



# CONTRA COSTA COUNTY

## Committee Meeting Minutes

### Los Medanos Healthcare Operations Committee

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

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**Monday, April 14, 2025**

**11:00 AM**

**190 E. 4th Street, Pittsburg, CA 94565  
2255 Contra Costa Blvd., Suite 202, Pleasant  
Hill, CA 94523  
<https://cchealth.zoom.us/j/95584426607>**

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

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

1. Introductions

**Present:** District IV Supervisor Ken Carlson and District V Supervisor Shanelle Scales-Preston

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

No public comment.

3. RECEIVE and APPROVE Record of Action for December 9, 2024 Committee Meeting

**Attachments:** [LMHOC MeetingMinutes\\_9Dec2024](#)

Request for staff to provide a list of agencies that currently have grants for site/program visits by Supervisor Carlson. Supervisor Carlson would like to work with agencies to make 1 or two visits across this year.

**This Discussion Item was approved.**

**Motion:** Carlson

**Second:** Scales-Preston

4. RECEIVE and APPROVE Record of Action for March 3, 2025 Committee Meeting

**Attachments:** [LMHOC Meeting Minutes 3.3.25](#)

**This Discussion Item was approved.**

**Motion:** Carlson

**Second:** Scales-Preston

**5. RECEIVE Request for a Grant Proposal Review Panel**

Los Medanos Health Advisory Committee Chair, Dennisha Marsh presented a request for creation of a grant review panel that would allow closed door review of grant proposals. During the last two rounds of grants the proposals were reviewed by the full LMHAC at public meetings. This was uncomfortable for both the committee and the grant applicants. A grant review panel would allow for more thoughtful discussions around partial funding and prioritization. County staff provided information that other Board appointed committees review grant proposals using a review panel that is allowed to meet in private to determine awards. There is already precedent set for the creation of review panels.

Supervisor Carlson noted that a review panel should meet Brown Act requirements, confirm there is no conflict of interest, have a clear scoring process so subjectivity is minimized, and it does not impact administrative costs. Supervisor Scales-Preston requested staff to provide examples of other review panels. LMHAC Chair Marsh requested an adjustment to the Rubric to provide extra preference to agencies based within the Los Medanos Health Area. The Committee determined that it is not feasible or fair to make the change at this late date but directed staff to make this a change to future scoring rubrics.

Staff was requested to provide examples of other Health Department review panels and to bring an updated timeline to the next LMHOC meeting on 5/5/25.

**Create a Grant Proposal Review Panel for the Los Medanos Grant Program. The Panel is to be made of 2 LMHAC members and 3 community members to be vetted by the Health Department for Conflict of Interest and living within the Los Medanos Health Area.**

**Motion:** Scales-Preston

**Second:** Carlson

**6. RECEIVE Staff Report on the 2025-2027 Grant Program**

**This Discussion Item was received.**

**7. Adjourn**

The next meeting is currently scheduled for May 5, 2025 at 3 pm PST.

## General Information

This meeting provides reasonable accommodations for persons with disabilities planning to attend a the meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 190 E. 4th Street, Pittsburg and 2255 Contra Costa Blvd, Ste 202, Pleasant Hill during normal business hours. Staff reports related to items on the agenda are also accessible on line at [www.co.contra-costa.ca.us](http://www.co.contra-costa.ca.us).

## HOW TO PROVIDE PUBLIC COMMENT:

Persons who wish to address the Committee during public comment on matters within the jurisdiction of the Committee that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating in person should offer comments when invited by the Committee Chair. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing \*9 on their phones.

Public comments generally will be limited to two (2) minutes per speaker. In the interest of facilitating the business of the Board Committee, the total amount of time that a member of the public may use in addressing the Board Committee on all agenda items is 10 minutes. Your patience is appreciated.

Public comments may also be submitted to Committee staff before the meeting by email or by voicemail. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting.

For Additional Information Contact: [Ernesto.DeLaTorre@cchealth.org](mailto:Ernesto.DeLaTorre@cchealth.org)