



CONTRA COSTA COUNTY

AGENDA

Measure X Community Advisory Board

Mariana Moore, Chair
Roxanne Carrillo Garza, Vice Chair

Wednesday, April 17, 2024

5:00 PM

1025 Escobar St, Martinez

ZOOM LINK

<https://cccouny-us.zoom.us/j/81705643626>

Call in: (888) 278-0254

Access Code: 894519

The public may attend this meeting in person at 1025 Escobar St, Martinez and/or remotely via zoom or call in.

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

1. Roll Call and Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. Receive and approve the Record of Action for the March 20, 2024 MXCAB meeting. [24-1121](#)
Attachments: [DRAFT Record of Action - 24.03.20 MXCAB](#)
4. Provide announcements regarding Measure X in the County's FY24-25 proposed budget and discuss the upcoming budget hearings, to be held April 22-23, 2024. [24-1122](#)
Attachments: [April 2024 - MXCAB Priority Recommendations to BOS](#)
5. Discuss and plan the future MXCAB retreat. [24-1123](#)
Attachments: [MXCAB Retreat Agenda - Draft 4.10.24](#)
6. Introduce and discuss proposed performance metrics for Measure X funded programs. [24-1124](#)
Attachments: [Measure X Performance Measures_November 2023](#)
[Results-Based Accountability - Case Studies Executive Summary](#)

7. Select Chair and Vice Chair for purposes of officiating meetings for a term of one (1) year. [24-1125](#)

Attachments: [MXCAB bylaws Revised 5.16.23](#)
[MXCAB Roster 4.01.24](#)

8. Receive brief member announcements pertinent to the committee membership and attendees (Note: informational item only; no actions are to be taken on this item). [24-1126](#)

The next meeting is currently scheduled for May 15, 2024.

Adjourn

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

For Additional Information Contact:

Emlyn Struthers

(925) 655-2045

Emlyn.Struthers@cao.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-1121

Agenda Date: 4/17/2024

Agenda #: 3.

Advisory Board: MEASURE X COMMUNITY ADVISORY BOARD

Subject: Record of Action for the March 20, 2024 Meeting

Presenter: Mariana Moore, MXCAB Chair

Information:

Receive and approve the Record of Action for the Measure X Community Advisory Board (MXCAB) meeting on February 21, 2024.

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

Attached for the Measure X Community Advisory Board's information and review is the draft Record of Action for its March 20, 2024 meeting.

Recommendation(s)/Next Step(s):

Receive and approve the Record of Action for the Measure X Community Advisory Board (MXCAB) meeting, held March 20, 2024.

Motion to hold a member retreat, not to be held on a weekend, with further planning efforts to occur during an upcoming MXCAB meeting to determine the date, time, location, and agenda topics of the retreat.

Motion: Chiverton

Second: Thompson

Aye: Benavides, Bliss, Azi Carter, Chiverton, Clapp, Crowder, Francis, Garza, Moonka, Moore, Oleas, Rosekind, Thompson, Toth, and Walker

Nay: Robinson

Absent: Faumui, Fernandez, Jackson, Kim, Lefrancois, and Wall

Result: Passed

5. Determine funding priority recommendations to the Board of Supervisors regarding the allocation of an anticipated one-time surplus of approximately \$29 million in Measure X funds that is potentially available for allocation. [24-0868](#)

Attachments: [A - MXCAB Chair memo to members for March 20, 2024 meeting](#)
[B - Three-year tracker for MXCAB funding priority ideas - Spring 2024](#)
[C - MXCAB Priorities Survey - March 20, 2024 \(Preview\)](#)
[D - MXCAB Priorities - March 20, 2024 \(Meeting Version\)](#)
[E - Responses Binder](#)
[F - Response Summary Table](#)
[G - Tabulation of Responses](#)

Twenty-six (26) public comments were received.

The MXCAB discussed priorities and completed a poll during the meeting. The results were shared via screenshare during the meeting and printed handouts were shared with in-person attendees. The survey tool and results are included in the meeting packet.

The MXCAB discussed the results of the poll and determined a list of ten (10) top priorities to recommend to the Board of Supervisors.

A motion was made by Vice Chair Carillo Garza and seconded by MXCAB Member Robinson. The motion passed unanimously.

Motion to recommend to the Board of Supervisors that the County fund:

- Additional funding for the African American Holistic Wellness and Resource Hub and services for African American families and a parent resource center;
- Innovation fund;
- Guaranteed Income Pilot;
- Community based training and employment;
- Community based mental incorporating support for LGBTQ+, at-Risk populations, and the AAPI communities;
- Community-based restorative justice and funding to support re-entry services and pre-release and post-release services;

- Community based services for seniors and the disabled, as well as food security for seniors;
- Housing subsidies for youth and young adults and unhoused residents;
- Fire prevention and vegetation management;
- And, Abuse prevention and support.

Motion: Garza

Second: Robinson

6. Receive brief member announcements pertinent to the committee membership and attendees (Note: informational item only; no actions are to be taken on this item).

[24-0864](#)

Attachments:

[A - CCTA Measure X Progress Report 2023 Year End](#)

[B - Youth Centers Community Engagement Survey Flyer](#)

[C - Measure X Youth Centers](#)

[D - Restorative Justice in Contra Costa County - Office of Reentry & Justice](#)

Members shared updates on several Measure X funded programs, as referenced in the attachments.

7. The next meeting is currently scheduled for April 17, 2024.

Adjourn

The meeting was adjourned at approximately 8:42 PM.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, Martinez, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.contracosta.ca.gov. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Emlyn Struthers

(925) 655-2045

Emlyn.Struthers@cao.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-1122

Agenda Date: 4/17/2024

Agenda #: 4.

Advisory Board: MEASURE X COMMUNITY ADVISORY BOARD
Subject: FY24-25 County Budget Hearings and Measure X
Presenter: Mariana Moore, MXCAB Chair

Information:

Provide announcements regarding Measure X in the County's FY24-25 proposed budget and discuss the upcoming budget hearings, to be held April 22-23, 2024.

Attachment(s):

- FY24-25 Budget Book link:
<https://county-contra-costa-ca-budget-book.cleargov.com/16183/introduction/transmittal-letter>
- March 2024 Measure X Community Advisory Board Priorities Letter to Board of Supervisors

Measure X Community Advisory Board Funding Priority Recommendations to the Board of Supervisors April 11, 2024

At the March 20, 2024 meeting of the Measure X Community Advisory Board (MXCAB), the members voted unanimously to recommend to the Board of Supervisors that the \$28 million in available one-time Measure X funding be allocated to the following priorities in response to data identifying unmet community needs.

Funding recommendations for \$28 million in one-time Measure X funds:

- Services to meet the urgent needs of African American residents in Contra Costa, including additional funds for the African American Holistic Wellness and Resource Hub services for African American families, and a parent resource center.
- Funding for the Innovation Fund.
- Funding for Guaranteed Income pilots throughout the county.
- Community-based training and employment services.
- Community-based mental health services for at-risk and under-served populations, with a particular focus on LGBTQI+ residents and Asian-American/Pacific Islander communities.
- Community-based services focusing on restorative justice and services for those re-entering the community from incarceration, including pre-release and post-release services.
- Community-based services for seniors and disabled residents, including programs that increase food security for seniors.
- Supportive housing subsidies for unhoused and housing-insecure youth and young adults, including those aging out of foster care or re-entering the community following incarceration.
- Vegetation management for fire prevention.
- Abuse prevention and support.

These funding priorities were informed by intensive community input over several months in 2023 and early 2024, including both written and verbal public comments at nine monthly Advisory Board meetings, at which we heard testimony from more than 200 members of the public.

We also analyzed three years of public input, MXCAB funding recommendations, and funding decisions by the Board of Supervisors in order to identify prior MXCAB recommendations that have not yet been funded. We were especially interested in identifying funding priorities that have been lifted up in all three years of our work but have not yet been funded, with guaranteed income and senior services as two examples.

At the March 20, 2024 MXCAB meeting, we conducted an online poll of the MXCAB members who were present. (See attached document summarizing poll results.) After further discussion and public comment, a motion to recommend funding the community needs as described above was proposed and unanimously adopted.

Core Values and Operating Principles

Our recommendations continue to elevate the core values and operating principles that have guided MXCAB's work over the past three years. These principles and values include:

1. Holding a shared responsibility to practice core values of equity, justice, inclusion, and compassion
2. Recognizing the importance of a strong safety net
3. Addressing prevention as well as current system gaps
4. Actively seeking transformational ideas
5. Leveraging other funding sources
6. Prioritizing the perspectives of residents most impacted by community needs, with a recognition that solutions must be interconnected and intersectional
7. Naming inequities and disparities, and recognizing those most harmed (especially by anti-Black racism)
8. Recognizing that economic opportunity and equity are at the heart of our work
9. Creating a culture of inclusion, welcoming, and belonging

Focusing on community-based services

Given that a majority of ongoing Measure X funding to date has been allocated to County departments and programs, we urge the Board of Supervisors to focus this current pool of one-time funding on programs and services that are provided by organizations that are located in the communities being served, and ideally that are staffed and led by people who reflect and embody those being served. We also encourage the County to allocate these sales tax funds as expeditiously as possible, in order to ensure maximum impact in addressing urgent community needs.

Summary of Results for March 20, 2024 MXCAB Priorities Survey to inform
April 2024 MXCAB Recommendation to the Board of Supervisors

Please select your top 10 priorities from this list of 25 unfunded MXCAB recommendations from the past three years.

Rank	Q1 Priorities	Votes
1	African American Holistic Wellness Hub (additional funding)	14
2	Innovation Fund expansion	12
3	Community-based mental health for LGBTQI+	11
3	Community-based training & employment	11
3	Guaranteed income pilot	11
6	Community-based mental health services (at-risk populations)	9
6	Mental health services for AAPI community	9
6	Permanent housing subsidies for youth/young adults	9
9	Abuse prevention and support	8
9	Community-based restorative justice	8
11	Community-based reentry support services	6
11	Discretionary funds for Child Protective Services & foster youth	6
11	Seasonal fire staffing	6
11	Services for children with disabilities	6
15	Services for LGBTQI+ residents (beyond mental health)	5
16	Community-based substance use treatment	4
16	East County multi-agency center for disabled residents	4
16	Family support services	4
16	Removal defense and case management for immigrant residents	4
20	Multicultural wellness center for Nepali/AAPI residents	3
20	Reimagine public safety initiative - countywide	3
22	East County community-based equity center	2
22	Public Defender front-end advocacy teams	2
22	Rental assistance for immigrants	2
25	Community-based asylum for LGBTQI+/other immigrants	1

Total Votes

160

Summary of Results for March 20, 2024 MXCAB Priorities Survey to inform
April 2024 MXCAB Recommendation to the Board of Supervisors

You are welcome to select up to 5 additional priorities from this list of 43 additional one-time funding requests received from county staff and community members over the past three years.

Rank	Q2 Priorities	Votes
1	Community-based services for seniors & disabled	6
1	Food security for seniors	6
1	Fire/vegetation management	6
4	Supportive housing for unhoused residents	5
5	Black women and girls initiative	4
5	Funding to support re-entry population (pre-release & post-release services,	4
5	Legal services for seniors	4
8	Affordable home ownership for low-income residents	3
8	Community-based support for youth aging out of foster care	3
8	Community-based workforce development services & training	3
8	Wrap-around services for currently/recently unhoused residents	3
12	Animal services (animal enrichment, shelter intervention, community outreach	2
12	Asthma home visiting program	2
12	Healthcare for remaining uninsured	2
12	Helicopter for fire season	2
12	LGBTQI+ youth programs/supports	2
12	Mental health services for residents most harmed by war on drugs	2
12	Permanent, interim, & transitional housing that is affordable	2
12	Recovery house for residents with substance use disorder	2
12	Rental assistance for low-income residents	2
12	Support for LGBTQI+ residents' basic needs including housing, food	2
12	West County fire training facility	2
23	911 emergency communications (back-up Emergency Operations Center)	1
23	Adult education for seniors in West County	1
23	Asian American/Pacific Islander health study	1
23	Black parent resource center	1
23	District Attorney's Underserved Unserved Survivors Support Program (emer	1
23	East Bay radio communications system	1
23	Rehabilitate units for low-income residents	1
23	Services to help residents develop plan to move out of poverty	1
23	Supports for LGBTQI+ seniors	1
23	Transitional homes for residents returning after incarceration	1
23	Wrap-around services for BIPOC/other marginalized LGBTQI+ residents	1
34	Asian American/Pacific Islander initiative to address hate speech	0
34	Ballot disclosures project (voter education)	0
34	District Attorney's Auto-focused Crime Eliminator Task Force pilot	0
34	Family support center (mental health)	0
34	HIV education & prevention	0
34	LGBTQI+ community center	0
34	Parent education to address African American achievement gaps	0
34	Richmond Reimagining Public Safety initiative	0
34	Support for transgender residents	0
34	Youth services - general	0

Total votes

80



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-1123

Agenda Date: 4/17/2024

Agenda #: 5.

Advisory Board: MEASURE X COMMUNITY ADVISORY BOARD
Subject: Discuss and Plan MXCAB Retreat Meeting
Presenter: Kathy Chiverton, MXCAB Member

Information:

At the March 20, 2024 meeting, the MXCAB determined that they would like to hold a member retreat meeting, and would conduct further planning during a future regular meeting of the MXCAB. The retreat will be held as a public meeting, subject to all applicable open meeting laws and County policies, with administrative support from MXCAB staff.

At their April 2024 meeting, the MXCAB will discuss the future retreat, including but not limited to:

- Retreat date, time, and location;
- Topics to be discussed and responsibilities for facilitation.

Potential topics include:

- Brief training on advisory body policies and open meetings policies (staff)
- Performance Measures for Measure X programs
- Other topics, to be determined by the MXCAB.

Attachment(s):

- Draft Retreat Agenda

Measure X Community Advisory Board (MXCAB)
Retreat Agenda (Draft 4/10/24))
Proposed for June 2024

<u>Time</u>	<u>Topic of discussion /Activity</u>	<u>Facilitator</u>
	Welcome & roll call	
	Approve Record of Action from prior MXCAB meeting	
	Review agenda and purpose of retreat: Create a record that can be shared with future members for orientation)	
	Ice Breaker: Learning about each member and building a deeper connection. Why did you join the CAB?	
	History and Summary of MXCAB History to date, purpose of the Board Overview of current funding C. impact of funds allocated	
	Fostering an equitable communication dynamic to build consensus and explore how to ensure all voices are heard, and how to welcome new members	
	Analysis of current challenges: What has worked well, what can we do better?	
	Reflections and questions on what we've learned from the MXCAB	
	Big picture plan for 2024: What funds are available to be allocated, and how to measure impact	
	Close-out activity: What did you learn, appreciate? How to improve the retreat?	



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-1124

Agenda Date: 4/17/2024

Agenda #: 6.

Advisory Board: MEASURE X COMMUNITY ADVISORY BOARD
Subject: Performance Measures for Measure X Programs
Presenter: Roxanne Carillo Garza, MXCAB Vice Chair

Information:

Pursuant to its bylaws, the MXCAB is responsible for “Receiving annual status reports on the implementation, milestones, impact, and outcomes of Measure X funded programs, including whether program goals are being achieved, in a joint presentation to the MXCAB and Board of Supervisors.”

The MXCAB would like to discuss and provide advisory feedback on the set of proposed performance measures that were presented at the November 28, 2023 Joint Meeting of the Board of Supervisors and MXCAB.

Attachment(s):

- Performance Measures, presented at the November 28, 2023 Joint Meeting of the Board of Supervisors and the MXCAB
- Results-Based Accountability - Case Studies Executive Summary

Measure X Performance Measures - November 2023

Agency	Measure X Allocation	Performance Measure	FY23-24 Performance YTD	FY23-24 Target	Notes
CCC Fire Protection District	Fire/Wildland Mitigation/Fuel Reduction	# of Fuel Reduction Projects	11	20	9 completed by contractor and 2 completed by Crew 12 in the following locations: Martinez, El Cerrito, Moraga, Lafayette, El Sobrante, Orinda and Pleasant Hill. An additional 38 projects are under review for consideration.
CCC Fire Protection District	Fire/Wildland Mitigation/Fuel Reduction	# of Home Hardening projects- projects funded at \$2,000 each home, 50% match	-	100	RFP for vendor/contractor to perform work to be completed in late October or early November. Anticipate January program start.
CCC Fire Protection District	Fire/Wildland Mitigation/Fuel Reduction	# of Firewise Support projects- to fund community projects at \$5,000 each, no match	-	20	3 projects currently under review.
CCC Fire Protection District	Fire/Wildland Mitigation/Fuel Reduction	# of Low Income - exterior hazard control projects at \$1,500 each, no match	-	100	The program was launched on September 14, 2023 with only 1 application submitted.
CCC Fire Protection District	Fire/Wildland Mitigation/Fuel Reduction	# of Equipment Rental - dumpster costs & equipment rental for chipping days	3	25	Chipping days were completed in Kensington, Lafayette and Clayton; with 3 chipping days scheduled in October
CCC Fire Protection District	Fire/Wildland Mitigation/Fuel Reduction	# of Evacuation Route Improvements - vegetation clearance	3	25	Evacuation routes were cleaned up in Kensington, Pinole and Moraga with 3 additional projects currently under review.
CCC Fire Protection District	Fire/Wildland Mitigation/Fuel Reduction	Crew 12 Fire Responses	121	N/A	
CCC Fire Protection District	Fire/Wildland Mitigation/Fuel Reduction	Used Crew Transport placed into service			Completed
CCC Fire Protection District	Fire/Wildland Mitigation/Fuel Reduction	Funding of Zonehaven Evacuation Management Program	1	1	\$164,000
CCC Fire Protection District	Fire/Wildland Mitigation/Fuel Reduction	New Crew Transport placed into service	1	1	New Crew Carrier placed into service 7/4/2023
CCC Fire Protection District	Reopen Fire Stations	Finalize Design and solicit bids for design-build of Fire Station 90	1		Design finalized. Anticipate soliciting bids in January 2024.
CCC Fire Protection District	Reopen Fire Stations	Finalize Design and solicit bids for design-build of Fire Station 94	1		Design finalized. Anticipate soliciting bids in January 2024.
CCC Fire Protection District	Reopen Fire Stations	Staff an additional three person company in Antioch	N/A		Completed
CCC Fire Protection District	Reopen Fire Stations	Complete and graduate Academy 58	N/A		Completed
CCC Fire Protection District	Reopen Fire Stations	Reopen Fire Station 74	N/A		Completed
Conservation and Development	Illegal Dumping Initiative	Number of derelict RVs and boats removed	41	40	
Conservation and Development	Illegal Dumping Initiative	Number of capital improvements and equipment installed to deter illegal dumping	48 new signs deterrent signs have been installed.	35	

Agency	Measure X Allocation	Performance Measure	FY23-24 Performance YTD	FY23-24 Target	Notes
Conservation and Development	Housing Fund	Number of housing units to be produced or preserved affordable to households at 50% AMI or below (measures units with funding committed; other sources also contributing).	Pending: New RFP recently issued	100	
Conservation and Development	Housing Fund	Percent of people who receive housing-related services who secure and/or maintain permanent housing six months after receiving services.	Pending	75%	
Conservation and Development	Accessible Transportation Strategic Plan Implementation	Expansion of One Seat Ride (OSR) Pilot Program: Number of OSR trips	pending	pending	Transit operators have not accessed Measure X funding earmarked for OSR. Staff has processed an amended MOU to direct the funds to other ATSP approved programs while an agreement on funding parameters for OSR is developed.
Conservation and Development	Accessible Transportation Strategic Plan Implementation	Means Based Fare Subsidy Pilot Program: Number of subsidized trips taken	pending	pending	Transit operators don't currently have technical capacity to track ticket usage, staff is working to improve performance tracking, ticket distribution is being used as a proxy in the mean time.
Conservation and Development	Climate Equity and Resilience Investment	Hire additional planning staff	staff hired in 21/22 remain in place	2	2 newly hired staff were retained
Conservation and Development	Climate Equity and Resilience Investment	Conduct topic area reviews.	progress continues	5	Staff completed topic area reviews for sea level rise and strategies to sequester carbon. Staff are in progress on a topic area review of a community-facing clean energy program that will convert existing homes to clean energy. Staff developed a comprehensive online tool that provides information to residents and businesses on grants, incentives, and rebates available through the federal Infrastructure Investment and Jobs Act and Inflation Reduction Act.
Employment and Human Services -- Adult and Aging Services Bureau	Master Plan for Aging/Community Based Services	Will develop measures for consultant assisting with Local Playbook for Master Plan on Aging			Consultant will complete draft work December 2023, final in April 2024.
Employment and Human Services -- Adult and Aging Services Bureau	Master Plan for Aging/Community Based Services	Will work with EHSD Communications to develop measures for anti-aging, ableism, and family caregiver public relations campaign			EHSD media team to create and develop campaign for May 2024 for Older Americans Month
Employment and Human Services -- Adult and Aging Services Bureau	Master Plan for Aging/Community Based Services	Engage community in Playbook development	21	41 CBO interviews	Stakeholders play a key role in supporting the development and implementation of the Local Playbook they will be interviewed between September 2023 and November 2023
Employment and Human Services -- Adult and Aging Services Bureau	Master Plan for Aging/Community Based Services	Will develop measures related to having cities participate in World Health Organization Age Friendly initiative			Advisory Council on Aging members representing cities will be asked to conduct presentation to City Councils with the goal of encouraging Cities to pursue Age Friendly Destinations. This will take place after adoption of Local Playbook April 2024.
Employment and Human Services -- Adult and Aging Services Bureau	Master Plan for Aging/Community Based Services	90% of contract terms achieved.	Contracts just started	Contracts just started	Five contracts for Capacity Building have been executed.
Employment and Human Services -- Adult and Aging Services Bureau	Master Plan for Aging/Community Based Services	90% of contract units achieved.	Contracts just started	Contracts just started	Each executed contract for Case Management, Outreach and Transportation has specific service unit deliverables, 3 contracts for Outreach, 2 contracts for Transportation and 2 contracts for Case Management.

Agency	Measure X Allocation	Performance Measure	FY23-24 Performance YTD	FY23-24 Target	Notes
Employment and Human Services -- Adult and Aging Services Bureau	Master Plan for Aging/Community Based Services	Support a one-year planning process to set the groundwork for the local implementation of the Master Plan on Aging		Final Master Plan	Consultant will complete draft work December 2023, final in April 2024.
Employment and Human Services -- Adult and Aging Services Bureau	Master Plan for Aging/Community Based Services	Provide direct support to community based organizations to engage capacity building work and implement priority initiatives	5 Contracts executed		Five contracts for Capacity Building have been executed .
Employment and Human Services -- Workforce Services Bureau	Refugee Resettlement Resources	Number of refugees served.	149 Refugees served this fiscal year to date, and 310 refugees served since beginning on contract	195	The original contract goals included serving 195 refugees. The contractor has exceeded the contract terms.
Employment and Human Services -- Workforce Services Bureau	Refugee Resettlement Resources	Number of refugees permanently housed	Unknown	90% with this identified need	
Employment and Human Services -- Workforce Services Bureau	Refugee Resettlement Resources	Number of refugees employed	Unknown	90% with this need identified	
Employment and Human Services -- Workforce Services Bureau	Children with Disabilities/Childcare Support	Increase the number of families with children with disabilities access to childcare.			
Employment and Human Services -- Workforce Services Bureau	Children with Disabilities/Childcare Support	Professional development sessions conducted utilizing a research based, core curriculum for training.			
Employment and Human Services -- Workforce Services Bureau	Children with Disabilities/Childcare Support	Award stipends to providers who enroll and complete the professional development to ensure they have necessary tools and equipment to meet the needs of children with disabilities.			
Employment and Human Services -- Workforce Services Bureau	Children with Disabilities/Childcare Support	Facilitate family surveys to measure effectiveness of services from providers who have received additional training and supporting through this initiative.			
Employment and Human Services -- Workforce Services Bureau	Develop Additional Childcare Providers	Increase of childcare providers for non-traditional hours, child care deserts, diverse languages, and professional development.			Contract negotiation ongoing
Employment and Human Services -- Workforce Services Bureau	Early Childhood Education/Childcare	Increase childcare access by adding slots for eligible recipients and retaining providers.			Contract negotiation ongoing
Employment and Human Services -- Workforce Services Bureau	Navigators (all districts)	Number of people served	99% of those referred were eligible	90% of those referred to Navigators and assessed to be eligible for Navigation services	99% of families referred have been eligible for Navigation Services
Employment and Human Services -- Workforce Services Bureau	Navigators (all districts)	Number of service referrals made	1.7 services for provided for every client on average	At least one service referral for every client served	Every family has received at least one referral
Employment and Human Services -- Workforce Services Bureau	Navigators (all districts)	Percent of identified needs that are met	100% of needs identified are met	90% of needs identified are met	All family identified needs have been met
Employment and Human Services -- Workforce Development Board	Youth Centers	TBD			

Agency	Measure X Allocation	Performance Measure	FY23-24 Performance YTD	FY23-24 Target	Notes
Health Services	Contra Costa CARES	Number of clients enrolled in CARES program at the end of each reporting period - broken down by race/ethnicity, age, language and region of the county	3,131 enrollees as of October 1, 2023. 89% Hispanic/Latino; 6% under 30 years, 56% 30-45 years, 38% 46 years and older; 69% Spanish, 24% unknown, 5% English, 2% other; 61% West, 23% East, 15% Central		CCH presented the CARES transition plan to the Board of Supervisors on September 19, 2023. Target is to enroll residents who are low-income, between 26-49 years and not eligible for other health coverage into CARES and restricted Medi-Cal to ensure a seamless transition to full scope Medi-Cal as of 1/1/2024. For Community clinics to continue providing primary and behavioral health care to CARES enrollees until 1/1/2024.
Health Services	A3 Contra Costa Community Crisis Initiative	Number of calls/requests received in previous 12 months - broken down as possible by race/ethnicity, age, language, city	1,282 calls from 7/1/2023 - 9/30/23.	6,410 calls	Concord: 21%, Richmond: 9%, Antioch: 8% Caucasian: 35%, Black/African American: 20%, Hispanic/Latino: 16% English Language: 77%, Spanish Language: 2%
Health Services	A3 Contra Costa Community Crisis Initiative	Number of calls/requests resulting in dispatch in previous 12 months - broken down as possible by race/ethnicity, age, language, city	158 dispatches from 7/1/23- 9/30/23.	790 dispatches	Concord: 20%, Richmond: 8%, Antioch: 11% Caucasian: 27%, Black/African American: 17%, Hispanic/Latino: 18% English Language: 77%, Spanish Language: 2%
Health Services	A3 Contra Costa Community Crisis Initiative	Breakdown by resolution status for calls/requests in previous 12 months	Approximately 50% were de-escalated	50% de-escalation	Crisis de-escalated: 51%, 5150: 29%, Client not found 10%, Client refused services: 5%
Library	Early Literacy Outreach Staff	Number of events with early literacy van		105	
Library	Early Literacy Outreach Staff	Number of people served at early literacy van stops		4,200	
Library	Early Literacy Outreach Staff	Number of books taken home from early literacy van		2,100	
Library	Early Literacy Outreach Staff	Number of new library cards issued monthly at early literacy van stops		70 (10 ea. month)	
Library	Early Literacy Outreach Staff	Number of community partners working in conjunction with early literacy van		35	
Library	Early Literacy Outreach Staff	Percentage of people who report reading more often to their children or students via periodic surveys		50%	
Library	Early Literacy Outreach Staff	Percentage of people who report an increased number of books in their home and/or classroom via periodic surveys		70%	
Probation	Community Based Restorative Justice	Number of RJ-related trainings conducted to cross-system agencies	1	2	Stakeholder Workshop (9/26) also served as a public education/informative training opportunity to clarify the various models and language used to understand how restorative practices are implemented.

Agency	Measure X Allocation	Performance Measure	FY23-24 Performance YTD	FY23-24 Target	Notes
Probation	Community Based Restorative Justice	Number of stakeholders engaged in RJ working group	50	80 - 100	<p>Probation has expanded its plan for engaging stakeholders beyond a RJ working group that includes the following methodologies:</p> <ul style="list-style-type: none"> - 12 key stakeholder interviews - 45 stakeholder workshop participants <p>Target #s account for:</p> <ul style="list-style-type: none"> - follow up community workshop for stakeholders - 6-8 RJ programming recipients via four (4) focus groups - initial Steering Committee convening
Probation	Community Based Restorative Justice	Number of RJ working group convenings	1	3	As previously stated, Probation has expanded its plan for engaging stakeholders beyond a RJ working group. The number of RJ-related convenings include 2 Community Workshops and an initial Steering Committee convening.
Public Defender	Stand Together Contra Costa	Number of clients represented in removal proceedings	149	250	STCC is funded through a combination of General Fund, AB109, and Measure X funding.
Public Defender	Stand Together Contra Costa	Number of free legal immigration consultations	293	1,100	
Public Defender	Stand Together Contra Costa	Number of community engagement events	5	24	
Public Works	Climate Sustainability-Sustainability Trust	Number of electric vehicle (EV) chargers installed	-	100	
Sheriff-Coroner	Body Worn and In-Car Cameras	Number of citizen complaints where BWC or in-car camera was reviewed	2		Since the deployment of BWC and fleet cameras starting 4/10/23. In progress.
Sheriff-Coroner	Body Worn and In-Car Cameras	Number of use of force incidents per year	N/A		In progress
Sheriff-Coroner	Body Worn and In-Car Cameras	Number of BWC and in-car camera videos released pursuant to PRA requests	-		No videos released to date, in progress.

Results-Based Accountability: A Roadmap for Program Performance

KELLIE NOE

EXECUTIVE SUMMARY

Results-Based Accountability (RBA) is being used by counties across California and across the nation to evaluate the effectiveness of investments. RBA offers a simple approach to effectively measure and report out on program-level performance. In addition, RBA offers a framework to describe how programs work together to contribute to community-wide results at the population level. Alameda County Social Services Agency

and Santa Cruz County Human Services Department have both applied RBA to their contract monitoring and program performance evaluation processes. While the two communities have their own unique approach to implementation, there are many similarities, and the findings from these two communities can contribute to Sonoma County's efforts to successfully apply RBA to contracts with community-based organizations.

Kellie Noe, M.A., Program Development Manager,
Sonoma County Human Services Department

Results-Based Accountability: A Roadmap for Program Performance

KELLIE NOE

Background: Results-Based Accountability

Across California and the nation, counties are using Results-Based Accountability (RBA) as an approach to address some of the challenges communities experience in collecting and communicating social service program results. Before RBA, the systems used to assess program results were often cumbersome, and it was difficult for contractors such as non-profit organizations to capture data related to program performance. Moreover, reporting systems did not offer a simple way to transparently communicate results to leadership and to the community about the long-term impacts of programs on community health and well-being. Thus, communities turned to RBA for a simple approach to data-driven decision making within grant-making and contracting processes.

RBA can be used by whole communities to improve collective quality of life and can be deployed by organizations to improve program performance. RBA is a disciplined way of thinking and acting to improve entrenched and complex social problems. RBA starts with “ends” and works backward, step by step, towards “means.” For communities, the desired “ends” are results or conditions of well-being for children, families, and the community as a whole. Examples may be articulated as “Residents with good jobs,” “Children ready for school,” “A safe and clean neighborhood,” or even more specific conditions such as “Public spaces without graffiti,” or “A place where neighbors know each other.” For programs, the desired “ends” are how customers are better off when the program works the way it should. One example may be “The percentage of people in the job training program who get and keep good paying jobs” (Friedman, 2005).

RBA allows grantees to sharpen their focus in three key performance areas by answering the questions:

- How much did we do?
- How well did we do it?
- Is anyone better off? (Friedman, 2005)

Once performance measures are identified, the RBA Turn the Curve monitoring process can be utilized to measure program progress. Turn the Curve monitoring is a simple way for counties and community partners to facilitate a conversation that answers the following five key questions:

- How are we doing or what is the data trendline?
- What is the story behind the curve or what are the factors that are contributing to the trend?
- Who are the partners that have a role to play in turning the curve?
- What works to turn the curve?
- What is our action plan to turn the curve? (Friedman, 2005)

RBA also provides the process and tools for transparency and accountability. RBA uses an online dashboard that partners can utilize to capture population-level and program-level impact. This process places contractors alongside county departments to develop performance measures together and to build better engagement in the contracting process.

Alameda County Social Services Agency

In 2011, the Alameda County Grand Jury concluded that the county’s Social Services Agency needed to improve its contract monitoring and performance oversight of community-based organizations. The

jury's report included a requirement for the county to start using metrics to evaluate financial and program effectiveness. As a result, the agency set out to develop a system to consistently collect performance measure data and began a phased approach to apply RBA to contracts, along the following timeline:

- Phase 1 (2013-2016)—Embed performance measures into all new RFPs/RFQs.
- Phase 2 (2017-2019)—Implement a data system to track performance measures.
- Phase 3 (2020+)—Have performance measures in place for 100% of all contracts with community-based organizations.

RBA performance measures are currently embedded in 93% of all contracts with community-based organizations in Alameda County. In order to work towards the goal of 100% RBA adoption, Alameda County had to take the following actions:

- Commit staff time to support ongoing management, implement trainings, coordinate the development of performance measures, and capture and input data into the online dashboard.
- Develop ongoing training for county staff and non-profit agencies to support implementation.
- Develop a training manual to serve as a desktop how-to guide for implementation.
- Launch an internal workgroup with consistent membership to coordinate RBA across divisions and departments. This workgroup develops the data management plan, builds capacity, and identifies and addresses other challenges that may emerge.
- Define clear roles and responsibilities for non-profit agencies, county program managers, county contract managers, and county program evaluators.
- Create a clear process for how data will be collected and entered into the online dashboard system, including a list of definitions.
- Develop RBA templates for request for proposals (RFPs) and scopes of work in order to consistently capture RBA performance measures. The

templates include the frequency for data collection, how the data will be calculated, and what tools will be used to collect data.

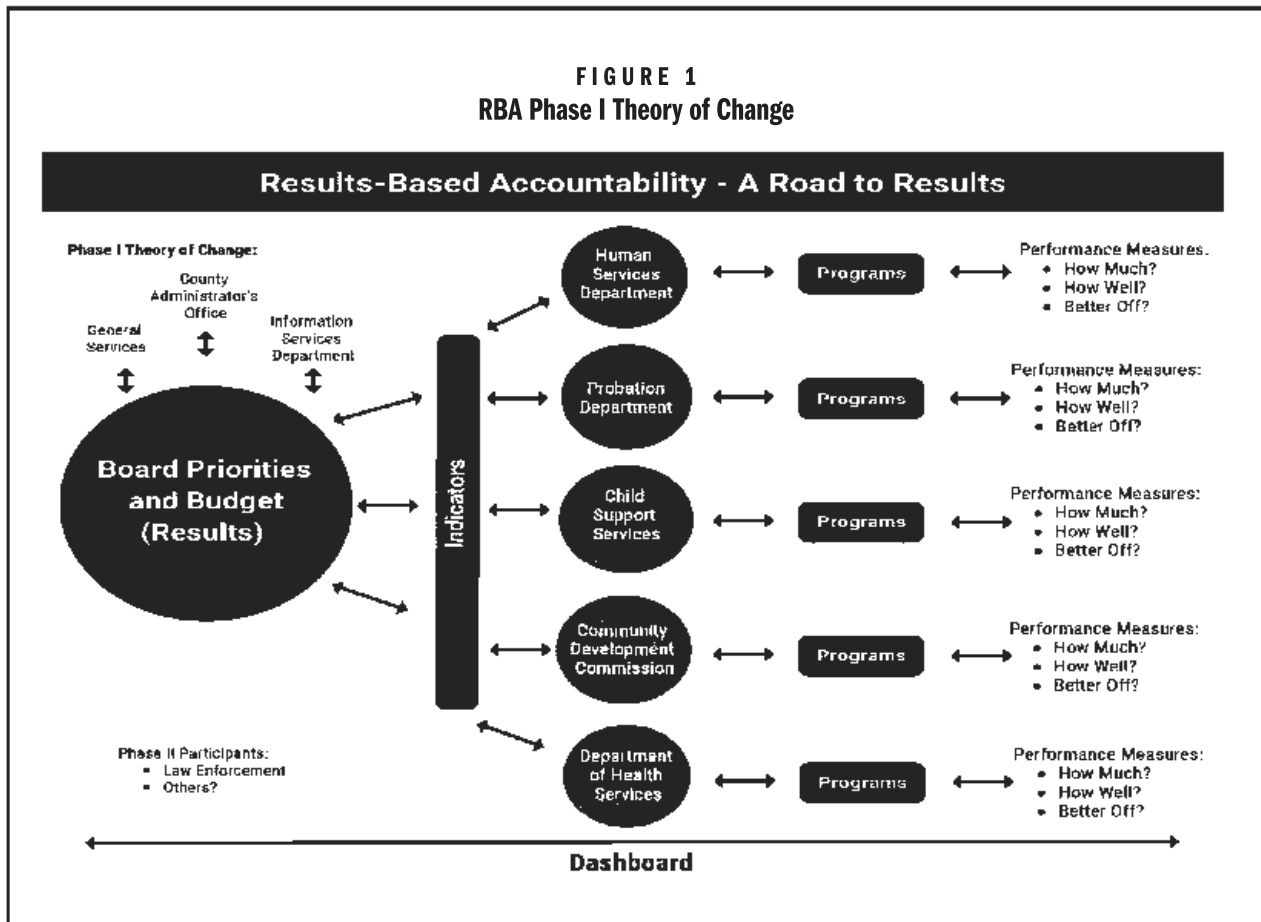
- Implement the online RBA dashboard to facilitate transparent communication about program performance and results as they relate to the county's goals.

Santa Cruz County Human Services Department

Initially, Santa Cruz County Human Services Department applied RBA to all contracts over \$50,000, but now the vast majority of all the department's contracts include RBA. Leadership within the county directed the department to implement RBA, and this system has helped the county to better track and communicate the results of their investments. In addition to better tracking investment impact, this direction led to the implementation of the Collective of Results and Evidence-based (CORE) Investments.

On April 21, 2015, the Santa Cruz County Board of Supervisors embarked on a change process to increase collective impact on shared outcomes and to improve the funding model for safety net services by promoting the use of Evidence-Based Practices (EBPs) in county-funded services. The board wanted to transition from the current community programs funding model to the new model of CORE Investments. The focus of CORE Investments is to advance the implementation of proven EBPs, and RBA is then applied to track a common set of performance measures and results (Timberlake, 2017). The board outlined the following five goals for CORE:

- Take a measured and deliberate approach.
- Focus on community-derived results from nine strategic plans. (<http://www.sccoplanning.com/?tabid=4470>)
- Collaborate with jurisdictional funders, strategic plan representatives, and service providers.
- Create an open and competitive application process to generate innovative and evidence-based interventions from local community-based non-profits.



- Acknowledge the need to collectively learn and evolve. (Timberlake, 2017)

The CORE Investments model launched with a joint investment from Santa Cruz County and the City of Santa Cruz with an initial investment of \$3.9 million to \$4.1 million per year for a three-year cycle beginning in Fiscal Year 2017-18. The Board of Supervisors also set aside an additional \$150,000 each year for emerging or otherwise unmet safety-net needs (Timberlake, 2017). The following conditions or results areas have been established for the Santa Cruz CORE Investments: Health & Wellness; Lifelong Learning; Economic Security and Mobility; Social, Cultural and Civic Connections; Healthy Environments; Safe & Just Communities; and Stable, Affordable Housing. An individual program cannot shift a result area, but collectively all the programs related to Lifelong Learning and Education, for example, can contribute to improving community results.

Sonoma County Human Services Department

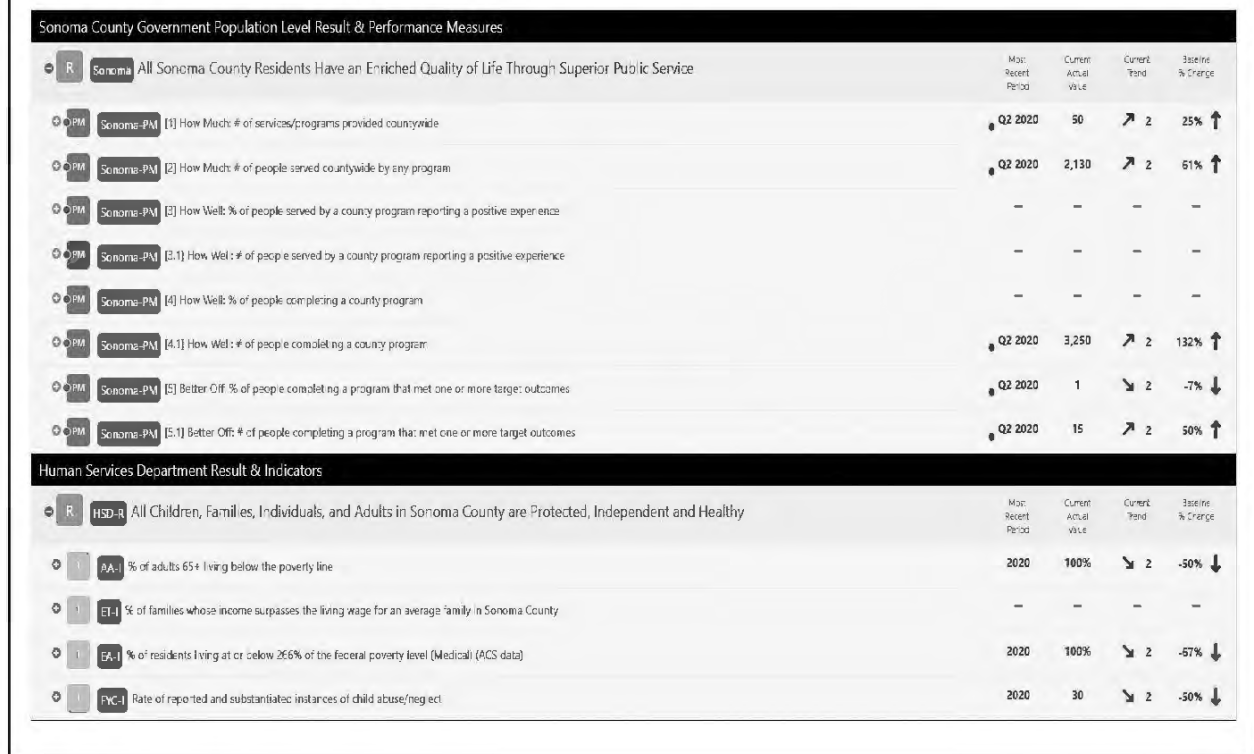
On April 2, 2019, the Sonoma County Board of Supervisors adopted a set of Contracting Principles for safety-net service programs. These Contracting Principles set out to achieve the following goals:

- Ensure that policy priorities are addressed in a coordinated and strategic manner;
- Ensure that resources and services are distributed equitably and fairly across regions;
- Promote a fair, open, and competitive process for vendor selection; and
- Reduce confusion among vendors as how to obtain funding from the county.

RBA was identified by the Sonoma County safety-net department leadership team as an approach to operationalize the Contracting Principles and to effectively evaluate program performance.

Upstream Investments identified the Human Services Department as the managing partner for

FIGURE 2
Sonoma County Dashboard Example



implementation. Phase I implementation was completed at the end of Fiscal Year 2019–20. At this stage, the Probation Department, Health Services Department, Child Support Services, and Community Development Commission applied RBA to one contract, and Human Services applied RBA to one contract in each of their four divisions. (See *Figure 1*.)

Recommendations for Scaling RBA in Sonoma County

Sonoma County will benefit from scaling RBA to all county contracts with non-profit agencies. This recommendation is based on the key findings from the Alameda County Social Services Agency and Santa Cruz County Human Services and the success of RBA Phase I implementation in Sonoma County. RBA offers a transparent approach to easily monitor the success of Sonoma County's investments across departments.

The following key considerations should be discussed by Sonoma County leadership in order to ensure successful adoption of RBA across county contracts with non-profit organizations:

- Implement a 3- to 5-year phased approach to apply RBA to all safety-net department contracts. Start the adoption with all new procurements over \$50,000 and work with departments to identify an annual number of new contracts for adoption.
- Support a cross-departmental RBA workgroup with clearly defined roles to facilitate coordination across departments and address challenges as they arise.
- Add additional staffing upon completion of Phase I to support implementation and ongoing management. Facilitate trainings, develop performance measures, collect data, manage the online dashboard and facilitate Turn the Curve

monitoring. The following is the recommended staffing for the Human Services Department Planning, Research, Evaluation and Engagement team: 0.50 Full Time Equivalent (FTE) Program Development Manager; 0.50 FTE Program Planning and Evaluation Analyst; and 0.50 FTE Administrative Aide.

- Develop a customer relationship management (CRM) database for data collection and to track frequency and timeline for monitoring contracts. The cloud-based Social Solutions Apricot data system can be utilized for \$2,000 annually.
- Adopt and implement an online dashboard to transparently share program impacts. Once fully scaled, the estimated cost to include all contracts in the dashboard is \$25,000 annually. The dashboard will include results and population-level indicators for each department and performance measures for each contract. Furthermore, the contract performances measures will aggregate to county-wide performance measures. (See *Figure 2.*)

Lastly, identify a funding source, such as CORE Investments, to test the impact of a collective funding model on a specific result area.

Acknowledgements

I want to express my deep gratitude to the Alameda County Social Services Agency and Santa Cruz County Human Services Department for supporting my case study. A special thank you to Maryam Bhimji from Alameda County and Ben Bunyi from Santa Cruz County, who both graciously supported this case study. I appreciate your time, the resources you shared, and the connections to your team. I also want to thank the Sonoma County Human Services Department for supporting my participation in the Bay Area Social Services Consortium Executive Development Program.

References

- Friedman, M. (2005). *Trying Hard is Not Good Enough: How to Produce Measurable Improvements for Customers and Community*. FPSI Publishing.
- Timberlake, E. (2017, May 5). *Recommendations for CORE Investments*. Retrieved from County of Santa Cruz: https://www.co.santa-cruz.ca.us/Portals/0/Core_Investments/Board_Letter-CORE_Investments.pdf



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-1125

Agenda Date: 4/17/2024

Agenda #: 7.

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

Information:

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

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

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

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

Attachment(s):

- MXCAB Bylaws
- MXCAB Roster

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

2
3 (adopted by the Board of Supervisors on May 16, 2023)

4 **Article I – Purpose**

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

- 8 1. Overseeing regular written assessment of community needs, using as a starting point the
9 priority areas identified in the original (2019) Needs Assessment (emergency response
10 [fire/medical], health care, safety net services, preventative care, affordable housing, and
11 supports for early childhood, youth, families, and seniors), and updating every three years,
12 or as needed, as determined by the Board of Supervisors, with MXCAB being responsible for
13 determining the scope and methodology of the assessment to identify top community
14 priorities and unmet needs;
- 15 2. Using the assessment findings to develop general funding priorities to be recommended to
16 the Board of Supervisors on any Measure X net revenues available for allocation. Revenue
17 growth from Measure X shall first be allocated to the cost growth within existing Measure X
18 funded programs. The MXCAB shall not make specific dollar amount allocations
19 recommendations;
- 20 3. Receiving annual status reports on the implementation, milestones, impact, and outcomes
21 of Measure X funded programs, including whether program goals are being achieved, in a
22 joint presentation to the MXCAB and Board of Supervisors;
- 23 4. Providing an annual report to the Board of Supervisors on MXCAB’s self-assessment of their
24 effectiveness during the past year.

25 **Article II – Membership**

26 A. Composition:

- 27 1. The Advisory Board shall consist of 17 members, composed of 10 Supervisorial District
28 appointees (two (2) per Supervisorial District) and seven (7) At-Large appointees.
- 29 2. The Advisory Board shall include ten (10) alternates. Alternate members are expected to
30 attend all regular Advisory Board meetings and may participate fully, except that they may not
31 vote unless substituting for an absent member as described below. Alternate members may not
32 serve as elected officers but may serve on ad hoc or standing committees of the Advisory
33 Board.
- 34 a) One (1) alternate shall serve on the Advisory Board for each Supervisorial District
35 appointment for a total of five (5) District alternates. The role of District alternate is fully
36 interchangeable with that of regular District-appointed Advisory Board members. A
37 District alternate may not vote unless substituting for the respective absent District-
38 appointed member.

b) Five (5) alternates shall serve on the Advisory Board as At-Large alternates. The role of At-Large alternate is fully interchangeable with that of regular At-Large Advisory Board members. At-Large alternates may fully participate and voice opinions but may not vote unless substituting for an absent At-Large member.

B. Eligibility:

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

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

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

C. Terms of Office:

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

a) Supervisorial District Appointments: Each of the two (2) Supervisorial District seats and alternates identified in Article II(A) for each Supervisorial District, shall serve a term of two (2) years.

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

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

D. Appointment Process:

1. Initial Appointments:

a) The Clerk of the Board of Supervisors will solicit applications to fill the 17-member Advisory Board through a single recruitment process.

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

1 c) Supervisorial District nominees will be transmitted to the Finance Committee of the
2 Board of Supervisors (the "Finance Committee") along with all remaining applications
3 for appointment.

4 d) The Finance Committee shall review the Supervisorial District nominations and select
5 nominees for the remaining seven (7) At-Large seats, taking into account the goals
6 identified in Article II(B)(1).

7 e) In the case where the same nominee is selected for a Supervisorial District
8 appointment by multiple Supervisors, the Finance Committee shall take into
9 consideration the stand-by nominees recommended by those Supervisors in resolving
10 the conflict and making a final recommendation to the Board of Supervisors.

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

15 **2. Subsequent Appointments:**

16 **a) Supervisorial District Appointments:**

17 1) The Clerk of the Board of Supervisors will solicit applications to fill the
18 Supervisorial District Appointments every two (2) years in a single recruitment
19 process. The respective Supervisor, and interested members of MXCAB, shall
20 assist in ensuring that the opportunity to apply is distributed widely to a broad
21 array of county residents and stakeholders, in order to maintain and support
22 diverse representation on MXCAB.

23 2) Applications shall be referred to each County Supervisor to select three
24 nominees to serve on the Advisory Board (two nominees plus one alternate
25 nominee).

26 3) In the case where the same nominee is selected for a Supervisorial District
27 appointment by multiple Supervisors, Supervisors will be notified to allow for
28 modifications to their nominations.

29 4) Once conflicts are resolved, nominations will be submitted directly to the
30 Board of Supervisors.

31 **b) At-Large Appointments:**

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

34 2) Applications shall be referred to the Finance Committee to select seven (7)
35 At-Large seats and five (5) At-Large alternates, taking into account the goals
36 identified in Article II(B)(1).

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

5 4) Final nominations shall be submitted to the full Board of Supervisors for
6 consideration of appointment.

7 **3. Unscheduled Vacancies:**

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

13 b) Supervisory District Vacancy: If the unscheduled vacancy is in a Supervisory
14 District seat, then the applications seeking appointment will be transmitted by
15 the Clerk of the Board to the Supervisory District responsible for making
16 nominations for appointment to that seat. The MXCAB will also be notified of
17 the vacancy. The Supervisory District will then transmit the nomination for
18 appointment to the Board of Supervisors for consideration.

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

24 d) If a member is absent three or more times in a 12-month period, staff will
25 notify the Finance Committee and MXCAB chair of these absences.

26 e) Timeline to Fill Vacancies: The Board of Supervisors will strive to fill vacancies
27 within 60 days of a seat being vacated.

28 e) Resignation: Any appointed member may resign by giving written notice to
29 the Clerk of the Board of Supervisors and the MXCAB Chair.

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

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

36 B. Regular Meetings: Regular meetings of the Advisory Board shall be held at least quarterly, based on
37 a schedule adopted by the Advisory Board. Regularly scheduled meetings may be canceled by a
38 majority vote of the Advisory Board or, for lack of business or a quorum, by the Chair.

- 1 C. Special Meetings: Special meetings of the Advisory Board or any other committees may be called by
2 the Chair at any time, or by a majority of current Advisory Board members. Such meetings shall be
3 called in accordance with the provisions of the Ralph M. Brown Act and the Contra Costa County
4 Better Government Ordinance regarding member and public notice.
- 5 D. Quorum: A majority of the membership of the Advisory Board shall constitute a quorum for the
6 transaction of business. A “majority of the membership” is defined as a majority of filled seats on
7 the Advisory Board at any given time. For example, if only thirteen (13) seats are filled and four (4)
8 are vacant, then a quorum is established when seven (7) members are present at a meeting.
9 Similarly, if all 17 seats are filled, a quorum is established when nine (9) members are present at a
10 meeting. No action shall be taken by the Advisory Board unless a quorum is present as defined
11 above. Alternate Advisory Board members substituting for members may be counted in determining
12 whether a quorum is established at a meeting.
- 13 E. Voting: Each member of the Advisory Board, or the member’s alternate when the member is absent,
14 has one vote. A minimum of nine (9) votes of the members present, or alternates when members
15 are absent, are required to pass a motion.
- 16 F. Conflict of Interest: As a general rule, a member may not discuss or vote on an agenda item if doing
17 so would constitute a conflict of interest. In such a case, the member shall announce that they have
18 a conflict of interest, and recuse themselves before the item is presented and considered.
- 19 G. Meeting Procedure: The Chair shall preside at all meetings, and shall proceed with the business of
20 the Advisory Board in a manner prescribed in these bylaws. The Chair shall also decide questions of
21 procedure as needed. If the Chair is not present at a meeting, the Vice Chair shall preside.
- 22 H. H. MXCAB members and staff shall adhere to their respective roles (as described in these bylaws) in
23 good faith, and shall further amend the bylaws as needed, subject to Board of Supervisors’ approval.
- 24 I. Order of Business: The regular order of business of the Advisory Board shall be at least the
25 following:
- 26 1. Call to order
 - 27 2. Roll call to determine voting eligibility of At-Large alternates. At the start of each meeting,
28 the five (5) At- Large alternates shall be randomly ordered by staff to replace absent At-
29 Large members for purposes of voting.
 - 30 3. Public comment on items not on the agenda
 - 31 4. Approve Record of Action from prior meeting
 - 32 5. Consideration and action on agenda items
 - 33 6. Adjournment
- 34 J. Sub-Committees and Ad Hoc Committees: With approval from the MXCAB, the MXCAB Chair may
35 create MXCAB sub-committees and/or ad hoc committees as needed, composed of regular or
36 alternate members who have full voting rights. All such committees are open and accessible to the
37 general public in accordance with the Ralph M. Brown Act and the Contra Costa County Better

1 Government Ordinance. The MXCAB Chair shall consult with MXCAB staff to ensure staff capacity to
2 support any such committee meetings.

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

8 **Article IV. – Administration**

9 The Advisory Board shall obtain staff support from the County Administrator’s Office or another county
10 office designated by the Board of Supervisors. The staff will be responsible for compiling and distributing
11 Advisory Board meeting notices, agenda packets and records of action ; arranging for translation into
12 Spanish of MXCAB meeting agendas; arranging for simultaneous interpretation (at a minimum in
13 American Sign Language and Spanish) for all MXCAB meetings; posting MXCAB meeting videos on the
14 county website within seven (7) days of the most recent meeting; maintaining the MXCAB member
15 roster and contact list; maintaining and providing the Chair with a list of current MXCAB vacancies;
16 providing the Chair with an updated MXCAB attendance record for the prior quarter; advising the
17 MXCAB Chair and members on questions of procedure; and responding to questions and requests from
18 the MXCAB Chair between meetings.

19 **Article V. – Compensation**

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

22 **Article VI. – Changes to Bylaws**

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

Measure X Community Advisory Board Membership

Effective April 1, 2024

Incumbent	Seat Title	Term Start Date	Term End Date
Supervisory Seats			
Rachel Rosekind	District I Seat 1	4/1/2023	3/31/2025
Willie Robinson	District I Seat 2	4/1/2023	3/31/2025
Kathryn Chiverton	District II Seat 1	4/1/2023	3/31/2025
Steven Bliss	District II Seat 2	4/1/2023	3/31/2025
Odessa LeFrancois	District III Seat 1	4/1/2023	3/31/2025
Susanna Thompson	District III Seat 2	4/1/2023	3/31/2025
Roxanne Carillo Garza (VICE CHAIR)	District IV Seat 1	4/1/2023	3/31/2025
Pello Walker	District IV Seat 2	4/1/2023	3/31/2025
Jontae Clapp	District V Seat 1	4/1/2023	3/31/2025
Martha (Azi) Carter	District V Seat 2	4/1/2023	3/31/2025
At-Large Seats			
Gigi Crowder	At-large Seat 1	4/1/2024	3/31/2027
Mariana Moore	At-large Seat 2	4/1/2024	3/31/2027
Diana Honig	At-large Seat 3	4/1/2024	3/31/2027
Joseph Grupalo	At-large Seat 4	4/1/2024	3/31/2027
Omar Rascon	At-large Seat 5	4/1/2024	3/31/2027
Gene Jackson	At-large Seat 6	4/1/2024	3/31/2027
VACANT	At-large Seat 7	4/1/2024	3/31/2027
Alternates			
Lishaun Francis	District I Alternate	4/1/2023	3/31/2025
Nishi Moonka	District II Alternate	4/1/2023	3/31/2025
Nancy Benavides	District III Alternate	4/1/2023	3/31/2025
VACANT	District IV Alternate	4/1/2023	3/31/2025
VACANT	District V Alternate	4/1/2023	3/31/2025
Natalie Oleas	At-large Alternate 1	4/1/2024	3/31/2027
Patrick Walsh	At-large Alternate 2	4/1/2024	3/31/2027
Mark Miller	At-large Alternate 3	4/1/2024	3/31/2027
Sam Alley	At-large Alternate 4	4/1/2024	3/31/2027
Jim Donnelly	At-large Alternate 5	4/1/2024	3/31/2027



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-1126

Agenda Date: 4/17/2024

Agenda #: 8.

Advisory Board: MEASURE X COMMUNITY ADVISORY BOARD
Subject: Brief Member Announcements
Presenter: MXCAB Chair

Information:

During this item, MXCAB members are invited to make brief verbal announcements that would be pertinent to members of the Measure X Community Advisory Board and meeting attendees. Announcements are intended to be informational only; no actions are to be taken during this item.

Attachment(s):

- No written updates were received prior to the agenda publication.