

CONTRA COSTA COUNTY

AGENDA

Transitional Community Advisory Board

For Additional Information Contact: Jessica Travenia, jessica.travenia@oresj.cccounty.us

- 1. Roll Call and Introductions
- 2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
- 3. REVIEW and RATIFY Bylaws and discuss officer nominations & alternate members 25-4685

Attachments: TCAB Meeting Packet_PPT_11.10.25
TCAB Bylaws BOS approved 11.04.25

- **4.** REVIEW and DISCUSS the Solicitation Process for Implementation Lead Entity & Rapid Response program services.
- 5. DISCUSS and DETERMINE Naming of the Hub Network: Federal Glover Wellness Network
- **6.** REVIEW and DISCUSS Community-Participatory Evaluation Grant Proposal to Robert Wood Johnson Foundation

The next meeting is currently scheduled for 12/8/25, 5:30 - 7:30 pm, 1026 Escobar Street, Room 238, Martinez, CA 94553

Adjourn

9465535

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1026 Escobar Street, #2B, Martinez, CA 94553, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

The next meeting is currently scheduled for 12/8/25, 1026 Escobar Street, Room 238, Martinez, CA 94553.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET MARTINEZ, CA 94553

Staff Report

File #: 25-4685 Agenda Date: 11/10/2025 Agenda #: 3.

Advisory Board: Transitional Community Advisory Boady

Subject: Ratify the bylaws Presenter: Jessica Travenia

Contact: jessica.travenia@oresj.cccounty.us

Information:

On November 4, 2025, the Board of Supervisors approved the Bylaws for the Transitional Community Advisory Body (T-CAB) for the African American Holistic Wellness and Resource Hub (AAHWRH).

Referral History and Update:

The T-CAB will support the AAHWRH development during Phase 1 by providing guidance to ORESJ in the procurement of an independent lead entity who will oversee implementation and coordination. Similar to the AAHWRH Feasibility Study Steering Committee, the T-CAB will be 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. There will be a balanced representation of gender, sexuality, age, class, physical ability, County districts, and other relevant social and cultural categories to ensure a broad and diverse spectrum of perspectives are included in all T-CAB deliberations and decision-making.

The Transitional Community Advisory Body's responsibilities will 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 described above

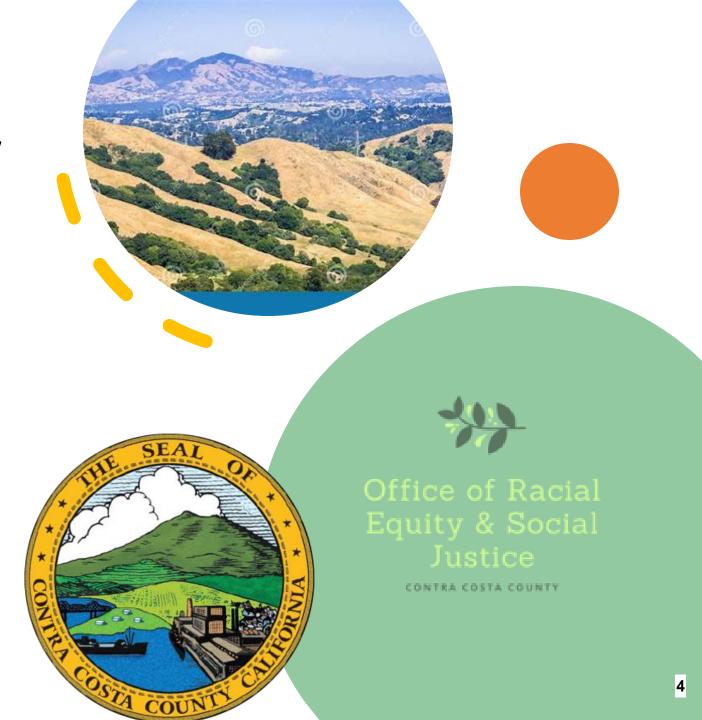
To ensure there are no conflicts of interest, T-CAB members cannot have professional affiliations nor close personal relationships with any organizations or persons interested in applying for and/or serving

Recommendation(s)/Next Step(s):

REVIEW and RATIFY Bylaws and discuss officer nominations

Transitional Community Advisory Board

November 10, 2025



Transitional Community Advisory Board (T-CAB)

Agenda

Welcome and Introductions

Community Guidelines

Public Comment

Review and Ratify Bylaws

Discuss Officer Nominations

Discuss and Determine Solicitation Processs

Discuss and Determine Naming of the Hub Network

Review and Discuss Grant Proposal RWJF

Reminders & Closing

T-CAB COMMUNITY AGREEMENTS

CENTER ONE ANOTHER'S WELLBEING AND GROUP WELLNESS

BE THE EXAMPLE

SHOW RESPECT1 **RESPECT FELLOW MEMBERS TIME, ENERGY,** LABOR, DIFFERENCES

STEP UP/STEP **BACK; TAKE** SPACE/MAKE SPACE

TAKE CARE OF **YOUR NEEDS, ASK FOR SUPPORT**

STAY SOLUTION-FOCUSED

LISTEN TO UNDERSTAND, **NOT TO RESPOND**

ASK

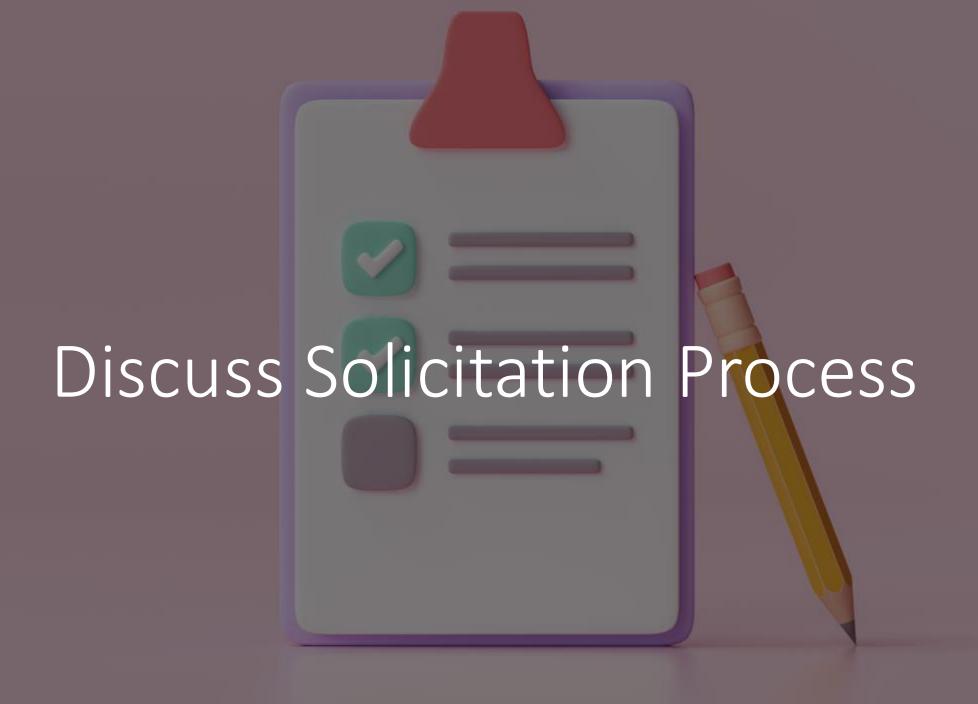
ASSUME GOOD INTENTIONS

QUESTIONS

PAUSE FOR

QUESTION'S





RFP for Community-Based Rapid Response Services for African American Wellness

Table of Contents

- Intent of RFP
- Background
- Measure X and the African American Holistic Wellness and Resource Hub
- Role of Implementation Lead Entity
- Timeline

Application Instructions and Review Process

- How to Apply
- Applicant Eligibility and Allowable Activities
- Distribution of Funds
- Application
- Budget Template
- Professional References
- Participatory Review Process
- Evaluation and Scoring Rubric
- Further Evaluation and Negotiation (if needed)

Other Procedures and Instructions

- Optional Bidder's Information Session
- How to Submit Questions
- Appeal Process
- Submittals are Public Records
- List of Exhibits

Background & Intent of Request for Proposal (RFP)

Contra Costa County's Office of Racial Equity and Social Justice (ORESJ) is seeking proposals from local agencies, organizations, and collaboratives to provide critical services that increase access to wellness, safety, and healing for African American communities across Contra Costa County. The awarded agencies will serve as the initial cohort of organizations to provide rapid response services within the African American Wellness and Resource Hub, a culturally-grounded countywide network of supportive services and resources that promote wellness, economic stability, and healing in vulnerable African American communities.

The goal of this RFP is to improve health and well-being outcomes for African American residents by investing in organizations that are embedded in, led by, and trusted by African American communities. Selected grantees will deliver direct services in collaboration with community-based providers and County departments and receive coordination, technical assistance, and capacity-building support from the contracted Implementation Lead Entity (see Section XX, Role of the Implementation Lead Entity). This collaborative approach builds on successful County models such as the Family Justice Alliance and the Reentry Success Network.

Across three years, from June 2026 to May 2029, ORESJ will annually award \$1,250,000 in Measure X funds to selected community-based organizations (CBOs) to expand their existing programs or develop new initiatives that build capacity, increase access, and improve health outcomes for African American residents.

Census Track Focus

ORESJ identified twelve (12) census tracts in Contra Costa County with a significant African American population that fall under the 25th percentile of the Healthy Places Index (HPI), indicating that these areas are performing worse than the majority of census tracts across California.

These tracts are located within the cities of North Richmond, Richmond, Pittsburg, and Antioch.

To meet urgent resident needs and ensure accessibility, the rapid response services funded through this RFP must be located within and across the neighborhood sites that fall within the following census tracts of interests.

City	Census Tract(s)
Antioch	3071.02 3072.02 3072.05
North Richmond	3650.02
Pittsburg	3050 (Los Medanos) 3120 (Los Medanos)
Richmond	3730 3750 3760 (Iron Triangle) 3770 3790 3810

Priority Service Categories

Three grant cycles will take place between June 2026- May 2029. The total amount of funding for each year will be \$1,250,000, distributed annually. The County anticipates awarding up to ten (10) grants to community-based service providers in the following areas:

Service Area	Anticipated Allocation
Behavioral Health (1—2 grants)	\$250,000/cycle
Housing Support (1—2 grants)	\$250,000/cycle
Reentry Support (1—2 grants)	\$250,000/cycle
Preventative Health (1—2 grants)	\$250,000/cycle
Infant and Maternal Health (1—2 grants)	\$250,000/cycle

RFQ for Implementation Lead Entity

Table of Contents

- Intent of RFQ
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Background & Intent of RFP

Contra Costa County's Office of Racial Equity and Social Justice is seeking proposal submissions from local agencies/organizations/collaboratives seeks proposals from qualified entities to serve as the Lead Entity for the development and implementation of the African American Holistic Wellness & Resource Hub (AAHWRH).

This initiative builds upon the County's commitment to addressing racial inequities and improving outcomes for African American residents. The AAHWRH will ensure a 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) and the Reentry Success Network/Center (administered by the Probation Department).

The Implementation Lead Entity will provide a formalized structure for shared governance 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 families experiencing disparities and inequities throughout Contra Costa County.

Ultimately, the Implementation Lead Entity will coordinate 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.

Scope of Work

The Implementation Lead Entity will be responsible for implementing and developing the African American Wellness Hub according to the Board-approved model, including:

- Network Coordination
- Data Integration and Outcome Tracking
- Best Practices and Continuous Improvement
- Resource Development
- Infrastructure Development
- Organizational Development
- Proposed Timeline



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Honor & Legacy: Naming of the Federal Glover Hub

Names Ideas – For Discussion Only

- 1. The Federal Glover Wellness Network
- 2. The Glover Community Wellness Collaborative
- 3. The Federal Glover Health & Healing Alliance
- 4. The Federal Glover Wellness Hub
- 5. The Glover Wellness Network
- 6. Federal Glover Legacy Health Collaborative
- 7. The Glover Legacy Wellness Center
- 8. Legacy Grove: The Glover Wellness Center
- 9. The Glover Wellness Center
- 10. Federal Glover Holistic Wellness Hub
- 11. Legacy Glover Wellness Center
- 12. Glover House for Wellness & Renewal
- 13. The Federal Wellness Collective
- 14. Others?



RWJF Grant Proposal

RESEARCH TO
ADVANCE RACIAL
AND INDIGENOUS
HEALTH EQUITY

The Robert Wood Johnson Foundation (RWJF) aims to enhance health equity in the United States by collaborating with affected communities to address structural racism.

Through the Evidence for Action (E4A) program, RWJF funds health equity research that emphasizes community knowledge and strengthens governance structures to empower communities.

RWJF focuses on upstream solutions targeting the root causes of health disparities across various systems such as housing, education, and healthcare, recognizing that communities impacted by inequities possess essential knowledge and resources for meaningful change.

Updates and Reminders





Questions? Feedback?

THANK YOU for serving on the TCAB!

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

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BYLAWS FOR THE AFRICAN AMERICAN HOLISTIC WELLNESS AND RESOURCE HUB AD HOC TRANSITIONAL COMMUNITY ADVISORY BODY (T-CAB)

Contra Costa County African American Holistic Wellness and Resource Hub Ad Hoc Transitional Community Advisory Body (T-CAB) BYLAWS

I. NAME

The name of this committee is the Contra Costa County African American Holistic Wellness and Resource Hub Feasibility Study Ad Hoc Transitional Community Advisory Body ("T-CAB"). The T-CAB is governed by the California Ralph M. Brown Act ("Brown Act") and the Contra Costa County Better Government ordinance ("BGO").

II. AUTHORITY

The T-CAB was established by the Contra Costa County Board of Supervisors ("Board") on August 12, 2025 and is governed by these bylaws. The purpose and function of these bylaws are to provide structure and consistency around governance of its members and the regulation of its affairs.

III. PURPOSE

The purpose of the T-CAB is to carry out the following tasks related to the establishment of the African American Holistic Wellness and Resource Hub:

- a. Review and provide feedback on eligibility and selection criteria for Implementation Lead entity. The entity will coordinate the establishment of the African American Holistic Wellness and Resource Hub, a network of service provider partners.
- b. Review and provide feedback on eligibility and selection criteria for the Executive Director of the African American Wellness and Resource Hub. The Executive Director will report to the Board of Directors and work closely with the Community Council (see below).
- c. Review and provide feedback on eligibility and selection criteria for Board of Directors of the African American Holistic Wellness and Resource Hub. It is anticipated that the Board of Directors will be composed of thirteen (13) seats: six institutional seats and seven community seats, with Directors committing to serve at least one two-year term.

- d. Review and provide feedback on eligibility and selection criteria for Community Council. The Community Council will be an advisory body to the Board of Directors and AAHWRH leadership on ongoing concerns and issues within the local Black community and provide guidance around community engagement, improved service delivery, and innovative partnership opportunities.
- e. Review and provide feedback on eligibility and selection criteria for rapid response service providers. Rapid response service providers will deliver direct services in collaboration with County services, while receiving coordination support, technical assistance, and capacity building opportunities from the contracted lead entity. Services will aim to expand access to effective health and social service opportunities, strengthen navigation and service linkage processes, and improve health and wellbeing in African American and other vulnerable communities.
- f. Support outreach and recruitment efforts for interested and qualified candidates for all positions/roles described above

The T-CAB is a temporary advisory body with an anticipated timeline through August 2026. The Equity Committee may make recommendations to extend the timeline for this body's work. It is intended that the T-CAB will sunset once the Implementation Lead Entity is established and the Board of Directors and Community Council are established.

IV. **MEMBERSHIP**

The T-CAB will be composed of thirteen (13) members that each possess personal and professional lived experiences that reflect the needs, concerns and priorities of vulnerable African Americans in Contra Costa County. There will be a balanced representation of geographic, social, and cultural categories to ensure a broad and diverse spectrum of perspectives are included in all T-CAB deliberations and decision-making. All members of the T-CAB are appointed by and serve at the pleasure of the Board.

The T-CAB shall select a Chair and Vice-Chair for purposes of officiating meetings. The Chair shall preside at all meetings and shall proceed with the business of the Advisory Body in a manner prescribed in these bylaws and in the Advisory Body Handbook. If the Chair is not present at a meeting, the Vice Chair shall preside.

The T-CAB shall also have three (3) Alternate Members. Alternate Members are non-voting members of the T-CAB appointed by the Board of Supervisors that have all the duties, rights, and responsibilities of other Appointed Members, except voting privileges and they do not count towards a quorum. The Chair may designate an

Alternate Member to represent an absent Member. When an Alternate Member is designated to represent an absent Member, the Alternate Member has all the duties, rights, and responsibilities of the member they represent, including voting privileges and counting towards a quorum. The Alternate Member's designation to represent an absent Member shall apply only for the duration of the specific T-CAB meeting in which such designation occurs. In filling an unscheduled vacancy of a Member, preference shall be given to any Alternate Member with a consistent record of meeting attendance and participation.

The T-CAB may establish volunteer ad hoc working groups, comprised of fewer members than a quorum, in order to secure specific areas of expertise necessary to meet the objectives of the T-CAB.

V. **CONFLICT OF INTEREST**

To ensure there are no conflicts of interest, T-CAB members cannot have professional affiliations or close personal relationships with, or financial interests in any organizations or persons applying for and/or serving in any of the following capacities for the African American Holistic Wellness and Resource Hub: Implementation Lead Entity, Executive Director, Board of Directors and Community Council. No member shall participate as a member in any discussion or voting if doing so would constitute a perceived or actual conflict of interest, and in accordance with the California Political Reform Act of 1974 and Government Code section 1090 et seq.

Whenever a member has a personal or financial interest in any matter coming before the T-CAB, the member shall ensure that:

- a. The interest of such member is fully and publicly disclosed to the T-CAB; and
- b. The member is recused from discussing and voting on the matter after public identification of the conflict of interest has been provided.

No interested member may vote on or discuss the matter or be counted in determining the existence of a quorum at the meeting of the T-CAB at which such matter is voted upon. Any transaction in which a member has a personal or financial interest shall be duly approved by remaining members of the T-CAB not so interested or connected as being in the best interests of the T-CAB.

VI. QUORUM, VOTING AND DECISION-MAKING

All members will have an equal voice in the decision-making process. Each member is entitled to one vote.

- a. A quorum is established when seven (7) of the thirteen (13) T-CAB members are present.
- b. A vote of action approved by a majority of the T-CAB members present, unless otherwise specified herein, is required for the adoption of any option, resolution or order and to take any other action deemed appropriate to carry forward the objectives of the T-CAB.

VII. RESIGNATION

A member may resign from the T-CAB at any time by submitting written notice to the County staff ("Staff") at the Office of Racial Equity and Social Justice, which has been appointed by the Board to manage and support the T-CAB. The resignation will be effective upon receipt of the written request. Staff shall notify the Board as soon as possible regarding the vacancy.

VIII. FILLING VACANCIES

Vacancies will be filled as soon as practicable in accordance with Contra Costa County policies and procedures regarding filling commission vacancies.

a. In the case of resignations and vacancies, the T-CAB is able to continue in its role and function as long as a quorum of seven (7) members is met; staff will work with all due diligence to fill the vacancy as soon as possible by working with the Equity Committee and the Board in identifying a replacement, while keeping the T-CAB apprised of progress with regular updates.

IX. MEETINGS AND ATTENDANCE

Members of the T-CAB shall attempt with all due diligence to attend all meetings. If any member of the Committee is unable to attend, they must make reasonable efforts to notify Staff prior to the meeting.

- a. T-CAB meetings will take place at a mutually agreed upon date and time, and will take place at the County Administration Building B at 1026 Escobar Street, Martinez, CA 94553, and may take place at other publicly accessible locations posted on the agenda. If a quorum is not available for a regular meeting, Staff may approve the cancellation of that meeting.
- Additional remote meeting locations throughout the County may be designated, as permitted by the Brown Act and approved by the Board.
 Regardless of the number of locations for any given meeting, a quorum of the T-CAB (i.e., 7 members) must participate at all meeting locations in accordance with applicable state law.

c. The Brown Act permits individual members of the T-CAB to participate in committee meetings by teleconference for "just cause" or due to "emergency circumstances" when certain requirements are met. If any member must attend a meeting virtually (i.e., via Zoom) for a "just cause" or "emergency circumstance" reason, that member must notify Staff prior to the meeting. Members can use this option up to two times throughout the year. If a committee meeting takes place at multiple locations <u>and</u> less than quorum (i.e., 7 members) is at a single location, then no member will be able to use "just cause" or "emergency circumstance" and participate virtually.

X. AGENDA, ADDING ITEMS, URGENCY ITEMS, ORDER OF BUSINESS

The agenda and agenda packet for regularly scheduled meetings will be posted on the County's website and announced and shared via email 96 hours in advance of each meeting. The agenda and agenda packet will also be available for public viewing during the meeting. At a minimum, the agenda must contain the date, time, and locations of the meeting and the items of business to be considered.

- a. Members may add subjects for inclusion in the agenda so long as they notify the Chair at least one week prior to the meeting. Those subjects will be added to the agenda accordingly by Staff in consultation with the Chair, either as items that require discussion and action/approval or as informational items for review and acceptance.
- b. A typical Order of Business at all regular meetings of the T-CAB will include:
 - Welcome/Roll Call
 - Public Comment
 - Approval of previous meetings notes (i.e. "Record of Action")
 - Discussion of items for action/approval
 - Review and acceptance of informational items
 - Miscellaneous items
 - Board of Directors and Community Council Transition Update
 - Funding Allocation Review
 - Confirmation of next meeting logistics
 - Adjournment

XI. PUBLIC PARTICIPATION

All regular meetings of the T-CAB shall be open to the public in accordance with the Brown Act and BGO. Members of the public may address the T-CAB during public comment portions of the meeting agenda.

a. Public comment is limited to two (2) minutes per speaker unless an extension is granted by the Chair. If a speaker requires language translation,

whether provided by the County or by the speaker, an additional 3 minutes will be given.

XII. COMPENSATION

Members volunteer to serve on the T-CAB. Members will not receive any compensation for their service.

XIII. COUNTY STAFF SUPPORT

To the extent possible, Staff will provide technical and administrative support to the T-CAB.

- a. Such support may include serving as secretary of the T-CAB, keeping accurate and sufficient records of all proceedings; receiving and transmitting all correspondences; maintaining files for all reports, and such other duties as are usually incidental to the staff.
- b. Staff will keep a record of action of each meeting and offer them for the T-CAB's approval at a subsequent meeting.
- c. Staff will reserve meeting locations and ensure that adequate facilities are provided and in compliance with the Brown Act and BGO, inclusive of all amendments.

XIV. AMENDMENT OF BYLAWS

These bylaws may be amended based on the recommendation of the T-CAB and subject to the approval of the Equity Committee and the Board. Written notice of proposed amendments will be submitted to all members of the T-CAB at least one week prior to the meeting at which the proposed amendment will be considered. Written notice of the proposed amendment is not required if the proposed amendment is submitted to the T-CAB at a regular meeting prior to the meeting at which the amendment is considered.

a. Amendments require an affirmative vote of seven (7) members of the T-CAB.

ADOPTION AND CERTIFICATION

The above bylaws were approved by the Board on _____, 2025.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET MARTINEZ, CA 94553

Staff Report

File #: 25-4686 Agenda Date: 11/10/2025 Agenda #: 4.

Advisory Board: Transitional- Community Advisory Boady

Subject: Review Request for Qualifications / Request for Proposals

Presenter: Jessica Travenia

Contact: jessica.travenia@oresj.cccounty.us

Information:

Review the Discuss the Request for Qualifications (RFQ) (lead entity) & Request for Proposals (RFP) (program services)

- Eligibility criteria and ideal qualifications
- Services/activities to be funded
- Desired outcomes, performance metrics, evaluation
- Priority locations: Census Tracts (IP) equity accessibility; list of current county sites, close to census tracts, community-based sites leveraged for satellite
- Funding amounts per category, per organization

Referral History and Update:

The Transitional Community Advisory Body's responsibilities will 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 described above

Recommendation(s)/Next Step(s):

REVIEW and DISCUSS the RFQ/RFP Solicitation Process for Implementation Lead Entity & Rapid Response program services

File #: 25-4686 **Agenda Date:** 11/10/2025 Agenda #: 4.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET MARTINEZ, CA 94553

Staff Report

File #: 25-4687 Agenda Date: 11/10/2025 Agenda #: 5.

DISCUSS and DETERMINE Naming of the Hub Network: Federal Glover Wellness Network

Advisory Board: Transitional- Community Advisory Boady

Subject: Naming of the Hub Network to honor legacy of Supervisor Federal Glover

Presenter: Jessica Travenia

Contact: jessica.travenia@oresj.cccounty.us

Information:

Discussion on the name of the rapid response network.

Referral History and Update:

On 8/12/25, the Board of Supervisor's voted to name the African American Holistic Wellness Hub after Supervisors Federal Glover.

Recommendation(s)/Next Step(s):

DISCUSS and DETERMINE Naming of the Hub Network: Federal Glover Wellness Network-Survey



CONTRA COSTA COUNTY

1025 ESCOBAR STREET MARTINEZ, CA 94553

Staff Report

File #: 25-4688 Agenda Date: 11/10/2025 Agenda #: 6.

REVIEW and DISCUSS Community-Participatory Evaluation Grant Proposal to Robert Wood Johnson Foundation

Advisory Board: Transitional- Community Advisory Boady

Subject: Review RWJF Proposal

Presenter: Jessica Travenia

Contact: jessica.travenia@oresj.cccounty.us

Information:

Staff will share Community-Participatory Evaluation Grant with Advisory Body

Referral History and Update:

Advisory bodies will review the proposal to Robert Wood Johnson Foundation to be presented at the Board on 11/18/25.

Recommendation(s)/Next Step(s):

REVIEW and DISCUSS Community-Participatory Evaluation Grant Proposal to Robert Wood Johnson Foundation