



AGENDA

CONTRA COSTA COUNTY Family and Human Services Committee

Supervisor Candace Andersen, Chair
Supervisor John Gioia, Vice Chair

<https://cccounty-us.zoom.us/j/87535225404> | USA
888-278-0254 Conference code: 854906

Monday, October 13, 2025	10:30 AM	309 Diablo Rd., Danville 11780 San Pablo Avenue, Suite D., El Cerrito https://cccounty-us.zoom.us/j/87535225404 04 USA 888-278-0254 Conference code: 854906
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The public may attend this meeting in person at either above location. The public may also attend this meeting remotely via Zoom or call-in.

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

- 1 Introductions
- 2 Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two (2) minutes).
- 3 RECEIVE and APPROVE the Record of Action for the September 8, 2025 [25-4253](#)
Family and Human Services Committee (FHS) meeting. (Jason Chan, Sr. Deputy
County Administrator)
Attachments: [Draft ROA 9.8.25](#)
- 4 CONSIDER recommending to the Board of Supervisors the appointment of [25-4254](#)
Natalya Dunauskas to the At-Large #3 Seat with a term ending September 30,
2027 on the Family and Children's Trust Committee (FACT), as recommended by
the Employment and Human Services Department. (Ana Kaye, FACT Staff)
Attachments: [Dunauskas, Natalya \(FACT\) 08-16-25 \[D5\]_Redacted](#)
[FACT ROSTER 11.1.2025 - DRAFT Redacted](#)

- 5 CONSIDER recommending to the Board of Supervisors the appointments of Mary Sheila Driscoll to the City of Clayton's local seat, Sonja Shepard to the City of Pittsburg's local seat, Gerry La Londe-Berg to the Alternate #3 seat, Teresa Wright to the Alternate #4 seat, and Holly Frates to the MAL #9 seat with terms expiring September 30, 2027, and reappointment of nineteen (18) members with terms expiring September 30, 2027 on the Advisory Council on Aging, as recommended by the Council. (Tracy Murray, Aging and Adult Services Director) [25-4255](#)

Attachments: [Copy of ACOA Roster for FHS - Master](#)
[Driscoll, Sheila \(ACOA\) 05-20-25 \[D4\] Redacted](#)
[Shepard, Sonja \(ACOA\) 9-12-2025 \[D5\] Redacted](#)
[Buckman, Chalo \(ACOA\) Redacted](#)
[Evans, Candace \(ACOA\) Redacted](#)
[Fowler, Marilyn \(ACOA\) 2025 Redacted](#)
[Goldhammer Alan \(ACOA\) 4-22-2024 Redacted](#)
[Hayes, Michelle \(ACOA\) 2025 Redacted](#)
[Kalm Denise \(ACOA\) 6.25.2025 Redacted](#)
[Kleiner, Jill \(ACOA\) Redacted](#)
[Lopez, Nicola \(ACOA\) 2025 Redacted](#)
[Monroy-Dexter, Kathryn \(ACOA\) 2025 Redacted](#)
[Morisky, Richard \(ACOA\) 2025 Redacted](#)
[O'Toole, Brian \(ACOA\) 2025 Redacted](#)
[Shaefer, Carol \(ACOA\) 2025 Redacted](#)
[Van Ackren, Lorna \(ACOA\) 2025 Redacted](#)
[Yee, Dennis \(ACOA\) 6.30.2025 Redacted](#)
[Cesar Court Advisory Council on Aging Redacted](#)
[Steven Freshman ACOA Application 7.2.2025 Redacted](#)
[Sekhon, Indy 3.31.25 Redacted](#)
[Wiener, Deborah \(ACOA\) 03-30-25 \[D2\] Redacted](#)
[Frates, Holly \(ACOA\) 03-30-25 \[D4\] Redacted](#)
[La Londe-Berg Gerard \(ACOA\) 06-18-25 D1 Redacted](#)
[Wright, Yanmei \(ACOA\) 05-24-25 \[D4\] Redacted](#)

- 6 CONSIDER accepting the report from the Employment and Human Services Department (EHSD) on Child Welfare Services & Initiatives, and DIRECT staff to forward the report to the Board of Supervisors for their information, as recommended by the EHSD Director. (Roslyn Gentry, Children and Family Services Bureau Director) [25-4256](#)

Attachments: [Child Welfare Services and Initiatives - 9-30](#)

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- 7 CONSIDER accepting the Employment and Human Services Department's report on Medi-Cal, CalWORKs & CalFresh activities, and directing staff to forward the report to the Board of Supervisors for their information, as recommended by the Employment and Human Services Director. (Angela Bullock-Hayes, Workforce Services Director) [25-4257](#)
- Attachments:** [2025 FHS CW Presentation.10.03.2025](#)
- 8 CONSIDER accepting the annual report from the Contra Costa Health Services Department with updates on the implementation of the cannabis school-based education program, and directing staff to forward the reports to the Board of Supervisors for their information, as recommended by the Health Services Department (Suzanne Tavano, PhD, Director of Behavioral Health; and Fatima Matal Sol, Alcohol and Other Drugs Program Chief) [25-4258](#)
- Attachments:** [BOS FHS Cannabis Prevention Annual Update CCH 09.17.25](#)
[CANNABIS FHS BOS Annual Update 9.17.25](#)
- 9 CONSIDER accepting the draft Behavioral Health Board Bylaws and direct staff to forward the Bylaws to the Board of Supervisors for their approval, as recommended by the Behavioral Health Board. (Anya Gupta, Behavioral Health Board member). [25-4259](#)
- Attachments:** [FHS Committee Meeting BHB Bylaws 10.13.25](#)
[Behavioral Health Board Bylaws Final Draft](#)

The next meeting is currently scheduled for November 10, 2025

Adjourn

General Information

This meeting provides reasonable accommodations for persons with disabilities planning to attend a the meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar St., 4th Floor, Martinez, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.co.contra-costa.ca.us.

HOW TO PROVIDE PUBLIC COMMENT:

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

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

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

For Additional Information Contact: Jason Chan, (925) 655-2050



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4253

Agenda Date: 10/13/2025

Agenda #: 3

FAMILY & HUMAN SERVICES COMMITTEE

Meeting Date: October 13, 2025
Subject: Record of Action for September 8, 2025
Submitted For: Family and Human Services Committee
Department: County Administrator
Referral No: N/A
Referral Name: N/A
Presenter: Jason Chan, Sr. Deputy County Administrator
Contact: Jason Chan, (925) 655-2050

Referral History:

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

Referral Update:

Attached is the record of action for the September 8, 2025, Family and Human Services Committee meeting.

Recommendation(s)/Next Step(s):

RECEIVE and APPROVE the Record of Action for the September 8, 2025, Family and Human Services Committee meeting.

Fiscal Impact (if any):

There is no fiscal impact.



CONTRA COSTA COUNTY

Committee Meeting Minutes

Family and Human Services Committee

Supervisor Candace Andersen, Chair
Supervisor John Gioia, Vice Chair

<https://cccouny-us.zoom.us/j/87535225404> | USA
888-278-0254 Conference code: 854906

Monday, September 8, 2025

**10:30 AM 309 Diablo Rd., Danville | 11780 San Pablo
Avenue, Suite D., El Cerrito**

**<https://cccouny-us.zoom.us/j/87535225404> |
USA 888-278-0254 Conference code: 854906**

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

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

Meeting was called to order at 10:31 a.m. by Supervisor Andersen.

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

No one requested to speak during general public comment.

3. RECEIVE and APPROVE the Record of Action for the July 14, 2025 Family and Human Services Committee (FHS) meeting. (Jason Chan, Sr. Deputy County Administrator)

Attachments: [Draft ROA 7.14.25](#)

The Committee approved the Record of Action for the July 14, 2025, meeting as presented.

4. CONSIDER recommending to the Board of Supervisors the appointment of Vedrana Varagic to the At-Large #4 seat on the Contra Costa Commission for Women and Girls with a term expiring February 28, 2029, as recommended by the Commission. (Chrystine Robbins, Sr. Management Analyst)

Attachments: [CCCWG Roster, Seats, Terms 8.27.25](#)
[Varagic, Vedrana \(CCCWG\) 06-26-25 \[D5\]_Redacted](#)

The Committee approved the appointment for the Board of Supervisors approval as recommended.

5. CONSIDER recommending to the Board of Supervisors the appointment of Candida Duperroir to the Community #4 - East County seat on the Local Planning and Advisory Council for Early Care and Education, as recommended by the Contra Costa County Office

of Education. (Monica Joseph, LPC Staff)

Attachments: [LPC updated Roster 8.5.25](#)
[Duperroir, Candida \(LPC application\) 07-11-25 \[D5\] Redacted](#)

The Committee approved the appointment for the Board of Supervisors approval as recommended.

Supervisor Gioia asked for additional promotional information on vacancies for Local Planning and Advisory Council for Early Care and Education (LPC) to be provided at a future meeting.

6. CONSIDER recommending to the Board of Supervisors the reappointment of Maura Millison to the At-Large #2 Seat and Carol Carrillo to the Discipline Specific #3 Seat – Child Abuse Prevention Council with terms ending September 30, 2027 on the Family and Children’s Trust Committee (FACT), as recommended by the Employment and Human Services Department. (Ana Kaye, FACT Staff)

Attachments: [FACT ROSTER 10.1.2025 - DRAFT Redacted](#)
[FACT FHS Membership Request Re-Appointment 8.6.2025](#)
[Millison, Maura \(FACT\) 05-05-25 \[D4\] - Redacted](#)
[Carrillo, Carol \(FACT\) 05-01-25 \[OOC\] - Redacted](#)

The Committee approved the appointment for the Board of Supervisors approval as recommended.

Employment and Human Services Director Marla Stuart will provide additional information on Family and Children’s Trust Committee (FACT) vacancies at a future meeting.

7. CONSIDER recommending to the Board of Supervisors the appointment of Wilson Cheng to the Consumer Under 60 Seat #1 and Rose Acampora to the Under 60 Seat #2 on the In-Home Supportive Services Public Authority Advisory Committee, as recommended by the Employment and Human Services Department. (Valerie Chatman, Executive Director)

Attachments: [AC Member Speard Sheet 07-28-2025](#)
[07-15-2025 Redacted Application Wilson Chen](#)
[07-15-2025 Redacted Application Rose Acampora](#)

The Committee approved the appointment for the Board of Supervisors approval as recommended.

8. CONSIDER recommending to the Board of Supervisors the appointment of Tim Sbranti to the Labor Seat #3 seat, Doug Jones to the Labor Seat #4, Patience Ofodo to the Business Seat #12, Dawn King to the Business Seat #13, and the reappointment of Timothy Jeffries to the Labor Seat #1 on the Workforce Development Board (WDB), as recommended by the Employment and Human Services Department. (Tamia Brown, Executive Director)

Attachments: [WDB Board Roster 08.2025 - PUBLIC](#)
[A4b - Tim \(WDB\) 07-30-25 \[OOC, D5\] Redacted](#)
[A4c - Jones, Doug \(WDB\) 07-30-25 \[OOC\] Redacted](#)
[A3b -Ofodu Patience Application \(WDB\) 08-02-24 \(002\) - Redacted](#)
[A3c -King Dawn Application \(WDB\) 02-19-25 - Redacted](#)

[Jefferies, Timothy \(WDB\) 08-01-25 \[D3, D4\] Redacted](#)

The Committee approved the appointment for the Board of Supervisors approval as recommended.

9. CONSIDER accepting the report from the Employment and Human Services Department (EHSD) on Aging and Adult Services, and DIRECT staff to forward the report to the Board of Supervisors for their information, as recommended by the EHSD Director. (Tracy Murray, Aging and Adult Services Director)

Attachments: [Aging Adult Services FHS Presentation September 8 2025](#)

The Committee received the presentation and recommended for the Board of Supervisors as a discussion at a future meeting.

10. CONSIDER accepting the Council on Homelessness (COH) Quarter 2 report and directing staff to forward the report to the Board of Supervisors for their information. (Jaime Jenett, Staff to the COH)

Attachments: [Council on Homelessness Q2-2025 Report](#)
[Q2 2025 COH report to FHS](#)

The Committee accepted the report and recommended as a consent item for a future Board of Supervisors meeting.

11. CONSIDER accepting the annual reports on the Policy Options for Protecting Youth from Tobacco Influences in the Retail Environment and the Secondhand Smoke Protections ordinances, and directing staff to forward the reports to the Board of Supervisors for their information, as recommended by the Health Services Department and Public Health Officer. (Sefanit Mekuria, MD, MPH, Deputy Health Officer; and Mayra Lopez, Tobacco Prevention Program Manager)

Attachments: [2025 FHS Report Slide Deck Final 8.25.25](#)
[SFMUR FHS Report Final 8.25.25](#)
[TRL FHS Report Final 8.25.25](#)

The Committee accepted the reports and recommended that the proposed ordinance updates be presented at the Board of Supervisors with a public hearing.

The next meeting is currently scheduled for October 13, 2025.

Adjourn

The meeting was adjourned at 11:44 a.m.

General Information

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For Additional Information Contact: Jason Chan, (925) 655-2050



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4254

Agenda Date: 10/13/2025

Agenda #: 4

FAMILY & HUMAN SERVICES COMMITTEE

Meeting Date: October 13, 2025
Subject: Appointments to the Family and Children's Trust Committee (FACT)
Submitted For: Marla Stuart, Director
Department: Employment and Human Services Department
Referral No: N/A
Referral Name: N/A
Presenter: Ana Kaye, FACT Staff
Contact: Laura Malone, 925-608-4885

Referral History:

On January 7, 2020 the Board of Supervisors adopted Resolution No. 2020/1 adopting policy governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was the requirement that applications for at large/countywide seats be reviewed by a Board of Supervisors committee.

The Family and Children's Trust Committee (FACT), was established in 1982 by the Contra Costa County Board of Supervisors to make funding recommendations on the allocation of a variety of funds for prevention and intervention services to reduce child abuse and neglect, provide supportive services to families and children, and promote a more coordinated, seamless system of services for families. Funding for FACT supported projects derived from federal and state program legislation, and donations to the County's Family and Children's Trust Fund.

Every two years, the members of the FACT establish a series of County priorities for the use of these funds through review of existing data and reports and by holding Public Hearings in various areas of the county. The Committee then develops a competitive bidding process to select non-profit, community-based agencies that can best provide the services determined to be most important. Program recommendations are made to the Board of Supervisors which makes the final funding decisions. The Committee continues to evaluate these funded programs to ensure continued provision of quality service and achievement of stated goals. Programs currently being supported include countywide parenting classes, therapeutic day care for emotionally disturbed children, treatment for families, young children and teens with both substance abuse and child abuse issues, services for homeless families, and projects to support children whose mothers have been victims of domestic violence and sexual assault.

On March 19, 2024 the Board of Supervisors approved a reduction of FACT Committee member seats from fifteen (15) to eleven (11). This reduction has allowed the FACT Committee to achieve quorum and meet regularly. Members are appointed by the Board and include citizens with expertise in children's issues, education, law, non-profit agency management, public health, and program research/evaluation. Terms for all Commission seats are two years.

At Large and non-District appointed seat vacancies on the FACT have been assigned for Family and Human Services Committee review since 2003.

Referral Update:

The Family and Children's Trust Committee has reviewed the attached application and recommends the appointment of Natalya Dunauskas to the At-Large #3 Seat with a term ending September 30, 2027.

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the appointment of Natalya Dunauskas to the At-Large #3 Seat with term ending September 30, 2027, on the Family and Children's Trust Committee.

Fiscal Impact (if any):

There is no fiscal impact for this action.

Application Form

Profile

Natalya

First Name

Dunauskas

Last Name

Middle
Initial

Home Address

Suite or Apt

Pittsburg

City

CA

State

94565

Postal Code

Primary Phone

Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

☒ District 5

Rainin Group, LLC / Kenneth
Rainin Foundation

Employer

HR Generalist

Job Title

Length of Employment

19 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?

5 years

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

☐ Yes ☒ No

Board and Interest

Which Boards would you like to apply for?

Family & Children's Trust Committee: 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 *

☒ None of the above

College/ University A

Name of College Attended

CSU East Bay

Degree Type / Course of Study / Major

B.S. in Business Administration with HR Management Concentration

Degree Awarded?

☒ Yes ☐ No

College/ University B

Name of College Attended

Chabot College

Degree Type / Course of Study / Major

A.S. in Accounting

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

Resource Family Approval Certificate

Certificate Awarded for Training?

☒ Yes ☐ No

Other Training B

Certificate Awarded for Training?

☐ Yes ☐ No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

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

I have lived in Contra Costa County for over three years and have been a resource/foster parent for over three years. I am currently fostering a 15-year-old girl, and I am committed to the well-being of youth. I would like to be more engaged in my community and seek volunteering opportunities that promote positive youth development.

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

I have been a staff member for the Rainin Group, LLC / Kenneth Rainin Foundation, for 19 years. While working for a non-profit organization for many years, I would like to be more engaged in my own community in Contra Costa County, and I seek volunteering opportunities that promote positive youth development.

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 am a resource/foster parent.

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 receive a monthly stipend to help cover the costs of caring for a foster child.

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☒ I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
 - (1) Mother, father, son, and daughter;
 - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

NATALYA V. DUNAUSKAS

Pittsburg, CA 94565 | (916) 434-1111

Professional Summary

Dedicated HR Professional with a demonstrated history of working in the philanthropy industry, offering 10+ years of success in benefits administration, employee relations, and recruitment areas. Adept at learning new industry laws and standards, as well as incorporating relevant best practices into new planning and coordination.

Skills

- Benefit administration
- Employee relations
- State and federal labor laws
- Recruitment
- Onboarding
- HRIS (ADP Resource, Paycom)
- Organizational skills
- Customer service
- Critical thinking
- Attention to detail
- Confidentiality
- Flexibility
- MS Office & Adobe
- Technical expertise
- Quick learner

Work History

Rainin Group, LLC / Kenneth Rainin Foundation – Oakland, CA

HR Generalist

09/2022 to Current

Coordinate the day-to-day operations of the HR department across all functional areas, including, but not limited to, employee relations, employment policies and practices, HRIS, benefits administration, compensation, recruitment, performance management, training, and payroll. Provide necessary administrative and logistical support for the department.

HR/Benefits Coordinator

01/2015 to 9/2022

Provided day-to-day administrative and operational support to the HR department around benefits administration, recruitment, onboarding, offboarding, and payroll processing. Maintained employee records, coordinated training, and ensured compliance with HR policies and regulations. Responded to employee inquiries.

Office Coordinator

06/2013 to 01/2015

Managed general office activities, performed bookkeeping responsibilities, and assisted with HR tasks, including benefits administration, recruitment, and payroll. Provided administrative support to the CEO and other members of the C-Suite. Assisted the Finance Director with daily investment-related projects. Provided basic IT support for staff. Performed Public Notary duties.

Bookkeeper/Administrative Assistant

05/2006 to 06/2013

Provided assistance with general bookkeeping and administrative tasks. Maintained data entry in Investment Portfolio Software. Provided support with special projects to the Assistant to the President, Finance, and Accounting teams.

Monarch Studios, Inc – Oakland, CA

Office Assistant

06/2004 to 04/2006

Provided day-to-day office support for a manufacturing company. Responsibilities included, but were not limited to, daily order processing, ordering and scheduling merchandise for production, scheduling freight shipments, and collecting and processing deposits. Other responsibilities involved daily data entry into accounting software, monthly financial statements reconciliation, maintaining office supplies, organizing the office, conducting research, light traveling, and providing back-up to other positions as needed.

Education

B.S.B.A. in Human Resources Management & Organizational Behavior California State University East Bay - Hayward, CA	12/2019
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Associate of Science in Accounting Chabot College - Hayward, CA	12/2013
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Certifications

Human Resources Management Certificate, Executive Program California State University East Bay (Extension) - Hayward, CA	01/2015
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FACT ROSTER NOVEMBER 2025

Discipline Specific Seats (3)	At-Large Members (3)	District Seats (5)
<p>1. First 5 Commission Exp. 09/30/2026 Emily Hampshire Concord, CA 94520</p> <p>2. Mental Health Exp. 09/30/2026 Dr. Rhiannon Shires Danville, CA 94526</p> <p>3. Child Abuse Prevention Council Exp. 09/30/2027 Carol Carrillo, MSW Concord, CA 94520</p> <p>*Chair **Vice-Chair</p>	<p>1. Nakenya Allen Exp. 09/30/2026 Martinez, CA 94553</p> <p>2. Maura Millison Exp. 09/30/2027 Clayton, CA 94517</p> <p>3. Natalya Dunauskas Exp. 09/30/2027 Pittsburg, CA 94565</p>	<p>District I Exp. 09/30/2026 Supervisor John Gioia Catherine “Kay” Reed** Kensington, CA 94707</p> <p>District II Exp. 09/30/2027 Supervisor Candace Andersen Mary Flott Alamo, CA 94507</p> <p>District III Exp. 09/30/2026 Supervisor Diane Burgis Yvonne Wadleigh Brentwood, CA 94513</p> <p>District IV Exp. 09/30/2027 Supervisor Ken Carlson Erin Cabezas Concord, CA 94521</p> <p>District V Exp. 09/30/2027 Supervisor Scales-Preston Isabel Renggenathen* Antioch, CA 94509</p>
	Staff to FACT	
	<p>Ana Kaye 40 Douglas Drive Martinez, CA 94553 O: (925) 608-4885 kayea@ehsd.cccounty.us</p> <p>Jan Nelson 40 Douglas Drive Martinez, CA 94553 O: (925) 608-4941 nelsojb@ehsd.cccounty.us</p> <p>Reception: (925) 608-5000</p>	

Draft – Effective following Board of Supervisor Approval; Anticipated Effective Date November 1, 2025
Blue Highlight represents appointment pending approval.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4255

Agenda Date: 10/13/2025

Agenda #: 5

FAMILY & HUMAN SERVICES COMMITTEE

Meeting Date: October 13, 2025

Subject: Appointments and reappointments to the Advisory Council on Aging

Submitted For: Marla Stuart, Director

Department: Employment and Human Services

Referral No: N/A

Referral Name: N/A

Presenter: Tracy Murray, Aging and Adult Services Director

Contact: Jason Chan, (925) 655-2050

Referral History:

On January 7, 2020, the Board of Supervisors adopted Resolution No. 2020/1 adopting policy amendments governing appointments to boards, committees, and commissions that are advisory to the Board of Supervisors. Included in this resolution was a requirement that applications for at-large/countywide seats be reviewed by a Board of Supervisors committee.

The Advisory Council on Aging (ACOA) provides a means for county-wide planning, cooperation and coordination for individuals and groups interested in improving and developing services and opportunities for the older residents of this County. The Council provides leadership and advocacy on behalf of older persons and serves as a channel of communication and information on aging.

The Advisory Council on Aging consists of 40 members serving 2-year staggered terms, each ending on September 30. The Council consists of representatives of the target population and the general public, including older low-income and military persons; at least one-half of the membership must be made up of actual consumers of services under the Area Plan. The Council includes: 19 representatives recommended from each Local Committee on Aging, 1 representative from the Nutrition Project Council, 1 Retired Senior Volunteer Program, and 19 Members at-Large.

Pursuant to the ACOA Bylaws, the ACOA may recommend for appointment up to four (4) alternate Member-at-Large (MAL) members, who shall serve and vote in place of members (City or MAL) who are absent from, or who are disqualifying themselves from participating in a meeting of the ACOA.

The Area Agency on Aging, the ACOA and the Clerk of the Board, using Contra Costa TV (CCTV), assisted with recruitment. Area Agency on Aging staff has encouraged interested individuals including minorities to apply through announcements provided at the Senior Coalition meetings and at the regular monthly meetings of the ACOA. The Contra Costa County Employment and Human Services Department (EHSD) website contains dedicated web content where interested members of the public are encouraged to apply. The website provides access to the Board of Supervisors' official application with instructions on whom to contact for ACOA related inquiries, including application procedures.

Referral Update:

Mary Sheila Driscoll submitted an application for ACOA membership on May 20, 2025. The City of Clayton recommended Mary Sheila Driscoll to serve as the ACOA's City of Clayton representative on August 19, 2025 with a term expiring September 30, 2027.

Sonja Shepard submitted an application for ACOA membership on July 18, 2025. The City of Pittsburg recommended Sonja Shepard to serve as the ACOA's City of Pittsburg representative on September 3, 2025 with a term expiring September 30, 2027.

Gerry La Londe-Berg submitted an application for ACOA membership on June 13, 2025. The ACOA Membership Committee interviewed Gerry La Londe-Berg on August 20, 2025 and recommended that they fill Alternate # 3 seat with a term expiring September 30, 2027.

Teresa Wright submitted an application for ACOA membership on May 24, 2025. The ACOA Membership Committee interviewed Tera (Yanmei) Wright on June 18, 2025 and recommended that they fill Alternate # 4 seat with a term expiring September 30, 2027.

Holly Frates submitted an application for ACOA membership on March 31, 2025. The ACOA Membership Committee interviewed Holly Frates on May 21, 2025 and recommended that they fill MAL #9 seat with a term expiring September 30, 2027.

Additionally, the following nineteen (18) members will be reappointed to their respective seats as specified.

ASSIGNED SEAT	NAME
Local Seat: Oakley	Buckman, Chalo
Local Seat: Orinda	Evans, Candace
Local Seat: Concord	Fowler, Marilyn
MAL # 4	Goldhammer, Alan
MAL #3	Hayes, Michelle
Local Seat: Walnut Creek	Kalm, Denise
MAL #19	Kleiner, Jill
MAL #7	Lopez, Nikki
Local Seat: Martinez	Monroy-Dexter, Kathryn
Local Seat: Lafayette	Morisky, Richard
MAL #16	O'Toole, Brian
MAL #11	Schaefer, Carol
Local Seat: Pleasant Hill	Van Ackeren, Lorna
MAL #14	Yee, Dennis
Local Seat: Brentwood	Court, Cesar
Local Seat: Danville	Freshman, Steven
Alternate #1	Interpit Sekhon
Alternate #2	Deborah Wiener

Recommendation(s)/Next Step(s):

RECOMMEND to the Board of Supervisors the appointments of Mary Sheila Driscoll to the City of Clayton's local seat, Sonja Shepard to the City of Pittsburg's local seat, Gerry La Londe-Berg to the Alternate #3 seat, Teresa Wright to the Alternate #4 seat, and Holly Frates to the MAL #9 seat with terms expiring September 30, 2027, and reappointment of nineteen (18) members with terms expiring September 30, 2027, on the Advisory Council on Aging.

Fiscal Impact (if any):

There is no fiscal impact for this action.

Contra Costa Advisory Council on Aging Roster (as of 10/2023)

Seat Title	Term Expiration	Current Incumbent	District	City of Residence	BOS Appointment Date
At-Large 1	9/30/2026	Lang, Thomas	I	El Sobrante	3/21/2023
At-Large 2	9/30/2026	Krohn, Shirley	IV	Walnut Creek	10/11/2022
At-Large 3	9/30/2025	Hayes, Michelle	I	Richmond	6/13/2023
At-Large 4	9/30/2026	Alan Goldhammer	II	Orinda	1/21/2025
At-Large 5	9/30/2026	Card, Deborah	V	Pittsburg	10/11/2022
At-Large 6	9/30/2026	Lipson, Steve	I	El Cerrito	10/11/2022
At-Large 7	9/30/2025	Lopez, Nicola	III	Antioch	10/8/2024
At-Large 8	9/30/2026	Maxwell, Sharon	II	Danville	4/28/2025
At-Large 9	9/30/2025	Pending - FHS, BOS			
At-Large 10	9/30/2026	Tobey, Terri	II	Walnut Creek	10/11/2022
At-Large 11	9/30/2025	Shaefer, Carol	II	Walnut Creek	3/5/2024
At-Large 12	9/30/2025	Dubbels, Brock	IV	Walnut Creek	6/10/2025
At-Large 13	9/30/2025	Boaz, Roger	II	Byron	3/5/2024
At-Large 14	9/30/2025	Yee, Dennis	IV	Pleasant Hill	10/19/2021
At-Large 15	9/30/2025	Robertson, Logan	IV	Concord	3/5/2024
At-Large 16	9/30/2025	O'Toole, Brian	IV	Walnut Creek	10/19/2021
At-Large 17	9/30/2026	Donovan, Kevin D.	II	Danville	10/11/2022
At-Large 18	9/30/2026	Wener, Michael	II	Walnut Creek	11/2/2021
At-Large 19	9/30/2025	Kleiner, Jill	II	Moraga	10/19/2021
At-Large 20	9/30/2026	Sakai-Miller, Sharon	II	San Ramon	3/22/2022
Local Seat: Antioch	9/30/2026	Pending - City Appointment	III		
Local Seat: Brentwood	9/30/2025	Court, Cesar	III	Brentwood	8/5/2025
Local Seat: Clayton	9/30/2025	Pending - FHS, BOS	IV		
Local Seat: Concord	9/30/2025	Fowler, Marilyn	IV	Concord	5/23/2023
Local Seat: Danville	9/30/2025	Freshman, Steven	II	Danville	8/5/2025
Local Seat: El Cerrito	9/30/2026	Kehoe, Carol	I	El Cerrito	7/12/2022
Local Seat: Hercules	9/30/2026	Green, Sarah	V	Hercules	2/25/2025
Local Seat: Lafayette	9/30/2025	Morisky, Richard	II	Lafayette	3/5/2024
Local Seat: Martinez	9/30/2025	Monroy-Dexter, Kathryn	V	Martinez	11/12/2024
Local Seat: Moraga	9/30/2025	Pending - Town Appointment	II		
Local Seat: Oakley	9/30/2025	Buckman, Chalo	III	Oakley	2/25/2025
Local Seat: Orinda	9/30/2025	Evans, Candace	II	Orinda	10/19/2021
Local Seat: Pinole	9/30/2025	Pending - City Appointment	I	Pinole	
Local Seat: Pittsburg		Pending - FHS, BOS		Pittsburg	
Local Seat: Pleasant Hill	9/30/2025	Van Ackeren, Lorna	IV	Pleasant Hill	10/19/2021
Local Seat: Richmond	9/30/2026	Burkhart, Cate	I	Richmond	3/21/2023
Local Seat: San Pablo		Vacant	I		
Local Seat: San Ramon		Vacant	II		
Local Seat: Walnut Creek	9/30/2025	Kalm, Denise	IV	Walnut Creek	4/9/2024

Contra Costa Advisory Council on Aging Roster (as of 10/2023)

Seat Title	Term Expiration	Current Incumbent	District	City of Residence	BOS Appointment Date
Alternate Member 1	9/30/2025	Sekhon, Inderpit	V	Crockett	8/5/2025
Alternate Member 2	9/30/2025	Wiener, Deborah	II	Alamo	8/5/2025
Alternate Member 3	9/30/2025	Frates, Holly	IV	Pleasant Hill	8/5/2025
Alternate Member 4		Pending - FHS, BOS			

	Pending Approval
	Vacant



Contra
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1025 Escobar Street, 1st Floor
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name (Mang) Sheila Last Name Driscoll
Home Address - Street [REDACTED] City Clayton Zip Code 94517
Phone (best number to reach you) [REDACTED] Email [REDACTED]
Resident of Supervisorial District: IV

EDUCATION Check appropriate box if you possess one of the following:
☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded
<u>UCLA</u>	<u>Nursing Education</u>	<input checked="" type="checkbox"/> Yes <u>Master's</u> <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

Other Training Completed: [REDACTED]

Board, Committee or Commission Name COUNCIL ON AGING Seat Name CLAYTON
Have you ever attended a meeting of the advisory board for which you are applying?
☒ No ☐ Yes If yes, how many? [REDACTED]

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

AS a retired R.N. & a senior citizen, I have an acute interest in issues related to senior concerns.

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

I am a retired R.N. with 45 years of nursing experience. I have lived in Clayton for 25 plus years & have involvements with many local organizations such as AAUW, CBCA, Woman's Club, St. Vincent de Paul

I am including my resume with this application:
Please check one: ☐ Yes ☒ No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
Please check one: ☐ Yes ☒ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☐ Yes ☒ No

List any volunteer and community experience, including any boards on which you have served.

Boards of St. Vincent de Paul, Clayton Valley Women's Club, AAUW, Diablo Valley Literacy Council

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed: Shirley Busell

Date: 5-14-25

Submit this application to: ClerkofTheBoard@cob.cccounty.us OR Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at ClerkofTheBoard@cob.cccounty.us

Important Information

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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 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

THIS FORM IS A PUBLIC DOCUMENT



Contra Costa County

Print Form

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Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Sonja	N/A	Shephard	
Home Address - Street	City	State	Postal Code
	Pittsburg	CA.	
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A): 5 District Locator Tool			
Do you work in Contra Costa County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, in which District do you work?			
Current Employer	Job Title	Length of Employment	
Retired			
How long have you lived or worked in Contra Costa County? 30			

Board, Committee, or Commission	Seat Name
Council on Aging	
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, how many?	

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
Laney College	AA Liberal Arts	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed:	
Other Trainings Completed:	San Francisco State Paralegal Program Sam Brown Private Investigator School
Certificate Awarded for Training?	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain: I do not have any meetings on Wednesday morning.

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☒ Yes ☐ No

Are you a veteran of the U.S. Armed Forces? ☒ Yes ☐ No

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

I enjoy working with Seniors and believe that Seniors have special needs that often get ignored and I want to make sure that their needs for affordable housing and ways to keep active mentally and physically are made a priority.

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

I served on the Stoneman Village HUD Housing Board nine years, serving as Vice President and then as President during that time. I currently serve as the Vice President of the Pittsburg Fifty Plus Club.

The Fifty Plus Club provides senior citizens with programs and activities that promote positive social interactions, mental health wellness and physical endurance.

Stoneman Village's mission is to provide safe and affordable housing for low income seniors and disabled citizens. They also have an on-site dining hall and activities for seniors.

I am including my resume with this application:

Please check one: ☒ Yes ☐ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

Alternate for Racial Justice Oversight Board

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

Not Applicable

List any volunteer and community experience, including any boards on which you have served.

Stoneman Village Board, Pittsburg Fifty Plus Club, East Contra Costa NAACP, BART Police Civillian Review Board, Pittsburg Unified School District-Student Attendance Review Board, 350 Contra Costa Action, Pittsburg Youth Advisory Commission (Adult Mentor), Pittsburg Community Advisory Commission and Alternate on County Racial Justice Oversight Board.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed: Sonja Shephard

Date: 6/23/2025

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

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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.



Contra Costa County

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Home Address - Street	City	State	Postal Code
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A):		District Locator Tool	
Do you work in Contra Costa County?	Yes No	If Yes, in which District do you work?	
Current Employer	Job Title	Length of Employment	
How long have you lived or worked in Contra Costa County?			

Board, Committee, or Commission	Seat Name
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: Yes No If Yes, how many?	

EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
		Yes	No
		Yes	No
		Yes	No

Occupational Licenses Completed:

Certificate Awarded for Training?

Other Trainings Completed:

Yes No
Yes No

Do you have any obligations that might affect your attendance at scheduled meetings? Yes No

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? Yes No

Are you a veteran of the U.S. Armed Forces? Yes No

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

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

I am including my resume with this application:

Please check one: Yes No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: 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 and community experience, including any boards on which you have served.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: 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?

Please check one: Yes No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed:

Date:

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Contra Costa County

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name CANDACE	Middle Initial	Last Name EVANS	
Home Address - Street [REDACTED]	City	State	Postal Code
Primary Phone (best number to reach you) [REDACTED]	Email Address [REDACTED]		
Resident of Supervisorial District (if out of County, please enter N/A): orinda / contra costa county			District Locator Tool
Do you work in Contra Costa County? Yes <input checked="" type="checkbox"/> No If Yes, in which District do you work?			
Current Employer CITY OF OAKLAND	Job Title LEGISLATIVE RECORDER	Length of Employment 3 YEARS	
How long have you lived or worked in Contra Costa County?			

Board, Committee, or Commission ACOA & SMAC	Seat Name BOARD MEMBER / CHAIR OF SMAC
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input checked="" type="checkbox"/> Yes No If Yes, how many? ALL	

EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma CA High School Proficiency Certificate G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
ART INSTITUTE OF ATLANTA	BFA OF FINE ARTS	<input checked="" type="checkbox"/> Yes	No
UNIVERSITY OF BERKELY	MASTERS OF SCIENCE	Yes	No
		Yes	No

Occupational Licenses Completed:	Certificate Awarded for Training?
	Yes No
Other Trainings Completed:	Yes No

Do you have any obligations that might affect your attendance at scheduled meetings? Yes No NO

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ^{YES} Yes No

Are you a veteran of the U.S. Armed Forces? Yes No NO

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

To continue my community and state mission of making each county better for our aging community

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

Community activist, political career, family has been in politics all of my life, making me aware of every process needed to move forward

I am including my resume with this application:

Please check one: Yes No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ 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:

CCTA, ACOA , SMAC

List any volunteer and community experience, including any boards on which you have served.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: 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?

Please check one: Yes No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed: 

Date: 7/8/2025

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
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Contra Costa County

Print Form

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1025 Escobar Street, 1st Floor
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Marilyn	M	Fowler	
Home Address - Street	City	State	Postal Code
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A): 4 District Locator Tool			
Do you work in Contra Costa County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, in which District do you work?			
Current Employer	Job Title	Length of Employment	
retired - Co. Co. Co. Probation Dept.	final job - Prob. Sup. - Adult Division	21 years	
How long have you lived or worked in Contra Costa County? 54 years			

Board, Committee, or Commission	Seat Name
Advisory Council on Aging	City of Concord representative
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many? Approx. 20	

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
Russell Sage College	BS - Soc. Sci./El. Ed.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Golden Gate University	Psychology	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed:		Certificate Awarded for Training?	
Other Trainings Completed:	Master's Level - Conflict Resolution	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☐ Yes ☒ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☒ No

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

I have served on City of Concord's Commission on Aging for the past 4 years and as the City of Concord's representative on the Advisory Council on Aging for the past 2 years. Currently, I am chair of Concord's Commission on Aging and hope to improve the lives of the residents of Concord and of the County.

I feel that my education and experience, as well as being a senior citizen, give me a unique way of looking at the needs of seniors and the disabled. For years I focused on the needs of children and have now decided to focus my efforts toward those in my age group.

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

Having served on the City of Concord's Commission on Aging for the past 4 years and on the County's Advisory Council on Aging for the past 2, I feel that I bring a wealth of knowledge, experience and enthusiasm to the Advisory Council on Aging.

I have been very active on the Council's Housing Committee and have made numerous public presentations regarding the challenging of the senior population in finding appropriate and affordable housing.

I am including my resume with this application:

Please check one: ☐ Yes ☒ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

Advisory Council on Aging

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

List any volunteer and community experience, including any boards on which you have served.

Board of Trustees for Russell Sage College - 2009-2021
Board of Directors for Lindsay Wildlife Experience - 2001-2010
Board of Directors for Child Abuse Prevention Council of Contra Costa - 1987-2000
Board of Directors for Contra Costa Humane Society - 2000 - 2004

Volunteer Community Educator for Child Abuse Prevention Council of Contra Costa - 2001-2022
Volunteer in Animal Encounters for Lindsay Wildlife Experience - 1995-present

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed: Marilyn M Fowler

Date: 6/24/25

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name Middle Initial Last Name

Home Address - Street City State Postal Code

Primary Phone (best number to reach you) Email Address

Resident of Supervisorial District (if out of County, please enter N/A): [District Locator Tool](#)

Do you work in Contra Costa County? ☐ Yes ☒ No If Yes, in which District do you work?

Current Employer Job Title Length of Employment

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

Board, Committee, or Commission Seat Name

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

Please check one: ☐ Yes ☒ No If Yes, how many?

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded
University of California at Los Angeles	B.A./English-Speech	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Harvard University School of Law	J.D.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

Occupational Licenses Completed:

Other Trainings Completed:
 Certificate Awarded for Training? ☐ Yes ☐ No
☐ Yes ☐ No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☒ Yes ☐ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☒ No

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

I want to serve on the Contra Costa County Advisory Council on Aging because of a long-time interest in the difficulties seniors face and their needs. I had not thought of a County Board before now but a friend called my attention to this. I had participated some 30 years ago on a similar advisory board for the disabled in Los Angeles when I was living there. I also believe my background with Social Security, Supplemental Security Income and Medicare litigation will be useful. Covid concerns prevented me from continuing with volunteer work I was doing for Legal Assistance for Seniors in Alameda County. I recently moved out of Alameda County and continue to be interested in serving my community. See also the attached biography which demonstrates my continuing interests. [I lived in Contra Costa County from approximately 1975 through 1991 and returned to Contra Costa County in 2021.]

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

My qualifications include service in the United States Peace Corps, a J.D. from Harvard Law School, 30 years as a United States Administrative Law Judge deciding Social Security, Supplemental Security Income and Medicare claims, six years as a California State Bar Court Judge deciding attorney and law student disciplinary cases, and 8 years as a volunteer with Legal Assistance for Seniors in Alameda County advising and representing seniors in Social Security and Supplemental Security Income litigation. See my resume for further important details.

I am including my resume with this application:

Please check one: ☒ Yes ☐ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☐ 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 and community experience, including any boards on which you have served.

I served as a volunteer with Legal Assistance for Seniors in Alameda County, advising and representing seniors in Social Security, SSI and Medicare litigation. As a judge, I lectured various legal organizations and associations. I also taught as a volunteer at the National Judicial College in Reno, Nevada. See my Resume for further volunteer and community activities.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

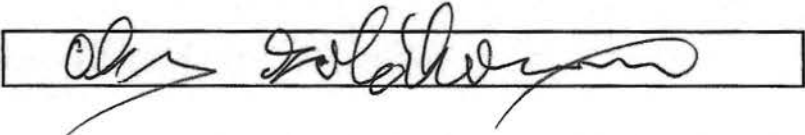
I am a Harvard Law School graduate. Immediately after graduating, and passing the California Bar Examination, I entered the United States Peace Corps (1966-1967) where I was trained in Puerto Rico and then assigned to a small village (Recuay) 12,000 feet high in the Peruvian Andes. On return to the United States in 1967, I worked for the Legal Aid Foundation of Los Angeles, initially as a staff attorney and then promoted to the position of Director of Major Case Developments. I left Legal Aid in 1971 to start my own Law Firm which was recognized by the American Bar Association as one of the first Public Interest Law Firms in the United States due to its concentration on consumer class actions, Social Security and welfare litigation and representation of minority associations. I was also President of the West Hollywood Bar Association then.

I left private practice in 1974 for employment with the Social Security Administration, first as a Hearing Examiner and then, in 1977, as a United States Administrative Law Judge (1977-1989 and again in 1996-2011) with the Office of Hearings and Appeals (OHA) in Oakland, California. As an Administrative Law Judge for 30 years, I served as Chief Judge in the Oakland office, Chief Judge in the San Rafael Office and served on the Policy Council of OHA. I heard Social Security, Supplemental Security Income, and Medicare cases all over the United States. I belonged to the Association of Administrative Law Judges and served for several years on its Board of Directors. OHA honored me in 1988 for ten years of "extraordinary achievement in promoting, fostering and implementing continuing judicial education programs".

I taught law courses at two different law schools: Administrative Law at John F. Kennedy University School of Law and Professional Responsibility at Golden Gate University School of Law. I lectured attorneys and Judges and developed courses for OHA's Judges. I taught courses in administrative law at the National Judicial College in Reno, Nevada. I stepped away from the Social Security Administration in 1990 for six years when selected as a California State Bar Court Judge, the first full-time court in the United States for the adjudication of attorney and law student disciplinary matters. As a State Bar Court Judge, I belonged to the California Judges Association and served four years on the Association's Committee on Judicial Discipline and Disability. In my capacity as a State Bar Court Trial Judge, I gave lectures to California Judges, attorneys, and various organizations. When my term as a State Bar Court Judge expired, I returned to the federal government in 1995 and was appointed Chief Judge in its San Rafael Office in 1996.

Over the course of my career, I have had many articles as an attorney, as an Administrative Law Judge, and as a State Bar Court Judge published in a variety of legal publications. I taught courses several times at the National Judicial College in Reno, Nevada. I wrote a regular column for the Continuing Education of the Bar's Civil Litigation Reporter while serving as a California State Bar Court Judge. I retired from federal service in 2011 and, afterwards, served as a volunteer with the AARP Tax Program in Berkeley, California, and then with the Legal Aid for Seniors program in Oakland, California. Because of Covid I discontinued my activity as a volunteer with Legal Services in 2017. I volunteered this year as a Mentor for Harvard Law School students and, as a volunteer, I also rated scholarship applicants for the University of California at Los Angeles.

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed:  Date: 4/27/2024

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

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Contra Costa County

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Michelle	R	Hayes	
Home Address - Street	City	State	Postal Code
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A): 1 District Locator Tool			
Do you work in Contra Costa County? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, in which District do you work?			
Current Employer	Job Title	Length of Employment	
How long have you lived or worked in Contra Costa County? 8 years <input checked="" type="checkbox"/>			

Board, Committee, or Commission	Seat Name
Advisory Council on Aging	Alternate
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many?	

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
University of San Francisco	MA Organization Development	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
San Francisco State University	BA Political Science	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed:		Certificate Awarded for Training?	
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other Trainings Completed:		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Do you have any obligations that might affect your attendance at scheduled meetings? Yes ☒ No ☐

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☒ Yes ☐ No

Are you a veteran of the U.S. Armed Forces? Yes ☒ No ☐

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

I am renewing my application to serve on the ACOA. I am now the secretary/treasurer and would like to continue serving at this time.

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

I am the chair for the Richmond Commission on Aging and have been serving on this commission for more than 4 years.

I am including my resume with this application:

Please check one: Yes ☒ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes No

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

Advisory Council on Aging

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

Advisory Council on Aging

List any volunteer and community experience, including any boards on which you have served.

Richmond Commission on Aging

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: 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?

Please check one: Yes ☒ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed: **Michelle R. Hayes**

Date: **7/7/25**

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name Middle Initial Last Name

Home Address - Street City State Postal Code

Primary Phone (best number to reach you) Email Address

Resident of Supervisorial District (if out of County, please enter N/A): [District Locator Tool](#)

Do you work in Contra Costa County? ☒ Yes ☐ No If Yes, in which District do you work?

Current Employer Job Title Length of Employment

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

Board, Committee, or Commission Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?
Please check one: ☒ Yes ☐ No If Yes, how many?

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded
UC Berkeley	BA Genetic	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
University of Michigan	MS Human Biochemical Genetics	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
JFK University	Coaching Certificate	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Occupational Licenses Completed:

Other Trainings Completed:
 Certificate Awarded for Training? ☐ Yes ☐ No
 ☐ Yes ☐ No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☒ Yes ☐ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☒ No

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

I am a senior in the community, but an active one. I believe I can represent other active seniors, while most of the members are focused on those with challenges and limitations. As a coach, I'm used to working on situations such as this.

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

I have a variety of expertises needed by the council. My coaching background, my scientific/medical background and life experience.

I am including my resume with this application:

Please check one: ☐ Yes ☒ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

ACOA

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer and community experience, including any boards on which you have served.

Planned Parenthood pregnancy counselor, Project READ worker, VP and board member of CMG, International, various political associations.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

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Signed:



Date:

6/25/25

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name Jill	Middle Initial M	Last Name Kleiner	
Home Address - Street [REDACTED]	City [REDACTED]	State [REDACTED]	Postal Code [REDACTED]
Primary Phone (best number to reach you) [REDACTED]	Email Address [REDACTED]		
Resident of Supervisorial District (if out of County, please enter N/A): 2 District Locator Tool			
Do you work in Contra Costa County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, in which District do you work? [REDACTED]			
Current Employer [REDACTED]	Job Title [REDACTED]	Length of Employment [REDACTED]	
How long have you lived or worked in Contra Costa County? 27 years			

Board, Committee, or Commission Advisory Council on Aging	Seat Name Member at Large
Have you ever attended a meeting of the advisory board for which you are applying? Please check one: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many? Approx 70	

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
University of CA at Berkeley	Bachelor of Arts / Statistics	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed: [REDACTED]

Other Trainings Completed:

Brown Act
Ethics Training

Certificate Awarded for Training?

☒ Yes ☐ No
☒ Yes ☐ No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain:

[REDACTED]

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☐ Yes ☒ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☒ No

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

Having been a member at large of the ACOA since December 2018, past President of the ACOA from January 2023-December 2024, and ACOA Planning Committee chair since January 2025, I look forward to continuing my ACOA membership.

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

Prior to joining the ACOA in December 2018, I retired in January 2018 from a 30+ year career as a Retirement Plan consultant, including working the last 17 years at Willis Towers Watson advising Fortune 500 companies. In addition, prior to retirement, I volunteered for 20+ years for the Western Pension and Benefits Council, being president of the San Francisco chapter and subsequently president of their governing board of 11 chapters.

I am including my resume with this application:

Please check one: ☐ Yes ☒ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

Advisory Council on Aging

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

List any volunteer and community experience, including any boards on which you have served.

Western Pension and Benefits Council, San Francisco chapter and Governing Board

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed:

Jill M. Kleiner

Date:

07/07/25

Submit this application to: ClerkofTheBoard@cob.cccounty.us OR Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at ClerkofTheBoard@cob.cccounty.us

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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.



Contra Costa County

Print Form

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Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Nikki	I	Lopez	
Home Address - Street	City	State	Postal Code
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A): 5 District Locator Tool			
Do you work in Contra Costa County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, in which District do you work?			
Current Employer	Job Title	Length of Employment	
Self	Founder & CEO	2 years	
How long have you lived or worked in Contra Costa County? 13 years			

Board, Committee, or Commission	Seat Name
ACOA	
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many? Existing	

EDUCATION

Check appropriate box if you possess one of the following:

☐ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed:		Certificate Awarded for Training?	
Other Trainings Completed:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☐ No

If Yes, please explain: As a senior care agency owner patient needs are dynamic.

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☐ Yes ☐ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☐ No

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

I currently serve.

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

I am including my resume with this application:

Please check one: ☒ Yes ☐ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☐ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

ACOA, EOC

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

EEOC

List any volunteer and community experience, including any boards on which you have served.

Serves on LITA, Caregiver OneCall. Previously served on Futures Explored. Rotarian so ongoing volunteering.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed:



Date:

7/7/25

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1025 Escobar Street, 1st Floor
Martinez, CA 94553

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Contra
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County

Print Form

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Martinez, CA 94553
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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Kathryn		Monroy-Dexter	
Home Address - Street	City	State	Postal Code
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A): 5 District Locator Tool			
Do you work in Contra Costa County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, in which District do you work? 5			
Current Employer	Job Title	Length of Employment	
Condor Country Consulting, Inc.	CEO	2.5 years	
How long have you lived or worked in Contra Costa County? 50 years			

Board, Committee, or Commission	Seat Name
ACOA	City Representative - Martinez
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many?	

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
Cal. State University, Sonoma	English/History	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Bowling Green State University	Higher Education Administration	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed:	
Other Trainings Completed:	UCSD - CEQA Certification
Certificate Awarded for Training?	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain:

--

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☒ Yes ☐ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☒ No

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

As a lifelong public servant and CEO of a local environmental consulting firm, I bring a deep commitment to community well-being, intergenerational equity, and inclusive access to resources. Having worked in the public sector and led local recreation programs for over two decades, I've had firsthand knowledge of how thoughtful planning and advocacy can shape the quality of life for older adults. Serving on this Commission is a natural extension of my values and experience. I'm drawn to the opportunity to share information about the County's resources and help older adults access those resources, support aging-in-place initiatives, and amplify voices that are often underrepresented. With experience in stakeholder engagement, regulatory planning, and strategic development, I hope to contribute both practical insights and a collaborative spirit to the Council's important work. Ultimately, I see aging not just as a personal journey but as a shared civic responsibility. I would be honored to continue serving on the ACOA and helping advocate for and inform my community about the many programs and services available to them that help them age with dignity and respect.

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

I bring over two decades of public service leadership, community program development, and strategic planning experience, most recently as Chief Executive Officer of Condor Country Consulting, an environmental firm based in the East Bay. A deep commitment to equity, access, and collaborative problem-solving within local government and regional partnerships has shaped my career. Highlights of my qualifications include:
Public Sector Expertise: Retired Recreation Program Manager for the City of Concord, where I oversaw senior and disabled adult programming, intergenerational engagement, and inclusion-centered initiatives.
Leadership & Governance: President/CEO of a woman-owned consulting firm, guiding strategic operations, staff development, and biological and archaeological mitigation and monitoring for public projects.
Community Advocacy: Proven track record of stakeholder engagement, capacity-building, and defensible documentation that translates public needs into actionable policy.
Mentorship & Training: Deep investment in building team systems and designing programs that support long-term community resilience, of which aging with respect and access to services plays an important role.
Contra Costa County has been my home for 50 years. This appointment is an opportunity to align my professional strengths with a community need and obligation, ensuring older adults in our community remain connected, supported, and valued.

I am including my resume with this application:

Please check one: ☐ Yes ☐ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

ACOA

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

List any volunteer and community experience, including any boards on which you have served.

ACOA, Friends of Camp Concord, Membership Director for the California Park and Recreation Society, District 3

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed:

Kathryn Monroy-Depter

Date:

07/28/2025

Submit this application to: ClerkofTheBoard@cob.cccounty.us OR Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

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Contra
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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Home Address - Street	City	State	Postal Code
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A): 2 District Locator Tool			
Do you work in Contra Costa County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, in which District do you work?			
Current Employer	Job Title	Length of Employment	
How long have you lived or worked in Contra Costa County? 28 years			

Board, Committee, or Commission	Seat Name
Advisory Council on Aging	Lafayette Representative
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many? Approx 20	

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
University of California - Berkeley B.S.	Accounting/Finance	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
University of California - Berkeley MBA	Accounting/Finance	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
University of San Francisco School of Law J.D.	Law	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed:

Other Trainings Completed:

Certificate Awarded for Training?

☐ Yes ☐ No
☐ Yes ☐ No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☐ Yes ☒ No

Are you a veteran of the U.S. Armed Forces? ☒ Yes ☐ No

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

I believe that serving as the Lafayette Representative for the ACOA Board has been an opportunity to contribute positively to both Lafayette and Contra Costa County. I'm looking forward to continuing to serve as the Lafayette Representative for the ACOA. I deeply enjoyed my experience as a Board Member and President of the Lafayette School Board and want to continue to offer my services where needed. As a member of the San Francisco Bar Association, I provided Pro Bono legal services in connection with tax controversy representation before the IRS.

Thank you for your consideration of my next 2-year candidacy for the position of Lafayette representative for the Contra Costa Advisory Council on Aging (ACOA).

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

My experience with the Lafayette School Board and the San Francisco Bar Association are both excellent backgrounds for effective participation as an ACOA Representative. In addition, my service as an Eagle Scout; Lieutenant in the U.S. Navy and 25+ years as a tax partner in an International CPA firm have given me leadership experience that can be directly applied to this position.

I am including my resume with this application:

Please check one: ☐ Yes ☒ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

Advisory Council on Aging

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer and community experience, including any boards on which you have served.

1. Board Member and President of the Lafayette School Board
2. Pro Bono services as a member of the San Francisco Bar Association
3. Church usher as a member of Christ The King Catholic Parish in Pleasant Hill
4. Secretary and Board Member of Baywood HOA

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed:

Rachel L. Weary

Date:

7/27/25

Submit this application to: ClerkofTheBoard@cob.cccounty.us OR Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

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Contra Costa County

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name Brian	Middle Initial A	Last Name O'Toole	
Home Address - Street 	City 	State 	Postal Code
Primary Phone (best number to reach you) 	Email Address 		
Resident of Supervisorial District (if out of County, please enter N/A): District Locator Tool			
Do you work in Contra Costa County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, in which District do you work? 			
Current Employer 	Job Title 	Length of Employment 	
How long have you lived or worked in Contra Costa County? 			

Board, Committee, or Commission ACOA	Seat Name MAL
Have you ever attended a meeting of the advisory board for which you are applying? Please check one: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many? 50 or more	

EDUCATION

Check appropriate box if you possess one of the following:

☐ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
University of San Francisco Law (formerly Hastings)	JD	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed:		
Other Trainings Completed:		Certificate Awarded for Training?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain:

--

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☐ Yes ☒ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☒ No

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

I work with many people using Medi-Cal and I like to keep up to date with Medi-Cal developments.

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

I'm an estate planning and elder law attorney.

I am including my resume with this application:

Please check one: ☐ Yes ☒ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

ACOA

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

List any volunteer and community experience, including any boards on which you have served.

Peace Corps (2001 - 2003)

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

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Signed: Brian O'Toole

Date: 6/23/2025

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Martinez, CA 94553

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Contra Costa County

[Print Form](#)

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name		
Carol	S	Schaefer		
Home Address - Street	City	State	Postal Code	
Primary Phone (best number to reach you)	Email Address			
Resident of Supervisorial District (if out of County, please enter N/A): 2 District Locator Tool				
Do you work in Contra Costa County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, in which District do you work?				
Current Employer	Job Title	Length of Employment		
Retired				
How long have you lived or worked in Contra Costa County? 6 yrs				

Board, Committee, or Commission	Seat Name
ACOA	Member At Large
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many? Approx 20	

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
UC Davis	BA in Philosophy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed:		Certificate Awarded for Training?	
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other Trainings Completed:		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain:

--

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☐ Yes ☒ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☒ No

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

I joined this board in 2023 and have enjoyed serving in the capacity of an At Large Member. I'm very interested in issues impacting seniors, especially now with all the rapid changes in funding, technology and health care impacting the quality of life for seniors. Being informed is the key to successful advocacy for senior issues.

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

Current board member of ACOA

I am including my resume with this application:

Please check one: ☐ Yes ☒ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

ACOA

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

List any volunteer and community experience, including any boards on which you have served.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed: **Carol S Schaefer**

Date: **07/20/25**

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

*Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at
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Contra Costa County

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Home Address - Street	City	State	Postal Code
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A):		District Locator Tool	
Do you work in Contra Costa County?	Yes No	If Yes, in which District do you work?	
Current Employer	Job Title	Length of Employment	
How long have you lived or worked in Contra Costa County?			

Board, Committee, or Commission	Seat Name
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: Yes No If Yes, how many?	

EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
		Yes	No
		Yes	No
		Yes	No

Occupational Licenses Completed:

Certificate Awarded for Training?

Other Trainings Completed:

Yes No
Yes No

Do you have any obligations that might affect your attendance at scheduled meetings? Yes No

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? Yes No

Are you a veteran of the U.S. Armed Forces? Yes No

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

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

I am including my resume with this application:

Please check one: Yes No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: 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 and community experience, including any boards on which you have served.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: 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?

Please check one: Yes No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed:

Date:

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Contra Costa County

Print Form

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Martinez, CA 94553
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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Dennis	D	Yee	
Home Address - Street	City	State	Postal Code
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A): 4 District Locator Tool			
Do you work in Contra Costa County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, in which District do you work? 4			
Current Employer	Job Title	Length of Employment	
Contra Costa County Pleasant Hill Library	Library Aide	7	
How long have you lived or worked in Contra Costa County? 36			

Board, Committee, or Commission	Seat Name
Contra Costa Advisory Council on Aging	member at large
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many? monthly for over 6 years	

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
University of California	Bachelor of Arts Bio Science	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
San Francisco State	Master of Business Administration	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed:		Certificate Awarded for Training?	
Other Trainings Completed:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☐ Yes ☒ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☒ No

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

Want to learn more about the services and issues concerning the elderly community, in particular the under served elderly.

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

currently a concerned elderly resident of Contra Costa County.

I am including my resume with this application:

Please check one: ☐ Yes ☒ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☒ Yes ☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are **currently** serving:

ACOA

If Yes, please also list the Contra Costa County advisory board(s) on which you have **previously** served:

ACOA

List any volunteer and community experience, including any boards on which you have served.

Pleasant Hill Public Library

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed: Dennis Yee

Date: 6/30/2025

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

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APPLICATION PACKET FOR APPOINTMENT TO THE CONTRA COSTA COUNTY ADVISORY COUNCIL ON AGING

The City of Brentwood is accepting applications from interested residents to represent Brentwood on the Contra Costa County Advisory Council on Aging. Applicants must reside within the city limits.

The Advisory Council on Aging provides leadership and advocacy on behalf of older persons and serves as a channel of communication and information on aging issues. In collaboration with the Area Agency on Aging, the Advisory Council provides a means for countywide planning, cooperation and coordination to improve and develop services and opportunities for older residents of this county. Visit the County's website for additional information: [Contra Costa County Advisory Council on Aging | EHSD](#)

- The Advisory Council meets monthly on the third Wednesday, from 10:00 a.m. to 12:00 noon in Pleasant Hill.
- Applicants for the Advisory Council (representing Brentwood) must reside within the city limits; and be a Contra Costa County taxpayer and at least the voting age of 18.
- The Advisory Council advises the Area Agency on all matters related to the development and administration of senior programs. Membership requires regular attendance at Council and committee meetings.
- The first term is two years, commencing upon appointment; additional terms would be two to four years.
- Applications must be received by **5:00 p.m. on Friday, May 30, 2025.**

Your application can be submitted to the City Clerk's office:

- Via U.S. mail - 150 City Park Way, Brentwood, CA 94513
- Via email - cityclerk@brentwoodca.gov
- Via fax – (925) 516.5441

In accordance with the Public Records Act, applications and attachments submitted are considered public records and will be disclosed upon receipt of a public records request. The City will redact personal contact information but cannot guarantee confidentiality.

MAILING ADDRESS:

City Hall
150 City Park Way
Brentwood, CA 94513
Phone: 925.516.5400
Fax: 925.516.5401
www.brentwoodca.gov

CITY MANAGER

150 City Park Way
Phone: 925.516.5440
Fax: 925.516.5441

COMMUNITY DEVELOPMENT

150 City Park Way
Phone: 925.516.5405
Fax: 925.516.5407

ENGINEERING

150 City Park Way
Phone: 925.516.5420
Fax: 925.516.5421

FINANCE AND INFORMATION SYSTEMS

150 City Park Way
Phone: 925.516.5460
Fax: 925.516.5401

HUMAN RESOURCES

150 City Park Way
Phone: 925.516.5191
Fax: 925.516.5446

PARKS AND RECREATION

150 City Park Way
Phone: 925.516.5444
Fax: 925.516.5445

POLICE

9100 Brentwood Boulevard
Phone: 925.634.6911
24-Hr. Dispatch:
925.809.7911
Fax: 925.809.7799

PUBLIC WORKS

2201 Elkins Way
Phone: 925.516.6000
Fax: 925.516.6001



Contra Costa County

Print Form

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Please return completed applications to:
Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name Cesar	Middle Initial B	Last Name Court	
Home Address - Street [REDACTED]	City Brentwood	State CA	Postal Code 94513
Primary Phone (best number to reach you) [REDACTED]	Email Address [REDACTED]		
Resident of Supervisorial District (If out of County, please enter N/A): [REDACTED]		District Locator Tool	
Do you work in Contra Costa County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		If Yes, in which District do you work? [REDACTED]	
Current Employer Kaiser	Job Title Behavioral Health Clinician	Length of Employment 7+ years	
How long have you lived or worked in Contra Costa County? 57 years			

Board, Committee, or Commission [REDACTED]	Seat Name [REDACTED]
Have you ever attended a meeting of the advisory board for which you are applying? Please check one: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, how many? [REDACTED]	

EDUCATION

Check appropriate box if you possess one of the following:

☒ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded
Diablo Valley College	AA Degree	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
San Francisco State	BA Degree	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
John F Kennedy University	MA Degree	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Occupational Licenses Completed: Licensed Marriage and Family Counselor

Other Trainings Completed:	Multiple certificates in numerous areas	Certificate Awarded for Training?
	Related to MH, approximately 100.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☒ No

If Yes, please explain: NA

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☒ Yes ☐ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☒ No

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

Interested in making a difference in our community by representing the needs of an often overlooked or underrepresented faction of our society. I believe being a senior and a longtime advocate for our elders makes me particularly qualified to represent Brentwood at the Advisory Council. Additionally, I live in a senior community and am co-chair of our Safety and Security Committee, I'm involved with the Brentwood PD regularly attending TRIAD multi-agency collaborative discussing issues related to seniors in Brentwood. I'm particularly interested in disaster planning related to the elderly and disabled individuals in our community. Please see attached resume.

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

I have over 49 years of professional experience in the mental health field. Twenty years in psychiatric emergency at Contra Costa County Hospital. Have been manager for Contra Costa County Adult Protective Services and was instrumental in creating the Older Adult Mental Health Services for Contra Costa County. Presently I work as a per diem for Kaiser in the Behavioral Health Services and continue in my private practice of over 45 years. Please see attached resume.

I am including my resume with this application:

Please check one: ☒ Yes ☐ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☐ 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 and community experience, including any boards on which you have served.

Brentwood PD TRIAD Committee
Co-Chair Summerset 4 Safety and Security Committee
Brentwood Police Citizen Academy

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

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Signed: **Cesar B Court**



Date: **05-09-2025**

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
1025 Escobar Street, 1st Floor
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at ClerkofTheBoard@cob.cccounty.us

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Cesar B. Court, LMFT
2240 Trinity Place
Brentwood, Ca. 94513

Phone: 925-550-7821
925-777-9446

Fax:

Education

Masters Degree in Clinical Psychology from John F. Kennedy University, Orinda-1980
Bachelors Degree in Psychology from San Francisco State University-1978
Associates of Arts Degree from Diablo Valley College, Pleasant Hill-1976

Training/Credentials

Licensed as a Marriage and Family Therapist, 1981 #MFC16227

Extensive training in Substance Abuse, Critical Incident Stress Debriefing (CISD) and Treating Trauma Victims

Have worked with the Contra Costa County Office of Emergency Services to assist with the development of the Mental Health component for the Contra Costa County Disaster Plan

Credentialed by California Community College as an Instructor and Counselor.

Fluently bilingual in Spanish (bicultural)

NPI # 1982758116

(Certificates/credentials/ licenses available upon request)

Professional Experience

Began working for Contra Costa County Mental Health Division in Psychiatric Emergency Services November 1978. My first job classification was as a Mental Health Program Aide. I later became a Mental Health Clinical Specialist until September 1996 at which time; I formally accepted a position as Mental Health Program Supervisor for the Psychiatric Emergency Services. (Informally, I had been "acting" in the capacity of supervisor for approximately five years). Contra Costa County's Psychiatric Emergency Services is a twenty-four hour, seven day per week emergency service designated to receive, assess and provide crisis intervention for involuntary (5150'd) and self referred clients in acute psychiatric distress. No age limit for clients served. Staff supervised consisted of psychiatrists, nurses, licensed clinicians and clerical support.

January 1999, I accepted another position with Contra Costa County Mental Health as Mental Health Program Supervisor for the Adult Mental Health Clinic in Pittsburg. There I supervised a large multidisciplinary staff providing intensive case management support for severely and chronically mentally ill adults. Clients ranged in age starting from eighteen years old with no upper age limit. These clients were dependent/vulnerable adults who were often conserved and had multi-agency

February 2001 I accepted a Mental Health Program Supervisor position with the Contra Costa County Mental Health Care Management Unit. The Care Management Unit is the MediCal information and referral service and the authorization unit for outpatient mental health services for Contra Costa MediCal beneficiaries. I supervised an office of professional staff including nurses and therapist and worked closely with provider relations to develop and maintain a network of private practitioners and agencies to meet the needs of the beneficiaries. The majority of referrals were children referred by Child and Family Services, many who had experienced serious early childhood abuse/trauma and were often in foster care placement.

December 2001 I accepted a part-time Mental Health Clinical Specialist position with Contra Costa County Children's Mental Health in Antioch Ca. As an AB3632 therapist, I met with students in a school setting, who had been identified as needing psychological support. I routinely attended IEP (Individual Education Plan) meetings and worked closely with families and school staff to assure the student was benefiting from his/her education. While working part-time with the county I expanded my private practice to full-time (I had an established part-time since the early 1980's).

May 2006 I accepted a Social Work Supervisor II position with Contra Costa County Employment and Human Services, Aging and Adult Services Bureau in the Adult Protective Services Unit. I supervised a staff of social workers providing emergency response, assessment and short-term case management for dependent and elderly adults who have either been physically, emotionally or financially abused/exploited.

In 2007 I was offered the opportunity to develop an MHSA funded Wrap around program for youth and their families in the east region of Contra Costa County. As the Mental Health Program Supervisor, I worked with two CBO's to develop a collaborative which has been operating successfully for the last four years. The development of this program allowed me to learn in a very detailed way the creation of a program for the ground up and the delicate nature of working with CBO's.

January 2008, I was offered a Program Manager position with the Older Adult Mental Health Program, an MHSA funded older adult system of services which I was charged with developing after years of stakeholder planning. Today, the Older Adult Mental Health Program is comprised of three distinct countywide services, with 28 full-time staff and several contracted CBO's providing a variety of services to clients. Among the services provided are Intensive Case Management, medication support, linkage and advocacy; Senior Peer Counseling and IMPACT (depression screening within a Primary Care setting).

Contra Costa County has a comprehensive and well respected system of services providing mental health support and advocacy for elderly citizens of the county and a foundation for the future development of a completely trained workforce who are knowledgeable and equipped to deal with the issues specifically experienced by this previously ignored group of consumers.

Summary

For the first ten years in Psychiatric Emergency Services as an intake clinician and team leader, I did the initial clinical assessments, evaluations, treatment and discharge planning for individuals in acute psychiatric distress. These individuals ranged in age from four years old to individuals

in their eighties and nineties. Often substances were involved and clients were frequently suicidal or homicidal. Diagnosis included Adjustment Disorders, PTSD, Schizophrenia, Bi-Polar Disorders, etc. Additionally, I provided psychiatric consultation for Primary Care at Contra Costa Regional Center and for the Martinez Detention facility. The aforementioned requires advance knowledge of policies and procedures, regulations and the law; the ability to coordinate between medical and psychiatric staff; to communicate both verbally and in writing in a clear and concise manner. While with Children's Mental Health from 2001 to 2006, I met with children and adolescents in a school setting, provided them with initial assessments for mental health services as well as ongoing treatment and case management support. I was an active part of the treatment team planning process, which included Wrap around services and attending IEP's.

During the course of my thirty-four years of employment with Contra Costa County I have had increasing responsibilities from working as a Program Aide and a Mental Health Clinical Specialist/Screening Clinician in a Psychiatric Emergency Department to managing extensive and diverse programs serving a wide range of clients. In each of the aforementioned supervisory positions I was responsible for the day-to-day operations including staffing/scheduling, hiring, mediation of staff conflicts, disciplinary actions and termination of employees. I was involved in staff training as well as program planning and development. I interpreted state and federal laws as they pertained to the service and initiated policy and procedures. I supervised staff to ensure agency standards as well as policies and procedures were maintained and worked closely with personnel and county counsel as required.

In addition to my work with Contra Costa County, I have been in private practice (both part-time and full-time) for approximately thirty years working on a multitude of provider panels i.e.MHN, Blue Cross, Aetna, UBH, etc. Providing counseling to individuals and couples with a variety of issues from Adjustment Disorders to severe mental illness, including PTSD, Dissociative Identity Disorder, Bipolar DO, etc.

References: Available upon Request



Contra Costa County

Please return completed applications to:
Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553
or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Home Address - Street	City	State	Postal Code
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A):		District Locator Tool	
Do you work in Contra Costa County?	Yes	No	If Yes, in which District do you work?
Current Employer	Job Title	Length of Employment	
How long have you lived or worked in Contra Costa County?			

Board, Committee, or Commission	Seat Name
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: Yes No If Yes, how many?	

EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
		Yes	No
		Yes	No
		Yes	No

Occupational Licenses Completed:

Certificate Awarded for Training?

Other Trainings Completed:

Yes No
Yes No

Do you have any obligations that might affect your attendance at scheduled meetings? Yes No

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? Yes No

Are you a veteran of the U.S. Armed Forces? Yes No

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

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

I am including my resume with this application:

Please check one: Yes No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: 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 and community experience, including any boards on which you have served.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: 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?

Please check one: Yes No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed:

Date:

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board
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Contra Costa County

Print Form

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BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name	Middle Initial	Last Name	
Inderprit	S	Sekhon	
Home Address - Street	City	State	Postal Code
	Crockett	Calif	94525
Primary Phone (best number to reach you)	Email Address		
Resident of Supervisorial District (if out of County, please enter N/A): <input type="text" value="yes"/> District Locator Tool			
Do you work in Contra Costa County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, in which District do you work? <input type="text"/>			
Current Employer	Job Title	Length of Employment	
Cultivating Self	Executive Director	5	
How long have you lived or worked in Contra Costa County? <input type="text" value="1"/>			

Board, Committee, or Commission	Seat Name
Advisory Council on Aging	Not sure
Have you ever attended a meeting of the advisory board for which you are applying?	
Please check one: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, how many? <input type="text"/>	

EDUCATION

Check appropriate box if you possess one of the following:

☐ High School Diploma ☐ CA High School Proficiency Certificate ☐ G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded	
UC Davis	Biological sciences	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
St George's University	Medicine	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Occupational Licenses Completed:	Certified Hypnotherapy, Yoga Teacher Alliance	
Other Trainings Completed:	Mental Health First Aid	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Trauma Resilience	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Do you have any obligations that might affect your attendance at scheduled meetings? ☐ Yes ☐ No

If Yes, please explain:

Would you like to be considered for appointment to other advisory bodies for which you may be qualified? ☒ Yes ☐ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☒ No

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

I regularly volunteer at senior centers, libraries and senior services at churches. My intention is to support the older generations with tools for aging well. I feel it's my duty to pay it forward, and hope that it also affects my own aging.

I often wonder what would happen if we lean in to the systems of aging and improve them while we are younger. As a 42 year old, I'd love to offer my experience, innovation, and understanding of systems to improve this for folks who are aging and those will be entering the space soon

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

I currently work in a nonprofit focused on reframing healthcare to include cultural medicines, food as medicine, farming, ecology, and more. This nonprofit puts me in constant relationship with incredible healthcare providers, who I would love to introduce to the aging population in contra costa county.

I am including my resume with this application:

Please check one: ☒ Yes ☐ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☐ 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 and community experience, including any boards on which you have served.

I'm currently on the Board for the Interfaith Center of Miami University, Ohio.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one: ☐ 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?

Please check one: ☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

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Signed: indy sekhon

Date: 3/31/2025

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Martinez, CA 94553

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Profile

Deborah

First Name

Wiener

Last Name

Middle Initial

Home Address

Suite or Apt

Alamo

City

CA

State

94507

Postal Code

Mobile:

Primary Phone

Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

☒ District 2

Quickscrews/Quickbolt

Employer

Owner

Job Title

Length of Employment

37

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?

28

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

☐ Yes ☒ No

Board and Interest

Which Boards would you like to apply for?

Advisory Council on Aging: 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

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, committee, or commission.

I am passionate about improving behavioral health services and ensuring equitable access to mental health and substance use treatment in our community. With over 37 years of experience as a business owner and leadership roles in nonprofit boards and Toastmasters, I bring skills in strategic planning, team building, and data-driven decision-making. My ability to analyze complex systems and collaborate effectively with diverse teams would enable me to contribute meaningfully to this board's mission. Additionally, my service on the Civil Grand Jury has deepened my understanding of the challenges facing our community and strengthened my ability to evaluate public systems critically and constructively. Through my work on committees addressing youth services, mental health, public defense, and child and family services, I gained firsthand experience conducting research, facilitating interviews, and developing actionable recommendations to improve public services. I am eager to apply this experience to the Behavioral Health Board to help shape a system that meets the evolving needs of our community.

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

I bring a strong blend of leadership, analytical, and collaborative skills that make me well-suited for this appointment. As a successful business owner for over 37 years, I have honed expertise in strategic planning, team building, data analysis, and organizational management. These skills have been further strengthened through my leadership roles in Toastmasters, where I have developed and implemented training programs, facilitated complex meetings, and led diverse teams toward shared goals. In addition, my service on the Civil Grand Jury has provided me with invaluable experience in evaluating public systems and services. As a member of various committees, I conducted in-depth research, facilitated interviews, and contributed to actionable recommendations addressing community needs in areas such as youth services, public defense, and child welfare. My ability to critically analyze complex issues and collaborate with stakeholders will allow me to contribute effectively to the Behavioral Health Board's mission of improving mental health and substance use treatment systems in 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:

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.

Over the years, I have actively contributed to my community through various volunteer roles and advisory board memberships. My service includes: - **Civil Grand Jury, Contra Costa County (2024-2025):** Served on multiple committees addressing community issues such as youth services, public defense, and child welfare. Held leadership roles, including Team Building Chair and Subcommittee Chair, conducting research, facilitating interviews, and developing actionable recommendations. - **Toastmasters International:** Held leadership roles as Area Director and Division Director, mentoring members, organizing leadership training, and facilitating speech contests. Chaired several committees, including the New Community Club Chair and Nominating Committee Chair, contributing to the organization's strategic initiatives. - **Nonprofit Board Member:** Provided strategic direction, oversight, and governance to advance the mission and effectiveness of the organization. - **Community Leadership Roles:** Organized and facilitated various community training sessions and events, promoting personal and professional development for participants. This diverse experience reflects my dedication to public service and my ability to collaborate effectively in leadership and advisory capacities.

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

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 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

Deborah Wiener

130 Linhares Lane | Alamo, CA 94507 | 925-580-0350 | dwiener@quickscrews.com

Objective

Experienced leader and dedicated community advocate with a passion for public service. Committed to leveraging my expertise in strategic planning, organizational leadership, and collaboration to contribute meaningfully to the mission of any community board focused on enhancing public services and addressing community needs.

Education**St. Mary's College**

Bachelor of Arts in Business Management

Professional Experience**Entrepreneur/Owner**

Quickscrews/Quickbolt International Corporation

1987 – Present

- Oversee all aspects of business operations, including strategic planning, facilities management, and fleet management.
 - Develop and implement human resources policies and provide consulting on employee relations and development.
 - Manage accounting functions and ensure financial accuracy and compliance.
 - Lead team-building initiatives to foster a collaborative and effective work environment.
 - Successfully grew and sustained a thriving business for over 37 years.
-

Public Service and Leadership**Civil Grand Jury Member**

Contra Costa County

2024 – 2025

- Served on multiple committees, including Law & Justice and Health & Human Services.

- Conducted research, facilitated interviews, and developed actionable recommendations on key issues such as youth services, public defense, and child welfare.
- Held leadership roles, including Team Building Chair and Subcommittee Chair, demonstrating strong organizational and analytical skills.

Toastmasters International

- Held leadership roles, including **Area Director** and **Division Director**, mentoring members and fostering club growth.
- Designed and delivered leadership training programs and facilitated speech contests.
- Chaired committees such as **New Community Club Chair**, **Nominating Committee Chair**, and **Realignment Committee Chair**, contributing to strategic organizational initiatives.

Nonprofit Board Service

- Served as a board member, providing strategic direction and oversight to advance the organization's mission.

Additional Accomplishments

- **International Best-Selling Author and Columnist:** Published works recognized globally for their insight and impact.
- Expertise in public speaking, meeting facilitation, and community engagement.

Skills

- Strategic Planning and Project Management
 - Research and Data Analysis
 - Team Building and Leadership
 - Human Resource Consulting and Employee Development
 - Financial Management and Accounting
 - Public Speaking and Meeting Facilitation
-

Application Form

Profile

Holly

First Name

Middle Initial

Frates

Last Name

Home Address

Pleasant Hill Senior Center

Suite or Apt

PLEASANT HILL

City

CA

State

94523

Postal Code

Home:

Primary Phone

Email Address

District Locator Tool

Resident of Supervisorial District:

None Selected

Pleasant Hill Recreation & Park District

Employer

Senior Services Manager

Job Title

Length of Employment

18 years

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?

18 years

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

☐ Yes ☒ No

Board and Interest

Which Boards would you like to apply for?

Advisory Council on Aging: Submitted

Seat Name

at large

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

Western Kentucky University

Degree Type / Course of Study / Major

Undergrad: Recreation Admin-Major, Gerontology, Minor

Degree Awarded?

☒ Yes ☐ No

College/ University B

Name of College Attended

San Francisco State University

Degree Type / Course of Study / Major

Masters of Public Administration, Public Admin with emphasis in Management

Degree Awarded?

☒ Yes ☐ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes ☐ No

Other Trainings & Occupational Licenses**Other Training A**

Supervisor training from National Recreation & Park Association (NRPA)

Certificate Awarded for Training?

☒ Yes ☐ No

Other Training B**Certificate Awarded for Training?**

☐ Yes ☐ No

Occupational Licenses Completed:

CPR/First Aid

Qualifications and Volunteer Experience

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

I am the Manager for the Pleasant Hill Senior Center and believe I could offer a new and different viewpoint for the board. I see thousands of seniors that have different needs in our community. There are barriers, whether it is transportation, financial, housing, mental health, language, etc. I would love to help make a larger difference.

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

With my years of working at the Senior Center in varying capacities, I can offer a different viewpoint about the needs of the aging seniors. I have worked with the County Nutrition Program, planned fitness & educational classes, worked with many agencies to bring services into our building that our seniors desperately need-like the Food Bank Senior Food program.

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:

Current job may have requirements, but I will try my best to make everything 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.

Coaching boys basketball, CA Recreation & Park District 3 Aging Section Representative Board member. I work with the community and volunteers on a daily basis at my job, this includes overseeing an advisory board for the Senior Center.

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 Senior Center has a CDBG grant for our Care Management Program through the County.

Please Agree with the Following Statement

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☒ I Agree

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Hollis (Holly) Frates

Experience

APRIL 2022-PRESENT

Senior Services Manager / Pleasant Hill Recreation & Park District, Pleasant Hill, CA

- Manage a 27,000 square foot Senior Center for the community of Pleasant Hill.
- Manage and lead 3 full-time and 1 part-time staff members of the Senior Center.
- Prepare, present, and manage multiple grants of \$1,000-\$20,000 per year for various programs.
- Manage a budget of \$1.3 million for the Senior Center.
- Establish and build relationships with businesses and nonprofits to maximize connections in the senior community.
- Handles potentially difficult Senior Center patrons with de-escalation protocols.
- Chair of the PHRPD DEIB Committee.
- Attended 2 years of NRPA's Supervisor Management School in Oglebay, WV (2023-2024)

APRIL 2007 – APRIL 2022

Program Supervisor / Pleasant Hill Recreation & Park District, Pleasant Hill, CA

- Plan, implement and evaluate programs and special events for 10-2,000+ diverse populations including seniors and adults with developmental disabilities.
- Create, promote, manage, and evaluate education and fitness classes for seniors and adults.
- Prepare, present, and manage multiple grants of \$1,000-\$20,000 per year for various programs.
- Manage over 250 senior volunteers. This includes onboarding, training, evaluating and constant improvement to the program.
- Oversee the Pleasant Hill County Nutrition Program site for senior citizens.
- Manage multiple budgets.
- Responsible for adapting programs during COVID to provide a lifeline to vulnerable senior population.
- Direct seniors to resources for housing, food, mental health services, caregiving, transportation, and other essential needs.

Education

MAY 2011

Masters in Public Administration with Management focus/ San Francisco State University, San Francisco, CA

MAY 2007

B.S. in Recreation with Gerontology Focus / Western Kentucky Univ., Bowling Green, KY

Graduated with Magna Cum Laude honors, Gerontology Student of the Year 2007

Skills

- Proficient in Microsoft Applications
- Emotional Management
- Active Listening
- Flexibility
- Customer Service
- Institutional Knowledge of the Senior Industry
- Proficient on other computer applications: ie: Canva, Constant Contact



Contra
Costa
County

Please return completed applications to:

Clerk of the Board of Supervisors

1025 Escobar Street, 1st Floor

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

Last Name

Home Address - Street

City

Zip Code

Phone (best number to reach you)

Email

Resident of Supervisorial District:

EDUCATION

Check appropriate box if you possess one of the following:

☐ High School Diploma

☐ CA High School Proficiency Certificate

☐ G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded	
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed:

Board, Committee or Commission Name

Seat Name

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

☐ No

☐ Yes

If yes, how many?

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

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

I am including my resume with this application:

Please check one:

☐ Yes

☐ No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one:

☐ Yes

☐ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one: ☐ Yes ☐ No

List any volunteer and community experience, including any boards on which you have served.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one: ☐ 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?

Please check one: ☐ Yes ☐ No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree 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.

Signed: _____ **Date:** _____

Submit this application to: ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board of Supervisors
1025 Escobar Street, 1st Floor
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at ClerkofTheBoard@cob.cccounty.us

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 2011/55, 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: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

Application Form

Profile

Yanmei

First Name

Middle Initial

Wright

Last Name

Home Address

Suite or Apt

Walnut Creek

City

CA

State

Postal Code

Home:

Primary Phone

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?

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

☐ Yes ☒ No

Board and Interest

Which Boards would you like to apply for?

Advisory Council on Aging: 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

Peking University

Degree Type / Course of Study / Major

Bachelor in Public Administration

Degree Awarded?

☒ Yes ☐ No

College/ University B

Name of College Attended

Saint Mary's College of California

Degree Type / Course of Study / Major

Master in Counselling

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

Traditional Chineses Medicine

Certificate Awarded for Training?

☐ Yes ☒ No

Other Training B

Certificate Awarded for Training?

☐ Yes ☐ No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

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

As someone who is semi-retired, I now have the time, energy, and desire to give back to the community. Joining the board offers a meaningful way for me to contribute my skills, experience, and perspective in a collaborative environment.

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

I bring a unique combination of personal and professional experiences to the board. As an Asian American and first-generation immigrant, I offer a diverse perspective that can help the organization better understand and serve multicultural communities. With a background in psychology and years of experience in counseling, I have a deep understanding of human behavior, communication, and community dynamics.

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 prior experience serving as an executive board member of the California Career Development Association. In addition, I have volunteered with several nonprofit organizations, including NAMI (National Alliance on Mental Illness), Oxfam, and Life Tree, among others. These experiences have deepened my understanding of nonprofit operations, community engagement, and the importance of advocacy and support services.

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).
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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.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4256

Agenda Date: 10/13/2025

Agenda #: 6

FAMILY & HUMAN SERVICES COMMITTEE

Meeting Date: October 13, 2025

Subject: Report on Child Welfare Services & Initiatives

Submitted For: Marla Stuart, Director

Department: Employment and Human Services Department

Referral No: N/A

Referral Name: N/A

Presenter: Roslyn Gentry, Children and Family Services Bureau Director

Contact: Jason Chan, (925) 655-2050

Referral History:

This presentation is an informational update to the FHS committee on current Child Welfare Services & Initiatives

Referral Update:

Please see the attached report and presentation materials for updates on Child Welfare Services & Initiatives.

Recommendation(s)/Next Step(s):

ACCEPT the report from the Employment and Human Services Department (EHSD) on Child Welfare Services & Initiatives, and DIRECT staff to forward the report to the Board of Supervisors for their information.

Fiscal Impact (if any):

There is no fiscal impact for this action.

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Building Brighter Futures Together



FY25-26

Child Welfare Services & Initiatives

Roslyn Gentry, Director, Children & Family Services

EHSDInfo@ehsd.cccounty.us | (925) 608-4800

October 2025

Table of Contents



- Child Welfare Services Overview
- Child Welfare Initiatives
 - Continuum of Care Reform
 - Family First Prevention Services Act Part IV
 - Family First Prevention Services Act Part I

CONTRA COSTA COUNTY

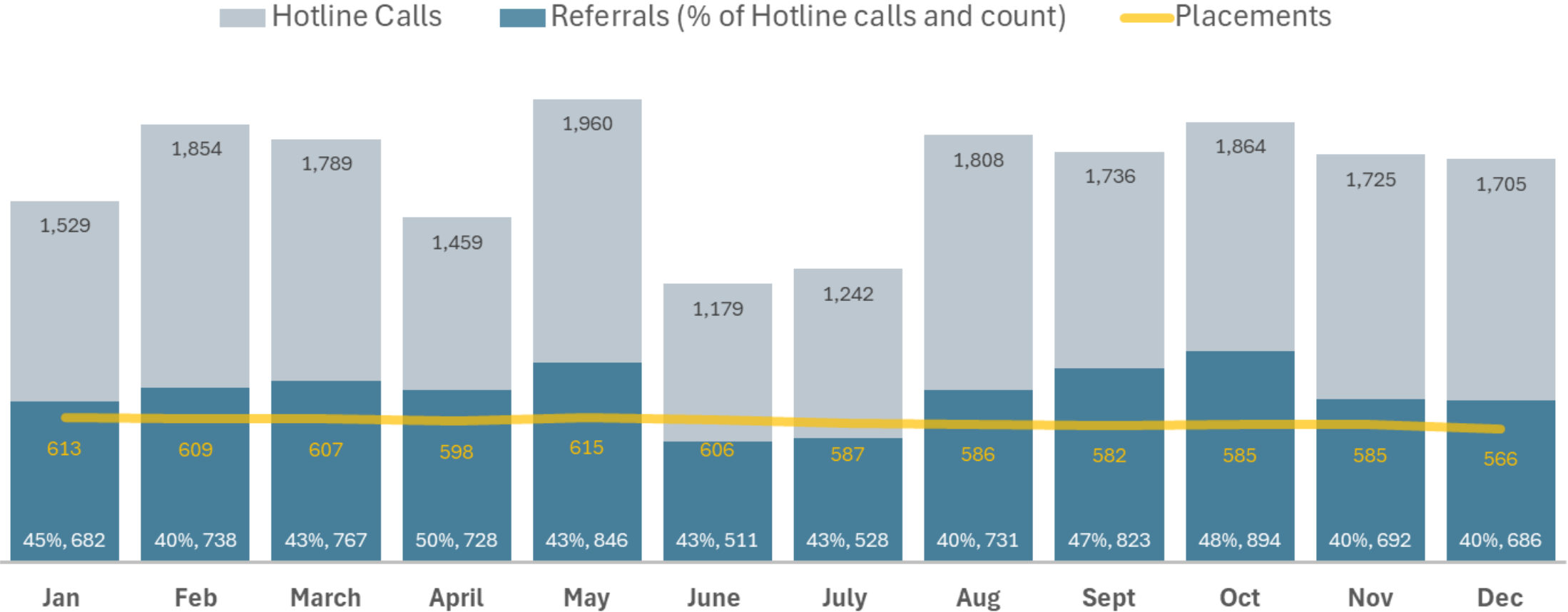
EMPLOYMENT & HUMAN SERVICES

Building Brighter Futures Together

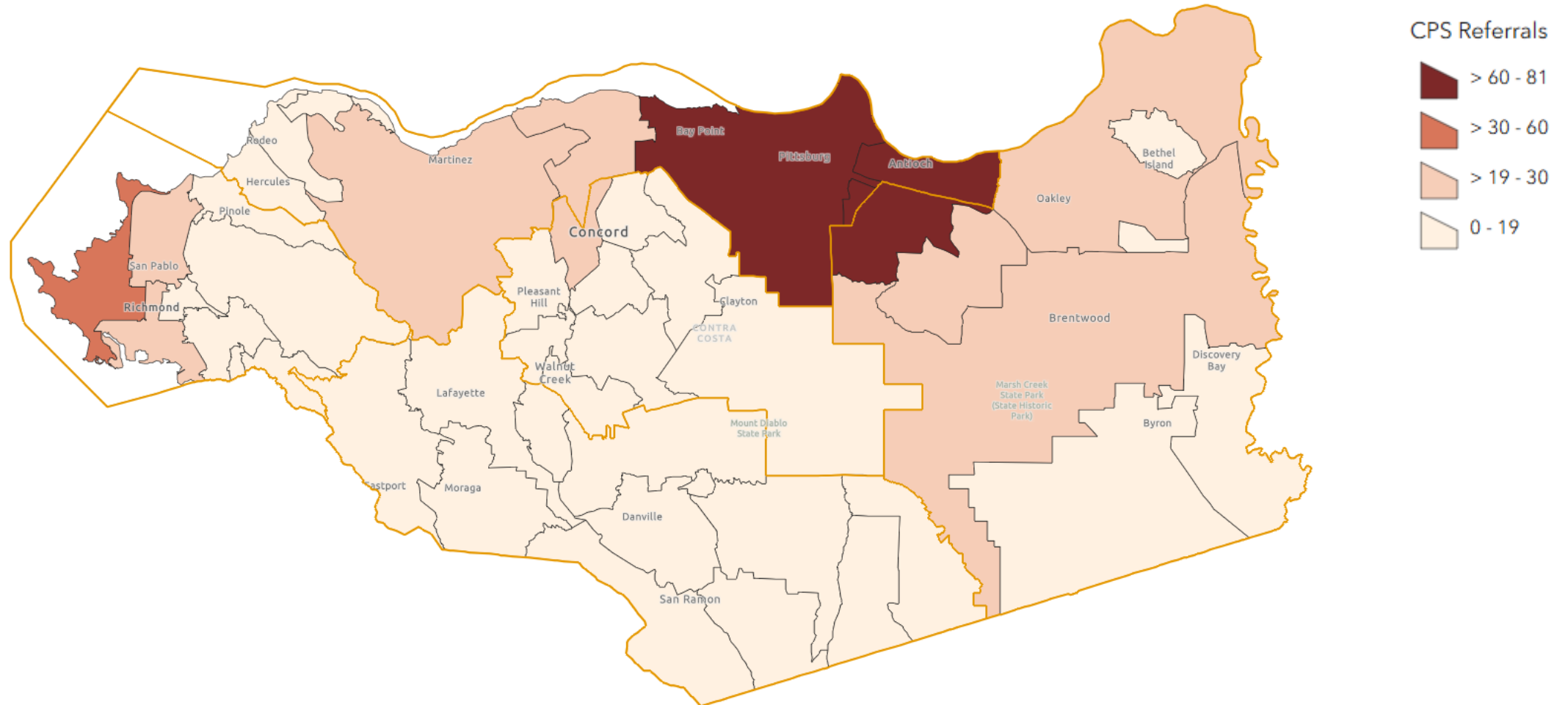
Child Welfare Services Overview

CFS Calls, Referrals, Placements

2024 Hotline Calls, Referrals, Placements by Month



July 2025 CFS Referrals



July 2025 CFS Referrals

District	# of CFS Referrals	% of CFS Referrals
1	112	20%
2	43	8%
3	138	25%
4	96	17%
5	138	25%
Other	31	6%
Total	558	100%

Preventing Youth in Care

- **Community Based Prevention Programs**
 - Family and Children's Trust (FACT): 8
 - Promoting Safe & Stable Families (PSSF): 5
 - Case Management: 4
 - Community Partnership Gatherings: 3
- **Family Maintenance**
 - Children/youth remain safely at home
 - Family supportive services
 - Court-ordered or voluntary
- **Voluntary Family Reunification**
 - Parents voluntarily place child/youth for up to 6 months



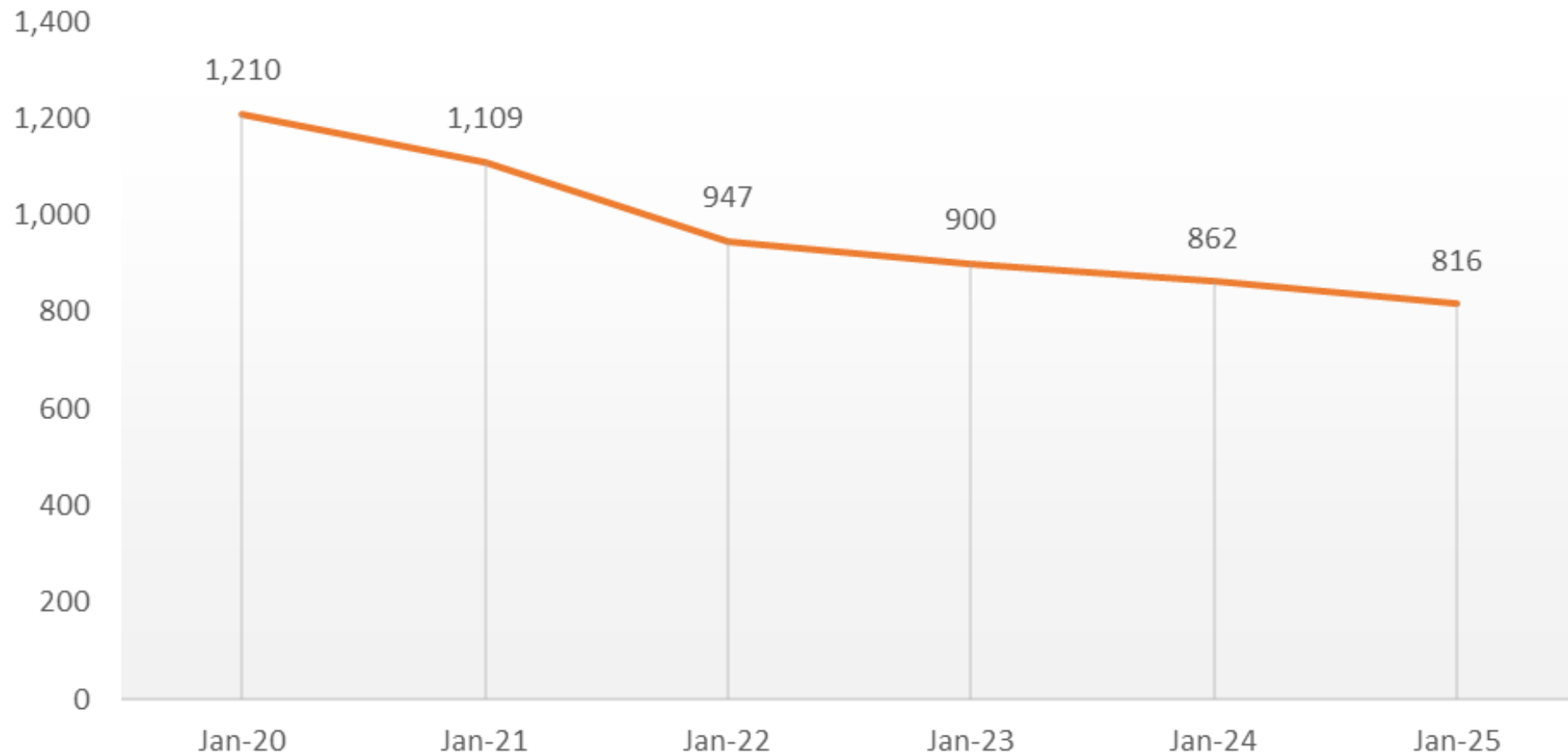
Youth in Care

- **Foster Care**
 - Supportive services to ensure child/youth well-being & strengthen family stability
 - Safe, stable placement pending permanency (reunification, adoption, guardianship)
- **Adoptions**
 - Legal permanency and safety for children
 - Adoption Assistance Program
- **Extended Foster Care**
 - Housing and supportive services for Non-Minor Dependents ages 18-21



Child Welfare Open Cases

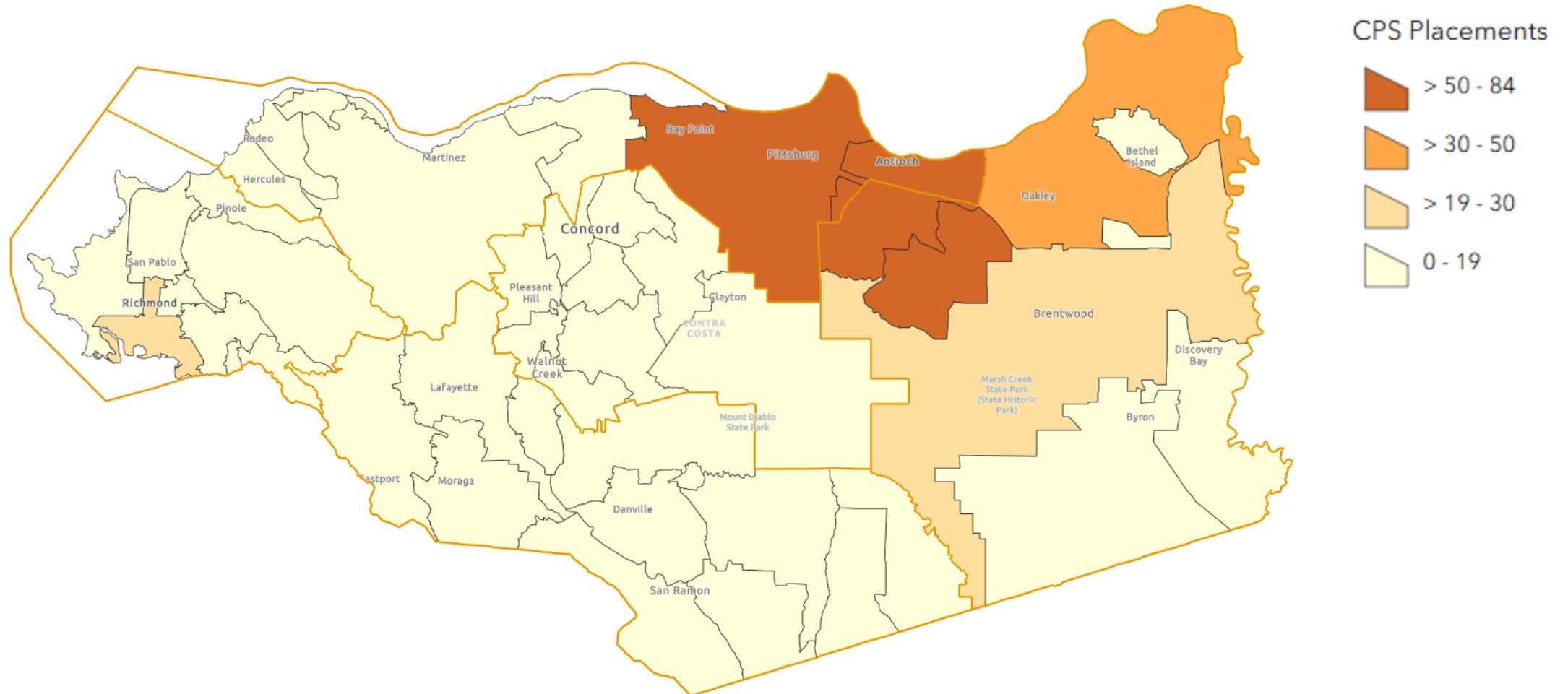
Total Cases Open in the Month



July 2025 Foster Care Placements

District	# of CFS Children/Youth in Placement	% of CFS Children/Youth in Placement
1	63	10%
2	18	3%
3	194	32%
4	73	12%
5	108	18%
Other	156	25%
Total	612	100%

July 2025 CFS Placements



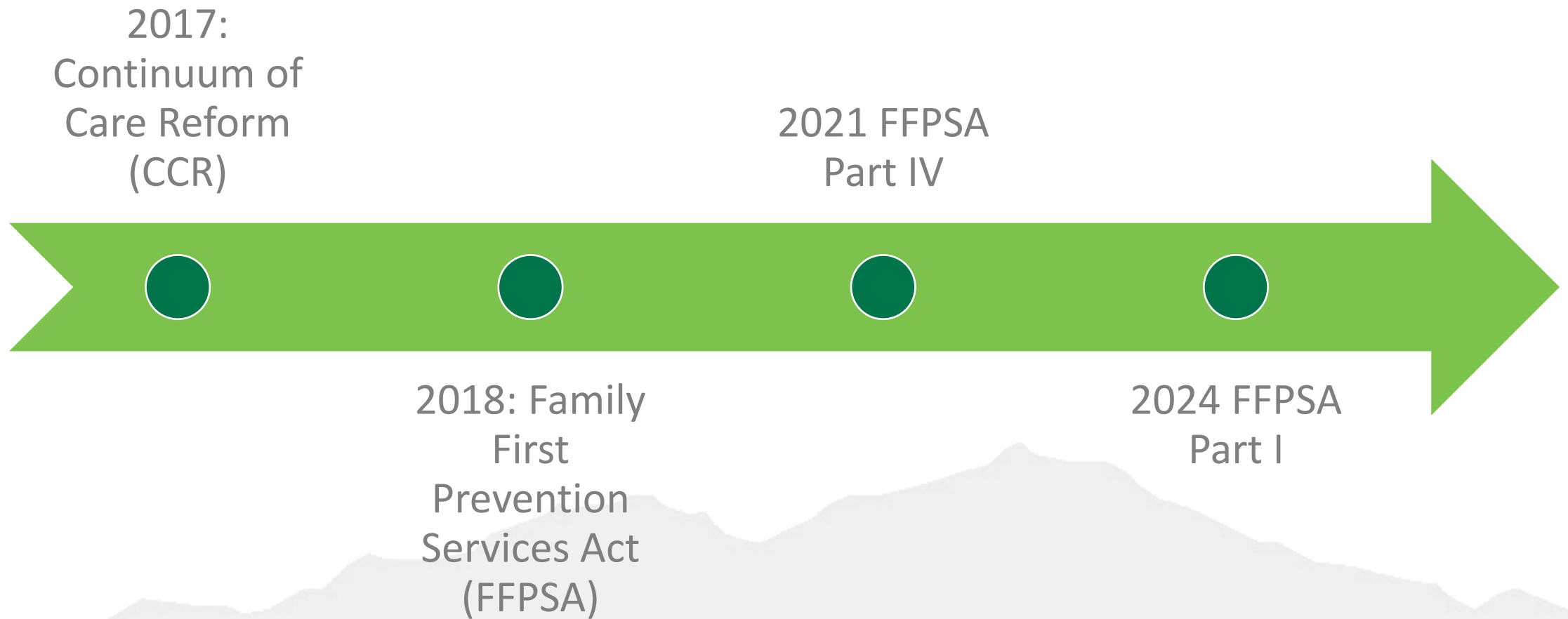
CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Building Brighter Futures Together

Child Welfare Initiatives

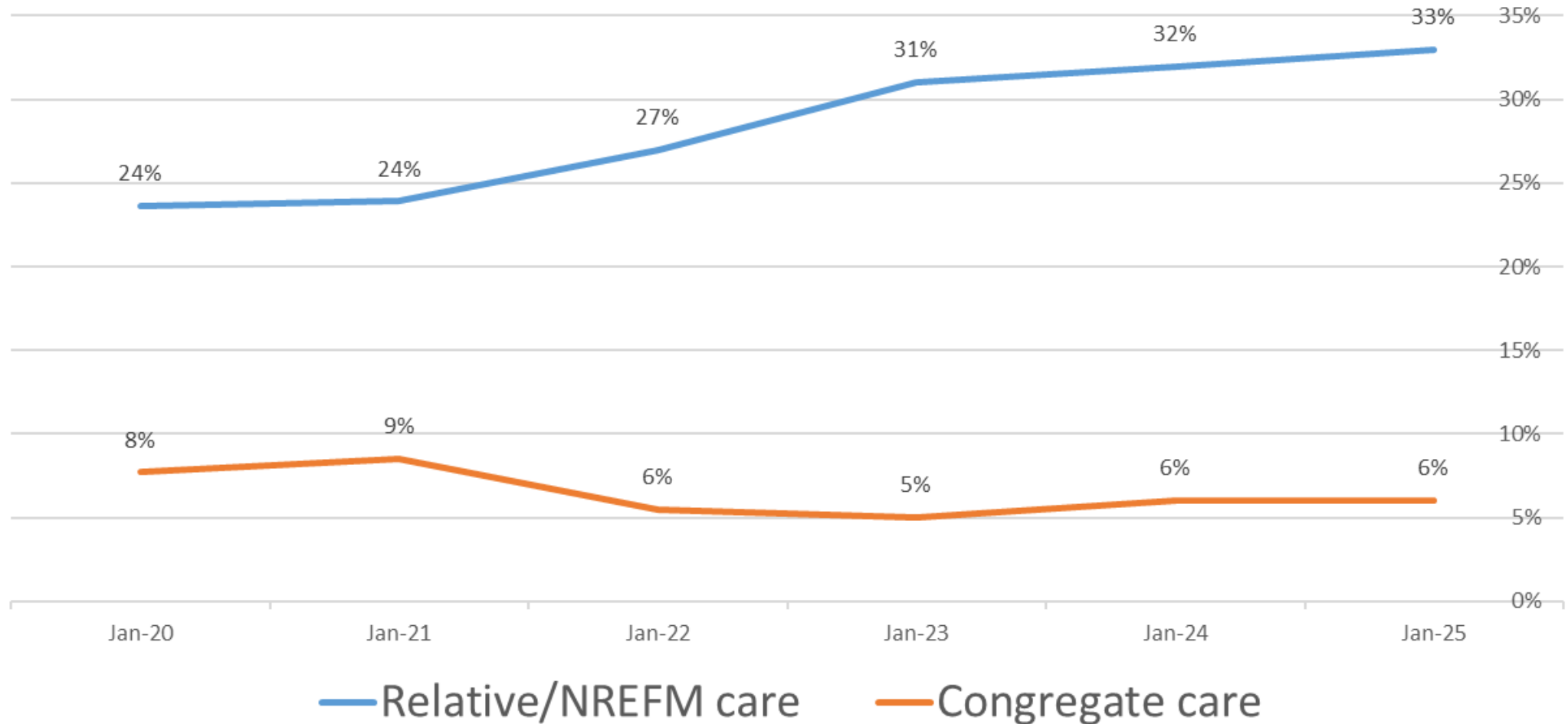
Child Welfare Initiatives



Continuum of Care Reform (CCR)

- Major child welfare reform
- Goals
 - Ensure all needs of youth in foster care are met
 - Opportunity to grow up in permanent and supportive homes
 - Supporting self-sufficient, successful transition to adulthood
- Special areas of focus
 - Increasing relative and home-based placements
 - Reduction of foster youth in congregate care settings

Foster Care Placement Type



Serving High Needs Youth

Capacity Building through contracts with providers

- 2 Enhanced Short Term Residential Therapeutic Programs
- 2 Enhanced Intensive Services Foster Care homes
- 1 Enhanced Resource Family Home

Individualized Coaching for Resource Family Homes

Wraparound and Aftercare for youth in and stepping down from congregate care

FFPSA Vision & Goals

Part IV.

Establishes requirements to limit use of higher-level placements so foster youth can have their needs supported in home-based family care

Part I.

Development of a Comprehensive Prevention Plan (CPP) to establish prevention-based services and supports that ensure:

- Fewer families with foster care & juvenile probation involvement
- More children who can remain safely at home with their families
- Addressing disproportionate number of families of color in the child welfare & juvenile justice systems

FFPSA Part IV

- Prioritizes placing foster youth in family-like environments
- Collaboration with Behavioral Health
- Builds upon Child and Family Team (CFT) process

Comprehensive Prevention Plan

More Accessible Resources

- Concrete supports in times of need
- Linkages to services and parenting support

+

Community Pathway

- No wrong door to services
- Resources available to families where they are

=

Stronger Communities

- Fewer children in foster care and probation
- Improved outcomes in schools, health
- Decreased disproportionality

Motivational Interviewing: evidence-based intervention

CPP Pilot Program – Antioch & East County

Antioch C.A.R.E.S. (Collaboration, Adaptation, Respect, Empowerment, Support/Strengths)

- 64 Families served
- 5 Received rental assistance
- 2 Received utility assistance
- 28 Received other basic needs

Child Abuse Prevention Council's Basic Needs

- 16 Received rental assistance
- 30 Received utility assistance
- 23 Received other basic need
- 210 Food boxes distributed

First 5 Family Resource Centers in East County

- 3 Family Resource Centers expanded concrete needs pantries
- 63 families served

Hygiene kits at Antioch schools for children, youth, and families with housing insecurity

- 96 kits created for distribution during 2025-26 academic year

CPP Pilot Goals

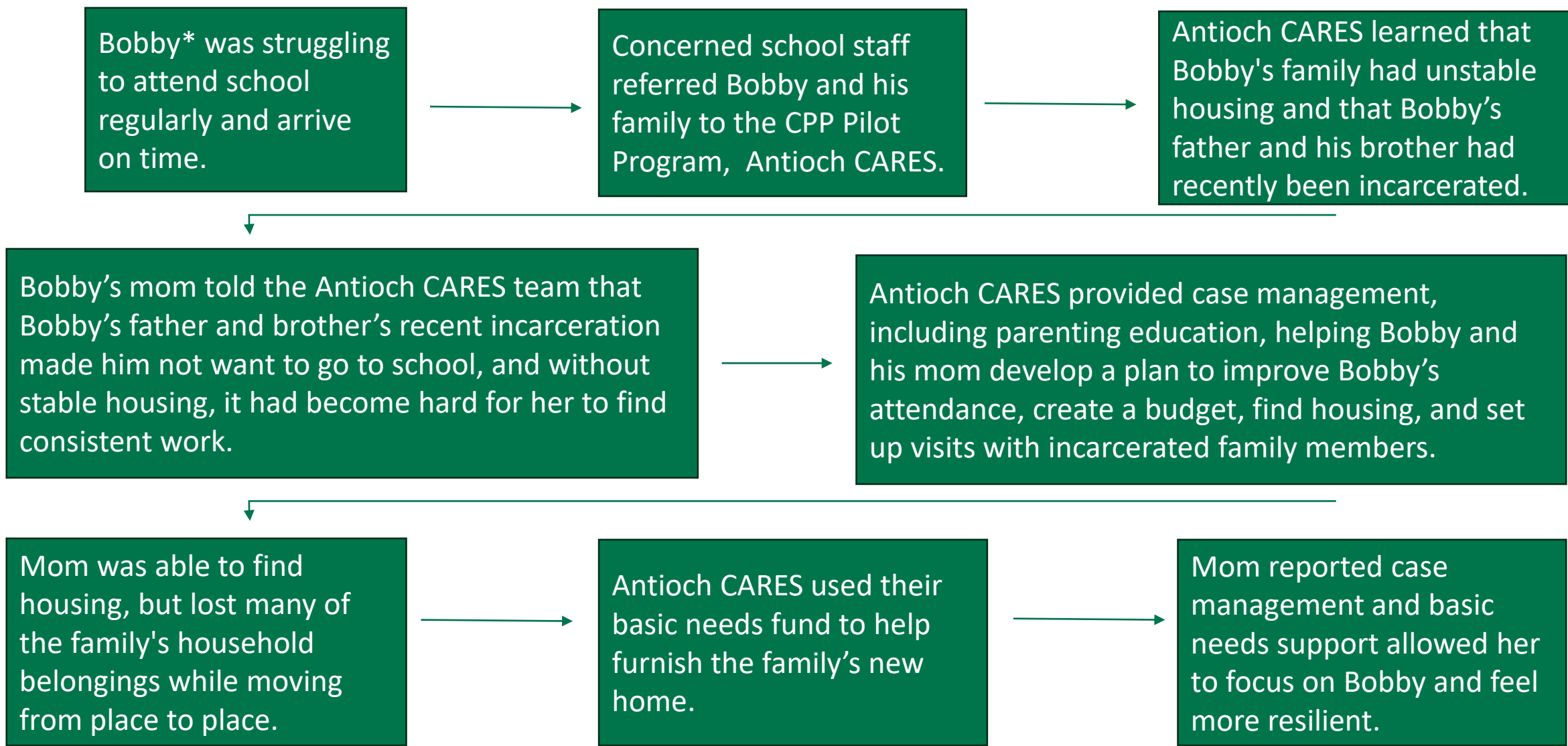
Antioch & East County

- Decrease number of families involved in child welfare
- Decrease number of child welfare investigations
- Decrease number of referrals to the child welfare hotline for families
- Decrease number of calls to the child welfare hotline for families
- Increased school attendance
- Families report they can access support in times of need

Prevention Informed by Measure X

- \$200,000 of Measure X funds allocated to prevention services, specifically to expand the CFS Parent Partner Program
- CFS and the Child Abuse Prevention Council (CAPC) are coordinating next steps for implementation
- Program goals will be aligned with existing county prevention goals

Stability & Strong Families through Prevention



*name changed to protect client confidentiality

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Building Brighter Futures Together



FY25-26

Child Welfare Services & Initiatives

Roslyn Gentry, Director, Children & Family Services

EHSInfo@ehsd.cccounty.us | (925) 608-4800

October 2025



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4257

Agenda Date: 10/13/2025

Agenda #: 7

FAMILY & HUMAN SERVICES COMMITTEE

Meeting Date: October 13, 2025
Subject: Report on Medi-Cal, CalWORKs & CalFresh activities
Submitted For: Marla Stuart, Employment and Human Services Director
Department: Employment and Human Services
Referral No: N/A
Referral Name: N/A
Presenter: Angela Bullock-Hayes, Workforce Services Director
Contact: Jason Chan, (925) 655-2050

Referral History:

Report on Medi-Cal, CalWORKs & CalFresh activities

Referral Update:

Please see the attached presentation materials for updates on Medi-Cal, CalWORKs & CalFresh activities.

Recommendation(s)/Next Step(s)

ACCEPT the Employment and Human Services Department's report on Post-COVID Medi-Cal, CalWORKs & CalFresh activities and FORWARD the report to the Board of Supervisors for their information.

Fiscal Impact (if any):

There is no fiscal impact.

Public Assistance

Family & Human Services Committee

October 13, 2025

Angela Bullock-Hayes, Workforce Services Director

info@ehsd.cccounty.us | (925) 608-4800

Table of Contents

- Services
- Community Need
- CalWORKs/Welfare to Work
- Service Excellence
- Legislative Environment

Building Brighter Futures Together

Services

Building Brighter Futures Together

Programs

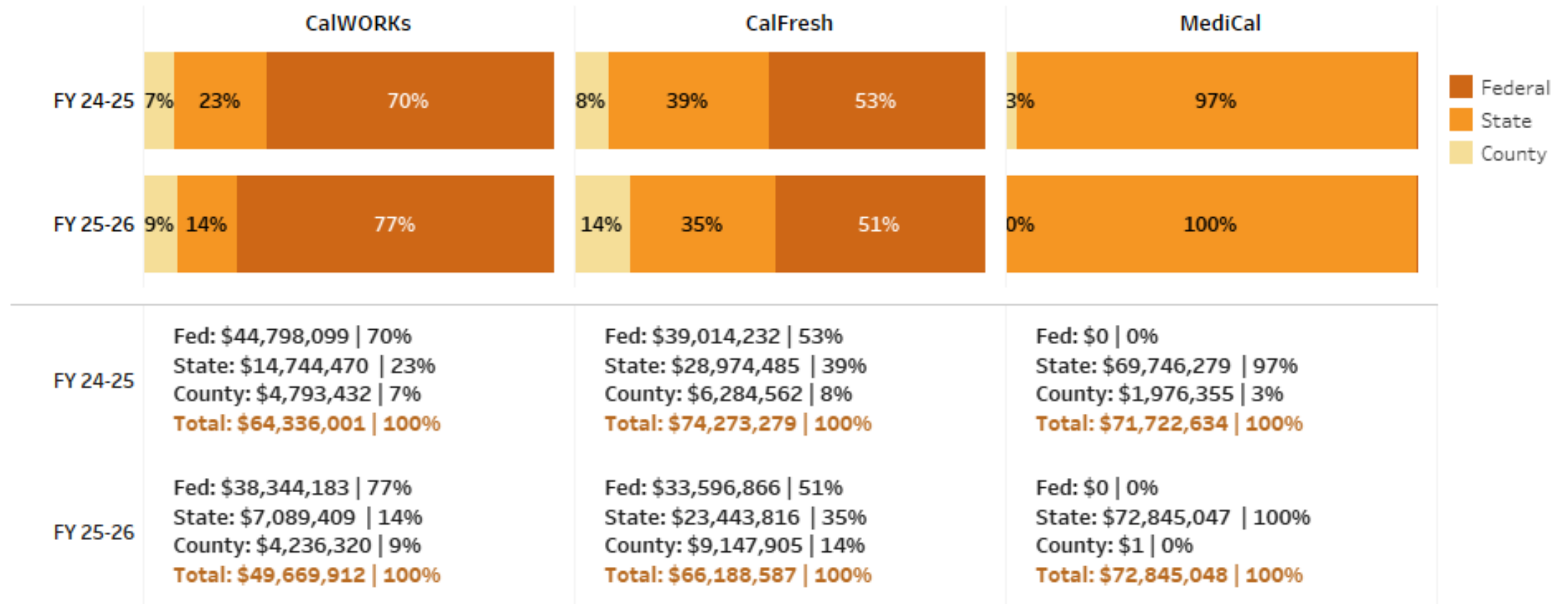
CalWORKs – California's Temporary Assistance for Needy Families (TANF) helps low-income families supplement monthly finances and provides supportive services, education, and subsidized employment

CalFresh - Monthly benefit for purchase of approved grocery items for eligible individuals & families

Medi-Cal - Health care coverage for low-income individuals & families

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2 Year Funding Comparison

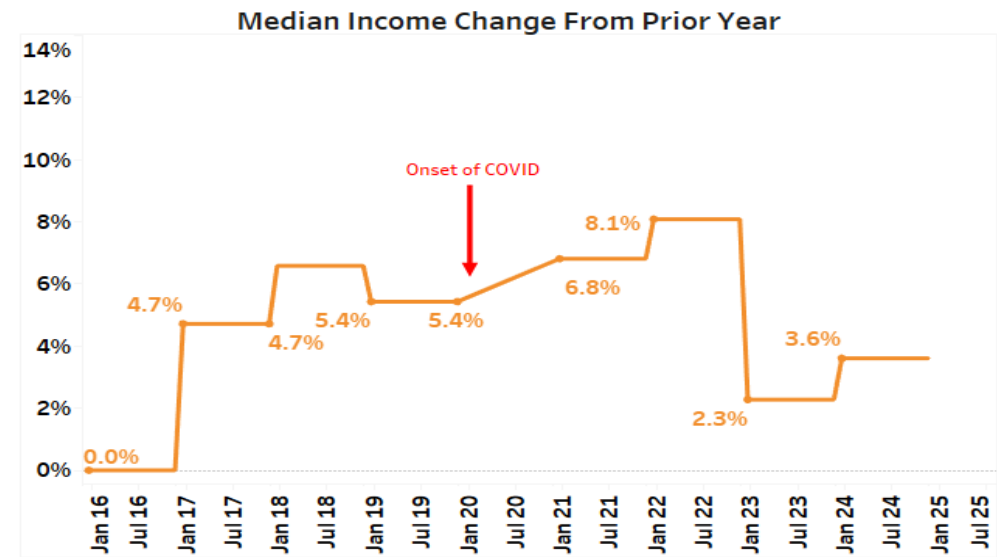
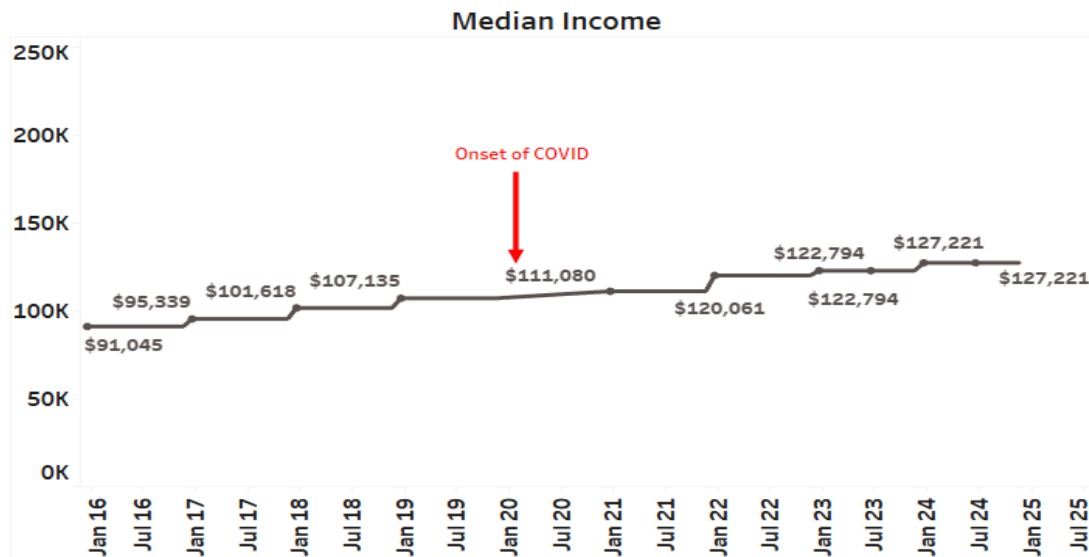
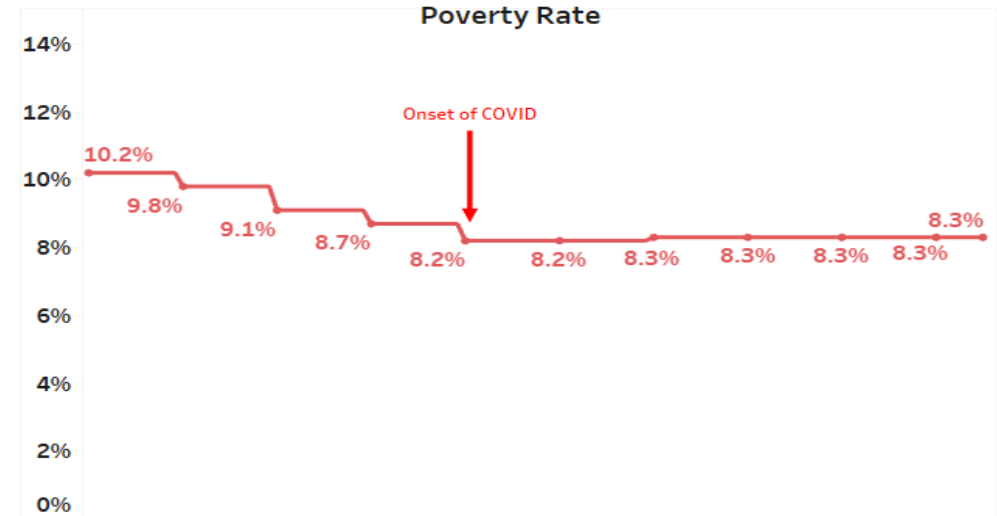
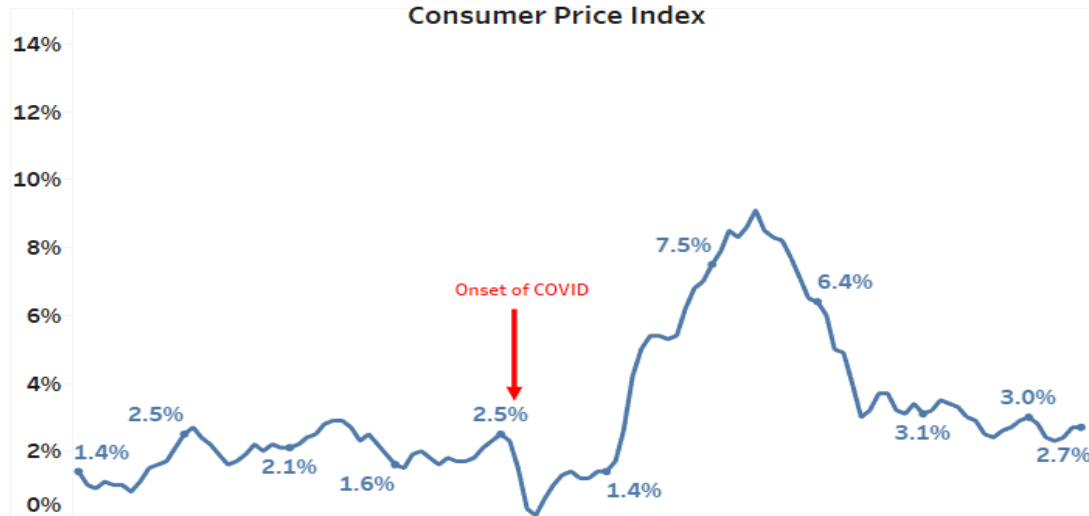


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Community Need

Building Brighter Futures Together

Economic Measures



Data Sources: Bureau Labor Statistics for Consumer Price Index; ACS 1 Year Estimate; The Consumer Price Index (CPI) is a measure of the average change over time in the prices paid by urban consumers for a “market basket” of consumer goods and services. (U.S. Bureau of Labor Statistics)

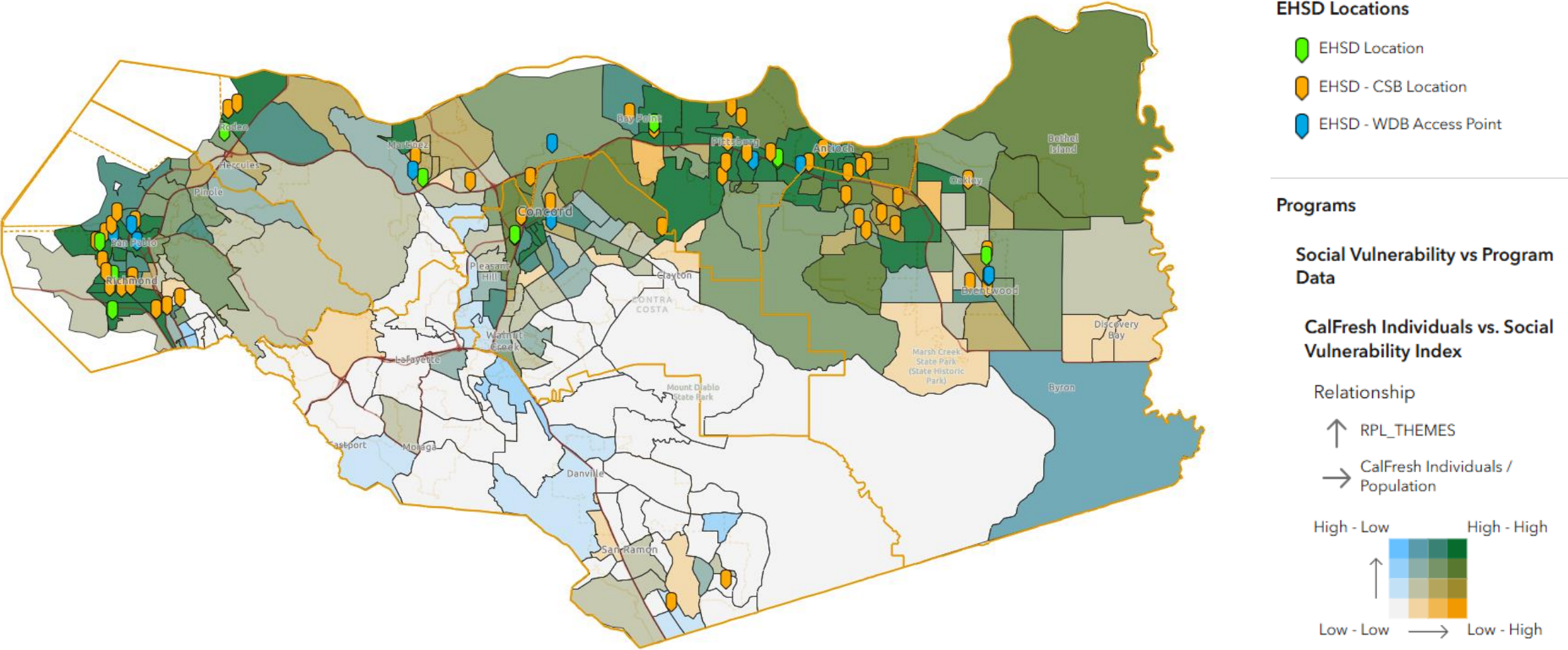
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Social Vulnerability Index

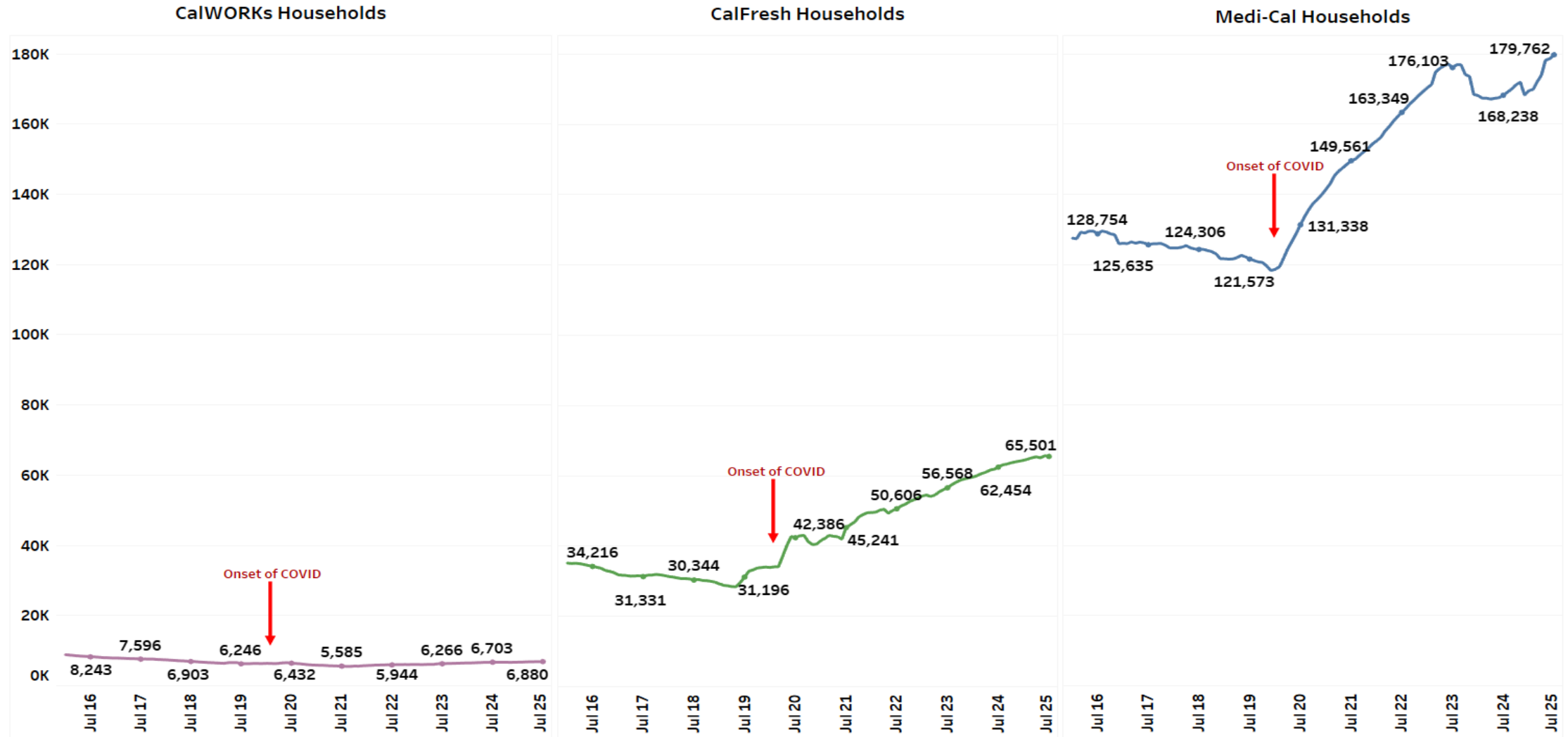
Contra Costa County Social Vulnerability Categories:			2016	2018	2020	2022
Overall Vulnerability	Socioeconomic Status	Below 150% Poverty	24.8%	24.8%	32.4%	32.2%
		Unemployed				
		Housing Cost Burden				
		No High School Diploma				
		No Health Insurance				
	Household Characteristics	Aged 65 & Older	13.8%	14.1%	46.1%	43.4%
		Aged 17 & Younger				
		Civilian with a Disability				
		Single-Parent Households				
		English Language Proficiency				
	Racial & Ethnic Minority Status	Hispanic or Latino (of any race) Black or African American, Not Hispanic or Latino Asian, Not Hispanic or Latino American Indian or Alaska Native, Not Hispanic or Latino Native Hawaiian or Pacific Islander, Not Hispanic or Latino Two or More Races, Not Hispanic or Latino Other Races, Not Hispanic or Latino	95.5%	95.6%	91.2%	91.7%
	Housing Type & Transportation	Multi-Unit Structures	50.1%	48.0%	49.2%	51.1%
		Mobile Homes				
		Crowding				
		No Vehicle				
Group Quarters						
Overall Contra Costa County Social Vulnerability Index			40.8%	40.6%	47.4%	47.9%

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CalFresh Individuals vs Social Vulnerability Index

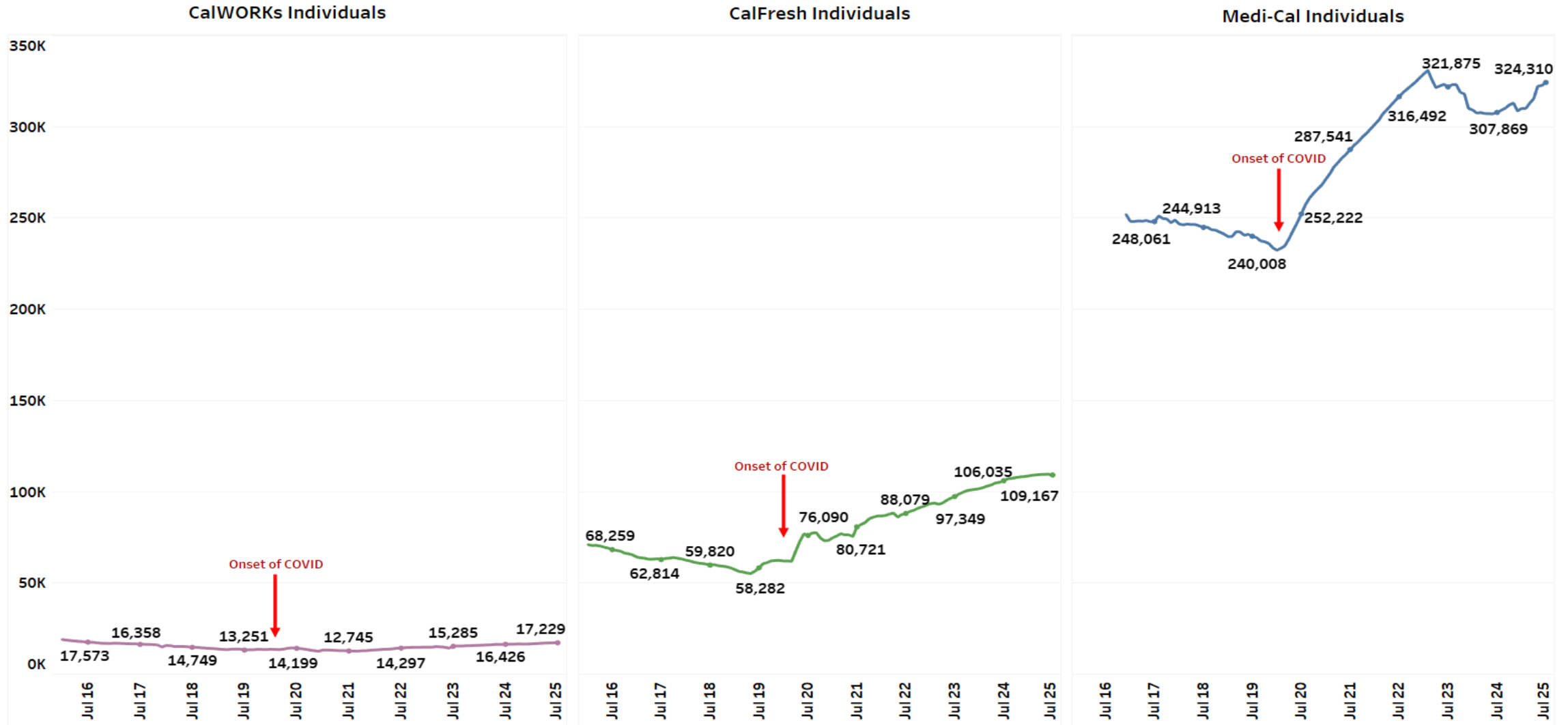


Household by Program



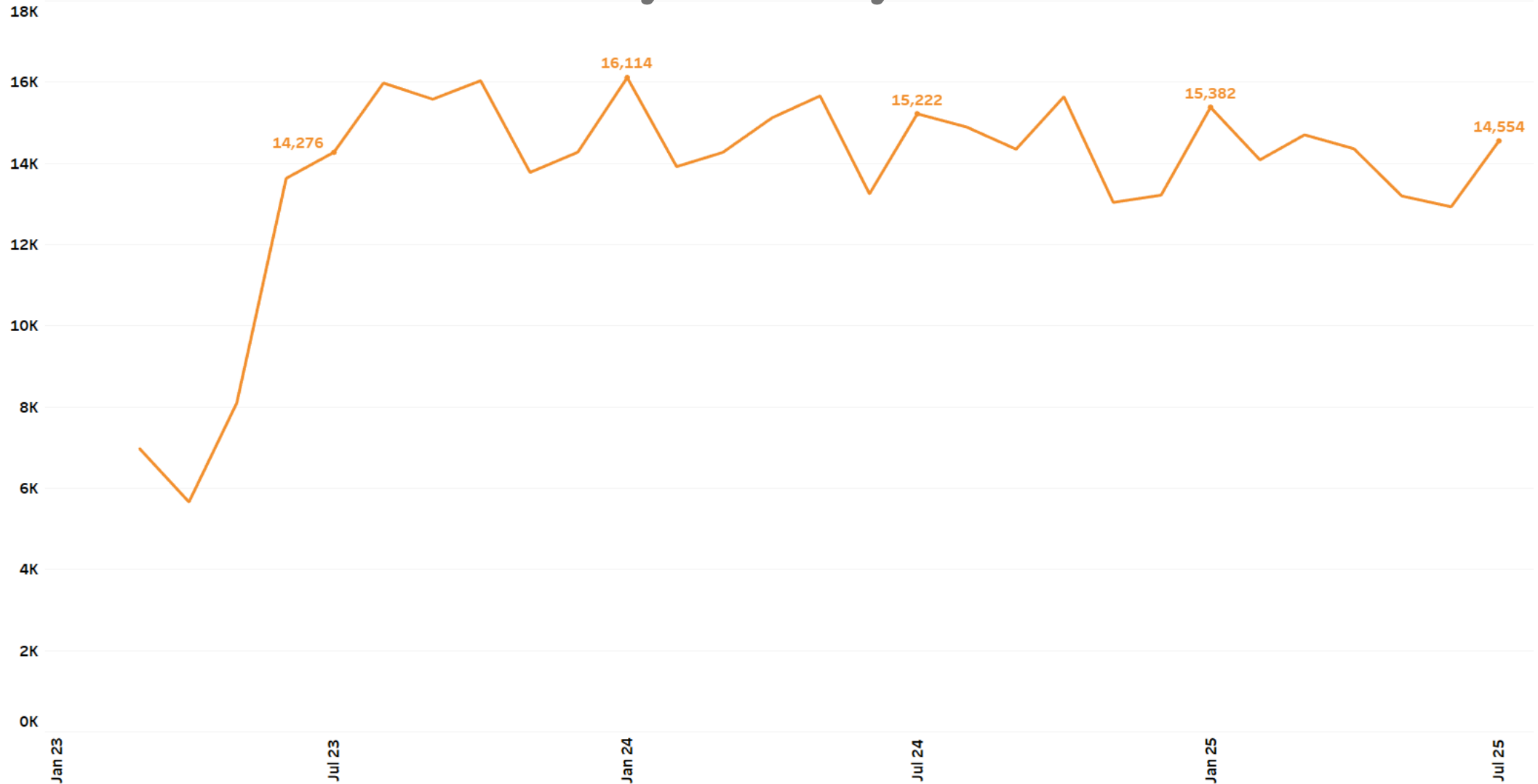
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Individuals by Program



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Monthly Lobby Traffic

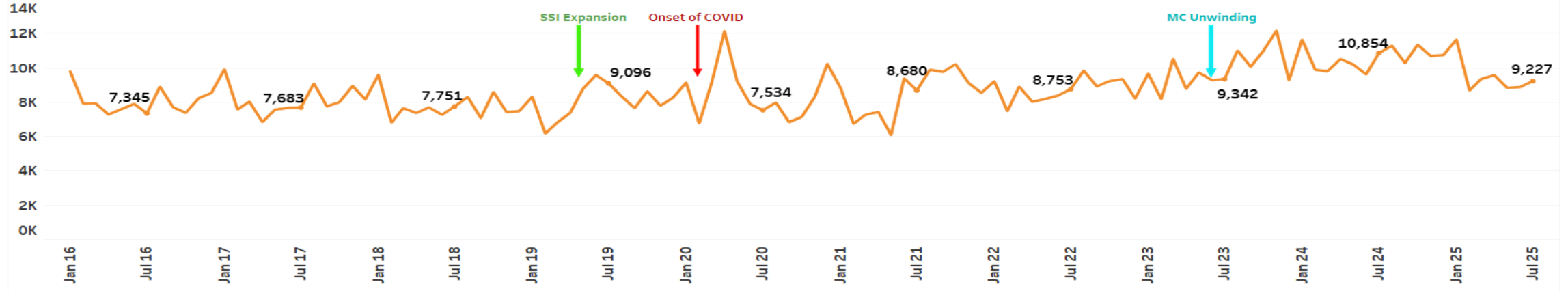


Data Source: CalSAWS BI Report – Reception Log;
Offices: 151 Linus Pauling, 1535-D Fred Jackson Way, 4545 Delta Fair, 400
Ellinwood, 1305 MacDonald, 151 Sand Creek Road

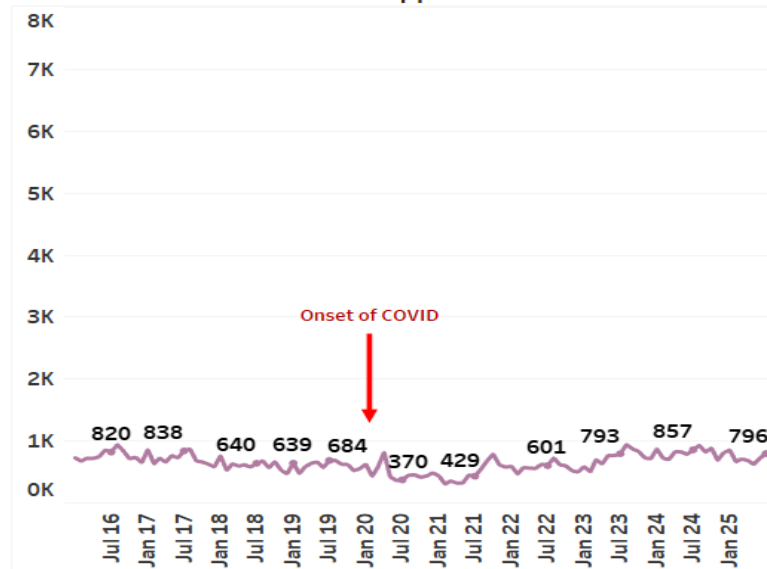
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Application Trend

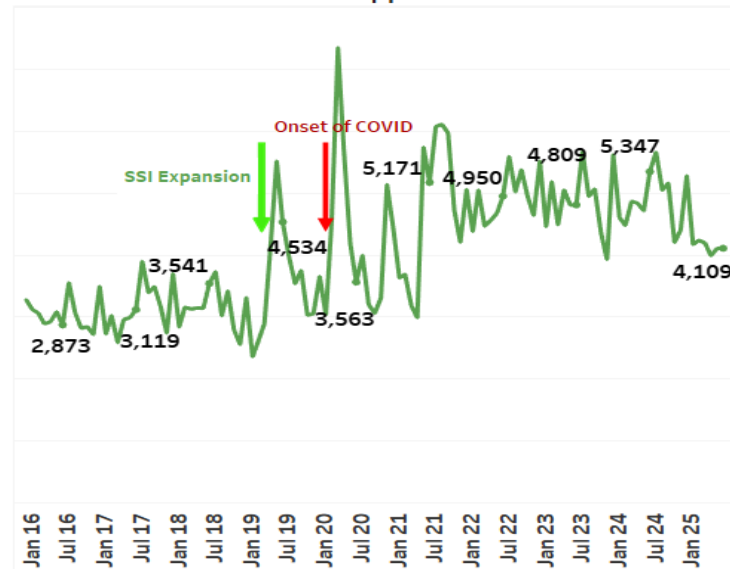
All Applications - CalWORKs, CalFresh & Medi-Cal



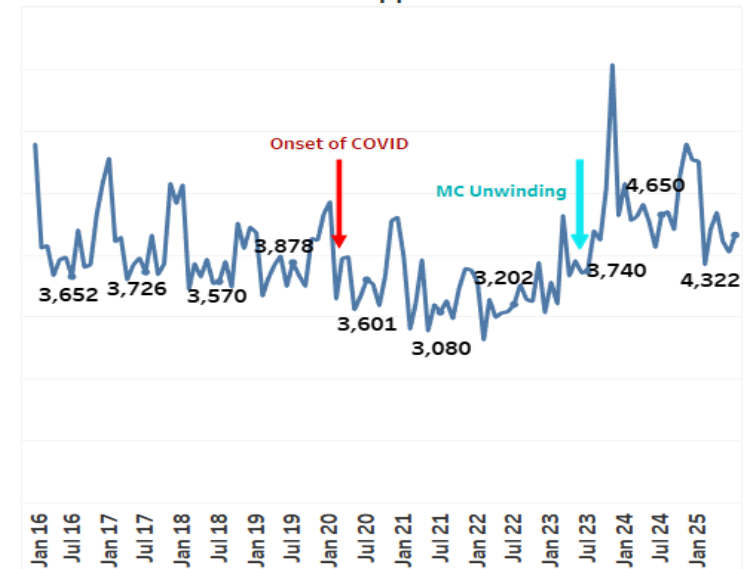
CalWORKs Applications



CalFresh Applications



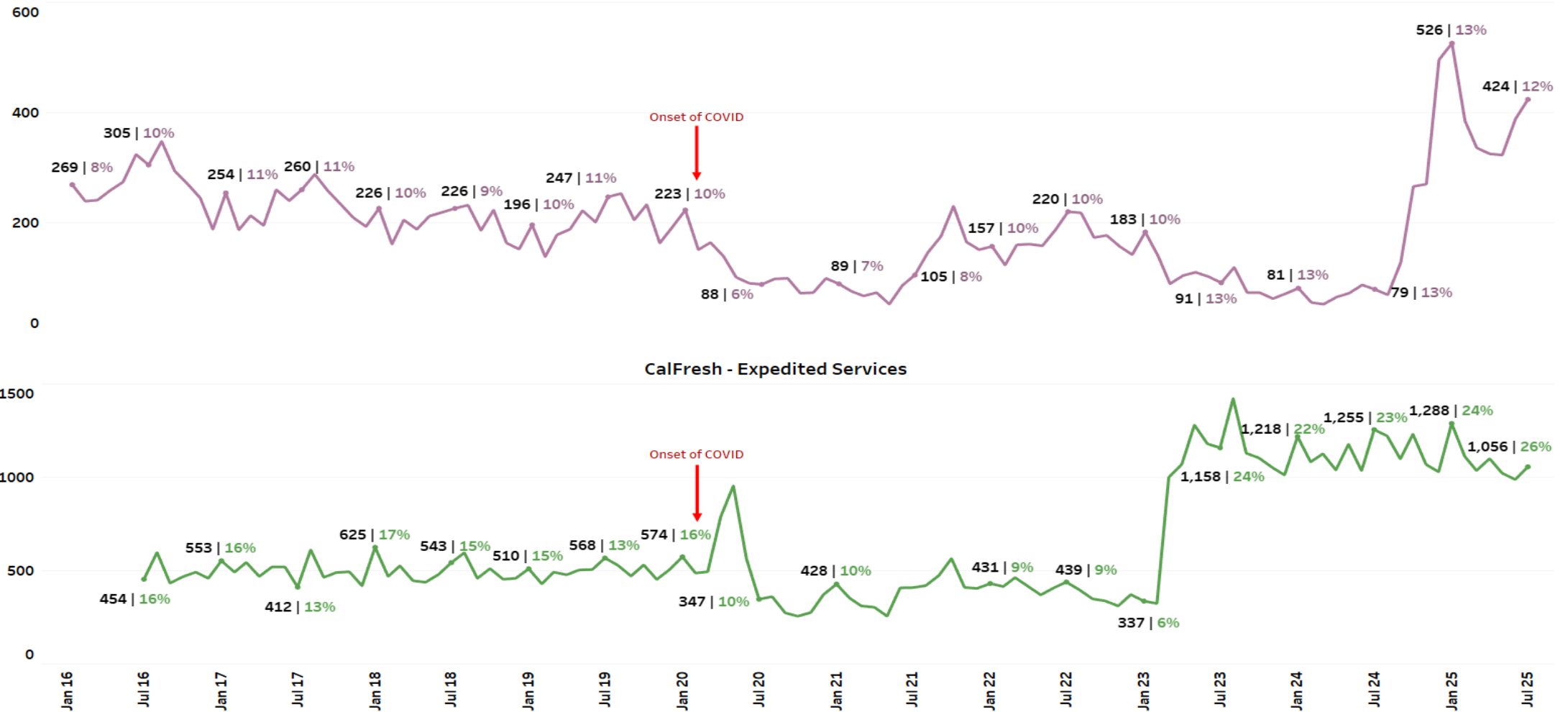
Medi-Cal Applications



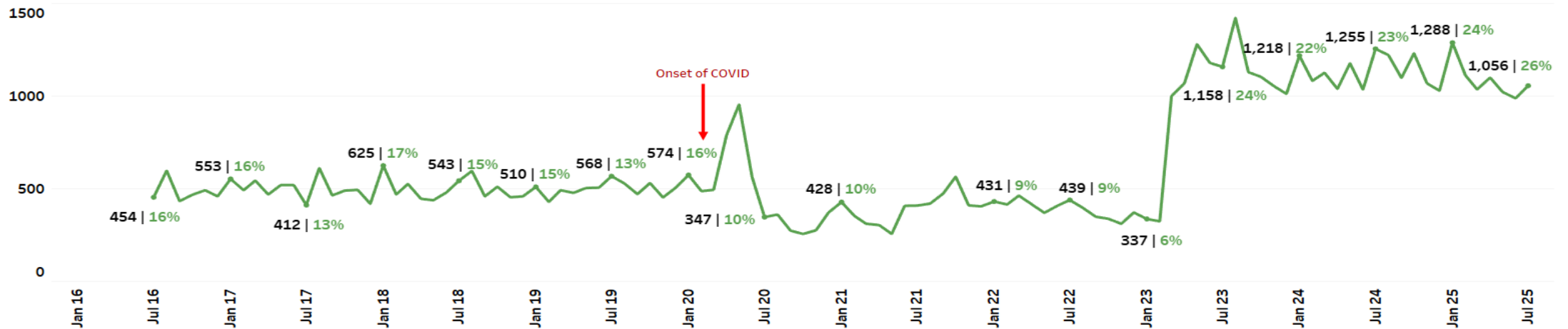
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Application Trend (Cont.)

CalWORKs - Immediate Needs



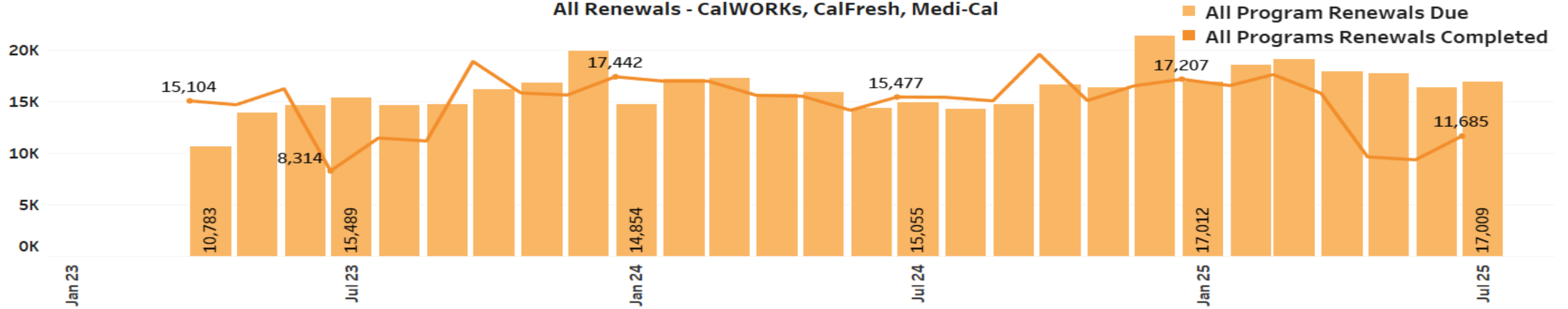
CalFresh - Expedited Services



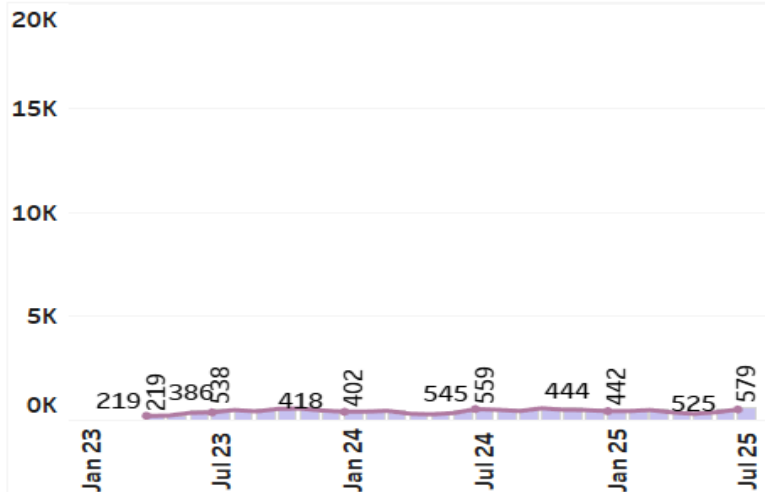
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Monthly Renewals

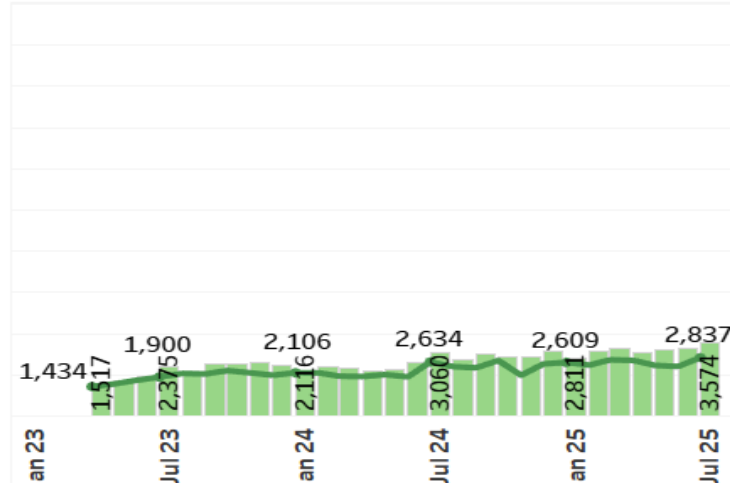
All Renewals - CalWORKs, CalFresh, Medi-Cal



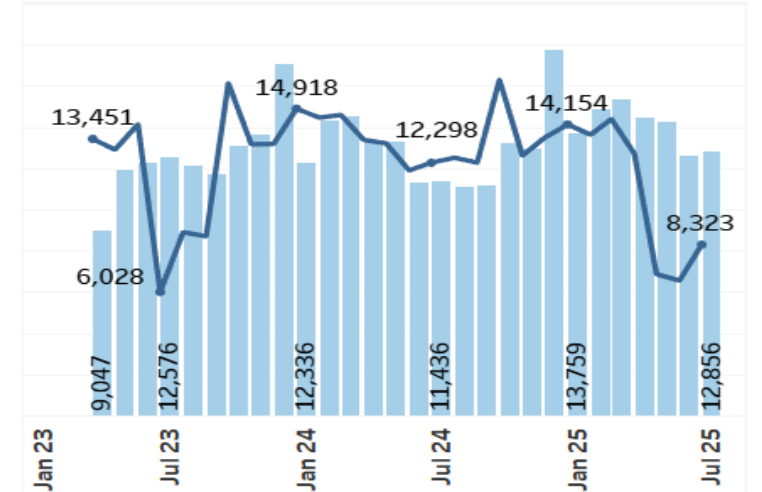
CalWORKs Renewals Due
CalWORKs Renewals Completed



CalFresh Renewals Due
CalFresh Renewals Completed



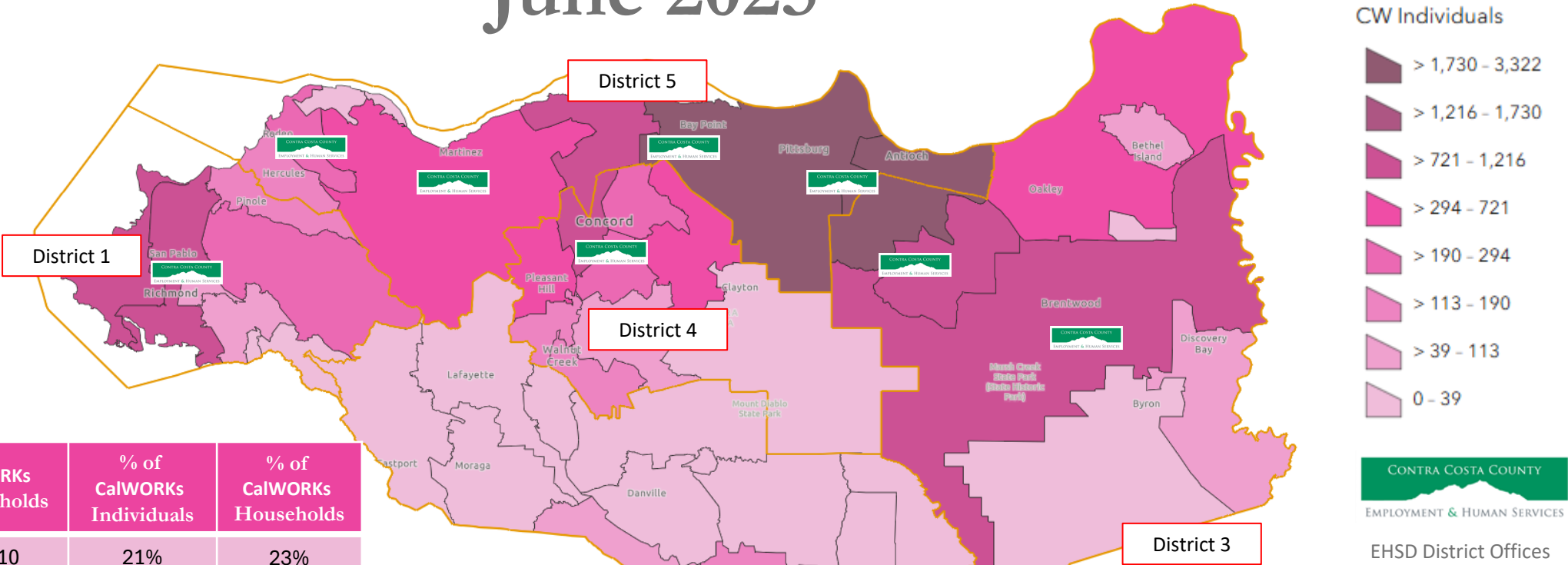
Medi-Cal Renewals Due
Medi-Cal Renewals Completed



Building Brighter Futures Together

CalWORKs Individuals & Households by District

June 2025



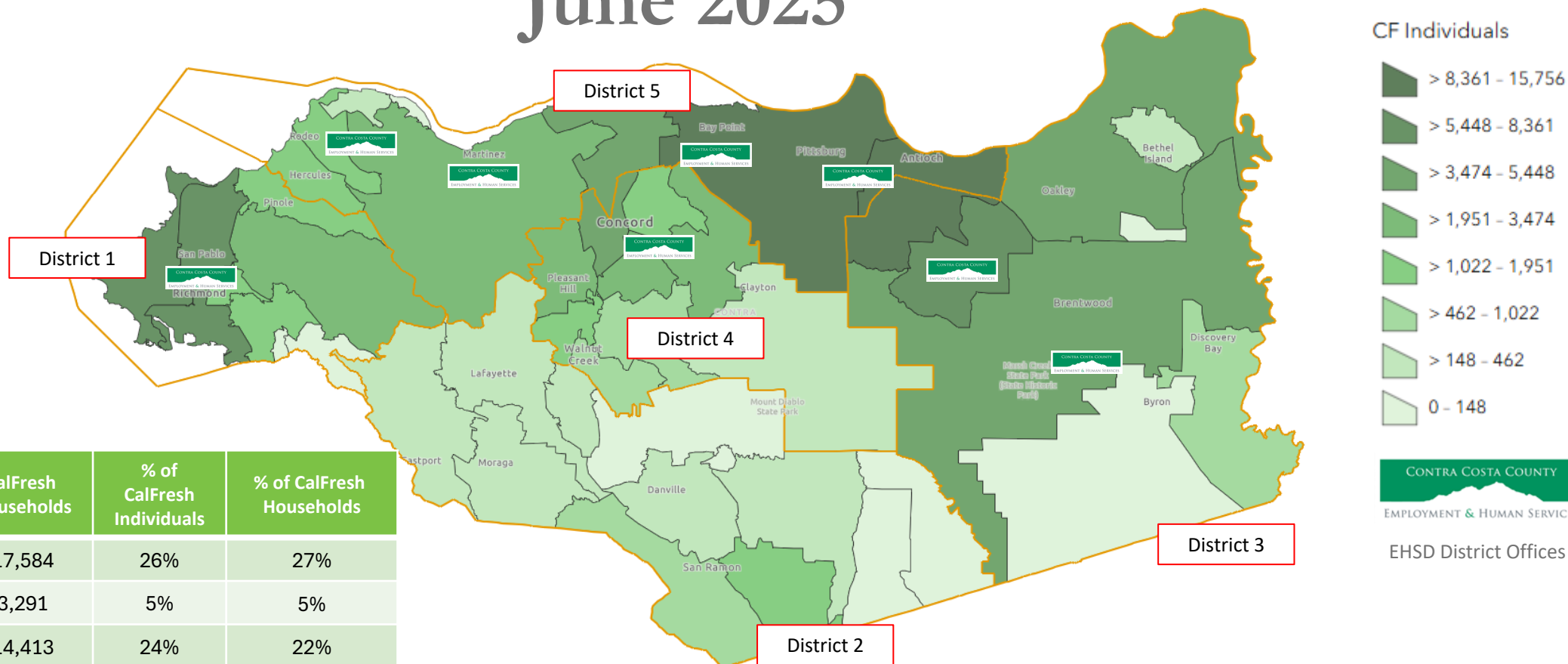
District	CalWORKs Individuals	CalWORKs Households	% of CalWORKs Individuals	% of CalWORKs Households
1	3,649	1,610	21%	23%
2	388	132	2%	2%
3	4,476	1,752	26%	26%
4	2,823	928	16%	14%
5	5,313	2,117	31%	31%
Other	534	322	3%	5%
Total	17,193	6,861	100%	100%

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Data Source: CalSAWS; Notes: Other = active inter-county transfers.
Totals may not add to 100% due to rounding. [EHSD Map link](#)

CalFresh Individuals & Households by District

June 2025



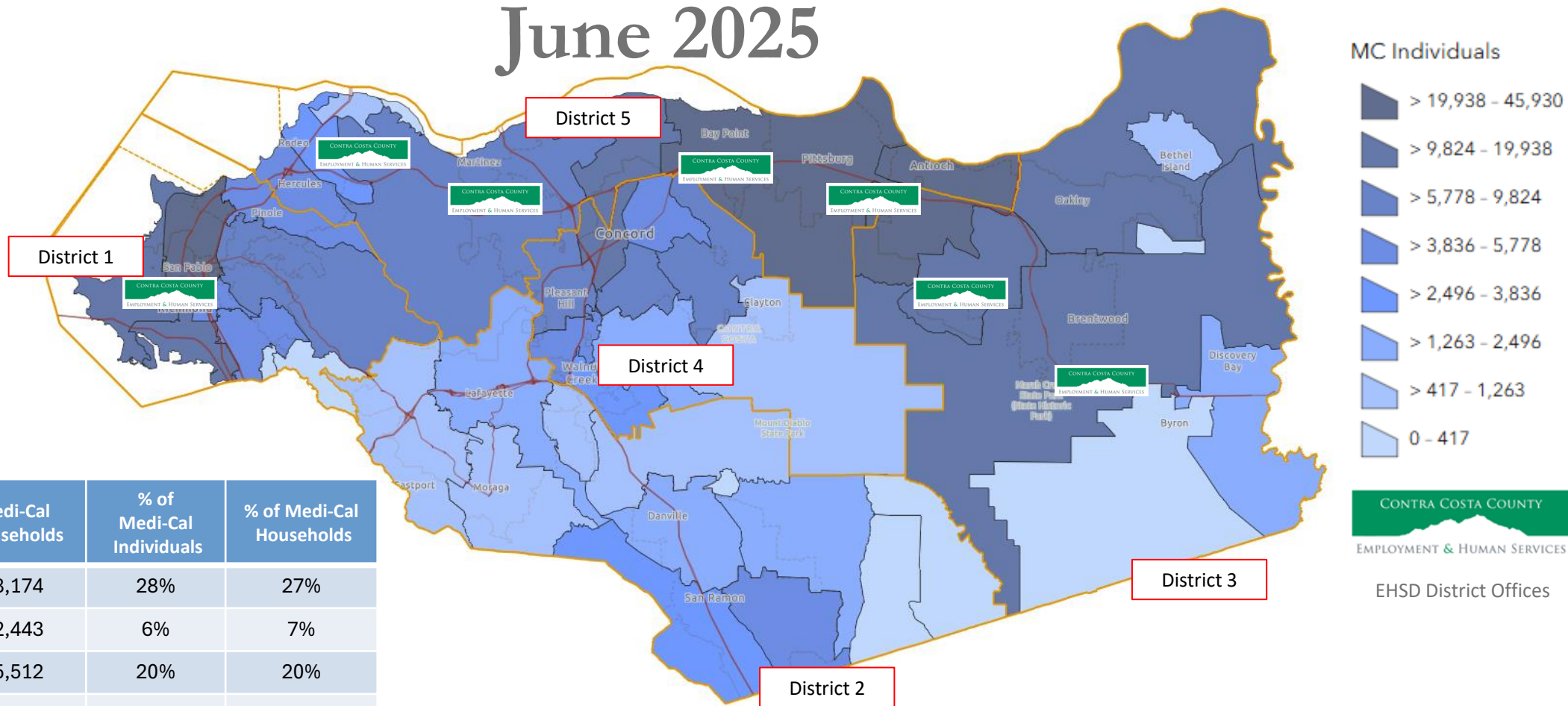
District	CalFresh Individuals	CalFresh Households	% of CalFresh Individuals	% of CalFresh Households
1	28,619	17,584	26%	27%
2	4,959	3,291	5%	5%
3	25,984	14,413	24%	22%
4	17,536	10,579	16%	16%
5	31,276	18,638	29%	28%
Other	1,254	1,202	1%	2%
Total	109,628	65,707	100%	100%

Building Brighter Futures Together

Data Source: CalSAWS; Notes: Other = active inter-county transfers.
Totals may not add to 100% due to rounding. [EHSD Map link](#)

Medi-Cal Individuals & Households by District

June 2025



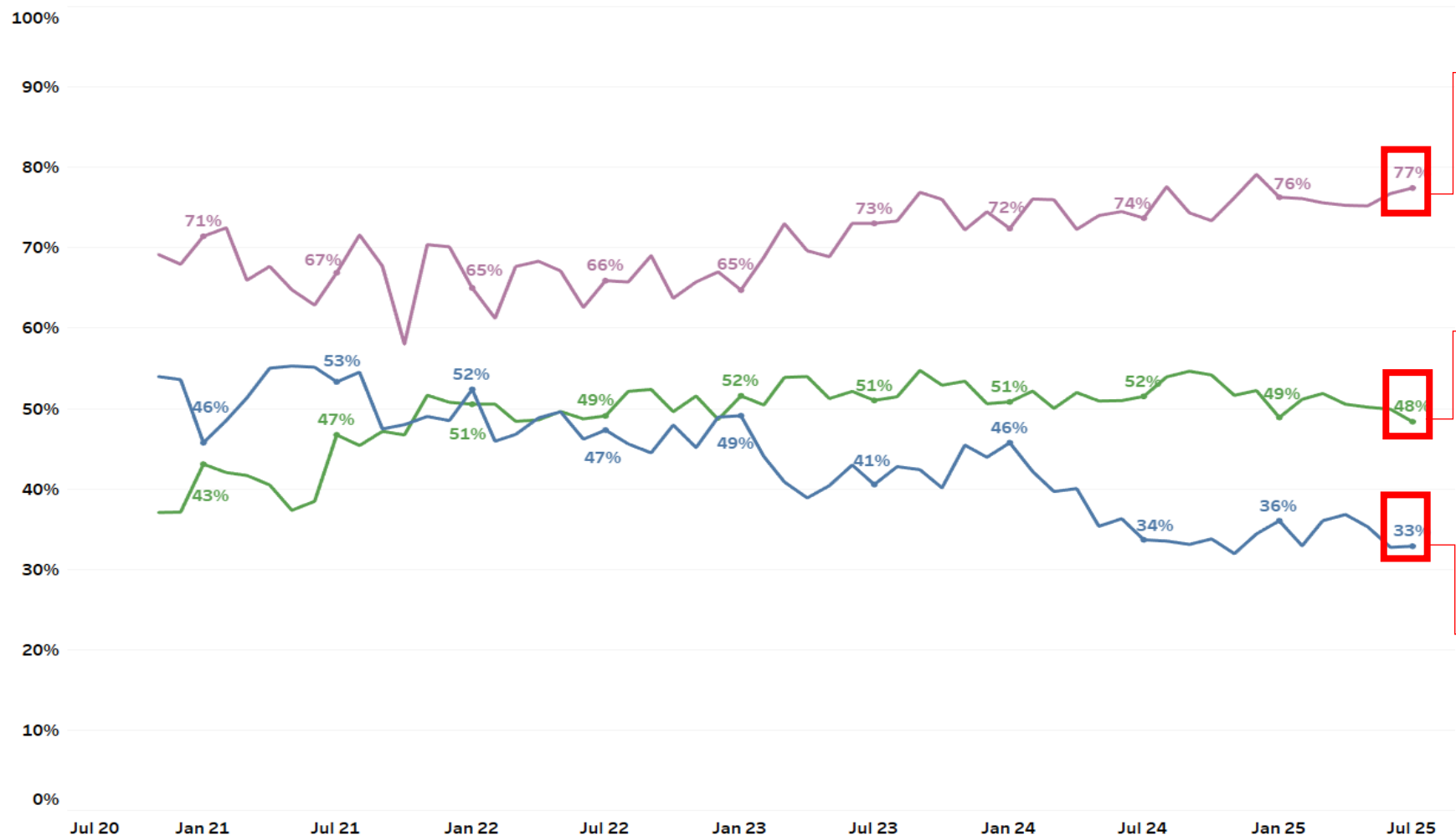
District	Medi-Cal Individuals	Medi-Cal Households	% of Medi-Cal Individuals	% of Medi-Cal Households
1	89,638	48,174	28%	27%
2	19,577	12,443	6%	7%
3	66,037	35,512	20%	20%
4	56,876	32,962	18%	18%
5	83,648	45,788	27%	26%
Other	6,877	3,756	2%	2%
Total	322,653	178,635	100%	100%

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Data Source: CalSAWS; Notes: Other = active inter-county transfers.

Totals may not add to 100% due to rounding.. [EHSD Map link](#)

Application Denials



CalWORKs Top Denial Reasons July 2025	
Reason	July 2025
Failed to Complete Application	189 (32%)
Application Withdrawn by Client	112 (19%)
Over Income	69 (12%)

CalFresh Top Denial Reasons July 2025	
Reason	July 2025
Missed Interview	613(32%)
Over Income	354 (18%)
Failed to Complete Application	341 (18%)

Medi-Cal Top Denial Reasons July 2025	
Reason	July 2025
No Eligible Members	771 (50%)
Failed to Complete Application	391 (25%)
Application Opened in Error	110 (7%)

Note: Denial Rate is the number of Application Denied divided by the number of Applications processed in the month
Data Source: CalWIN, CalSAWS, and eExemplar Report

CalWORKs/Welfare to Work

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CalWORKs/Welfare-to-Work

Explanation

Welfare-to-Work (WTW) is a comprehensive Employment and Training Program to promote self-sufficiency.

Eligibility

- Receiving CalWORKs cash aid

Path

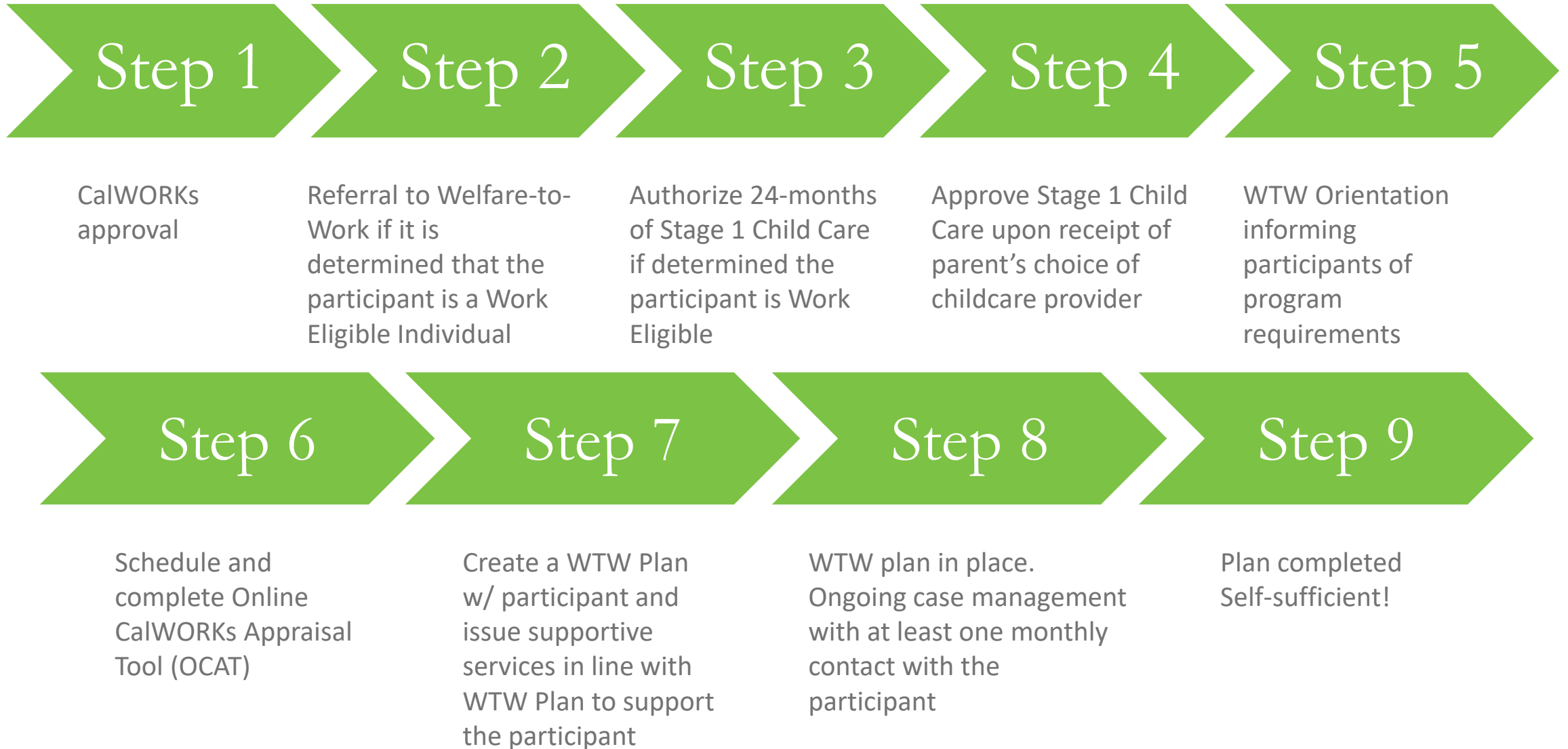
- Orientation to the program
- Appraisal of need, education & work background
- Develop WTW plan to help become self-sufficient

Supportive Services

- Childcare
- Employment Support
- Transportation
- Education
- Mental Health
- Substance Abuse
- Subsidized Employment

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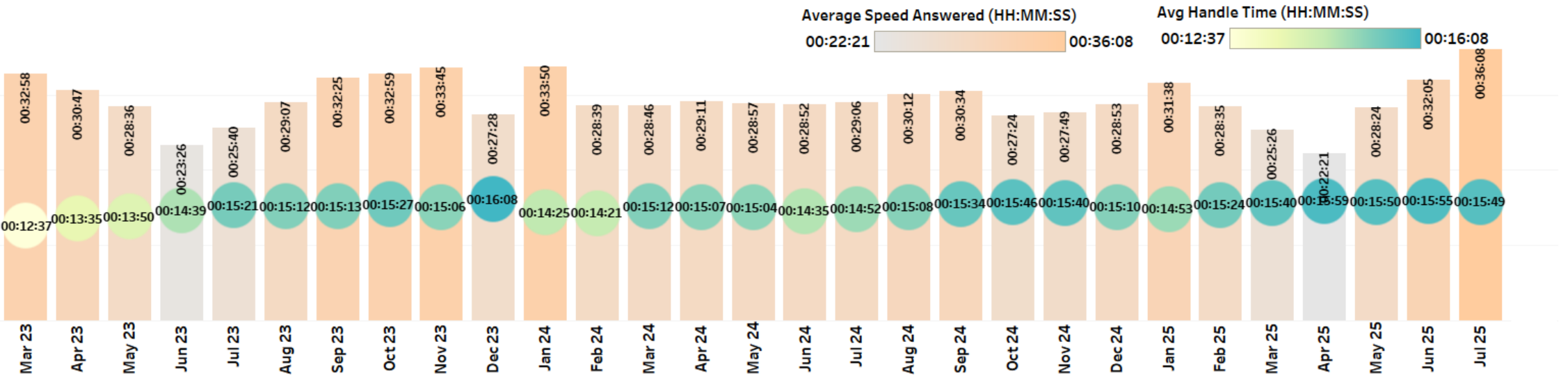
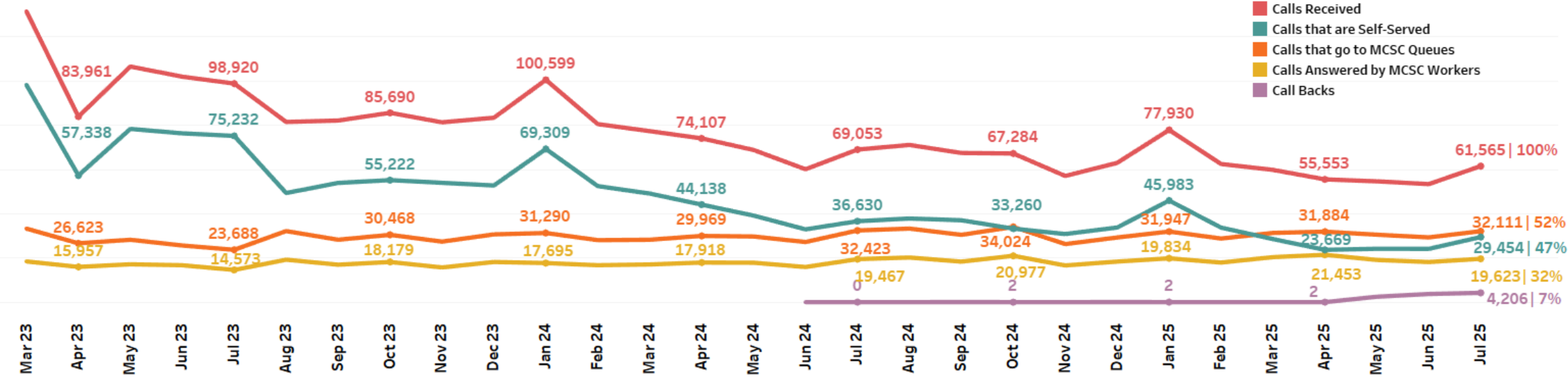
Ideal Customer Journey



Service Excellence

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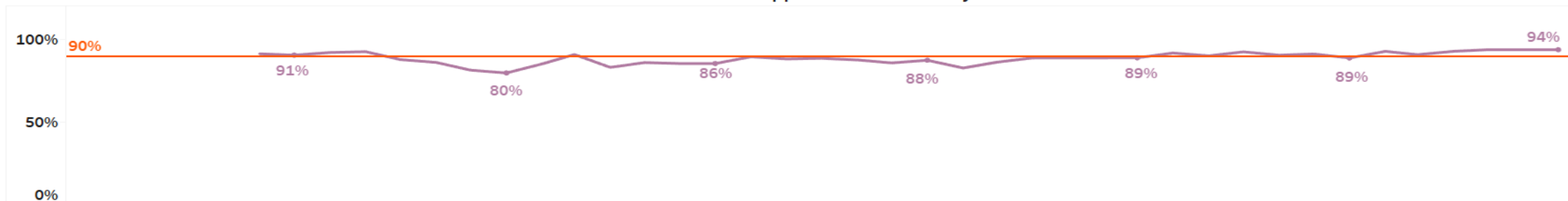
Medi-Cal CalFresh Service Center Calls



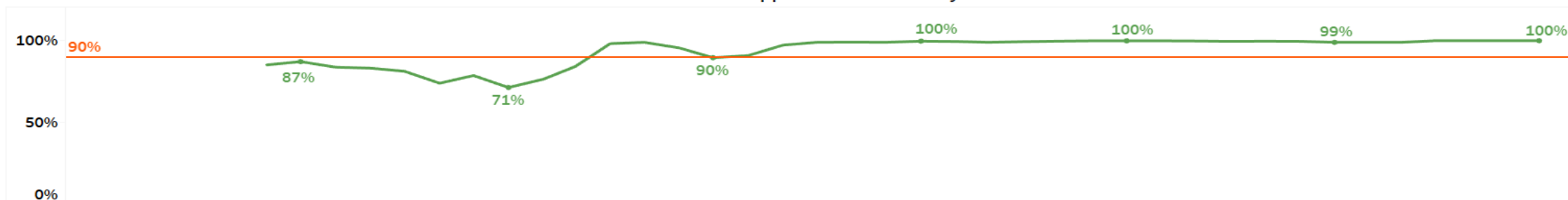
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Application Processing Timeliness

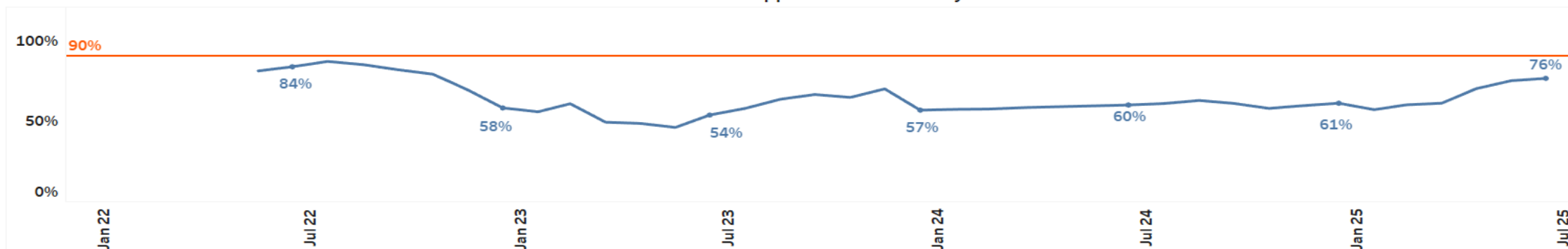
% of CalWORKs Apps Processed Timely



% of CalFresh Apps Processed Timely

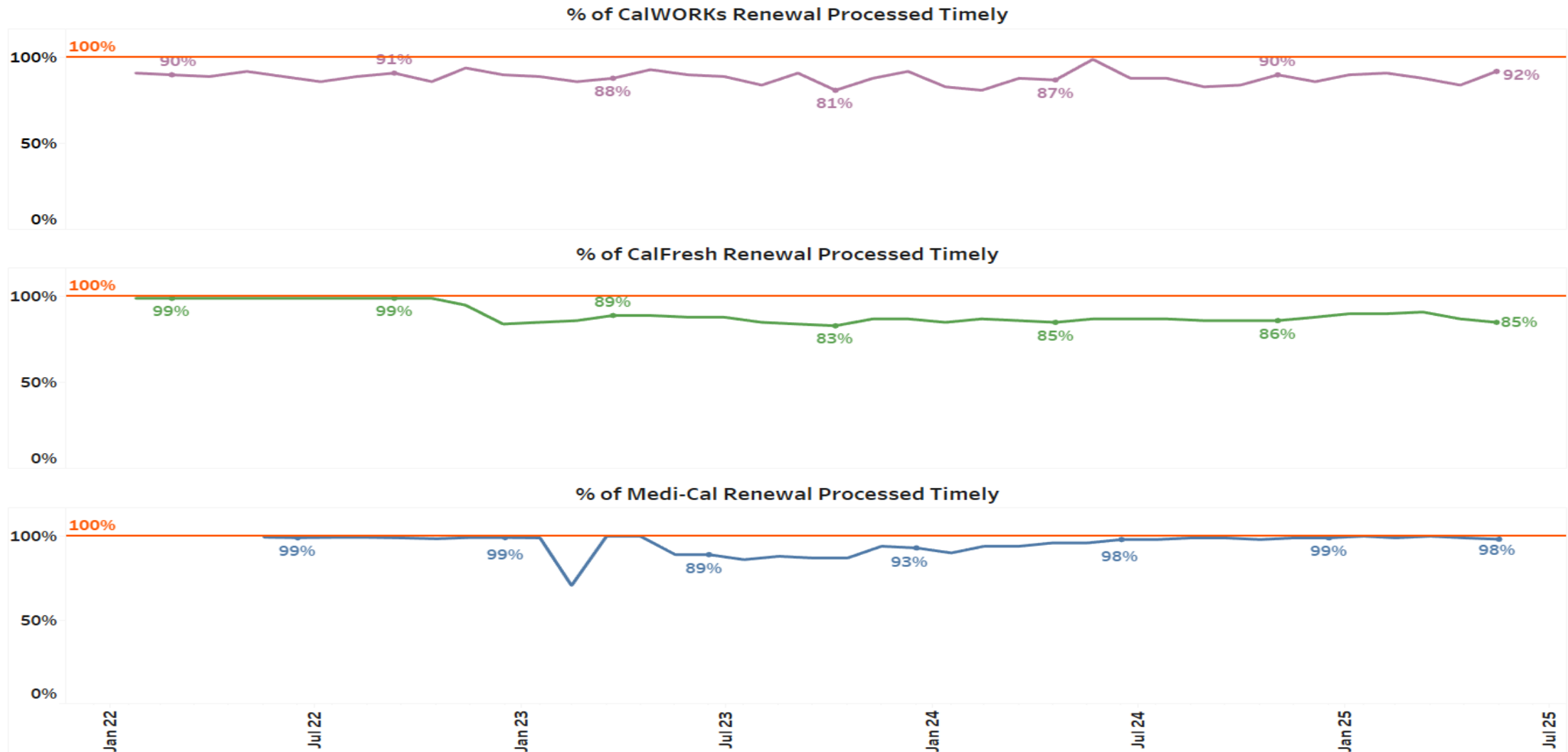


% of Medi-Cal Apps Processed Timely



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Renewal Processing Timeliness



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Legislative Environment

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Legislation – HR1 Impacts on Medi-Cal

Immigrant Eligibility

- Effective October 1, 2026, eliminates Medi-Cal eligibility for approximately 5 categories of legal immigrants
- Approximately 8,292 current enrollees will no longer be eligible

Work Requirement

- Effective January 1, 2027, added work requirement for ACA expansion adult enrollees ages 19-64
- Currently, 86,288 of these enrollees (49%) do not meet this requirement

Redeterminations/Renewals

- Effective January 1, 2027, increase from 1 to 2 redeterminations per year
- Estimate bi-annual redetermination will be required for 114,955 county enrollees
- Significant added burden for low-income families
- Additional time and resources required to process, with no additional funding

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Legislation – HR1 Impacts on CalFresh

Immigrant Eligibility

- Eliminates CalFresh eligibility for approximately 5 categories of legal immigrants
- Approximately 8,292 current enrollees will no longer be eligible

Exemptions for Work Requirements End

- Adults age 55-64
- Parent with dependent child age 14-17
- Unhoused individuals
- Veterans
- Youth aged out of foster care at 18 and currently under 24

Cost to Administer

- Effective October 1, 2026, Federal funding will decrease; California will not make up difference.
- California counties to pay higher share of costs
- Cost share based on error rate tier

Building Brighter Futures Together

Thank you to
the 733
Workforce
Services Staff
for building
brighter futures
together!



Public Assistance

Discussion

October 13, 2025

Angela Bullock-Hayes, Workforce Services Director
info@ehsd.cccounty.us | (925) 608-4800



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4258

Agenda Date: 10/13/2025

Agenda #: 8

FAMILY & HUMAN SERVICES COMMITTEE

Meeting Date: October 13, 2025

Subject: Annual Report on the Implementation of the Cannabis School-Based Education Program

Submitted For: Dr. Grant Colfax, Director of Health Services

Department: Health Services

Referral No: N/A

Referral Name: N/A

Presenter: Suzanne Tavano, PhD, Director of Behavioral Health; and Fatima Matal Sol, Alcohol and Other Drugs Program Chief

Contact: Jason Chan, (925) 655-2050

Referral History:

Following the voter approved Proposition 64 (Prop 64), which legalized adult recreational use of marijuana, there have been several actions taken by the Board of Supervisors intended to regulate commercial activity of cannabis in the unincorporated areas of the County. Such efforts are in place to protect youth from exposure to and use of an emerging line of tobacco and cannabis products that are harmful to youth. Post legalization of cannabis for recreational use, there has been a dramatic increase in the use of tobacco/cannabis vaping products by youth. Some of the actions taken by the Board included the adoption of the Cannabis Land Use Ordinance to regulate commercial cannabis activities and personal cannabis cultivation in the unincorporated areas of the county along with the Cannabis Health Ordinance.

On February 23, 2023, the Family and Human Services (FHS) Committee accepted the annual reports on the Policy Options for Protecting Youth from Tobacco Influences in the Retail Environment and the Secondhand Smoke Protections ordinances, including program and funding recommendations for cannabis education; and directing staff to forward the reports to the Board of Supervisors for their information as recommended by the Health Department and Public Health Officer. At the February 23, 2023 FHS meeting, CCH staff presented four cannabis education, outreach, and support programs. FHS approved the reports and department recommendations, moving forward to the full Board for further discussion. Additionally, CCH staff were encouraged to identify funding sources for recommended programs.

On June 27, 2023, after additional analysis, CCH staff determined that only one program should move forward, and this program was presented to the Board of Supervisors. CCH staff recommended the expansion of existing youth cannabis prevention and education programs in schools. The department requested that the Board consider allocating Fiscal Year 23/24 cannabis tax revenues that had not been allocated through the recommended budget. Approval of the tax revenues provided funding to support a contract between the Contra Costa County Office of Education and the County through Behavioral Health Division's Alcohol and Other Drugs Services (AODS) to expand existing intervention efforts at the school-based level offered through the Contra Costa County Office of Education Tobacco Use Prevention and Education (TUPE) Program. At the time

of the report the Family and Human Services (FHS) Committee, the total dollar amount of cannabis revenue since the business licenses had been issued was approximately \$191,821 for FY 2022-2023, and these monies were approved to fund a youth cannabis education in the schools through TUPE.

Referral Update:

Please see the attached report and presentation materials for updates on the implementation of the cannabis school-based education program.

Recommendation(s)/Next Step(s):

ACCEPT the annual report from the Health Services Department with updates on the implementation of the cannabis school-based education program, and DIRECT staff to forward the report to the Board of Supervisors for their information.

Fiscal Impact (if any):

There is no fiscal impact for this action.

Cannabis Awareness and Prevention Project (CAPP) Annual Update

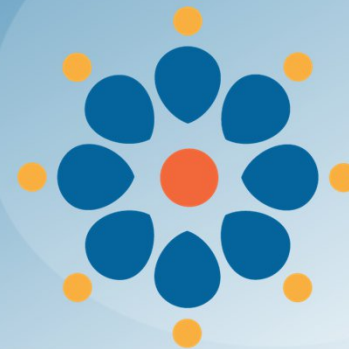
Dr. Sefanit F. Mekuria, MD, MPH
Deputy Health Officer, Public Health Director

Jorge Flores, MA
Cannabis Prevention Program Manager

Mayra Lopez, MPH
Tobacco Prevention Program Manager

Emily Justice, MA
Tobacco Use Prevention & Education
Program Manager

Monday, October 13 2025



CONTRA COSTA
HEALTH

1

Agenda Overview

1

Program Background

2

CCH + TUPE Cannabis Prevention
Project Update

3

Implementation Challenges and
Next Steps

4

Staff Recommendations

Program Background and Timeline



- Selection Criteria: Office of Education as the Subcontractor
- Presentations to Board of Supervisors
- Designation of Alcohol and Other Drugs as the lead agency
- Integration and Development of CAPP at all school sites

CAPP Program Components

- Cannabis Prevention Curriculum

Stanford's Small Talk



- Alternatives to Suspensions

Cannabis Specific



- Youth Development

Youth Leadership



- Family and Stakeholder Engagement

Community Awareness and Support

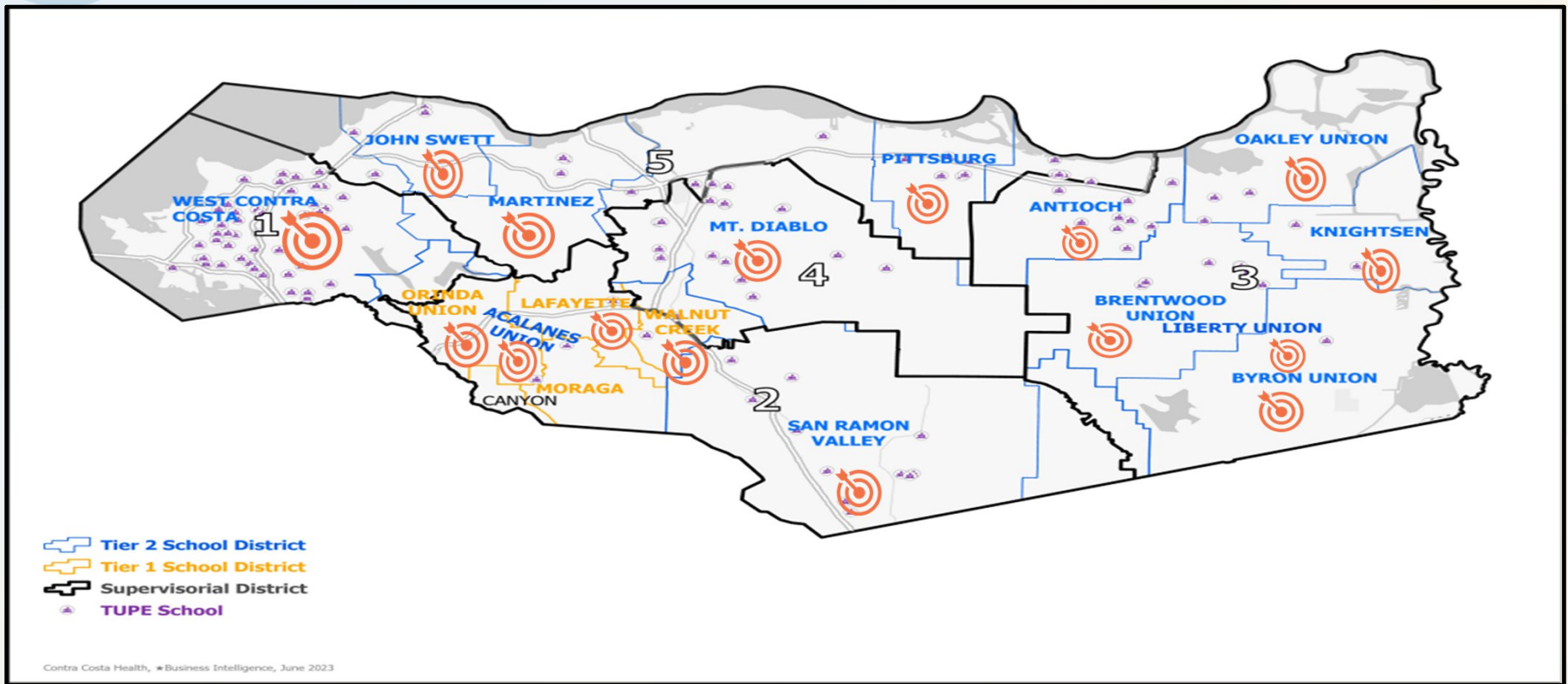


- Staff Professional Development

Increasing Staff Capacity



Participating School Districts FY 2024-2025



Stanford's Smart Talk: Cannabis Prevention Curriculum



TRAINING LAUNCH

Trainings kicked off at CAPPacity Building Day on February 13, 2025.

TEACHERS TRAINED

A total of 36 teachers received training to support implementation.



DISTRICT EXPANSION

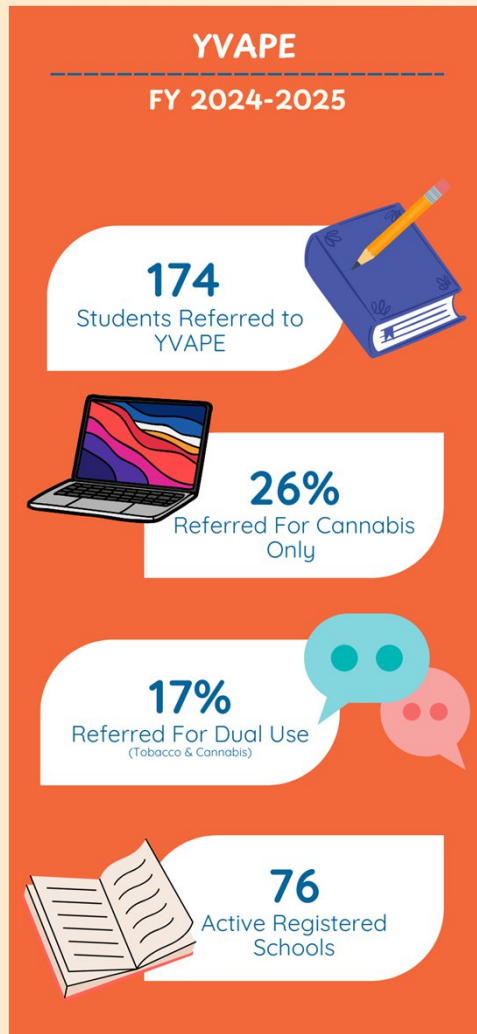
CAPP expanded into 8 districts, growing its reach across the county.

STUDENT IMPACT

988 students participated in Stanford's Smart Talk: Cannabis Prevention & Awareness Curriculum.



Alternatives to Suspension



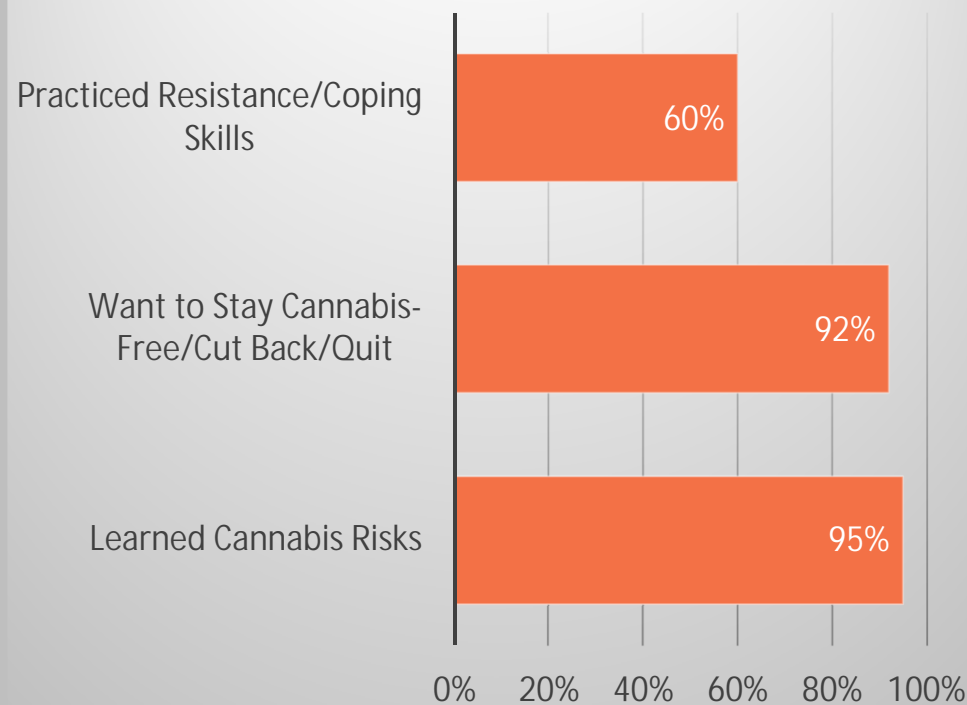
- **BRIEF INTERVENTION:** 3 students completed, 9 avoided suspension
- **OUR HEALTHY FUTURES:** 14 students avoided suspension
- **LIBERTY UNION PEER LED YOUTH COURT (PILOT):**
 - 8 students referred, 4 completed
 - 3 cannabis-related cases addressed

Youth Development

2024–25 Outcomes

- 1,466 students reached countywide.
- 40 students accepted as CourAGE members; 9 participated in the cannabis prevention work group
- 11 youth led cannabis prevention activities.
- 10 schools across 5 districts implemented peer-led activities.

Youth Development Post-Survey Results (n=593)



Family & Stakeholder Engagement



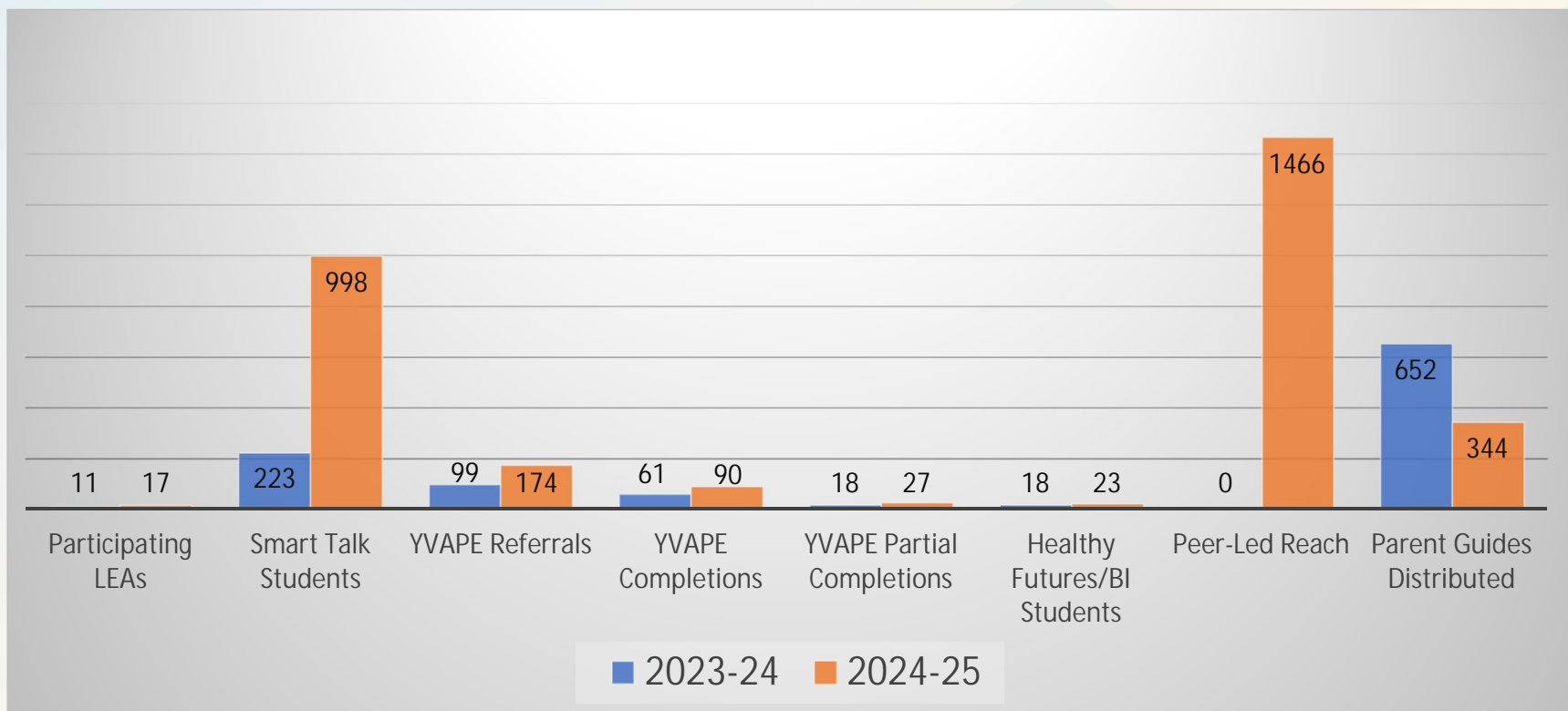
- 344 parent guides distributed on substance use & mental health.
- 6 community events hosted (District-led & Countywide).
- Events focused on fentanyl awareness, also connected to cannabis risks.
- In all Opioid Community Forums, cannabis and vaping were elevated by the public and parents as gateways to other drugs and expressed the importance of education and awareness
- Parents voiced vaping as top concern.

Staff Professional Development



- A CCCOE's TUPE/CAPP Curriculum Specialist led multiple sessions on cannabis education
 - 121 attendees for Alternative/Continuation Schools
 - 210 attendees for Middle Schools
 - 247 attendees High Schools
 - 33 Contra Costa staff registered
 - Superintendent Lynn Mackey emphasized the importance of the Alternatives to Suspension programs

CAPP Comparison 2023-2024 VS 2024-2025



Implementation Challenges

- Curriculum Integration Timing
- Incomplete Program Reporting
- Variation in District Level Implementation of Alternative to Suspension Programs



Next Steps

- Integrate prevention and intervention trainings into 2025–26 countywide professional development calendar for site coordinators.
- Engage remaining 25% of eligible schools in YVAPE referral process; provide administrator training and support.
- Continue to strengthen the partnership with Stanford REACH Lab to support Smart Talk and Healthy Futures programs.
- Develop district wide led data collection/analysis tools to address challenges with disaggregated student data.

Why is this Program Important?



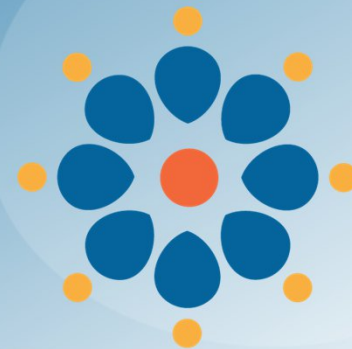
- Youth cannabis use is influenced by normalization and glamorization, this leads to low perceived harm, and peer acceptance.
- Youth cannabis use impacts learning & can contribute to early-onset psychosis.
- In 2024, about 1 in 10 adolescents and about 1/3 of young adults used marijuana in the past year. National Survey on Drug Use and Health (NSDUH)
- 2023 CHKS: 14% of 11th graders vaped in past 30 days.

Staff Recommendations

- Accept Contra Costa Health (CCH) report on TUPE Cannabis Education Program and 24–25 outcomes.
- Continue funding beyond June 30, 2026, to sustain progress and increase impact of cannabis education program.
- Consider the evolution of youth substance use trends and align cannabis policy initiatives with science-driven health equity strategies.

Thank you!

Questions?



CONTRA COSTA
HEALTH

16



To: The Contra Costa County Board of Supervisors

From: Sefanit Mekuria, MD, MPH
Deputy Health Officer, Public Health Director

Suzanne Tavano, PhD,
Director of Behavioral Health

Re: Staff Report on the Implementation of the Cannabis School-Based Youth Education and Prevention Project to Family and Human Services Committee

Date: September 17, 2025

I. Background

On July 18, 2017, the Board of Supervisors received a report on local policy and regulatory considerations in the wake of voter approved Proposition 64 (Prop 64), which legalized adult recreational use of marijuana.

On April 24, 2018, the Board of Supervisors accepted the staff report from the Department of Conservation and Development and approved the final draft of a framework for regulating cannabis in the unincorporated areas of the County. Staff were directed to prepare a land use ordinance based on the framework and subsequent discussion. Additionally, the Board directed Contra Costa Health to provide a report at the May 8th, 2018, Board meeting, to consider the drafting of a cannabis Health Ordinance for the purpose of further regulating the commercial cannabis industry in the unincorporated areas of the County.

On May 8, 2018, the Board of Supervisors accepted the Contra Costa Health staff report with recommendations for a health ordinance to regulate commercial activity associated with recreational adult use cannabis. It was proposed that the ordinance prohibit the sale of flavored leaf, bud, e-juices or any other product that is designed for smoking or use with electronic smoking devices. This was one of several recommendations made to protect youth from exposure to and use of an emerging line of products, electronic smoking devices (vapes) as well as the flavored tobacco products associated with the use of these devices. There had been a dramatic increase in the use of vaping products by youth attracted to flavored tobacco products, as addressed in Ordinance No. 2017-01, referenced above. The Board directed staff to prepare a cannabis health ordinance for the Board's consideration that among other health protections would include a prohibition on the sale or delivery of flavored cannabis products for which the primary use is to be smoked or used in electronic smoking devices.

On May 24, 2018, Ordinance No. 2018-23 was introduced to require a county health permit for commercial cannabis activities, waived reading, and fixed on August 7, 2018, for adoption. Consistent with the County's tobacco control ordinance, the Commercial Cannabis Health Permit Ordinance prohibits the sale or delivery of flavored cannabis products for which

the primary use is to be smoked or used in electronic smoking devices. Adopting this local health ordinance additionally authorized county staff to inspect, regulate and enforce appropriate state and local laws pertaining to the cannabis industry.

Health Ordinance 2018-24 Summary

The Commercial Cannabis Health Permit Ordinance required all persons engaged in commercial cannabis activities in the unincorporated county to obtain a county health permit in addition to all other licenses and permits required by the County and the State.

The ordinance establishes general health standards that apply to all commercial cannabis activities including standards that specifically pertain to manufacturing (e.g., the use of volatile solvents is prohibited), retail sale (e.g., transaction limits on edible cannabis products, requirements for consumer warnings), and retail delivery (e.g., delivery employees are required to examine government-issued identification cards upon delivery). As mentioned, consistent with the County's tobacco control ordinance, the ordinance would also prohibit the sale or delivery of flavored cannabis products for which the primary use is to be smoked or used in electronic smoking devices.

On June 26, 2018, the Board of Supervisors adopted cannabis land use Ordinance Nos. 2018-18 and 2018-19 to regulate commercial cannabis activities and personal cannabis cultivation in the unincorporated county, including requiring land use permits to engage in commercial cannabis activities. In unincorporated Contra Costa County, the number of retail storefronts was limited to four (4) permits and cultivation sites to ten (10) permits. An application and vetting process was set up with a Cannabis Review Panel comprised of staff from Environmental Health, Public Health, Department of Conservation and Development, Department of Agriculture, Contra Costa Consolidated Fire District, County Administrator's Office, and the Department of Conservation and Development. The panel reviewed the applicants' proposals and conducted interviews of the applicants. Recommendations were made to the Board and those selected were then authorized to proceed with the submission of an application to DCD for a land use permit. The ordinance did not limit cannabis delivery operations. As of March 2024, there are four (4) cannabis storefront retailers in operation.

On November 12, 2019, Ordinance No. 2019-34 was introduced and subsequently adopted amending three sections of County code to bring alignment between County Tobacco Control Policy and Cannabis regulation to prohibit as follows:

- (a) The sale of any flavored cannabis product for which the primary use is human inhalation of the gases, particles, vapors, or byproducts released as a result of combustion, electrical ignition, or vaporization of the flavored cannabis product, is prohibited.
- (b) A permittee shall not sell, permit to be sold, offer for sale, or display for sale any cannabis or cannabis product by means of self-service display, vending machine, rack, counter-top, or shelf that allows self-service sales for any cannabis or cannabis product. All cannabis and cannabis products must be offered for sale only by means of permittee or employee Assistance.

(c) The sale of any electronic smoking device that contains tetrahydrocannabinol or any other cannabinoid or can be used to deliver tetrahydrocannabinol or any other cannabinoid in aerosolized or vaporized form, is prohibited. For purposes of this subsection, “electronic smoking device” has the meaning set forth in Section 445-2.006. This subsection does not apply to any device regulated by the federal Family Smoking Prevention and Tobacco Control Act.

(d) The sale of any e-liquid that contains tetrahydrocannabinol or any other cannabinoid is prohibited. For purposes of this subsection, “e-liquid” has the meaning set forth in Section 445-2.006. This subsection does not apply to any substance regulated by the federal Family Smoking Prevention and Tobacco Control Act. (Ordinances. 2019-34 § 4, 2018- 23 § 2.)

On January 10, 2023, Ordinance No. 2023-03 was adopted allowing the sale and delivery of non-flavored cannabis vaping products. Contra Costa Health staff were directed to consult with stakeholders to develop a proposed program designed to raise awareness about the dangers of youth cannabis vaping and curtail the illegal market and return to the Board of Supervisors with a recommended program.

Cannabis Awareness & Prevention Project (CAPP) Development and Funding

On February 23, 2023, as requested recommendations for cannabis education programs were presented to the Family and Human Services (FHS) Committee. Contra Costa Health staff presented four (4) different youth cannabis education and prevention pilot program as recommendations. On June 27, 2023, Contra Costa Health staff determined that only one (1) program had the capacity, expertise, and feasibility to advance given the timeframe, TUPE, a school based, highly acclaimed tobacco prevention program was selected.

On June 24, 2023, \$191,821.18 was allocated for Fiscal Year 2022–2023 to expand the TUPE program’s inclusion of cannabis education. Furthermore, on August 13, 2024, the Board of Supervisors approved the continuation of the program and extension through June 30, 2026. The approved funding included \$98,419 of unspent funds from Fiscal Year 2023–2024 and \$330,000 in new revenue. This investment now supports the Contra Costa Cannabis Awareness and Prevention Project (CAPP), which continues to advance targeted strategies aimed at reducing youth cannabis use across the County.

Since the approval of the two-year contract by the BOS on August 13, 2024, the Office of Education’s TUPE program has effectively increased student engagement, district participation, and expanded the program. This growth was made possible by the additional funding provided through the contract. Comprehensive TUPE programming expanded to reach approximately 65 to 70 schools this year, while participation in the CAPP program also increased. Of the County’s 18 school districts, 10 participated in CAPP programming, not including those that only referred students to YVAPE.

II. Contra Costa Health Current Efforts

Tobacco Prevention Program (TPP)

TPP provides technical assistance on public policy and education and shares their technical expertise throughout public health department and agencies within the County. In 2019, TPP began providing education on the health impacts of cannabis on adolescents and presented considerations regarding the decline in the perception of harm of cannabis use among youth over time, and the rise in use of vaping devices. Utilizing the Triangulum of Vaping can address the negative health impacts associated with the use of both tobacco and cannabis on youth.

Behavioral Health

Alcohol and Other Drugs Services (AODS) provides an array of services for youth and adults through contracted Community Based Organizations in the County. AODS uses the Substance Abuse and Mental Health Services Administration (SAMHSA) Strategic Prevention Framework (SPF) to provide a comprehensive approach to Substance Use Prevention through education, youth leadership development, coalition building and public policy with a focus on decreasing adolescent substance use, delaying onset of use, and increasing knowledge about the environmental factors that contribute to substance use.

Although both the Tobacco Prevention Program and AODS have long-standing partnerships with the Contra Costa Office of Education Tobacco Use Prevention Education (TUPE) Program for our students, there are no services that specifically address the increased use of cannabis in the schools.

III. County School-Based Cannabis Awareness Prevention Project (CAPP) Update

Following the decision of the BOS, AODS was designated as the lead agency to develop a contract with TUPE. The initial contract covered a one-year period (July 1, 2024 – June 30, 2025). This contract has since been expanded to two years, extending through June 30, 2026, allowing for a longer implementation period and more comprehensive data collection that better reflects the program's positive impact.

In FY 2024-2025, TUPE submitted monthly narrative reports to AODS. The contract [74-678] term is from 9/1/24 through 6/30/26, with a total contract payment limit (CPL) of \$383,642. Between September 2024 and June 2025, the Contra Costa County Office of Education (CCCOE) invoiced \$87,166.63, representing approximately 23% of the total CPL.

As part of this new two-year contract, Health Services, in partnership with the Office of Education's TUPE Program, has implemented the following program components:



**TUPE SCHOOL-BASED CANNABIS AWARENESS PREVENTION PROJECT (CAPP)
- PROGRAM COMPONENTS -**

1.	Stanford's Smart Talk: Cannabis Prevention & Awareness Curriculum
	TUPE expanded its prevention efforts to include Stanford's Smart Talk curriculum, which complements existing tobacco prevention programs by providing comprehensive cannabis education to students. This curriculum supports educators in delivering age-appropriate lessons that increase awareness of cannabis risks and promote healthy choices.
2.	Cannabis-Specific Alternatives-to-Suspension (YVAPE)
	This model provides supportive alternatives to suspension for students involved in cannabis-related incidents. It includes referrals to the Youth Vaping Alternative Program Education (YVAPE) statewide online and phone intervention—as well as one-on-one Brief Intervention services delivered by trained school staff. Additional restorative justice approaches, such as peer-led Youth Courts, offer further support and accountability.
3.	Youth Development
	Youth development programs are a core component of comprehensive cannabis prevention services that are most strongly linked to the essential factors-school connectedness and Hart's Ladder. TUPE staff are committed to working in partnership with young people on effective prevention efforts. Youth development includes the inclusion of a cannabis-specific work group in our countywide <i>CourAGE</i> Youth Health Coalition, as well as trained peer educators at participating school sites.
4.	Family and Other Stakeholder Engagement
	TUPE engages families and community stakeholders through targeted events, presentations, and resource distribution. These efforts aim to increase awareness about substance use impacts, share available resources, and equip parents and caregivers with tools to support young people effectively.
5.	Staff Professional Development
	The County Office of Education supports ongoing staff development and regional collaboration by participating in local coalitions and national conferences. Staff receive training and lead workshops to enhance their knowledge and skills in cannabis prevention, youth engagement, and alternatives to suspension, strengthening program implementation and community partnerships.

Contra Costa Cannabis Awareness and Prevention Project (CAPP) Activities

The following section summarizes activities completed during this period and as well as implementation highlights and outcomes.

Stanford Smart Talk: Cannabis Prevention & Awareness Curriculum

In FY 2024–25, the Smart Talk curriculum reported significant growth compared to the previous year. This included increased participation in training, broader district involvement, and a higher number of students reached.

The first Smart Talk training of the year was held during the CAPPacity Building Day on February 13, 2025, in partnership with Stanford University's REACH Lab. Of the attendees, 36 opted into the breakout session for Smart Talk. The TUPE Curriculum Specialist led two additional trainings in March and April 2025. This marked a substantial increase in educator participation compared to the 2023–24 school year, which trained 11 teachers. In 2024–25, 36 teachers were trained as Smart Talk instructors.

The Smart Talk curriculum expanded from 223 students across seven (7) districts in 2023–24 to 988 students across eight (8) districts in 2024–25. This growth was supported by follow-up efforts in April and May, ensuring that all sites had the necessary resources to implement the program effectively. Schools such as Golden Gate Community Schools (Brentwood, Pittsburg, and Richmond) began lessons in October 2024, and Marchus School (Special Education) completed its program by April 1, 2025.

Pre and Post Survey results reflected the program's effectiveness:

- **59%** of students reported believing occasional cannabis use was "very harmful" or "somewhat harmful," compared to **49%** pre-program.
- **10%** of students reported occasional use was "not very harmful," down from **13%** pre-program.
- **54%** of post-survey respondents "strongly agree" or "agree" that they want to remain cannabis-free, cut back, or quit.

Table 1. Participating Schools in FY 2024-2025

The following schools participated in the implementation of Smart Talk with a total of 988 students reached:

School	District	# of Students
Antioch High School	Antioch USD	100
Golden Gate Community School	CCCOE	18
Marchus School	CCCOE	15
Knightesen Elementary	Knightesen ESD	26
Foothill Middle School	Mt. Diablo USD	70
Oak Grove Middle School	Mt. Diablo USD	8
Olympic High School	Mt. Diablo USD	300
Iron Horse Middle School	San Ramon Valley USD	97
Korematsu Middle School	West Contra Costa USD	354
Total # of Students		988

Smart Talk's expansion complemented the success of Project ALERT, another evidence-based curriculum. Combined, these two programs successfully reached 2,568 students, demonstrating the efficiency of a comprehensive, classroom-based education.

Cannabis-Specific Alternatives-to-Suspension & YVAPE

In 2023–24, TUPE successfully registered 78 schools to refer students to UC San Diego's YVAPE program. As of December 2024, 76 schools remained actively registered, representing 14 of the County's 18 school districts. While the overall number of participating schools remained relatively consistent, during the 2024–25 school year there was an increased number of students referred and who completed the program. A total of 30 schools referred students to YVAPE during the 2024–25 school year, up from 22 in 2023–2024. This represents 40% of pre-registered schools and 30% of all schools countywide serving students aged 12 and up. A total of 174 students were enrolled in YVAPE in 2024–2025, a significant increase from 99 students in 2023–24.

Chart 1. YVAPE Utilization & Student Enrollment

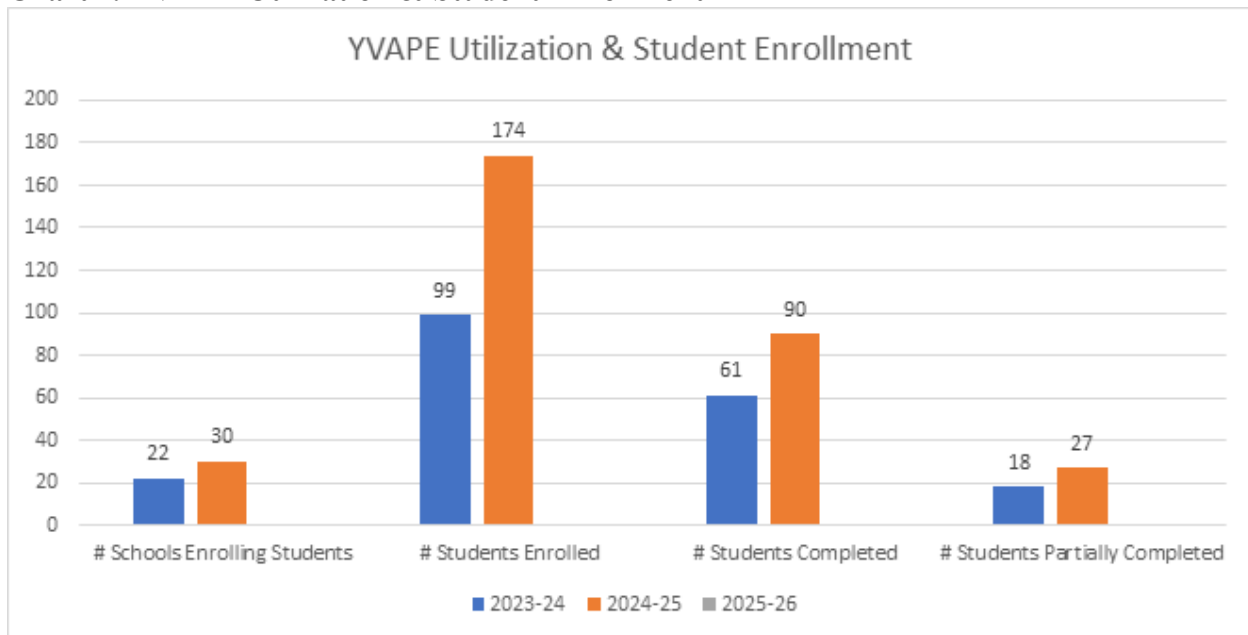


Chart 2. Number of Student Enrolled by Districts/Region

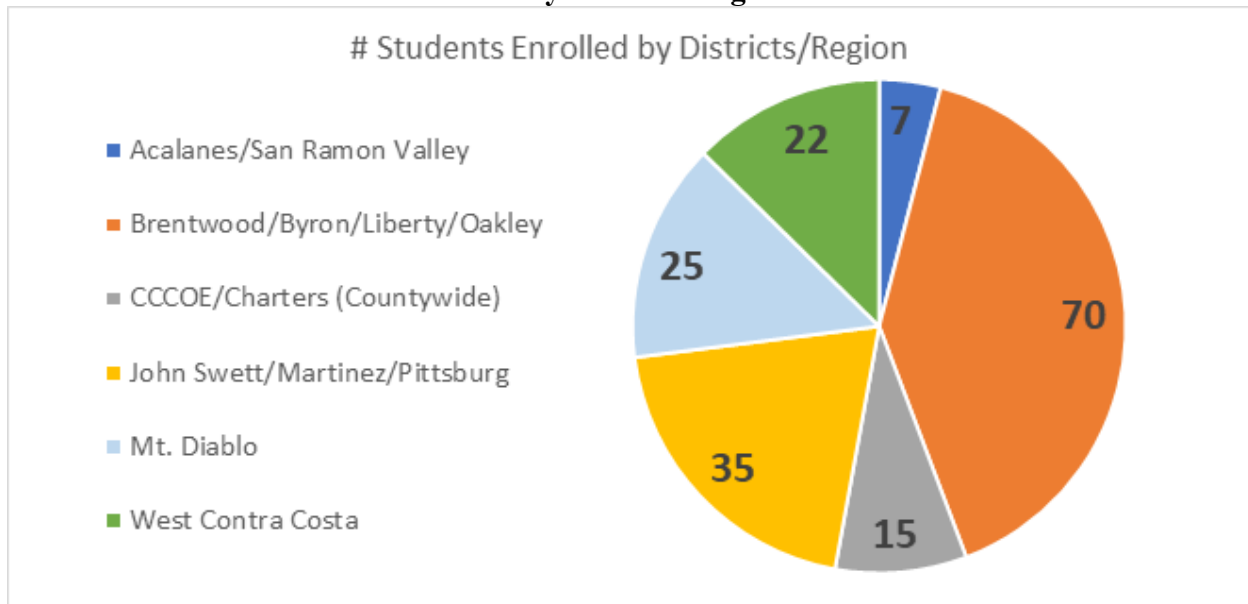
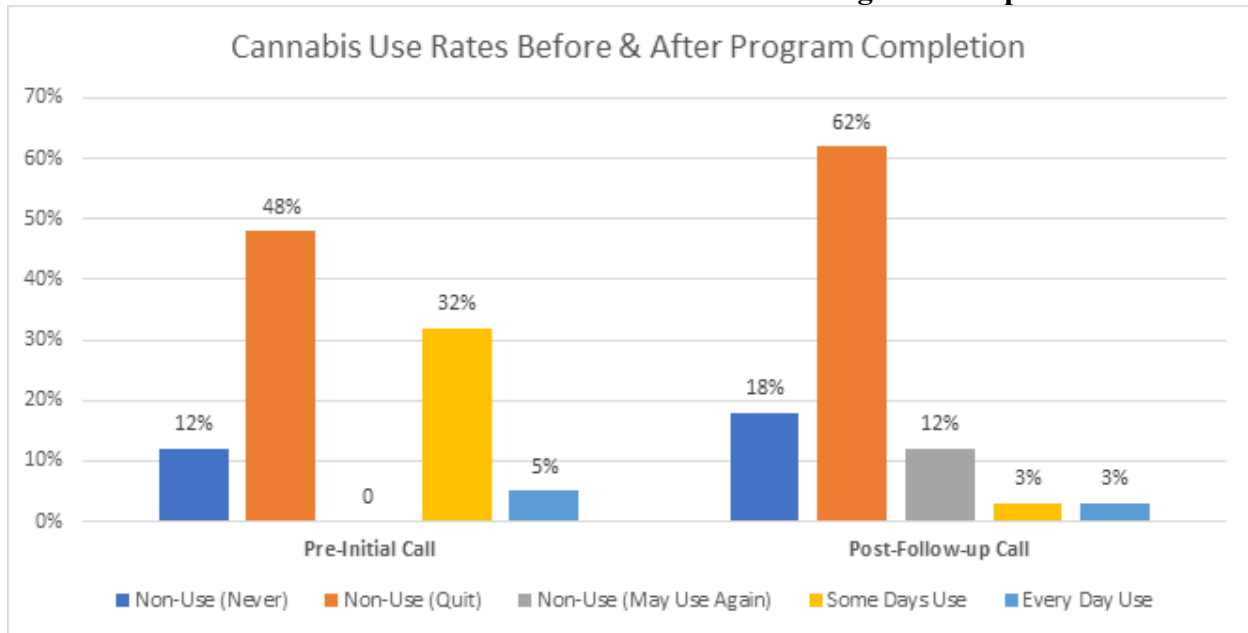


Chart 3. FY 2024-2025 Cannabis Use Rate Before & After Program Completion



In the 2024–25 school year, three students completed Brief Intervention services in response to cannabis-related incidents. This model uses a one-on-one Motivational Interviewing approach facilitated by trained school staff. All three students reported an increase in their knowledge of cannabis, and each indicated they were able to identify both the positive and negative aspects of their substance use. Additionally, all participants discussed and explored alternative coping strategies during their sessions. As a result of this intervention, a total of nine students avoided suspension during the reporting period.

This year marked the first time cannabis-related referrals were made to the Our Healthy Futures program. A total of 14 students avoided suspension through participation in this model. In March 2025, 12 students were referred to and successfully completed the program, followed by two more students who were referred to and completed the program in April 2025. These numbers reflect a growing use of this structured, supportive Alternative to Suspension pathway for youth involved in substance-related school incidents.

Liberty Union High School District launched a peer-led Restorative Youth Court pilot program between January and June 2025. In this model, student panelists with lived experience meet with peers facing disciplinary action, including those involved in cannabis-related offenses. These sessions are designed to provide support, assess student needs, and recommend alternative responses, such as referrals to YVAPE, Our Healthy Futures, or Brief Intervention services. Between February and May, eight students were referred to the Youth Court. Of those, four completed the full process, including three students whose cases involved cannabis or other substances. Three Youth Court sessions during this time period specifically addressed cannabis-related incidents. Liberty Union has trained all site administrators and student panelists and plans to continue the program into the 2025–26 school year. This expansion is especially timely, given

the district's California Healthy Kids Survey (CHKS) data indicating higher than average cannabis use and lower perceptions of harm among 9th graders compared to countywide rates.

Table 2. School District Participation in YVAPE by School Year

District	2023-24 Participation	2024-25 Participation
Acalanes Union HSD	✓	✓
Antioch		✓
Brentwood	✓	✓
Direct-Funded Charters	✓	
John Swett	✓	✓
Knightsen		✓
Lafayette	✓	✓
Liberty Union	✓	✓
Martinez	✓	✓
Mt. Diablo	✓	✓
Oakley	✓	✓
Orinda		✓
Pittsburg	✓	
San Ramon Valley	✓	✓
Walnut Creek		✓
West Contra Costa	✓	✓

Youth Development

In the 2024-25 school year, youth development efforts expanded significantly. Approximately 40 students were accepted as CourAGE Youth Health Coalition members, with nine actively participating in the cannabis/marijuana prevention work group. CourAGE members, along with trained student peer educators from participating schools, helped plan and implement 11 peer-led cannabis prevention activities that reached a total of 1,466 students across the county.

Youth Health Coalition meetings were held monthly, with 25 members attending the May 6, 2025, meeting. The session included an icebreaker, announcements, and a "Choosing Tactics" activity, which helped members strategize how to connect actions with prevention goals. On May 12, the New Members Committee met to review and update interview questions for new youth applicants.

At the March TUPE site coordinator meetings, 19 staff submitted project interest forms, with 16 indicating plans to implement peer-led activities. Follow-up outreach in April ensured they had the resources to move forward. By May 2025, peer educators had reached 707 students through classroom presentations and school-wide activities. In total, 10 schools across five districts implemented peer-led initiatives.

Table 3. Peer-Led Cannabis Prevention Summary (2024-25)

Measure	Count
Total Peer-Led Activities	11
Total Students Reached	1,466
Students Reached in May 2025	707
Participating Schools	10
Participating Districts	5

Table 4. Schools and Peer-Led Activities by School District

School Name	District	Activity Description	Reach
John Swett High School	John Swett	Cannabis 101 lesson in grades 9–11	122
California High School	San Ramon Valley	Cannabis 101 and Vaping 101 lessons for 9th grade health classes	66 total
Dozier-Libbey Medical High School	Antioch	Substance use prevention and self-care project (9th graders)	200
Oak Grove Middle School	Mt. Diablo	TUPE/CAPP table at Open House (peer educators used trivia wheel)	150 families
Valley View Middle School	Mt. Diablo	Cannabis 101 lesson in mixed grade classroom	90
Vicente High School	Martinez	Youth & Cannabis podcast with the CCCP Coalition	79 views
Pleasant Hill Middle School	Mt. Diablo	Cannabis 101 in all science classes	675

Table 5. Post-Survey Results (n = 593)

Survey Question	Response
Learned more about the dangers of marijuana/cannabis	95%
Practiced new or existing resistance/coping skills during the presentation	60%
Want to stay cannabis-free, cut back, or quit after participating	92%

The fact that only 60% of students reported practicing resistance or coping skills during peer-led presentations highlights a gap in engagement. This finding connects to the importance of incorporating more interactive components, which will be addressed through expanded virtual “Admin Team” meetings, district-specific implementation support, and technical assistance to strengthen adoption and referral workflows.

There is also an opportunity to improve the interactive components of peer-led activities. The lower reported rate of skill practice—compared to gains in knowledge and intention to avoid use, may be due to limited time for practice, inconsistent facilitation, or unclear framing of skill-building moments.

Recommended next steps include:

- Ensuring all presentations include structured opportunities for skill practice
- Enhancing peer educator training on delivering interactive content
- Developing a toolkit with ready-to-use skill-building activities

- Refining survey language to help students more clearly recognize and report when they have practiced these skills

Family and Other Stakeholder Engagement

Youth cannabis use is influenced by normalization, low perception of harm, promotion and peer acceptance. Cannabis use has negative health impacts on learning and contributes to early onset psychosis. Despite multilevel efforts to educate young people, vaping continues to rise. According to the 2023 CHKS, 14 percent of 11th graders reported vaping in the past 30 days, which reflects a 3% increase from the previous year. This data trend highlights the importance of strategically aligning proven tobacco control policies with cannabis regulations to protect youth health.

During the 2024-25 program year, cannabis prevention efforts extended to families and caregivers through a series of local engagement events and parent resource distributions. While only one centralized parent-focused event was held last year, in 2024-25 there were multiple District-led Fentanyl Awareness Events and consistent dissemination of resources throughout the year. In total, 344 parent guides on substance use and mental health were distributed, and six community events engaged families across the county.

Several districts hosted Fentanyl Awareness Events in collaboration with CCCOE, thereby creating opportunities for direct family engagement and education on the risks of opioid misuse. These events also incorporated information about how the early onset of cannabis use can be a precursor for the use of other substances. National data from the National Institute on Drug Abuse (NIDA) shows that adolescents who use cannabis are 2 to 3 times more likely to misuse prescription opioids later in life. Locally, TUPE student perception data has also shown that early cannabis use is often linked with lower perceived risk of harm from other drugs, reinforcing the need for early intervention. Although the events were focused on raising awareness about the Opioid Crisis, the majority of families and adults participating in the events voiced concerns about vaping as the most common and alarming trend among students. Parents, educators and adults consistently agreed that the popularity of vaping has accelerated an increased use of drugs/tobacco and alcohol.

Table 6. Parent Guide Distribution & Family Engagement Events (2024–25)

Date	School / School District	Participants	Number of Guides Distributed
Sept 2024	Foothill MS (Mt. Diablo)	65	40
Oct 2024	Diablo View MS (Mt. Diablo)	32	40
Nov 2024	Valley View MS (Mt. Diablo)	57	25
Nov 2024	Fentanyl Awareness Event (Liberty Union)	90	30
Jan 2025	El Dorado MS (Mt. Diablo)	30	20
Feb 2025	Olympic HS (Mt. Diablo)	20	10
Mar 2025	Fentanyl Awareness and Overdose Prev Training (Countywide)	38	19
Apr 2025	CCOE'S Coordinating Council Parent Guide Distribution (Countywide)	N/A	200

While overall distribution numbers were lower than the previous year, this year's efforts were more targeted and district-led, creating localized opportunities for engagement.

Staff Professional Development

The CCCOE supported the registration and attendance of 33 Contra Costa school and community-based organization staff at the Stanford's 6th Annual Teaching Cannabis Awareness & Prevention Virtual Conference, held April 9–10, 2025. This national conference drew over 2,000 attendees from across all 50 states. Registered participants gained access to a wide range of sessions and recorded content focused on youth drug prevention strategies. Topics included lessons for all grade levels, the latest research on cannabis and youth, intersections with tobacco use, equity considerations, evolving policies, and early intervention strategies.

A CCCOE's TUPE/CAPP Curriculum Specialist led multiple sessions on cannabis education in middle schools, high schools, and non-traditional school settings. Workshops included: *Working with Youth in High Using Alternative, Continuation, and Community Day Schools* (121 attendees); *How to Teach About Cannabis and Vaping in Middle Schools* (210 attendees); and *How to Teach About Cannabis and Vaping in High Schools* (247 attendees). The importance of Alternatives to Suspension was also emphasized by Ms. Lynn Mackey, Contra Costa County Superintendent of Schools, who participated in one of the sessions.

CCCOE's continued leadership in developing and sharing effective cannabis prevention strategies through strong partnerships, capacity building, and engagement at the local and national level, demonstrate that they are in fact, well positioned to implement CAPP. Lastly, the CCCOE expanded its role in local cannabis prevention efforts by actively participating in the newly formed Contra Costa Cannabis Prevention Coalition.

CAPP Implementation Challenges

Curriculum Integration Timing

Many educators expressed interest in implementing cannabis prevention curricula, such as the Smart Talk program. However, because most teachers establish their instructional plans at the beginning of the academic year, incorporating new mid-year content proved challenging. As a result, some interested teachers were unable to implement the curriculum during the 2024–25 school year. To support broader adoption, cannabis prevention resources will instead be promoted consistent with district planning timelines for the 2025–26 school year.

Incomplete Program Reporting

There is evidence that the number of students reached through the curriculum is higher than reported. Several teachers are known to have delivered the curriculum without submitting all of their data, resulting in underreported outcomes. This gap in reporting highlights a need for improved communication, training, and tracking systems, which will be addressed in the 2025–26 school year to ensure that we capture more accurate and comprehensive data.

Variation in District-Level Implementation of Alternative to Suspension Programs

While training and technical assistance are offered to support the use of programs such as the UC San Diego's YVAPE Alternative to Suspension model, decisions regarding program adoption and

implementation rest with individual districts. This variation in decision-making has resulted in inconsistent use of available support. To help address this barrier, virtual “Administration Team” meetings have been established to discuss site-specific needs and support implementation across districts

Contract Delay

Due to technical issues, the contract started in September 2024, which delayed implementation timelines. However, such delays are not anticipated this year, and the contract is expected to begin on schedule.

IV. Next Steps

- Schedule classroom-based prevention program, one-on-one intervention, and small group intervention trainings within their countywide professional development calendar for the 2025-26 school year.
- Outreach plan to engage the remaining 25% of schools eligible to refer students to YVAPE, who have not yet completed the registration process. Also plan to monitor ongoing updates for identified referring administrators, through communication and administrator training and ongoing support.
- Continue collaborative partnership with Stanford’s REACH Lab, which only strengthens this new project, particularly the Smart Talk (classroom-based prevention) and Healthy Futures (small group intervention) program implementation.
- While CCCOE staff are hopeful that the pre- and post-survey data process built into Stanford’s Smart Talk curriculum will be an effective way to gather future student data, given the challenges they faced this year with accessing disaggregated data, CCCOE TUPE would create and manage their own data collection and analysis tools.

V. Staff Recommendations

- ACCEPT the Report from Contra Costa Health (CCH) with updates on the implementation of TUPE’s cannabis school-based education program and baseline outcomes for Fiscal Year 24-25.
- CONTINUE funding beyond June 30, 2026 to support the gains made during Fiscal Year 24-25 to maximize its impact and sustain momentum toward long-term goals; especially at a time when vaping and cannabis use continue to rise. Over the course of the contract, significant progress has been made in building infrastructure, developing partnerships, and implementing key strategies. Maintain same funding level for subsequent years, beyond June 30, 2026.
- CONSIDER the ever-evolving nature of substance use particularly among youth as they grow into healthy and independent young adults. Further identify intersections



between vaping and effective tobacco control policies while taking into consideration equity, data and outcomes.

Appendix A

Tobacco Use Education Prevention (TUPE) Programming Framework

The Contra Costa Office of Education’s Tobacco Use Prevention Education (TUPE) program is committed to promoting tobacco-free lifestyles among youth and providing resources to prevent and reduce tobacco use. Through a comprehensive approach, the TUPE program offers various services and initiatives aimed at empowering students, educators, and communities to make informed choices regarding tobacco use. Below is an overview of the frameworks used by the program:

1. The Social-Ecological Model

TUPE, just as Contra Costa Health, uses a five-level social-ecological model to assess how environmental and interpersonal factors can encourage or deter tobacco use and vaping among youth. Each level of the model described below identifies a point of influence and a potential opportunity for intervention.

- a. The **“Individual”** level examines the influence of factors such as attitudes and knowledge.
- b. The **“Interpersonal”** level examines the role of peers, family, partners, and mentors.
- c. The **“School”** and **“Community”** levels explore how behavior is impacted by teachers and the social and physical characteristics of institutions, environmental settings, media, and advertising.
- d. The **“Policy”** level looks at the broader implications of laws, rules, and enforcement measures.

The model provides a useful framework to assist TUPE programs and community partners in determining how to focus strategies and resources.

2. Strategic Prevention Framework (SPF)

TUPE uses the Strategic Prevention Framework (SPF) to provide a comprehensive approach to guide TUPE prevention programs using a five-step model for continuous improvement and effective programming. Core components include the following:

- a. **Assessment:** Identify local prevention needs based on data
- b. **Capacity:** Build local resources and readiness to address prevention needs
- c. **Planning:** Find out what works to address prevention needs and how to implement strategies effectively, then create a plan of action
- d. **Implementation:** Deliver evidence-based programs and practices as intended
- e. **Evaluation:** Examine the process and outcomes of programs and practices

3. Connectedness and Hart’s Ladder of Youth Participation

Prevention programs are successful when students feel connected to their school and prevention programs can also directly support young people’s feeling of connectedness, particularly through intentional and positive youth development program strategies. Students who feel connected to school are more likely to have positive health and academic outcomes. Crucial to that connection is the development of trusting and meaningful



relationships on campus. Four essential factors crucial to strengthening school connectedness for students include:

1. Adult support
2. Belonging to a positive peer group
3. Commitment to education
4. A positive school environment

Hart's Ladder is a visual illustration of the importance and value of youth participation in prevention programs. The highest rung on the ladder involves youth-initiated projects where youth and adult allies share equal levels of decision making. This ladder challenges educators to move away from the lower rungs of non-participation (youth as decoration, tokenizing youth, or assigning/informing youth) to the higher rungs in which young people are genuinely engaged as partners.

Meaningful youth engagement is vital in creating safe, supportive, and healthy school environments that lead to better peer to peer connections, student to adult relationships, and overall school connectedness.

Appendix B

Tobacco Use Education Prevention (TUPE) Services Provided

The Contra Costa Office of Education's Tobacco Use Prevention Education (TUPE) program is committed to promoting tobacco-free lifestyles among youth and providing resources to prevent and reduce tobacco use. Through a comprehensive approach, the TUPE program offers various services and initiatives aimed at empowering students, educators, and communities to make informed choices regarding tobacco use. Below is an overview of the services provided by the program:

1. Project ALERT

Prevention programs include Project ALERT, a research-validated classroom-based substance use prevention program implemented in middle schools, and Stanford's You & Me, Together Vape-Free program, which TUPE implements with non-traditional schools. Non-traditional schools include continuation schools, alternative schools, independent study, etc.

Project ALERT motivates students against drug use, cultivates new non-use attitudes and beliefs, and equips teens with the skills and strategies they will use to resist drugs. The content and instructional strategies are grounded in research on effective health education. 11-lesson curriculum (grade 7) & 3 booster lessons (grade 8).

The Project ALERT Core Curriculum is organized into four parts. The lessons build on each other and are taught in consecutive order.

The concepts stressed in each lesson are:

- Motivating nonuse.
- Identifying pressures to use drugs, learning to resist those pressures, and practicing resistance skills.
- Review of key concepts and resistance skills practice.
- Newest content: Prescription Opioids and Heroin (Lesson 8); Smoking and Vaping Cessation.

2. You & Me, Together Vape-Free Stanford Tobacco Prevention Toolkit:

You & Me, Together Vape-Free addresses key factors associated with youth e-cigarette use, including changing adolescents' attitudes towards and misperceptions about e-cigarettes; increasing refusal skills, marketing, and social media; reducing stress and depression; improving coping; and decreasing intentions and actual use of all e-cigarette products.

The You and Me, Together Vape-Free curriculum includes 6 lessons that address key factors associated with youth e-cigarette use, including changing adolescents' attitudes towards and misperceptions about e-cigarettes; increasing their refusal skills to pulls of

flavors, marketing, and social media; reducing stress and depression which have been linked to e-cigarette initiation and use; improving coping; and decreasing intentions and actual use of all e-cigarette products. Lesson 6 addresses the intersections of tobacco and cannabis use.

Goals:

1. Increase their knowledge about e-cigarettes and the harms they can cause.
2. Gain awareness of strategies manufacturers and sellers of e-cigarettes employ to increase use among adolescents, such as deceptive and creative marketing strategies.
3. Gain skills to refuse experimentation and use of e-cigarettes.
4. Ultimately, to reduce and prevent e-cigarette use of any type, including nicotine, cannabis/THC, and/or non-nicotine products.

All TUPE schools implement school-wide activities or events. Activities, ideally led or co-led by trained student peer educators, includes school-wide audio and video announcements, lunchtime tabling, and pledge campaigns. CCCOE TUPE staff encourage schools to leverage existing, nationally recognized events, such as Great American Smokeout and Take Down Tobacco to plan and implement activities with the goal of raising awareness of the dangers of tobacco use among students and staff. Many schools also incorporate TUPE messaging and activities into existing events that already engage much of their school community, such as Open House, music or theater performances, athletic games, etc. to reach a broader audience. CCCOE TUPE provides sites with the necessary information, resources, and materials to implement these activities.

One of the strongest components of local TUPE programs are TUPE peer educators. The primary role of our Peer Educators is to provide tobacco-prevention information, resources, and support to their peers, as well as inspire all members of the school community by modeling healthy choices and leadership.

CCCOE TUPE trains hundreds of students from middle schools, high schools, and non-traditional (continuation) schools as TUPE Peer Educators each year. Peer Educators then go on deliver anti-tobacco messages at their school, primarily through classroom presentations and school-wide events.

The goals of all Peer Educators are to:

- Teach new information about tobacco/e-cigarettes.
- Encourage non-tobacco users to stay tobacco free.
- Encourage current tobacco users to cut back or quit by sharing resources.
- Have fun!

In addition to TUPE peer educators, CCCOE TUPE staff co-coordinate the Contra Costa CourAGE Youth Health Coalition. Established in 2013, CourAGE is a youth-directed group that plays a leadership role in addressing health-related issues. Members develop skills that empower them to create healthy environments through awareness and advocacy projects. The 35 members are in grades 8-12 and represent communities across our county.

Past and current CourAGE projects include:

- Countywide tobacco prevention video PSA Contest & Film Festival
- Student-led Youth Symposium
- Teens Tackle Tobacco conference workshops
- Supporting community-based events
- Presenting to local decision-makers
- Speaking at countywide Family & Community Engagement webinars

3. Alternative to Suspensions and Support for Youth with Nicotine Addiction:

To support students struggling with tobacco use, TUPE programs include an alternative-to-suspension model with multi-tiered approaches intervention. These approaches include referral, small group, and one-on-one support, as well as referrals to voluntary quit/cessation support through Contra Costa 211 and Kick It California.

4. YVAPE

YVAPE, run by UC San Diego (Kick It California) is the referral option and is a free educational program with phone coaching support for students who have been caught with tobacco or cannabis at school. YVAPE is available to California public middle and high schools who will enroll students instead of alternative disciplinary action for vaping. YVAPE is designed to provide a positive experience for the student and help them think through their vaping behavior. The program is now available for students aged 12 and up. Referred students receive an initial call from a trained YVAPE coach and talk with them for 15-20 minutes and set up a time for a follow-up call. Between the initial and follow-up call, students watch the YVAPE videos. They are encouraged to watch the videos with their parent/guardian and discuss the questions with them. Video topics include vaping industry marketing manipulation, vaping health effects, vaping marijuana, understanding motivation, and personal responsibility. During the 10–15-minute follow-up call, the student talks with the YVAPE coach about the videos and can ask questions. Lastly, students complete a short online follow-up survey and then receive a certificate of completion.

5. Our Healthy Futures Program Stanford Tobacco Prevention Toolkit:

Stanford Tobacco Prevention Toolkit's Our Healthy Futures program is geared for students who have been caught using e-cigarettes and/or for any students who are interested in trying to quit. Our Healthy Futures is to be taught by an educator, counselor, advisor, or another adult in a small group setting. The program can be implemented in one 2-hour session, or over multiple sessions. The program allows for warm-up questions interspersed between slides that allow students to share what they know about each topic.

The learning objectives for the 2-hour curriculum are:

- Describe the health problems associated with e-cigarettes/vape pens.
- Develop and individualized plan for setting goals related to their e-cigarette/vape pen use.
- Access resources to quit e-cigarettes/vape pens.

Brief 1-1 Interventions:

Brief Intervention is the one-on-one program option. For the purposes of TUPE, the program is utilizing to address tobacco use, however, the program is appropriate to address any substance use. Brief Intervention for Substance Using Adolescents (BI) is a short-term, one-on-one intervention that consists of two to four (2-4) 45–60-minute sessions aimed at adolescents who use tobacco or those most at risk for tobacco use. BI uses motivational interviewing, cognitive behavior therapy, and the stages of change model to meet the needs of adolescents. BI is also available for students to self-refer. Whenever possible, BI providers implement the optional parent/guardian session.

Brief Intervention provides young people with:

- A forum to talk about their tobacco use,
- Accurate information about tobacco, including e-cigarettes/vape pens,
- Support in identifying tobacco use related issues that impact them,
- Goal setting support, and
- Assistance in accessing other services, if needed.

Rounding out comprehensive programs are professional development for TUPE and non-TUPE staff, including the latest on vaping and teens, as well as trainings on specific program strategies, including curriculum, intervention programs, and youth development/engagement. Family and community engagement is done at the county, district, and site-level. CCCOE TUPE holds an annual countywide webinar on the latest on vaping and teens and tips for parents and other caring adults. District- and site-level family engagement includes newsletters, tabling at events, and presentations.

For students who want to cut back or quit, TUPE would continue to refer young people to Contra Costa Health's Behavioral Health Division, Alcohol & Other Drug Services (AODS) program, so that they can be connected to appropriate treatment services.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4259

Agenda Date: 10/13/2025

Agenda #: 9

FAMILY & HUMAN SERVICES COMMITTEE

Meeting Date: October 13, 2025

Subject: Behavioral Health Board Bylaws

Submitted For: Behavioral Health Board

Department: Health Services

Referral No: N/A

Referral Name: N/A

Presenter: Anya Gupta, Behavioral Health Board member

Contact: Jason Chan, (925) 655-2050

Referral History:

This item for the Behavioral Health Board Bylaws, history, and transition was forwarded from the Behavioral Health Board by action taken at their August 6, 2025 meeting.

Referral Update:

Please see the attached Behavioral Health Board Bylaws and presentation materials for information.

Recommendation(s)/Next Step(s):

ACCEPT the draft Behavioral Health Board Bylaws and DIRECT staff to forward the Bylaws to the Board of Supervisors for their approval.

Fiscal Impact (if any):

There is no fiscal impact for this action.



cchealth.org

Family and Human Services Committee

Behavioral Health Board Bylaws
– History and Transition

Behavioral Health Board

October 13, 2025

Agenda

Introduction

Background and History

Overview of Behavioral Health Board

Transition Process

Q&A

Introduction

Proposition 1: Modernization of Mental Health Services Act

- Passed in March 2024
- Requires all counties to have a combined Behavioral Health Advisory Board beginning 1/1/25
- Restructures the Mental Health Services Act (MHSA) also known as "millionaire's tax"
- Focus on Housing and related services, Intensive Wraparound Care (Full-Service Partnerships)
- Allows expanded use of MHSA funds to include Substance Use Disorder (SUD) services, in addition to Mental Health care.
- MHSA becomes Behavioral Health Services Act (BHSA)
- Full implementation to begin with the 2026-29 Three-Year Plan (7/1/26)

Mental Health Commission and Alcohol and Other Drug Advisory Board

- Mental Health Commission (MHC) and Alcohol and Other Drug Advisory Board (AODAB) disbanded as of January 1, 2025

Behavioral Health Board

- Behavioral Health Board (BHB) recruitment begins January 2025 until April 2025
- Board members appointed and began terms May 13, 2025
- Member Orientation held on May 16, 2025
- Regular meetings begin on May 21, 2025

Background and History

Proposition 1: Local Stakeholder Involvement BHSA “Integrated Plan” Changes

MHSA	BHSA
<p>Stakeholder involvement on:</p> <ul style="list-style-type: none"> • Mental health policy • Program planning and implementation • Monitoring • Quality improvement • Evaluation • Budget allocations <p>Requires participation from unserved/underserved populations, individuals with SMI or SED and their families; providers of mental health, physical health, and/or social services; educators or their reps; law enforcement.</p>	<p>Stakeholder involvement on:</p> <ul style="list-style-type: none"> • Mental health and substance use disorder policy • Program planning and implementation • Monitoring • Workforce • Quality improvement • Health equity • Evaluation • Budget allocation <p>Also requires sufficient participation from diverse groups</p>
<p>30-day comment, public hearing, and annual report on recommendations not included in plan</p>	<p>30-day comment, public hearing, and annual report on recommendations not included in plan</p>

Background and History

Functions of Behavioral Health Board include:

- Review and evaluate the local public mental health system
- Review and evaluate the local public substance use disorder treatment system
- Advise the governing body 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
- Advise the governing body and the local behavioral health director
- Ensure citizen and professional involvement at all stages
- Submit annual report
- Review and recommend appointment of the local director of behavioral health services
- Review and comment on county's performance outcome data
- Assess the impact of the realignment of services
- 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 local governing body and DHCS

Overview of Behavioral Health Board

Current Membership

Seat Description	Board Seats	Recommendation Body
Board of Supervisor Member	1	Chair of the Board of Supervisors
Board of Supervisor Member Alternate	1	Chair of the Board of Supervisors
Consumer/family member younger than 26	1	Behavioral Health/ Family and Human Services Committee
Veteran or veteran Advocate	1	Behavioral Health/ Family and Human Services Committee
Employee of a local education agency	1	Behavioral Health/ Family and Human Services Committee
Consumer seat	5	Board of Supervisors
Family Seat	5	Board of Supervisors
At-large	1	Behavioral Health/ Family and Human Services Committee
At-large Alternate	1	Behavioral Health/ Family and Human Services Committee
Total	17	

Overview of Behavioral Health Board

Membership Roster (2025)

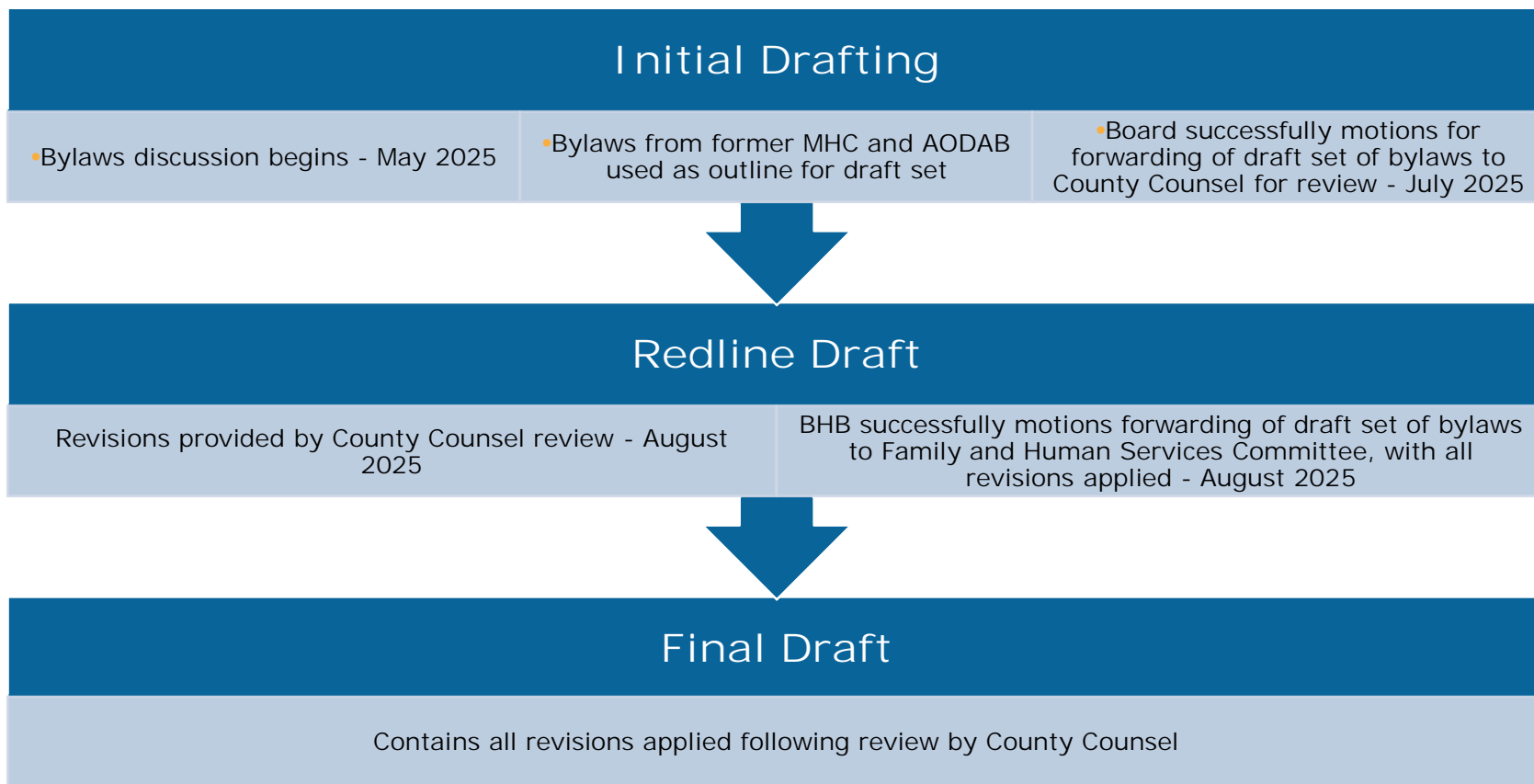
Supervisor Ken Carlson Board of Supervisor Member (05/13/25 – 12/31/27)	Supervisor Candace Andersen Board of Supervisor Member Alternate (05/13/25 – 12/31/27)	Rebecca Harper Education (05/13/25 – 12/31/27)	Anthony Arias Veteran (05/13/25 – 12/31/27)	Logan Campbell At-large (05/13/25 – 12/31/27)	Vacant At-large Alternate
Anya Gupta Youth (05/13/25 – 12/31/27)	Alexander Quintero (05/13/25 – 12/31/26)	Y'Anad Burrell (05/13/25 – 12/31/28)	Max Sala (05/13/25 – 12/31/28)	Candace Hendra (05/13/25 – 12/31/26)	Dhoryan Rizo (05/13/25 – 12/31/26)
Avery Gould (05/13/25 – 12/31/28)	Jenelle Towle (05/13/25 – 12/31/26)	Laura Griffin (05/13/25 – 12/31/26)	Roland Fernandez (05/13/25 – 12/31/28)	Sani Momoh (05/13/25 – 12/31/28)	

Background and History

Development of bylaws include at a minimum:

- A specific number of members
- Quorum be one person more than one-half of members
- Establish the chairperson of the behavioral health board be in consultation with the local behavioral health director
- Establish that there may be an executive committee of the behavioral health board

Transition Process



Questions and Answers



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Thank you!

CONTRA COSTA COUNTY
BEHAVIORAL HEALTH BOARD

BYLAWS

Final Draft – August 2025

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**ARTICLE I
NAME OF ORGANIZATION**

SECTION 1. NAME OF ORGANIZATION

1.1 Name

The name of the Organization shall be the “Contra Costa Behavioral Health Board.”

**ARTICLE II
GENERAL PROVISIONS**

SECTION 1. AUTHORITY

1.1 Establishment

In accordance with Welfare and Institutions Code section 5604, et seq., the Contra Costa Behavioral Health Board (“Behavioral Health Board” or “Board” hereinafter) was established for Contra Costa County (“County”) by order of the Contra Costa County Board of Supervisors (“Board of Supervisors”) on December 17, 2024 to serve in an advisory capacity to the Board of Supervisors.

On April 28, 2025, the Board of Supervisors added two additional alternate seats, resulting in a 17-member Board and appointed the Board’s initial members.

SECTION 2. MANDATED ROLES AND RESPONSIBILITIES

The duties of the Behavioral Health Board (as defined in section 5604.2 and 5963.03 of the Welfare and Institutions Code) are as follows:

1. Review and evaluate the community’s public behavioral health needs, services, facilities, and special problems in any facility within the county or jurisdiction where behavioral health evaluations or services are being provided, including, but not limited to: schools, emergency departments, and psychiatric facilities.
2. Review any county agreements entered into pursuant to Welfare and Institutions Code section 5650. The Behavioral Health Board may make recommendations to the Board of Supervisors regarding concerns identified within these agreements.
3. Advise the Board of Supervisors and the Contra Costa County Behavioral Health Director as to any aspect of the local behavioral health program. The Behavioral Health Board may request assistance from the local patients’ rights advocates when reviewing and advising on mental health or substance use disorder evaluations or services provided in public facilities with limited access.

4. Review and approve the procedures used to ensure citizen and professional involvement at all stages of the planning process. Involvement shall include individuals with lived experience of mental illness and/or substance use disorder and their families, community members, advocacy organizations, and behavioral health professionals. It shall also include other professionals that interact with individuals living with mental illnesses/substance use on a daily basis, such as education, emergency services, employment, health care, housing, law enforcement, local business owners, social services, seniors, transportation, and veterans.
5. Submit an annual report to the Board of Supervisors on the needs and performance of the behavioral health system of the County of Contra Costa County.
6. Review and make recommendations on applicants for the appointment of a County director of behavioral health services. The Board shall be included in the selection process prior to the vote of the governing body.
7. Review and comment on the County's performance outcome data and communicate its findings to the California Behavioral Health Planning Council.
8. Assess the impact of the realignment of services from the state to the County on services delivered to clients and on the local community.
9. Perform such additional duties as may be assigned to the Behavioral Health Board by the Board of Supervisors.
10. Perform the Behavioral Health Services Act (BHSA) duties as set forth in Welfare and Institutions Code section (5963.03), which include the following:
 - a. Conduct BHSA Hearing: The Behavioral Health Board shall conduct a public hearing on the draft three-year integrated plan and annual updates at the close of the 30-day comment period.
 - b. Review/Recommendations on Adopted BHSA Plan: The Behavioral Health Board shall review the adopted plan or update and make recommendations to County Behavioral Health Services for revisions. County Behavioral Health Services shall provide an annual report of written explanations to the Board of Supervisors and the State Department of Health Care Services for any substantive [see i. below] recommendations made by the Behavioral Health Board that are not included in the final plan or update.
 - i. For purposes of this section, "substantive recommendations made by the Behavioral Health Board" means any recommendation that is brought before the Board and approved by a majority vote of the membership present at a public hearing of the Behavioral Health Board that has established its quorum.

ARTICLE III MEMBERSHIP

SECTION 1. MEMBERSHIP

1.1 Composition

- a. The Board shall consist of fifteen (15) members appointed by the Board of Supervisors, one (1) member of the Board of Supervisors Alternate and one (1) At-large Alternate.
- b. Each member of the Board of Supervisors shall be responsible for appointing two (2) seats representing their district, to be filled by one (1) consumer of behavioral health services and one (1) family member.
- c. The following rules shall apply to membership on the Board:
 - i. One (1) member shall be a member of the Board of Supervisors.
 - ii. Fifty percent (50%) of the Board membership shall be consumers, or the parents, spouses, siblings, or adult children of consumers, who are receiving or have received behavioral health services. Within these categories:
 - 1) One (1) of these members shall be an individual who is 25 years of age or younger.
 - 2) At least twenty percent (20%) of the total membership shall be consumers, and at least twenty percent (20%) shall be families of consumers.
 - iii. At least one (1) member of the board shall be a veteran or veteran advocate.
 - 1) County shall notify its County Veterans Service Officer about vacancies on the Board, to the extent there is one.
 - iv. At least one (1) member of the Board shall be an employee of a local education agency.
 - 1) County shall notify its County Office of Education about vacancies on the Board.
 - v. In addition to subparagraphs (ii), (iii), and (iv), counties are encouraged to appoint individuals who have experience with, and knowledge of, the behavioral health system.

- 1) This includes members of the community that engage with individuals living with mental illness in the course of daily operations, such as representatives of county offices of education, large and small business, hospitals, hospital districts, physicians practicing in emergency departments, city police chiefs, county sheriffs, and community and nonprofit service providers.
- d. On this Behavioral Health Board, membership shall consist of:
- i. One (1) member and one (1) Alternate from the Board of Supervisors. The Alternate Board of Supervisors member may only serve in the place of the Board of Supervisors member when the latter is absent.
 - ii. Five (5) members shall be Consumer Representatives – individuals who are receiving or have received behavioral health or substance abuse services, preferably in Contra Costa County, representing each supervisorial district.
 - iii. Five (5) members shall be Family Members – parents, spouses, registered domestic partners, siblings or adult children of consumers who are receiving or have received behavioral health and substance abuse services, preferably in Contra Costa County, representing each supervisorial district.
 - iv. One (1) At-large and one (1) At-large Alternate. The At-Large Alternate member may only serve in the place of the At-large member when the latter is absent.
 - v. One (1) Veteran/Veteran Advocate.
 - vi. One (1) Employee of Local Education Agency (Contra Costa Office of Education).
 - vii. One (1) Consumer/Family Member Aged 18 to 25 Years.

1.2 Demographic and Ethnic Representation

- a. In accordance with Welfare and Institutions Code section 5604((a)(2)(A)(ii)-(iii)), the Board membership should reflect the diversity of the client population in the County to the extent possible, including the ethnic, cultural, racial, and LGBTQ+ diversity of the client population in the County.
- b. The composition of the Board shall represent the demographics of the County as a whole, to the extent feasible.

1.3 Membership Restrictions

- a. No member of the Board or their spouse or partner shall be:

- i. A full-time or part-time employee of any County department that is directly involved in the provision of behavioral health services; or
 - ii. An employee of the State Department of Health Care Services; or
 - iii. An employee of, or a paid member of, the governing body of a behavioral health contract agency, with the exception of the consumer seat.
- b. Board members must be eighteen (18) years of age or older and, except as otherwise provided in these Bylaws, must reside in Contra Costa County.
- c. Members of the Board shall abstain from discussing or voting on any issue in which the member has a financial interest as defined in Section 87103 of the Government Code.

SECTION 2. ATTENDANCE

2.1 Attendance requirements

- a. Regular attendance at Board meeting is mandatory for all Board members.

- i. Unexcused Absences

A Board member is required to contact the Board Chairperson and the administrative analyst at least 24 hours before a regularly scheduled meeting if they are unable to attend. Failure to do so will result in an unexcused absence. A Board member who has four unexcused absences for a regularly scheduled full Board meeting in any consecutive twelve-month period, as opposed to calendar year, will be deemed to have automatically resigned from the Board. In such an event, the Board member's status will be noted at the next Board meeting and recorded in the meeting minutes. The Board Chairperson shall, without further direction from the Board, apprise the appointing authority and request the Board of Supervisors to remove the appointee and request the recruitment and appointment of a replacement.

- ii. Excused Absences

A Board member's absence from a regularly scheduled Board meeting may be excused to include but not limited to major illness and unexpected family emergencies. They also include some unscheduled absences, such as surgical procedures, jury duty, funerals, and scheduled vacations. Board members shall obtain content from the Board Chairperson at least one day prior to the meeting for any planned absences. Excused absences will be recorded in the meeting minutes as an "excused absence."

iii. Leave of Absence

A Board member who does not wish to resign and needs a leave from the Board commitments may request a leave of absence for illness or personal reasons for a period of up to three (3) months. The request must be submitted in writing to the Board Chairperson, who will inform the appointing authority. A Board member may request an extension to their leave by submitting a request in writing to the Board Chairperson, who will forward the request to the appointing authority for approval.

SECTION 3. TERMS

3.1 Duration

Initial appointments were made to the Board on or about April 28, 2025. For future appointments, the following requirements shall apply. The term of each member of the Board shall be three (3) years in duration. Terms shall be staggered so that approximately one-third (1/3) of the appointments end each year. All terms end on June 30 in the appropriate year. The Supervisors appointed to the Board serve until replaced by the Board of Supervisors.

SECTION 4. VACANCIES AND RECRUITMENT

4.1 Role of the Board

The role of the Board in recruitment of new members is at the discretion of and to the extent requested by the Board of Supervisors.

4.2 Applications

The Board is encouraged to help identify and recruit qualified applicants to apply for any vacancies on the Board.

4.3 Board Identification and Recruitment of Applicants

- a. Pursuant to Article III, Section 1, Subsection 1.2, the Board shall, to the extent feasible, identify and encourage applicants who will assist the County in maintaining a Board that represents and reflects the diversity and demographics of the County as a whole, as provided in the Welfare and Institutions Code.
- b. To the extent possible, the Board shall identify and encourage applicants who have experience and knowledge of the behavioral health system, preferably in the County.

4.4 In order for applicants being considered for the Behavioral Health Board to have a better understanding of their potential role, responsibilities, and restrictions as a Board Member, applicants are encouraged to attend at least one Board meeting, and also encouraged to meet with the Board Chair, Board Vice Chair or other Board Members prior to their appointment.

4.5 The Chair and Executive Committee of the Behavioral Health Board shall coordinate appropriate training and orientation of all newly appointed Board Members.

ARTICLE IV MEETINGS

SECTION 1. REGULAR MEETINGS

1.1 Regular Meetings

Meetings of the Board shall be held monthly.

1.2 Schedule of Meetings

The meeting schedule for the following year shall be set in the month of December. If no meeting for the Board will be convened during the month of December, the meeting schedule shall be set at the last regular meeting of the calendar year. Meeting schedules shall be available online.

1.3 Minimum Number

A minimum of eight (8) meetings shall be held per year.

1.4 Holidays

If the regular meeting date falls on a holiday, a new meeting date shall be selected.

SECTION 2. ORDER OF BUSINESS

2.1 Agendas

Agendas shall be prepared for regular Board and Executive Committee meetings at the direction of the Board Chairperson. When feasible, agendas shall be e-mailed seven (7) calendar days prior to the meeting, but at a minimum of 96 hours prior to the meeting. Agendas shall be posted, e-mailed and made available to the public in accordance with the Brown Act and the County's Better Government Ordinance.

SECTION 3. QUORUM

A quorum is one person more than one-half of the total seats, excluding alternates, whether vacant or filled. The Board must have a quorum present in order to hold a meeting.

SECTION 4. CLOSED SESSION

The Board may not conduct closed sessions.

SECTION 5. SPECIAL MEETINGS

Special meetings of the Board may be called at any time by the Chairperson or by a majority of the members of the Board in accordance with the Brown Act and the County's Better Government Ordinance.

SECTION 6. OPEN MEETINGS

All meetings of the Board, including all meetings of its Executive Committee, standing committees, task forces and ad hoc committees shall comply with the Brown Act and the County's Better Government Ordinance.

SECTION 7. DECISIONS AND ACTIONS OF THE BOARD

Unless otherwise stated, all matters coming before the Board for action shall be determined by a majority of the members present, which may include the alternate members when their participation is necessary.

SECTION 8. ADDRESSING THE BOARD

Public Comment shall be allowed on any items of interest to the public that are within the subject matter jurisdiction of the Board, both agendaized and non-agendaized items, in accordance with the Brown Act and the County's Better Government Ordinance. The Chairperson may limit the amount of time a person may use in addressing the Board on any subject, provided the same amount of time is allotted to every person wishing to address the Board.

ARTICLE V

NOMINATION, ELECTION, AND REMOVAL OF OFFICERS

SECTION 1. NOMINATION OF OFFICERS AND EXECUTIVE COMMITTEE MEMBERS

1.1 Ad Hoc Nominating Committee

An Ad Hoc Nominating Committee shall be appointed in the month of August. During the September meeting, the Ad Hoc Nominating Committee shall announce the solicitation of nominations from the Board members and obtain the nominee's consent to serve. At the October meeting, a slate of nominees will be announced.

1.2 Nominations

In the event of a vacancy in the office of Chairperson, Vice Chairperson or an Executive Committee member during the term of office, nominations will be taken, nominees' consent to serve will be obtained, and nominees will be announced at the next regularly scheduled Board meeting.

SECTION 2. ELECTION

2.1 Timing of

The Board shall elect a Chairperson, Vice Chairperson and members of the Executive Committee at the November or next regular meeting of the Board following the announcement of nominations as set forth in Section 1.

2.2 Assumption of Office

The newly-elected Chairperson, Vice Chairperson and Executive Committee shall assume office January 1 and serve through December 31 of that year. In the case of a mid-term appointment, the elected Chairperson, Vice Chairperson or members of the Executive Committee will complete the remainder of the normal term.

2.3 Conduct of Election

The election will be conducted publicly through the use of signed ballots. Ballots will be announced and counted publicly by the Ad Hoc Nominating Committee. The election of each officer will carry with a majority vote of the Board. In the case of a tie vote, the Board may recast ballots until the tie is broken. If, in the opinion of the Chairperson, the tie will not be broken within a reasonable number of attempts, the election may be deferred until the next scheduled Board meeting and the current seated officer will remain in office until a new officer is elected.

SECTION 3. TERMS OF OFFICE

The Officers of the Board, the Chairperson and Vice Chairperson, shall serve no more than three (3) consecutive terms of one year each in the same position. This will not preclude an individual from serving as Chairperson or Vice Chairperson after one (1) year of having not served.

SECTION 4. REMOVAL OF OFFICER

4.1 Grounds for Removal

The Board, by a majority of the Board members appointed, may remove the Chairperson and/or Vice Chairperson from office and relieve him/her of his/her duties.

4.2 Nominations After Removal

In the event of removal of the Chairperson and/or Vice Chairperson, the Ad Hoc Nominating Committee shall meet and present nominations for the vacant position(s) at the next regularly scheduled Board meeting.

ARTICLE VI DUTIES OF OFFICERS

SECTION 1. DUTIES OF THE CHAIRPERSON

1.1 Meetings

- a. The Chairperson shall preside at all meetings of the Board and perform duties consistent with these Bylaws and the Welfare and Institutions Code.
- b. The Chairperson shall conduct meetings, maintain order and decorum, and decide questions of procedure in accordance with these Bylaws and in consultation with County staff via the Executive Assistant to the Board.
- c. The Chairperson shall conduct all meetings in the manner required by the Brown Act and the County's Better Government Ordinance.

1.2 Other Duties

The Chairperson shall be in consultation with the Behavioral Health Director.

SECTION 2. DUTIES OF THE VICE CHAIRPERSON

In the event of the Chairperson's absence from a Board meeting or inability to act, the Vice Chairperson shall preside and perform all duties of the Chairperson. In the case of removal of the Chairperson, the Vice Chairperson shall perform all duties of the Chairperson until new elections can be held.

SECTION 3. TEMPORARY CHAIRPERSON

In the event both the Chairperson and Vice Chairperson are absent from a Board meeting or are unable to act, the members shall, by order fully entered into their records, elect one of their members to act as Chairperson *Pro Tern*. The Chairperson *Pro Tern* shall perform the duties of the Chairperson until such time as the Chairperson or Vice Chairperson resumes his or her duties.

ARTICLE VII COMMITTEES

SECTION 1. CREATION OF SUBCOMMITTEES

Pursuant to the rules set forth herein, the Board may create committees which can be standing committees, task forces or ad hoc committees as needed.

SECTION 2. STANDING COMMITTEES

2.1 Mission Statement

Each standing committee shall develop a Mission Statement. The Mission Statement is subject to approval by the Board and shall be submitted to the Board for approval no later than 60 calendar days after establishment of the committee.

2.2 Composition

Each standing committee shall consist of a minimum of three (3) and a maximum of five (5) members of the Board. Alternate members may be a voting member of any committee.

2.3 Appointment and Terms

- a. The Board may appoint Board members to standing committees.
- b. The terms of the Committee Chairpersons and Vice Chairpersons shall be one (1) year.
- c. There are no limits on the number of terms an individual may serve as Committee Chairperson or Vice Chairperson.

2.4 Meetings/Actions

- a. All matters coming before a standing committee shall be determined by a majority of the Board members on the committee.
- b. All standing committee meetings shall be conducted in accordance with the Brown Act and the County Better Government Ordinance.
- c. All actions recommended by a standing committee will be referred to the Board for discussion and recommendation to the Board of Supervisors.

2.5 Chairpersons, Vice Chairpersons

- a. Selection
 - i. Each standing committee shall have a Chairperson and may have a Vice Chairperson who are selected by the Committee.
 - ii. In the event of a vacancy in the position of Chairperson or Vice Chairperson of a standing committee, the Board Chairperson may serve as temporary Chairperson of the standing committee for up to sixty (60) calendar days while the committee selects a new Chairperson for Vice Chairperson.

b. Duties

- i. The Chairperson shall preside at all meetings of the standing committee and perform his or her duties consistent with the procedures outlined herein. The Chairperson shall work in consultation with the Board Chairperson.
- ii. The Chairperson shall direct the preparation and distribution of agendas for their respective standing committee meetings as required by the Brown Act and the County's Better Government Ordinance.
- iii. The Chairperson shall provide monthly reports to the Board regarding the activities of the standing committee and is encouraged to provide an outline of the monthly report to the Executive Analyst to the Board for use in preparation of the Minutes.

SECTION 3. EXECUTIVE COMMITTEE

3.1 Purpose

The Executive Committee is charged with acting on the decisions of the Behavioral Health Board. Its primary focus is to identify and avail any reasonable resources needed to deliberate over agenda items of the general membership, committee, task force or ad hoc committee meetings.

3.2 Composition

The Board Chairperson, and Vice Chairperson shall be members of the Executive Committee. Additional members shall be elected by the Board. The Executive Committee shall consist of a minimum of three (3) members and a maximum of five (5) members.

3.3 Term

Elected members of the Executive Committee shall serve for one calendar year.

SECTION 4. TASK FORCES

4.1 Purpose

Task forces shall be time-limited and have a stated purpose beyond the scope of regular Board responsibilities approved by the Board and shall be required to report back to the Board regarding progress toward its stated purpose.

4.2 Composition

Each task force shall consist of a minimum of three (3) members and a maximum of five (5) members. Non-Board members may be appointed from the community as non-voting members

when special expertise, advice or opinion is desired, at the discretion of the Board, but shall not exceed one half (1/2) of the membership of the Task Force. All task force members shall conform to the Behavioral Health Division client confidentiality statement.

4.3 Appointment and Terms

The Board shall appoint Board and non-Board members to task forces based upon a majority vote of the Board. The terms of all task force members shall be until the task force has completed its stated purpose.

4.4 Meetings/Actions

All meetings shall be conducted in accordance with the Brown Act and the Contra Costa County Better Government Ordinance. All matters coming before a task force shall be determined by a majority vote of the Board.

4.5 Chairpersons

a. Selection

- i. Each task force shall have a Chairperson and may have a Vice Chairperson, selected by the members of the task force. In the event of a vacancy in the position of Chairperson of a task force, the Board Chairperson may serve as temporary Chairperson of the task force for up to sixty (60) calendar days while the Task Force selects a new Chairperson.

b. Duties

- i. The Chairperson shall preside at all meetings of the task force and perform his or her duties consistent with the procedures outlined herein. The Chairperson shall work in consultation with the Board Chairperson.
- ii. The Chairperson shall direct the preparation and distribution of agendas for the task force in the manner required by the Brown Act and the County's Better Government Ordinance.
- iii. The Chairperson shall provide monthly reports to the sponsoring standing committee or the Board.

4.6 Removal

The Chairperson of the task force may request of the Chair of the Board replacement of a member who fails to regularly attend the task force meetings.

SECTION 5. AD HOC COMMITTEES

5.1 Purpose

Ad Hoc Committees shall be established by the Board as needed to address issues within the normal course of Board responsibilities, including but not limited to applicant interviews for the At-large seats and officer nominations. They shall be required to report back to the Board.

5.2 Composition

An ad hoc committee shall consist of a minimum of three (3) and a maximum of five (5) members of the Board.

5.3 Appointment

The Board shall appoint Board members to an ad hoc committee.

5.4 Meetings/Actions

All matters coming before an ad hoc committee shall be determined by a majority of the members of the Board.

5.5 Chairpersons

a. Selection

Each ad hoc committee shall have a Chairperson, and may have a Vice Chairperson, selected by a majority of the members of the ad hoc committee. In the event of a vacancy in the position of Chairperson of an ad hoc committee, the Board Chairperson may serve as temporary Chairperson of the ad hoc committee for up to sixty (60) calendar days while the ad hoc committee selects a new Chairperson.

b. Duties

- i. The Chairperson shall preside at all meetings of the ad hoc committee and perform his or her duties consistent with the procedures outlined herein. The Chairperson shall be in consultation with the Board Chairperson.
- ii. The Chairperson shall direct the preparation and distribution of agendas for the ad hoc committee in the manner required by the Brown Act and the County's Better Government Ordinance.
- iii. The Chairperson shall provide monthly reports to the Board.

5.6 Removal

The Chairperson of the ad hoc committee may request of the Chair of the Board replacement of a member who fails to regularly attend the ad hoc committee meetings.

SECTION 6. BOARD REPRESENTATIVE

The Board shall appoint an officer or other member of the Board as the Board Representative to the California Association of Local Behavioral Health Boards. The Board Representative shall represent the Behavioral Health Board at statewide meetings and to report back to the Board.

SECTION 7. STAFF SUPPORT

The County's Behavioral Health Division provides clerical support services to assist the Board in the management of its operations and activities. The Executive Analyst shall maintain all necessary records. The budget of the Behavioral Health Division shall fund the position of the Executive Analyst to the Behavioral Health Board.

SECTION 8. STAFF ATTENDANCE AT MEETINGS

The Behavioral Health Division staff provides information to the Board and its committees regarding agenda items and attends meetings on a regular basis.

SECTION 9. ACTIONS

The Board by its Chairperson shall regularly inform the Behavioral Health Director of Board actions.

ARTICLE VIII BYLAW AMENDMENTS

SECTION 1. AMENDMENTS

These Bylaws may be amended by a majority vote of the Board in a regularly scheduled meeting as defined at Article IV, Section 1. Before the Board may consider or vote on Bylaw amendments, proposed amendments shall be submitted in writing to Board members at least thirty (30) calendar days prior to the meeting date at which they are to be considered. Bylaws, and any amendments thereto, are not final unless and until they are approved by the Board of Supervisors.