



CONTRA COSTA COUNTY

AGENDA

Equity Committee

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

Monday, March 16, 2026 **10:30 AM** **1026 Escobar Street, #238/239, Martinez, CA |**
<https://cccounty-us.zoom.us/j/82659107572> | Call in: 1-888-278-0254 access code: 219464

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

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

Introductions

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

1. RECEIVE and APPROVE the Record of Action from the January 26, 2026 meeting of the Equity Committee, with any necessary corrections. [26-952](#)

Attachments: [1.26.26 Equity Committee Minutes](#)

2. INTERVIEW applicants for the Racial Justice Oversight Body to fill one vacant seat reserved for a community member with lived experience in the criminal legal system, and DIRECT staff to forward any nominations to the Board of Supervisors for their approval and appointment. [26-953](#)

Attachments: [List of RJOB Interviewees](#)
[\[REDACTED\] Woodards, Myeshia](#)
[\[REDACTED\] Jones, Kim](#)
[\[REDACTED\] Alsabur, Hanunah](#)
[\[REDACTED\] Scott, Garry](#)
[\[REDACTED\] Galvis, George](#)

3. RECEIVE updates and PROVIDE direction on the implementation of the Federal D. Glover Community Wellness Network [26-954](#)

Attachments: [TCAB Work Plan](#)
[RFQ for Lead Entity \(Equity Committee\) 03.16.26](#)

4. RECEIVE updates from the Co-Directors of the Office of Racial Equity and Social Justice [26-955](#)

Attachments: [ORESJ Updates_3.16.26](#)

The next meeting is currently scheduled for April 20, 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: Peter Kim, peter.kim@oresj.cccounty.us.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-952

Agenda Date: 3/16/2026

Agenda #: 1.

Meeting Date: March 16, 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 January 26, 2026 meeting.

Recommendation(s)/Next Step(s):

REVIEW and APPROVE the Record of Action.

Fiscal Impact (if any):

N/A

Intros

Meeting called to order 9:33 AM

Roll Call

- Equity Committee Chair, District IV Supervisor Ken Carlson
- Equity Committee Vice Chair, District V Supervisor Shanelle Scales-Preston

Public Comment

None

AGENDA ITEMS

- 1. RECEIVE and APPROVE the Record of Action from the December 15, 2025 Equity Committee meeting, with any necessary corrections.**

Supervisor Scales-Preston moved approval of the Record of Action. Supervisor Carlson seconded. **Vote:** Approved.

Public Comment

None

- 2. INTERVIEW applicants for the Transitional Community Advisory Body to fill vacancies for one member seat and three alternate seats, and DIRECT staff to forward any nominations to the Board of Supervisors for their approval and appointment.**

Supervisor Carlson provided overview of TCAB. Director Carr stated twenty-seven (27) applications were received; the Supervisors selected twelve (12) applicants for today's interview. Director Kim advised that one (1) person will be selected for the one (1) open seat and three (3) persons will be selected for the three (3) alternate seats. Supervisor Carlson stated that they will begin by interviewing the applicants in the room and then will interview the applicants participating by zoom.

(In person)

Antwanisha Hicks: In her senior year of a Bachelor of Arts (BA) in Social Work program. She also owns a small bakery. She has served the community for the last five (5) years through participation in trash clean up days, grocery give-aways, and adopt- a-family programs. She has

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eight (8) years of experience in human service programs and wants to contribute to the network to strengthen community connection. No conflict of interest.

Terence Elliot: Retired educator from Contra Costa County Community College District (CCCCD) and has worked at all three (3) CCCCDC colleges. Over his career he has worked as a Black Studies Chair, Academic Dean for Natural Sciences, and Senior Dean of Academic Affairs. He has also worked as music professor. He has been on the board for seventeen (17) years of a non-profit organization (NPO) of a program focused on the success of black males in higher education. His focus in retirement is to work as a sound therapist. He just wrote his third book about the healing aspect of sound in black community. He notes that mental and emotional health are important. He currently teaches part time at Los Medanos College and wants to continue his public service. No conflict of interest.

Kim Jones: His life is one of transitions. He has transitioned from homelessness to home ownership. Transitioned from school dropout to multiple advanced degrees. Currently oversees nineteen (19) campuses as a director. He was born and raised in this county. He feels this work is my purpose and calling. It is important to have competent people with a focus on black wellness. Does not see a conflict of interest except for having a large network of people. Supervisor Carlson asked about current NPO involvement. Mr. Jones stated that his work is in public schools throughout the County of Alameda adult education, not NPO. He is also on the Oakland Workforce Development Board.

(Online)

Alvin Gibson: Eligibility Worker in Contra Costa County for twenty (20) years. He works as CCC service integration sites in North Richmond and Bay Point. He is a County Navigator in District 4 (Concord) to connect individuals with resources such as health services. Experience working with community-based organizations. He noted that the proposed wellness site is in his community of District 5. No conflict of interest.

Terah Lawyer: Intersection of lived experience with fifteen (15) years as incarcerated person. She understands systems and wellness. Now has three (3) degree from San Francisco State and executive certificates from Harvard. She has overseen philanthropic models – stewarding resources. No conflict of interest.

André Humphrey: Grew up inner city and used mindfulness to turn his life around. Founder of Inner-City Bliss NPO in Oakland – bring mindfulness to community to deal with trauma. He wants to bring healing and mindfulness to the work. He's not sure about conflict-of-interest but notes that his NPO is a black wellness provider. Supervisor Scales asked if his NPO would apply for funding on this initiative and that if he was on TCAB his agency would not be able to apply

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for funding. Mr. Humphrey noted that his NPO would like to apply for the funding and therefore conflict may apply. Also noted that his NPO is currently providing services in West County.

Janine Woods: Registered Nurse (RN) and public health nurse thirty (30) years. Extensive experience working with black family programs serving children and families. Worked for five (5) years in Maternal Child Health in Monterey County. She has designed, implemented, and evaluated programs and worked in case management, including in San Joaquin County. She also has been close to families lived experience as a school nurse. She currently works for a private company and has no conflict of interest.

Kendra Marshall: She has seen first-hand how vulnerable people fall through the cracks. Lifelong resident of CCC. Kaiser – serve on several advisory boards – data, mental health, equity – at Kaiser. Currently she works with an agency that supports vulnerable individuals at end of life. No conflict of interest.

Christine Burke: She has worked with disabled community and is here on their behalf. She believes that the issues of the disabled community fall through the cracks and are treated differently than race. She believes that she may be best suited as a partner in the network rather than a member of TCAB, to make sure that disability does not get overlooked.
[withdrawn]

Patt Young: She is a retired Senior Health Education Specialist from Contra Costa County. She believes in mitigating harm to reduce disparate health outcomes. She has spent twenty-five (25) years with fetal infant mortality review and has found that the most impacted are the same people who have no voice. It is key to have representation for the voiceless. She has interviewed hundreds of women through the black infant mortality program and believes that she is imminently qualified to lend credence to the effort. She feels it is important to build social capital – crucial that service providers have credentials experience and empathy. Has experience from working on the original advisory body that developed ORESJ .

Tamara Shiloh: She is a lifelong Richmond resident, owns a bookstore. Focus of books are inventors and scientists over slavery and civil rights. She believes that children need to understand their history. She also has a small school and wants to learn why black students going to high school are unable to read. She seeks ways to help children receive a good education. No conflict of interest.

Dr. Fredrick Lee II: Organizational change leader and advisor. He is currently employed by Alameda County Health. He is interested in creating sustainable health outcomes. Subject of

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doctorate from University of Southern California (USC) was breast cancer survivorship among black women. He is interested in nuances of health outcomes. He is also a health and wellness coach and podcaster. No conflict of interest.

Public Comment

None

Supervisor Scales-Preston: Thank you, your work is impactful. Hope that you will be engaged.

Discussion ensued between Supervisors to make selection. Supervisor Scales-Preston nominated Dr. Fredrick Lee II for the open seat and noted that the seat was previously held by a District 4 resident. Supervisor Carlson seconded.

Supervisor Scales-Preston nominated Ms. Patt Young for one (1) alternate seat. She noted that Ms. Young served on a similar advisory board in the past. Supervisor Carlson seconded and noted that her public health background and work with mothers will be an important contribution.

Supervisor Carlson nominated Mr. Kim Jones for one (1) alternate seat and noted that his lived experience will be an important contribution. Supervisor Scales-Preston seconded.

Supervisor Carlson nominated Ms. Terah Lawyer for one (1) alternate seat and noted her statewide networks.

Supervisor Scales-Preston nominated Ms. Antwanisha Hicks and noted her lived experience and the importance of having a younger person's voice on the board. Supervisor Carlson seconded.

Supervisor Carlson stated that the TCAB meetings are public and open to all; he encouraged all interested parties to attend them.

Director Kim confirmed the following four (4) names to move forward for the February 3, 2026 Board of Supervisors for approval of the Equity Committee recommendation:

1. Dr. Fredrick Lee II (open seat)
2. Ms. Patt Young (alternate seat 1)
3. Mr. Kim Jones (alternate seat 2)
4. Ms. Antwanisha Hicks (alternate seat 3)

Director Carr thanked everyone for their participation.

3. RECEIVE updates and PROVIDE direction on the implementation of the African American Holistic Wellness and Resource Hub.

Director Carr shared the TCAB workplan, including the formation of ad hoc groups to work on Request for Qualifications (RFQ). TCAB members who made visits to similar black wellness sites in Sacramento and Antioch reported out to the full group. The next TCAB meeting will finalize the RFQ. The TCAB workplan reflects the group providing input to the wellness network through 2026 and sunseting TCAB in January 2027.

Director Kim noted that TCAB voted for the chairperson, Reverend Ed Harris, and vice chairperson, Dr. Jalaima Nichols, and that they have been driving the TCAB process forward. There have been robust conversations about the importance of process and approach with intention.

Director Kim shared the unanimous TCAB vote to name the network - **The Federal D. Glover Community Wellness Network**. He noted that Mrs. Glover also weighed in on the name and Supervisor Scales-Preston attended the last TCAB meeting to share greetings and perspective. Supervisor Carlson stated that the eventual lead entity will be required to take this name. BOS approval of name will ensue once a county facility (building) has been acquired.

Next TCAB meeting will be on Monday, February 9, 2026, 5:30 pm, 1025 Escobar Street, Room 110A, Martinez, CA (note location change).

Public Comment

None

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

Budget Equity Training Series. Director Carr shared that the first training of a six (6) part Budget Equity Training series was held on Friday, January 23, 2026. Training includes representation from Health Services, Library and Anima Services. The purpose is to learn how to use data to inform programs and budget. The importance of community input is also noted. The series will conclude in June 2026 and will result in budget reflection and data tools.

Civic Engagement Workshop Series. Director Kim shared ORESJ hosting civic engagement workshop series that will be free to the public. The workshops target audience are lay persons (general public) who have voice and insight to offer public agencies and public bodies but who may feel intimidated. The workshops are a type of "County 101" for the community. A total of

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three (3) workshops will be offered on March 4, 11, and 18, 2026 at 1025 Escobar Street, Room 110A, Martinez, CA. The registration link has been published.

Supervisor Carlson asked if the workshops will be recorded. Director Kim stated that he will take the suggestion back to the consultant but there may be concern that recording the sessions will change the interaction of participants who know they are being recorded and decrease vocal participation.

Racial Justice Oversight Body (RJOB) Town Halls. Director Kim shared that RJOB is hosting a series of three (3) town halls. The first is tonight in East County at Grace Bible Fellowship Church in Antioch. The second will be February 12 at RYSE Center in Richmond. The third will be virtual on February 19. All will have simultaneous interpretation through Wordly, thanks to the Board of Supervisors providing access to this technology.

SAFE Center update. Also shared that ORESJ regularly meets with the SAFE Center, which was established to support immigration services. There will be a Constitutional Observer training to address panic during ICE encounters on February 5, most likely in Concord.

It is a recommendation of ORESJ to invite SAFE to provide quarterly updates to the Equity committee.

Contra Costa Together update. CC Together held a large countywide convening of over 130 people who gathered to share health understanding and language for equity. There are plans to hold the next convening in March in Central County. The next after that will be in West County.

Public comment

Zelon Harrison: Data meeting for community would be a good idea. Make it understandable for community and contribute to transparency.

5. REVIEW and DISCUSS the 2026 Equity Committee Workplan.

Public Comment

None

Director Carr provided an overview of what to expect over this year. These are the entities who will provide regular reports to the Equity committee:

- Transitional Community Advisory Body (TCAB) for the Federal D. Glover Community Wellness Network

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- Equal Employment Opportunity (EEO) Officer and the Advisory Council on Equal Employment Opportunity
- Office of Racial Equity and Social Justice (ORESJ)
- Racial Justice Oversight Body (RJOB)
- Small Business Enterprise (SBE) Outreach, and Local Programs Report

The Equity committee 2026 meeting calendar was shared. Director Carr asked if Supervisors wanted to expand conversation with any additional topics.

Supervisor Carlson noted that the plan is to return to the proposed ICE non-cooperation ordinance in the February or March meeting. He also noted that the committee will have broad discussions as the County experiences the impact of federal cuts. Those losing the safety net are the most marginalized community members.

Public comment

Healthy Contra Costa: It may be good practice to have policy updates on your meeting agenda, such as the ICE ordinance. Also, as chair of Measure X advisory body I note that several members have resigned. The bylaw changes approved by the BOS has impacted the advisory board and the community doesn't feel that their input is valued. Please look at how equity is playing out in Measure X.

Director Kim put the links and list of resources in the zoom meeting chat.

Next Equity committee meeting is on Wednesday, February 18, 2025, 9:30 AM at 1025 Escobar Street, Room 110 A, Martinez, CA (change of location).

Meeting adjourned at 10:58 AM.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-953

Agenda Date: 3/16/2026

Agenda #: 2.

Meeting Date: March 16, 2026

Subject: RJOB Interviews

Submitted For: Equity Committee

Department: Office of Racial Equity and Social Justice

Referral No:

Referral Name: RJOB Interviews

Presenter: Peter Kim

Contact: peter.kim@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 Racial Justice Oversight Body is one such body.

Referral Update:

From February 11, 2026 to March 6, 2026, ORESJ received five (5) applications from community members seeking to serve on the Racial Justice Oversight Body (RJOB). There is one vacant seat for a community member with lived experience in the criminal legal system. The Equity Committee will interview applicants.

Recommendation(s)/Next Step(s):

INTERVIEW applicants for the Racial Justice Oversight Body to fill one vacant seat reserved for a community member with lived experience in the criminal legal system, and DIRECT staff to forward any nominations to the Board of Supervisors for their approval and appointment.

Fiscal Impact (if any):

N/A

BOS Equity Committee

RJOB Applicants for Interview

March 16, 2026

#	Applicant Name	Supervisory District
1	Myeshia Woodards	Lives outside of CCC
2	Kim Jones	District 1
3	Hunanuh Alsabur	District 2
4	Garry L. Scott	District 3
5	George Galvis	District 5

Application Form

Profile

myeshia

First Name

woodards

Last Name

Middle Initial

[Redacted]

Home Address

Suite or Apt

[Redacted]

City

State

Postal Code

[Redacted]

Primary Phone

[Redacted]

Email Address

District Locator Tool

Resident of Supervisorial District:

District 1

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?

25+

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

community rep

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

Yes No

If Yes, how many meetings have you attended?

2

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

laney college

Degree Type / Course of Study / Major

Study psychology/ECD

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

state ethics officials training w/BSCC

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 applying to serve because I bring both lived experience and direct community work with the populations most impacted by the justice system. As a formerly incarcerated woman, I understand firsthand how policies, supervision practices, and system barriers affect individuals, families, and entire communities after justice involvement. My perspective comes from rebuilding my own stability and now working daily with youth and families navigating those same challenges. Through my outreach and support initiatives, I regularly engage justice-impacted youth and residents who often do not trust or access traditional services. I connect families to housing navigation, mentorship, and stabilization resources while hearing, in real time, the barriers they face. This allows me to understand how policies operate in practice, not just on paper. I want to serve to ensure decisions are informed by the voices of those most affected. I can provide grounded feedback, strengthen trust between systems and communities, and support solutions that are equitable, preventative, and practical so justice-involved individuals especially youth have real opportunities for stability and success.

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

I bring lived experience combined with active community leadership and direct service work. I currently lead neighborhood-based outreach and family stabilization efforts that support justice-impacted youth and families with resource navigation, mentorship, housing guidance, and crisis prevention. My work requires coordination with community organizations, service providers, and residents while collecting real-time feedback about barriers people face accessing support. I have experience facilitating community engagement, documenting outcomes, and communicating concerns from residents to systems and partners. I also provide public education and speaking on trauma, reentry, and youth stability. My qualifications come from both professional practice and daily hands-on work with the population this board impacts, allowing me to offer practical insight, accountability, and solutions grounded in real community conditions.

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.

Ethics Training for State Officials

Certificate of Completion

Date of Completion: 09/18/2024

Training Time: 01:22 hours

This course is offered by the Attorney General and the Fair Political Practices Commission to satisfy the ethics training requirement for state officials. (Government Code section 11146 et seq.)

Course completed with these optional components:

4.30(a). Section 1090 as Applied to Multi-Member Bodies

4.40. Part F: Special Code of Ethics

4.41. Part G: Constitutional Ban on Income from Lobbyists and Lobbying Firms

4.42. Part H: Constitutional Ban on Representation of Clients Before State Agencies

5.24. Special Restrictions on Personal Loans

5.25. Free Transportation from Transportation Companies

5.34 Mass Mailing Prohibition

6.4. Part B: Campaign Contributions and Government Decision-Making

6.8. Part C: Holding Incompatible Offices

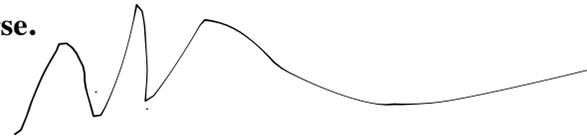
7.13. Part C: Open Meetings for State Boards and Commissions

7.21. Fundraising Disclosure for Legislative, Governmental, or Charitable Purposes (Behested Payment Reports)

By signing below, I certify that I fully reviewed the content of this online course.

Myeshia Woodards

Participant Name



Participant Signature

Individual

Agency Name

NOTE TO PARTICIPANT: If you are fulfilling your agency's ethics training requirement, make sure you are following your agency's required procedures. Your agency may also require you to review its incompatible activities statement or other conflict-of-interest laws specific to your agency. Please retain a copy of this certificate for five years.

Application Form

Profile

Kim _____ Jones _____
 First Name Middle Initial Last Name

_____ Suite or Apt _____
 Home Address

_____ State _____ Postal Code _____
 City

_____ Primary Phone

_____ Email Address

District Locator Tool

Resident of Supervisorial District:

District 1

Oakland Adult and Career Education (OUSD) _____ Director _____
 Employer Job Title

Length of Employment

8+ years

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

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

61 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

Education

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

Yes No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

G.E.D. Certificate

College/ University A

Name of College Attended

Contra Costa College

Degree Type / Course of Study / Major

AS Business Management

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Golden Gate University

Degree Type / Course of Study / Major

BS Telecommunications Management

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Golden Gate University

Degree Type / Course of Study / Major

MA Psychology / Counseling

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

Administrative Services Credential/ National University

Certificate Awarded for Training?

Yes No

Other Training B

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

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

As a formerly incarcerated homeless resident and son of Contra Costa County, I bring a unique perspective and expertise that can significantly benefit Contra Costa County’s AA Resource Hub Advisory Board. With a deep understanding of the vital role initiatives like the AA Resource Hub plays in creating opportunity, promoting economic freedom and improving social justice, I am committed to fostering community engagement and developing innovative programs. My ability to connect with diverse audiences and translate complex challenges into actionable solutions will help the board advance its mission to create a more sustainable future for County residents. By representing on this board, I can bridge the gap between policy and practice, inspiring the next generation of leaders while promoting meaningful, long-term change within the county.

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

My experience has afforded me opportunities to work with a very diverse group of people and in a variety of settings. I have been an educator in the K-12 system, adult education, corrections and community college. My network of leaders is vast throughout the county and the surrounding areas. My passion for the community and ability to face challenging situations with viable solutions gives me confidence to serve the people of CC county.

Upload a Resume

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

Yes No

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

Yes No

If Yes, please explain:

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

Yes No

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

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

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

Alternate CC County Sustainability Commission Member - Oakland Workforce Development Board Member- OUSD CTE Advisory Board Member -California Council Adult Education DEI Advisory Committee Member- Roots Community Clinic Community Relations Advisory Board CALPRO Leadership Institute for Administrators Maxwell Leadership Certified Team

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:

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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.



OBJECTIVE

To join a team and engage stakeholders in a shared vision for student centered programming and distributed leadership. To use my experience and knowledge of adult education to build capacity in faculty & staff to fill the communities' need for equitable access to adult education programs and pathways to college and career success.

EXPERIENCE

Oakland Unified School District

Oakland Adult and Career Education

Director (2020-present)

Plan, organize, control and direct the overall functioning and management of the district's Adult Education programs. Oversee the planning process for class offerings and the curricular selection. Lead and manage the implementation of a comprehensive Professional Development program for instructional staff. Work cooperatively with Human Resources in the recruitment, development, interviewing, selection, assignment, transfer, and separation of Adult Education personnel. Act as liaison between district programs and the appropriate local, county, state and national agencies on Adult Education. Develop and maintain relationships with appropriate referral agencies and Workforce Development partners in the community.

Notable Roles and Responsibilities

- Improved relationships and deepened partnerships with home District, Workforce Development agencies and Community leaders resulting in greater exposure, increased funding and recognition of OACE in the community
- Revised Districts' Adult Education board policies to reflect the full vision of the district/OACE and meet compliance of the regional consortium, state and federal funding sources
- Lead team through successful Federal Program Monitor review, Continuous Improvement Plan and WASC Self Evaluation process resulting in 6 year WASC accreditation.
- Implemented systems resulting in increased distance learning and professional development outcomes, creative curriculum design and relevant instructional strategies for staff
- Developed systems based on equity and equal access improving digital literacy outcomes for students resulting in increased student persistence and engagement
- Implemented organizational and communication tools and strategies acquired at adult education professional development workshops, district and state lead leadership training and one on one coaching resulting in more effective communication, self-efficacy and capacity building in staff.
- Created CTE programs for opportunity youth and adults resulting in 17 different pathways into high wage careers including Healthcare, Banking and Construction, all with job placement assistance and employment opportunities..

Principal - (2018-2020)

Effectively engage with administrators, teachers, support staff, community colleges and consortium partners in creating a collaborative learning community to ensure that every student receives equitable access to adult education programs and an opportunity to transition into college or a career. Collaborate with the administrators and district finance department for budget analysis and oversight.

Notable Roles and Responsibilities

- Overseeing technology team to move OACE into the new age of distance learning by developing an online environment for all courses, a professional development plan specific to technology and online instruction and providing students enriched access to technology with a digital device loan program. Overseeing online curriculum and instruction through various digital platforms and managing online vendors.
- Coordinated implementation of Online HSD / Credit Recovery Program – Participants from OUSD Comprehensive High Schools and Alternative Education have earned diplomas

- Coordinated efforts to expand HSE Program into Laney College and include Bilingual instruction – resulting in 140 new students in year one or 40% of the current HSE enrollment
- Implemented online registration giving access through the OACE website- response to Covid / increased enrollment
- Procured funding to secure 250 new computers for GED classroom and certification of Person Vue & ETS testing centers
- Data Accountability Manager assuring data integrity to drive instructional strategies, outreach campaigns and state and federal funding compliance

Assistant Principal – (2017-2018)

Performed a variety of administrative duties to assist the Directors in managing the school; assumed the duties of the administrators as assigned. Assisted with supervision and evaluation of the performance of certificated and classified personnel; assigned duties to faculty and staff as appropriate to meet school objectives; assisted with recruiting, interviewing and selecting new faculty and staff.

Data Analyst and Accountability Manager: responsible for collecting and organizing data, analyzing for data integrity and creating reports for state and federal compliance and data driven instruction.

Notable Roles and Responsibilities

- Coordinated student assessment, orientation and registration processes
- Led technology group accomplished the goal of making technology more accessible to students and teachers by providing technology training and professional development for staff, upgrading classroom computers and internet access for students, redesigning websites, creating social media presence and adding more online instruction platforms for ELL, ABE and ASE students.
- Assisted in the development of ABE Math program for Trades Unions – resulting in 29 students entering apprenticeship programs since implementation
- WASC Leadership Coordinator-collaborated with three sub-committees to write mid-cycle report and revise schoolwide action plan on a continual basis to complete accreditation process resulting in full accreditation
- Coordinated training and certification of 80% of teachers for CASAS ETesting, implementing ETesting capabilities in 20 classrooms resulting in increased test validity, better test security and a streamlined assessment process.

RELEVANT SKILLS and KNOWLEDGE

● Data Analysis & Accountability Management	● School Board Policies & Procedures
● WIOA / CAEP Reporting Systems & Compliance	● Staff Coaching and Evaluation Protocols
● Union Contract Policies & Procedures	● Grant Writing & Asset Procurement
● Budget Analysis & Oversight	● State and Federal Program Monitoring Process
● College & Career Readiness Standards	● State and National Advocate Network

EDUCATION

National University San Diego, CA / *Educational Administration Credential*
 UC Berkeley Extension Berkeley, CA / *Designated Subjects Adult Education Credential*
 Golden Gate University San Francisco, CA / *M.A. Psychology - Counseling*
 Golden Gate University San Francisco, CA / *B.S. Telecommunications Management*

PROFESSIONAL DEVELOPMENT AFFILIATIONS

- Member - Oakland Workforce Development Board
- Member- OUSD CTE Advisory Board
- Member -California Council Adult Education DEI Advisory Committee

- Member- Roots Community Clinic Community Relations Advisory Board
- CALPRO Leadership Institute for Administrators
- Maxwell Leadership Certified Team

Application Form

Profile

hanunah

First Name

alsabur

Last Name

Middle Initial

[Redacted]

Home Address

[Redacted]

Suite or Apt

[Redacted]

City

State

Postal Code

[Redacted]

Primary Phone

[Redacted]

Email Address

District Locator Tool

Resident of Supervisorial District:

District 2

Holistic Wellness Therapist

Employer

Educator

Job Title

Length of Employment

7'

Do you work in Contra Costa County?

Yes No

If Yes, in which District do you work?

10th Congressional District

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

9 years

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

Yes No

Board and Interest

Which Boards would you like to apply for?

Racial Justice Oversight Body: Submitted

Seat Name

Community Representative

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

Yes No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

High School Diploma

College/ University A

Name of College Attended

Fashion institute of design and merchandising

Degree Type / Course of Study / Major

Marketing and Merchandising

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Madera Community college

Degree Type / Course of Study / Major

Biology

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

Lymphatic system Health

Certificate Awarded for Training?

Yes No

Other Training B

Holistic health

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Certified lymphatic wellness therapist

Qualifications and Volunteer Experience

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

My interest in serving on this board comes from personal journey of growth and accountability. Having experienced challenges w legal system in the past, I have worked diligently to turn negative into positive. That experience gave me a deeper understanding of how systems impact people and how meaningful support, access to resources and fair opportunities can help individuals move forward.

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

My lived experience, community involvement, and commitment to serve make me a strong candidate. I've initiated and continue to fuel literacy programs, community aide initiatives and cultural outreach locally and abroad. I bring prospective, dedication and a genuine desire to create a meaningful impact.

Upload a Resume

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

Yes No

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

Yes No

If Yes, please explain:

Depending what time and what time year, my son has soccer

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

Yes No

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

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

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

I have volunteered locally and internationally supporting housing stability, literacy and community outreach. My work includes assisting SF residents w rental assistance, starting and growing literacy programs in Funzi island Kenya and coordinating donations for underserved youth abroad. I also assist seniors and disabled as well as our Vets with various issues such as fair housing concerns and provide outreach resources to vulnerable communities throughout Bay Area

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:

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Seat Name

RJOB

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

Yes No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

G.E.D. Certificate

College/ University A

Name of College Attended

Patten University

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

Yes No

Other Trainings & Occupational Licenses

Other Training A

Restorative Justice

Certificate Awarded for Training?

Yes No

Other Training B

Life Coaching

Certificate Awarded for Training?

Yes No

Occupational Licenses Completed:

Community Health Worker

Qualifications and Volunteer Experience

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

As a black formerly incarcerated person I deeply care about the wellness of incarcerated/justice involved people and their communities.

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

My experience is in Restorative Justice (2009-current) and I've been using RJ practices in Juvenile Hall and Prisons for many years. I've witnessed disparities in the criminal legal system and I often speak on racial disparities in my presentations to many agencies and organizations.

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:

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

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Garry Malachi Scott

Community/Reentry Restorative Justice Manager



Professional Experience (selected)

Restorative Justice for Oakland Youth (RJOY)

Community Healing Manager | July 2013 – Present

- Facilitate **Circles of Support and Accountability (COSA)**.
- Provide **life coaching sessions** for adults, and youth in custody and on probation.
- Support youth **transitional needs**, including case management and community reentry.
- Train community members in **restorative justice** and COSA to aid youth reintegration.
- Serve as a **speaker** and advocate for RJOY, presenting on restorative justice principles, incarceration, youth reentry, and community healing at conferences, schools, and community events.
- Built and leads sound engineering for **RJOY's music studio**, developing its music program and facilitating healing through recording sessions and creative expression for program participants.
- Lead circle keeper and founder of the weekly Black Male Circle at RJOY
- Organize and hold events related to community healing.
- Supports individuals and families impacted by violence.
- Holds community building circles and harm/conflict circles.

Additional Contributions at RJOY:

- Train facilitators in **restorative circle keeping**.
- Lead **African American healing circles**.
- Hold **grief and healing circles** in response to gun violence.

North Oakland Restorative Justice Council

Restorative Justice Coordinator & Co-Founder | July 2013 – Present

- Facilitate **healing and grief circles** in the wake of community violence.
- Organize and co-facilitate **peace and justice community walks**.
- Conduct **restorative justice training** for community members and organizations.
- Organize community events focused on **healing, justice, and violence prevention**.

Westside Community Services

Peer Community Liaison | April 2014 – Present

- Provide **case management** and crisis intervention for at-risk youth.
- Organize **community-building events** to foster positive relationships.
- Facilitate **relationship-building circles** to create violence-free spaces.

Insight Prison Project

Victim Offender Education Group Facilitator | March 2011 – 2016

- Led **restorative justice trainings** using the Victim Offender Education Curriculum.
- Facilitated groups on the **cycle of offense, victim impact, and accountability**.
- Worked with participants to help them **understand the impact of their crimes** on victims, families, and communities.

Measure Z Oversight Commission – City of Oakland

Commissioner | March 2015

- Appointed by Mayor Libby Schaaf to oversee **\$22 million annually** for public safety and violence prevention.
- Worked to **ensure equitable distribution of resources** for violence prevention programs.

Education & Certifications

- **Associate’s Degree** – Patten University, Oakland CA | 2013
- **Certified Life Coach** – Oakland Department of Violence Prevention | 2021

Skills & Expertise

- ✓ Restorative Justice Practices & Circle Facilitation
- ✓ Youth Reentry & Case Management
- ✓ Community Healing & Violence Prevention
- ✓ Life Coaching & Mentorship
- ✓ Public Speaking & Training
- ✓ Program Development & Oversight

References

- **Fania Davis** – Restorative Justice for Oakland Youth (RJOY)
☎ [REDACTED]
- **Max Cadji** – North Oakland Restorative Justice Council
☎ [REDACTED]
- **Maryann Jones** – Westside Community Services
☎ [REDACTED]

Seat Name

Community Representative

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

Yes No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

G.E.D. Certificate

College/ University A

Name of College Attended

College of San Mateo

Degree Type / Course of Study / Major

AA, Liberal Arts

Degree Awarded?

Yes No

College/ University B

Name of College Attended

UC Berkeley

Degree Type / Course of Study / Major

Bachelors, Ethnic Studies, Social Science Emphasis

Degree Awarded?

Yes No

College/ University C

Name of College Attended

UC Berkeley

Degree Type / Course of Study / Major

Masters, City Planning ABT

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 have been committed to advancing racial and social justice for over 31 years, and I have been living in west Contra Costa county for a decade. I feel I have a responsibility to be a more vested stakeholder for the community I live in, as the work I do is in Alameda county and statewide. I would like to be more active and involved in the community I have a home in.

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

I have been committed to advancing racial and social justice for over 31 years as an organizer, activist, leader of many campaigns, and member of numerous boards and initiations. I have been recognized for the work I have done, I am a recipient of the CA Peace Prize in 2013, as well as the Hometown Hero award also in 2013. I am also a formerly incarcerated person and have been one of the early architects of the Formerly Incarcerated People's Movement and the Racial Justice Movement for the last 25 years. Please refer to resume for additional information.

Upload a Resume

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

Yes No

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

Yes No

If Yes, please explain:

I am a father, an Executive Director of a social justice organization in Oakland, and I serve on other boards and commissions. However, when I commit to something I prioritize it, and as the Executive Director I have a lot of flexibility in determining my schedule and priorities. I have read that this board meets quarterly and requires some additional outside work, which seems very viable.

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.

Served on the inaugural DTSC Environmental Justice Advisory Council Staff Served 8 years on the Alameda County Juvenile Justice Commission Serves as the Board Chair for the Circle for Justice Innovation fund Serves as the Board Chair for Legal Services for Prisoners with Children Serves on the board of the Anti Police-Terror Project Serves on the Executive Committee of Oakland Rising

Conflict of Interest and Certification

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Yes No

If Yes, please identify the nature of the relationship:

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George E. Galvis

Co-Founder, Executive Director

Experience

Co-Founder + Executive Director

Communities United for Restorative Youth Justice (CURYJ), 2011- present

The mission of CURYJ (pronounced Courage) is to interrupt the cycles of violence and poverty by motivating and empowering young people that have been impacted directly and indirectly by the criminal justice system to make positive changes in their lives and prepare them to become the community leaders of today. CURYJ believes that youth and young adults are the experts on the issues effecting their lives and need to be involved in developing the policies that impact them and is dedicated to providing training and technical assistance to elevate youth voice and power. CURYJ will create a place for youth and their families to come together, heal from past experiences, dream and achieve their visions for the future through non-violence and restorative justice training, leadership development, community organizing, legal and policy advocacy, employment training, and health and wellness.

Founder + Principal Consultant

Galvis Consulting Services, 1998-present

Providing culturally competent services in the areas of training, facilitation, and technical assistance in program management, organizational development, strategic planning, evaluation, community needs assessment, policy analysis and development, curriculum development, resource and fund development, participatory social action research, campaign strategy and mobilization, youth development and leadership, violence prevention, culturally-based rites of passage, conflict resolution and mediation, restorative justice and healing circles, community and school based peacemaking, multi-racial alliance building, and community organizing, planning, and development.

OLOP Director – Skyline High School

Youth Together, 2006- 2009

Directed the OLOP (One Land One People) Youth Center, a school based, multi-service youth center, developed to address the holistic needs of students by engaging parents and adult stakeholders within schools, developing students' capacity for civic engagement, and promoting a community schools model where collaborative partners support students' academic and social needs as a means to institutionalize youth voice, create youth space, and provide academic, wellness, and social support services. Supported and managed 7 adult professional Youth Center Staff and an additional 20 youth staff, including work plan development, regular check-ins, evaluation, and staff development. Supervised and monitored over 32 Collaborative service provider partners and after-school subcontractors and coordinated delivery of OLOP Youth Center services and programs including outreach materials and strategies, ensuring referral management/response, and logistical support with service providers, administration, faculty, counselors, and other OUSD support staff. Led, coordinated, and engaged in policy advocacy and campaigns at school site, district, and state level with multiracial youth organizers and school community allies to promote positive school change. Developed strategic

Education

Master of City & Regional Planning (MCP abt.) - Housing and Community Development concentration

May 2003

Public Policy & International Affairs (PPIA) Fellow and Graduate Diversity Program (GDP) Fellow

UNIVERSITY OF CALIFORNIA, BERKELEY
Berkeley, CA

Bachelor of Arts with honors in Ethnic Studies - Social Science emphasis

December 1998

Ronald E. McNair Scholar and PPIA Summer Junior Institute Fellow

UNIVERSITY OF CALIFORNIA, BERKELEY
Berkeley, CA

AWARDS

partnerships and collaborations with relevant stakeholders including the funding community, local government agencies, community-based organizations, community leaders, parents, and students. Responsible for fundraising, grant management and reporting, and developing and maintaining annual budget.

Senior Program Manager – Education Justice Initiative

Youth In Focus, 2005-2006

Facilitated, managed, and conducted conference presentations and article development on youth-led REP (Research, Evaluation, & Planning) projects working through the YIF (Youth in Focus) eight Stepping Stones of participatory action research methodology. Provided direct trainings to youth, project coaching for site facilitators, and technical assistance in sustainability, meaningful youth/adult partnerships, and multiracial alliance building for host organizations. Developed new projects within Education Justice initiative, led strategic planning efforts, program evaluation activities, professional development for staff, innovative program themes, curriculum models, and pedagogical approaches; played lead role in field and movement building within the Initiative area. Supported Executive Director in development of funding prospects, grant proposals, grant reporting, and assisted in the development of YIF systems of administration, fiscal management, and planning.

Director of Community Development & Organizing

School of Social Justice & Community Development, 2003-2004

Identified and built partnerships with community-based organizations, networks and institutions that provided resources and opportunities to students and parents and supported the educational and organizing goals of SSJCD, a small and autonomous school of Oakland Unified School District. Assisted in the development and implementation of relevant cultural resources, educational materials, and curriculum to incorporate into core courses, elective courses, and leadership /fieldwork/advisory courses. Served on Cultural Development Committee, assisted in coordinating and monitoring school culture, provided and developed Peer Resources and Conflict Mediation tools for school and students, including the development and implementation of culturally based, restorative justice policies and procedures for SSJCD. Served as Advisor and Instructor for leadership/fieldwork courses, provided academic support to students, acted as primary student advocate, primary information conduit for students, and as principal parent/guardian contact.

Advised students in educational & career planning, provided referral services to programs, services & resources.

Program Coordinator - Barrio Warriors, a Male Involvement Program (MIP)

Huckleberry Youth Programs, 1999-2002

Developed Barrio Warriors-Male Involvement Program, a rites of passage, mentorship, and leadership program for young men that focused on strengthening male responsibility in pregnancy prevention and fatherhood. Supervised, evaluated, trained and provided professional development to MIP staff and volunteers. Planned and facilitated Peer Health Educator Training group, Youth Leadership Team advisory board, MIP Steering Committee, and staff training on MIP strategies, activities and philosophies. Participated in local and statewide MIP collaborations and networks, Huckleberry Youth Programs Management Team meetings, strategic planning and agency policy development. Coordinated and provided multi session or single educational workshops on pregnancy prevention, violence prevention, male responsibility, youth development & leadership for youth, parents, educators, and human service professionals at schools, community sites, and conferences. Maintained data documentation, monitored subcontractor activities, responsible for quarterly/annual

Annual Award Honoree,
2018

Love Life Foundation

Love not Blood, 2017
Oscar Grant Foundation

Santa Cruz Barrios
Unidos, 2016
Walter S. Guzman Fire
Keeper Award

California Peace Prize,
2013
The California Wellness
Foundation

Hometown Hero, 2013
Comcast & Bay Area
Newsgroup

PUBLICATIONS + MEDIA

Forgotten Voices: A Youth
Vision for Oakland,
Communities United for
Restorative Youth Justice
2014

The History of Barrios
Unidos: Healing Community
Violence Cultura es Cura,
Arte Publico Press,
Hispanic Civil Rights Series,
University of Houston, 2007,
Senior Research Associate

The New Civil Rights:
Building Sacred
Relationships with Formerly
Incarcerated Organizers,

reporting, participated in identification, application & grant writing for additional resources to sustain and expand MIP.

Co-Founder/Director

San Mateo County Barrios Unidos, 1994-1999

Co-founded a chapter of Barrios Unidos, a nationally recognized model whose mission is to prevent and curtail violence amongst youth by providing them with life enhancing alternatives. Presented workshops and keynote addresses on community peace building at conferences, middle schools, high schools, universities and adult/juvenile correctional facilities. Facilitated peace keeping circles, internal staff trainings, and inter-agency trainings. Developed a college course entitled "Introduction to La Raza Studies" for the Social Science Division-Department of Ethnic Studies, College of San Mateo as a recruitment & retention strategy for La Raza & Native students. Coordinated the Annual La Raza Youth Leadership Conferences serving approximately 500 youth per year. Participated in civic advocacy on behalf of the organization on local, regional and state levels.

LEADERSHIP

- **Fellow**, Unlocked Futures, John Legend Foundation - 2019-present
- **Advisory Committee Member**, ad-hoc Latino Advisory Committee to Governor Newsom - 2019-present
- **National Steering Committee**, Formerly Incarcerated & Convicted Peoples & Families Movement (FICPFM) - 2017-present
- **Commissioner**, Alameda County Juvenile Justice Commission, 2014-present
- **Co-Founder and Steering Committee**, Justice Reinvestment Coalition of Alameda County, 2013-present
- **National Advisory Board Member**, Alliance for Boys and Men of Color (ABMoC), 2009-present
- **Board Member**, Circle for Justice Innovation Fund, 2007 - present
- **Board Member**, Legal Services for Prisoners with Children, 2003-present
- **Co-Founder and National Steering Committee**, All of Us or None, 2003-present
- **Director**, California Alliance for Community and Youth Justice (CACYJ), 2013-2018
- **Advisory Board**, Restorative Justice for Oakland Youth (RJOY), 2013-2018
- **Member**, Bay Area Dignity in Schools Coalition, 2013-2017

Peace Development Fund, 2005, Co-Author

"Dot-Colonization: Gentrification of the San Pancho Mission" in *La Voz De Berkeley*, Winter 2003, Volume 11

"Rich women have the Betty Ford Clinic, Poor women have prison: The criminal injustice system and women of color" in *La Voz De Berkeley*, Spring 1998, Volume 8, Issue 1

"Xicanas in Prison" in *La Voz De Berkeley*, Fall 1998, Volume 8, Issue 2

"Conceptualizing Education for Liberation: Shifting the Pedagogical Paradigm to Address Youth Violence" in *The Berkeley McNair Journal*, Winter 1998, Volume 4

Media presenter on KCSM, KPFA, KPFB, KFCF, KPOO, KMEL, KYLD, KALX, KQED, KCBS, KSRH, KWMR, BEAT, San Francisco Chronicle and Examiner, Oakland Tribune, Chicago Tribune, Kansas City Star, Bay Area Guardian, Marin Independent Journal, San Mateo County Times, KGO Ch.7, KTVU Ch.2, KRON Ch.4, KPIX Ch. 5, KTOP Ch.10 and KFTY Ch.50.

Featured in the following documentaries Voices From the Community: Social Equity and Smart Growth, Enough is Enough: The Story of All of Us or None, Voices From the Inside: Interviews with Inmates at Duel Vocational Institute (DVI)

LEGISLATION + POLICY

SB 823 Closes Youth Prisons

AB 1195 Bans Chokeholds

Prop 17 Voting Rights for Ex-Felons

AB 901 Juvenile Probation

AB 319 Use of Force

SB 1421 Police Release of Records

Prop 57 Prison Reform

AB 1909 Falsifying Evidence

REFERENCES

Provided upon request only



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-954

Agenda Date: 3/16/2026

Agenda #: 3.

Meeting Date: March 16, 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:peter.kim@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 decision 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, as well as the Transitional Community Advisory Board's workplan.

Recommendation(s)/Next Step(s):

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

Fiscal Impact (if any):

N/A

Transitional Community Advisory Body Workplan

Chair, Rev. Edward Harris

Vice Chair, Dr. Jalaima Nichols

**Timeline subject to change based on emerging circumstances*

*Timeline	Agenda Items
October 2025	Transitional Community Advisory Body (TCAB) Orientation, Role & Responsibilities
	Implementation Plan for the African American Wellness Network
	Black Child Legacy Campaign Site Visit
	Meeting Cadence & Calendar
November 2025	Transitional Community Advisory Body (TCAB) Bylaws
	Transitional Community Advisory Body (TCAB) Officer Nominations
	Review the Process to Select the Lead Entity & Rapid Response Providers
	Naming of the African American Wellness Network
	-
December 2025	Transitional Community Advisory Body (TCAB) Officer Selection
	Provide Feedback on the Request for Qualifications (RFQ) for the Lead Entity
	Transitional Community Advisory Body (TCAB) Recruitment Update
	Naming of the African American Wellness Network - Equity Committee Feedback
January 2026	Select Ad Hoc Group to Review the Request for Qualifications for Lead Entity
	Naming of the African American Wellness Network (Final Recommendation to Equity Committee)
	Report Out and Purpose of Site Visits
February 2026	Review and feedback of the Request for Qualifications (RFQ) for Lead Entity (Forward to Equity Committee)
	Outreach Strategy to Recruit Applicants for Lead Entity

March 2026	Final Review and Approval of the Request for Qualifications (RFQ) for Lead Entity (Forward to Equity Committee)
	Outreach Strategy to Recruit Applicants for Lead Entity
	Priority Service Populations - Data Presentation
April 2026	Outreach/Recruit Applicants for Lead Entity
	Review the Request for Proposals for Service Providers
	Presentation from African American-focused Specialized Programs in County
May 2026	Update on Lead Entity Proposals & Selection Process
	Final Review and Approval of the Request for Proposals for Service Providers (Forward to Equity/BOS)
June 2026	Update on Lead Entity Proposals & Selection Process
	Outreach Strategy to Recruit Service Provider Applicants
July 2026	Receive and Discuss Final Recommendation for Lead Entity (Forward to Equity/BOS)
	Outreach/Recruit Service Provider Applicants
	Update on Service Provider Proposals & Selection Process
August 2026	Update on Equity Committee and Board Decisions re: Lead Entity
	Receive and Discuss Final Recommendation for Service Providers (Forward to Equity/BOS)
September 2026	Update on Lead Entity Contract Process
October 2026	Introduction of the Lead Entity
	Discuss Criteria for the Executive Director

November 2026	Outreach Strategy to Recruit for Executive Director
	Announce Service Provider Cohort
December 2026	Outreach/Recruit Executive Director
	Discuss Criteria for the Board of Directors and Community Council
January 2027	Introduction of the Executive Director
	Outreach/Recruit for the Board of Directors and Community Council
February 2027	Update on the Board of Directors and Community Council Application and Selection Process
March 2027	Introduction of the Board of Directors and Community Council

Status	Transitional Community Advisory Body (TCAB) Objectives
In Progress	Review and provide feedback on eligibility and selection criteria for the Implementation Lead Entity
Not Yet Started	Review and provide feedback on eligibility and selection criteria for the RFP Rapid Response Service Providers
Not Yet Started	Review and provide feedback on eligibility and selection criteria for the Executive Director
Not Yet Started	Review and provide feedback on eligibility and selection criteria for the Board of Directors
Not Yet Started	Review and provide feedback on eligibility and selection criteria for the Community Council
Not Yet Started	Support outreach and recruitment for all roles

Request for Qualifications April 2026



Office of Racial
Equity & Social
Justice

CONTRA COSTA COUNTY



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

Release Date: April 3, 2026

Submission Due Date: June 5, 2026

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 RFQ

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 response 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 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 coordinating body responsible for establishing governance structures, nurturing service provider

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.

relationships, ensuring shared accountability, and building long-term sustainability for the Federal Glover Community Wellness Network.

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 Federal D. Glover Community Wellness Network. The contracted community-based service providers will form the first cohort of agencies for whom the Lead Entity will engage, support and coordinate.

B. The African American Holistic Wellness and Resource Hub

Funding for this RFP 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, 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 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, 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 [Contra Costa Racial Justice Task Force/Oversight Body](#), [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 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 the African American Holistic Wellness and Resource Hub, 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 is established, and is the source of funding for this RFP. 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 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 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.

The role of the Transitional Community Advisory Body (TCAB) 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 thirteen (13) county residents that each possess personal and professional lived experiences that reflect the needs, concerns and priorities of vulnerable African Americans in Contra Costa County.

The Transitional Community Advisory Body's responsibilities include:

- Review and provide feedback on eligibility and selection criteria for Implementation Lead entity
- Review and provide feedback on eligibility and selection criteria for Executive Director
- Review and provide feedback on eligibility and selection criteria for Board of Directors
- Review and provide feedback on eligibility and selection criteria for 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 Federal Glover Community Wellness Network. 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 contract with an eligible contractor with 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 selected contractor will serve as the Lead Entity, responsible for the coordination and development of the Federal Glover Community Wellness Network, according to the [Implementation Plan](#) approved by the Board of Supervisors on August 12, 2025.

To be selected by the County to provide the indicated services, the Successful Responder must show an ability to begin the provision of services, as described, within 60 days of the effective date of the resulting contract. Below is a summary of specific contractor responsibilities and required operations or scope of work for the Federal Glover Community Wellness Network.

The Lead Entity will be responsible for the following:

Federal Glover Community Wellness Network

<p>Network Coordination</p>	<p>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.</p>
<p>Organizational Development</p>	<p>Hire an (or serve as) Executive Director to oversee implementation. Establish (or serve as) an independent 501(c)(3) nonprofit organization to 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 Glover Community Wellness Network staff to carry out its coordinating 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	<p>Work with public system, 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.</p>

Based on the above summary of contractor requirements and required operations for the Federal D. Glover Community Wellness Network, the following outlines the above responsibilities and deliverables according to a three-year timeline:

Anticipated Year One Deliverables | October 2026 – September 2027

- ❑ 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 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 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 | October 2027 – September 2029

- 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 Federal Glover Community Wellness Network.

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 the Transitional Community Advisory Body (T-CAB), the Board-appointed body tasked with providing real-time feedback on the early implementation tasks for the community wellness network. In Phase 2, after an independent 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 Federal Glover Community Wellness Network. 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 Federal Glover Community Wellness Network.

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 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

The County seeks to partner with one qualified respondent, which may include a respondent representing a collaborative, with 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. Respondents 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 respondents 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 and demonstrate a record of building and coordinating a collective of community, public system and/or private partners to improve the wellbeing of vulnerable communities.

Applicants may apply as single entities or in partnership (with a 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.

The Applicant (or Lead Agency) must meet the following criteria:

Organizational Eligibility:

- Respondents will be Black/African American-led (defined as organizations with at least 51% of leadership, board, or governing members identifying as Black/African American and with core programs developed by and for Black/African American residents of Contra Costa County). They will be able to demonstrate cultural competence and the ability to establish community trust.
- Be a registered organization and in active standing with the California Secretary of State's Office
- Have a valid, current business license, 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.

Experience Requirements:

- Demonstrate experience leading multi-provider or multi-agency network
- Demonstrate knowledge of CAL-AIM and Enhanced Care Management Service Providers Requirements
- 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.).
- Employ staff with lived experience relevant to the communities they serve and prioritize mentorship, leadership development, and fair compensation.

E. Budget and Contract Period

This solicitation is for a contractor to fulfill a three (3) year contract period beginning October 1, 2026 and ending September 30, 2029. Beginning October 1, 2027, renewal of each new contract year will be contingent on satisfactory performance of the described scope of work and activities and the successful delivery of contracted deliverables.

The funding will be distributed according to a graduated scale according to a growing scope of capacity and staffing needs. Year one will include an award of up to \$500,000; year 2 will include an award of up to \$750,000; and, year 3 will include a final award of up to \$900,000. Up to and no more than a total of \$2,150,000 will be awarded over the three (3) year contract period.

See the proposed budget below (Figure A) to serve as a possible annual spending plan for all three (3) years. Applicants may adjust the spending plan according to what is most feasible for their organization.

October 2026 - September 2027 (Year 1)	
Lead Agency	\$500,000
Executive Director	\$200,000 (\$150,000 salary + \$50,000 benefits)
Director of Programs and Operations	\$175,000 (\$130,000 salary + \$45,000 benefits)
Operations	\$50,000
Indirect Cost (15%)	\$75,000
Total FY 26-27	\$500,000
October 2027- September 2028 (Year 2)	
Lead Agency	\$750,000
Executive Director	\$200,000 (\$150,000 salary + \$50,000 benefits)
Director of Programs and Operations	\$175,000 (\$130,000 salary + \$45,000 benefits)
Advocacy and Training Manager	\$120,000 (\$90,000 salary + \$30,000 benefits)
Administrative Assistant	\$93,000 (\$70,000 salary + \$23,000 benefits)
Operations	\$49,500
Indirect Cost (15%)	\$112,500
Total FY 27-28	\$750,000
October 2028 - September 2029 (Year 3)	
Lead Agency	\$900,000
Executive Director	\$200,000 (\$150,000 salary + \$50,000 benefits)
Director of Programs and Operations	\$175,000 (\$130,000 salary + \$45,000 benefits)
Advocacy and Training Manager	\$120,000 (\$90,000 salary + \$30,000 benefits)

Community Engagement Specialist	\$120,000 (\$90,000 salary + \$30,000 benefits)
Administrative Assistant	\$93,000 (\$70,000 salary + \$23,000 benefits)
Operations	\$57,000
Indirect Cost (15%)	\$135,000
Total FY 28-29	\$900,000
October 2026 – September 2029 Total (3 years)	
	\$2,150,000

Figure A: Proposed Spending Plan for Implementation Lead Entity

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
RFQ Release Date	April 3, 2026
Bidders' Information Session (optional)	April 17, 2026
RFQ Questions Deadline	May 1, 2026
Submittal Deadline	June 5, 2026
Review/Evaluation	June 8 – June 26, 2026
Interviews (only if needed)	June 22-23, 2026
Review by Transitional Community Advisory Body	July 13, 2026
Selection Notification	July 14, 2026
Written Appeals Deadline	July 17, 2026
Review by Equity Committee	July 20, 2026
Request Approval from Board of Supervisors	August 11, 2026
Contract Negotiation and Routing	August 17 – September 30, 2026
Contract Start Date	October 1, 2026

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

II. Application Instructions and Review Process

A. Response Instructions

1. Responses shall consist of a single packet containing all required documents and any allowable supporting information. Each responder must submit one (1) original response via (source: TBD). Late submissions will not be accepted.
2. 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.
3. 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.
4. 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 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 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 FGCWH.
- 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 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 resumes 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 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 III: 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 proposed budget included in Part I, Section E: Budget and Contract Period. Confirm that the proposed budget aligns with your understanding of the scope of work and required activities, and that the proposed staffing structure and salary scale aligns with your organization's structure and capacity. Or, include any anticipated challenges and/or proposed adjustments to the budget allocations, staffing or salary structure, with detailed description of reason and rationale for any proposed changes.
- ii) If needed, include a separate, new line-item budget to clearly illustrate any significant changes proposed.

2. Supplemental Resources

- i) 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 your organization is or will be implementing that can be leveraged and aligned to amplify or extend the project goals and impact?
- ii) 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.

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: Contra Costa County Business Opportunity Registration Form: Submit this for applicant firm *and* all partner/sub-consulting firms; If your firm is not an SBE per the County's SBE Program guidelines, still submit the SBE Registration form with your firm's name and write "NOT QUALIFIED UNDER COUNTY SBE PROGRAM" across the sheet)
- Form #5: 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.

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 **source: TBD**. 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 Contractor. Prior written consent of the County is required before the Contractor may enter into subcontracts for any work contemplated under the Contract, or before the Contractor 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 **source: TBD.**
 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 #5.

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
 - Project Budget and Narrative
 - Attachments (Form #1, Form #2, Form #3, Form #4, Form #5)
 - 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.

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. 	0 – 5 pts
<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 	0 – 20 pts

<p>and applicable experience in fostering collective impact and/or collaboration among community and county partners.</p> <ul style="list-style-type: none"> ● 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>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 	0 – 20 pts
<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. ● Demonstrates the technical capacity to collect and report all required data including service delivery statistics and program implementation and outcome measures 	0 – 15 pts

<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>7. Project Budget and Narrative</p> <ul style="list-style-type: none"> • Confirms that the proposed budget aligns with and is sufficient to complete the scope of work and required activities; or, describes clearly and in detail any anticipated challenges and what their proposed changes are to address those challenges. • If a separate line-item budget document is submitted, it is clear, feasible and demonstrates thoughtful fiscal planning. 	<p>0 – 10 pts</p>
	<p>Total: 100 points</p>
<p>Preferential Points for Supplemental Resources</p>	<p>0 – 5 pts</p>

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?

- iii) 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.

A. Evaluation and Negotiation

Upon completion of the review of SOQs, the County will notify Respondents if further evaluation and negotiation is necessary. Respondents may be contacted for an interview, but only if needed. 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, 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 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 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 submission, 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 SOQ to the County in accordance with this RFQ, the-SOQ becomes the property of Contra Costa County.

D. Appeal 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 an appeal 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

Appeals must be submitted no later than 12:00 P.M. on July 17, 2026. Notification of a final decision on the appeal shall be made in writing to the Responder 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. Appeals 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 Bidders' Information Session

Potential applicants are encouraged to attend a Bidders' Information Session on April 17, 2026 at 3pm which will be held online via Zoom:

- (Insert Zoom Link)
- Password: (Insert Password)

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

Questions regarding the RFQ instructions or grant requirements can be emailed to admin@oresj.cccounty.us until 5:00 pm on May 1, 2026. All responses will be posted on the Office of Racial Equity and Social Justice website (www.contracosta.ca.gov/gg6g/Racial-Equity-and-Social-Justice) within 72 hours of the office having received the question.

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 terms and 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 renewal of funding is contingent 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 responder for any particular length of time.

All other factors being substantially equal, preference will be given to respondents 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 months immediately prior to the issuance of this RFQ.

Contract Monitoring and Evaluation

On behalf of the County, the Office of Racial Equity and Social Justice (ORESJ) will actively monitor all services provided through the contract that results from this RFQ process. This monitoring will determine if the Contractor is performing as intended or if good cause exists to terminate the contract prior to the end of the contract term.

At a minimum, Contractor(s) 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 Contractor that utilizes funds awarded under this solicitation; and
- iv. Provide information to Contractor concerning additional State or County data requirements not provided here or in the resulting contract.

Contract Management Responsibilities

The Contractor's Contract Manager shall also be responsible for all matters related to the firm's personnel and subconsultants 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.

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)	
Business Address	
Contact Person & Title *Individual must be authorized to sign this application and any contract with the County that may result.	
Business Phone Number	
Email Address	
Year Organization Founded	
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	
Federal Tax ID #	

Key Personnel

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

Name, Title	
Name, Title	
Name, Title	

Business Operations and Experience

Number of years bidder operated under the present business name:	
List related prior business names, if any and time frame for each:	
Number of years bidder has provided the services described in this RFQ:	

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

Is your firm a local business?

- Yes
 No

Fiscal Oversight

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

Name		Title	
Email		Phone	

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

CPA/Firm	
Address	
Email	
Phone	

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:

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:

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:

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

- Yes
- No

If yes, briefly explain below:

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 bidder/contractor unless stipulated within the proposal and accepted by the County.

Name		Title	
Signature		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	
Services Provided	
Funder/Agency	
Contact/Reference	
Contact Email	
Contact Phone	
Contract Dates	
Contract Amount	

Name of Project	
Services Provided	
Funder/Agency	
Contact/Reference	
Contact Email	
Contact Phone	
Contract Dates	
Contract Amount	

Name of Project	
Services Provided	
Funder/Agency	
Contact/Reference	
Contact Email	

Contact Phone	
Contract Dates	
Contract Amount	

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	
Services Provided	
Funder/Agency	
Contact/Reference	
Contact Email	
Contact Phone	
Contract Dates	
Contract Amount	

Name of Project	
Services Provided	
Funder/Agency	
Contact/Reference	
Contact Email	
Contact Phone	
Contract Dates	
Contract Amount	

Name of Project	
Services Provided	
Funder/Agency	
Contact/Reference	
Contact Email	
Contact Phone	

Contract Dates	
Contract Amount	

Name of Project	
Services Provided	
Funder/Agency	
Contact/Reference	
Contact Email	
Contact Phone	
Contract Dates	
Contract Amount	

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. Bidder agrees to allow County to contact contractors for information relative to bidder's performance.

Name		Title	
Signature		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	
CONTACT NAME	
TITLE	
ADDRESS	
EMAIL	
TELEPHONE	
SIGNATURE	
DATE	

Form #4: Contra Costa County Business Opportunities
Registration

Begins next page.

Form #5: Addenda Acknowledgement

TO BE RETURNED WITH STATEMENT OF QUALIFICATIONS SUBMISSION

RFQ No.: _____ Title: _____

ADDENDUM ACKNOWLEDGEMENT (Please initial for addendums received)

Addendum #1: _____ Addendum #3: _____
Addendum #2: _____ Addendum #4: _____

ORGANIZATION NAME	
CONTACT NAME	
TITLE	
ADDRESS	
EMAIL	
TELEPHONE	
SIGNATURE	
DATE	

Attachment A: General Conditions (Purchase of Services – Long Form)

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

Attachment C: Map of Priority Census Tracts



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-955

Agenda Date: 3/16/2026

Agenda #: 4.

Meeting Date: March 16, 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 current initiatives.

Recommendation(s)/Next Step(s):

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

Fiscal Impact:

N/A

ORESJ Initiatives

- ❖ Civic Engagement Workshop Series
- ❖ African American Service Providers – Capacity Building Series
- ❖ Budget Equity Training for County staff
- ❖ Contra Costa Together - April 16th
- ❖ Racial Justice Oversight Body Townhalls

THANK YOU!

Office of Racial Equity and Social Justice
1026 Escobar Street, Suite 2B
Martinez, CA 94553

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- kendra.carr@oresj.cccounty.us
- (925) 655-4642 office

Peter Kim, Co-Director

- peter.kim@oresj.cccounty.us
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