



ADVISORY BODY ANNUAL REPORT

Advisory Body Name: County Service Area P-6 (Discovery Bay Zones) Citizen Advisory Committee

Advisory Body Meeting Time/Location: 2nd Wed. Quarterly at 6PM, Discovery Bay Community Center

Chair (during the reporting period): Bob Mankin

Staff Person (during the reporting period): Claire Alaura

Reporting Period: January 1, 2025 - December 31, 2025

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

The primary goal of the Discovery Bay P-6 in 2025 was to continue to be the connection between the residents of Discovery Bay with the County regarding police services. During 2025 the Discovery Bay P-6 struggled to meet regularly as quorum was often not met.

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

The primary goal of the Discovery Bay P-6 in 2025 was to continue to be the connection between the residents of Discovery Bay with the County regarding police services. During 2025 the Discovery Bay P-6 struggled to meet regularly as quorum was often not met.

III. Attendance/Representation

(estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

All five seats are full, there are no vacancies.

January 2025 - Meeting Canceled.

July 2025 - Meeting rescheduled from July 9th to 23rd. Lacked quorum, meeting canceled.

October 2025 - 4/5 Members Present.

Only one meeting was held in 2025 due to lack of quorum.

IV. Training/Certification

(estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.

It is mandatory for all committee members to complete County training regarding the Ralph M. Brown Act, County's Better Government Ordinance, Implicit Bias for County Officials, and the County's ethics orientation within 90 days of appointment and every two years thereafter.

Of the five P-6 board members, as of the submission date of this report, two board members have not completed their required training.

V. Proposed Work Plan/Objectives for Next Year

(estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

The Discovery Bay P-6's priorities for 2025 will be to continue providing the community of Discovery Bay with the opportunity to communicate with the County and Office of the Sheriff.

We will specifically focus on retention of board members, completion of required training and returning to a regular meeting schedule after a long break of meetings.

The P-6 is scheduled to meet on the second Wednesday, quarterly, at 6 pm at the Discover Bay Community Center.