



CONTRA COSTA COUNTY

AGENDA

Equity Committee

Supervisor Ken Carlson, Chair
Supervisor Shanelle Scales-Preston, Vice Chair

Monday, May 18, 2026

10:30 AM 1026 Escobar Street, #238/239, Martinez,
CA 94553

Zoom:

<https://cccounty-us.zoom.us/j/826591075>

72

Call in: 888-278-0254, Access code:
544753

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

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

Introductions

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

1. RECEIVE and APPROVE the Record of Action from the April 20, 2026 meeting of the Equity Committee, with any necessary corrections. [26-2107](#)

Attachments: [Equity Committee_Record of Action Minutes_4.20.26](#)

[Written Public Comment 1](#)

[Written Public Comment 2](#)

[Written Public Comment 3](#)

[Written Public Comment 4](#)

2. INTERVIEW candidate, José Merlos, for the Advisory Council on Equal Employment Opportunity to fill the vacant Veteran's seat as recommended by the County's Equal Employment Opportunity Officer. [26-2108](#)

Attachments: [Merlos José \(ACEEO\) Redacted](#)

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3. RECEIVE and ACCEPT the recommendation from the Transitional Community Advisory Body (TCAB) Chair and Vice Chair to move Antwanisha Hicks from a TCAB alternate seat to a member seat, INTERVIEW applicants to fill the vacant alternate seat, and DIRECT staff to forward any nominations to the Board of Supervisors for their approval and appointment. [26-2109](#)
- Attachments:** [Hicks, Antwanisha \(TCAB\) Redacted](#)
[Elliot, Terence \(TCAB\) Redacted](#)
[Gibson, Alvin \(TCAB\) Redacted](#)
[Lawyer, Terah \(TCAB\) Redacted](#)
[TCAB Interview Candidates 5.18.26](#)
4. RECEIVE updates and PROVIDE direction on the implementation of the Federal D. Glover Community Wellness Network [26-2110](#)
- Attachments:** [Revised Draft RFQ, Lead Entity Equity Committee 5.18.26](#)
5. REVIEW the current annual budget allocation for the Office of Racial Equity and Social Justice and DISCUSS implications and next steps. [26-2111](#)
- Attachments:** [ORESJ Budget Presentation Equity Committee 5.18.26](#)
6. RECEIVE updates related to the Belonging in the Bay regional convening of Bay Area counties [26-2112](#)

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

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



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2107

Agenda Date: 5/18/2026

Agenda #: 1.

Meeting Date: May 18, 2026

Subject: Record of Action

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: Record of Action

Presenter: Peter Kim

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

Referral History:

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

Referral Update:

Attached for the Committee's consideration is the draft Record of Action for its April 20, 2026 meeting.

Recommendation(s)/Next Step(s):

REVIEW and APPROVE the Record of Action.

Fiscal Impact (if any):

N/A

Equity Committee Meeting Minutes

April 20, 2026, 10:30am - 12pm

Location: 1026 Escobar Street, #238/239, Martinez

Zoom: <https://ccccounty-us.zoom.us/j/82659107572>

Call in: 888-278-0254, Access code: 544753

Attendance:

Supervisors: Ken Carlson, Shanelle Scales-Preston

ORESJ Staff: Kendra Carr, Peter Kim, Jessica Travenia

Community members and County staff were present in-person and online.

Both Supervisors Carlson and Scales-Preston were in attendance, quorum was met. Meeting began at 10:30 AM.

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

Public Comment:

None.

- 1. RECEIVE and APPROVE the Record of Action from the March 16, 2026 meeting of the Equity Committee, with any necessary corrections.**

Public Comment:

No comment.

Moved by Scales-Preston, seconded by Carlson. Approved and received.

- 2. RECEIVE and DISCUSS draft non-cooperation policy and PROVIDE direction regarding the draft policy.**

Attachments: [Non-Cooperation Policy - draft](#)

Supervisor Carlson presented the updated non-cooperation policy draft. Supervisor Scales-Preston asked to open for public comment.

Public Comment:

Diane Bianchi: Member of League of Women Voters Diablo Valley, Presented a letter from the League of Women Voters Diablo Valley in support of the Ordinance

Dick Offerman: Opposed to Sheriff request and acceptance of SCAP funds run by Homeland Security. Opposes any data-sharing with ICE. References Minneapolis as a possibility for CCC.

Danny Espinoza: Lift Up Contra Costa supports an ordinance, not a policy. Urges acceptance of the original ordinance language proposed.

Tomas Espinoza (w/ community Spanish-English interpreter): Richmond resident for 20 yrs, Chair for Rising Juntos. Supports the original version. Discourages data sharing with outside agencies. Outside contractors should be made to comply. Highlights community trust and safety.

Christina Marin (w/ community Spanish-English interpreter): Concord resident, mother, Rising Juntos member. Community deserves to live without fear of being abducted. Discourages County resources used to assist federal agencies. Ordinance needed to hold the Sheriff or others accountable.

Carol Villalobos (w/ community Spanish-English interpreter): Rising Juntos member. Value all children and families live with dignity, safety, and freedom. Adopt ordinance that CCIRA drafted, not the policy. Prohibit the use of County resources to support ICE in any way.

Catherine Wally: Walnut Creek , Racial Justice Coalition. Expresses disappointment in the policy, recommends an ordinance. References July 2025 BOS meeting, she heard Sheriff will continue to collaborate with ICE even if not legally required. Urges contractor compliance in an ordinance, and removal of loopholes re: surveillance technology on communities.

Sylvia Angeles Vasquez (w/ community Spanish-English interpreter): Antioch resident, Rising Juntos member for 10 years. All deserve respect and dignity and safety. Equity Committee should have language interpreters; CBOs should not have to pay for interpretation for a County meeting. Protect communities in the ways we need. Include contractors.

Public Comment: Change back to ordinance. Homeland Security activity is spiking an CCC might be the next Minnesota. Need ICE-free zone similar to Santa Clara and Alameda Counties to prevent ICE staging actions on County property.

Cameron Sasai: lifelong CCC resident, Pinole Councilmember, Representing his role with CA Immigrant Policy Center. Immigrants are necessary contributing members of our communities and County. Urges a strong policy that is a statute and an ordinance, and serve as a model for the other County jurisdictions in CA.

Jessica Standish: Walnut Creek, medical physician for CCH. In her practice, children and adults impacted adversely by the deportation efforts of ICE. Reinstate contractor compliance, and other edits that bring back the original intent and strength of the ordinance.

Ogie Strogatz: Indivisible Resisters. Frustrated and disappointed with the current version. Revert back to an ordinance. Include accountability for Sheriff. Reinstate contractor compliance, and section on severability. As-is, this is a perfunctory exercise not a real effort to enact strong protections.

Judy Jewitt: Concord resident for 34 years. Urges the ordinance originally discussed, not the policy. Add back language that makes non-cooperation a required law, not just a recommendation. Urges to do what is morally correct.

Rich Whipple: CCIRA, Appreciates the conversation, but CCC is lagging behind other local jurisdictions. Urges BOS to create ordinance, law, and not just policy. Local government need not provide resources to aid the federal government. Strengthen with original wording. Need bold leadership not capitulation.

Maria Selma: CCC resident for 17 years. Expressed fear for family, community and self. Need an ordinance and not a policy to protect us. Community has the right to feel safe when going out for groceries and basic needs. Not a good representation from CCC.

Devin Williams: CCC resident, LUCC, and NAACP East County. Supports an ordinance in its original form. This moment is unlike anything in his lifetime, need bold leadership and stand together as a community. Fully supports and stands in solidarity with immigrant communities.

Paul Ridgway: Walnut Creek resident. Supports strong ordinance, not a policy.

Roxanne Carillo Garza: Not appropriate to pass a policy, need an ordinance. Cannot cower, lead with courage. Over 49 people have died in detention, and the majority have no criminal record. Leaning on leadership from our elected officials.

Alyssa Victory: ACLU attorney. Current draft falls short. Policy is weaker than an ordinance. Remove loopholes that allow a dept policy to override a County policy. Reincorporate language re: contractor compliance.

Debra Ballinger: Latino Voices CCC, Continued dangerous actions of ICE demand elected officials to respond with strength, an enforceable ordinance. Policy has loopholes, not protection. Return to the original ordinance, contractor and depts accountability, no information sharing with ICE.

Johana Gurdian: Disappointed that ordinance is now a draft policy. Promises were made to community. CCIRA and community have advocated for a strong ordinance for over a year. No decisions behind closed doors. Betraying the trust of the community. If no ordinance, offer transparency with community as to why, who made the decision, and the implications of going to a policy.

Mariana Moore: Please do your part, Equity Committee. Supports community voices to move back to ordinance. Be on the right side of history, listen to community. Protect all of our

communities, including our immigrant communities. Act with courage and honor what communities have told you today. Do not let County Counsel make the decisions for you.

Melvin Willis: ACCE and Racial Justice Coalition. A legally binding ordinance builds in the accountability needed. CCC is falling behind in protecting our community members in the face of racism and violence from ICE and federal administration.

Ali Saidi: Agrees with the other speakers. Speaks to urgency of the moment. Understands difficulty facing the BOS, recommends a meeting with community and legal advocates who worked with Carlson previously, along with Counsel, to fully understand the changes, edits, and reasoning to change to a policy. Welcomes a deeper conversation and urges timeliness.

Jillian Elliot: Citizen of Martinez. Protect immigrant communities. Protest the unlawful and brutal practices of ICE and Customs and Border Patrol. Cannot trust the Sheriff to protect our immigrant communities. Policy does not protect communities, adopt an ordinance. Concerned with surveillance, non-contractor compliance, and department loopholes.

Jessica Jollett: Delete the conflict of other dept policies, reinstate the contractor compliance, and ensure that County dollars do not support sharing of information to federal immigration agencies. Other jurisdictions like Los Angeles and Lynwood have passed strong ordinances.

Yehudit Liebermann: Cooperating with ICE makes a mockery of any claims that we support immigrants. ICE has murdered people, wreaks havoc, terrorizes communities, behaving like criminals. Need an ordinance without loopholes. Please protect all residents.

Joanna Gudino: Lifetime CCC resident, always believed our County led with our immigrant communities welfare at heart, but now feels we are behind what other counties have already done.

Doug Leich: Multi-Faith Action Coalition. Please return to the original language of the ordinance.

Amy Majorie: Walnut Creek, 18 yrs working for non-profit serving homeless and residents facing eviction. The times are like nothing in past 20 years, and can expect it to get worse. SF Immigration Court will close its doors.

Sonia Bustamante: SAFE Center. Appreciate that this item is on the agenda. If we are committed to not cooperating with ICE, then let's not cooperate with ICE. Other parts of the nation actors have exploited loopholes. Create an ordinance that protects Contra Costa residents.

Toni Henle: District 1 resident. We've seen what ICE has done in and outside of CCC. This policy shows that our County is not stepping up. As elected officials, please uphold the role to protect all county residents.

Susan Dunlap: Supports a strong ordinance.

Sara Gurdian: Budget Justice Coalition, stands with community. Supports a strong ordinance.

Jenny Morales: Monument Impact. City of Concord took 8 years to craft a strong rent control ordinance because of the loopholes in earlier versions. Let's not repeat that mistake. Change the policy back to a strong ordinance.

Jane Courant: Racial Justice Coalition. Support what others shared and stands in solidarity. History with the Sheriff shows the challenges with getting them to not share information with ICE.

Allie Smookler: Horrified about the ICE abuses. Reminded of the Nuremburg Principles, to speak up when we know injustice is happening. When injustice becomes law, resistance becomes duty. We must all speak up and against what is happening.

Additional written public comments received for April 20, 2026 meeting are included as attachments.

Supervisors Carlson and Scales-Preston discussed the draft policy and posed questions to County Counsel. Requested sample policies/ordinances from neighboring jurisdictions. Requested another round of edits to bring back to Equity Committee for review.

3. INTERVIEW candidate, Jose Merlos, for the Advisory Council on Equal Employment Opportunity to fill the vacant Veteran's seat as recommended by the County's Equal Employment Opportunity (EEO) Officer

Item was moved to the May meeting, due to time.

The next meeting is currently scheduled for May 18, 2026.

Meeting adjourned at 12 PM.

Non-cooperation ordinance: please drop "conflicting policies" provision

From Maria Shanle <mariashanle@yahoo.com>

Date Mon 4/20/2026 10:32 AM

To Kendra Carr <Kendra.Carr@oresj.cccounty.us>; Supervisor Scales-Preston <BOS5@bos.cccounty.us>; Supervisor Carlson <supervisorcarlson@bos.cccounty.us>

This Message Is From an Untrusted Sender

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Report Suspicious

Dear Equity Committee,

Thank you for agendizing this ordinance, it's one of the most important issues affecting County residents today. Local governments across the country are taking action to protect residents against unlawful and unjust DHS/ICE activities.

Unfortunately the proposed policy has been significantly watered down from language suggested by immigrant advocates. I agree wholeheartedly with all of the points raised by those advocates, but particularly want to emphasize my concerns with the part of the policy that would permit (and even encourage) County departments to adopt conflicting policies that would trump this policy.

If departments can supersede this policy, then this policy is NOT A COUNTY-WIDE POLICY AT ALL! It's merely a suggestion: "hey folks, we hope you want to follow this policy, but it's also fine if you don't." That does not provide the protection and certainty that County residents deserve.

I hope the ordinance is reverted back to more effective language before it is brought before the full Board. We will have community members packing the board room to demand effective action from the full Board.

Thank you for your consideration,

Maria Shanle (20+ year resident of Richmond CA, organizer with Indivisible East Bay and Richmond Indivisible)

[Yahoo Mail: Search, Organize, Conquer](#)

Non-cooperation Ordinance Equity Committee Meeting

From Maruri, Ivette <imaruri@dvc.edu>

Date Mon 4/20/2026 10:21 AM

To Kendra Carr <Kendra.Carr@oresj.cccounty.us>; Supervisor Carlson <supervisorcarlson@bos.cccounty.us>; Supervisor Scales-Preston <BOS5@bos.cccounty.us>

This Message Is From an External Sender

This email originated from outside of Contra Costa County. Please do not click links or open attachments unless you are expecting this email.

[Report Suspicious](#)

Hello Mrs. Carr and County Supervisors,

My name is Ivette Maruri, I am a 35 resident of Concord, Diablo Valley College Instructor and Tri-Chair for DVC DREAMers Alliance. I am writing to urge this committee to return this policy back to an ordinance, reinstate the contractor compliance, delete the "conflict of other policies" and reinstate the standard implementation language regarding severability and implementation date.

As a Concord resident who lives close to immigration court, who teaches and protects undocumented students, and who has undocumented family and friends I believe this ordinance must be strong in its language and law if it is truly going to protect our community. People are scared and more so with the SF court closure coming this summer. We need to ensure that people are safe and the only way to do this is to put it in writing and in law.

In the last year we have seen a huge decline in undocumented students attending Diablo Valley College. The high school counselors have informed us that this is due to students feeling a lack of safety and opportunity of a future. I urge you to please put a true Non-Cooperation Ordinance into law to allow our community to live in peace and safety and most importantly so that our youth begin to see they have a future and that our elected representatives believe in and will fight for their future.

Respectfully,
Ivette Maruri
Adjunct Faculty Dental Hygiene Department
Tri-Chair DREAMers Alliance

Equity Committee: Public Comment re: ICE Non-Cooperation

From David Wiegleb <djwiegleb@gmail.com>

Date Mon 4/20/2026 9:50 AM

To Supervisor Scales-Preston <BOS5@bos.cccounty.us>; Supervisor Carlson <supervisorcarlson@bos.cccounty.us>; Kendra Carr <Kendra.Carr@oresj.cccounty.us>

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Report Suspicious

The federal terror campaign against our immigrant neighbors across our nation by ICE and CBP is well into its second year. Locally it reached a peak nearly a year ago. In August, the community demanded that the county government take a strong stand against these attacks. We are still waiting for county measures to be implemented, and are watching as these measures get watered down into something toothless — from an ordinance to weak “policy” with many loopholes.

At this point, nearly all of the counties around the Bay have implemented strong ordinances prohibiting ICE from staging on county lands, and many local cities have implemented similar strong measures. There are many models to build upon, and there is power in a unified approach by all the counties. So, I am beyond disappointed to see the tepid response being proposed for Contra Costa.

There are a number of specific ways the proposed measure can be strengthened so that we end up with something meaningful and effective.

There are four major changes needed:

- Turn the policy back into an ordinance.
- Reinstate contractor compliance.
- Delete the “conflict with other policies” language so that department policies cannot supersede the ordinance.
- Reinstate standard implementation language regarding severability and an implementation date.

Further details below.

Thank you,

David Wiegleb
Pleasant Hill

Key Concerns with New Language:

- The ordinance has been changed to a policy. A department can violate policies without the same consequences as violating the law. Changing the ordinance to a policy

removes the community's legal remedies to hold the Sheriff and all our departments accountable.

- Removing “Section 6 - Contractor Compliance” from the ordinance creates a loophole. Exempting contractors allows ICE to continue to practice massive surveillance on our community members - not only our immigrant community but anyone who they perceive to be a threat to their mass deportation and authoritarian agenda.
- The new version also created a loophole by deleting former “Section 8. Severability” and former “Section 9. Effective Date” and replacing them with new “Section 6. Conflict With Other Policies.” These edits essentially gut the enforcement of this entire ordinance by allowing any department’s own policies to supersede the ordinance. This is a provision that would allow any department, including the Sheriff or DA or Probation to simply choose different “specific policies.” The new section should be deleted and former sections 8 and 9 should be added back in.

kendra.carr@oresj.cccounty.us

Public Comment Item #2: Draft Non-Cooperation Policy

4/20/2025

Ken Carlson, Chair
Shanelle Scales-Preston, Vice Chair

Dear Chair and Vice Chair,

I'm a Walnut Creek resident and member of ACCE Contra Costa as well as the Contra Costa Racial Justice Coalition.

At the March Equity Committee meeting, members of the public, myself included, requested that a non-cooperation ordinance be agendized at the next Equity Committee meeting. While I'm grateful to see this topic up for discussion at today's meeting, I'm disappointed that the document being discussed is not an ordinance but a policy. As we all know, the consequences to a department for violating policy are entirely different than those for violating an ordinance. With a policy, we forgo many of the legal remedies we could otherwise have at our disposal to hold county departments and the Sheriff accountable. At the July 22nd Board of Supervisors meeting, Sheriff Livingston made it crystal clear that he fully intends to use our county resources to collaborate with immigration authorities even when not legally required to do so. We must create legal safeguards to prevent such collaboration. Please turn the policy back into an ordinance.

I also ask that you reinstate the section on contractor compliance as its removal creates a loophole by which ICE can continue practicing mass surveillance on everyone in the community. With this loophole we relinquish our county's power to ensure we are not giving our county dollars to contractors who will route collected data to fusion centers where ICE uses AI to mine data to track and surveil us. The surveillance machine relies on funds to operate. We need to do everything we can to starve the machine rather than squander our already limited resources feeding it.

Please also reinstate the language regarding standard implementation and severability as well as an implementation date. Their removal weakens the ordinance.

Lastly, please remove the language in the document that refers to "conflict with other policies." This language creates another massive loophole because it allows department policies to override a countywide measure.

With changes such as these, we can bring an ordinance to the Board of Supervisors that we are proud of without inadvertently participating in a system that stands in contravention of the ideals this body has worked so hard to champion.

Thank you for your time and consideration.
Katherine Walley



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2108

Agenda Date: 5/18/2026

Agenda #: 2.

Meeting Date: May 18, 2026

Subject: ACEEO Interview

Submitted For: Equity Committee

Department: Equal Employment Opportunity Officer

Referral No:

Referral Name: ACEEO Interview

Presenter: Antoine Wilson

Contact: Antoine.Wilson@riskm.cccounty.us <<mailto:Antoine.Wilson@riskm.cccounty.us>>

Referral History:

The Board of Supervisors makes appointments to two distinct types of seats on its advisory bodies. The following process will be followed for appointments to these two types of seats: Type 1: Supervisorial District Appointments: Applications may be delivered to either the Clerk of the Board or to the District Supervisor's office. Applications received by a Supervisor's office are to be sent to the Clerk of the Board, and a copy is to be retained by the Supervisor's office. The Clerk of the Board will ensure that the Supervisor has a copy of all applications originally filed with the Clerk of the Board. Type 2: At Large/Countywide Appointments: Applications are sent to the Clerk of the Board. The Clerk of the Board will distribute the applications to the appropriate interviewer. Except for the Planning Commission and the Treasury Oversight Committee, bodies may generally conduct their own interviews of applicants, unless provided direction by a Board Committee. When an advisory body conducts interviews, it will provide its recommendation to a Board Committee for further review, along with all applications received for the applicable seat. In all cases, the Board Committee decides which applicants to nominate for full Board action. The ACEEO falls under Type 2.

Referral Update:

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

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

Recommendation(s)/Next Step(s):

INTERVIEW candidate, José Merlos, for the Advisory Council on Equal Employment Opportunity to fill the vacant Veteran's seat as recommended by the County's Equal Employment Opportunity Officer.

Fiscal Impact (if any):

N/A

Application Form

Profile

Jose _____ Merlos _____
 First Name Middle Initial Last Name

_____ Suite or Apt _____
 Home Address

_____ State _____ Postal Code _____
 City

_____ Primary Phone _____

jmerlos@ehsd.cccounty.us _____
 Email Address

[District Locator Tool](#)

Resident of Supervisorial District:

None Selected

Contra Costa County _____ Departmental Human Resources Supervisor _____
 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?

5 Years lived / 1.5 years worked

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 Equal Employment Opportunity: Submitted

Seat Name

Veteran Seat

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

Yes No

If Yes, how many meetings have you attended?

1

Education

Select the option that applies to your high school education *

None of the above

College/ University A

Name of College Attended

Golden Gate University

Degree Type / Course of Study / Major

Masters of Science / Human Resources Management

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

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 a Veteran in the community that has gained employment through Cities and Counties utilizing my veteran benefits and would like to serve on the ACEEO to ensure that we are actively thinking about how we can employ veterans in the community.

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

Served in the Army Reserves as a Human Resources Specialist for 7.5 years, including 5 years of active service. I have since transitioned to the Navy Reserves, where I have been for the past 3 years.

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

Yes No

Do you have any obligations that might affect your attendance at scheduled meetings?

Yes No

If Yes, please explain:

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

Yes No

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

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

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

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and 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.

Contact


www.linkedin.com/in/mrmerlos
(LinkedIn)

Top Skills

Project Planning
Program Management
Labor Relations

Languages

Spanish (Limited Working)

Certifications

Critical Thinking for Better Judgment
and Decision-Making
Embracing Unexpected Change
Building Resilience
Developing Your Emotional
Intelligence
Communication Foundations

Jose Merlos, M.S, PSHRA-SCP

Human Resources Supervisor | Army Veteran | MS in Human
Resources Management
Concord, California, United States

Experience

Contra Costa County

1 year 9 months

Departmental Human Resources Supervisor

August 2025 - Present (6 months)

Departmental Human Resource Analyst II

November 2024 - August 2025 (10 months)

I provide consultation to departmental staff on personnel practices, policies, and procedures, offering guidance on Personnel Management Regulations, Administrative Bulletins, and related materials. I assist in developing new policies and procedures and conduct compensation and classification analyses, recommending salary adjustments and position allocations. I prepare resolutions and board orders for the Board of Supervisors and may handle fiscal and organizational analyses. I investigate employee grievances, represent the department in grievance processes, and advise on performance and discipline issues, including preparing disciplinary documents and potentially serving as a Skelly hearing officer. I work with County Counsel on arbitrations, mediations, and legal proceedings, and address employee discrimination and harassment complaints. I also administer departmental reassignments and temporary upgrades, review personnel transactions, and conduct training and orientations. If authorized, I plan and manage recruitment and selection processes, evaluate leave of absence and ADA accommodation requests, coordinate return-to-work and worker's compensation programs, and may develop and implement the department's safety program.

Departmental Human Resource Analyst I

May 2024 - November 2024 (7 months)

Martinez, California, United States

I provide consultation to departmental staff on personnel practices, policies, and procedures, offering guidance on Personnel Management Regulations, Administrative Bulletins, and related materials. I assist in developing new policies and procedures and conduct compensation and classification analyses, recommending salary adjustments and position allocations. I

prepare resolutions and board orders for the Board of Supervisors and may handle fiscal and organizational analyses. I investigate employee grievances, represent the department in grievance processes, and advise on performance and discipline issues, including preparing disciplinary documents and potentially serving as a Skelly hearing officer. I work with County Counsel on arbitrations, mediations, and legal proceedings, and address employee discrimination and harassment complaints. I also administer departmental reassignments and temporary upgrades, review personnel transactions, and conduct training and orientations. If authorized, I plan and manage recruitment and selection processes, evaluate leave of absence and ADA accommodation requests, coordinate return-to-work and worker's compensation programs, and may develop and implement the department's safety program.

U.S. Navy Reserve

Sailor

May 2023 - Present (2 years 9 months)

California, United States

City of Oakland

1 year 4 months

Human Resource Analyst

June 2023 - May 2024 (1 year)

Oakland, California, United States

As an HR Subject Matter Expert, provide guidance and direction to achieve City objectives aligned with its vision and priorities. Develop recruitment plans, prepare announcements and employment advertising, and attend job fairs to promote City job opportunities. Administer the examination process, conduct job analyses, design selection procedures, evaluate applications, and administer tests and assessments. Perform statistical analysis of examination results.

Interpret and apply the City Charter, Administrative Instructions, Memoranda of Understanding, and relevant laws to clarify content and advise stakeholders. Provide information and advice to applicants and the public on employment opportunities and examination procedures. Communicate personnel policies, procedures, wage rates, and labor contract provisions.

Conduct research, prepare reports, and collaborate with HR staff and City representatives to address operational problems. Perform classification studies, review questionnaires, and recommend changes. Discuss and update

classification specifications with department representatives and employee organizations.

Gather, tabulate, and analyze survey data for compensation plans. Respond to internal and external survey requests, prepare amendments to the Salary Ordinance, and analyze salary and benefits data. Evaluate examination and classification protests, formulate responses, and assist in presenting findings at meetings and committees.

Conduct preliminary research for labor negotiations, analyze labor proposals, and provide classification expertise. Develop and deliver training programs on various topics, utilizing software applications and electronic devices. Create brochures and materials. Facilitate new employee orientations, evaluate consultant programs, and coordinate training schedules.

May supervise administrative and paraprofessional staff. Cultivate positive working relationships with managers, supervisors, and employees.

Assistant Human Resource Analyst
February 2023 - June 2023 (5 months)

- Assist in the preparation of recruitment announcements, employment advertising and other recruitment materials; attends job fairs and other events to publicize City job opportunities.
- Assist in administration of the examination process, including conducting job analyses, the evaluation of employment applications, development of examination schedules, administration and evaluation of oral, written, physical ability, and performance examinations.
- Perform basic statistical analysis of examination results.
- Provide information to employment applicants and the general public concerning employment opportunities and examination procedures.
- Provide information concerning personnel policies, procedures, wage rates and terms of labor contracts to departmental personnel.
- Learn Administrative Instructions, Memoranda of Understanding, Salary Ordinance, Personnel Manual, and reference materials related to recruitment, testing, and classification to be able to clarify content when requested.

- Assist in conducting classification studies, including job analysis and job audits, review position description questionnaires and make recommendations based on analysis of results.
- Assist in preparing and revising classification specifications, and the creation of new classification specifications, and participating in meet and confer with employee organizations when required in order to keep the classification plan current.
- Assist in gathering, tabulating, and analyzing salary and other survey data required in order to maintain or revise the compensation plan.
- Assist in preparing research for labor negotiations, including conducting wage, benefit and working condition surveys, and analyzing labor proposals.
- Assist in the development and presentation of training programs, workshops and retreats for city personnel.
- Assist in developing brochures and training materials.
- Assign and direct the work of clerical and technical staff.

United States Army Reserve

7 years 8 months

Human Resources Specialist

November 2015 - June 2023 (7 years 8 months)

Concord, California, United States

- Provide comprehensive support in the management of human resources operations, personnel actions, and administrative functions for a diverse military population.
- Effectively utilize HR systems and software to process and maintain accurate personnel records, ensuring compliance with organizational policies and regulations.
- Conduct thorough reviews of personnel files, ensuring completeness and accuracy of documentation, and promptly addressing any discrepancies.

- Collaborate with military leaders and personnel to facilitate the timely and accurate processing of personnel actions such as promotions, transfers, separations, and retirements.
- Serve as the primary point of contact for inquiries regarding personnel policies, benefits, and entitlements, promptly addressing concerns and providing guidance to individuals.
- Conduct interviews and gather necessary information to assist in the resolution of personnel-related issues, demonstrating excellent communication and interpersonal skills.
- Assist in the development and implementation of training programs related to human resources policies, procedures, and systems, ensuring understanding and compliance throughout the organization.
- Maintain confidentiality and handle sensitive information with utmost professionalism, adhering to security protocols and regulations.
- Prepare and deliver presentations and briefings on human resources topics to military personnel and organizational leaders, effectively conveying complex information in a clear and concise manner.

Watercraft Operator

November 2015 - August 2019 (3 years 10 months)

Tacoma, Washington, United States

- Operate and maintain various types of watercraft, including landing craft, tugboats, and amphibious vehicles, in support of military operations and training exercises.
- Navigate waterways, harbors, and coastal areas utilizing navigational aids, charts, and radar systems, ensuring the safe and efficient transportation of personnel, equipment, and supplies.
- Perform pre- and post-operation inspections on watercraft to ensure proper functionality, identifying and addressing any mechanical issues to prevent operational delays or safety hazards.

- Coordinate with team members and military personnel to plan and execute watercraft operations, ensuring adherence to established procedures and protocols.
- Assist in the loading and unloading of cargo, equipment, and personnel onto and off of watercraft, employing proper lifting and securing techniques to prevent damage or accidents.
- Maintain accurate logs and records of watercraft operations, including fuel consumption, maintenance activities, and voyage reports, ensuring compliance with regulatory requirements.
- Conduct routine maintenance and minor repairs on watercraft, performing tasks such as changing filters, lubricating machinery, and replacing worn or damaged parts.
- Provide training and guidance to junior watercraft operators, sharing best practices, safety procedures, and operational techniques to enhance the team's overall performance.
- Respond to emergency situations, including search and rescue missions and disaster relief efforts, demonstrating quick thinking, adaptability, and effective decision-making skills.
- Collaborate with other military units and external agencies during joint operations, fostering positive working relationships and effective communication for mission success.

Military Ocean Terminal

Harbor Training and Development/ Maintenance NCO

March 2021 - March 2023 (2 years 1 month)

Concord, California, United States

In my role as Harbor Maintenance NCO and Harbor Training Officer, I specialized in developing and delivering comprehensive training programs and leadership support for the Harbor Patrol Division. My responsibilities included:

Training Development & Delivery: Designed, developed, and implemented training programs and standard operating procedures (SOPs) for the Harbor Patrol and the MOTCO Police Department. Focused on key areas including

INFOSEC, PERSEC, OPSEC, antiterrorism/Force Protection (AT/FP), and physical security.

Leadership & Mentoring: Provided leadership and guidance to team members, enhancing their decision-making and operational skills. Managed human resources support, including training and development of personnel to ensure high performance and readiness.

Security Training: Utilized state-of-the-art physical security equipment to train personnel in protecting national security assets against a range of threats, including waterborne and vehicle-borne risks.

Policy & Procedure Development: Researched, authored, and updated policies and training guidance related to security functions and operations. Created detailed impact statements and revisions to training materials and SOPs to maintain high standards for patrol boats and vehicles.

Committee Participation: Actively engaged in antiterrorism committees and fusion cells, contributing to the protection of critical resources such as arms, ammunition, explosives, and classified materials transported via rail, ship, or vehicle.

My role encompassed a blend of strategic training development and hands-on security management, ensuring that all personnel were equipped with the knowledge and skills necessary to perform their duties effectively and uphold the highest standards of security and safety.

Premiere Real Estate Partner

Real Estate Broker

December 2019 - March 2021 (1 year 4 months)

Lakewood, Washington, United States

Served as a Real Estate Agent with Premier Real Estate Partner, providing market surveys, site inspections, cost analysis for real estate transactions, monitoring lease transactions and provide technical advice and direction for home buyers.

Conduct complex real estate transactions, such as acquisitions in fee simple, easement, by lease, including long-term leases, or leases that deviate from standard. Prepare documents, conduct record researches, and manage data

to support those activities. Prepare real estate documents to provide for third party uses including leases, licenses, and easements.

US Army

Executive Assistant

March 2020 - December 2020 (10 months)

Kuwait

Served as an Executive Administrative Support Specialist within the Area Support Group-Kuwait COMMAND GROUP (ASG-KU CMD GRP), providing administrative, clerical, and budget support that consists of using a wide variety of processes and methods.

Recommended changes to administrative policies for consideration, often affecting the orderly and efficient flow of transactions with levels up to Department of Defense (DOD) and Foreign Governments. Independently oversee daily administrative and office operations. Compose non-technical correspondence based on unwritten policies, precedents, and practices. Personal contacts are frequently with ASG-KU staff, officials from other US military entities, DA & contractors. Coordinate the administrative work of the supervisor to ensure conformity with schedules and policy requirements.

Independently make decisions that effect changes in the administration of daily office activities. Write internal policies for handling overall registry matters, following guidance and directives. Respond to inquiries and administrative concerns/problems. Prioritize and coordinate responses to inquiries that are of a one time and information sensitive nature. Ensure correspondence and reports are processed correctly and expeditiously. Develop, monitor, and track taskers. Collect and maintain data for future retrieval.

Maintain office calendars and appointment/meeting schedules, and arrange meetings for Command staff. Periodically attend Staff Meetings and accurately document minutes. Follow up on staff requirements and commitments and/or arrange the schedule of visits of foreign representatives, coordinating closely with the security section leader. Produce correspondence, technical reports, briefings, tables, forms, and graphs using Microsoft Office automation systems such as Word, Excel, PowerPoint, and Adobe graphic software.

Perform other duties as assigned.

WINDERMERE PROFESSIONAL PARTNERS

Realtor

October 2019 - December 2019 (3 months)

Tacoma Washington

Served as a Real Estate Agent with Premier Real Estate Partner, providing market surveys, site inspections, cost analysis for real estate transactions, monitoring lease transactions and provide technical advice and direction for home buyers.

Conduct complex real estate transactions, such as acquisitions in fee simple, easement, by lease, including long-term leases, or leases that deviate from standard. Prepare documents, conduct record researches, and manage data to support those activities. Prepare real estate documents to provide for third party uses including leases, licenses, and easements.

Military Ocean Terminal

Security Guard

August 2018 - August 2019 (1 year 1 month)

Concord, California, United States

Served as a Security Guard for the 834th Transportation Battalion. Performed a variety of security competencies such as: patrol boat and patrol operations; waterside, rail and ammunition security; access control, static patrol and port security.

Received and applied instructions and training in the application of federal regulations, state regulations, DOD and Army regulations, security procedures, laws, guard orders, vehicle operations, boat operations, basic first aid.

Performed security guard duties in accordance with appropriate regulations to detect and prevent theft, damage, pilferage, accident, trespass, sabotage and espionage and to enforce the security and safety regulations of the terminal.

Control access of vehicles, pedestrians, boats, railcars and aircraft/drone access to the terminal.

Verified identification through use of identification cards, badges, biometrics, automated records, vehicle decals and placards, verbal questioning and other means to ascertain access requirements.

Guarded and protected federally owned property, buildings and equipment against trespass, theft, fire, and accidental or willful damage or destruction.

Monitored access to premises by verifying authorization using locally established badging systems that act as checks and balances on one another to eliminate a breach opportunity.

Performed vehicular patrol in restricted and administrative areas of the installation and on harbor patrol watercraft providing security measures for personnel, ships/boats and trains entering the Terminal.

Education

Golden Gate University

Master of Science - MS, Human Resources Management · (May 2023 - December 2023)

Colorado State University Global

Graduate Certificate, Human Resources Management/Personnel Administration, General · (December 2022 - June 2023)

Colorado State University Global

Bachelor of Science - BS, Business Administration, Management and Operations · (2021 - 2022)

International Sports Sciences Association College of Exercise Science

Associate of Science - AS, Kinesiology and Exercise Science · (2020 - 2021)

Clover Park High School

High School Diploma, High School/Secondary Diplomas and Certificates · (2013 - 2017)



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2109

Agenda Date: 5/18/2026

Agenda #: 3.

Meeting Date: May 18, 2026

Subject: TCAB Interviews

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: TCAB Interviews

Presenter: Kendra Carr

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

Referral History:

The Equity Committee interviews applicants and makes appointment recommendations to the Board of Supervisors, for advisory bodies that fall within its jurisdiction. The Transitional Community Advisory Body for the African American Wellness Hub is one such body.

Referral Update:

Subsequent to the resignation of Dr. LéJon Payne from the TCAB, the Chair and Vice Chair recommended moving Antwanisha Hicks from an alternate seat to a member seat. With Antwanisha vacating the alternate seat, there is a need to fill the alternate seat. At this meeting, the Equity Committee will hear the recommendation to move Antwanisha to a member seat, and interview previous TCAB applicants to fill the vacant alternate seat.

Recommendation(s)/Next Step(s):

RECEIVE and ACCEPT the recommendation from the Transitional Community Advisory Body (TCAB) Chair and Vice Chair to move Antwanisha Hicks from a TCAB alternate seat to a member seat, INTERVIEW applicants to fill the vacant alternate seat, and DIRECT staff to forward any nominations to the Board of Supervisors for their approval and appointment.

Fiscal Impact (if any):

N/A

Application Form

Profile

Antwanisha _____ S _____ Hicks _____
 First Name Middle Initial Last Name

 _____ 78 _____
 Home Address Suite or Apt

Antioch _____ CA _____ 94509 _____
 City State Postal Code

 _____
 Primary Phone

 _____
 Email Address

District Locator Tool

Resident of Supervisorial District:

District 5

Vistability _____ Community Vocational Specialist _____
 Employer Job Title

Length of Employment

2 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

3

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

8 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

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

Los Medanos Community College

Degree Type / Course of Study / Major

Associates of Behavioral Health

Degree Awarded?

Yes No

College/ University B

Name of College Attended

California State University Sacramento

Degree Type / Course of Study / Major

Bachelors of Social Work

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**

Direct Support for Professionals

Certificate Awarded for Training?

Yes No

Other Training B

Centered Person Decisions

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 building more connected communities, and believe that wellness should be approached holistically, mind body and soul. Serving on this board would allow me to contribute my experience in social services, community engagement, advocacy to support initiatives that impact the well being of my community. I would like to be a part of a team that creates safe, inclusive spaces, and meaningful programs that empower individuals. Joining this board aligns with my passions, values, and professional goals to uplift community.

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

I bring a strong background in social services, community outreach, and wellness programs. My job in social services has equipped me with training in client support, crisis response and advocacy to improve community outcomes. In addition I actively volunteer at my local food bank and Antioch's Senior Center to support seniors on local trips. I also host and organize women's faith based workshops, that focus on building community and women empowerment. Together, my social work training, community service at food banks, senior center and experience creating wellness spaces position me to contribute thoughtfully and creatively as a board member.

[Upload a Resume](#)

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

Yes No

Do you have any obligations that might affect your attendance at scheduled meetings?

Yes No

If Yes, please explain:

Work from 8-3pm

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

Yes No

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

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

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

Contra Costa Food Bank Fishes of Loaves Antioch Senior Center New Destiny Pittsburg

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

I Agree

Important Information

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

Application Form

Profile

Terence _____ T _____ Elliott _____
 First Name Middle Initial Last Name

_____ Suite or Apt
 Home Address

Richmond _____ CA _____ 94806 _____
 City State Postal Code

_____ Primary Phone

_____ Email Address

District Locator Tool

Resident of Supervisorial District:

None Selected

Contra Costa Community College District _____ Emeritus Professor of Black Studies and Music _____
 Employer Job Title

Length of Employment

30 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

Pittsburg, CA

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

Over 50 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

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

Seat Name

Board member

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

Yes No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Argosy University

Degree Type / Course of Study / Major

Ed.D / Educational Leadership in higher Education

Degree Awarded?

Yes No

College/ University B

Name of College Attended

San Francisco State University

Degree Type / Course of Study / Major

MA / Creative Arts

Degree Awarded?

Yes No

College/ University C

Name of College Attended

SFSU

Degree Type / Course of Study / Major

BA / Music and Black Studies

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

Sound Therapist

Certificate Awarded for Training?

Yes No

Other Training B

California Community Colleges

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 want to serve on the Ad Hoc African American Holistic Wellness and Resource Hub Transitional Community Advisory Board because I am concerned about the Black community's health and wellness, and because of my current work as a Sound Therapist.

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

My qualifications include being a tenured professor and former administrator in the Contra Costa Community College District. As a retired and emeritus professor, I now spend most of my time working as a Sound Therapist. I am an author of three books: Spirit, Rhythm, and Story: Community Building and Healing through Song, Hip Hop Music: History and Culture, and the 2026 release of The Healing Power of Sound for the Black 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.

African American Male Education Network Development Brotherhood of Elders

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

I Agree

Important Information

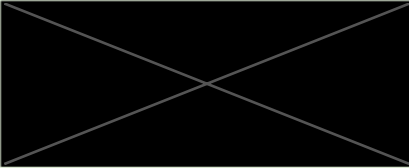
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 - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family 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.



Dr. TERENCE T ELLIOTT, Ed. D
Emeritus College Professor,
Author,
and Sound Therapist



Website
doctishim.com
doctelliott.com



EDUCATION & CERTIFICATIONS

Argosy University Ed.D, Educational Leadership,
2010
M.A. Interdisciplinary Studies,
1983
B.A., Music, and Black Studies,
1980

Professional Education and Credentials:
National Council on Black American Affairs Fellow,
Atlanta, Georgia, 2006
California Community College Instructor Credential,
1990
Adult Education Credential
Sound Healing Credential, 2022

WORK EXPERIENCE

Emeritus Professor, Los Medanos College, Black
Studies, 2022 -
Music Professor, Diablo Valley College, 2014-2022
Division Dean, Math & Sciences, Contra Costa College
(CCC), 2008-2014
Interim Senior Dean of Instruction, Los Medanos
College, 2010-2011
Academic Senate President, CCC, 2005-2008
Chair, Department of African American Studies, CCC,
1997-2005
Middle College High School, 1993-1997
Adjunct Professor, Humanities and Music, Vista College,
1991-1993
Instructor of English, Social Sciences and Performing
Arts, Emiliano Zapata Street Academy High School,
1983-1993

AREAS OF EXPERTISE

40-year educator: Black Studies; Popular Music Studies—Hip
Hop and R&B/Soul; Social Justice
Founder and Director of the African American Male
Leadership Program, DVC

Author of three books—*Spirit, Rhythm, and Story: Community
Building and Healing through Song (2019)* and an e-textbook
Hip Hop Music: History and Culture (2022), and *The Healing
Power of Sound for the Black Community (2026)*. I have also
recorded/produced five music CDs.

I am available for Speaking engagements on: Healing through
Sound for the Black Community; Community Building and
Healing through Black Song Movements; and Hip Hop as a
Social Justice.

A Certified Sound Therapist

PROFESSIONAL & COMMUNITY ORGANIZATIONAL MEMBERSHIP

17 year - Board member of the African American Male
Education Network and Develop (A²MEND)
Brotherhood of Elders, Oakland, CA
Wo'se Community Church of the Sacred Afrikan Way
Umoja Community Education - Founding member

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Application Form

Profile

Alvin _____ T _____ Gibson _____
 First Name Middle Initial Last Name

_____ Suite or Apt
 Home Address

Pittsburg _____ CA _____ 94565 _____
 City State Postal Code

_____ Primary Phone

_____ Email Address

District Locator Tool

Resident of Supervisorial District:

District 5

Contra Costa County _____ EHSD Navigator _____
 Employer Job Title

Length of Employment

30 years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

District 4

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

30 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

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

Seat Name

TCAB Alternate Member

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

Yes No

If Yes, how many meetings have you attended?

N/A

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Golden Gate University

Degree Type / Course of Study / Major

Hospitality

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Merritt College

Degree Type / Course of Study / Major

AA

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

Mental Health First Aid

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Centers for Spiritual Living Practitioner

Qualifications and Volunteer Experience

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

I am interested in serving on the African American Holistic Wellness and Resource Hub Transitional Community Advisory Body because I am deeply committed to uplifting and supporting the well-being of African American communities. As an African American professional with over 30 years of experience working in Social Services with Contra Costa County EHSD, I have dedicated my career to giving back. My professional background, lived experience, and passion for community empowerment motivate me to contribute meaningfully to the Advisory Body’s mission and help strengthen holistic wellness resources for the African American community.

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

For nearly half the time I have been employed by Contra Costa County, I have worked in offices based in the Black and Brown communities of North Richmond and Bay Point, where I assisted individuals and families with accessing public benefits, ongoing case management, securing housing, employment support, mental health referrals, and youth tutoring. For the past two years, I have worked as an EHSD Navigator, supporting individuals and families in crisis through a holistic, client-driven approach. In this role, I help clients access essential resources including housing, food, mental health services, medical and dental care, financial assistance, legal support, education, job training, employment opportunities, and services for seniors and adults with disabilities. The Navigator program focuses on breaking down barriers to services while empowering clients to build confidence, strengthen self-advocacy, and successfully navigate resources on their own.

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

Yes No

Do you have any obligations that might affect your attendance at scheduled meetings?

Yes No

If Yes, please explain:

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

Yes No

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

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

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

Conflict of Interest and Certification

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

Yes No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

Yes No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

I Agree

Important Information

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

Application Form

Profile

Terah _____ Jeanita _____ Lawyer _____
 First Name Middle Initial Last Name

_____ _____
 _____ Department

Richmond _____ CA _____ 94806 _____
 City State Postal Code

_____ _____
 Primary Phone

_____ _____
 Email Address

District Locator Tool

Resident of Supervisorial District:

District 1

CROP Organization _____ President _____
 Employer Job Title

Length of Employment

4 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?

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

Seat Name

TCAB member

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

Yes No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

San Francisco State University

Degree Type / Course of Study / Major

Business Administration

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Coastline Community College

Degree Type / Course of Study / Major

Social & Behavioral Sciences

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Harvard Executive School

Degree Type / Course of Study / Major

Nonprofit Leadership

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

AOD Counseling

Certificate Awarded for Training?

Yes No

Other Training B

Trauma-informed Care

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 want to serve on the African American Holistic Wellness and Resource Hub Transitional Community Advisory Board because this work sits at the intersection of healing, justice, culture, and community—where my life and leadership have been deeply shaped. I come to this work not only as a nonprofit executive and systems builder, but as a formerly incarcerated Black woman who understands firsthand how vital holistic support is during periods of transition. Too often, our communities are asked to survive trauma without being resourced to heal from it. I believe deeply in building spaces that center mental health, economic stability, spiritual wellness, cultural identity, and community connection as essential—not optional—components of success. This Hub represents the kind of upstream, preventative, and culturally grounded investment I have spent my career advocating for. I would be honored to serve as a bridge between community voice and institutional systems, helping to ensure the Hub remains rooted in the real needs, aspirations, and lived experiences of the people it is meant to serve. Most of all, I want to contribute my time, leadership, and relationships to help this resource grow into a lasting ecosystem of care, opportunity, and empowerment for our community.

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

My qualifications for this appointment are rooted in both lived experience and executive leadership. I am the President of Creating Restorative Opportunities and Programs (CROP), where I lead large-scale workforce, housing, and reentry initiatives that serve individuals and families navigating some of the most complex transitions of their lives. My work centers on holistic support—integrating mental health, economic stability, leadership development, housing access, and community healing into program design and delivery. I also bring over a decade of experience in program development, systems change, public-private partnerships, and policy advocacy. I manage multi-million-dollar budgets, lead cross-sector collaborations, and partner closely with government agencies, philanthropy, and community-based organizations to build sustainable, people-centered solutions. Equally important, I bring lived experience as a formerly incarcerated Black woman who understands firsthand the importance of culturally rooted, trauma-informed, and dignity-centered approaches to wellness and reentry. This perspective allows me to lead with empathy, accountability, and a deep commitment to advancing resources that truly meet community needs. I would bring strategic vision, operational expertise, and authentic community connection to this Advisory Board.

[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 was elected to sit on Governor Newsom's California Model Advisory Board, I'm a board member of a local nonprofit, and a member on Equity at Work Council with San Francisco Foundation.

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)

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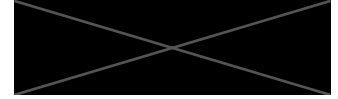
I Agree

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 - (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.



Terah J. Lawyer



SURE-FIRE – one who is certain to produce successful results

Career Driver

Passionately championing equity in philanthropy by shifting power to community leaders, fueling economic justice, and building transformative partnerships—because real change happens when those doing the work lead the way.

Experience

May 2024-Present

CROP ORGANIZATION

President

Serving as the external-facing leader of CROP, responsible for fundraising, policy advocacy, and strategic partnerships to advance economic mobility and workforce equity for justice-impacted communities. Spearheading donor engagement, individual giving programs, corporate sponsorships, RFPs, and capital campaigns, ensuring sustainable funding and expansion of CROP's impact. Leading policy initiatives in collaboration with government entities, funders, and local officials to influence systemic change in reentry and employment practices. Driving national visibility through media engagements, keynote speaking, social media advocacy, and participation in panels, webinars, and leadership forums. Managing direct relationships with government agencies, funders, and policymakers, while overseeing strategic handoffs to employer partnerships, reentry providers, and housing developers.

August 2022 – Present

REWORK THE BAY | SFF

Equity at Work Councilmember

Advise on philanthropic strategy and grantmaking to ensure funding prioritizes leaders with lived experience and frontline community organizations. Guide programmatic strategy, grant approvals, and budget accountability, ensuring resources directly support workforce training, post-secondary education, worker organizing, small business development, and impact investing. Advocate for equity-driven funding practices that shift power to those most impacted, influencing philanthropy to center grassroots leadership and sustainable economic mobility.

November 2021 – May 2024

CROP ORGANIZATION

Executive Director

Led the execution of a \$27M workforce, economic mobility, and housing initiative for justice-involved individuals. Managed a team of directors, ensuring compliance with state grant requirements while driving impact for marginalized communities. Spearheaded fundraising, donor cultivation, and strategic partnerships with government agencies, foundations, and corporate sponsors. Positioned CROP as a leader in reentry and workforce development through program innovation and operational growth.

February 2018 – January 2022

IMPACT JUSTICE

Associate Director

Led the campaigning, design, and implementation of The Homecoming Project, a nationally recognized reentry housing model. Spearheaded program strategy, development, and expansion, securing and managing a \$3.5M budget while driving impact for justice-impacted individuals. Designed and executed policy advocacy efforts, mobilizing funders, government agencies, and community leaders to adopt innovative reentry solutions. Directed grant writing, donor engagement, and strategic partnerships, ensuring sustainable funding and scaling of the program. Oversaw team operations, application processes, and public engagement, positioning The Homecoming Project as a model for housing-first reentry support.

Education & Community Service

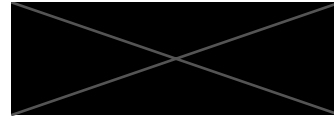
- ❖ 2023-2024 – Harvard Kennedy Executive Education Series
- ❖ 2020 – Board member of Bonafide
- ❖ 2019 – San Francisco State University: BA in Business Management
- ❖ 2016 – Options Recovery Services: Certified Drug & Alcohol Counselor
- ❖ 2016 – Coastline Community College: AA in General Business
- ❖ 2011 – Feather River College: AA in Social and Behavioral Sciences

Additional Information

- ❖ Languages: English & American Sign Language
- ❖ Special Skills: Proficient in Microsoft Office Suite (Word, Excel, PowerPoint), Google Workspace, WordPress, Adobe Suite, Asana, and Mavenlink. Experienced public speaker, policy advocate, and strategic communicator with expertise in movement-building and philanthropy.



Terah J . Lawyer



SURE-FIRE — one who is certain to produce successful results

Terah Lawyer is a movement builder, policy strategist, and philanthropic change agent dedicated to dismantling barriers and creating economic mobility for justice-impacted communities. As President of CROP – Creating Restorative Opportunities and Programs, she leads efforts to drive systems change, expand workforce innovation, and build strategic partnerships that connect returning citizens to real economic opportunities.

A formerly incarcerated leader who spent 15 years in prison, Terah turned her lived experience into a powerful force for reentry justice and economic transformation. She has designed and implemented innovative programs that provide pathways to housing, employment, and financial independence for people returning home. Her leadership in policy advocacy, workforce development, and reentry services ensures that returning citizens are recognized as talent, not risk. She serves on the Equity at Work Council at ReWork the Bay and the San Francisco Foundation, where she helps shape funding strategies that support frontline leaders and historically excluded communities.

Terah is committed to reshaping philanthropy to better serve those most impacted by systemic inequities. She was elected to Governor Gavin Newsom’s Advisory Council, where she influences policy changes that improve reentry outcomes, and has secured major investments through private foundations, corporate partnerships, and public-sector collaboration. Her work has earned national recognition, including the Ivory Innovation Prize Award, the Housing Affordability Breakthrough Challenge, and the 2025 Transform Award Recipient for Inspirational Leader of the Year.

She also serves on the Board of Bonafide, a member of the Archdiocese Restorative Justice Leader Council, and the Leadership Cohort of the Kaleidoscope Foundation, further deepening her impact in criminal justice reform, philanthropy, and workforce equity.

A trusted voice on reentry, economic justice, and the future of work, Terah has been featured in *The New York Times*, NPR, *The Atlantic*, and CNN. She is a sought-after speaker, strategist, and thought leader, engaging in national panels, webinars, and convenings to challenge outdated systems and advocate for bold, equity-driven solutions.

Beyond her advocacy, Terah is a musician, storyteller, and community connector, using her creativity to build bridges and inspire action. She holds undergraduate degrees in business management and social & behavioral science from San Francisco State University.

At her core, Terah is a bridge-builder—mobilizing philanthropy, movement leaders, and policymakers to create a future where justice-impacted communities are not just included, but leading.

TCAB Interview List, 5.18.26

1	Alvin Gibson	District 5
2	Terah Lawyer	District 1
3	Terence Elliott	District 1



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2110

Agenda Date: 5/18/2026

Agenda #: 4.

Meeting Date: May 18, 2026

Subject: Federal D. Glover Community Wellness Network Implementation

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: Federal D. Glover Community Wellness Network Implementation

Presenter: Kendra Carr

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

Referral History:

On August 12, 2025, the Board of Supervisors approved the final implementation plan for the African American Holistic Wellness and Resource Hub, recently renamed the Federal D. Glover Community Wellness Network.

Referral Update:

ORESJ will share updates related to the implementation of the Federal D. Glover Community Wellness Network. Updates will include the March 9, 2026 and May 11, 2026 decisions of the Transitional Community Advisory Board to approve the Request for Qualifications for a Lead Entity and forward the RFQ to the Equity Committee for their review and approval.

Staff will share next steps related to the drafting of the solicitation to secure rapid response service providers.

Recommendation(s)/Next Step(s):

RECEIVE updates and PROVIDE direction on the Federal D. Glover Community Wellness Network.

Fiscal Impact (if any):

N/A

Request for
Qualifications
#0038
June 2026



**OFFICE OF
RACIAL EQUITY
AND SOCIAL JUSTICE**
CONTRA COSTA COUNTY



Lead Entity for the
Coordination and
Development of the
Federal D. Glover
Community Wellness
Network

Release Date: TBD

Submission Due Date: TBD

Contact for Questions:

Office of Racial Equity and Social Justice (ORESJ)

Email: admin@oresj.cccounty.us

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I. Background

A. Intent of Request For Qualifications

The Contra Costa County Office of Racial Equity and Social Justice (ORESJ) is seeking submissions of qualifications from local agencies, organizations and collaboratives qualified to serve as the Lead Entity for the development and implementation of the Federal D. Glover Community Wellness Network (formerly the African American Holistic Wellness & Resource Hub).

This initiative builds upon the community's collective vision for African American wellness and thriving¹, as well as the County's commitment to addressing racial inequities and improving outcomes for its most marginalized residents and communities. The Federal D. Glover Community Wellness Network (FGCWN) will provide a decolonized approach to culturally responsive, compassionate, and comprehensive responses to the needs of vulnerable members of the African American community. It builds upon the success of prior County efforts and models such as the Contra Costa Family Justice Alliance (initially administered by Employment and Human Services Department), the Black Health Conductors program (administered by the Health Department) and the Reentry Success Network/Center (administered by the Probation Department).

The FGCWN will provide a formalized structure for the coordination and sustainability of a countywide network of County- and community-led programs and services. Its purpose is to ensure the efficient use of resources, consistent access to quality services across communities, streamlined policies, and a coordinated focus on the needs of Black/ African American² residents experiencing disparities and inequities throughout Contra Costa County.

Ultimately, the FGCWN will play a critical role in strengthening a comprehensive, countywide safety net for vulnerable Black/African Americans and other marginalized residents—enhancing safety, connection, belonging, and access to health, mental health, and supportive services that meet both immediate and long-term needs.

The purpose of this solicitation is to identify a qualified Lead Entity to implement and oversee the coordination of the FGCWN as outlined in the Implementation Plan ([linked here](#)) that was approved by the Board of Supervisors on August 12, 2025. The selected Lead Entity will serve as the administrative and

¹ [Built By Us: A Community Blueprint for the African American Holistic Wellness and Resource Hub](#), Feasibility Study commissioned by the Contra Costa County Board of Supervisors, presented April 15, 2025

² Terms such as *African American*, *Black*, and other descriptors connected to the African diaspora reflect evolving histories of self-identification shaped by migration, culture, class consciousness, political movements, census classifications, and anthropological understanding. Language continues to shift as communities define themselves on their own terms. While this document uses the term Black/African American for consistency, we affirm that all individuals and communities who identify anywhere along this spectrum of African diaspora, including Afro Indigenous, Afro Caribbean or Afro Latino identity are recognized, respected, and included in the intent of this work.

coordinating body responsible for establishing governance structures, nurturing service provider relationships, ensuring shared accountability, and building long-term sustainability for the FGCWN.

It is important to note that a parallel process is underway to solicit the services of community-based organizations to provide rapid response services within the FGCWN. The contracted community-based service providers will form the first cohort of agencies for which the Lead Entity will engage, support and coordinate.

B. The African American Holistic Wellness and Resource Hub

Funding for this Request for Qualifications (RFQ) comes from Measure X, a Countywide, 20-year, ½ cent sales tax approved by Contra Costa County voters on November 3, 2020. The text of the ballot measure stated that the intent of Measure X is “to keep Contra Costa’s regional hospital open and staffed; fund community health centers; emergency response; support crucial safety-net services; invest in early childhood services; protect vulnerable populations; and for other essential county services.” The Contra Costa County Board of Supervisors approved Measure X funds for the establishment of an African American Holistic Wellness and Resource Hub to be developed and administered by the Office of Racial Equity and Social Justice.

Currently, in Contra Costa County, Black/African Americans represent approximately [8.7%](#) of the population. Racism, systemic inequities, injustice, and the enduring impacts of colonial structures have created and maintained conditions that disconnect many Black/African Americans from ancestral traditions, cultural lifeways and community-rooted systems of health and well-being. Throughout the United States, including here in Contra Costa County, Black/African Americans continue to experience disproportionate rates of preventable chronic illnesses such as heart disease, obesity, cancer as well as more recently, COVID-19. Racial and ethnic disparities in health outcomes, the criminal justice system, educational achievement, and social service metrics in Contra Costa County have been well-documented in reports issued by the [First Five Contra Costa](#), [Kaiser Permanente](#), [Contra Costa Health Services](#), [Contra Costa Continuum of Care](#), [Contra Costa Employment and Human Services Department](#), and others.

For the last several years, members of the community have been advocating and leading the effort in the County for the creation of an African American Holistic Wellness and Resource Hub and the urgent need for expanded support services that address the pain, trauma, and other related challenges that exist in under-resourced, under-served Black/African American communities. Since its inception, the vision of a wellness *hub* has evolved and grown to encompass a countywide wellness *network* connecting communities and services throughout Contra Costa County, which then informed the recent change of the name from the African American Holistic Wellness and Resource Hub (AAHWRH) to the Federal D. Glover Community Wellness Network (FGCWN). The high-level mission and vision for the FGCWN is to host and provide culturally relevant and responsive services to eliminate health and wellness disparities. As a result of services provided through FGCWN, Black/African American community members in Contra Costa County will experience greater safety, connection and belonging, and have greater access to health, mental health and other support services that meet their immediate needs.

On December 12, 2023, the Board of Supervisors directed that a one-time allocation of \$1 million of Measure X funds be allocated for the purpose of supporting the “African American Holistic Wellness and Resource Hub and existing services” in Contra Costa County. These funds were allocated to support and expand current programs and services as an immediate, intermediary step until the Hub was established. In May 2025, a cohort of 13 Black/ African American-led community-based organizations began service delivery on 14 projects located in East and West County across five priority services areas – community healing, food and housing

insecurity, infant and maternal health, behavioral health and youth development. See the current cohort of service providers [here](#).

On April 23, 2024, the Board of Supervisors allocated an additional \$7.5 million of Measure X funds towards the actual establishment and operation of an African American Holistic Wellness and Resource Hub (subsequently the Federal D. Glover Community Wellness Network) and implementation of services and activities. This is in addition to the \$180,000 that the Board of Supervisors allocated for the completion of a comprehensive feasibility study to help inform the purpose, design, and implementation of the AAHWRH services.

From August 2024 through March 2025, Ceres Policy Research conducted a [feasibility study](#) that included 8 community listening sessions, multiple stakeholder interviews, and a community survey of over 4,000 residents, as well as a fiscal analysis of possible locations and a comprehensive health and needs assessment of Black/ African American community members in Contra Costa County. On April 15, 2025, Ceres Policy Research presented their feasibility plan to the Board of Supervisors along with their recommendations for the design and implementation of an AAHWRH. The Board directed ORESJ to proceed with creating an actionable implementation plan based on the information and recommendations shared in the feasibility report.

On June 10, 2025, the Board of Supervisors approved an allocation of \$400,000 of one-time Measure X funds to expand targeted outreach and supportive services for Black/African American males and directed that these funds be added to the previously allocated \$7.5 million and included in the implementation plan for the AAHWRH.

On August 12, 2025, ORESJ presented the [Implementation Plan](#) for the AAHWRH to the Board of Supervisors, which outlined three implementation phases spanning from August 2025 to July 2029. In the first implementation phase, ORESJ, in consultation with the Board-appointed Transitional Community Advisory Board (TCAB), would release two competitive solicitations – one for an implementation lead entity and another for rapid response services. This RFQ is in response to the former.

On October 27, 2025, the Transitional Community Advisory Body (TCAB) held its first meeting to begin tasks associated with Phase 1 of the implementation of the AAHWRH. On November 10, 2025, at their second meeting, TCAB members recommended the re-naming of the AAHWRH to the Federal Glover Community Wellness Network (FGCWN) in honor of the late County Supervisor Federal D. Glover, as well as to better reflect the aim of establishing a countywide service network.

TCABs role is to support the early development of the FGCWN by providing guidance and feedback to ORESJ in the procurement of an independent lead entity who will oversee implementation and coordination. Similar to the AAHWRH Feasibility Study Steering Committee (December 2023 to May 2025), the TCAB is a community-led advisory body comprised of sixteen (16) county residents who each possess personal and professional lived experiences that reflect the needs, concerns and priorities of vulnerable Black/African Americans in Contra Costa County.

TCAB responsibilities include:

- Review and provide feedback on eligibility and selection criteria for:
 - Implementation Lead entity
 - Executive Director

- Board of Directors
- Community Council
- Support outreach and recruitment efforts for interested and qualified candidates for all positions/roles listed above

Once selected and Board-approved, the Lead Entity will attend the monthly TCAB meetings and provide progress updates and receive feedback related to the implementation of the FGCWN. The TCAB will remain in place until the independent 501(c)(3) nonprofit organization is created, a Board of Directors is appointed, and a Community Council is established, after which the TCAB will dissolve.

C. Scope of Services

The County seeks to identify qualified vendors, from whom bids will be requested to select a Lead Entity with which to contract.

Respondents selected for inclusion on the "Qualified Vendors List" must demonstrate expertise and skill in the areas noted in the below grid of responsibilities and scope of work for the Lead Entity of the FGCWN. Those added to the Qualified Vendor List will be identified through this Request for Qualifications (RFQ) process and only vendors on this list will be deemed qualified to provide the services described in this document. Selection of the FGCWN Lead Entity will ensue from the Qualified Vendors List.

The FGCWN Lead Entity will have extensive expertise in supporting local Black-led and Black/ African American community-serving organizations to implement and administer the coordination of a countywide network of services and activities dedicated to increasing and strengthening Black/African-American holistic wellness in Contra Costa County. The FGCWN Lead Entity will be responsible for the coordination and development of the FGCWN, according to the [Implementation Plan](#) approved by the Board of Supervisors on August 12, 2025.

The Lead Entity will be responsible for the following:	
Federal D. Glover Community Wellness Network	
Network Coordination	Coordinate a network of service provider partners and facilitate collaboration and communication among County, community-based, mutual-aid networks and other partners. Align and integrate programs and services offered via mobile, pop-up, and satellite sites. Support and facilitate referral and coordination processes that respond to shifting migration and community dynamics among Black/African American residents throughout the County.
	Hire an (or serve as) Executive Director to oversee implementation. Establish (or serve as) an independent 501(c)(3) nonprofit organization to

Organizational Development	<p>serve as the network’s Lead Entity. Recruit and convene a Board of Directors and a Community Council. Hire inaugural program and operations staff. In partnership with ORESJ, develop and nurture partnerships with County, nonprofit, business, and philanthropic stakeholders.</p>
Infrastructure Development	<p>Provide the Executive Director with technical support, strategic planning, and clear direction on how to design and implement the network. Serve as the employer of record for the executive director and any network staff. Provide the organizational infrastructure, administrative support, and resources for the Federal D. Glover Community Wellness Network staff to carry out its coordination and administrative duties to launch the network. Identify and secure community-based satellite sites to house network programs and services. Once a physical site is established in East County, provide infrastructure (workspace, coordination, supplies, and communications) for partners co-locating services at the site.</p>
Data Integration and Outcome Tracking	<p>Collaborate with County agencies and community-based partners to use common data collection tools. Identify impact indicators and outcomes for all partners to track. Encourage responsible data sharing among partners while ensuring participant confidentiality, trust, and safety. Monitor program activities and progress reports that track people served, milestones achieved, and deliverables met; produce an annual summary report of these outcomes.</p>
Implement Best Practices and Continuous Improvement	<p>Identify and share evidence-based, promising, and community-defined best practices with partners. Coordinate capacity-building and training opportunities for all partners engaged in service provision. Nurture a culture of learning, collaboration, and coordinated service delivery among network service providers and partners. This can include activities such as network convenings, coordinated site visits, strategic thought partnership, connection to resources and other supports.</p>

Resource Development	Work with public systems, business, community, and philanthropic partners to identify and pursue funding opportunities. Develop and implement a 10-year fund development and sustainability plan for the Federal D. Glover Community Wellness Network.
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Based on the above summary of contract requirements and required operations for the FGCWN, the following outlines the above responsibilities and deliverables according to a three-year timeline:

Anticipated Year One Deliverables |

- Once selected and Board-approved, the contracted lead entity will meet monthly with the Transitional Community Advisory Body to provide progress updates related to the implementation efforts and milestones.
- Hire (or serve as) an executive director to lead the implementation efforts.
- Create (or serve as) an independent and self-sustaining 501(c)(3) nonprofit organization to serve as the Federal Glover Community Wellness Network.
- Recruit and assemble a Board of Directors comprised of individuals with strong Black/African American community ties, as well as positions of influence in public systems to allow for the independence and agility of a nonprofit organization while maintaining support from local government partners. Until the Board is created, the lead entity will need to seek approval for budget, adoption of data tools/outcomes framework, organizational structure and personnel plan from ORESJ.
- Recruit and assemble a Community Council to provide insight, subject matter expertise, and lived experience perspective to help guide and inform the shaping and implementation of the programs and services offered within the Federal D. Glover Community Wellness Network.
- Working with County and community partners, identify and secure community-based satellite sites to house and/or co-locate network programs and services.
- Identify data collection tools, resources and practices to implement across the network.
- Report out on early indicators of success among the network’s community-led and county agency programs and services.
- Meet (at minimum) monthly with ORESJ to discuss progress related to launching the network; provide quarterly updates for ORESJ to present at the Equity Committee meeting of the Board of Supervisors.

Anticipated Year Two and Three Deliverables |

- Support the Executive Director to recruit and hire inaugural network staff.
- Develop a formalized structure for service coordination, partnership development and shared governance.
- Convene and facilitate multidisciplinary team meetings with county and community partner staff to ensure referrals, communications, and services remain aligned and address the needs of the most vulnerable participants.
- Provide coordination, support, technical assistance, and capacity building opportunities for contracted community organizations and County agency partners, as well as other community partners

contributing in-kind services, to ensure alignment in the delivery of caring, culturally responsive direct services.

- ❑ Develop a ten-year fund development and sustainability plan.
- ❑ Working with County and community partners, implement comprehensive data collection and evaluation methods to assess network effectiveness and impact. This includes the collection and analysis of both qualitative and quantitative data to capture a holistic view of service delivery and outcomes.
- ❑ Facilitate participatory data sense-making and community learning exchanges (e.g. storytelling, narrative interviews, focus groups) to foster continuous improvement, community engagement, and nuanced understanding of user experiences.
- ❑ Provide quarterly updates for ORESJ to present at the Equity Committee meeting of the Board of Supervisors.

ORESJ's Scope of Work

Since December 2023, the Office of Racial Equity and Social Justice (ORESJ) has served as the lead county agency responsible for stewarding the establishment of the FGCWN.. ORESJ is leading the procurement processes for this RFQ which seeks a lead implementation entity, as well as the complimentary RFP which requests applications from Black/African American-led, Black/African American-serving service provider organizations to provide rapid response services in North Richmond, Richmond, Pittsburg and Antioch. ORESJ currently facilitates TCAB the Board-appointed body tasked with providing real-time feedback on the early implementation tasks for the community wellness network. In Phase 2, after the FGCWN Lead Entity has been selected, a 501c3 has been established, and a Board of Directors and Community Council are in place, the T-CAB will transition from its duties and dissolve.

During this first implementation phase, ORESJ will pursue funding opportunities for research and evaluation of the FGCWN. ORESJ is committed to research and evaluation that is community-centered, non-extractive and affirming. Core methods will include qualitative measures (e.g. storytelling, narrative interviews, and focus groups with community wellness network users, staff, and leaders); quantitative tracking of disaggregated access and service outcome indicators; participatory data sense-making and community learning exchanges; and transparent reporting to ensure information is readily accessible.

During Phase 2, ORESJ will continue to work with and support the contracted implementation lead entity and its executive director with establishing and maintaining partnerships with County agencies and other public system partners with the goal of establishing effective collaboration, communication and coordination regarding referral processes, service alignment, and leveraging of shared resources and services.

In partnership with the contracted implementation lead entity and executive director, ORESJ will also engage health system partners, local municipal leadership and community organizations to garner support, buy-in and commitment from key stakeholders regarding long-term service partnerships and sustainability.

Overall, ORESJ will serve as a bridge and liaison to County leadership and departments, while also providing support and strategic thought partnership to the FGCWN.

Key Implementation Priorities for ORESJ during Phases 1 and 2 (identified through the Feasibility Study's community needs assessment process):

- Expand mobile physical health services in collaboration with Contra Costa Health and establish partnerships with transportation services and community-based organizations.
- Expand systems navigation and service linkage support in collaboration with County departments, as well as expand supports to unhoused and housing insecure families.
- Establish partnerships with community-based organizations to access and involve credible messengers, pop-up sites, and wraparound supports.
- Support and leverage community-based mental health healing circles and counseling programs in partnership with trusted local providers.
- Expand access to restorative justice and re-entry support services in collaboration with the Public Defender and Probation Departments.
- Expand, leverage and coordinate existing supportive services that prioritize Black/African American males, mothers and infants, and isolated elders.
- Focus initial services across multiple target neighborhood sites in Districts 1 and 5 to meet urgent resident needs and ensure accessibility (see maps of census tracts identified as priority areas for access to services).

D. Qualifications and Eligibility

Part I. Qualified Vendors

A list of Qualified Vendors will be developed from response submissions that demonstrate a proven and demonstrable track record in working in deep partnership with service providers and community organizations embedded in, representative of, and dedicated to serving marginalized, vulnerable Black/African American communities in Contra Costa County. Vendors must be able to clearly articulate understanding of the demographics, experiences, and needs of diverse, multi-generational Black/African American communities and residents, and demonstrate expertise in engaging, communicating, partnering, and/or serving the Black/African American community and other marginalized communities of color. Ideal Respondent(s) will also have deep experience and understanding of the communities, systems, and the social, economic and cultural dynamics of Contra Costa County.

Ideal responses will include a documented history of comparable projects and/or equivalent service delivery, fundraising and will demonstrate a record of building and coordinating a collective of community, public system and/or private partners to improve the wellbeing of vulnerable communities.

Part II. Selected Vendor

A second phase solicitation process will ensue with the Qualified Vendors. Ideal responses in this phase will identify additional funds beyond the amount funded in this RFQ to support FGCWN endeavors. Respondent(s) with demonstrated experience and capacity in grant writing, leveraging, fund development for non-profits, community-based organizations and/or small businesses within the past 5-10 years will be strongly considered.

Respondents may apply as single entities or as a coalition with one lead agency identified. Organizations that would like to submit a Scope of Qualifications (SOQ) but cannot perform all required services are encouraged to partner with other agencies to have a team that would complement/supplement their capabilities.

Respondents must meet the following criteria:

Organizational Eligibility

- Respondent(s) will be organizations led by members of the communities they serve (defined as organizations with leadership, board, or governing members representing the target community, and with core programs developed by and for the target community and residents of Contra Costa County). They must be able to demonstrate cultural competence and the ability to establish community trust.
- Be a registered organization and active standing with the California Secretary of State's Office (for corporations).
- Preferably located within Contra Costa County.
- Have a valid, current business license (if applicable), Employer Identification Number, and be fully current on all state and local tax filings and payments.
- As applicable, hold current state or local licenses, credentials or certifications required to provide the services proposed.
- Be knowledgeable about, and comply with, all applicable federal, state, and local laws and regulations.
- Have a proven track record in successfully providing the proposed services.
- Have commercial general liability insurance and other insurance as needed and required by the County.
- Agree to comply with the County's Standard Contract provisions. A copy of the County's General Conditions is attached as Attachment A in this RFQ and incorporated herein. By submitting a Proposal, the Successful Respondent agrees that it will agree to using the attached form with no exceptions to the form of the County's Standard Contract.

Experience Requirements

- Demonstrate meaningful, relevant experience leading a multi-provider or multi-agency network.
- Demonstrate meaningful, relevant experience delivering holistic wellness services, evidence-based or research-based curriculum and/or wraparound services for community members (e.g. mental health, maternal care, housing, etc.).
- Demonstrate knowledge of CAL-AIM and Enhanced Care Management Service Providers Requirements.
- Employ staff with lived experience relevant to the communities they serve and prioritize mentorship, leadership development, and fair compensation.

E. Contract Period and Annual Tasks

The successful Lead Entity selected from the Qualified Vendor list will enter into a three (3) year contract with Contra Costa County, subject to annual evaluations.

See the sample project structure below with annual tasks to support the development and growth of the FGCWN over a three (3) year period. Qualified Vendors invited to participate in Part II of this solicitation will be expected to generate a three (3) year budget and narrative to correspond with their proposed workplan.

Year 1

Lead Entity
Hire an Executive Director
Launch development and coordination activities for the Network
Apply for and establish an independent 501(c)(3)
Provide capacity building activities and trainings for the Network
Provide regular updates to community about opportunities to engage the Network
Recruit and launch the Board of Directors and Community Council
Year 2
Lead Entity
Executive Director serves as main ambassador for the Network, develops infrastructure, communicates and build relationships among stakeholders, raises funds
Lead development and coordination activities for the Network
Provide capacity building activities and trainings for the Network
Develop a sustainability plan and raise funds for the countywide Network
Provide regular updates to community about opportunities to engage the Network
Convene and facilitate the work of the Board of Directors and Community Council
Year 3
Lead Entity
Executive Director serves as main ambassador for the Network, develops infrastructure, communicates and build relationships among stakeholders, raises funds
Lead development and coordination activities for the Network
Provide capacity building activities and trainings for the Network
Develop a sustainability plan and raise funds for the countywide Network
Provide regular updates to community about opportunities to engage the Network
Convene and facilitate the work of the Board of Directors and Community Council
Develop a data and evaluation plan

F. Timeline

The following outlines the timeline of activities for this solicitation process, beginning with the RFQ release date and ending with the anticipated contract start date.

EVENT	DATE*
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RFQ Release Date	May 4, 2026
Virtual Bidders' Information Session (optional) **	May 15, 2026, 10:00 am – 12:00 pm
RFQ Questions Submission Deadline	May 22, 2026 by 3 pm
Response to RFQ Questions published	May 29, 2026
Statement of Qualifications submittal Deadline	June 11, 2026 by 3pm
Interviews	July 13, 2026
Qualified Vendor Selection Notification	July 29, 2026
Submit written Protest deadline	July 6, 2026
Notification of Protest Decision	July 17, 2026
Part II. Lead Entity Bid process	July 20 – August 7, 2026
Lead Entity Selection Notification	August 10, 2026
Review by Equity Committee	August 17, 2026
Request Approval from Board of Supervisors	September 8, 2026
Contract Negotiation and Routing	September 9, 2026 – October 31, 2026
Proposed Contract Start Date	November 1, 2026

**Dates may shift due to unforeseen scheduling challenges and/or change*

*** Please register in advance for the virtual Bidders' Information Session at the following link:*

- <https://cccouny-us.zoom.us/meeting/register/PtHZtnyTR1moiG-oKo4RjA>
- *After registering, you will receive a confirmation email containing information about joining the meeting.*

II. Application Instructions and Review Process

A. Response Instructions

1. Responses to this RFQ must be submitted electronically through the BidNet Direct website. No exceptions are allowed.
 - a. Contra Costa County Purchasing Services is facilitating this procurement process on behalf of ORESJ. Purchasing Services uses BidNet Direct to notify vendors of formal solicitations. Vendor registration is free and the County does not require vendors to pay any fees.
 - b. All aspects of RFQ submission administration will be handled by the BidNet Direct site. Contact customer service if you need technical assistance with any part of the bid process at: support@bidnet.com or call (800) 835-4603.
2. Responses shall consist of a single packet containing all required documents and any allowable supporting information. Each Respondent must submit one (1) original response via BidNet. Late submissions will not be accepted.
3. The response narratives shall be typed double-spaced and printed on 8 1/2" x 11" paper with no less than 1" margins on all sides, using an easy to read 12-point font. Total response narratives shall not exceed 20 pages collectively, excluding the cover letter, table of contents, and required attachments.
4. All pages in each submitted response packet must be numbered consecutively beginning with the Cover Letter as page 1 and ending on the final page of the response packet.
5. All information in each response packet must be presented in the sequence outlined in the next section (Response Outline).

B. Response Outline

Section I: COVER LETTER and TABLE OF CONTENTS

1. Cover Letter
 - i) Provide no more than a one-page cover letter that briefly introduces your organization and interest in serving as the Lead Entity of the Federal D. Glover Community Wellness Network. The letter must be signed in blue ink by an authorized representative of the firm.
2. Table of Contents

Section II: STATEMENT OF QUALIFICATIONS (SOQ) NARRATIVE

1. Organizational History and Overview (1-2 pages)

- i) Describe your organization’s vision, mission, and strategic goals. Your organization’s history, years in operation, current core services and number of years providing the services described in this solicitation. Detail your organization’s history of providing services in Contra Costa County and indicate where your organization’s headquarters are located, the location of any satellite offices in Contra Costa County, and the form of your business (nonprofit, other—please specify).
- ii) Your organization’s primary areas of expertise and qualifications (including resources, capabilities, and licenses/certifications) as they relate to the scope of services described in this RFQ.

2. Scope of Services Understanding and Experience (3-4 pages)

- i) Describe the organization’s understanding, knowledge, and experience working in partnership with and supporting Black/African American-led, Black/African American community-serving grassroots organizations.
- ii) Describe your organization’s expertise in developing, supporting and/or coordinating networks and collaborative partnerships across multiple stakeholders that involve co-located and integrated services to achieve successful outcomes for vulnerable Black/African American populations. Describe your approach to fostering collective impact and/or collaboration among partners, cultivating consistent practices and attitudes, and managing both administrative and programmatic operations involving multiple partners with diverse skill sets, responsibilities, values, and ways of working.
- iii) Describe your approach to supporting relationship- and capacity-building with service providers, ongoing quality improvement among partners, and advancing professional capacities and effective practices for local nonprofit/public stakeholders. Include any particular experience in building the capacities and/or skill sets of service providers in fields specifically related to the goals of the FGCVH.
- iv) Describe any experience in grantmaking, administration and/or management of service contracts, fundraising and fund development. If applicable, indicate any additional funds, services, or resources that will be leveraged to supplement or augment the work described in the scope of services.

3. Service-Related and Subject Matter Expertise (2-3 pages)

- i) Discuss your expertise as it relates to developing and implementing programs to address Black/African American health and wellbeing in Contra Costa County. Discuss any expertise in managing and operating culturally relevant programs, integrating evidence-based practices/interventions relevant to the target population, providing trauma-informed care, and delivering client-centered services while monitoring program performance.
- ii) Describe your experience and expertise in working with public agencies, particularly those that are central to this project, including the Health Services Department, Employment and Human Services Department, Library, Probation and Public Defender offices.

4. Data Management and Learning Expertise (1-2 pages)

- i) Describe your organization’s experience facilitating participatory data sense-making and community learning exchanges (e.g. storytelling, narrative interviews, focus groups) to foster continuous improvement, community engagement, and nuanced understanding of user experiences.
- ii) Describe how your organization plans to manage, track, and collect data related to monitoring progress toward process outcomes, and include any relevant experience. Describe the data collection infrastructure, tools, systems and/or processes that will be utilized to support collecting and monitoring the project's implementation data.
- iii) Discuss your expertise and experience working within the requirements of state and federal laws mandating varying levels of confidentiality and protections of personal information. Include discussion of issues related controlling access to sensitive data, the use of interagency agreements to regulate information access, sharing, use, and privacy.

5. Team Member Qualifications (1-2 pages)

- i) Identify the key team member(s) for this project, including roles and duties as related to this project. Provide an Organizational Chart of key team members, including any partners or subcontractors; and describe each key team member’s lived experiences related to the scope of work, their qualifications, experience level, and expertise. Briefly discuss the related projects key team members have worked on, and other relevant experience that speaks to their expertise on this project. Submit resumés for all key team members who will be working directly on this project (these will *not count* towards page limit)
- ii) Identify the individual or team who will provide overall project leadership. Who will serve as the initial project manager until an executive director is identified? Indicate who is authorized to negotiate contract terms on behalf of your organization. If different, indicate who is the primary point-of-contact who will manage and oversee implementation of project. Share the areas of specialization of each member of the team leadership.

6. Experience with Similar Projects and Place-Based Experience within Contra Costa County (2-3 pages)

- i) Describe your organization’s history of and current operations in the local community, including identifiable service locations or facilities, within Contra Costa County, preferably within the region and/or communities where services are to be accessed by the most vulnerable Black/African American communities. You may include any relevant lived experience in the region, communities, or neighborhoods you intend to serve that demonstrates your expertise.
- ii) Describe how your organization plans to address any challenges/barriers clients may have in accessing your services. You may include any relevant lived experience with successful strategies to address challenges/barriers to service access for the communities within the regions you intend to serve.

Section IV: ATTACHMENTS

To support your proposal, include the following attachments, in the order listed below:

- Form #1: Bidder's Statement of Capacity: Requests information about business operations, fiscal oversight and any legal considerations.
- Form #2: Bidder's Contracts and References: Requests information about the organization's current and prior projects conducted under grant or contract, including all government contracts/grants.
- Form #3: Anti-Collusion Statement
- Form #4: Addenda Acknowledgement, if applicable
- Key Team Member Resumes – please keep each resume to no more than 2 pages, highlighting the most relevant experiences and skill sets related to this project's scope of services.
- Letters of Reference , three (3) references from professional relationships that can speak to Respondent's community, leadership, collaboration and fundraising capabilities**

This section pertains to Part II. Lead Entity selection process and is presented here for informational purposes only. These documents are not required in Part I. Qualified Vendors selection process.

Part II: PROJECT BUDGET and BUDGET NARRATIVE

(Maximum 3 pages, double-spaced, 1-inch margins, 12-point font. The line-item budget will not count towards any page limit. Items in the budget table may be single spaced.)

1. Budget Narrative

- i) Provide any considerations or feedback on the sample project structure and corresponding annual allocation included in Part I, Section E: Budget and Contract Period. Confirm that the annual allocation amounts align with your ability to perform the scope of work and proposed activities, and propose a staffing structure that aligns with your organization's structure and capacity. Include any anticipated challenges and/or proposed adjustments to the annual budget allocations with detailed description of reason and rationale for any proposed changes.
- ii) Include a detailed line-item budget to clearly illustrate the above.

2. Supplemental Resources

- i) To what extent are matching resources identified to supplement funding that will expand capacity and opportunities for the Federal D. Glover Community Wellness Network? Are there other initiatives or efforts that your organization is or will be implementing that can be leveraged and aligned to amplify or extend the project goals and impact?

Points equaling up to 5% (or 5 points) of the total score possible will be added to the applicant's total score.

The addition of these preferential points will make up the applicant's final score.

C. RFQ Mandatory Requirements

1. Respondents shall be fully responsible for all costs incurred in the development and submission for this RFQ.
2. The Respondent assumes sole responsibility for the complete effort required in submitting a proposal in response to this RFQ. No special consideration will be given after proposals are received because of a Respondent's failure to be knowledgeable as to all of the requirements of this RFQ.
3. Should any discrepancies, omissions, or doubt as to their meaning be found in the RFQ specifications or requirements, the Respondent shall notify the County in writing via BidNet Direct. In response, the County will send written instructions or addenda to all participants in the RFQ process. The County shall not be responsible for oral interpretations.
4. The County reserves the right to do the following at any time and for its own convenience, at its sole discretion:
 - a. To reject any and all proposals without indicating any reasons for such rejection
 - b. Terminate this RFQ and issue a new RFQ anytime thereafter
 - c. Extend any or all deadlines specified in the RFQ, including deadlines for accepting proposals by issuing an Addendum at any time prior to the deadline for receipt of responses to the RFQ
 - d. Procure any services specified in the RFQ by other means
 - e. Disqualify any Respondent on the basis of any real or perceived conflict of interest or evidence of collusion that is disclosed by the proposal or other data available to the County. Such disqualification is at the sole discretion of the County.
 - f. Reject the proposal of any Respondent that is in breach of or in default under any other agreement with the County
 - g. Reject any Respondent deemed by the County to be non-responsive, unreliable, unqualified, or non-responsible
5. False, misleading, incomplete, or deceptively unresponsive statements in connection with a submittal shall be sufficient cause for rejection of the submittal.
6. The Contract binds the heirs, successors, assigns and representatives of Successful Respondent. Prior written consent of the County is required before the Successful Respondent may enter into subcontracts for any work contemplated under the Contract, or before the Successful Respondent may assign the Contract or monies due or to become due, by operation of law or otherwise.
7. No one is authorized to amend any of these documents in any respect by an oral statement or to make any representation or interpretation in conflict with their provisions. Any changes to these documents will be issued in writing via addenda to be posted on BidNet.
8. By submitting a signed proposal, Respondent certifies that there has been no collusion with any other Respondent. Reasonable grounds for believing Respondent has an interest in more than one submittal will result in rejection of all submissions in which the Respondent has an interest. Any party to collusion may not be considered in future submissions for the same or similar work. See Form #3.
9. All addenda shall include an acknowledgement of receipt that must be returned. The addenda must be signed and attached to the final response. Failure to attach any addendum may result in the rejection of the response. See Form #4.

D. Review and Selection Process

All responses submitted in compliance with the RFQ requirements will be eligible for review and

selection. Responses will be evaluated for completeness and overall responsiveness to the requirements contained in this RFQ.

As a first step, Office of Racial Equity and Social Justice staff will review each response's adherence to RFQ specifications, including:

- On-time submission
- Complete submission packet:
 - Cover Letter and Table of Contents
 - Statement of Qualifications Narrative
 - Attachments (Form #1, Form #2, Form #3, Form #4)
 - Additional Supporting Documentation

All qualified submissions will be forwarded to the RFQ Review Panel for evaluation.

1. The panel will be composed of up to 7 members. These members will be selected from individuals representing the target population, public agencies, and service providers. In determining the panel's composition priority will be given to those with personal and professional expertise in the lived experiences of African American communities, the type of services described in this solicitation, and those who have other relevant subject matter experience and expertise. Members of the Review Panel will be required to sign an impartiality statement. Review panel composition will be released with the recommendations of the review panel.
2. The Review Panel will evaluate and score all qualified submissions using criteria outlined in the Request for Qualifications (RFQ) Scoring Sheet. Respondents achieving a minimum score of X% will be invited to interview with the Selection Panel on July 13, 2026.

Any recommendations for a contract award must be approved by the Contra Costa County Board of Supervisors' Equity Committee, and then the full Board of Supervisors, before any contract will be entered into by the County.

Request for Qualifications (RFQ) Scoring Sheet

Proposal Elements	Possible Score
<p>1. Organizational History and Overview</p> <ul style="list-style-type: none"> ● Relevancy of the organization's vision, mission, and strategic goals. ● Demonstrates alignment of purpose and values. ● Priority areas of investment and current portfolio reflect a commitment to addressing the needs of marginalized, underserved, Black/African American communities. 	<p>0 – 5 pts</p>

<p>2. Scope of Services Understanding and Experience (5 points each)</p> <ul style="list-style-type: none"> ● Demonstrates understanding, knowledge, and experience working in partnership and supporting Black/African American -led, Black/African American community-serving grassroots organizations. ● Demonstrates expertise in developing, supporting and/or administering networks and collaborative partnerships across multiple stakeholders. Includes any relevant and applicable experience in fostering collective impact and/or collaboration among community and county partners. ● Demonstrates expertise in ongoing quality improvement among Partners and in advancing professional capacities and effective practices for local nonprofit/public stakeholders connected to the Network’s work. ● Demonstrates experience in grantmaking, administration and/or management of service contracts, fundraising and fund development. Indicates whether there are additional funds, services, or resources that will be leveraged to supplement or augment the work described in the scope of services. 	<p>0 – 20 pts</p>
<p>3. Service-Related and Subject-Matter Expertise (10 points each)</p> <ul style="list-style-type: none"> ● Demonstrates expertise in managing and operating culturally relevant programs, especially for African Americans ● Has experience developing and managing multi-sector and interdisciplinary collaborative initiatives, including experience in working with public and/or County agencies 	<p>0 – 20 pts</p>
<p>4. Data Management and Learning Expertise (7.5 points each)</p> <ul style="list-style-type: none"> ● Demonstrates expertise in participatory data sense-making and community learning exchanges to foster continuous improvement, community engagement, and nuanced understanding of user experiences. 	<p>0 – 15 pts</p>

<ul style="list-style-type: none"> • Demonstrates the technical capacity to collect and report all required data including service delivery statistics and program implementation and outcome measures 	
<p>5. Team Member Qualifications (5 points each)</p> <ul style="list-style-type: none"> • Qualifications, lived experiences, expertise and related projects of staff are sufficient to deliver on the full scope of work. • Staff areas of specialization and related projects they have worked on that align with this scope of services. • Description of each team member’s role and area of responsibility in the project. 	<p>0 – 15 pts</p>
<p>6. Experience with Similar Projects and Place-Based Experience within Contra Costa County (5 points each)</p> <ul style="list-style-type: none"> • Has experience working on similar past projects with collaborative partners. • Demonstrates an organizational history of and current operations in the local community, especially vulnerable African American communities. • Describes how the organization plans to address challenges/barriers clients may have in accessing services. 	<p>0 – 15 pts</p>
<p>Preferential Points for Supplemental Resources</p> <ul style="list-style-type: none"> • To what extent are matching resources identified to supplement funding that will expand capacity and opportunities for the Federal Glover community Wellness Network? Are there other initiatives or efforts that the organization is or will be implementing that can be leveraged and aligned to amplify or extend the project goals and impact? • Points equaling up to 5% (or 5 points) of the total score possible will be added to the applicant’s total score. The addition of these preferential points will make up the applicant’s final score. 	<p>0 – 15 pts</p>

A. Evaluation and Negotiation

Upon completion of the review of SOQs, the County will notify Respondent(s) if further evaluation and negotiation is necessary. Respondent(s) meeting the minimum score requirement will be invited to interview with the Selection Panel on or around July 13, 2026. The key team members identified in the SOQ should attend the interview. Interviews will be 30-60 minutes. Any delay caused by Respondent's failure to respond to direction from the County may lead to a rejection of the SOQ.

B. Award of Contract

If the County determines after further evaluation and negotiation to award the Contract, and such award has been approved by the Board of Supervisors, a Contract will be sent to the Successful Respondent for signature. No submittal shall be binding upon the County until after the Contract is signed by duly authorized representatives of both Respondent and the County.

C. Submissions are Public Records

California Government Code section 7920.000 et seq., the Public Records Act, defines a public record as any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency regardless of physical form or characteristics. The Public Records Act provides that public records shall be disclosed upon request and that any person has a right to inspect any public record, unless the document is exempted from disclosure.

Unless otherwise compelled by a court order, the County will not disclose any submission while the County conducts its deliberative process in accordance with the procedures identified in this RFQ. However, after the County either awards a contract to a Successful Respondent, or rejects all submissions, the County will consider each submittal subject to the public disclosure requirements of the California Public Records Act. Each Respondent is hereby informed that, upon submittal of its complete submission packet to the County in accordance with this RFQ, the complete submission packet becomes the property of Contra Costa County.

D. Protest Procedures

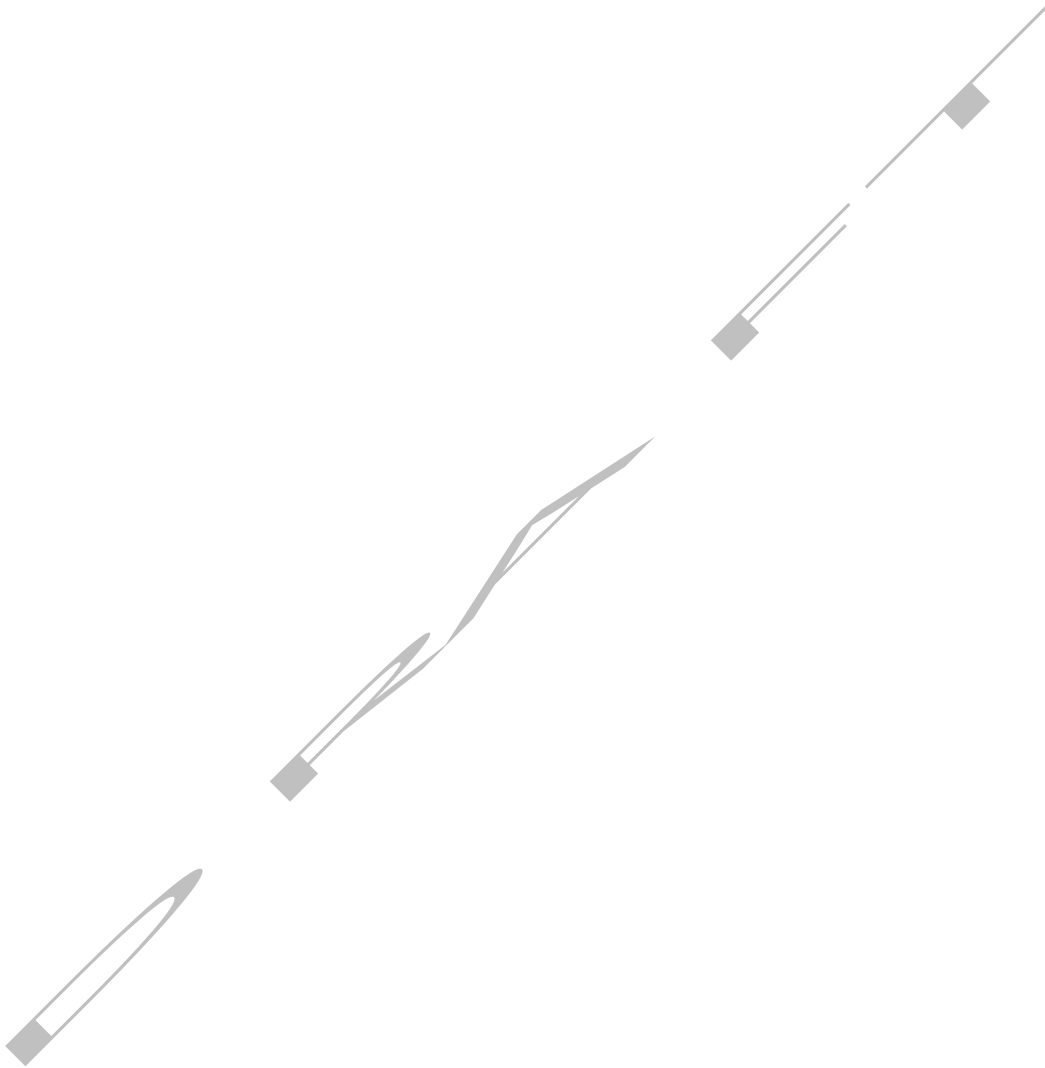
In the event a dispute arises concerning the RFQ process prior to the award of the contract, the party wishing resolution of the dispute shall submit a protest in writing to the attention of:

Emlyn Struthers, Senior Deputy County Administrator
Office of the County Administrator
Contra Costa County
1025 Escobar Street, Fourth Floor
Martinez CA, 94553

Protests must be submitted no later than 12:00 P.M. on July 17, 2026. Notification of a final decision on the protest shall be made in writing to the Respondent within ten (10) days, and the decision shall be final and not subject to further review. When submitting an appeal, the appellant must clearly state the action appealed, the harm to the appellant, and the remedy sought. Protests shall be limited to the following technical grounds:

- Failure of the County to follow the review and selection procedures and adhere to requirements specified in the RFQ or any addenda or amendments to the RFQ.

- There has been a violation of conflict of interest as provided by California Government Code Section 87100 et seq.
- There has been a violation of State or Federal law.



III. Other Procedures and Instructions

A. Optional Virtual Bidders' Information Session

Potential applicants are encouraged to attend a virtual Bidders' Information Session on **date at time** which will be held online via Zoom. Please register in advance for this meeting:

<https://cccounty-us.zoom.us/meeting/register/PtHZtnyTR1moiG-oKo4RjA>

After registering, you will receive a confirmation email containing information about joining the meeting.

At the Bidders' Information Session, staff will review the RFQ instructions, provide grant information and general technical assistance on the submission requirements.

B. How to Submit Questions

All questions regarding the proposal will be accepted through the BidNet Direct site only. The deadline for submitting questions for this RFP is on or before **date, no later than time**. All questions will be answered and disseminated to those registered on the BidNet Direct website. Contact customer service if you need technical assistance with any part of the bid process at: support@bidnet.com or call (800) 835-460

C. Submissions are Public Records

California Government Code Section 6250, the Public Records Act, defines a public record as any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency regardless of physical form or characteristics. The Public Records Act provides that public records shall be disclosed upon request and that any person has a right to inspect any public record, unless the document is exempted from disclosure.

Unless otherwise compelled by a court order, the County will not disclose any submissions while the County conducts its deliberative process in accordance with the procedures identified in this RFP. However, after the County either awards a contract to a successful Applicant, or rejects all submissions, the County will consider each submittal subject to the public disclosure requirements of the California Public Records Act. Each Applicant is hereby informed that, upon submittal of its application to the County in accordance with this RFP, the application becomes the property of Contra Costa County.

D. Contract Information and Requirements

Contract Period

Any agreement awarded as a result of this RFQ will include the County's General Conditions, included as Attachment A. The initial term of any agreement awarded as a result of this RFQ will be for up to 36 months, and is subject to Board of Supervisors' approval. Each year's funding is contingent on successful progress and

met deliverables. Nothing in this RFQ, and nothing in an agreement awarded as a result of this RFQ, commits the County to contract with the Successful Respondent for any particular length of time.

All other factors being substantially equal, preference will be given to Respondent(s) located within Contra Costa County. For purposes of this RFQ, a Respondent is located in Contra Costa County if its principal place of business has been located in Contra Costa County for at least six (6) months immediately prior to the issuance of this RFQ.

Contract Monitoring and Evaluation

On behalf of the County, ORESJ will actively monitor all services provided through the contract that results from this RFQ process. This monitoring will determine if the Successful Respondent is performing as intended or if good cause exists to terminate the contract prior to the end of the contract term.

At a minimum, Successful Respondent will be expected to:

- i. Perform all services without material deviation from an agreed-upon Service Plan;
- ii. Complete annual summary progress reports for the County;
- iii. Maintain adequate records of service provision to document compliance with Service Plan and complete any forms provided by the County; and
- iv. Cooperate with the collection of other fiscal/administrative/service data as requested by the County.

The County will:

- i. Negotiate a service contract that identifies specific performance outputs and/or outcomes to be achieved during the contract term;
- ii. Review contract at least once per year within the contract period to ensure compliance with output/outcome requirements, document any non-compliance, and establish a Corrective Action Plan as needed;
- iii. Be part of the monitoring of subcontracts written by and entered into by the Successful Respondent that utilizes funds awarded under this solicitation; and
- iv. Provide information to Successful Respondent concerning additional State or County data requirements not provided here or in the resulting contract.

Contract Management Responsibilities

The Successful Respondent's Contract Manager shall also be responsible for all matters related to personnel and performance including but not limited to:

- i. Supervising, reviewing, monitoring, and directing the firm's personnel, and managing subconsultants.
- ii. Assigning qualified personnel to complete the requested services.
- iii. Administering personnel actions for firm's personnel and ensuring appropriate actions taken for subconsultant personnel.
- iv. Maintaining organized project files for record tracking and auditing.
- v. Developing, organizing, facilitating, and attending scheduled coordination meetings.
- vi. Implementing and maintaining quality control procedures to manage conflicts, ensure product accuracy, and identify critical reviews and milestones.
- vii. Reviewing invoices for accuracy and completion before billing to County.
- viii. Providing invoices in a timely manner and providing monthly contract expenditures.
- ix. Managing overall budget for contract and provide report to the County Contract Manager
- x. Ensuring compliance with the provisions of the contract and all specific Task Order requirements.

- xi. Ensuring the health and safety of personnel working in a hazardous environment in accordance with all applicable Federal, State, and Local regulations as applicable.

E. Forms and Attachments

Form #1: Bidder's Statement of Capacity

Organization Information

Name of Applicant Organization(s)	Click or tap here to enter text.
Business Address	Click or tap here to enter text.
Contact Person & Title *Individual must be authorized to sign this application and any contract with the County that may result.	Click or tap here to enter text.
Business Phone Number	Click or tap here to enter text.
Email Address	Click or tap here to enter text.
Year Organization Founded	Click or tap here to enter text.
Current Business Status	<input type="checkbox"/> Non-Profit Corporation _____ <input type="checkbox"/> Corporation ○ State of Incorporation: _____ <input type="checkbox"/> General Partnership <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Other (explain): _____
Exemption Expiration Date	Click or tap to enter a date.

Federal Tax ID #	Click or tap here to enter text.

Key Personnel

List the names and titles of up to three key personnel who would be assigned to the Contract.

Name, Title	Click or tap here to enter text.
Name, Title	Click or tap here to enter text.
Name, Title	Click or tap here to enter text.

Business Operations and Experience

Number of years bidder operated under the present business name:	Click or tap here to enter text.
List related prior business names, if any and time frame for each:	Click or tap here to enter text.
Number of years bidder has provided the services described in this RFQ:	Click or tap here to enter text.

Legal Authorizations

Is your firm authorized to do business in the State of California?

- Yes
- No

Is your firm a State of California registered small business?

- Yes

No

Description of Business Type (Check all that apply):

- Small Business Enterprise (SBE)** – independently owned and operated; cannot be dominant in its field of operation; must have its principal office located in California; must have its owners (or officers in the case of a corporation) domiciled in California; **AND** together with affiliates, be either: a business with 100 or fewer employees, an an average annual gross receipts of \$15 million or less over the previous three tax years, or a manufacturer with 100 or fewer employees.
- Minority Business Enterprise (MBE)** - at least 51% owned and managed on a daily basis by one or more minorities who are citizens or lawful permanent residents of the United States and member(s) of a recognized ethnic or racial group AND its home office is located in the United States.
- Women Business Enterprise (WBE)** - at least 51% owned and managed on a daily business by one or more women who are citizens or lawful permanent residents of the United States AND its home office is located in the United States.
- Disadvantaged Business (DBE)** - at least 51% owned and managed on a daily business by socially- and economically-disadvantaged individuals (pursuant to Section 3 of the Small Business Act). DBE certifications are used only for state- or federally-funded projects that have DBE goals or requirements. - at least 51% owned and managed on a daily business by socially- and economically-disadvantaged individuals (pursuant to Section 3 of the Small Business Act). DBE certifications are used only for state- or federally-funded projects that have DBE goals or requirements.
- Disabled Veteran Business Enterprise (DVBE)** - at least 51% owned and managed on a daily basis by one or more veterans of the military, naval, or air service of the United States with a service-connected disability of at least 10 percent, and who is also a resident of California; AND a sole proprietorship corporation or partnership with its home office located in the United States that is not a subsidiary of a foreign firm.
- Local Business Enterprise (LBE)** - principal place of business is located within the boundaries of Contra Costa County.

Fiscal Oversight

Provide the name and contact information of the person that administers your agency's fiscal system.

Name	Click or tap here to enter text.	Title	Click or tap here to enter text.
Email	Click or tap here to enter text.	Phone	Click or tap here to enter text.

Provide the name, address, and contact information for the CPA firm that maintains the agency's financial records and annual audit.

CPA/Firm	Click or tap here to enter text.
Address	Click or tap here to enter text.
Email	Click or tap here to enter text.
Phone	Click or tap here to enter text.

Legal Issues / Conflicts

Is there any past, present, or pending litigation in connection with contracts for services involving the bidder or any principal officer of the agency?

- Yes
- No

If yes, briefly explain below:

Click or tap here to enter text.

Has your company filed any written declaration for bankruptcy protection, a potential merger or acquisition, office closure, pending lawsuits, financial loss that might affect your ability to perform under the Contract?

- Yes
- No

If yes, briefly explain below:

Click or tap here to enter text.

Does the bidder have commitments or potential commitments that may impact assets, lines of credit, or otherwise affect agency's ability to fulfill this RFQ?

- Yes
- No

If yes, briefly explain below:

Click or tap here to enter text.

Have you, or your agency failed or refused to complete a contract?

- Yes
- No

If yes, briefly explain below:

Click or tap here to enter text.

Final Declarations

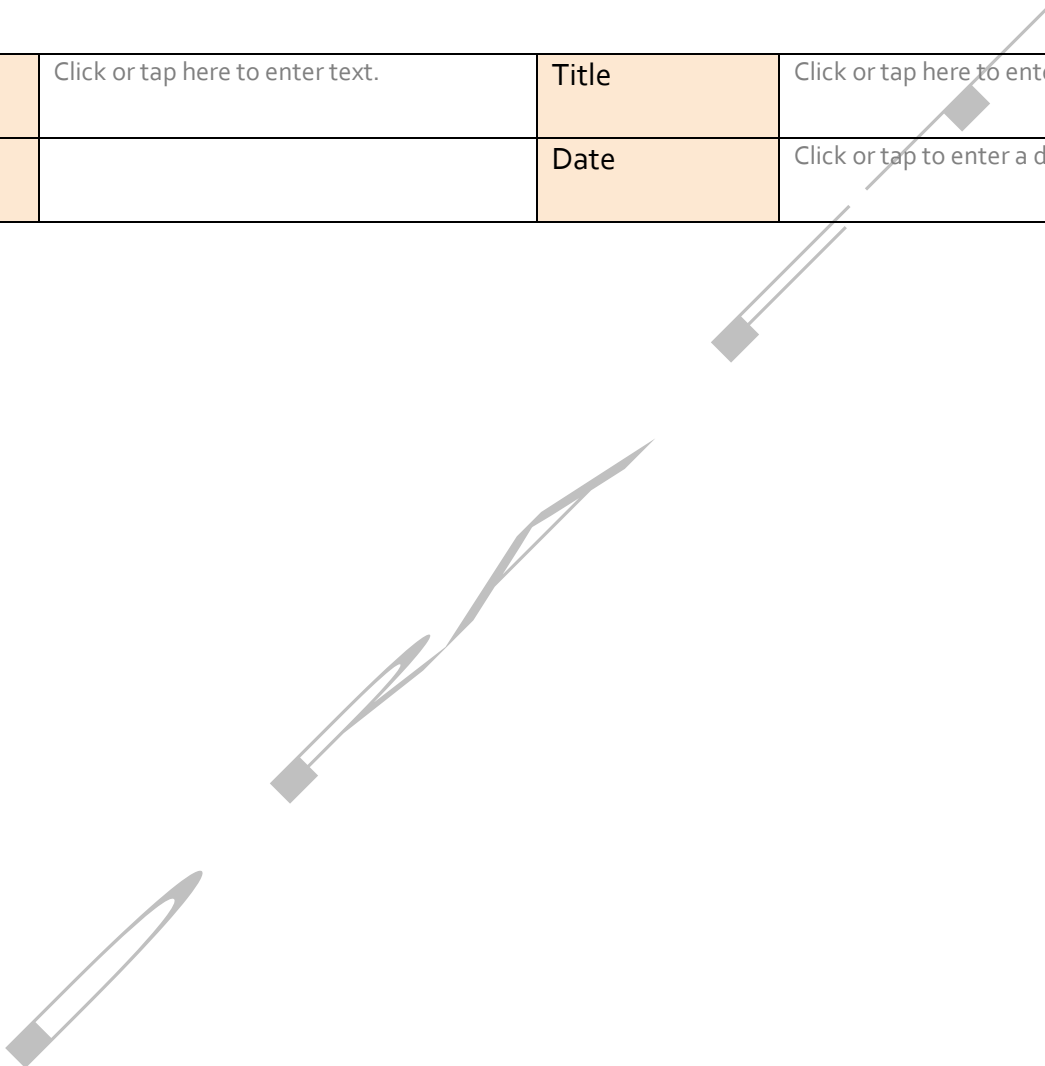
Do you and your agency agree to provide additional information as required by the County to make an informed determination of qualifications?

Yes

No

By signing Form #1: Bidder's Statement of Capacity, you are certifying that all information provided on this form and contained within your proposal are true, and you acknowledge that if the proposal contains any false statements, the County may declare any contract or agreement made as a result of the proposal to be void. Additionally, you declare that if the Office of Racial Equity and Social Justice accepts this proposal, you will enter into a standard contract with Contra Costa County to provide all work specified herein as proposed or in accordance with modifications required by Contra Costa County. Funds obtained through this contract will not be used for other programs operated by the Successful Respondent unless stipulated within the proposal and accepted by the County.

Name	Click or tap here to enter text.	Title	Click or tap here to enter text.
Signature		Date	Click or tap to enter a date.



Form #2: Bidder's Contracts & References

Provide information regarding the organization's current and prior projects conducted under grant or contract, including all government contracts/grants. Note: When more than one agency collaborates in providing services(s), each agency involved must complete this form.

Current Contracts / Grants

List up to 3 agencies that you are currently working with under contract or grant agreement.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Prior Contracts / Grants (completed in the last five years)

List up to 4 agencies that you previously worked with under contract or grant agreement.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

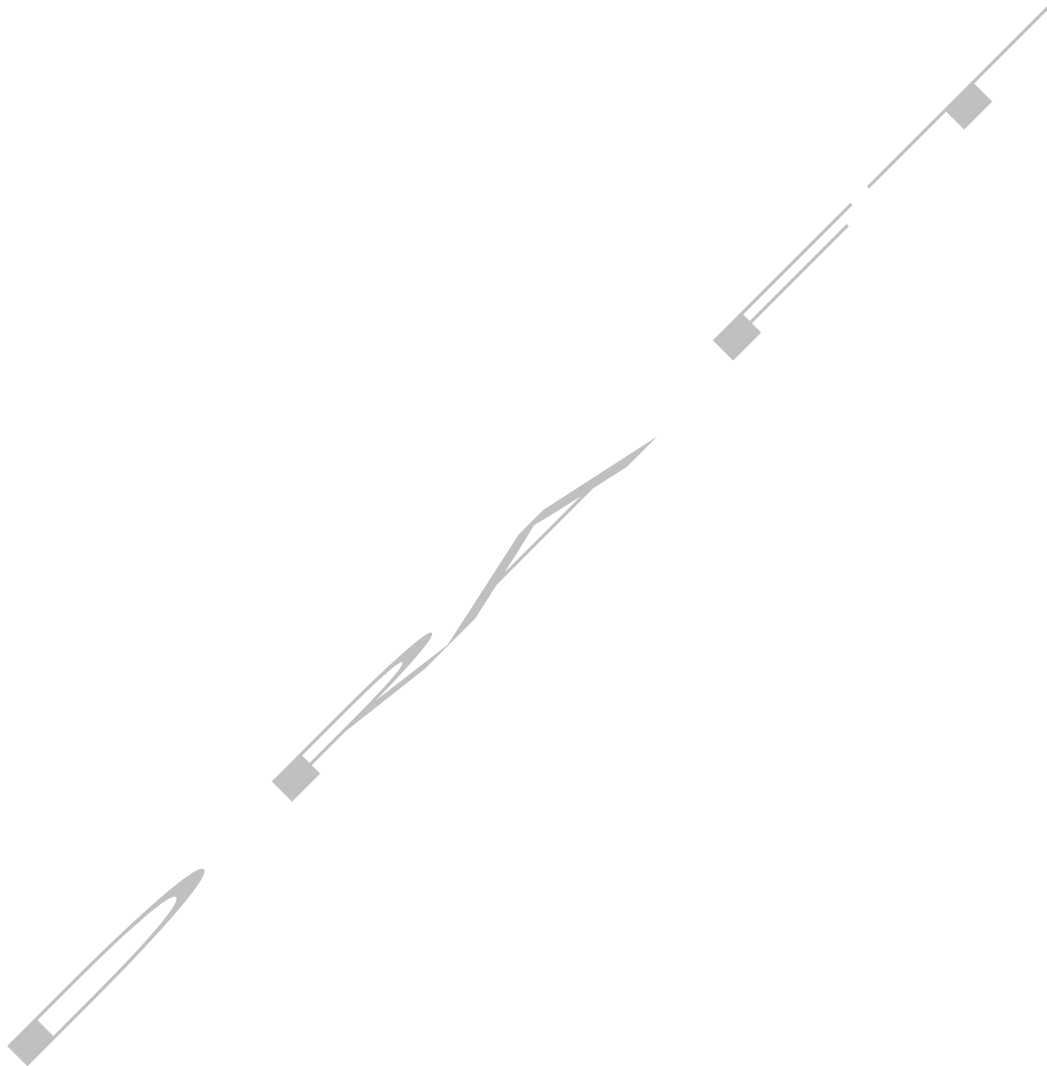
Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Name of Project	Click or tap here to enter text.
Services Provided	Click or tap here to enter text.
Funder/Agency	Click or tap here to enter text.
Contact/Reference	Click or tap here to enter text.
Contact Email	Click or tap here to enter text.
Contact Phone	Click or tap here to enter text.
Contract Dates	Click or tap here to enter text.
Contract Amount	Click or tap here to enter text.

Bidder attests, under penalty of perjury, that all information provided herein is complete and accurate. Bidder agrees to provide to County other information the County may request as necessary for an accurate determination of bidder's qualifications to perform proposed services. Respondent agrees to allow County to contact agencies listed above for information relative to Respondent's performance.

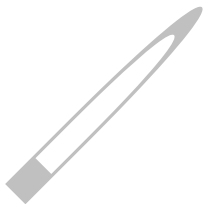
Name	Click or tap here to enter text.	Title	Click or tap to enter a date.
Signature		Date	Click or tap to enter a date.



Form #3: Anti-Collusion Statement

By signing this form, the bidder agrees that this submittal is made without any other understanding, agreement, or connection with any person, corporation, or firm submitting a statement of qualifications quote for the same purpose and that the quote is in all respects fair and without collusion or fraud, It is agreed by the undersigned bidder, that the signing and delivery of the proposal represents the bidder's acceptance of the terms and conditions of the forgoing specifications and provisions, and if awarded, this contract will represent the agreement between the bidder and the county.

ORGANIZATION NAME	Click or tap here to enter text.
CONTACT NAME	Click or tap here to enter text.
TITLE	Click or tap here to enter text.
ADDRESS	Click or tap here to enter text.
EMAIL	Click or tap here to enter text.
TELEPHONE	Click or tap here to enter text.
SIGNATURE	
DATE	Click or tap to enter a date.



Form #4: Addenda Acknowledgement

TO BE RETURNED WITH STATEMENT OF QUALIFICATIONS SUBMISSION

RFQ No.: 0038

Title: Lead Entity for the Coordination and Development of the Federal D. Glover Community Wellness Network

ADDENDUM ACKNOWLEDGEMENT (Please initial for addendums received)

Addendum #1: _____

Addendum #3: _____

Addendum #2: _____

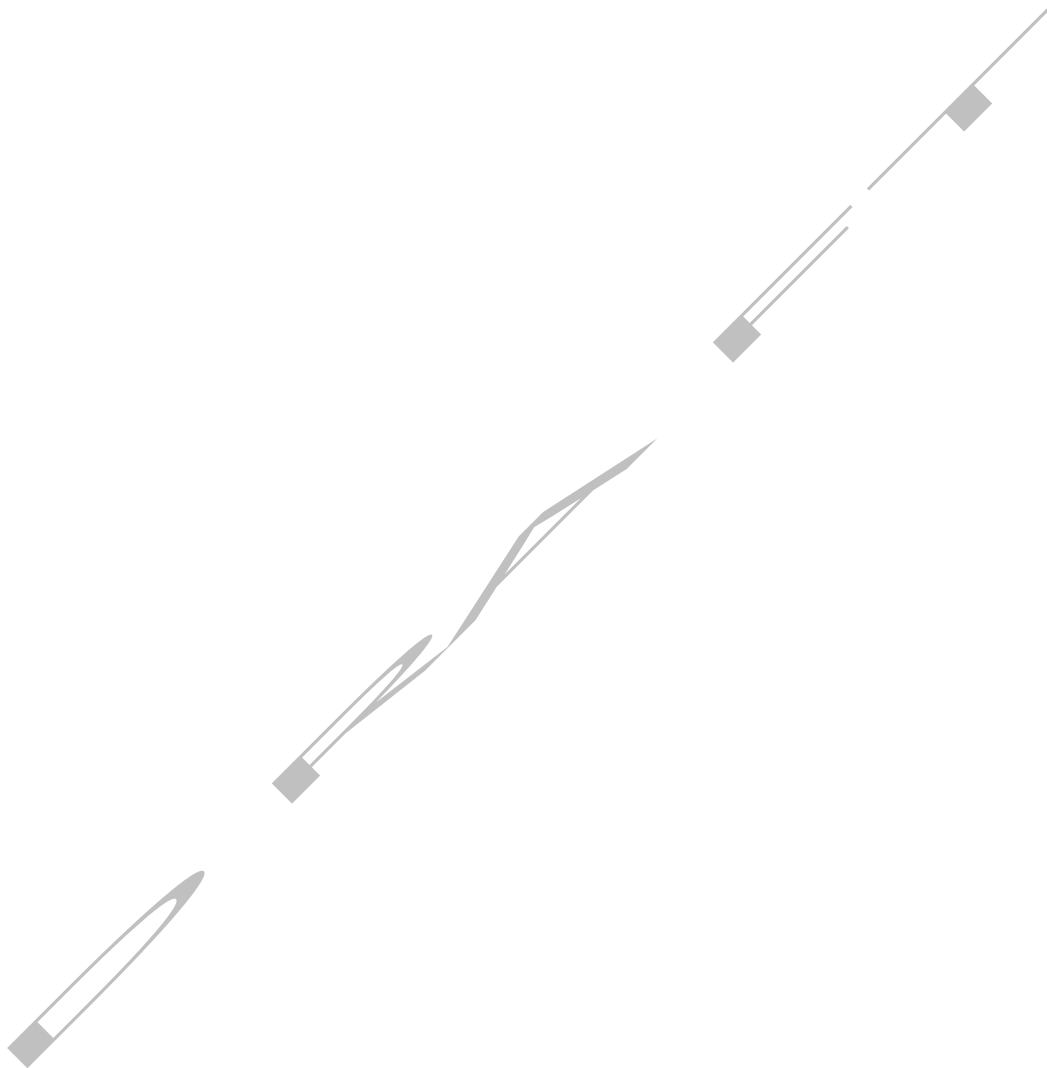
Addendum #4: _____

ORGANIZATION NAME	Click or tap here to enter text.
CONTACT NAME	Click or tap here to enter text.
TITLE	Click or tap here to enter text.
ADDRESS	Click or tap here to enter text.
EMAIL	Click or tap here to enter text.
TELEPHONE	Click or tap here to enter text.
SIGNATURE	
DATE	Click or tap here to enter text.

Attachment A: General Conditions for Contra Costa County Purchase of Service contracts

Attachment B: Fiscal Questionnaire (as attachment for applicants to see ahead of time)

Attachment C: Map of Priority Census Tracts



Attachment A: Contra Costa County General Conditions for Service Contracts

1. **Compliance with Law.** Contractor is subject to and must comply with all applicable federal, state, and local laws and regulations with respect to its performance under this Contract, including but not limited to, licensing, employment, and purchasing practices; and wages, hours, and conditions of employment, including nondiscrimination.
2. **Inspection.** Contractor's performance, place of business, and records pertaining to this Contract are subject to monitoring, inspection, review and audit by authorized representatives of the County, the State of California, and the United States Government.
3. **Records.** Contractor must keep and make available for inspection and copying by authorized representatives of the County, the State of California, and the United States Government, the Contractor's regular business records and such additional records pertaining to this Contract as may be required by the County.
 - a. **Retention of Records.** Contractor must retain all documents pertaining to this Contract for five years from the date of submission of Contractor's final payment demand or final Cost Report; for any further period that is required by law; and until all federal/state audits are complete and exceptions resolved for this Contract's funding period. Upon request, Contractor must make these records available to authorized representatives of the County, the State of California, and the United States Government.
 - b. **Access to Books and Records of Contractor, Subcontractor.** Pursuant to Section 1861(v)(1) of the Social Security Act, and any regulations promulgated thereunder, Contractor must, upon written request and until the expiration of five years after the furnishing of services pursuant to this Contract, make available to the County, the Secretary of Health and Human Services, or the Comptroller General, or any of their duly authorized representatives, this Contract and books, documents, and records of Contractor necessary to certify the nature and extent of all costs and charges hereunder. Further, if Contractor carries out any of the duties of this Contract through a subcontract with a value or cost of \$10,000 or more over a twelve-month period, such subcontract must contain a clause to the effect that upon written request and until the expiration of five years after the furnishing of services pursuant to such subcontract, the subcontractor must make available to the County, the Secretary, the Comptroller General, or any of their duly authorized representatives, the subcontract and books, documents, and records of the subcontractor necessary to verify the nature and extent of all costs and charges thereunder.

This provision is in addition to any and all other terms regarding the maintenance or retention of records under this Contract and is binding on the heirs, successors, assigns and representatives of Contractor.
4. **Reporting Requirements.** Pursuant to Government Code Section 7550, Contractor must include in all documents and written reports completed and submitted to County in accordance with this Contract, a separate section listing the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of each such document or written report. This section applies only if the Payment Limit of this Contract exceeds \$5,000.

5. **Termination and Cancellation.**

- a. **Written Notice.** This Contract may be terminated by either party, in its sole discretion, upon thirty-day advance written notice thereof to the other, and may be cancelled immediately by written mutual consent.
- b. **Failure to Perform.** County, upon written notice to Contractor, may immediately terminate this Contract should Contractor fail to perform properly any of its obligations hereunder. In the event of such termination, County may proceed with the work in any reasonable manner it chooses. The cost to County of completing Contractor's performance will be deducted from any sum due Contractor under this Contract, without prejudice to County's rights to recover damages.
- c. **Cessation of Funding.** Notwithstanding any contrary language in Paragraphs 5 and 11, in the event that federal, state, or other non-County funding for this Contract ceases, this Contract is terminated without notice.

6. **Entire Agreement.** This Contract contains all the terms and conditions agreed upon by the parties. Except as expressly provided herein, no other understanding, oral or otherwise, regarding the subject matter of this Contract will be deemed to exist or to bind any of the parties hereto.

7. **Further Specifications for Operating Procedures.** Detailed specifications of operating procedures and budgets required by this Contract, including but not limited to, monitoring, evaluating, auditing, billing, or regulatory changes, may be clarified in a written letter signed by Contractor and the department head, or designee, of the county department on whose behalf this Contract is made. No written clarification prepared pursuant to this Section will operate as an amendment to, or be considered to be a part of, this Contract.

8. **Modifications and Amendments.**

- a. **General Amendments.** In the event that the total Payment Limit of this Contract is less than \$200,000 and this Contract was executed by the County's Purchasing Agent, this Contract may be modified or amended by a written document executed by Contractor and the County's Purchasing Agent or the Contra Costa County Board of Supervisors, subject to any required state or federal approval. In the event that the total Payment Limit of this Contract exceeds \$200,000 or this Contract was initially approved by the Board of Supervisors, this Contract may be modified or amended only by a written document executed by Contractor and the Contra Costa County Board of Supervisors or, after Board approval, by its designee, subject to any required state or federal approval.
- b. **Minor Amendments.** The Payment Provisions and the Service Plan may be amended by a written administrative amendment executed by Contractor and the County Administrator (or designee), subject to any required state or federal approval, provided that such administrative amendment may not increase the Payment Limit of this Contract or reduce the services Contractor is obligated to provide pursuant to this Contract.

9. **Disputes.** Disagreements between County and Contractor concerning the meaning, requirements, or performance of this Contract shall be subject to final written determination by the head of the county department for which this Contract is made, or his designee, or in accordance with the applicable

procedures (if any) required by the state or federal government.

10. Choice of Law and Personal Jurisdiction.

- a. This Contract is made in Contra Costa County and is governed by, and must be construed in accordance with, the laws of the State of California.
- b. Any action relating to this Contract must be instituted and prosecuted in the courts of Contra Costa County, State of California.

11. Conformance with Federal and State Regulations and Laws. Should federal or state regulations or laws touching upon the subject of this Contract be adopted or revised during the term hereof, this Contract will be deemed amended to assure conformance with such federal or state requirements.

12. No Waiver by County. Subject to Paragraph 9. (Disputes) of these General Conditions, inspections or approvals, or statements by any officer, agent or employee of County indicating Contractor's performance or any part thereof complies with the requirements of this Contract, or acceptance of the whole or any part of said performance, or payments therefor, or any combination of these acts, do not relieve Contractor's obligation to fulfill this Contract as prescribed; nor is the County thereby prevented from bringing any action for damages or enforcement arising from any failure to comply with any of the terms and conditions of this Contract.

13. Subcontract and Assignment. This Contract binds the heirs, successors, assigns and representatives of Contractor. Prior written consent of the County Administrator or his designee, subject to any required state or federal approval, is required before the Contractor may enter into subcontracts for any work contemplated under this Contract, or before the Contractor may assign this Contract or monies due or to become due, by operation of law or otherwise.

14. Independent Contractor Status. The parties intend that Contractor, in performing the services specified herein, is acting as an independent contractor and that Contractor will control the work and the manner in which it is performed. This Contract is not to be construed to create the relationship between the parties, or between County and any Contractor employee, of agent, servant, employee, partnership, joint venture, or association. Neither Contractor, nor any of its employees, is a County employee. This Contract does not give Contractor, or any of its employees, any right to participate in any pension plan, workers' compensation plan, insurance, bonus, or similar benefits County provides to its employees. In the event that County exercises its right to terminate this Contract, Contractor expressly agrees that it will have no recourse or right of appeal under any rules, regulations, ordinances, or laws applicable to employees.

15. Conflicts of Interest. Contractor covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Contractor further covenants that in the performance of this Contract, no person having any such interests will be employed by Contractor. If requested to do so by County, Contractor will complete a "Statement of Economic Interest" form and file it with County and will require any other person doing work under this Contract to complete a "Statement of Economic Interest" form and file it with County. Contractor covenants that Contractor, its employees and officials, are not now employed by County and

have not been so employed by County within twelve months immediately preceding this Contract; or, if so employed, did not then and do not now occupy a position that would create a conflict of interest under Government Code section 1090. In addition to any indemnity provided by Contractor in this Contract, Contractor will indemnify, defend, and hold the County harmless from any and all claims, investigations, liabilities, or damages resulting from or related to any and all alleged conflicts of interest. Contractor warrants that it has not provided, attempted to provide, or offered to provide any money, gift, gratuity, thing of value, or compensation of any kind to obtain this Contract.

16. **Confidentiality.** To the extent allowed under the California Public Records Act, Contractor agrees to comply and to require its officers, partners, associates, agents and employees to comply with all applicable state or federal statutes or regulations respecting confidentiality, including but not limited to, the identity of persons served under this Contract, their records, or services provided them, and assures that no person will publish or disclose or permit or cause to be published or disclosed, any list of persons receiving services, except as may be required in the administration of such service. Contractor agrees to inform all employees, agents and partners of the above provisions, and that any person knowingly and intentionally disclosing such information other than as authorized by law may be guilty of a misdemeanor.
17. **Nondiscriminatory Services.** Contractor agrees that all goods and services under this Contract will be available to all qualified persons regardless of age, gender, race, religion, color, national origin, ethnic background, disability, or sexual orientation, and that none will be used, in whole or in part, for religious worship.
18. **Indemnification.** Contractor will defend, indemnify, save, and hold harmless County and its officers and employees from any and all claims, demands, losses, costs, expenses, and liabilities for any damages, fines, sickness, death, or injury to person(s) or property, including any and all administrative fines, penalties or costs imposed as a result of an administrative or quasi-judicial proceeding, arising directly or indirectly from or connected with the services provided hereunder that are caused, or claimed or alleged to be caused, in whole or in part, by the negligence or willful misconduct of Contractor, its officers, employees, agents, contractors, subcontractors, or any persons under its direction or control. If requested by County, Contractor will defend any such suits at its sole cost and expense. If County elects to provide its own defense, Contractor will reimburse County for any expenditures, including reasonable attorney's fees and costs. Contractor's obligations under this section exist regardless of concurrent negligence or willful misconduct on the part of the County or any other person; provided, however, that Contractor is not required to indemnify County for the proportion of liability a court determines is attributable to the sole negligence or willful misconduct of the County, its officers and employees. This provision will survive the expiration or termination of this Contract.
19. **Insurance.** During the entire term of this Contract and any extension or modification thereof, Contractor shall keep in effect insurance policies meeting the following insurance requirements unless otherwise expressed in the Special Conditions:
 - a. **Commercial General Liability Insurance.** For all contracts where the total payment limit of the contract is \$500,000 or less, Contractor will provide commercial general liability insurance, including coverage for business losses and for owned and non-owned automobiles, with a minimum combined single limit coverage of \$500,000 for all damages, including consequential damages, due to bodily injury,

sickness or disease, or death to any person or damage to or destruction of property, including the loss of use thereof, arising from each occurrence. Such insurance must be endorsed to include County and its officers and employees as additional insureds as to all services performed by Contractor under this Contract. Said policies must constitute primary insurance as to County, the state and federal governments, and their officers, agents, and employees, so that other insurance policies held by them or their self-insurance program(s) will not be required to contribute to any loss covered under Contractor's insurance policy or policies. Contractor must provide County with a copy of the endorsement making the County an additional insured on all commercial general liability policies as required herein no later than the effective date of this Contract. For all contracts where the total payment limit is greater than \$500,000, the aforementioned insurance coverage to be provided by Contractor must have a minimum combined single limit coverage of \$1,000,000.

- b. **Workers' Compensation**. Contractor must provide workers' compensation insurance coverage for its employees.
 - c. **Certificate of Insurance**. The Contractor must provide County with (a) certificate(s) of insurance evidencing liability and worker's compensation insurance as required herein no later than the effective date of this Contract. If Contractor should renew the insurance policy(ies) or acquire either a new insurance policy(ies) or amend the coverage afforded through an endorsement to the policy at any time during the term of this Contract, then Contractor must provide (a) current certificate(s) of insurance.
 - d. **Additional Insurance Provisions**. No later than five days after Contractor's receipt of: (i) a notice of cancellation, a notice of an intention to cancel, or a notice of a lapse in any of Contractor's insurance coverage required by this Contract; or (ii) a notice of a material change to Contractor's insurance coverage required by this Contract, Contractor will provide Department a copy of such notice of cancellation, notice of intention to cancel, notice of lapse of coverage, or notice of material change. Contractor's failure to provide Department the notice as required by the preceding sentence is a default under this Contract
20. **Notices**. All notices provided for by this Contract must be in writing and may be delivered by deposit in the United States mail, postage prepaid. Notices to County must be addressed to the head of the county department for which this Contract is made. Notices to Contractor must be addressed to the Contractor's address designated herein. The effective date of notice is the date of deposit in the mails or of other delivery, except that the effective date of notice to County is the date of receipt by the head of the county department for which this Contract is made.
21. **Primacy of General Conditions**. In the event of a conflict between the General Conditions and the Special Conditions, the General Conditions govern unless the Special Conditions or Service Plan expressly provide otherwise.
22. **Nonrenewal**. Contractor understands and agrees that there is no representation, implication, or understanding that the services provided by Contractor under this Contract will be purchased by County under a new contract following expiration or termination of this Contract, and Contractor waives all rights or claims to notice or hearing respecting any failure to continue purchasing all or any such services from Contractor.

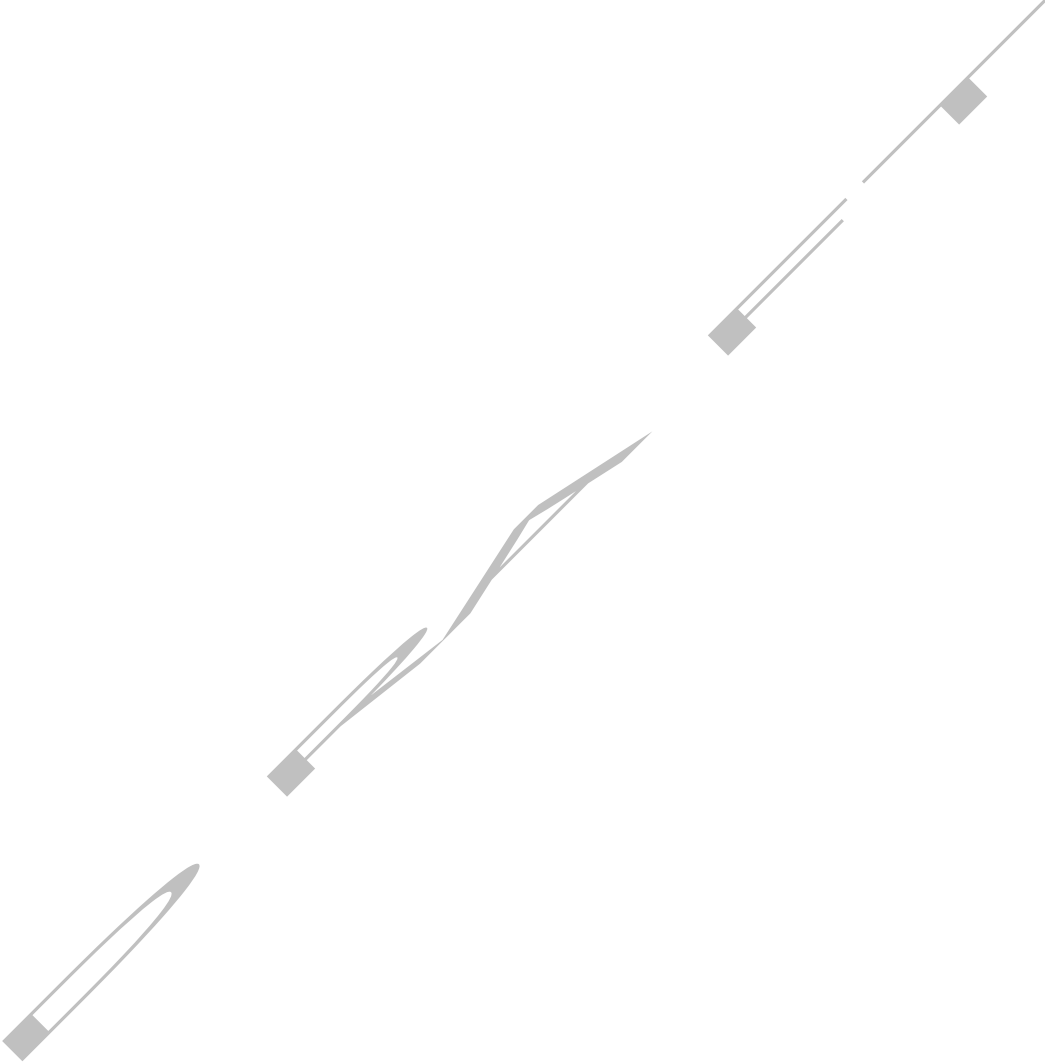
23. **Possessory Interest.** If this Contract results in Contractor having possession of, claim or right to the possession of land or improvements, but does not vest ownership of the land or improvements in the same person, or if this Contract results in the placement of taxable improvements on tax exempt land (Revenue & Taxation Code Section 107), such interest or improvements may represent a possessory interest subject to property tax, and Contractor may be subject to the payment of property taxes levied on such interest. Contractor agrees that this provision complies with the notice requirements of Revenue & Taxation Code Section 107.6, and waives all rights to further notice or to damages under that or any comparable statute.
24. **No Third-Party Beneficiaries.** Nothing in this Contract may be construed to create, and the parties do not intend to create, any rights in third parties.
25. **Copyrights, Rights in Data, and Works Made for Hire.** Contractor will not publish or transfer any materials produced or resulting from activities supported by this Contract without the express written consent of the County Administrator. All reports, original drawings, graphics, plans, studies and other data and documents, in whatever form or format, assembled or prepared by Contractor or Contractor's subcontractors, consultants, and other agents in connection with this Contract are "works made for hire" (as defined in the Copyright Act, 17 U.S.C. Section 101 et seq., as amended) for County, and Contractor unconditionally and irrevocably transfers and assigns to Agency all right, title, and interest, including all copyrights and other intellectual property rights, in or to the works made for hire. Unless required by law, Contractor shall not publish, transfer, discuss, or disclose any of the above-described works made for hire or any information gathered, discovered, or generated in any way through this Agreement, without County's prior express written consent. If any of the works made for hire is subject to copyright protection, County reserves the right to copyright such works and Contractor agrees not to copyright such works. If any works made for hire are copyrighted, County reserves a royalty-free, irrevocable license to reproduce, publish, and use the works made for hire, in whole or in part, without restriction or limitation, and to authorize others to do so.
26. **Endorsements.** In its capacity as a contractor with Contra Costa County, Contractor will not publicly endorse or oppose the use of any particular brand name or commercial product without the prior written approval of the Board of Supervisors. In its County-contractor capacity, Contractor will not publicly attribute qualities or lack of qualities to a particular brand name or commercial product in the absence of a well-established and widely accepted scientific basis for such claims or without the prior written approval of the Board of Supervisors. In its County-contractor capacity, Contractor will not participate or appear in any commercially produced advertisements designed to promote a particular brand name or commercial product, even if Contractor is not publicly endorsing a product, as long as the Contractor's presence in the advertisement can reasonably be interpreted as an endorsement of the product by or on behalf of Contra Costa County. Notwithstanding the foregoing, Contractor may express its views on products to other contractors, the Board of Supervisors, County officers, or others who may be authorized by the Board of Supervisors or by law to receive such views.
27. **Required Audit.**
- a. If Contractor expends \$750,000 or more in federal grant funds in any fiscal year from any source, Contractor must provide to County, at Contractor's expense, an audit conforming to the requirements set forth in the most current version of Code of Federal Regulations, Title 2, Part 200, Subpart F.

- b. If Contractor expends less than \$750,000 in federal grant funds in any fiscal year from any source, but the grant imposes specific audit requirements, Contractor must provide County with an audit conforming to those requirements.
- c. If Contractor expends less than \$750,000 in federal grant funds in any fiscal year from any source, Contractor is exempt from federal audit requirements for that year except as required by Code of Federal Regulations, Title 2, Part 200, Subpart F. Contractor shall make its records available for, and an audit may be required by, appropriate officials of the federal awarding agency, the General Accounting Office, the pass-through entity and/or the County. If an audit is required, Contractor must provide County with the audit.
- d. With respect to the audits specified in sections (a), (b) and (c) above, Contractor is solely responsible for arranging for the conduct of the audit, and for its cost. County may withhold the estimated cost of the audit or 10 percent of the contract amount, whichever is greater, or the final payment, from Contractor until County receives the audit from Contractor.

28. **Authorization.** Contractor, or the representative(s) signing this Contract on behalf of Contractor, represents and warrants that it has full power and authority to enter into this Contract and to perform the obligations set forth herein.

29. **No Implied Waiver.** The waiver by County of any breach of any term or provision of this Contract will not be deemed to be a waiver of such term or provision or of any subsequent breach of the same or any other term or provision contained herein.

Attachment B: Fiscal Questionnaire (as attachment for applicants to see ahead of time)



Attachment C: Priority Census Tracts and Neighborhood Profiles

Priority Census Tracts and Neighborhood Profiles

Region	Neighborhood / Area	Census Tract(s)	Key Boundaries	Key Landmarks / Assets	Equity Considerations
Antioch	Hillcrest / Auto Center	3071.02	Delta Fair Blvd, Auto Center Dr, Lone Tree Way, Hillcrest Ave	Hillcrest BART, Antioch Auto Center, Sutter Delta Medical Center (nearby)	Transit access present but limited embedded community services
	Central Antioch (Sycamore)	3072.02	Sycamore Dr, G & H Streets, Lone Tree Way, Contra Loma Blvd	Antioch Middle School, Contra Loma Estates	Lowest HPI (5.3) , high need and concentrated inequity
	Fairgrounds / South Antioch	3072.05	Lone Tree Way, Auto Center Dr, Hwy 160, A & G Streets	County Fairgrounds, Somersville Towne Center	Retail presence but gaps in health and wellness services
Pittsburg	Central Pittsburg	3050	W. Leland Rd, Railroad Ave, 10th St, Bailey Rd	Pittsburg High School, Adult Education Center	Dense residential area with youth and workforce needs
	Los Medanos Area	3120	E. Leland Rd, Antioch Hwy, Loveridge Rd, Railroad Ave	Los Medanos College, BART, Buchanan Park	Education asset present; opportunity for service integration
Richmond	Iron Triangle	3730	Macdonald Ave, Bissell Ave, Harbour Way, 23rd St	Nevin Center, Richmond BART/Amtrak	Historically disinvested, high density, central transit hub

North Richmond Core	3750	Gertrude Ave, Chesley Ave, 3rd St, Richmond Pkwy	Community-based hubs, local corridors	Unincorporated area with persistent service gaps
South Richmond	3650.02	Cutting Blvd, Carlson Blvd, I-80, Potrero Ave	Nicholl Park, historic Doctor's Medical Center site	Loss of hospital infrastructure; major healthcare gap
North Richmond / Industrial Edge	3760	Richmond Pkwy, Hensley St, Vernon Ave, 3rd St	Urban Tilth Farm, Wastewater Plant	Environmental justice concerns + food access innovation
Canal / Cutting Corridor	3770	Harbour Way, Cutting Blvd, Canal Blvd, S 2nd St	Ferry access (nearby), industrial zones	Mixed-use area with limited direct services
Refinery / I-580 Corridor	3790	Richmond Pkwy, Giant Rd, Rumrill Blvd, I-580	Chevron Refinery, Transit Center, Shoreline Park	Environmental burden + infrastructure fragmentation
Marina Bay / I-580	3810	Marina Bay Pkwy, Cutting Blvd, S 23rd St, I-580	Marina Bay, waterfront access	Proximity to resources, but inequitable access persists



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2111

Agenda Date: 5/18/2026

Agenda #: 5.

Meeting Date: May 18, 2026

Subject: Office of Racial Equity and Social Justice Updates

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: Office of Racial Equity and Social Justice Updates

Presenter: Kendra Carr

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

Referral History:

Since the office launched in October 2023, the ORESJ Co-Directors provide regular updates regarding the office priorities, work plan, challenges and progress. Subsequently, the ORESJ Co-Directors have presented monthly updates to the Equity Committee on various initiatives.

Referral Update:

The Co-Directors will provide updates on the annual budget allocation, and discuss implications in the coming years.

Recommendation(s)/Next Step(s):

REVIEW the current annual budget allocation for the Office of Racial Equity and Social Justice and DISCUSS implications and next steps.

Fiscal Impact:

N/A



OFFICE OF
RACIAL EQUITY
AND SOCIAL JUSTICE
CONTRA COSTA COUNTY

ORESJ Budget Review and Discussion

Equity Committee
May 18, 2026

Agenda

- I. ORESJ Purpose and Aims
- II. ORESJ FY 26-27 Goals
- III. Organization Chart
- IV. Budget Considerations and Context
- V. FY 26-27 Recommended Budget
- VI. Future Budget Implications
- VII. Closing



OFFICE OF
RACIAL EQUITY
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ORESJ's Purpose

ORESJ supports the County's efforts to strengthen and expand equity, access and inclusion for all county residents and communities, especially those most impacted by racial and socioeconomic disparities.

The vision of ORESJ is that all Contra Costa County residents achieve positive health and well-being and are able to access the resources they need to thrive.

ORESJ is committed to creating opportunities and spaces in which all people are welcomed, supported, and valued to participate in meaningful ways and inform the institutional policies and practices that impact their lives, particularly those who have experienced the most harm.



ORESJ's Aim is Two-Fold:






1

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

2

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

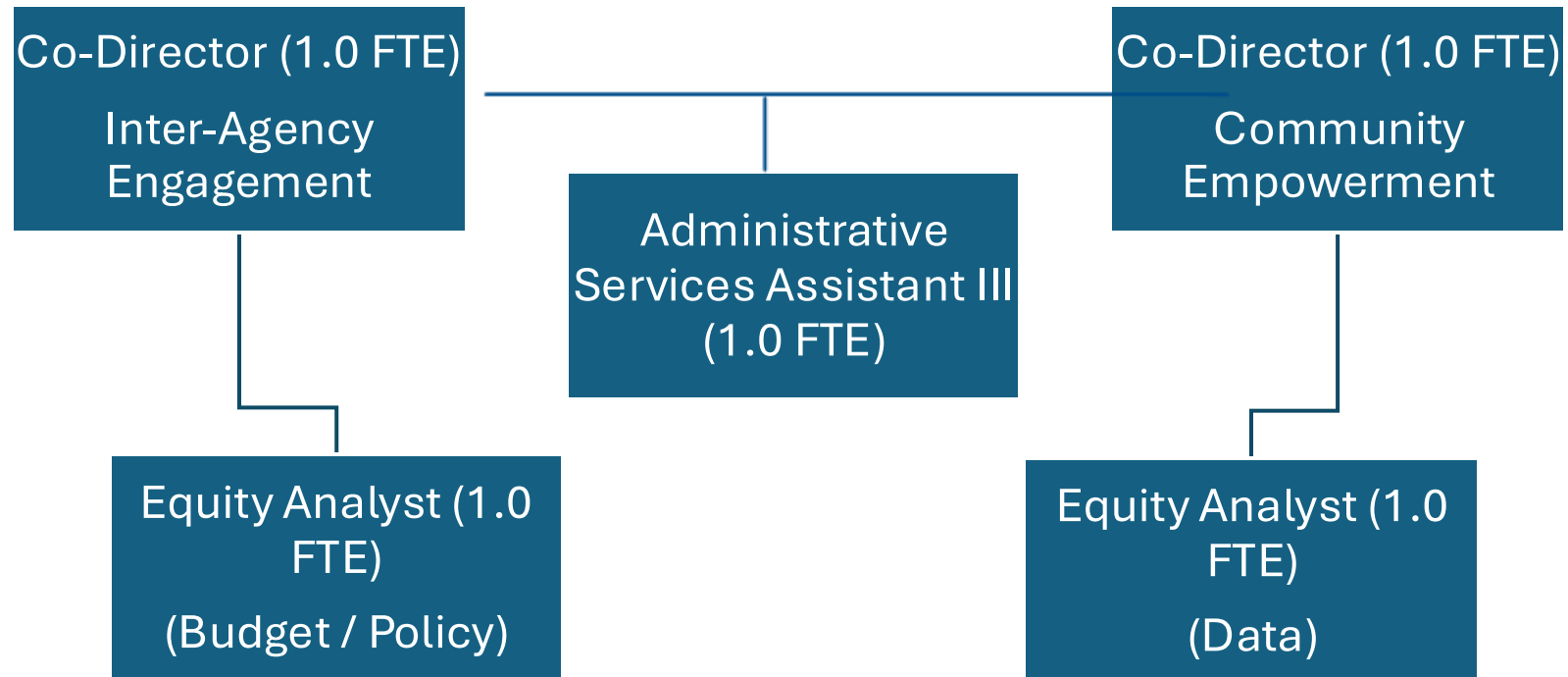
FY 26-27 Goals

-  Establish a strong foundation for the Federal D. Glover Community Wellness Network in Contra Costa County
-  Advance equitable policy, data and budget practices through engagement with county and community partners.
-  Grow ORESJ capacity by developing infrastructure to stabilize and sustain office priorities
-  Enhance communications to promote awareness of the office's mission and engagement around the current priorities
-  Foster and strengthen sustainable systems within the county and leverage collaborative networks.

Organization Chart



OFFICE OF
RACIAL EQUITY
AND SOCIAL JUSTICE
CONTRA COSTA COUNTY



Budget Considerations and Context

- Federal budget cuts and policy mandates create devastating impact on most vulnerable county residents
- Balancing the FY 26-27 County recommended budget required significant use of one-time funds*
- Federal restrictions and policy shifts on "DEI" threaten equity-initiatives and work
- ORESJ is fully funded through Measure X, which has slow annual growth

*County Budget Hearings, April 27th and 28th

FY 26-27 Recommended Budget*

Source	Funding	% of Total
Salaries & Benefits**	\$1,242,102	93%
Services & Supplies	\$88,594	7%
Other Charges	\$0	0%
Fixed Assets	\$0	0%
Total Annual Budget		\$1,330,696

FY 26-27 One-time carryforward funding: ~\$1.73M

*FY 26-27 Budget Adoption by Board of Supervisors is May 19, 2026

**Personnel costs increased by 14% from FY 25-26 to FY 26-27 due to COLAs, step increases, etc.

Future Budget Implications



OFFICE OF
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Fiscal Year	*Annual MX Allocation	Actuals	Deficit-spending	**One-Time Fund Balance
FY 2027-2028	\$1,330,696	\$1,495,996	\$165,300	\$1,564,700
FY 2028-2029	\$1,330,696	\$1,694,236	\$363,540	\$1,201,160
FY 2029-2030	\$1,330,696	\$1,920,227	\$589,532	\$611,628
FY 2030-2031	\$1,330,696	\$2,177,859	\$847,163	-\$235,535

*If there is no Measure X COLA or increase in ORESJ annual allocation

**Beginning balance is the FY 26-27 one-time carryforward funding: ~\$1.73M

- Assumes a 14% increase in personnel costs and does not include increases in interdepartmental fees, other countywide departmental costs or operating expenses
- Assumes spending only on salaries/benefits and baseline services and supplies (\$80k), thus no ORESJ partnerships or special projects
- Assumes Board of Supervisors does not reallocate ORESJ one-time funding
- Without an increase in funding, ORESJ's current level of operation is unsustainable. Future growth is prohibitive.

Closing



Community vision for ORESJ remains unrealized



Goal is to open dialogue with Equity Committee



Equity implications: many unaddressed issues



Developing a theory of change and strategic plan



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2112

Agenda Date: 5/18/2026

Agenda #: 6.

Meeting Date: May 18, 2026

Subject: Office of Racial Equity and Social Justice Updates

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: Office of Racial Equity and Social Justice Updates

Presenter: Peter Kim

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

Referral History:

Launched by Santa Clara County in November 2025, the Belonging in the Bay convening includes regional representation from the 9 Bay Area Counties and several surrounding counties.

Referral Update:

The Co-Directors and Supervisor will share updates on current activities of Belonging in the Bay.

Recommendation(s)/Next Step(s):

RECEIVE updates related to the Belonging in the Bay regional convening of Bay Area counties.

Fiscal Impact:

N/A