIC VIDEO DETECTION CAMERA



POLE AND EQUIPMENT SCHEDULE

POLE No.	STANDARD		MAST ARM		VEHICLE SIGNAL MOUNTING		PED SIGNAL MOUNTING	APS PPB		LED LUM.	SPECIAL REQUIREMENTS
	TYPE	HGT	SIGNAL	LUM.	MAST ARM	POLE		PHASE	ARROW		
A	15TS	30'	-	-	-	SV-2-T	-	-	-	-	FURNISH AND INSTALL TYPE 15TS SIGNAL POLE WITHOUT LUMINAIRE ARM. FURNISH AND INSTALL R10-6 SIGN AND VIDEO DETECTION CAMERA ON SIGNAL POLE.
B	1-B	10'	-	-	-	TV-1-T	-	-	-	-	FURNISH AND INSTALL TWO (2) TOWN OF DANVILLE STANDARD BIKE INDICATOR LIGHTS ON EAST AND WEST SIDE OF SIGNAL POLE FOR WESTBOUND AND EASTBOUND APPROACHES, RESPECTIVELY.
C	29-5-100	30'	50'	15'	MAS MAS MAS	SV-1-T	SP-1-T	-	-	85 W	FURNISH AND INSTALL R73-3 (CA) AND R10-12 SIGNS BACK-TO-BACK AND VIDEO DETECTION CAMERA ON SIGNAL MAST ARM. FURNISH AND INSTALL SNS ON SIGNAL POLE. FURNISH AND INSTALL VIDEO DETECTION CAMERA ON LUMINAIRE MAST ARM.
D	TYPE 2 POST	4'	-	-	-	-	-	2	LEFT	-	
E	1-B	10'	-	-	-	TV-1-T	SP-2-T	2	RIGHT	-	FURNISH AND INSTALL PEU ON TOP OF TRAFFIC SIGNAL POLE.
F	15TS	30'	-	15'	-	-	-	4	LEFT	85 W	
G	1-B	10'	-	-	-	TV-2-T	SP-1-T	4	LEFT	-	FURNISH AND INSTALL VIDEO DETECTION CAMERA ON TOP OF SIGNAL POLE WITH RISER. FURNISH AND INSTALL TOWN OF DANVILLE STANDARD BIKE INDICATOR LIGHT ON NORTH SIDE OF SIGNAL POLE FOR SOUTHBOUND APPROACH.
H	1-B	10'	-	-	-	TV-2-T	-	-	-	-	
J	1-B	10'	-	-	-	-	-	-	-	-	FURNISH AND INSTALL NEW EXTINGUISHABLE MESSAGE SIGN PER CALTRANS STANDARD PLAN ES-14A. SIGN SHALL FLASH "PREPARE TO STOP" MESSAGE DURING PHASE 2 YELLOW AND PROVIDE STEADY MESSAGE DURING PHASE 2 RED.

CONDUCTOR SCHEDULE

AWG	CIRCUIT	RUNS							
		1	2	3	4	5	6	7	8
No. 14	Ø1 SIGNALS				3	3	3		3
	Ø2 SIGNALS		3	3	3	3	3	3	6
	Ø3 SIGNALS		3	3	3	3	3		3
	Ø4 SIGNALS					3	3	3	6
	Ø6 SIGNALS				3	3	3		3
	Ø2P				2	2	2		2
	Ø4P					2	2		2
	PPB (Ø2P)				2	2	2		2
	PPB (Ø4P)						2		2
	PPB NEUTRAL				1	1	1		1
	BLANK-OUT SIGN	3	3	3	3	3	3		
	PEU						3		
	SPARES	3	3	3	3	3	3	3	6
	TOTAL No. 14	6	12	12	23	28	33	9	36
No. 8	SIG. COMMON	1	1	1	1	1	1	1	2
	LUMINAIRE				2	2	2		
	TOTAL No. 8	1	1	1	3	3	3	1	2
VIDEO DETECTION CABLES			1	1	3	3	3		4
EVP CABLES					1	2	2		3
CONDUIT SIZE		4"	4"	4"	4"	4"	2-4"	4"	2-4"
PROPOSED CONDUIT FILL (%)		1%	3%	3%	7%	8%	5%	2%	5%

NOTES:
1. ALL EXISTING UTILITIES WERE PLOTTED FROM RECORD INFORMATION AND FIELD TOPOGRAPHY. ACTUAL LOCATIONS MAY VARY AND ADDITIONAL CROSSINGS MAY EXIST IN THE FIELD. IT IS IMPERATIVE THAT "U.S.A. LOCATING SERVICES" LOCATE AND MARK EXISTING UTILITIES PRIOR TO THE START OF EXCAVATION.
2. THE CONTRACTOR SHALL USE EXTREME CAUTION WHEN EXPOSING EXISTING UTILITY CROSSINGS AND SERVICES.
3. ANY DAMAGE TO EXISTING UTILITIES WILL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

811 Know what's below. Call before you dig.

N

0 20' 40'

GENERAL NOTES (THIS SHEET ONLY):

1. ALL PULL BOXES SHALL BE NO. 6, UNLESS OTHERWISE NOTED.
2. ALL SIGNAL HEADS SHALL HAVE YELLOW RETROFLECTIVE BACKPLATES PER CALTRANS STANDARDS.
3. ALL CONDUITS DIRECTLY BETWEEN PULL BOXES AND POLES SHALL BE 3" SCHEDULE 80 PVC, UNLESS OTHERWISE NOTED.
4. CONTRACTOR SHALL INSTALL CONDUITS A MINIMUM OF 3 FEET AWAY FROM ALL UTILITIES AND POTHOLE AT LATERALS BEFORE INSTALLATION.
5. SIGNAL POLES SHALL BE INSTALLED WITH HANDHOLD ACCESS ON THE SIDE OF THE POLE SUCH THAT SERVICE PERSONNEL WILL BE FACING ONCOMING TRAFFIC.
6. THE CONTRACTOR SHALL ENSURE THAT PULL BOXES ARE NOT INSTALLED ON PRIVATE PROPERTY.
7. CONTRACTOR SHALL COORDINATE WITH PG&E TO ENSURE SERVICE POINT IS PREPARED FOR BEGINNING OF SERVICE, AND PG&E STAFF TO PERFORM POWER CONNECTION AT SERVICE POINT.
8. VIDEO DETECTION ZONES SHALL BE INSTALLED BY A NOTRAFFIC REPRESENTATIVE. ZONES SHOWN ARE ILLUSTRATIVE ONLY.

EXHIBIT A

THIS SHEET ACCURATE FOR ELECTRICAL WORK ONLY

AMG ADVANCED MOBILITY GROUP
ADVANCED MOBILITY GROUP
3003 OAK ROAD, SUITE 100
WALNUT CREEK, CA 94597

DESIGNED	C. HIGBEE				
DRAWN	M. MIRZA				
CHECKED	J. BHATTACHARYA				
DATE	5/6/2025				
SCALE	1" = 20'	NO.	REVISION	BY	APP.

BENCHMARK

FINAL

DIABLO RD/MT. DIABLO SCENIC BLVD INTERSECTION IMPROVEMENTS

DIABLO RD/BLACKHAWK RD & MT. DIABLO SCENIC BLVD
TRAFFIC SIGNAL PLAN

CONTRA COSTA COUNTY
PUBLIC WORKS DEPARTMENT

PJ NO.

SHEET 11 OF 11

DWG. T-1

FINAL APPROVED SET - FOR BIDS

COUNTY APPROVED - MAY 6, 2025

1032

Job Number: 23-1021-25
October 1 2025

EXHIBIT B

MAGEE PRESERVE OFFSITE IMPROVEMENT COST ESTIMATE

	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
I. CONTRA COSTA COUNTY IMPROVEMENTS					
A. SITE PREP					
1.	Mobilization	1	LS	$ 40,700.00	$ 40,700.00
2.	Clearing and Grubbing	1	LS	$ 2,500.00	$ 2,500.00
3.	Remove Traffic Stripes, Pavement Markers & Pavement Markings	1	LS	$ 1,430.00	$ 1,430.00
4.	Tree Removal	8	EA	$ 1,100.00	$ 8,800.00
5.	Erosion Control	1	LS	$ 5,500.00	$ 5,500.00
6.	Remove Existing Pavement	1,260	SF	$ 14.00	$ 17,640.00
7.	Remove Curb & Gutter	19	LF	$ 155.00	$ 2,945.00
8.	Remove Existiing Trail Pavement	192	LF	$ 15.50	$ 2,976.00
9.	Demo / Grind Exc Connection to Swing Right Turn	444	LF	$ 10.00	$ 4,440.00
				Subtotal Site Prep	$ 86,931.00
B. GRADING					
1.	Mass Grading (Cut)	365	CY	$ 54.00	$ 19,710.00
2.	Export	365	CY	$ 85.00	$ 31,025.00
3.	Grassy Swale	1,710	SF	$ 8.75	$ 14,962.50
4.	Grading (Cut for Swale)	35	SF	$ 160.00	$ 5,600.00
				Subtotal Grading	$ 71,297.50
C. STREET IMPROVEMENTS					
1.	Calle Crespi Paving (4" AC)	66	TON	$ 265.00	$ 17,490.00
2.	Calle Crespi Aggregate Base (15" Class II)	238	TON	$ 165.00	$ 39,270.00
3.	6" Curb and Gutter	272	LF	$ 74.00	$ 20,128.00
4.	Grind & Overlay	6,621	SF	$ 7.25	$ 48,002.00
5.	Driveway Ramp	1	EA	$ 4,190.00	$ 4,190.00
6.	Sawcut	325	LF	$ 7.35	$ 2,389.00
7.	Base Failure Repair	750	SF	$ 27.50	$ 20,625.00
				Subtotal Street Improvements	$ 152,094.00

Job Number: 23-1021-25
October 1 2025

EXHIBIT B

MAGEE PRESERVE OFFSITE
IMPROVEMENT COST ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
D. STORM DRAIN				
1. 18" CMP	25	LF	$ 850.00	$ 21,250.00
2. Rip Rap	1	TN	$ 4,075.00	$ 4,075.00
3. Concrete Collar	1	EA	$ 2,175.00	$ 2,175.00
4. Connect to Existing	1	EA	$ 1,360.00	$ 1,360.00
			Subtotal Storm Drain	$ 28,860.00
E. SANITARY SEWER				
1. Adjust Manhole to Grade	1	EA	$ 10,700.00	$ 10,700.00
			Subtotal Sanitary Sewer Improvements	$ 10,700.00
F. MISCELLANEOUS				
1. Signing and Striping	1	LS	$ 11,900.00	$ 11,900.00
2. Traffic Control	1	LS	$ 1,325.00	$ 1,325.00
			Subtotal Miscellaneous Improvements	$ 13,225.00
III. CONSULTANTS & FEES				
1. Civil Engineering	1	LS	$ 60,400.00	$ 60,400.00
2. Civil Staking	1	LS	$ 3,600.00	$ 3,600.00
3. Surveying - Easements/ ROW	1	LS	$ 50,957.50	$ 50,958.00
4. Title Company Fees	1	LS	$ 14,038.02	$ 14,038.00
5. Geotechical Engineer inc. Testing & Observation	1	LS	$ 10,000.00	$ 10,000.00
6. Building Permits & Plan Check	1	LS	$ 10,000.00	$ 10,000.00
7. Bond Premium	1%	PCT	$ 363,107.50	$ 3,631.00
			Subtotal Consultants & Fees	$ 152,627.00

Job Number: 23-1021-25
October 1 2025

EXHIBIT B

MAGEE PRESERVE OFFSITE IMPROVEMENT COST ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
MAGEE OFFSITE COST ESTIMATE SUBTOTAL				**$ 515,734.50**
SUMMARY				
I. CONTRA COSTA IMPROVEMENTS				
A. SITE PREP				$ 86,931.00
B. GRADING				$ 71,297.50
C. STREET IMPROVEMENTS				$ 152,094.00
D. STORM DRAIN				$ 28,860.00
E. SANITARY SEWER				$ 10,700.00
F. MISCELLANEOUS				$ 13,225.00
II. CONSULTANTS & FEE				$ 152,627.00
CONTINGENCY (20%)				$ 103,147.00
DAVIDON ADMINISTRATION (10%)				$ 53,195.05
			TOTAL	**$ 672,076.55**

ASSUMPTIONS AND EXCLUSIONS

1. Estimate based on the Contra Costa County Approved Magee Offsite Improvement Plan dated April 30 2025, prepared by dk Engineering.
2. All construction costs items are per construction standards, as applicable.

EXHIBIT C

Bond No.: _____

Development: _____

IMPROVEMENT SECURITY BOND
FOR ROAD IMPROVEMENT AGREEMENT
(Performance, Guarantee, and Payment)
(California Government Code §§ 66499 - 66499.10)

1. **RECITAL OF ROAD IMPROVEMENT AGREEMENT:** The Developer (Principal) has executed a Road Improvement Agreement with the County to install and pay for street, drainage and other improvements on, or along _____ to complete said work within the time specified for completion in the Road Improvement Agreement, all in accordance with State and local laws and rulings.

2. **OBLIGATION:** _____, as Principal and _____, a corporation organized under the laws of the State of_____, and authorized to transact surety business in California, as Surety, hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns to the County of Contra Costa, California to pay as follows:

   A. **Performance:** _____ Dollars ($_____) for itself or any city assignee under the above County Road Improvement Agreement, plus

   B. **Payment:** _____ Dollars ($_____) to secure the claims to which reference is made in Title 15 §§ et seq. of the Civil Code of the State of California.

3. **CONDITION:**

   A. The Condition of this obligation as to Section (2.A.) above is such that if the above bonded Principal, or principal's heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by and well and truly keep and perform the covenants, conditions and provisions in the said agreement and any alteration thereof made as therein provided on it or its part, to be kept and performed at the time and in the manner therein specified and in all respects according to their true intent and meaning and shall indemnify and save harmless the County of Contra Costa or city assignee, its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As part of the obligation secured hereby and in addition to the face amount specified therefore, there shall be included reasonable costs, expenses and fees, including reasonable attorney's fees, incurred by the County of Contra Costa or city assignee, in successfully enforcing such obligation, all to be taxed as costs and included in any judgement rendered.

B. The condition of this obligation, as to Section (2.B.) above, is such that said Principal and the undersigned as corporate surety are held firmly bound unto the County of Contra Costa and all contractors, subcontractors, laborers, material men and other persons employed in the performance of the aforesaid agreement and referred to in the aforesaid Civil Code, for materials furnished, labor of any kind, or for amounts due under the Unemployment Insurance Act with respect to such work or labor and that said undersigned surety will pay the same in an amount not exceeding the amount herein above set forth and also, incase suit is brought upon this bond, will pay, in addition to the fact amount thereof, reasonable costs, expenses and fees, including reasonable attorney's fees, incurred by the County of Contra Costa or city assignee, in successfully enforcing such obligation, to be awarded and fixed by the court, all to be taxed as costs and to be included in the judgement therein rendered.

It is hereby expressly stipulated and agreed that this bond shall inure to the benefit of any and all persons, companies and corporations entitled to file claims under Title 15 (commencing with Section 3082 of Part 4 of Division 3) of the Civil Code of the State of California, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the work under the conditions of this bond be fully performed, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

C. No alteration of said Road Improvement Agreement or any plan or specification of said work agreed to by the Principal and the County shall relieve the Surety from liability on this bond and consent is hereby given to make such alteration without further notice to or consent by the Surety and the Surety hereby waives the provisions of California Civil Code Section 2819 and holds itself bound without regard to and independently of any action against Principal whenever taken.

4. SIGNED AND SEALED:

The undersigned executed this document on _____.

PRINCIPAL:	**SURETY:**
_____	_____
Address: _____	Address: _____
City: _____	City: _____
By: _____	By: _____
Print Name: _____	Print Name: _____
Title: _____	Title: Attorney-in-Fact

:mw
G:\engsvc\Forms\BN WORD\BN-9 Road Impr Agmt Bond.doc
Rev. January 26, 2005

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5255 **Agenda Date:** 12/16/2025 **Agenda #:** C.108.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Contracts for On-Call Maintenance and Repair of Heating, Ventilation, and Air Conditioning (HVAC) Systems, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute two individual contracts with the following contractors: ACCO Engineered Systems, Inc. d/b/a ACCO Engineered Systems and Peterson Mechanical, Inc., in an amount not to exceed $6,000,000 each, to provide on-call maintenance and repair of heating, ventilation, and air conditioning (HVAC) systems at various County sites and facilities, for the period of November 1, 2025 through October 31, 2030, Countywide.

FISCAL IMPACT:
Facilities Maintenance Budget. (100% General Fund)

BACKGROUND:
The Public Works Department, Facilities Services, is responsible for the maintenance and repair of all County buildings and facilities. Government Code Section 25358 authorizes the County to contract for the maintenance and upkeep of County facilities. On October 31, 2025, three on-call HVAC maintenance and repair contracts expired after reaching their maximum five-year term. These contracts were utilized by the Public Works Department.

The Public Works Department recently conducted a formal solicitation for on-call HVAC maintenance and repair services in July of 2025. The Request for Proposal was originally bid on Bidnet Direct #RFP_F-CONTR-0000000099. After thorough evaluation of the bids received, ACCO Engineered Systems, Inc. d/b/a ACCO Engineered Systems and Peterson Mechanical, Inc. were two of three contractors awarded for these services. Each contract will have a term of five (5) years. The contract payment limit will be $6,000,000 for each contract.

Facilities Services is requesting approval of two individual contracts with ACCO Engineered Systems, Inc. d/b/a ACCO Engineered Systems and Peterson Mechanical, Inc. for the term November 1, 2025 through October 31, 2030, in the amount of $6,000,000 each.

CONSEQUENCE OF NEGATIVE ACTION:
If these contracts are not approved, on-call HVAC maintenance and repair services with ACCO Engineered Systems, Inc. d/b/a ACCO Engineered Systems and Peterson Mechanical, Inc. will not be able to begin, and

future HVAC projects and repairs will not be completed in a timely manner.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5256 **Agenda Date:** 12/16/2025 **Agenda #:** C.109.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Amendment No. 5 with West Coast Arborists, Inc., a California Corporation, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with West Coast Arborists, Inc., effective November 1, 2025, to increase the payment limit by $500,000 to a new payment limit of $2,000,000, for on-call tree trimming services at various County sites and facilities, Countywide.

FISCAL IMPACT:
Facilities Maintenance Budget. (100% General Fund)

BACKGROUND:
The Public Works Department, Facilities Services is responsible for grounds maintenance on all County properties. An important aspect of this is tree maintenance and trimming. This contractor provides tree maintenance, trimming, and complete removal, as needed. This contractor also has the personnel, equipment, and training to trim trees near power lines and provide any necessary traffic control.

Government Code Section 25358 authorizes the County to contract for maintenance and upkeep of County facilities. Originally bid on BidSync #2011-438, West Coast Arborists, Inc., was one of two lowest, responsive, and responsible vendors awarded for this type of work. The Public Works Department originally awarded a three (3) year contract with the option of two (2) one-year extensions. The total contract amount awarded was $1,000,000 with the term May 1, 2021 through April 30, 2024.

Amendment No. 1, effective November 28, 2023, increased the total payment limit to $1,500,000 and extended the term an additional year through April 30, 2025. Amendment No. 2, effective May 31, 2024, increased the rates according to the terms of the contract. Amendment No. 3, effective April 30, 2025, extended the term an additional year through April 30, 2026. Amendment No. 4, effective May 31, 2025, increased the rates according to the terms of the contract.

Facilities Services is requesting Amendment No. 5 to be approved, increasing the payment limit by $500,000 to a new payment limit of $2,000,000, with no change to the term.

CONSEQUENCE OF NEGATIVE ACTION:
If this contract amendment is not approved, tree trimming services with West Coast Arborists, Inc. will be

discontinued due to lack of available funds, and future projects may not be completed timely.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5257 **Agenda Date:** 12/16/2025 **Agenda #:** C.110.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Contract with Merrimac Petroleum, Inc. for Bulk Fuel - Regular Unleaded, Renewable Diesel, Diesel # 2, and Red Diesel # 2, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Merrimac Petroleum, Inc. in an amount not to exceed $3,000,000, to provide bulk fuel for regular unleaded, renewable diesel, diesel # 2, and red diesel # 2, for the period of January 1, 2026, through December 31, 2029, Countywide.

FISCAL IMPACT:
100% Fleet Internal Service Fund

BACKGROUND:
The Public Works Fleet Services Division operates the Waterbird Way fueling station in Martinez and supports numerous backup generators, Countywide. To guarantee consistent fuel availability, the division must secure services from multiple fuel delivery suppliers.

In August 2025, the Public Works Department conducted a formal solicitation for bulk fuel delivery services, posting the Informal Bid Proposal on BidNet Direct (IFB #: CONTR-0000000022). Among the four awarded vendors, Merrimac Petroleum Inc. d/b/a Merrimac Energy Group, offered the lowest bid.

Fleet Services is requesting approval of a service contract with Merrimac Petroleum, Inc. d/b/a Merrimac Energy Group for the term January 1, 2026, through December 31, 2029, in the amount of $3,000,000.

CONSEQUENCE OF NEGATIVE ACTION:
If this contract is not approved, fuel supply for County vehicles will not be available, which will impact vehicles and the operations of the Fleet Services Division, Countywide.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5258 **Agenda Date:** 12/16/2025 **Agenda #:** C.111.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Purchase Order with DLT Solutions for Oracle Forms and Reports Software

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a Select Program Agreement and a purchase order with DLT Solutions, LLC in an amount not to exceed $100,000 for Oracle Forms and Reports software for the period November 1, 2025, through December 31, 2027, Countywide.

FISCAL IMPACT:
100% Various Road, Flood Control, and Special Districts Funds.

BACKGROUND:
Renewing Oracle Forms and Reports (OFR) and Database (DB) software ensures that the Public Works Department has continued access to use of the software. OFR software manages the graphical user interface (GUI) to our Oracle Database with its many in-house custom applications. OFR is the principal 'front-end' software platform for a significant portion of the Department's workflows - including many personnel and fiscal processes. The Select Program Agreement has been reviewed by County Counsel and requires Board approval because it includes indemnification and limitation of liability language.

CONSEQUENCE OF NEGATIVE ACTION:
Failing to renew Oracle Forms and Reports and Database software would lead to severe challenges, including disrupting payroll and key fiscal processes.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5259 **Agenda Date:** 12/16/2025 **Agenda #:** C.112.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Amendment and Extension for On-Call Biological Consulting Services, County wide. Project No. Various

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Nomad Ecology, LLC, effective December 16, 2025, to increase the payment limit by $600,000 to a new payment limit of $950,000 and extend the term through September 14, 2028, for on-call biological consulting services, Countywide

FISCAL IMPACT:
Local Road and Flood Control Funds. (100% Various Funds)

BACKGROUND:
The County Public Works Department maintains and improves County-owned infrastructure in unincorporated areas of the County which include roads, bridges, flood control channels and basins, buildings, parks, and two airports. Public agency projects must comply with federal, state, and local environmental regulations including but not limited to the National Environmental Policy Act through federal agencies such as the Federal Highway Administration/California Department of Transportation (Caltrans), Federal Aviation Administration, Federal Emergency Management Agency, and U.S. Army Corps of Engineers when there is a nexus; the California Environmental Quality Act as well as regulatory agency permits, including but not limited to, Department of Fish and Wildlife, Regional Water Quality Control Board, and East Contra Costa County Habitat Conservation/Natural Community Conservation Plan.

The Environmental Services Division of the County Public Works Department ensures Public Works projects comply with applicable environmental regulations and as such requires support from qualified specialists to assess potential project impacts, document the findings and provide measures to avoid, minimize, and mitigate potential impacts as well as provide monitoring of construction sites when required by regulatory agencies. These on-call biological consulting contracts will provide specialists including but not limited to arboriculturists, botanists, wetland delineation specialists, and wildlife biologists.

In accordance with Government Code section 4526, the Environmental Services Division solicited Statements of Qualifications from biological consulting firms and Nomad Ecology, LLC was one of the consultants

awarded for these services. At its September 12, 2023 meeting, the Board approved a contract with Nomad Ecology, LLC , in an amount not to exceed $350,000, for the period of September 15, 2023 through September 14, 2026.

Environmental Services is requesting Amendment No. 1 with Nomad Ecology, LLC to be approved, increasing the payment limit to $950,000 and extending the term through September 14, 2028 to ensure the County has continued access to the consultant's services.

CONSEQUENCE OF NEGATIVE ACTION:
Without approval from the Board of Supervisors, necessary environmental clearances may not be obtained, which may jeopardize funding and delay construction of various Public Works projects and maintenance activities subject to environmental compliance requirements.

Contra Costa County
Standard Form L-9
Revised 2014

CONTRACT AMENDMENT/EXTENSION AGREEMENT
(Purchase of Services – Long Form)

Number:
Fund/Org:
Account:
Other:

1. **Identification of Contract to be Extended**.

   Number:

   Effective Date: September 15, 2023

   Department: Contra Costa County Public Works Department

   Subject: On-Call Biological Consulting Services

2. **Parties.** The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

   Contractor: Nomad Ecology, LLC

   Capacity: Limited Liability Company

   Address: 822 Main Street , Martinez, CA 94553

3. **Amendment Date**. The effective date of this Amendment/Extension Agreement is December 16, 2025.

4. **Amendment Specifications.** The Contract identified above is hereby amended as set forth in the "Amendment Specifications" attached hereto which are incorporated herein by reference.

5. **Extension of Term.** The termination date of the above described contract is hereby extended from September 14, 2026 to a new termination date of September 14, 2028 , unless sooner terminated as provided in said contract.

6. **Payment Limit Increase.** The payment limit of the above described Contract is hereby increased by $ 600,000, from $ 350,000 to a new total Contract Payment Limit of $ 950,000.

7. **Signatures**. These signatures attest the parties' agreement hereto:

COUNTY OF CONTRA COSTA, CALIFORNIA

BOARD OF SUPERVISORS	ATTEST: Clerk of the Board of Supervisors
By: _____ Chair/Designee	By: _____ Deputy

CONTRACTOR

Signature A	Signature B
Name of business entity: Nomad Ecology, LLC, a California Limited Liability Company	Name of business entity: Nomad Ecology, LLC, a California Limited Liability Company
By: _____ (Signature of individual or officer)	By: _____ (Signature of individual or officer)
_____ (Print name and title A, if applicable)	_____ (Print name and title B, if applicable.

Note to Contractor: For corporations (profit or nonprofit) and limited liability companies, the contract must be signed by two officers. Signature A must be that of the chairman of the board, president, or vice-president; and Signature B must be that of the secretary, any assistant secretary, chief financial officer or any assistant treasurer (Civil Code Section 1190 and Corporations Code Section 313). All signatures must be acknowledged as set forth on Form L-2.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5260 **Agenda Date:** 12/16/2025 **Agenda #:** C.113.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Amendment No. 2 with Atco Tow, Inc., a California Corporation, Countywide.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Atco Tow, Inc., effective October 1, 2025, to increase the payment limit by $1,000,000 to a new payment limit of $1,650,000, with no change to the term, for on-call vehicle towing services, Countywide.

FISCAL IMPACT:

100% Fleet Internal Service Fund

BACKGROUND:

Public Works Fleet Services maintains all County vehicles. As such, vehicle towing is an important part in getting damaged or broken units from one point to another. The on-call towing contracts can be used for towing County vehicles, vehicle storage, and standby towing. They can also be used for roadside assistance services such as jump start and refueling.

The Public Works Department conducted a formal solicitation for on-call towing services in September of 2021. The Invitation for Bid was originally bid on Bidsync #2107-499. Atco Tow, Inc. was the sole, responsive and responsible vendor awarded for this contract.

Amendment No. 1 was approved, effective January 31, 2025, and increased the payment limit by $200,000 to a new payment limit of $650,000 and extended the term through January 31, 2027.

Fleet Services is requesting Amendment No. 2 with Atco Tow, Inc. to be approved to increase the payment limit by $1,000,000 to a new payment limit of $1,650,000. The previous increase payment limit was underestimated, and additional funds are needed to maintain services for the duration of the contract.

CONSEQUENCE OF NEGATIVE ACTION:

Without approval of this Contract Amendment No. 2, vehicle towing services with Atco Tow, Inc. will discontinue, and future emergency vehicle towing will not be completed.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5261 **Agenda Date:** 12/16/2025 **Agenda #:** C.114.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Lease amendment with RPE Muir, LLC for 1320 Arnold Drive, Suites 246, 256, and 266, Martinez

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a lease amendment with RPE Muir, LLC for space the County currently leases at 1320 Arnold Drive, in Martinez, to add approximately 1,810 square feet of office space, for a total of approximately 3,206 square feet of office space, and to extend the initial term by three years, for a new initial term of eight years with a renewal option, with rent for the first eight months of the expansion of $50,304, with annual increases thereafter, as requested by the Health Services Department, Office of Director/Personnel.

FISCAL IMPACT:
100% Hospital Enterprise Fund I

BACKGROUND:
Personnel, a division of the Health Services Department, has occupied Suite 266 since 2015, performing transactions for onboarding new hire employees, processing probation/merit increases, and exiting employees. The space also serves to conduct Oral Boards for the Personnel Division. The proposed amendment to the lease will increase the available square footage by approximately 1,810 square feet, which will expand and improve the working space for this group.

CONSEQUENCE OF NEGATIVE ACTION:
The County would need to find a different location to accommodate the expansion of this group.

First Amendment to Lease
Health Services Department - Personnel
1320 Arnold Drive, Suite 246, 256, and 266
Martinez, CA

This first amendment is dated December 16, 2025, and is between RPE MUIR, LLC, a California limited liability company ("**Lessor**") and the COUNTY OF CONTRA COSTA, a political subdivision of the State of California ("**County**").

Recitals

A. Lessor is the owner of the building located at 1320 Arnold Drive in Martinez, California (the "**Building**"). Lessor and County are parties to a lease dated October 1, 2022, under which the County is leasing Suite 266 in the Building (the "**Lease**").

B. The parties desire to amend the Lease as of February 1, 2026 (the "**Effective Date**") to add approximately 1,810 square feet to the Premises, for a total square footage of 3,206, and to make related changes to the amount of rent payable under the Lease. In addition, the parties desire to extend the term of the Lease and increase the number of non-exclusive parking spaces available to the County.

The parties therefore amend the Lease as follows:

Agreement

1. Beginning on the Effective Date, the defined term "Premises" is revised to have the following meaning:

   "**Premises**" means (i) the approximately 1,396 square feet of the Building known as Suite 266, and (ii) the approximately 1,810 square feet of the Building known as Suites 246 and 256.

2. Section 2. Term is deleted in its entirety and replaced with the following:

   Term**.** The "**Term**" of this lease is comprised of an Initial Term and, at the County's election, a Renewal Term, each as defined below.

   a. Initial Term. The "**Initial Term**" is eight years, commencing on October 1, 2022 (the "**Commencement Date**"), and ending September 30, 2030.

   b. Renewal Terms. The County has one option to renew this lease for a term of two years (the "**Renewal Term**") upon all the terms and conditions set forth in this lease.

      i. The County will provide Lessor with written notice of its election to renew the lease 30 days prior to the end of the Term. However, if the County fails to provide such notice, its right to renew the lease will not

expire until 15 working days after the County's receipt of Lessor's written demand that the County exercise or forfeit the option to renew.

ii. Upon the commencement of a Renewal Term, all references to the Term of this lease will be deemed to mean the Term as extended pursuant to this Section.

3. Section 3. Rent is deleted in its entirety and replaced with the following:

Rent. The County shall pay rent ("**Rent**") to Lessor monthly in advance beginning on the Commencement Date. Rent is payable on the first day of each month during the Initial Term and, if applicable, the Renewal Terms, in the amounts set forth below:

Initial Term	**Monthly Rent**
Suite 266 only	
October 1, 2022 - September 30, 2023	$2,373
October 1, 2023 - September 30, 2024	$2,444
October 1, 2024 - September 30, 2025	$2,518
October 1, 2025 - January 31, 2026	$2,593
Suites 246, 256, and 266	
February 1, 2026 - September 30, 2026	$6,288
October 1, 2026 - September 30, 2027	$6,476
October 1, 2027 - September 30, 2028	$6,670
October 1, 2028 - September 30, 2029	$6,871
October 1, 2029 - September 30, 2030	$7,077
Renewal Term - Suites 246, 256, and 266	
October 1, 2030 - September 30, 2031	$7,289
October 1, 2031 - September 30, 2032	$7,508

Rent for any partial month will be prorated and computed on a daily basis with each day's rent equal to 1/30 of the applicable monthly fractional rent.

4. Non-Exclusive Parking. The lease of the Premises includes the non-exclusive use of 16 parking spaces.

5. Tenant Improvements. Prior to the Effective Date, Lessor shall cause the work listed in Exhibit A (together, the "**Tenant Improvements**") to be completed.

6. All other terms of the Lease remain unchanged.

Lessor and County are causing this first amendment to be executed as of the date set forth in the introductory paragraph.

COUNTY OF CONTRA COSTA, a political subdivision of the State of California	RPE MUIR LLC, a California Limited Liability Company
By: _____ Warren Lai Public Works Director	By:_____ Ronald P. Elvidge President

RECOMMENDED FOR APPROVAL:

By: _____
Jessica L. Dillingham
Principal Real Property Agent

By: _____
Margaret J. Eychner
Senior Real Property Agent

APPROVED AS TO FORM
THOMAS L. GEIGER, COUNTY COUNSEL

By: _____
Kathleen M. Andrus
Deputy County Counsel

ME:
WLP588
\\Pw-Data\Grpdata\Realprop\LEASE MANAGEMENT\MARTINEZ\1320 ARNOLD DR STE 266 - T00748\LEASES\Expansion Amendment - 2025\1320 Arnold Dr Stes 246 256 And 266 - First Amendment - V4.Docx

Exhibit A

Tenant Improvements

1. Paint. Paint the walls throughout Suites 246, 256, and 266 in colors selected by the County.

2. Flooring. Install new carpet squares and LVT throughout Suites 246, 256, and 266 in colors and patterns to be selected by County. Install new LVT at entrance to Suite 266. Location of LVT to be determined at a later date.

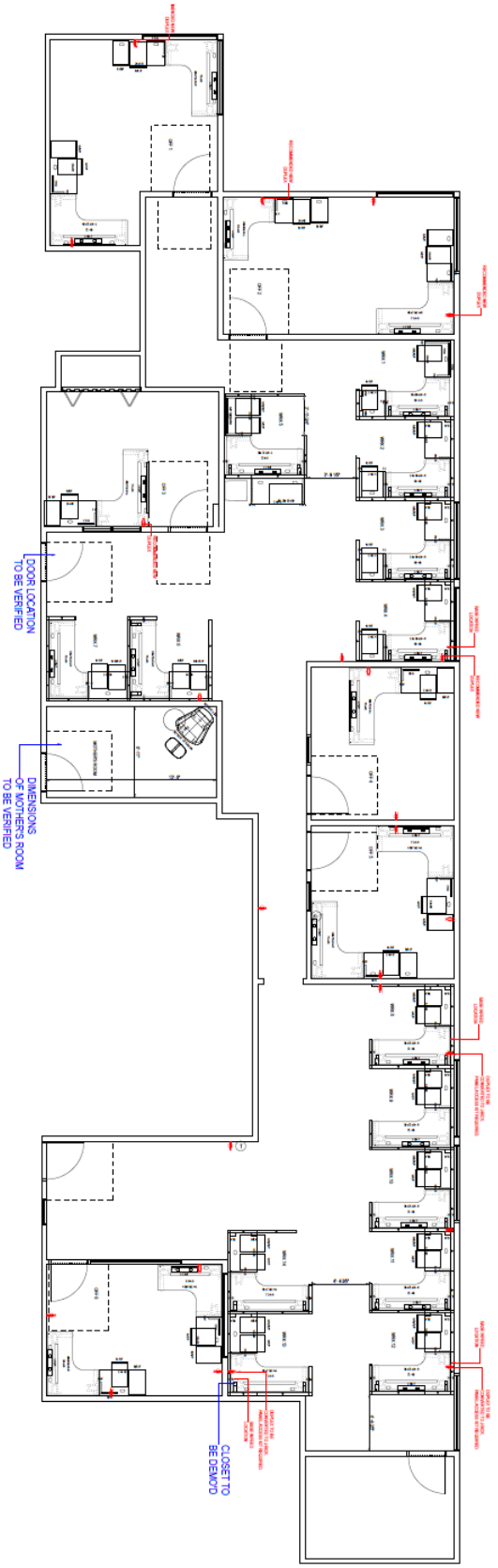
3. Mothers' Room. Create Mothers' Room where indicated in Exhibit B. Add a sink.

4. Break Room. Replace cabinet with building standard and top with stone or stone-like countertop.

5. Entry to Suite 266. Relocate door to where indicated in Exhibit B.

6. Blinds. Replace blinds with new building standard throughout all three suites if not already replaced.

Exhibit B


DOOR LOCATION TO BE VERIFIED
DIMENSIONS OF MOTHER'S ROOM TO BE VERIFIED
CLOSET TO BE DEMO'D

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5262 **Agenda Date:** 12/16/2025 **Agenda #:** C.115.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: APPROVE the Verde K-8 Safe Routes to School Non-Infrastructure Project.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE the Verde K-8 Safe Routes to School Non-Infrastructure Project (Project), North Richmond area. [County Project No. WO4514 / Federal Project No. ATPLNI-5928(184), DCD-CP#25-33] (District I).

DETERMINE that this activity is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3).

DIRECT the Director of Department of Conservation and Development (DCD), or designee, to cause a CEQA Notice of Exemption (NOE) to be filed with the County Clerk and State Clearinghouse, and

AUTHORIZE the Public Works Director, or designee, to arrange for payment of a $50 fee to the County Clerk for filing the NOE.

FISCAL IMPACT:
Estimated non-infrastructure project cost: $500,000. (100% Active Transportation Program Funds)

BACKGROUND:
Market Avenue is a major thoroughfare in the underserved community of North Richmond and a popular route to Verde K-8 School. Market Avenue was improved with Class III bicycle markings in 2022 and curb extensions were installed at the intersection of Giaramita Street in 2024, but additional improvements to widen sidewalks and plant street trees are still planned as part of the Verde K-8 Safe Routes to School (SRTS) project. In June 2024, the Public Works Department applied for an Active Transportation Program (ATP) Cycle 7 grant and was subsequently awarded a total of $4,360,000 to design and construct the planned improvements.

The award included $500,000 to fund a non-infrastructure component to supplement the physical improvements. The non-infrastructure component will provide comprehensive education, community engagement and outreach, and programming such as community events, pop-up demonstrations, walking field trips, traffic safety campaigns, technical support, a transportation club, maps, and a walking school bus to promote school bicycle and pedestrian activity. Implementation of the SRTS programming at Verde K-8 School will be performed by staff from the Building Healthy Communities Program at Contra Costa Health. Programming is expected to begin in 2026 and be completed over the course of four years. To initiate allocation of the non-infrastructure ATP funding, the County must approve the non-infrastructure component of the

project and complete environmental documentation separately from the infrastructure component Verde K-8 SRTS project.

The activity consists only of educational programming to encourage students and community members to use active modes of transportation (walking and biking). Therefore, it can be seen with certainty there is no possibility the activity may have a significant effect on the environment pursuant to Article 5, Section 15061(b)(3) of the CEQA Guidelines.

CONSEQUENCE OF NEGATIVE ACTION:

If the non-infrastructure component of the Verde K-8 SRTS project is not approved, the educational programming may be delayed and ATP funding will not be allocated to the County.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

Notice of Exemption

To: ☒ Office of Land Use and Climate Innovation
State Clearinghouse
1400 Tenth Street
Sacramento, CA 95814

☒ County Clerk, County of Contra Costa

From: Contra Costa County
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

Project Title: Verde K-8 Safe Routes to School Non-Infrastructure, WO#4514, CP#25-33

Project Applicant: Contra Costa County Public Works Dept., 255 Glacier Drive, Martinez CA 94553, (925) 313-2000, Contact: Laura Cremin, (925) 313-2015, laura.cremin@pw.cccounty.us

Project Location: Verde K-8 School, 2000 Giaramita Street, North Richmond; APN: 409-3000-035

Lead Agency: Department of Conservation and Development, 30 Muir Road, Martinez, CA 94553

Contact Person: Syd Sotoodeh (925) 655-2877 syd.sotoodeh@dcd.cccounty.us

Description of Nature, Purpose, and Beneficiaries of Project:

This is a non-infrastructure project related to the Verde K-8 Safe Routes to School (SRTS) project to be built along Market Avenue and the intersection of Giaramita Street at Verde Avenue. The intent of this non-infrastructure SRTS project is to provide comprehensive education, community engagement and outreach, and programming such as community events, pop-up demonstrations, walking field trips, traffic safety campaigns, technical support, a transportation club, maps, and a walking school bus to promote school bicycle and pedestrian activity. Implementation of the SRTS programming at Verde K-8 School will be done by The Building Healthy Communities Program at Contra Costa Health. Programming is expected to begin in 2026 and be completed over the course of 4 years.

Name of Public Agency Approving Project: Contra Costa County

Exempt Status:

☐ Ministerial Project (Sec. 21080[b][1]; 15268)
☐ Declared Emergency (Sec. 21080[b][3]; 15269[a])
☐ Emergency Project (Sec. 21080[b][4]; 15269[b][c])
☐ Categorical Exemption (Sec.)
☒ General Rule of Applicability (Sec. 15061[b][3])
☐ Other Statutory Exemption (Sec.)

Reasons why project is exempt: The activity consists only of educational programming to encourage students and community members to use active modes of transportation (walking and biking). Therefore it can be seen with certainty there is no possibility the activity may have a significant effect on the environment pursuant to Article 5, Section 15061(b)(3) of the CEQA Guidelines.

If filed by applicant:
1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: Syd Sotoodeh Title: Senior Planner Date: Oct. 10, 2025

Contra Costa County Department of Conservation and Development

☒ Signed by Lead Agency ☐ Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

_____ _____
Signature Title

Applicant

Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: Laura Cremin
Environmental Services Division
Phone: (925) 313-2015

Department of Fish and Wildlife Fees Due

☐ De Minimis Finding - $0
☒ County Clerk - $50
☐ Conservation and Development - $25

Total Due: _____ Receipt #: _____

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5263 **Agenda Date:** 12/16/2025 **Agenda #:** C.116.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: ACCEPT the County's Development Impact Traffic Fee Annual Report for fiscal year 2024/2025, for all areas of benefit within unincorporated Contra Costa County.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
ACCEPT the County's Development Impact Traffic Fee Annual Report for fiscal year 2024/2025, for all areas of benefit within unincorporated Contra Costa County, as recommended by the Public Works Director, in accordance with Government Code section 66006, Countywide.

FISCAL IMPACT:
No fiscal impact.

BACKGROUND:
Contra Costa County imposes AOB fees on new development within multiple separate AOBs in unincorporated Contra Costa County, pursuant to Government Code Sections 66000 through 66025, 66484, and 66484.7, and Division 913 of the County Ordinance Code. The AOB program is a traffic mitigation fee program imposed to recover new development's proportional share of the costs of transportation improvements required to meet transportation demands within the AOB. The specific transportation improvements required within each AOB, the costs of those improvements, and new development's proportional share of those costs are more particularly described in the most recent Development Program Report for each AOB. Development Program Reports and supporting documentation for all AOBs are on file with the Public Works Department.

The Public Works Department prepared the attached Development Impact Traffic Fee Annual Report (Report) for fiscal year 2024/2025 to satisfy annual reporting requirements of Government Code Section 66006(b)(1) that apply to collection and accounting of AOB fee revenues. The Report was made available at the Public Works Department and the Clerk of the Board's office at least 15 days before the Board meeting, in accordance with Government Code Section 66006(b)(2). A copy of the Report was provided to the Building Industry Association of the Bay Area. Notice of the meeting was not mailed to any other parties.

Public Works Department staff recommends that the Board accept the Report, make the findings included in the Report based on the information in the Report, and accept the fiscal year 2024/2025 information included in the Report, all in accordance with Government Code Section 66006.

CONSEQUENCE OF NEGATIVE ACTION:
The required findings would not be made, and the required information would not be provided at this time.

Development Impact Traffic Fee Annual Report

Contra Costa County Area of Benefit Program

In Compliance with Mitigation Fee Act/Assembly Bill 1600

Fiscal Year 2024/2025

Table of Contents

Reporting Requirements for Development Impact Traffic Fees 3

Report Format 4

Attachments

Fiscal Year 2024/2025 A
- Traffic Fee Schedule
- Fund Balance/Revenue/Expenditures
- Project Expenditures

Areas of Benefit Boundary Map B

Development Impact Traffic Fee Annual Report

Contra Costa County Area of Benefit Program

Legal Requirements for Development Impact Traffic Fees

California Government Code Section 66006 provides that each local agency that imposes development impact traffic fees must prepare an annual report that includes specific information about those fees. In addition, Assembly Bill 1600 imposes certain accounting and reporting requirements with respect to the fees collected. The fees, for accounting purposes, must be segregated from the general funds of the County and from other funds or accounts containing fees collected for other improvements. Interest on each development fund must be credited to that fund or account and used only for the purposes for which the fees were collected.

For each separate development impact fund that the local agency maintains, California Government Code Section 66006(b)(1) requires the local agency to make available to the public, within 180 days after the end of each fiscal year, the following information for that fiscal year:

A. A brief description of the type of fee in the account or fund.
B. The amount of the fee.
C. The beginning and ending balance of the account or fund.
D. The amount of the fees collected and interest earned.
E. An identification of each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement.
G. A description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an inter-fund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan.
H. The amount of refunds made due to sufficient funds being collected to complete financing on incomplete public improvements, and the amount of reallocation of funds made due to administrative costs of refunding unexpended revenues exceeding the amount to be refunded.

Area of Benefit

An "Area of Benefit" (AOB) is a transportation mitigation program related to a specific geographic area of unincorporated Contra Costa County in which the County imposes transportation mitigation fees. This fee is a type of development impact fee on new development to fund new development's share of the transportation improvements required to satisfy transportation demands within that geographic area (see Gov. Code § 66484, 66484.7). As of the end of fiscal year 2024/2025, the County had 14 areas within the AOB program. A map of the AOBs is included as Attachment B to this report. The current project list for each AOB is included in the most recent development program report for the AOB, a copy of which can be obtained from the Public Works Department.

Report Format

Attachment A to this report is a financial report that provides accounting information for fiscal year 2024/2025, as required by Government Code Section 66006(b)(1). For the fiscal year the report includes three primary tables: Table 1 is a "Fee Schedule" table that identifies the transportation mitigation fees imposed on new development within each AOB during the fiscal year; Table 2 is a "Fund Balance" table that identifies the beginning and ending fund balance, amount of fees collected, total revenue, and total expenditures for each AOB; and Table 3 is a "Project Expenditures" table that identifies each project on which fees were expended, the amount of the AOB funds expended on each project, total project expenditures, and percentage of the total project cost funded with AOB fees.

The total project cost listed in Table 3 is an estimate and may be modified in future years as a project develops. The initial project estimates developed during the preparation of the Nexus Study are based upon assumptions related to the site conditions. As the project develops and data become available related to topography, geometry, soil conditions, environmental studies, drainage studies, etc., the cost estimate becomes more refined. At close-out of project construction, the total project cost reflects the actual cost.

The "Other Expenses" column within Table 2 identifies those expenses that are not identified in Table 3 but relate to any of the following activities: overall programming of projects, project development activities prior to issuance of a project-specific work order, coordinating with project applicants, preparation of AOB fee calculations, coordination through the Building Permit and Application Center, and accounting administration.

Each of the AOB programs has been evaluated, and it has been determined that the need still exists for each of the AOB programs, except for the Briones and Hercules/Rodeo/Crockett AOBs. In October 2025, these AOBs were closed, reducing the number of AOBs from 14 to 12 in fiscal year 2025/2026. The fund balance for each remaining AOB has not been refunded or re-allocated, but rather efforts continue to move towards full implementation of projects within the project lists.

ATTACHMENT A

Fiscal Year 2024/2025

Table 1. Fee Schedule
Table 2. Fund Balance/Revenue/Expenditures
Table 3. Project Expenditures

Fee Schedule FY 24/25								
		Single Family Residential	Multi Family Residential	Office	Industrial	Light Industrial	Commercial	Other
TRAFFIC FEE AREAS	Fund	($/DU)	($/DU)	($/SF)	($/SF)	($/SF)	($/DU)	($/Peak Hour Trip)
Alamo	1260	$16,397.00	$13,658.00	$15.15	$15.15	$15.15	$15.15	$16,397.00
Bay Point	1395	$11,051.00	$6,742.00	$5.25	$4.16	OTHER	$6.47	$11,051.00
Bethel Island	1290	$2,270.00	$1,386.00	$2.62	$2.06	OTHER	$3.23	$2,270.00
Briones	1241	$2,300.00	$1,840.00	$3.68	$1.60	OTHER	$5.75	$2,300.00
Central County	1242	$5,792.00	$3,556.00	$6.64	$5.28	OTHER	$8.22	$5,792.00
Discovery Bay	1390	$11,832.00	$7,264.00	$9.42	$7.49	OTHER	$11.66	$11,832.00
East County Regional	1282	$12,359.00	$7,099.00	$8.65	$4.30	OTHER	$12.46	$12,359.00
Hercules/Rodeo/Crockett	1231	$1,648.00	$1,319.00	$2.63	$1.15	OTHER	$4.12	$1,648.00
Martinez	1240	$8,356.00	$6,711.00	$13.39	$5.87	$9.40	$20.97	$8,356.00
North Richmond	1234	$4,815.00	$3,863.00	$8.48	$6.72	$6.72	$12.20	$7,402.00
Pacheco	1399	$7,342.00	$4,479.00	$8.45	$6.68	OTHER	$10.43	$7,342.00
Richmond/El Sobrante	1394	$3,178.00	$2,555.00	$5.05	OTHER	OTHER	$7.93	$3,178.00
South County	1270	$4,152.00	$4,152.00	OTHER	OTHER	OTHER	OTHER	$4,152.00
West County	1232	$6,512.00	$5,211.00	OTHER	OTHER	OTHER	$12.42	$6,512.00

TABLE 2. FUND BALANCE/REVENUE/EXPENDITURES

Fund Balances FY 24/25											
			Beginning Fund Bal	Developer Fees	Interest Income [1]	Other Revenue / Transfers	Total Revenue	Project Expenditures	Other Expenses	Total Expenses	Ending Fund Bal
TRAFFIC FEE AREAS		Fund									
Alamo	0641	1260	$568,374.57	$132,052.00	$21,431.01		$153,483.01	$5,745.54	$279.92	$6,025.46	$715,832.12
Baypoint	0685	1395	$3,183,444.53	$64,942.68	$127,024.79		$191,967.47	$0.00	$15,749.27	$15,749.27	$3,359,662.73
Bethel Island	0653	1290	$318,411.95	$2,270.00	$0.00		$2,270.00	$0.00	$2,895.80	$2,895.80	$317,786.15
Briones	0636	1241	$525,609.93	$23,000.00	$5,684.56		$28,684.56	$555,858.87	$16.00	$555,874.87	($1,580.38)
Central County	0637	1242	$5,727,447.28	$197,397.00	$222,150.47		$419,547.47	$5,732.36	$70,792.70	$76,525.06	$6,070,469.69
Discovery Bay	0680	1390	$495,901.62	$118,888.00	$5,684.56		$124,572.56	$0.00	$10,146.00	$10,146.00	$610,328.18
East County	0645	1282	$5,134,458.57	$544,321.00	$215,924.92		$760,245.92	$761,840.32	$35,019.65	$796,859.97	$5,097,844.52
Hercules/Rodeo/Crockett	0631	1231	$63,576.03	$9,230.00	$0.00		$9,230.00	$72,806.03	$0.00	$72,806.03	$0.00
Martinez	0635	1240	$1,668,821.79	$364,968.48	$86,007.95	$555,858.87	$1,006,835.30	$168,799.55	$36,984.43	$205,783.98	$2,469,873.11
North Richmond	0634	1234	$6,138,059.06	$0.00	$244,178.31		$244,178.31	$53,050.36	$873.00	$53,923.36	$6,328,314.01
Pacheco	0687	1399	$580,997.04	$0.00	$0.00		$0.00	$0.00	$15,280.55	$15,280.55	$565,716.49
Richmond/El Sobrante	0684	1394	$372,483.48	$0.00	$5,627.70		$5,627.70	$0.00	$609.65	$609.65	$377,501.53
South County	0642	1270	$2,790,740.86	$24,516.00	$107,689.21		$132,205.21	$0.00	$34,618.74	$34,618.74	$2,888,327.33
West County	0632	1232	$148,870.65	$6,202.00	$284.24		$6,486.24	$0.00	$6,206.00	$6,206.00	$149,150.89
Traffic AOB Totals			**$27,717,197.36**	**$1,487,787.16**	**$1,041,687.72**	**$555,858.87**	**$3,085,333.75**	**$1,623,833.03**	**$229,471.71**	**$1,853,304.74**	**$28,949,226.37**

1. Interest Income is dependent on available funds for investment and anticipated use of funds for future projects. Funds are not invested and interest is not earned if funds are not not available or planned for upcoming expenses.

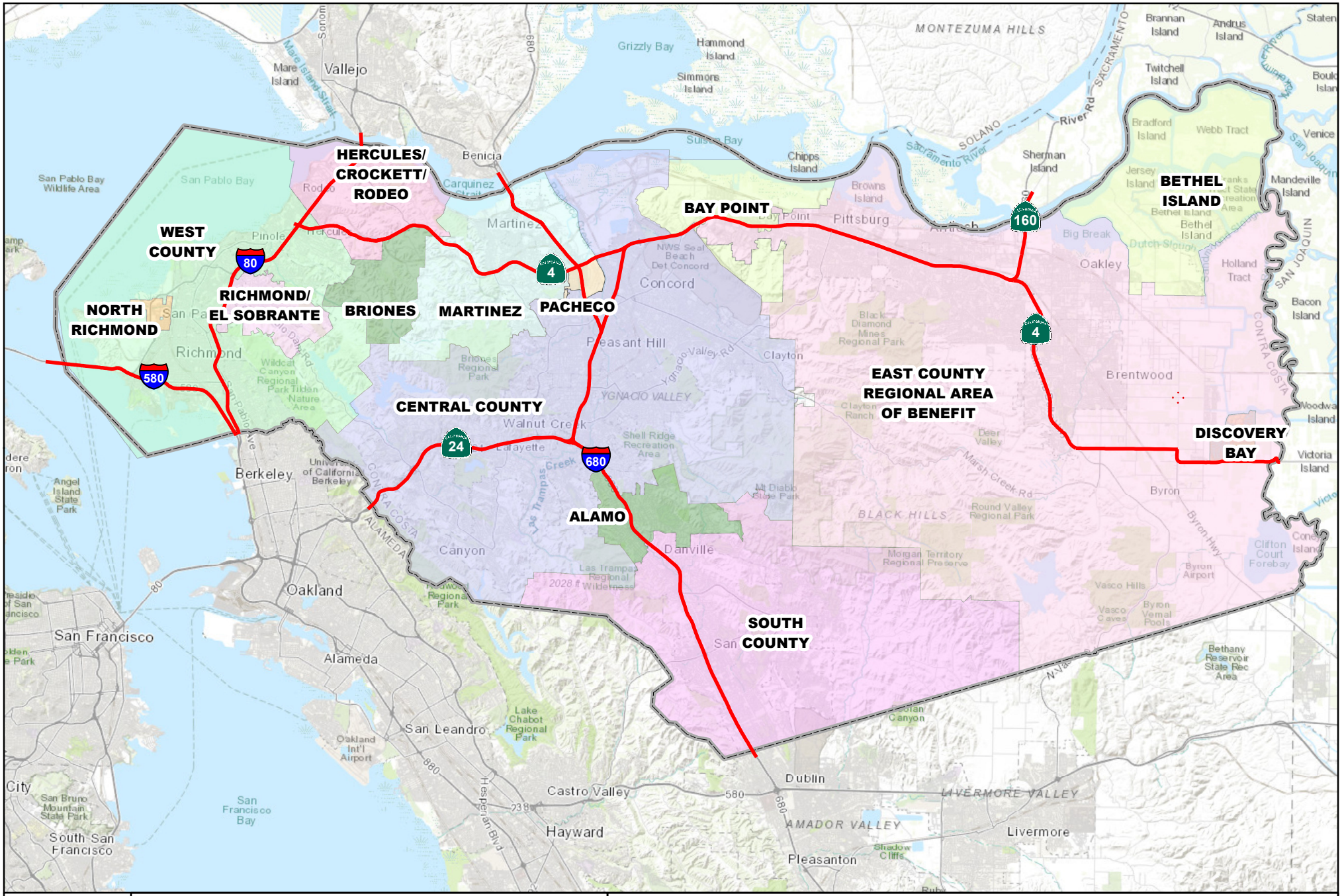
2. The Martinez AOB received a transfer from the Briones AOB to correct an erroneous allocation of Martinez AOB funds towards a Briones AOB project.

TABLE 3. PROJECT EXPENDITURES

				Project Expenditures FY 24/25					
				Traffic Impact Fee Expenditures	Total Project Expenditures All Funding Sources	Traffic Impact Fee Expenditures	Total Estimated Project Expenditures All Funding Sources	Development Fees as Percentage of Total Expenditures	Project Status
TRAFFIC FEE AREAS	Project #	Project Name		(FY 24/25)	(FY 24/25)	(To Date)		(To Date)	(To Date)
Alamo	WO4005	Miranda Avenue Safe Routes to School		$5,745.54	$80,745.54	$5,746.00	$1,168,000.00	0%	In Design
			Total	$5,745.54					
Baypoint									
			Total	$0.00					
Bethel Island									
			Total	$0.00					
Briones									
			Total	$0.00					
Central County	WO4174	San Miguel Pedestrian Path		$5,732.36	$0.00	$5,732.36	$1,522,000.00	0%	In Design
			Total	$5,732.36					
Discovery Bay									
			Total	$0.00					
East County	WO4083	Marsh Creek Road Bridge Replacement		$761,840.32	$761,840.32	$761,840.32	$19,482,465.00	4%	Constructed 2025
			Total	$761,840.32					
Hercules/ Rodeo/ Crockett									
			Total	$0.00					
Martinez	WO4113	Pacheco Boulevard: Improvements Blum		$168,799.55	$233,241.51	$243,799.55	$721,669.00	34%	Study only this WO
			Total	$168,799.55					
North Richmond	WO4002	Goodrick Ave Complete St		$10,225.95	$10,225.95	$10,225.95	$150,000.00	7%	Study only this WO
			Total	$10,225.95					
Pacheco									
			Total	$0.00					
Richmond/ El Sobrante									
			Total	$0.00					
South County									
			Total	$0.00					
West County									
			Total	$0.00					

ATTACHMENT B

AREAS OF BENEFIT BOUNDARY MAP



N

Contra Costa County
Public Works
Department

255 GLACIER DRIVE MARTINEZ, CALIFORNIA 94553 PH: (925) 313-2000 FAX: (925-313-2333

BOUNDARY MAP

CONTRA COSTA COUNTY
AREAS OF BENEFIT

FEDERAL ID NO:	DB: E T CB: J S	DATE: SEP. 2023	SHEET 1070

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5264 **Agenda Date:** 12/16/2025 **Agenda #:** C.117.

To: Board of Supervisors

From: Warren Lai, Public Works Director/Chief Engineer

Report Title: Construction Contract for Ygnacio Valley Upgrades Project at 2661 Oak Grove Road, Walnut Creek.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE the plans and specifications for the Ygnacio Valley Library Upgrades Project at 2661 Oak Grove Road, Walnut Creek. (District IV)

FIND that the bid submitted by CWS Construction Group, Inc. is non-responsive for failure to comply with the County's Good Faith Effort (GFE) Outreach Program requirements.

FIND that the bid submitted by E F Brett and Company, Inc. is the lowest responsive and responsible bid and **DETERMINE** that said bid complies with all requirements of the Project specifications, including the County's Outreach Program; and **WAIVE** any minor irregularities in said bid.

DIRECT that, as a condition of contract award, E F Brett and Company, Inc. and its subcontractors shall execute a Project Labor Agreement for the Project as required by the project specifications.

AWARD the construction contract to E F Brett and Company, Inc. in the amount of $2,477,000.

DIRECT that E F Brett and Company, Inc. shall submit two good and sufficient security bonds (performance and payment) in the amount of $2,477,000 each.

ORDER that, after E F Brett and Company, Inc. has signed the contract and returned it, together with the bonds, evidence of insurance, and other required documents, and the Public Works Director has reviewed and found them to be sufficient, the Public Works Director, or designee, is authorized to sign the contract for this Board.

ORDER that, in accordance with the Project specifications and upon signature of the contract by the Public Works Director, or designee, any bid bonds posted by the bidders are to be exonerated and any checks or cash submitted for bid security shall be returned.

AUTHORIZE the Public Works Director, or designee, to sign any escrow arrangements prepared for this Project to permit the direct payment of retention into escrow for the substitution of securities for monies withheld by the County to ensure performance under the contract, pursuant to Public Contract Code Section

2230.

AUTHORIZE the Public Works Director, or designee, to execute change orders or additions to the work and approved time extensions pursuant to Public Contract Code Section 20142. The extra cost for any change or addition to the work so ordered shall not exceed $136,350.
DELEGATE pursuant to Public Contract Code Section 4114, to the Public Works Director, or designee, the Board's functions under Public Contract Code Sections 4107 and 4110.

DECLARE that, should the award of the contract to E F Brett and Company, Inc. be invalidated for any reason, the Board would not in any event have awarded the contract to any other bidder, but instead would have exercised its discretion to reject bids received. Nothing in this Board Order shall prevent the Board from re-awarding the contract to another bidder in cases where the successful bidder establishes a mistake, refuses to sign the contract, or fails to furnish the required bonds or insurance. (See Public Contract Code Sections 5100-5107).

FISCAL IMPACT:
The total construction contract amount is $2,477,000. Funding for the project is included in the FY 2025/26 Public Works Budget.

Funding Source	**Percentage**	**Amount**
Measure X Funds	86%	$2,132,220
Library Funds	14%	$346,780
Total	**100%**	**$2,477,000**

BACKGROUND:
This project provides for comprehensive upgrades to the electrical, lighting, and roofing systems at the Ygnacio Valley Library, located at 2661 Oak Grove Road, Walnut Creek.

The facility is a 13,302-square-foot building constructed in 1974. The existing electrical system is aging and insufficient for modern demand. The project scope includes installing a new high-capacity electrical switchboard to power the all-electric Heating, Ventilation, and Air Conditioning (HVAC) system and future electric vehicle charging stations (EVCS). Interior lighting will be upgraded from fluorescent fixtures to energy -efficient Light Emitting Diode (LED) fixtures, aligning with the County's Climate Action Plan. Additionally, the roofing system will be treated with a weather-resistant product to extend the manufacturer's recommended service life.

On September 9, 2025, the Board of Supervisors approved the design and authorized the solicitation of bids in

accordance with Public Contract Code Section 22037.

On November 6, 2025, Public Works opened bids. Seven (7) contractors submitted bids. The apparent low bidder was CWS Construction Group, Inc. The results were as follows:

CWS Construction Group, Inc.: $2,357,000
E F Brett and Company, Inc.: $2,477,000
Buhler Commercial: $2,487,000

Bid Analysis and Outreach Program Compliance:
Public Works staff thoroughly reviewed the bids and the required Good Faith Effort (GFE) documentation. Staff determined that CWS Construction Group, Inc. failed to meet the GFE requirements outlined in the Project Specifications. Consequently, their bid is deemed non-responsive.

The second lowest bidder, E F Brett and Company, Inc., submitted a bid of $2,477,000. Staff review confirms that E F Brett and Company, Inc. has documented an adequate GFE to comply with the County's Outreach Program. Therefore, staff recommends awarding the contract to E F Brett and Company, Inc. as the lowest responsive and responsible bidder.

CONSEQUENCE OF NEGATIVE ACTION:
If the Board does not approve this action, the project will not proceed. The electrical system will remain insufficient for current power requirements, lighting will remain non-compliant with the County's energy efficiency goals, and the roof will remain vulnerable to failure, potentially impacting library operations.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

Notice of Exemption

To: ☒ Office of Land Use and Climate Innovation
State Clearinghouse
1400 Tenth Street
Sacramento, CA 95814

☒ County Clerk, County of Contra Costa

From: Contra Costa County
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

Project Title: Ygnacio Valley Library Upgrades, WH430A, CP# 25-27

Project Applicant: Contra Costa County Public Works Dept., 255 Glacier Drive, Martinez CA 94553, (925) 313-2000, Contact: Alex Nattkemper, (925) 313-2364, alex.nattkemper@pw.cccounty.us

Project Location: 2661 Oak Grove Rd, Walnut Creek, CA 94598; APN: 142-222-031

Lead Agency: Department of Conservation and Development, 30 Muir Road, Martinez, CA 94553

Contact Person: Syd Sotoodeh (925) 655-2877 syd.sotoodeh@dcd.cccounty.us

Description of Nature, Purpose, and Beneficiaries of Project: The project consists of several upgrades to the Ygnacio Valley Library, including the roof, electrical system, and the heating, ventilation, and air conditioning (HVAC) system. The existing roof will be reinforced with a new moisture barrier to maintain the life of the roof. Minor repairs for drainage and soffit replacement will be performed for small sections damaged by moisture exposure. The electrical system upgrade will install a new switchboard which will allow for lighting upgrades and future electrical services, such as electric vehicle charging stations. The existing gas-powered HVAC system will be demolished and replaced with an all-electric system. The new system will be housed on a concrete pad at the rear of the library. There will be no expansion of the building and no structural impact changes. The library is anticipated to be closed for at least 8 months to accommodate the project. In addition, the front parking lot is anticipated to be used as a staging area and will be closed during the entire construction duration. Real estate transactions and utility relocations may be necessary. Tree trimming may be necessary to accommodate the project. Construction is anticipated to begin in 2026, will take place during normal business hours, and will take approximately 8 months to complete.

Name of Public Agency Approving Project: Contra Costa County

Exempt Status:

- ☐ Ministerial Project (Sec. 21080[b][1]; 15268)
- ☒ Categorical Exemption (Sec. 15301[a], 15301[d])
- ☐ Declared Emergency (Sec. 21080[b][3]; 15269[a])
- ☐ General Rule of Applicability (Sec. 15061[b][3])
- ☐ Emergency Project (Sec. 21080[b][4]; 15269[b][c])
- ☐ Other Statutory Exemption (Sec.)

Reasons why project is exempt: The activity/project consists of minor alterations to an existing public structure, including interior and exterior alterations such as electrical conveyances, as well as repairing the roof, involving no expansion of existing or former use, pursuant to Article 19, Section 15301 of the CEQA Guidelines.

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: Syd Sotoodeh Title: Senior Planner Date: August 11, 2025

Contra Costa County Department of Conservation and Development

☒ Signed by Lead Agency ☐ Signed by Applicant

AFFIDAVIT OF FILING AND POSTING

I declare that on _____ I received and posted this notice as required by California Public Resources Code Section 21152(c). Said notice will remain posted for 30 days from the filing date.

_____ _____

Signature Title

Applicant

Public Works Department
255 Glacier Drive
Martinez, CA 94553
Attn: Alex Nattkemper
Environmental Services Division
Phone: (925) 313-2364

Department of Fish and Wildlife Fees Due

☐ De Minimis Finding - $0
☒ County Clerk - $50
☒ Conservation and Development - $25

Total Due: _____ Receipt #: _____

Ygancio Valley Library Upgrades

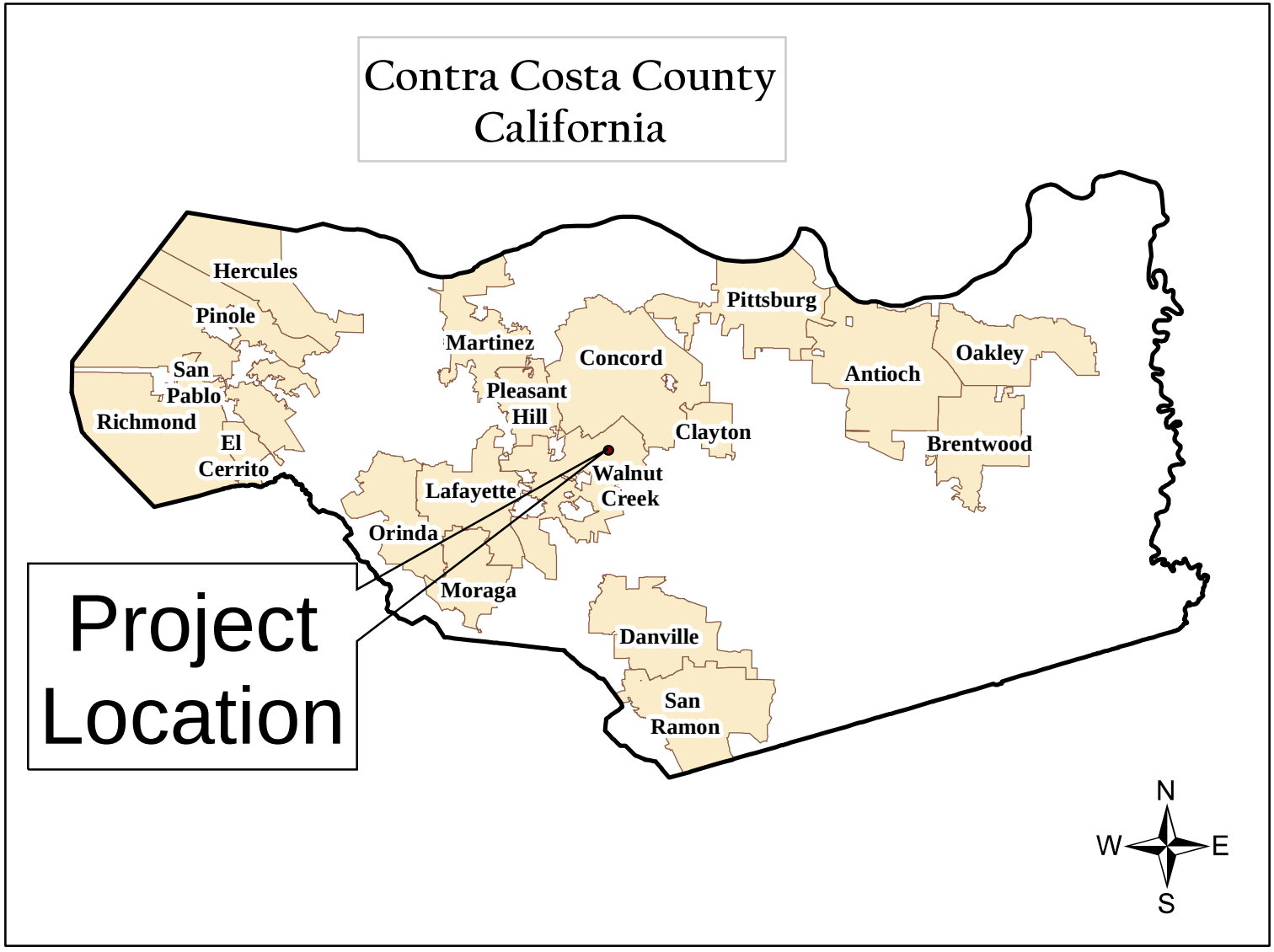


Figure 1

Ygnacio Valley Library Upgrades

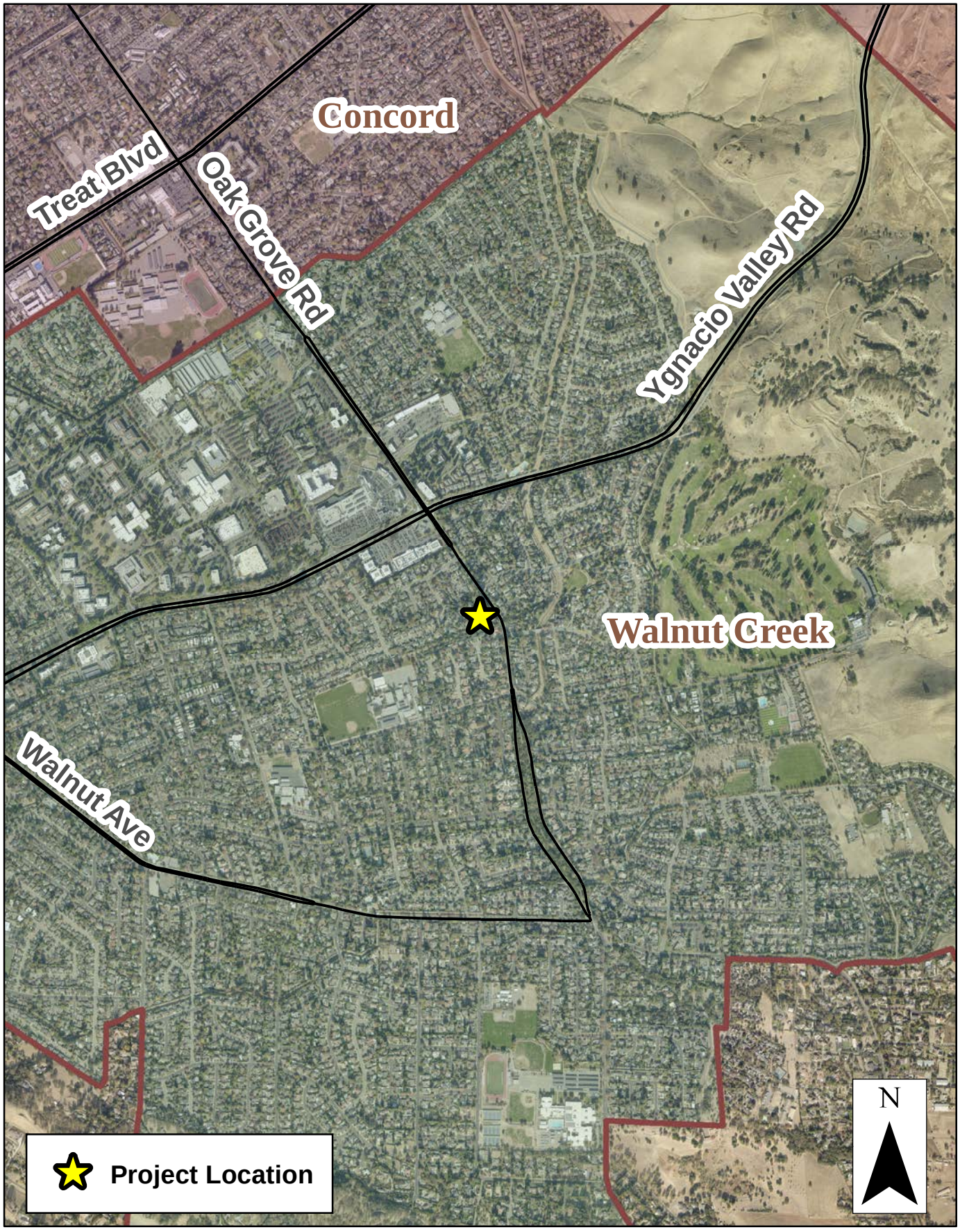


Figure 2

Ygnacio Valley Library Upgrades



Figure 3

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5265 **Agenda Date:** 12/16/2025 **Agenda #:** C.118.

To: Board of Supervisors

From: Monica Nino, County Administrator

Report Title: Claims

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

DENY claims filed by Dorothy Ree Griffin; Syimyk Kalykov; Dason B. Melius; Maryam Popal; San Ramon Regional Medical Center for Michael Bier; Nancy Yazmin Sanchez Cruz; Barbara Smith Whittom; Gary Wayne Smith; San Ramon Regional Medical Center for Susan Taylor; and the Municipal Pooling Authority for City of Martinez. DENY amended claims filed by Allstate Northbrook Indemnity Co.; and Judith Collignon.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

Dorothy Ree Griffin: Personal injury claim for trip and fall in the amount of $5,000,000.
Syimyk Kalykov: Personal injury claim for foot injury in an amount to exceed $10,000.
Dason B. Melius: Fraud and due process claim in the amount of $8,000,000.
Maryam Popal: Personal injury claim for trip and fall in the amount of $5,000,000.
San Ramon Regional Medical Center for Michael Bier: Claim for insurance underpayment in the amount of $68,448,13.
San Ramon Regional Medical Center for Susan Taylor: Claim for insurance underpayment in the amount of $98,512.20.
Nancy Yazmin Sanchez Cruz: Property claim for damage to vehicle in an undisclosed amount.
Barbara Smith Whittom: Property claim for damage to vehicle in the amount of $4,980.68.
Gary Wayne Smith: Wrongful death claim for injuries sustained in vehicle accident in the amount of $500,000.
Municipal Pooling Authority for City of Martinez: Indemnity claim for trip and fall in an undisclosed amount.
Allstate Northbrook Indemnity Company: Amended subrogation claim related to vehicle accident in the amount of $6,214.56.
Judith Collignon: Amended personal injury claim for trip and fall in the amount of $5,000,000.

CONSEQUENCE OF NEGATIVE ACTION:

Not acting on the claims could extend the claimants' time limits to file actions against the County.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5266 **Agenda Date:** 12/16/2025 **Agenda #:** C.119.

To: Board of Supervisors

From: Lewis Broschard, Chief, Contra Costa County Fire Protection District

Report Title: claims

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:

Acting as the governing board of the Contra Costa County Fire Protection District, DENY claims filed by Jorge Arturo Escalante Rivera; AFICS obo American Family Connect Property & Casualty Ins. Co. for Milagros Evangelista; and Subroclaims obo Geico a subrogee of Sarah K. Price.

FISCAL IMPACT:

No fiscal impact.

BACKGROUND:

AFICS obo American Family Connect Property & Casualty Insurance Company for Milagros Evangelista: Subrogation claim for damage to vehicle in the amount of $5,985.93.
SubroClaims obo Geico aso Sarah K. Price: Subrogation claim for damage to vehicle in the amount of $1,401.17.
Jorge Arturo Escalante Rivera: Property claim for damage to vehicle in the amount of $9,392.68.

CONSEQUENCE OF NEGATIVE ACTION:

Not acting on the claims could extend the claimants' time limits to file actions against the County.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5267 **Agenda Date:** 12/16/2025 **Agenda #:** C.120.

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Report Title: Justice Benefits, Inc.

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
RESCIND prior Board action (25-3864) from September 16, 2025, which approved and authorized the Sheriff-Coroner, or designee, to execute a contract renewal with Justice
Benefits, Inc. in an amount not to exceed $445,000 for assistance in identifying federal financial participation reimbursement opportunities, for the period October 1, 2025 through September 30, 2028; and

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract renewal with Justice Benefits, Inc. in an amount not to exceed $445,000 for assistance in identifying federal financial participation reimbursement opportunities with added limitations to liability, for the period October 1, 2025 through September 30, 2028.

FISCAL IMPACT:
Approval of this request will result in up to $445,000 in contractual service expenditures over 3-year period and will be funded 100% by the General Fund.

BACKGROUND:
On September 16, 2025 the Board of Supervisors approved the Department to execute a contract with Justice Benefits, Inc. in an amount not to exceed $445,000 for assistance in identifying federal financial participation reimbursement opportunities, for the period October 1, 2025 through September 30, 2028. This request is to include the added limitation of liability language requested by the contractor.

Justice Benefits, Inc. (JBI) is a consulting firm that specializes in research and development, government affairs and program knowledge. They employ insight-based solutions and technology to secure federal reimbursements.

The Office of the Sheriff contracted JBI to support the County in identifying and securing federal financial participation reimbursement opportunities. This involves exploring new revenues, expanding existing ones and ensuring appropriate additional funding for the County. JBI reviews the County's policies and procedures to identify federal and other revenue sources. They provide advice on reimbursement opportunities, enhance claims, assist with submittal packages, audit files, aid in submittals and monitor new funding opportunities.

Additionally, JBI assists in determining the County's eligibility for reimbursement under the State Criminal Alien Assistance program in collaboration with relevant federal agencies.

CONSEQUENCE OF NEGATIVE ACTION:
If the Board does not approve, it would reduce the amount of federal financial participation reimbursement opportunities for the County.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5268 **Agenda Date:** 12/16/2025 **Agenda #:** C.121.

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Report Title: NicheVision Forensics LLC

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Sheriff-Coroner, a purchase order with NicheVision Forensics LLC, in an amount not to exceed $10,805, and ACCEPT a Software License Agreement with FaSTR DNA Software, to provide maintenance and updates for the FaSTR DNA analysis application, for the period December 5, 2025 through December 4, 2026.

FISCAL IMPACT:
Approval of this request will result in up to $10,805 in contractual service expenditures over a 1-year period and will be funded 100% by the General Fund.

BACKGROUND:
NicheVision provides expert systems, including the FaSTR software that allows the visualization of DNA profiles. The FaSTR software provides tools that streamline and expedite the process of analyzing raw DNA data. The FaSTR software will allow for greater accuracy in the DNA profile which will improve efficiency within the Biology and DNA Unit.

NicheVision's FaSTR software will work in conjunction with software already implemented within the Biology and DNA unit for DNA interpretation. The crime laboratory is accredited by the American National Standards Institute (ANSI) National Accreditation Board (ANAB). As an accredited laboratory, the Crime Lab is required to meet the accreditation criteria, as it applies to the technical work performed. NicheVision products have been extensively validated, both nationally and internationally, and research associated with biological models, mathematics and performance have been widely vetted and published.

The Terms and Conditions include a limitation of liability and indemnification from the County to NicheVision Forensics LLC.

CONSEQUENCE OF NEGATIVE ACTION:
If the Board does not approve, the Sheriff's Office Crime Laboratory will be unable to efficiently perform DNA data analysis and would result in suspension of DNA casework.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5269 **Agenda Date:** 12/16/2025 **Agenda #:** C.122.

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Report Title: ANSI National Accreditation Board (ANAB)

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE AND AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Sheriff-Coroner, a purchase order with American National Standards Institute (ANSI) National Accreditation Board (ANAB) in an amount not to exceed $75,000 for accreditation services for the Office of the Sheriff Forensic Services Division, for the period January 1, 2026 through December 31, 2029.

FISCAL IMPACT:
Approval of this request will result in up to $75,000 in contractual service expenditures over a 3-year period and will be funded 100% by the General Fund.

BACKGROUND:
ANSI National Accreditation Board (ANAB) is a non-governmental organization that provides accreditation services to the Office of the Sheriff Forensic Services Division. ANAB is the largest multi-disciplinary accreditation body in the western hemisphere. Accreditation is based on assessment of a laboratory's technical qualifications and competence for conducting specific testing activities within the scope of ISO (International Organization for Standardization) / IEC (International Electrotechnical Commission) 17025. The Office of the Sheriff Forensic Services Division has been continually accredited since 2003.

The previously approved Terms and Conditions include a limitation of liability and indemnification from the County to American National Standards Institution (ANSI) National Accreditation Board (ANAB).

CONSEQUENCE OF NEGATIVE ACTION:
If the Board does not approve, the Office of the Sheriff Forensic Services Division will be unable to maintain its accreditation status.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5270 **Agenda Date:** 12/16/2025 **Agenda #:** C.123.

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Report Title: Best Buy

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE AND AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Sheriff-Coroner, a purchase order with Best Buy Co., Inc. in an amount not to exceed $3,224, and ACCEPT a Terms and Conditions for the purchase of a television for the Office of the Sheriff's Detention Facility, for the period, October 1, 2025 through September 30, 2026.

FISCAL IMPACT:
The purchase will be funded 100% by the Prisoners (Inmate) Welfare Fund.

BACKGROUND:
The Office of the Sheriff provides televisions in the housing units of all the detention facilities. When television units are broken, worn out and need to be replaced, the department purchases the televisions at a discounted bulk rate through Best Buy's Purchasing Department.

The Terms and Conditions include a limitation of liability and indemnification from the County to Best Buy.

CONSEQUENCE OF NEGATIVE ACTION:
If the Board does not approve, it will result in the inability to provide televisions for the incarcerated individuals within Contra Costa County detention facilities.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5271 **Agenda Date:** 12/16/2025 **Agenda #:** C.124.

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Report Title: Optum

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
RESCIND prior Board action 25-3135 from August 05, 2025, which approved and authorized the Sheriff-Coroner, or designee, to execute a contract amendment with Optum to extend the term date from September 30, 2025 to September 30, 2026, and to increase the payment limit by $50,000 to a new payment limit of $190,000 to continue to provide counseling services to Sheriff-Coroner employees; and

APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a payment limit increase of $50,000 of the existing contract with Optum for a new payment limit of $190,000, to fund the second annual renewal period, extending the term from September 30, 2025 to September 30, 2026, for the continuation of employee counseling services.

FISCAL IMPACT:
Approval of this request will result in up to an additional $50,000 in contractual service expenditure over an additional 1-year period and will be funded 100% by the Office of the Sheriff's budgeted General Fund.

BACKGROUND:
The General Services Department conducted a public solicitation for the Office of the Sheriff for Employee Assistance Program services (RFP No.: 2305-648). Optum was the successful bidder of a total of two respondents. Optum exceeded all bid criteria and has experience working with law enforcement agencies. The Sheriff and others in the law enforcement field feel that stress counseling can reduce workers compensation and disability retirement claims. For 19 years, the Office of the Sheriff has contracted to provide emergency psychological counseling to all employees. All other major law enforcement agencies have similar contracts. This program has become an essential part of the overall employee assistance package, and many employees have received significant help in their personal and professional lives by utilizing the available services.

On September 19, 2023, the Board approved and authorized the Sheriff-Coroner or designee to execute a contract with Optum for employee assistance counseling services in an amount not to exceed $70,000 for the period October 1, 2023 through September 30, 2024 and the option for two one-year extensions.

On October 8, 2024, the Board approved and authorized the Sheriff-Coroner or designee to execute the first

annual renewal with Optum for the continuation of employee assistance counseling services and increased the payment by $70,000 for a new payment limit of $140,000 through September 30, 2025.

On October 5, 2025, the Board approved and authorized the Sheriff-Coroner or designee to execute a contract amendment for the second annual renewal and increasing the payment limit by $50,000 for a new payment limit of $190,000 and extending the term through September 30, 2026. The Auditor's Office does not accept the approved Board staff report because the contract with Optum is not being amended, rather the second annual renewal is automatic upon agreement by both parties and the payment limit is set by the department in its staff report requests for Board approval.

Since there is no actual contract amendment, this action corrects the prior authorization, and allows the Office of the Sheriff to exercise the second annual renewal option, which automatically extends the term through September 30, 2026, and provides the department with the increased payment authority of $50,000, as requested by the Auditor's Office, needed to cover the costs of the period through September 30, 2026.

This agreement includes modified indemnification language to provide mutual indemnification.

CONSEQUENCE OF NEGATIVE ACTION:
If the Board does not approve, there is the potential for the increase in stress related workers compensation claims and disability claims if counseling services are not provided as part of a comprehensive employee assistance program.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5272 **Agenda Date:** 12/16/2025 **Agenda #:** C.125.

To: Board of Supervisors

From: David O. Livingston, Sheriff-Coroner

Report Title: Trakka USA LLC

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
APPROVE and AUTHORIZE the Sheriff-Coroner, or designee, to execute a contract with Trakka USA LLC, in an amount not to exceed $417,731 for a multi-sensor surveillance system for helicopter STARR1, used by the Sheriff's Air Support Unit within the Marine Patrol Division, for the period December 1, 2025 through November 30, 2027.

FISCAL IMPACT:
Approval of this request will result in up to $417,731 in contractual service expenditures over a 2-year period and will be funded 75% by the 2024 State Homeland Security Grant Program (SHSGP) and 25% by the General Fund.

BACKGROUND:
Trakka USA LLC delivers advanced, mission-critical equipment for law enforcement aviation operations. Their camera system includes a TC-300 infrared camera system with video recording. Trakka USA LLC designs, manufactures, installs, and supports all its products, ensuring reliability and performance in the field. These systems are mounted on aerial law enforcement platforms to support a wide range of critical missions, including crime prevention, anti-terrorism operations, search and rescue, and the apprehension of felony suspects-ultimately enhancing public safety and community protection.

The Contra Costa County Office of the Sheriff urgently needs this advanced equipment for STARR1 to fulfill the mission of protecting and serving the community. The Office of the Sheriff's current aerial camera system for the STARR1 helicopter has failed and is not operational, severely limiting the capabilities of the aircraft when conducting law enforcement activity. Upgrading to Trakka's system will ensure the helicopter remains mission-ready, significantly enhancing the Office of the Sheriff's capabilities in rapid response, search and rescue operations, and the apprehension of dangerous felons which ultimately strengthens public safety across the County.

The General Terms and Conditions of Sale includes a limitation of liability provision.

CONSEQUENCE OF NEGATIVE ACTION:
If the Board does not approve, the Contra Costa County Office of the Sheriff will be left without the mission-critical equipment necessary to maintain an effective aerial law enforcement capability. The current camera system on the STARR1 helicopter has failed and is completely inoperable. Without this essential technology, the Sheriff's Office Air Support Unit can no longer provide reliable aerial assistance to ground units, significantly diminishing the ability to respond to emergencies and support law enforcement operations. This directly impacts public safety and reduces the level of service the community depends on. Additionally, the Sheriff's search and rescue missions, which rely heavily on this equipment, is severely compromised, placing both rescuers and those in need at greater risk.

1025 ESCOBAR STREET
MARTINEZ, CA 94553

CONTRA COSTA COUNTY

Staff Report

File #: 25-5273 **Agenda Date:** 12/16/2025 **Agenda #:** C.126.

To: Board of Supervisors

From: Dr. Grant Colfax, Health Services Director

Report Title: Contract Amendment with U.S. Bank

☒Recommendation of the County Administrator ☐ Recommendation of Board Committee

RECOMMENDATIONS:
Acting as the Governing board of the West Contra Costa Healthcare District (WCCHD), APPROVE and AUTHORIZE the County Treasurer, or designee, to execute on behalf of WCCHD, a contract amendment with U.S. Bank National Association, to extend the term through December 18, 2028, for continued investment administration services, in an amount not to exceed $5,000 annually.

FISCAL IMPACT:
Service fees and costs of approximately $5,000 annually will be deducted directly from the monies deposited with U.S. Bank and interest on those monies.

BACKGROUND:
On December 13, 2022, the County Board of Supervisors approved and authorized the County Treasurer, on behalf of WCCHD, to enter into an agreement with U.S. Bank for its investment administration and banking custody services. The current agreement expires on December 18, 2025.

CONSEQUENCE OF NEGATIVE ACTION:
If the agreement is not authorized, WCCHD will lack an agreement with U.S. Bank to administer its operating funds.