

Profile

First Name

Middle
Initial

Last Name

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Email Address

Resident of Supervisorial District:☒ District 1

Employer

Job Title

8 years

☒ Yes ☐ No

District 1

30+

☐ Yes ☒ No

Economic Opportunity Council: Submitted

Seat Name

Public Sector

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

☐ Yes ☒ No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

☒ High School Diploma

College/ University A

Name of College Attended

Southern New Hampshie

Degree Type / Course of Study / Major

MS Human Resource Management

Degree Awarded?

☒ Yes ☐ No

College/ University B

Name of College Attended

University of Phoneix

Degree Type / Course of Study / Major

MS Business Management

Degree Awarded?

☒ Yes ☐ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes ☐ No

Other Trainings & Occupational Licenses**Other Training A**

State of California ARF

Certificate Awarded for Training?

☒ Yes ☐ No

Other Training B

Certificate Awarded for Training?

☐ Yes ☐ No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

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

One of the main reasons I am interested in this role is because it has been a while since I have served in my community, and it is time. What better way to start giving back than helping in the community in which I live? In my current role at Telecare Hope House in Martinez, I have a proven history in effectively managing departments to profitability, enhancing productivity, and developing skilled workforces through talent identification and development. Expertise in strategic planning, operations management, and program development with a solid foundation in human resources and community engagement. My history includes successfully managing departments to profitability, driving productivity enhancements, and cultivating a skilled workforce through talent identification and development initiatives. With expertise spanning strategic planning, operations management, and program development, coupled with a solid foundation in human resources and community engagement, I am well-equipped to contribute to the achievement of your organizational goals. I take pride in my ability to thrive in fast-paced, challenging environments and to effectively communicate and lead teams to success. If given the opportunity, I am confident that I can leverage my strong leadership, communication skills, and dedication to service excellence to make meaningful contributions to Economic Opportunity Council. In this role, I can contribute by being a resolute, responsible, and a dependent District Chair Person. My current skills and experiences can be integrated in this role.

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

With my current experience working with Contra Costa County System of Care Mental Health Services, I have been cited as being an efficient and effective leader that knows how to implement change management. Developing and growing others is my passion. I focus on delivering excellence, meeting the goals and expectations of the job. I am a strong believer in teamwork, communication, and leading by example. I have one goal, one mission to deliver one outcome. With my proven success record of managing successful and profitable departments, I have increased dramatically in productivity, managed positive departmental changes, developed a strong workforce, identified talent, and managed all phases of a full-cycle recruit to effectively achieve the corporate overall goals. My professional skills are in strategic planning, operations direction and oversight, and program management; together with my background in human resources management, community development and relationship building, operations management, client development, staff management, business management, program development, quality assurance, training and development and implementing best practices and internal policies. My direct achievements are indicative of an effective leader who communicates well and has a proven history of succeeding in a fast-paced, challenging environment. With that in mind, I will bring to the position effective communications skills, strong leadership, and team building, with a commitment to first-rate service and satisfaction.

[Upload a Resume](#)

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

☒ Yes ☐ No

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

☐ Yes ☒ No

If Yes, please explain:

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

☐ Yes ☒ No

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

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

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

Board Member - Oakland and San Francisco Workforce Investment Board Board Member - Commission for Women Advisory Board, Contra Costa County Founder - Youth Football Organization - Deer Valley Wolverines

Conflict of Interest and Certification

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

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

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

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

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

☒ I Agree

Important Information

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

Clearnise P. Bullard

Summary of Qualifications

Proven history in effectively managing departments to profitability, enhancing productivity, and developing skilled workforces through talent identification and development. Expertise in strategic planning, operations management, and program development with a solid foundation in human resources and community engagement.

Education, Community Leadership and Affiliation

- Master of Science, Human Resource Management, Southern New Hampshire University
 - Bachelor of Science, Business Management, University of Phoenix
 - Adult Residential Facility Licensed Administrator – #6044470735
 - Board Member, Workforce Investment Board of San Francisco County Board Member
 - Commission for Women Advisory Board, Contra Costa County Founder
 - Life Coach Certified
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Professional Experience

Telecare Corporation – Program Administrator

- Villa Fairmont Mental Health Rehabilitation Center - Large Inpatient Program September 2020 - Present
- Hope House Residential Treatment Program June 2016 – September 2020

Seasoned Administrator with 8+ years' experience managing a large inpatient mental health rehabilitation program and a 16-bed residential treatment program; top-notch leader with tangible experience in developing and implementing company-wide operating policies and procedures; led developing and implementing program standard and operating policies and procedures; strategic leader with the ability to manage cross-functional projects and deliver results under tight schedules; consistently implements and executes processes that positively impact organizational goals, objectives, and expectations; effective operation of the programs ranging from \$2,000,000 to \$16,000,000.00; direct oversight of the Dietary, Rehab, Nursing, Maintenance, Housekeeping, Clinical, and Business Office Departments; establish staffing requirements for all departments, managing a team of 25 staff to 130 staff managing all HR functions and employee supervision; spearhead initiatives to enhance client satisfaction and program effectiveness, drive change management and engagement initiatives to improve employee relations.

Skills Highlights:

- > Leadership collaboration on therapeutic issues and provides staff training making theory relevant to practice and resulting in quantifiable results.
- > Collaborate with Sr. Management on strategic priorities planning, organizing the overall Clinical and Administrative operation of the Program.
- > Safeguards the Program state, county, federal, and local licensing regulations, and requirements.
- > Establish and outline expectations, provides appropriate staff training to ensure safety and therapeutically effective.
- > Confirm adherence to Member Rights as determined by corporate policy and governmental regulations.
- > Establish the culture of the Program and create initiatives that reinforce the culture.
- > Analyze client satisfaction and program effectiveness.
- > Supervise department managers and maintain supervisory authority over personnel assignment to the departments.
- > Contributed to the development and implementation of new hire orientation and staff training.
- > Establish and redefine the culture of the Program and created initiatives that reinforce the culture diversity.
- > Administer internal employee relation investigation and grievances complaints.

Clearnise P. Bullard

- Supervise and direct employees in multiple program sites regarding best practices for an overly aggressive population.
 - Communicate coaching and counseling to employees in areas of performance, conflict resolution, and career development.
 - Foster effective change management and engagement plans to foster sound employee relations and engagement.
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D&A Communications, Inc.

- Job Corps Northern California Outreach & Admissions- Project Director 4/2014 – 6/2016

Contract monitor for Job Corps Northern California Outreach & Admissions Department, managing a staff of 21 Admission Counselors. Direct oversight of the outreach and recruitment efforts for three Job Corps Centers in the Northern California Region (San Francisco, San Jose, Sacramento); managed a large complex \$6.5 million budget; developed and implemented programs strategies to improve measurable outcomes and contract performance goals; ensured compliance with the government PRH standards, ethical standards, and compliance with all federal requirements.

Service Highlights:

- Sustained effective relationships and collaboration with community partners, youth focused government agencies, nonprofits, businesses, and Workforce Investment Act (WIA) Partners.
 - Developed and monitored key performance metrics in conjunction with Admission Leadership, emphasizing improved performance through training and development.
 - Sound fiscal management, programmatic and operational excellence; provided financial sustainability and oversight of the day-to-day operations and long-range mission of the organization.
 - Developed reliable quality assurance platform to ensure consistency, compliancy and positive service and support behaviors.
 - Designed a competency based promotional pathway program to support the development of individual contributors that builds knowledge, skills, and capabilities.
 - Contributor to the development and implementation of the outreach and admission client manual.
 - Responsible for the development and execution of Innovative Outreach Campaigns and Activities to achieve Department of Labor contract goals for student admissions at Northern California Job Corps Centers.
 - o Ranked #16 out of seventy-two (72) contracts in first contract year
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Additional Work Experience

- Job Corps Northern California Education & Training, June 2009 – June 2016
 - Job Corps Northern California Outreach & Admissions – Director
 - Residential Social Development Director
 - Outreach & Admissions Recruitment Manager
 - Longs Drug Stores, Security Administrator – Project Management, December 2001 – March 2003
 - Gap Inc. Corporate, Security Administrator – Project Management, February 2000 – February 2001
 - Bank of America, Business Analyst; IT Support, April 1990 – February 2000
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Key Skills

Clearnise P. Bullard

Change Management | Process Improvement | Organizational Development
Performance Management | Strategy & Execution | Project Management
Public Speaking | Strategic Decision Making | Visionary Leadership
People Management | Coaching

References furnished upon request.