



CONTRA COSTA COUNTY

AGENDA

Measure X Community Advisory Board

Wednesday, April 15, 2026

5:00 PM

1025 Escobar St, Martinez

Zoom Link: <https://cccounty-us.zoom.us/j/88618441439>

Toll-free Telephone: USA 888-278-0254

Conference code: 3149674

Meeting ID: 886 1844 1439

MXCAB Operating Principles Document

[26-1435](#)

Attachments: [MXCAB Operating Principles - rev 9.18.24](#)

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

1. Roll Call and Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. Receive and approve the Record of Action for the January 21, 2026 MXCAB meeting. [26-1436](#)
Attachments: [Draft MXCAB Record of Action 1.21.26.pdf](#)
4. Receive presentation from the Evaluation Workgroup on the MXCAB Roles and Proposed Evaluation Framework. [26-1437](#)
Attachments: [MXCAB April 15, 2026 Presentation_FINAL.pdf](#)
5. Receive Measure X Needs Assessment and Program Evaluation Overview Presentation and conduct listening session, Kym Dorman and Paige Kruza, Raimi + Associates. [26-1438](#)
Attachments: [MX Needs Assessment_Prog.Eval Presentation_4.15.26.pdf](#)

6. Select Chair and Vice Chair for purposes of officiating meetings for a term of one (1) year. [26-1439](#)

Attachments: [MXCAB Bylaws Revised 7.8.25](#)
[MXCAB Roster 1.20.26](#)

The next meeting is currently scheduled for July 15, 2026.

Adjourn

GENERAL INFORMATION:

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar St, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov.

If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access.

HOW TO PROVIDE PUBLIC COMMENT:

Persons who wish to address the Committee during public comment may comment in person, via Zoom, or via call-in. Those participating in person should offer comments when invited by the Committee Chair. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing *9 on their phones. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Jessica Shepard
Deputy County Administrator
Jessica.Shepard@cao.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-1435

Agenda Date: 4/15/2026

Agenda #:

Advisory Board: MEASURE X COMMUNITY ADVISORY BOARD
Subject: Operating Principles Document (Attached for Reference Only)

Information:

On September 18, 2024, the Measure X Community Advisory Board updated and adopted the attached Operating Principles Document, following extensive discussion at the August 21, 2024 MXCAB Retreat meeting. The document is attached for reference and will be posted in the meeting room.

Measure X Community Advisory Board

Operating principles

VISION STATEMENT

Contra Costa County will have the necessary funds to invest in and sustain a robust system of care and the social and public services necessary to support a vibrant community and ensure that all county residents have equitable opportunities to thrive.

OPERATING PRINCIPLES

Assumptions and commitments that inform our work together:

1. Shared responsibility to practice the values of equity, justice, inclusion and compassion.
2. Sustaining a strong social safety net is important for the health and prosperity of all.
3. Investments will prioritize prevention as well as addressing current system gaps.
4. Investments will help leverage other funding sources when feasible.
5. Needs and issues are intersectional and interconnected. Think about needs and services from the point of view of residents.
6. Name inequities and disparities, and be specific in naming and recognizing those who are most harmed by them, especially Black and Latinx residents. Additional areas of focus include residents with mental health needs, indigenous people, Asian American/Pacific Islander American residents, seniors, disabled people, children and youth (prenatal to adult), immigrants, unsheltered and homeless residents, rural communities, LGBTQ+ residents, and poor people.
7. Economic opportunity and equity are at the heart of our purpose.
8. Seek transformative solutions, in addition to filling current service gaps.
9. Fostering a culture of inclusion, welcoming, and belonging demonstrates our commitment to equity and will improve our work process and outcomes.

How we work together in meetings:

1. Empower the chair to lead successful meetings:
 - a. Use appropriate discretion in setting the agenda, including limiting the number of agenda items as needed to allow for depth of discussion.
 - b. Establish guidelines for how long individual members and the body as a whole can speak on a given issue/item.
 - c. Utilize methods to invite input from MXCAB members whose voices have not yet been heard on an item, such as round-robin input (in which each member is asked to weigh in).
 - d. Move the discussion along if it becomes too lengthy.
2. Commit to adhering to the following MXCAB member participation guidelines:
 - a. Come to meetings prepared (read the agenda packet).
 - b. Stay on topic; speak about the matter at hand.
 - c. Avoid repeating a point someone else has already made (or briefly agree).
 - d. Treat each other and all participants with mutual respect.
 - e. Practice active listening; be curious; seek to understand.
 - f. Assume good intention, while accepting and encouraging accountability for impact.
3. Center community voices
 - a. Set time limits for individual MXCAB members' comments and/or for members' comments as a group on a particular agenda item, in order to reserve ample time for public comment.
 - b. Adjust public comment time limit for each agenda item as needed, e.g., if there are a lot of public speakers (while recognizing that we must allow every speaker the same amount of time on each agenda item).

Other strategies to support inclusive and productive meetings:

- Inclusion and access:
 - Explore ways to provide interpretation for languages beyond Spanish and ASL. (We noted this should be accompanied by sustained outreach to the communities/residents who speak a particular language, to encourage and welcome them to participate.)
 - Support the accessibility needs of all participants beyond language inclusion, such as technical support and visual/audio support.
- Onboarding & support for new MXCAB members:
 - Create and maintain a robust onboarding process, including key background materials from the 8/21 retreat packet.
 - Implement a buddy system to mentor new members.
- Clarify key roles

- Identify MXCAB member roles & volunteer opportunities (e.g., establishing a position of MXCAB archivist).
- Clarify MXCAB staff roles and expectations.
- Create an annual Measure X timeline that describes key upcoming dates and decision points.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-1436

Agenda Date: 4/15/2026

Agenda #: 3.

Advisory Board: MEASURE X COMMUNITY ADVISORY BOARD
Subject: Receive and Approve Record of Action for the January 21, 2026 Meeting

Information:

Receive and approve the Record of Action for the Measure X Community Advisory Board (MXCAB) meeting held the January 21, 2026.

County Ordinance requires that each County body keep a record of its meetings.

Attached for the Measure X Community Advisory Board's information and review is the draft Record of Action for its the January 21, 2026 meeting.

Recommendation(s)/Next Step(s):

Receive and approve the Record of Action for the Measure X Community Advisory Board meeting, held the January 21, 2026.



CONTRA COSTA COUNTY

Committee Meeting Minutes

Measure X Community Advisory Board

Wednesday, January 21, 2026

5:00 PM

1025 Escobar St, Martinez

Zoom Link: <https://cccounty-us.zoom.us/j/88618441439?>

Toll-free Telephone: USA 888-278-0254

Conference code: 3149674

Meeting ID: 886 1844 1439

MXCAB Operating Principles Document

[26-189](#)

Attachments: [MXCAB Operating Principles - rev 9.18.24](#)

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

1. Roll Call and Introductions

Present

Sam Alley, Nancy Benavides, Kathryn Chiverton, Roxanne Carrillo Garza , Odessa Lefrancois, Mark Miller, Nishi Moonka, Rachel Rosekind, and Don Seta

Absent

Gene Jackson, Vinoy Mereddy, and Omar Rascon

Non-voting

Willie Robinson, and Lee Ross

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

There were no requests for public comment.

3. Receive and approve the Record of Action for the October 15, 2025 MXCAB meeting.

[26-190](#)

Attachments: [Draft MXCAB Record of Action 10.15.25.pdf](#)

The record of action was approved as received.

There were no requests for public comment.

4. Receive information on the Brown Act Update on Alternative Remote Teleconferencing Option [26-191](#)

Attachments: [2026-01-05 Teleconference and Accommodations Memo.pdf](#)
[Brown Act \(Januay 2026\).pdf](#)

Jessica Shepard, Deputy County Administrator, presented on updates to the Brown Act Remote meeting attendance option.

There were no requests for public comment.

5. Discuss the Measure X Community Advisory Board's presentation to the consultant (TBD) contracted to conduct the Measure X Needs Assessment and Program Evaluation. [26-192](#)

Attachments: [Measure X Needs Assessment and Program Evaluation RFP FINAL](#)
[Measure X Needs Assessment and Program Evaluation RFP](#)
[Presentation FINAL](#)

Jessica Shepard, Deputy County Administrator, provided an overview of the Measure X Needs Assessment and Program Evaluation RFP. Following discussion, the Measure X Community Advisory Board (MXCAB) formed a Workgroup to develop a presentation for the consultant.

There were no requests for public comment.

The next meeting is currently scheduled for April 15, 2026.

Adjourn



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-1437

Agenda Date: 4/15/2026

Agenda #: 4.

Advisory Board: MEASURE X COMMUNITY ADVISORY BOARD
Subject: Receive presentation from the Evaluation Workgroup on the MXCAB Roles and Proposed Evaluation Framework
Presenter: Roxanne Carrillo Garza, Chair

Information:

The Measure X Community Advisory Board (MXCAB) was established by the Board of Supervisors on February 2, 2021, to advise the Board on the use of Measure X transactions and use tax funds.

The Board of Supervisors directed a \$250,000 allocation for a Needs Assessment and Program Evaluation on June 10, 2025. Raimi & Associates, an Alta Group, was subsequently selected through a competitive procurement process to conduct this work.

The MXCAB formed an Evaluation Workgroup in January 2026 to develop a presentation to Raimi + Associates. The Workgroup will present their roles and proposed evaluation framework, followed by discussion from the MXCAB.

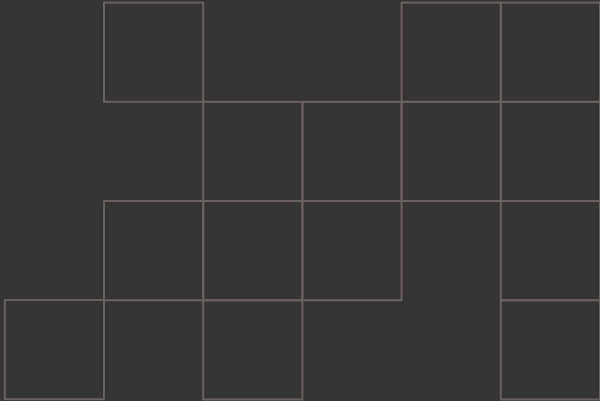
Attachments:

MXCAB Roles and Proposed Evaluation Framework Presentation

April 15, 2026

MXCAB Presentation

Review of CAB Roles & Proposed Evaluation Framework



Operating Principles

Core Values:

- Equity, justice, inclusion, compassion

Operating Principles:

- Importance of strong safety net
- Prevention & addressing service gaps
- Transformative solutions
- Leveraging other funding sources
- Needs and issues are intersectional.
- Prioritizing experiences and perspectives of most impacted residents
- Naming inequities and disparities & recognizing the residents most harmed by them
- Economic opportunity & equity
- Creating a culture of welcome, inclusion, and belonging

Roles to Date

2021 Community Needs Assessment

In May-August, 2021 the MXCAB held a series of community input sessions featuring nonprofit agencies, public systems, and subject matter and lived experience experts grouped by the following focus areas:

- Seniors, Persons with Disabilities, and Veterans
- Community Safety: Fire Protection
- Early Childhood
- Youth and Young Adults
- Mental & Behavioral Health
- Housing & Homelessness
- Community Safety: Justice Systems
- Safety Net Services
- Immigration/Racial Equity
- Library, Arts & Culture, Agriculture
- Environment & Transportation

Prioritizing Community Input

Over the course of its existence, the MXCAB has served as a critical forum and vehicle for a range of community voices and lived experience perspectives.

MXCAB members have worked to be rigorous, equitable, and transparent in discussion and decision-making - balancing ballot measure intent, expressed community needs, and their professional roles and capacities.

Results-Based Accountability

1

Centers the experiences and needs of the County's most vulnerable communities.

2

Fuses the ballot measure's priorities with MXCAB's operating principles to create an accountable and actionable assessment framework that applies a person-centered process.

3

Helps discern whether Measure X's strategies and investments are working and pushes us to explore how we can collaborate to ensure that public benefits are apparent and experienced.

4

Proposes a set of population-level indicators that help assess progress toward desired conditions of well-being and equitable outcomes.

Crosswalk Example: MXCAB Principle & Ballot Language

Creating aligned language that fosters collective wellbeing and indicators to measure progress

MXCAB Language

Ballot Language

Shared Language

Shared responsibility to practice the values of equity, justice, inclusion and compassion.

Support crucial safety net services

→ Shared practice of equity, justice, inclusion, and compassion

Sustaining a strong social safety net is important for the health and prosperity of all.

Provide timely fire and emergency response

→ Sustain strong social safety net = health and prosperity for all

Needs and issues are intersectional and interconnected. Think about needs and services from the point of view of residents.

Keep Contra Costa’s Hospital open and staffed

→ Fund fire and emergency response

Fund Community Health Centers

Aligned Conditions of Well-Being

- All residents—especially those historically excluded and/or impacted by structural racism—have access to preventative and emergency care that is affordable, culturally responsive, trauma-informed, and geographically accessible.
- All residents receive equitable and rapid response in crisis situations (health, fire, disaster, etc.).
- Attention is paid to humanizing processes and eliminating barriers.

Selected Aligned Indicators

Strong Social Safety Net & Hospital Access

- Preventable emergency room visit rates by zip code.
- % of Medi-Cal patients with consistent primary care.
- % of Black mothers who receive first trimester care that leads to better outcomes for those mothers and their babies.
- Ensure hospital staffing reflects community and patient demographics and carries cultural values to promote the best outcomes.
- Track access by race/language/insurance status.
- Prioritize services that reach high-need census tracts.
- Track racial disparities in who receives services and outcomes.

Prioritize Prevention

- Number and % of 5150 holds diverted to community care.
- Suicide ideation/hospitalization rates (youth, by race & geography).
- % of residents connected to culturally responsive health, mental health and social services, disaggregated by race, economic status, geography, age group, housing status, education levels, etc.

Equity, Justice, Inclusion, and Compassion

- % of County Departments with active race equity implementation plans.
- % of residents reporting positive experience with public systems (health, housing, justice).
- % of County-funded programs contracting with BIPOC-led and BIPOC-operated CBOs.

Key Takeaways

- 1 Board of Supervisors,
Department Leaders,
Community
Organizations &
Residents Align on Tools**

A tool to help all County stakeholders identify, celebrate, and scale up successful MX-funded programs and projects.
- 2 Decisive Action
Based on Impact**

Refine implementation and investments when outcomes are not being met.
- 3 Collective
Reflection**

Cultivate a culture of collective reflection that pushes us to create systems and services that are more responsive and robust.



Thank you



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-1438

Agenda Date: 4/15/2026

Agenda #: 5.

Advisory Board: MEASURE X COMMUNITY ADVISORY BOARD

Subject: Measure X Needs Assessment and Program Evaluation Overview and Listening Session

Presenter: Kym Dorman and Paige Kruza, Raimi + Associates

Information:

Measure X, approved by voters in November 2020, established a countywide half-cent sales tax to keep Contra Costa's regional hospital open and staffed; fund community health centers; provide timely fire and emergency response; support crucial safety-net services; invest in early childhood services; protect vulnerable populations; and for other essential county services.

On June 10, 2025 the Board of Supervisors directed an allocation for a countywide Needs Assessment and Program Evaluation. This effort is intended to build upon past needs assessments, strengthen data-driven decision-making and assess the effectiveness of existing Measure X-funded programs.

The County Administrator's Office conducted a competitive procurement process in accordance with County policies. Following this process, Raimi + Associates, an Alta Group, was selected to lead the Needs Assessment and Program Evaluation.

Today the MXCAB will receive an overview presentation from Raimi + Associates on the Measure X Needs Assessment and Program Evaluation and conduct a listening session to provide feedback, ask clarifying questions, and offer input to inform the consultant's work.

Attachments:

Measure X Needs Assessment and Program Evaluation Presentation - Raimi + Associates

Measure X Needs Assessment + Program Evaluation

MXCAB - April 15, 2026



CONTRA COSTA
COUNTY, CALIFORNIA



an
alta
company

FM3
RESEARCH
FAIRBANK, MASLIN,
MAULLIN, METZ
& ASSOCIATES

Our Understanding

This Needs Assessment + Program Evaluation will:

- Include a mixed method approach to collect comprehensive and representative data on community needs
- Incorporate information from previous needs assessments and reports
- Provide a current snapshot of community needs and priorities
- Assess program performance and impacts of Measure X-funded program and increase programs' capacity for continuous improvement
- Support data-informed decision-making on Measure X investments



Our Team + Approach

Our Team

Raimi + Associates, an Alta Company

Kym Dorman	Project Director
Paige Kruza	Project Manager
Ana Padilla	Engagement Coordinator

FM3

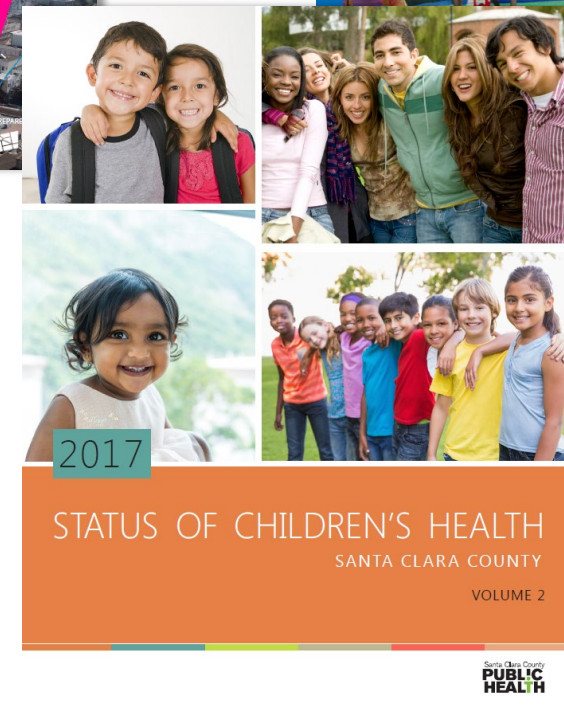
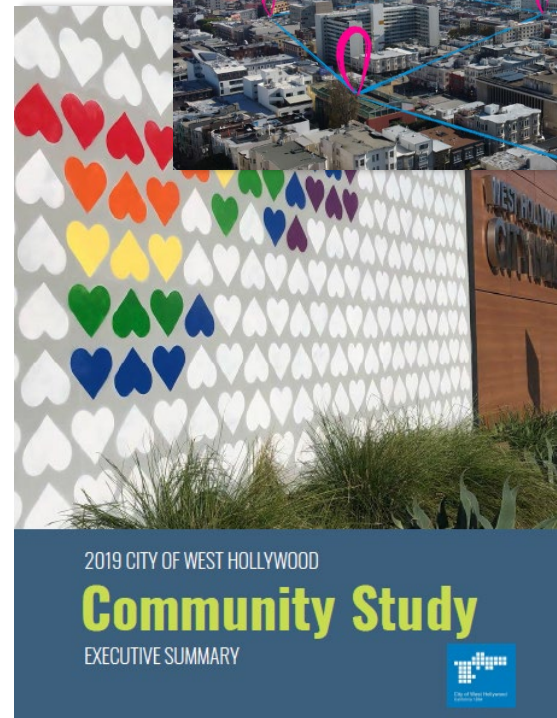
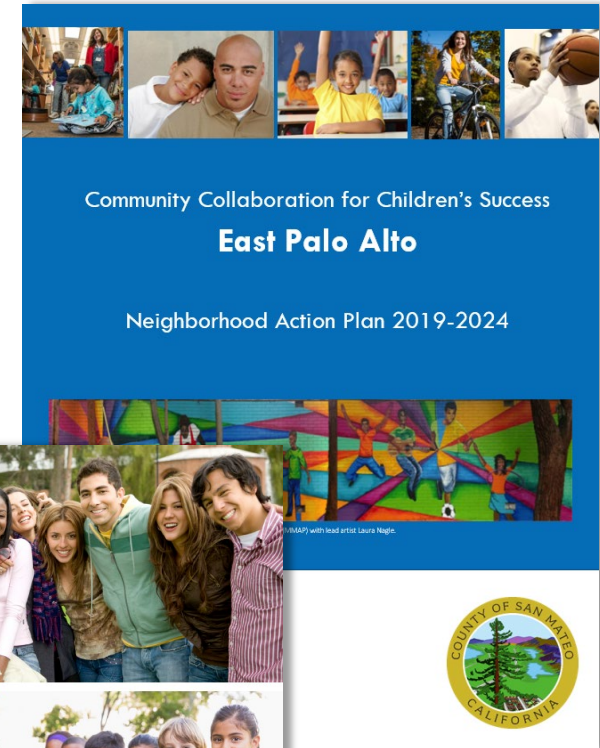
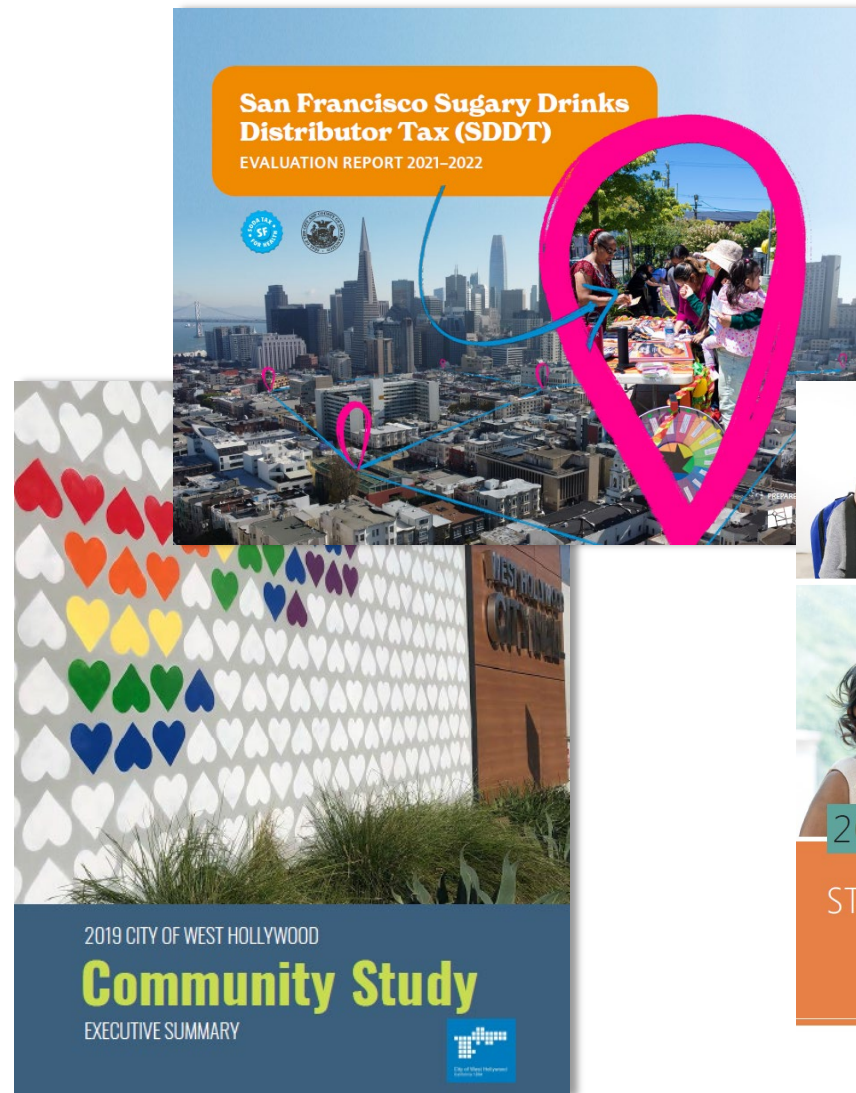
Richard Bernard	Lead for representative county-wide survey
Lucia Del Puppo	Assistant Project Manager for survey

Our expertise includes:

- ✓ Over 20 years of assessment and evaluation projects with government agencies, nonprofits, and foundations
- ✓ Rigorous, culturally responsive engagement
- ✓ Meaningful + actionable findings

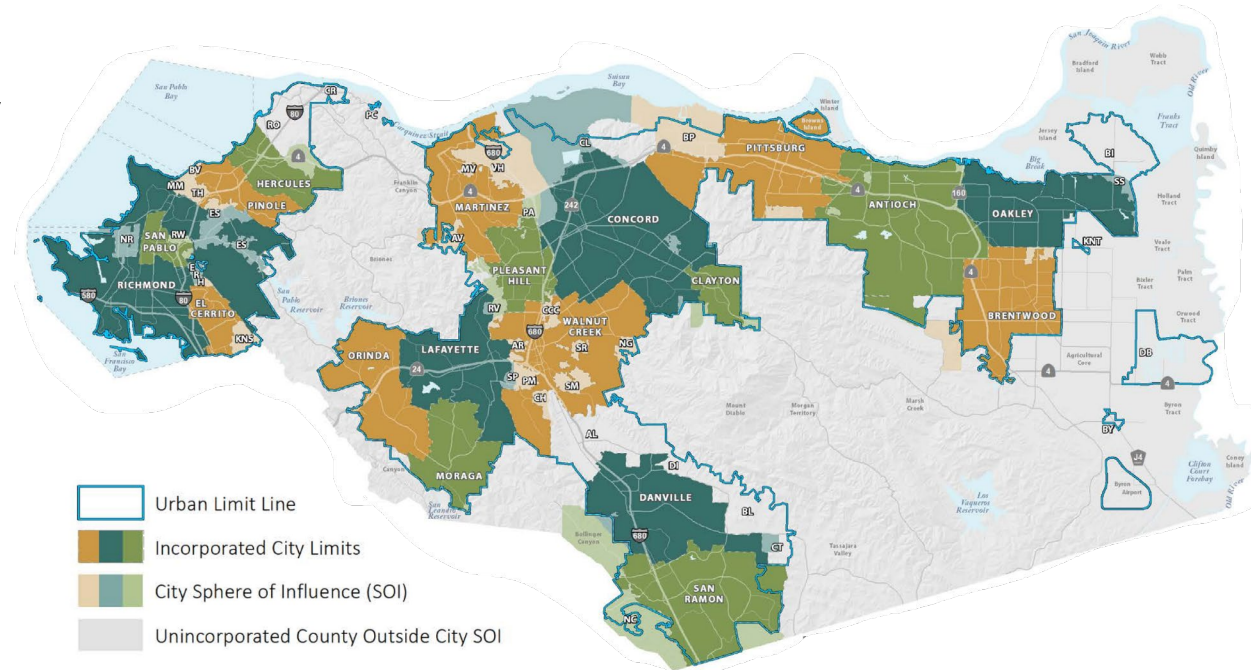
Highlighted Assessment + Evaluation Experience

- West Hollywood Community Study
- San Francisco Sugary Drinks Distributor Tax Evaluation
- Santa Clara County Children's Health Assessment
- San Mateo County Community Collaboration for Children's Success



Local Experience

- Contra Costa County
- Cities:
 - Antioch
 - Concord
 - Hercules
 - Martinez
 - Orinda
 - Pinole
 - Pittsburg
 - Richmond
 - San Ramon
 - Walnut Creek
- Town of Danville



- BAAQMD Richmond-San Pablo Community Emissions Reduction Plan
- Contra Costa Children’s Leadership Council
- Contra Costa Community College District

- Contra Costa County Flood Control & Water Conservation District
- Contra Costa County Mosquito & Vector Control District
- Dublin San Ramon Services District
- East Bay Regional Park District
- Rodeo-Hercules Fire Protection District
- First 5 Contra Costa
- West Contra Costa Unified School District

Our approach leads to rigorous results + broad buy-in

- ✓ Build on previous work + recognize current issues
- ✓ Facilitate rigorous, transparent + inclusive engagement process
- ✓ Reflect broad range of experiences + perspectives
- ✓ Address challenges + real-world constraints



Building on Previous Work: Reviewed To-Date

- MXCAB meeting materials (including: funding recommendations; recommended evaluation framework; 2022 report on MX + MXCAB History, Stewardship, & Use of Funds; and 2021 presentations to MXCAB)
- CCC LGBTQAI+ Service Assessment (2026)
- First 5 CCC Listening Tour (2025)
- Community Health Needs Assessments for Kaiser Permanente (KP) Antioch, KP Richmond, and KP Walnut Creek (2025)
- Community Impact Fund Survey (2025)
- CC Health Population Needs Assessment [for the Medi-Cal Population] (2024)
- CCC Area Agency On Aging - Area Plan (2024)
- Community Needs Assessment for Youth & Young Adult Homelessness in CCC (2024)
- Mental Health Services Act Program + Expenditures Plan - Annual Update (2025)
- East CCC Alliance Community Listening Sessions – Healthy Contra Costa (2023)
- CCC Economic Opportunity Council’s Community Service Block Grant Community Action Plan (2023)
- CCC Employment & Human Services Department Community Assessment (2023)
- Listening Sessions for CC Office of Racial Equity & Social Justice (2022)
- Antioch Change: A Community Housing Assessment of Needs, Gaps & Equity (2022)
- Together Toward Health Streetwyze Map Data Analysis & Findings (2022)

Project Timeline



MXCAB



County Supervisors



Department Leadership

April

- Summarize findings from recent needs assessments from Contra Costa County
- Finalize engagement plan + tools
- MXCAB meeting
- Interview County Supervisors

May

- Conduct statistically reliable survey (random sample)
- Analyze data from departments to begin evaluation

June-July

- Conduct community survey
- Conduct focus groups
- Conduct additional key stakeholder interviews
- Create MX evaluation framework + standardized reporting template

August-October

- Analyze needs assessment data
- Prepare MX Needs Assessment + Evaluation Report

November

- Present MX Needs Assessment + Evaluation findings to key stakeholders



Community Engagement

Develop a Rigorous Community Engagement Plan

1. Gather input from MXCAB + BOS to inform the engagement plan
2. Review population data + reports
3. Develop engagement plan for the:
 - Statistically reliable survey (random sample)
 - Community survey
 - Key stakeholder interviews
 - Focus groups with residents most impacted by community needs



Statistically Reliable Survey



- *Sample size:* 800-1,000 Contra Costa residents (18+) (margin of error $\pm 3.5\%$)
- *Languages:* English + Spanish (at minimum)
- Available online and via phone interview
- Contact by phone call (cell phones and landlines), and SMS/text message
- ~ 15-minutes for the average respondent to complete on the telephone

Engage Diverse Range of Community Members

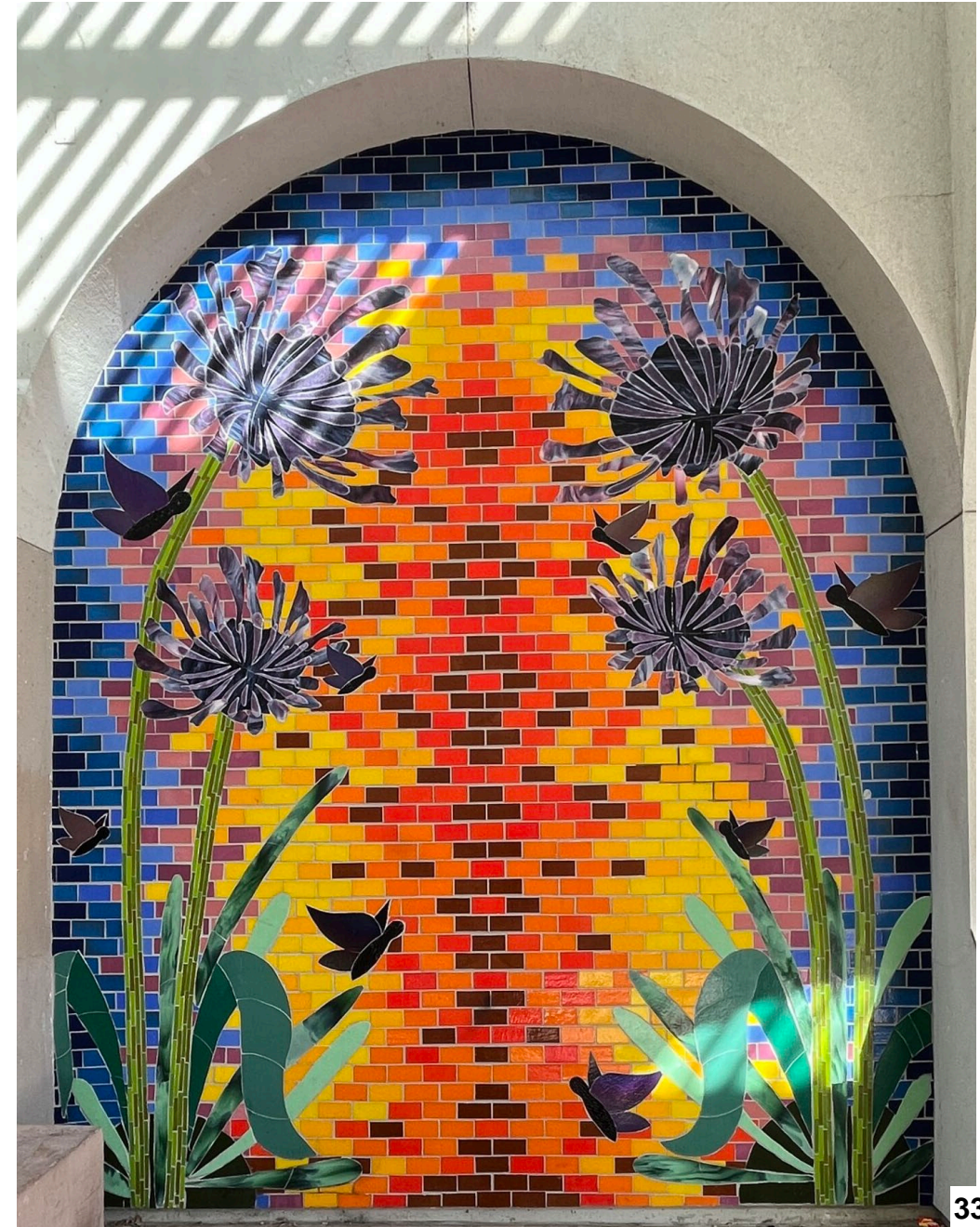
- ✓ **Culturally + linguistically responsive**
Multilingual survey instruments + focus groups, methods designed to be welcoming to all
- ✓ **Reducing barriers**
Online and phone statistically reliable survey, inclusive community survey, and focus groups
- ✓ **Leveraging trusted organizations**
We collaborate with community-based organizations, community leaders, and social service providers to collect community surveys, plan and conduct focus groups



Considerations for Engagement

We look at many demographics + characteristics, including, but not limited to:

1. Socioeconomic status
2. Language spoken + English proficiency
3. Where people live
 - Including all five County Supervisorial districts
4. Race/ethnicity
5. Gender
6. Age groups

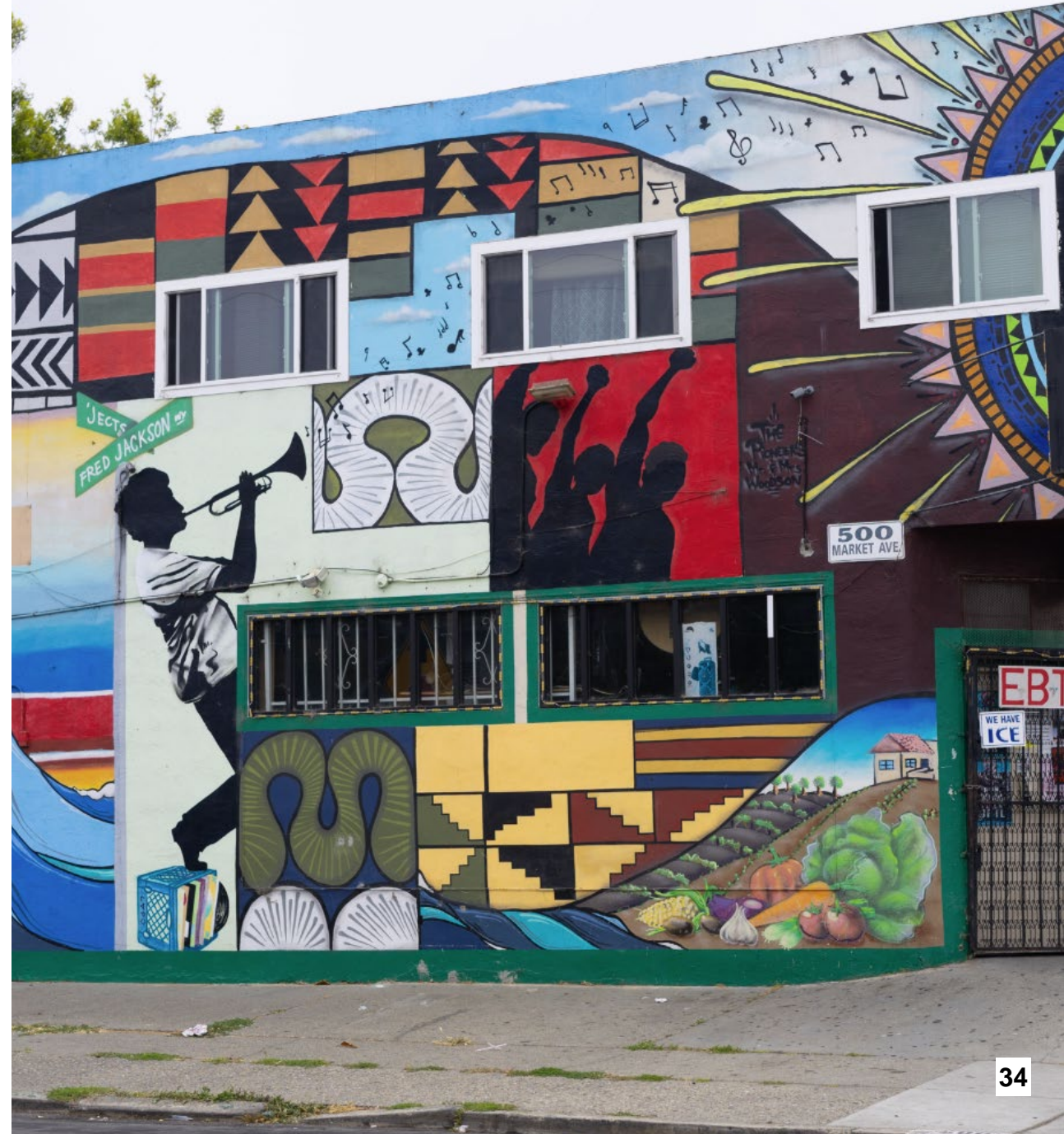


Who should participate?

EVERYONE! Once launched (in June), please share the community survey with your friends and colleagues.

How can I get involved?

- If you live, work, and/or attend school in Contra Costa County, we would love to have you participate in the community survey!
- You can also share the survey with your family, friends, classmates, colleagues, and community groups! Please email paige.kruza@altago.com.



Listening Session: Questions for the MXCAB

Key Questions for MXCAB

1. Whose voices are important to include in this needs assessment?
2. What recommendations do you have for organizations to work with on distributing the community survey and/or focus groups?
3. What other needs assessments and data should we be aware of?
4. What do you consider to be the most pressing needs for CCC residents?
5. What else should we consider?



Whose voices are important to include in this needs assessment?

- Notes (to be added during meeting)

What recommendations do you have for organizations to work with on distributing the community survey and/or focus groups?

- Notes (to be added during meeting)

What other needs assessments and data should we be aware of?

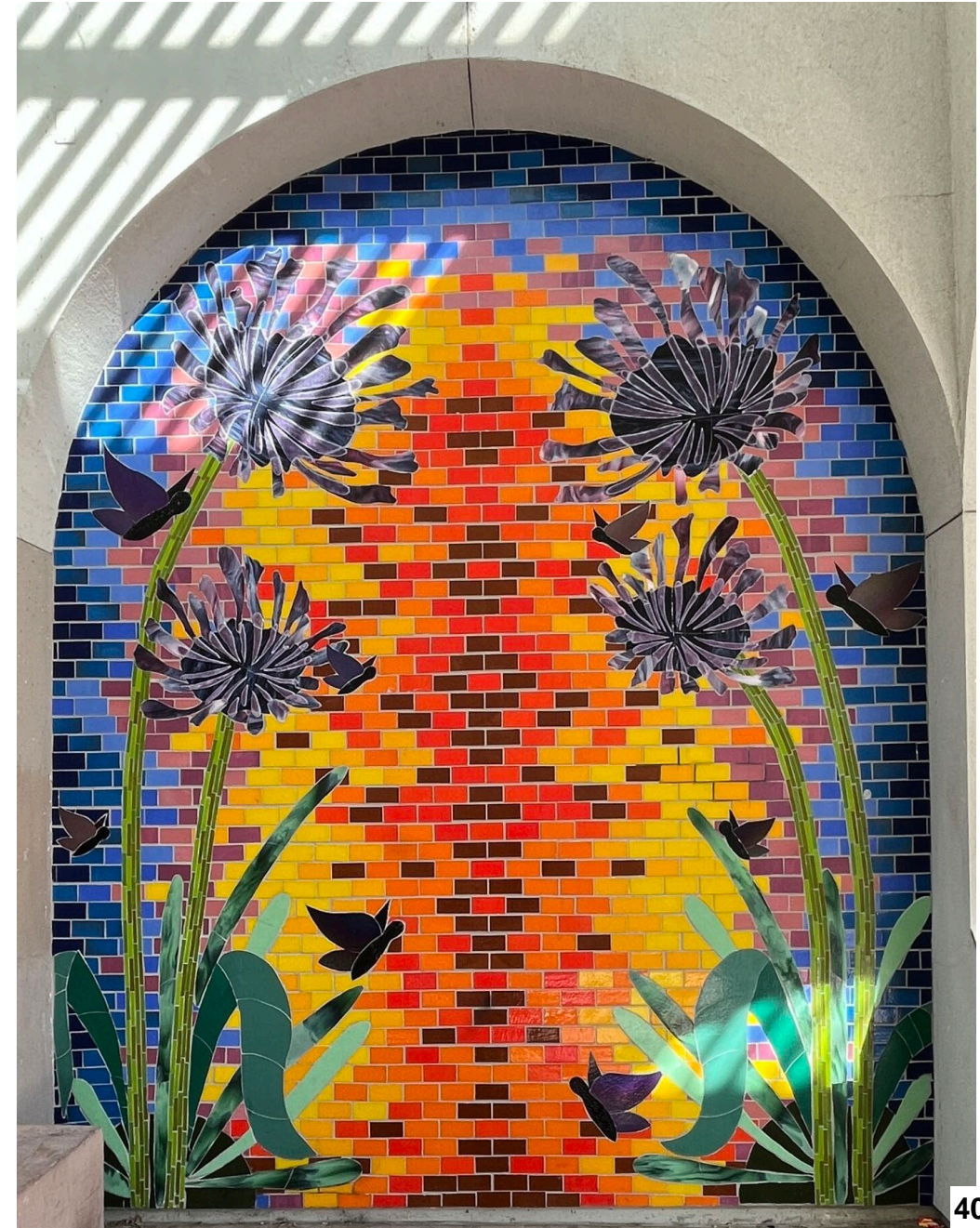
- Notes (to be added during meeting)

What do you consider to be the most pressing needs for CCC residents?

- Notes (to be added during meeting)

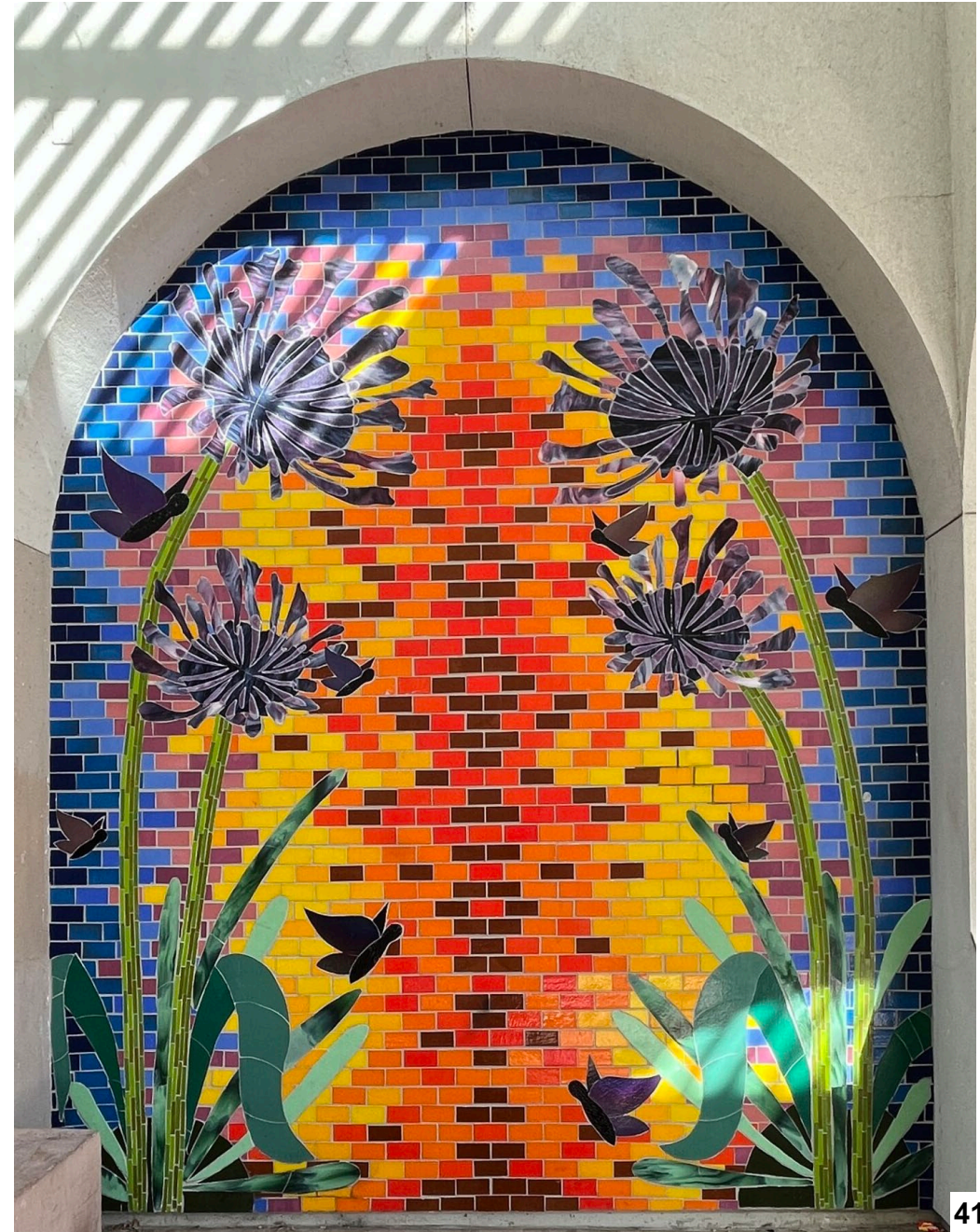
What else should we consider?

- Notes (to be added during meeting)



What else should we consider?

- Notes (to be added during meeting)



Thank You!

Kym Dorman

Raimi + Associates, an Alta Company

kym@raimiassociates.com



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-1439

Agenda Date: 4/15/2026

Agenda #: 6.

Advisory Board: MEASURE X COMMUNITY ADVISORY BOARD
Subject: Select Chair and Vice Chair for a one-year term
Presenter: Jessica Shepard, MXCAB Staff

Information:

Pursuant to Article III A. of the MXCAB bylaws, the MXCAB selects two officers, a Chair and Vice Chair, each April.

All regular voting members of the MXCAB are eligible to serve as an officer, however, alternate members are ineligible to serve as officers. Each term is one year and there are no limits on how many terms a member can serve as an officer.

More specifically, Article III A. of the MXCAB bylaws states:

“The Advisory Board shall select a Chair and Vice Chair for purposes of officiating meetings, who shall each serve for a term of one (1) year. The Chair and Vice Chair, respectively, may be elected to successive terms as Chair and Vice Chair by the Advisory Board, and may serve in these capacities until such time as their overall term on the Advisory Board ends. Alternate members may not serve as officers. Election of officers shall be held in April of each year.”

Attachment(s):

- MXCAB Bylaws
- MXCAB Roster

1 **CONTRA COSTA COUNTY MEASURE X COMMUNITY ADVISORY BOARD BYLAWS**

2
3 (adopted by the Board of Supervisors on July 8, 2025)

4 **Article I – Purpose**

5 A. The Measure X Community Advisory Board (the “Advisory Board” or “MXCAB”) was established by
6 the Board of Supervisors on February 2, 2021 to advise the Board of Supervisors on the use of
7 Measure X transactions and use tax funds. The main responsibilities of the Advisory Board are:

- 8 1. Advising the Board of Supervisors on priority, community needs every three years, using as a
9 starting point the priority areas identified in the Measure X ballot language: “To keep Contra
10 Costa’s regional hospital open and staffed; fund community health centers; provide timely
11 fire and emergency response; support crucial safety-net services; invest in early childhood
12 services; protect vulnerable populations; and for other essential county services.”
- 13 2. Participating and collaborating in the needs assessment process to develop findings and
14 general funding priorities to be recommended to the Board of Supervisors on Measure X
15 funds available for allocation:
- 16 i. Needs assessments will occur during every third year, incorporating community
17 outreach; county departmental analysis, including recent mandated state, federal,
18 and local needs assessments; and analysis of emergent needs identified by the
19 Board of Supervisors. The MXCAB will receive needs assessment reporting to help
20 inform their deliberations and recommended general funding priorities;
- 21 ii. Revenue growth from Measure X shall first be allocated to the cost growth within
22 existing Measure X funded programs;
- 23 iii. The MXCAB shall not make specific dollar amount allocations recommendations, or
24 specific program provider recommendations.
- 25 3. Providing an annual report to the Board of Supervisors on the MXCAB’s self-assessment of
26 their effectiveness during the past year, including reporting on the advisory body’s activities,
27 accomplishments, work plan, and goals.

28 **Article II – Membership**

29 A. Composition:

- 30 1. The Advisory Board shall consist of 17 members, composed of 10 Supervisorial District
31 appointees (two (2) per Supervisorial District) and seven (7) At-Large appointees.
- 32 2. The Advisory Board shall include five (5) alternates, one for each Supervisorial District.
33 Alternate members are expected to attend all regular Advisory Board meetings and may
34 participate fully, except that they may not vote unless substituting for an absent member.
35 Alternate members may not serve as elected officers but may serve on ad hoc or standing
36 committees of the Advisory Board.

1 **B. Eligibility:**

2 1. **General:** The Advisory Board shall be composed of members representing diverse voices,
3 perspectives, and expertise, including but not exclusive to: budget justice advocacy, children’s
4 services, community health, consumer advocacy, faith leadership, senior services, fire and public
5 safety protection, housing and homelessness, labor union representation, legal advocacy, local
6 businesses, mental health services, non-partisan civic organizations, policy organizations, public
7 health, racial justice and equity, safety net services, senior services, substance use services,
8 taxpayers, and youth services. Priority will be given to residents who are most impacted by one
9 or more of the community needs identified by MXCAB, including those who have direct lived
10 experience of the harms caused by racial and economic inequities. MXCAB will work with
11 members of the Board of Supervisors to develop and implement strategies to identify and
12 support MXCAB applicants and new members with lived experience.

13 2. **Live/Work Requirement:** Members shall either live or work in Contra Costa County, with the
14 majority being residents of the County. There is no requirement for Supervisorial District seat
15 appointees to live or work within a specific Supervisorial District.

16 3. **No Public Officials:** Elected officials and County department heads are not eligible to serve on
17 the Advisory Board.

18 4. **Required Trainings:** All members, including alternates, are required to take formal ethics
19 training (AB 1234) and other courses as specified in the Advisory Body Handbook. New members
20 have up to three (3) months to fulfill their obligation. Verification of completion must be
21 provided immediately to Staff. Members not in compliance will be referred to the Board of
22 Supervisors for appropriate action.

23 5. **No Conflicts of Interest:** All members should avoid the appearance of a conflict of interest
24 even when the committee's decisions are advisory. Members must recuse themselves from the
25 Advisory Body’s deliberations and decisions that would financially benefit oneself; one’s
26 employer, affiliated organization, or family. Members and their relatives also may not be
27 associated with a grantee of revenue generated by Measure X, such as an employee, contractor,
28 or organization board member of a grantee or subrecipient.

29 6. **Disclosure of Financial Interests:** All members, including alternates, must annually complete
30 and file California Form 700 – Statement of Economic Interests, and also upon leaving the
31 Advisory Body.

32 **C. Terms of Office:**

33 1. **Appointments:** The members of the Advisory Board and alternates shall serve staggered
34 terms of two or three years.

35 a) **Supervisorial District Appointments:** Each of the two (2) Supervisorial District seats and
36 alternates identified in Article II(A) for each Supervisorial District, shall serve a term of two (2)
37 years. The appointment will run in alignment with the term of office of the nominating
38 Supervisor.

1 b) At-Large Appointments: Each of the seven (7) At-Large seats identified in Article II(A), shall
2 serve a term of three (3) years.

3 2. Term Limits: Each member is limited to serving, consecutively, for a maximum of six years.

4 D. Appointment Process:

5 1. Supervisory District Appointments:

6 a) The Clerk of the Board of Supervisors will solicit applications to fill the Supervisory
7 District Appointments every two (2) years in a single recruitment process. The
8 respective Supervisor, and interested members of MXCAB, shall assist in ensuring that
9 the opportunity to apply is distributed widely to a broad array of county residents and
10 stakeholders, in order to maintain and support diverse representation on MXCAB.

11 b) Applications shall be referred to each County Supervisor to select three nominees to
12 serve on the Advisory Board (two nominees plus one alternate nominee).

13 c) Nominations will be submitted directly to the Board of Supervisors.

14 2. At-Large Appointments:

15 a) The Clerk of the Board of Supervisors will solicit applications to fill the At-Large
16 Appointments every three (3) years in a single recruitment process.

17 b) Applications shall be referred to the Finance Committee to select seven (7) At-Large
18 seats

19 c) The Finance Committee shall ultimately make every effort to ensure that there is
20 representation from the broadest cross-section of stakeholders as described in Article
21 II(B)(1) as well as geographic, racial and ethnic representation reflecting the County's
22 diversity.

23 d) Final nominations shall be submitted to the full Board of Supervisors for
24 consideration of appointment.

25 3. Unscheduled Vacancies:

26 a) General: Should an unscheduled vacancy occur during a MXCAB member's term of
27 office, whether by death, resignation or otherwise, the Board of Supervisors and MXCAB
28 Chair shall be notified of the vacancy. The Board of Supervisors shall direct the Clerk of
29 the Board to announce the vacancy and collect applications for appointment.

30 b) Supervisory District Vacancy: If the unscheduled vacancy is in a Supervisory District
31 seat, then the applications seeking appointment will be transmitted by the Clerk of the
32 Board to the Supervisory District responsible for making nominations for appointment
33 to that seat. The MXCAB will also be notified of the vacancy. The Supervisory District
34 will then transmit the nomination for appointment to the Board of Supervisors for
35 consideration.

1 c) At-Large Vacancy: If the unscheduled vacancy is in an At-Large seat, then the
2 applications seeking appointment will be transmitted by the Clerk of the Board to the
3 Finance Committee to consider making nominations for appointment to the vacant seat.
4 The Finance Committee will then transmit the nomination for consideration and
5 appointment to the Board of Supervisors for consideration.

6 d) Resignation: Any appointed member may resign by giving written notice to the Clerk
7 of the Board of Supervisors, the appointing Supervisor of the district appointee, and the
8 MXCAB Chair.

9 **Article III. – Advisory Board Structure & Meetings**

- 10 A. Officers: The Advisory Board shall select a Chair and Vice Chair for purposes of officiating meetings,
11 who shall each serve for a term of one (1) year. The Chair and Vice Chair, respectively, may be
12 elected to successive terms as Chair and Vice Chair by the Advisory Board, and may serve in these
13 capacities until such time as their overall term on the Advisory Board ends. Alternate members may
14 not serve as officers. Election of officers shall be held in April of each year.
- 15 B. Meetings: Regular meetings of the Advisory Board shall be held quarterly. Regularly scheduled
16 meetings may be canceled by a majority vote of the Advisory Board or, for lack of business or a
17 quorum, by the Chair.
- 18 C. Special Meetings: Special meetings of the Advisory Board or any other committees may be called by
19 the Chair at any time, or by a majority of current Advisory Board members. Such meetings shall be
20 called in accordance with the provisions of the Ralph M. Brown Act and the Contra Costa County
21 Better Government Ordinance regarding member and public notice. The MXCAB Chair shall consult
22 with MXCAB staff to ensure staff capacity to support any such committee meetings.
- 23 D. Quorum: A majority of the membership of the Advisory Board shall constitute a quorum for the
24 transaction of business. A quorum is established when nine (9) members are present at a meeting.
25 No action shall be taken by the Advisory Board unless a quorum is present as defined above.
26 Alternate Advisory Board members substituting for members may be counted in determining
27 whether a quorum is established at a meeting.
- 28 E. Voting: Each member of the Advisory Board, or the member's alternate when the member is absent,
29 has one vote. A minimum of nine (9) votes of the members present, or alternates when members
30 are absent, are required to pass a motion.
- 31 F. Conflict of Interest: A member may not discuss or vote on an agenda item if doing so would
32 constitute a conflict of interest. In such a case, the member shall announce that they have a conflict
33 of interest, recuse themselves, and leave the room before the item is presented and considered.
- 34 G. Meeting Procedure: The Chair shall preside at all meetings, and shall proceed with the business of
35 the Advisory Board in a manner prescribed in these bylaws and in the Advisory Body Handbook. If
36 the Chair is not present at a meeting, the Vice Chair shall preside.

37

1 H. Order of Business: The regular order of business of the Advisory Board shall be at least the
2 following:

- 3 1. Call to order
- 4 2. Roll call to determine voting eligibility
- 5 3. Public comment on items not on the agenda
- 6 4. Approve Record of Action from prior meeting
- 7 5. Consideration and action on agenda items
- 8 6. Adjournment

9
10 I. Sub-Committees and Ad Hoc Committees: With approval from the MXCAB, the MXCAB Chair may
11 create MXCAB sub-committees and/or ad hoc committees as needed, composed of regular or
12 alternate members who have full voting rights. All such committees are open and accessible to the
13 general public in accordance with the Ralph M. Brown Act and the Contra Costa County Better
14 Government Ordinance. The MXCAB Chair shall consult with MXCAB staff to ensure staff capacity to
15 support any such committee meetings.

16 J. Public Access: All meetings of the Advisory Board shall be open and accessible to the general public
17 in accordance with the Ralph M. Brown Act and the Contra Costa County Better Government
18 Ordinance. Opportunity for public comment will be included in each agenda item. In the interest of
19 facilitating the business of the Advisory Board, the Chair may set in advance of public comment
20 reasonable time limits for oral presentation.

21 **Article IV – Administration**

22 The Advisory Board shall obtain staff support from the County Administrator’s Office or another county
23 office designated by the Board of Supervisors. The staff will be responsible for compiling and distributing
24 Advisory Board meeting notices, agenda packets and records of action; upon request 72 hours in
25 advance arranging for simultaneous interpretation (at a minimum in American Sign Language and
26 Spanish) for all MXCAB meetings; posting MXCAB meeting videos on the county website within seven (7)
27 days of the most recent meeting; maintaining the MXCAB member roster and contact list; and advising
28 the MXCAB Chair and members on questions of procedure.

29 **Article V – Compensation**

30 Members of the Advisory Board shall serve without compensation and shall not receive reimbursement
31 for any expenses incurred while conducting official business.

32 **Article VI – Changes to Bylaws**

33 The provisions of these Bylaws may be altered, amended or repealed within the limitations imposed by
34 the Brown Act, the Contra Costa County Better Government Ordinance and the policies of the Contra
35 Costa County Board of Supervisors. No such alteration, amendment or repeal shall be effective unless
36 and until the change has been approved by the Board of Supervisors.

37

1 **Article VII – Dissolution**

2 The Advisory Board shall dissolve after all sales tax revenue pursuant to Measure X is considered
3 collected at the end of the term of Measure X, unless extended by the Board of Supervisors, and a final
4 report is submitted.

Measure X Community Advisory Board Membership Effective January 20, 2026

Incumbent	Seat Title	Term Start Date	Term End Date
Supervisorial Seats			
Rachel Rosekind	District I Seat 1	4/1/2025	12/31/2026
Roxanne Carrillo Garza	District I Seat 2	4/1/2025	12/31/2026
Kathryn Chiverton	District II Seat 1	4/1/2025	12/31/2026
Nishi Moonka	District II Seat 2	4/1/2025	12/31/2026
Odessa LeFrancois	District III Seat 1	4/1/2025	12/31/2026
Nancy Benavides	District III Seat 2	4/1/2025	12/31/2026
VACANT	District IV Seat 1	4/1/2025	12/31/2026
Don Seta	District IV Seat 2	4/1/2025	12/31/2026
Sam Alley	District V Seat 1	8/12/2025	12/31/2026
VACANT	District V Seat 2	4/1/2025	12/31/2026
At-Large Seats			
Mark Miller	At-large Seat 1	9/9/2025	3/31/2027
VACANT	At-large Seat 2	4/1/2024	3/31/2027
VACANT	At-large Seat 3	4/1/2024	3/31/2027
VACANT	At-large Seat 4	4/1/2024	3/31/2027
Omar Rascon	At-large Seat 5	4/1/2024	3/31/2027
Gene Jackson	At-large Seat 6	4/1/2024	3/31/2027
VACANT	At-large Seat 7	4/1/2024	3/31/2027
Alternates			
Willie Robinson	District I Alternate	4/1/2025	12/31/2026
Lee Ross	District II Alternate	4/1/2025	12/31/2026
Vinoy Mereddy	District III Alternate	4/1/2025	12/31/2026
VACANT	District IV Alternate	4/1/2025	12/31/2026
VACANT	District V Alternate	4/1/2025	12/31/2026