



**Arts and Culture Commission  
of Contra Costa County**

SUPPORTING ALL THE ARTS

Arts and Culture Commission of Contra Costa County 1025 Escobar Street, 4<sup>th</sup> Floor, Martinez, CA 94553  
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**Monday April 5, 2021 MEETING MINUTES**  
**5:30-7:30PM (US and Canada) ZOOM Invitation**

**Committee Chair: District 1:** Silvia Ledezma  
**Vice-Chair: At-Large-3:** Joan D'Onofrio  
**Senior Commissioner: At-Large-1:** Y'Anad Burrell  
**Commissioners:**

**District 2:** Beverly Kumar  
**District 3:** Grant Taylor  
**District 4:** Elizabeth Wood  
**District 5:** OPEN

**At-Large-2:** Ben Miyaji  
**At-Large-4:** Lanita Mims

**\*Alternate:** Pearl Parmelee Cabrera

*\*Alternates assist with the achievement of quorum. The alternate may sit and vote for any absent member or a vacant seat.*

**Commissioners Present:** Committee Chair: District 1: Silvia Ledezma, Senior Commissioner: At-Large-1: Y'Anad Burrell, District 3: Grant Taylor, District 4: Elizabeth Wood, At-Large-2: Ben Miyaji, and Alternate: Pearl Parmelee Cabrera

**Commissioners Absent:** District 2: Beverly Kumar and Vice-Chair: At-Large-3: Joan D'Onofrio

**Staff Present:**

Senior Management Analyst, County Administrative Office: Monica Carlisle  
Contra Costa County Arts & Culture Commission Managing Director: Jenny Balisle

**Monday April 5, 2021 MEETING AGENDA 5:30-7:30PM (US and Canada) ZOOM Invitation**

**1. WELCOME/CALL TO ORDER/ROLL CALL/TIMEKEEPER: (3 minutes)**

Meeting called to order and roll call by Chair Ledezma. Commissioner volunteers to be Timekeeper.

**SUMMARY:**

Chair District 1 Silvia Ledezma calls meeting to order at 5:31 pm. Commissioner Ben Miyaji assists with timekeeping.

**2. PUBLIC COMMENT: (2 minutes)**

Individuals who would like to address the Arts and Culture Commission of Contra Costa County on relevant matters not listed on the agenda may do so under Public Comment. Public comments cannot result in discussion/action at this meeting.

**SUMMARY:** No public comments or emails received.

**3. ACTION ITEM: APPROVE FEBRUARY 1, 2021 MINUTES: (3 minutes)**

Chair Ledezma leads discussion with Managing Director Jenny Balisle.

**Action:** Approve February 1, 2021 Minutes

**Public Comment:** None

**Documents:** February 1, 2021 Minutes

**DISCUSSION:** None

**MOTION MADE:** At-Large-2 Ben Miyaji makes motion to approve February 1, 2021 Minutes.

**MOTION SECONDED:** District 4: Elizabeth Wood.

**AYES:** Committee Chair: District 1: Silvia Ledezma, At-Large-2: Ben Miyaji, and District 4: Elizabeth Wood

**NOES:**

**ABSENT:** District 2: Beverly Kumar and Vice-Chair: At-Large-3: Joan D’Onofrio

**ABSTAIN:** District 3: Grant Taylor, Senior Commissioner: At-Large-1: Y’Anad Burrell, At-Large-4: Lanita Mims, and Alternate: Pearl Parmelee Cabrera

**SUMMARY:** Motion passess.

#### **4. NEW COMMISSIONER & DISTRICT 5 COMMISSIONER VACANCY: (5 minutes)**

Discussion led by Managing Director Jenny Balisle and shares update on District 5 vacancy. We welcome new Commissioner Grant Taylor!

**At-Large Seats & Alternate Seat process:** Individuals are interviewed and nominated by the Arts & Culture Commission. After the Commission makes a recommendation, the item goes to the Family and Human Services Committee along with all applications that were received/reviewed by the Commission. This committee then nominates an applicant and the item goes to the full Board of Supervisors for approval.

**District Specific Seats:** Are recommended by the applicable District Supervisor and then approved by the Board of Supervisors. **District 5:** Hercules, Martinez, Pittsburg and portions of Pinole and Antioch as well the unincorporated communities of Alhambra Valley, Bay Point, Briones, Rodeo, Pacheco, Crockett, Tormey, Port Costa, Mt. View, Vine Hall, Reliez Valley, and Clyde.

**Public Comment:** None

**Documents:** Constant Contact Vacancy 5 and GT Bio

**SUMMARY:** On March 12th, Managing Director Jenny Balisle sent Constant Contact email highlighting the District 5 opening (Hercules, Martinez, Pittsburg and portions of Pinole and Antioch as well the unincorporated communities of Alhambra Valley, Bay Point, Briones, Rodeo, Pacheco, Crockett, Tormey, Port Costa, Mt. View, Vine Hall, Reliez Valley, and Clyde). This is a District Specific Seat and is recommended by District 5 Supervisor District 5 Federal D. Glover then to be approved by the Board of Supervisors. The Clerk of the Board received an application for District 5 and Managing Director Jenny Balisle emailed Vincent G. Manuel (Deputy Chief of Staff for District 5 Federal D. Glover) inquiring status along with the recommendation for the applicant to attend a meeting. At the March 30th Board of Supervisors meeting, Grant Taylor was approved to be the District 3 Arts Commissioner!

#### **5. ACTION ITEM: ALTERNATE RECOMMENDATION (14 minutes)**

Discussion led by Managing Director Jenny Balisle with Senior Management Analyst Monica Carlisle, and Chair Ledezma. In the last 12 months, Alternate Pearl Parmelee Cabrera has missed four meetings (February 2020, June 2020, January 2021, and March 2021). By-laws: “Regular attendance is essential for the Commission to conduct regular business, accomplish annual goals as approved by the Board of Supervisors, and meet funding source program requirements. Any Commissioner who is absent from three (3) regular meetings in a 12-month period, may be asked to resign, unless good cause is shown and approved by the Commission (e.g., work assignment, accident, illness or death of a family member, vacation, or personal illness).”

Recommendation is to vote to remove Alternate Pearl Parmelee Cabrera due to missed absences.

**Public Comment:** None

**Action:** Approve Alternate recommendation.

**Documents:** 12/20 By-laws

**DISCUSSION:** Managing Director Jenny Balisle shared Alternate attendance status. The process begins with a formal Arts Commission vote and once approved it will be submitted as a Board of Supervisors board order to declare the vacancy. Once completed, the Managing Director starts a countrywide recruitment process for the seat to be filled. Upon recruitment process conclusion, 2-3 commissioners will interview candidates and make a recommendation for an appointment by the Board of Supervisors.

#### **Timeline:**

- Arts and Culture Commission Meeting – vote to approve the removal of current alternate member.
- BOS Meeting – declare vacancy.
- Recruitment period.
- Arts and Culture Commission Meeting – interview candidates and make an appointment recommendation.
- BOS Meeting – appoint a new member effective immediately.

**MOTION MADE: Committee Chair: District 1:** Silvia Ledezma makes motion to accept Alternate recommendation.

**MOTION SECONDED:** District 4: Elizabeth Wood

**AYES:** Committee Chair: District 1: Silvia Ledezma and District 4: Elizabeth Wood  
**NOES:** Senior Commissioner: At-Large-1: Y'Anad Burrell  
**ABSTAIN:** At-Large-2: Ben Miyaji, At-Large-4: Lanita Mims, and District 3: Grant Taylor  
**ABSENT:** District 2: Beverly Kumar and Vice-Chair: At-Large-3: Joan D'Onofrio  
**SUMMARY:** Motion passes.

Alternate: Pearl Parmelee Cabrera shared life's challenges, volunteer commitment, Alternate definition/usage, and sentiment. In addition, respect for other's feelings and the communication process.

At-Large-4: Lanita Mims enters discussion at 5:43pm.

Senior Commissioner: At-Large-1: Y'Anad Burrell indicates that we must acknowledge intentional bias, lived experience, Brown Act guidelines, Alternate definition context, and how this can make one feel uncomfortable.

Managing Director Jenny Balisle acknowledges Alternate: Pearl Parmelee Cabrera's sentiment and perspective. In addition, indicates that communication and participation has been inconsistent: emails, Google Docs training, LACOG scoring, bio/pics, CAC grants, signature events, and requests. Communication and participation must be mutual effort especially with transformative initiatives in the next year.

Alternate: Pearl Parmelee Cabrera leaves meeting at 6:07pm.

District 4: Elizabeth Wood indicates that she hoped that Alternate: Pearl Parmelee Cabrera would have heard her comments and how participation was inconsistent with Art Recognition Awards.

Committee Chair: District 1: Silvia Ledezma shared that if an Alternate wants to become a Commissioner, they must apply and it's Contra Costa County guidelines.

## **6. ACTION ITEM: BY-LAWS SUBCOMMITTEE (9 minutes)**

Discussion led by Managing Director Jenny Balisle with Commissioner Ben Miyaji and Chair Silvia Ledezma. Recommendation is 2-3 Commissioners form a subcommittee and meet monthly.

**Public Comment:** None

**Action:** Approve recommendations and confirm meeting date.

**Documents:** Proposed By-laws Changes

**DISCUSSION:** Managing Director Jenny Balisle with Commissioner Ben Miyaji and Chair Silvia Ledezma shared proposed changes in the by-laws:

1. Managing Director Jenny Balisle: "Each Youth Advisor **can** be a high school or college student."
2. Committee Chair: District 1: Silvia Ledezma and Managing Director Jenny Balisle: "Terms are limited to two."
3. Committee Chair: District 1: Silvia Ledezma: "...remove work assignment."
4. At-Large-2: Ben Miyaji: "Regular attendance is essential for the Commission to conduct regular business, accomplish annual goals as approved by the Board of Supervisors, and meet funding source program requirements. Any Commissioner who has unexcused absences from three (3) regular meetings in a Commission year (July-June), will be asked to resign. Excused absences include: Personal illness, illness or death of an immediate family member, accident involving the Commissioner, work assignment or vacation."
5. Committee Chair: District 1: Silvia Ledezma and Managing Director Jenny Balisle: "Attendance includes being present the entire meeting."
6. At-Large-2: Ben Miyaji: "Reorder committees and rename Public Arts Committee."
7. At-Large-2: Ben Miyaji: "A majority of the total number of seated members on the Commission or on a committee must be present to constitute a quorum for meetings. The alternate may sit for any absent member or vacant seat and count toward a quorum. No business shall be conducted without a quorum."

**MOTION MADE:** At-Large-2: Ben Miyaji makes motion to form By-Laws subcommittee.

**MOTION SECONDED:** District 4: Elizabeth Wood

**AYES:** Committee Chair: District 1: Silvia Ledezma, Senior Commissioner: At-Large-1: Y'Anad Burrell, District 3: Grant Taylor, District 4: Elizabeth Wood, At-Large-2: Ben Miyaji, and At-Large-4: Lanita Mims

**NOES:**

**ABSENT:** District 2: Beverly Kumar, Vice-Chair: At-Large-3: Joan D'Onofrio, and Alternate: Pearl Parmelee Cabrera

**ABSTAIN:**

**SUMMARY:** Motion passes.

District 4: Elizabeth Wood will take a look at Commissioner by-laws recommendations in terms of quorum and definition.

At-Large-2: Ben Miyaji indicated the importance of seated members for quorum to assist with attendance moving forward.

At-Large-4: Lanita Mims shared her experience on the Women's Commission and how the seated quorum was denied and latest work assignment can be a conflict with regular scheduled time.

Senior Management Analyst, County Administrative Office: Monica Carlisle indicated that Senior Deputy County Administrator Dennis Bozanich is working with the Women's Commission on the issue in an effort to try to only count seated members.

Senior Commissioner: At-Large-1: Y'Anad Burrell expresses that we must change holistically and look at the entire process. In addition, to be mindful of the "work" edit in effort to continue to attract members.

District 3: Grant Taylor shared the process of creation and what to share to encourage participation.

Committee Chair: District 1: Silvia Ledezma, District 4: Elizabeth Wood, and At-Large-2: Ben Miyaji volunteered to be on the By-Laws subcommittee.

**7. CAC GRANTS: (5 minutes)**

Discussion led by Managing Director Jenny Balisle shares new grant writing process, submission completions, and LACOG grantee payments with Final Report status.

**Public Comment:** None

**Documents:** LACOG Final Report

**SUMMARY:** Managing Director Jenny Balisle shares the current CAC grant draft updates for Arts & Cultural Organizations General Operating Relief (Feb.17 due date), JUMP StArts (Feb.11 due date), and Impact Projects (Feb. 2nd due date). In late January, Managing Director received "official" California Arts Council dashboard access to submit all three grants prior to deadline. Funding notifications decisions will be June-July. The LACOG Final Report was completed and submitted. The Veterans in the Arts Grant (VIA-18-4224) Final Report (June 2020 deadline) was submitted and completed. Managing Director indicated that the VIA workshops and survey was completed in January since required statistics/information was now available. In addition, Managing Director didn't want Veterans in the Arts Grant (VIA-18-4224) Final Report status to reflect poorly or impact future CAC grant applications and opportunities.

**8. 2021-22 BUDGET AND FUNDING PLAN: (14 minutes)**

Discussion led by Managing Director Jenny Balisle highlighting imperative needs if Arts and Culture Commission receives CAC Arts & Cultural Organizations General Operating Relief grant.

**Public Comment:** None

**Documents:** SLP Snapshot Survey and 2021-22 Budget & Funding Plan

**SUMMARY:** The California SLP (State-Local Partners) group conducted a Snapshot Survey of commissions, councils, and other SLP's. 36 of 54 State-Local Partners participated with an average of 36 years in operation. The average budget size after removing San Francisco (\$23.7M) and San Diego (\$7.5M): \$519,449. Average Number of Employees (Current year): Full-time - 2.94, Part-time - 2.93, and Contractors - 6.92. Managing Director Jenny Balisle recommended that Commissioners look over the data and compare/contrast the status of the Arts and Culture Commission of Contra Costa County. Managing Director Summary: In response to the pandemic and societal crises, the Arts and Culture Commission's work has outgrown its current structure. It's our duty to implement and follow best practices of regional county partners with successful programs. This includes full-time Managing Director, Arts & Culture Assistant, *Cultural Master Plan Prospectus & Timeline* that identifies a district art project, Youth Advisor implementation, Equity, Diversity, & Inclusion Training, by-laws update, and new County Administration Building office move. The Arts Commission of Contra Costa County is grateful for the County Administration Office and County Finance Department for the \$30,000 match commitment for the California Art Council's *Arts & Cultural Organizations General Operating Relief* grant application. On February 25th, Managing Director Jenny Balisle attended the San Francisco Bay Area Regional Conversation with representatives from State-Local-Partners (SLPs) from Alameda, Contra Costa, Marin,

Napa, San Francisco, Solano, and Sonoma Counties. The *Unifying Our Voice for the Arts* discussion was to learn about state and local advocacy priorities.

#6 on the 2020-21 Budget & Funding Plan is Equity, Diversity, & Inclusion Training to be completed by November 2021. Senior Management Analyst Monica Carlisle and Managing Director Jenny Balisle has secured a date and time for *Implicit Bias Awareness Training* for Commissioners Tuesday 4/13 9am-12pm zoom session.

**Implicit Bias Training attendance confirmation:** Managing Director Jenny Balisle, Committee Chair: District 1: Silvia Ledezma, Senior Commissioner: At-Large-1: Y'Anad Burrell, Vice-Chair: At-Large-3: Joan D'Onofrio, District 2: Beverly Kumar, District 4: Elizabeth Wood, At-Large-2: Ben Miyaji, and District 3: Grant Taylor.

**IMPORTANT:** The County Administrator's Office requested budgets and timelines of FY21-22 signature programs/grants/initiatives:

1. Arts and Culture Prospectus of Contra Costa County (Venture Capital Rebudget and *Arts and Cultural Organizations General Operating Relief* CAC pending grant)
2. *Impact Projects* (CAC pending grant)
3. *Jump StArts* (CAC pending grant)
4. ABOUTFACE
5. Poetry Out Loud
6. Youth Advisor
7. Art Recognition Awards
8. Art Cafes
9. Art Passages

If the CAC *Arts and Cultural Organizations General Operating Relief* is granted, the Managing Director will have more dedicated official hours along with a Arts and Culture Program Coordinator position. Contract amendments and scope of services drafts were completed.

#### **9. CULTURAL PLAN COMMITTEE: (13 minutes)**

Chair Ledezma leads discussion with Managing Director Jenny Balisle with Commissioner Miyaji and Commissioner Burrell. Discuss Venture Capital request, updated *Arts & Culture Prospectus for Contra Costa County* ask with district art project, and timeline including presentation update to the Family and Human Services Committee on March 22, 2021. F&HSC recommendation for future Board of Supervisors presentation (May 18th) and to attend Measure X meetings.

#### **Public Comment:**

**Documents:** Arts & Culture Prospectus for Contra Costa County & Timeline and Measure X Ordinance

**SUMMARY:** Chair Ledezma leads discussion with Commissioner Burrell, Commissioner Miyaji, and Managing Director Jenny Balisle shared Cultural Plan Subcommittee update. The Managing Director Jenny Balisle discussed venture capital rebudget ask and expectations for 2020-21. As part of rebudgeting, Senior Deputy County Administrator Dennis Bozanich and County Finance approved an updated *Arts & Culture Prospectus for Contra Costa County* with district art project including community workshops in which cultural stakeholders discuss principles, goals, outcomes, and timeline with a district art project. Findings from the *Arts & Culture Prospectus for Contra Costa County* with district art project example would be presented at a Board of Supervisors 2022 meeting.

Managing Director Jenny Balisle and Commissioner Miyaji with Senior Management Analyst Monica Carlisle share an update on 3/22/21 Family and Human Services Committee (F&HSC) Presentation with 2021-22 expectations. F&HSC recommendation for future Board of Supervisors presentation (May 18th) and to attend Measure X meetings. Managing Director Jenny Balisle discussed signature programs, commissioners, summary, and timeline. As part of rebudgeting, Senior Deputy County Administrator Dennis Bozanich and County Finance approved an updated *Arts & Culture Prospectus for Contra Costa County & Timeline* with community workshops in which cultural stakeholders discuss principles, goals, outcomes, and timeline with a district art project. Findings from the *Arts & Culture Prospectus for Contra Costa County* with district art project will be presented at a Board of Supervisors 2022 meeting.

The \$25,000 rebudgeting ask from the County Finance and County Administration Office requests the updated *Arts & Culture Prospectus for Contra Costa County* timeline with a district art project. Managing Director Jenny Balisle has received six requests on collaborative art projects from District 5 Federal D. Glover office (mural program), California Poets in the Schools Youth Poet Laureate program, San Ramon Youth Art

Committee (project funding and alignment), Contra Costa County Commission for Women & Girls (art ad campaign), Contra Costa County Office of Education (art educator database), and Contra Costa Health (art exhibitions).

A strong and updated *Arts & Culture Prospectus for Contra Costa County* with district art project will provide clarity on the Arts Commission's mission along with following County Finance and County Administration Office request.

Thanks to At-Large-2: Ben Miyaji for providing comprehensive Contra Costa County data that will be an invaluable resource for the upcoming *Cultural Master Plan Prospectus*.

**IMPORTANT:** Family and Human Services Committee (F&HSC) recommendation is to attend Measure X committee meetings to advocate for funding. The Board of Supervisors will allow 95 percent of future revenue from a sales tax passed by voters last November to fall under the purview of a 17-person community advisory committee. Starting on April 1st 2021, Measure X is a countywide half-cent increase in sales tax expected to generate at least \$81 million annually over 20 years. It will be important to have Arts Commission representatives at each Measure X meeting. In addition, the Managing Director will request a presentation to the Measure X committee highlighting comparable State-Local-Partner funding examples along with Contra Costa County's needs.

**From the Clerk of the Board news release:**

The Measure X Community Advisory Board is composed of 10 Supervisorial District seats and 7 At-Large seats, for a total of 17 seats and is responsible for the following:

- Overseeing an annual assessment of community needs, focusing primarily on the priority areas identified in the Measure X Needs Assessment, including emergency response (fire/medical), health care, safety net services, preventative care, affordable housing, and support for early childhood, youth, families, and seniors;
- Creating a detailed priority list of the top service gaps based on the results from the Needs Assessment;
- Using the Needs Assessment to make funding priority recommendations to the Board of Supervisors annually;
- Providing an Annual Report on the outcomes and impact of allocated funds.

Senior Management Analyst, County Administrative Office: Monica Carlisle shared that the Board of Supervisors was to have a special meeting on April 6th sharing Measure X updates including members and dates. Important to know for networking opportunities:

[http://64.166.146.245/agenda\\_publish.cfm?id=&mt=ALL&get\\_month=4&get\\_year=2021&dsp=ag&seq=1802](http://64.166.146.245/agenda_publish.cfm?id=&mt=ALL&get_month=4&get_year=2021&dsp=ag&seq=1802)

**10. POETRY OUT LOUD: (7 minutes)**

Managing Director Jenny Balisle provides update with Chair Ledezma and Commissioner Mims. Discussion includes POL Virtual Screening and Awards Ceremony, press release, and Board of Supervisors Tony Tamayo video. POL Assistant Coordinator Brennan DeFrisco recommends establishing a California Poets in the Schools Youth Poet Laureate program..

**Public Comment:** None

**Documents:** POL Press Release and Youth Poet Laureate Program

**SUMMARY:** Managing Director Jenny Balisle shared the success of the Virtual POL Screening and Awards Ceremony on February 11th! The Managing Director expressed how very proud she was of the Poetry Out Loud team and CCTV for making the event happen on a limited budget!

The event was a night of many firsts for the Arts and Culture Commission:

1. First Facebook Live event for a signature art program.
2. First Poetry Out Loud virtual screening and awards ceremony.
3. First ASL interpreters for a live virtual event.
4. First Land Acknowledgement beginning a signature art program event. The Poetry Out Loud team provided the research to be accurate and inclusive.

To watch the *Virtual Screening and Awards Ceremony* please visit here: [https://fb.watch/3KMSXTs\\_gN/](https://fb.watch/3KMSXTs_gN/)  
The event has had over 1000 views!

The Arts and Culture Commission is excited to announce Jermaine Gitana from Pinole Valley High School as our 2021 Poetry Out Loud Contra Costa County Champion! Esmeralda Noyola from Deer Valley High School won second place and Tessa Brubaker third place from San Ramon Valley High School. The County Finals included impressive high school champions Patricia May Villanueva (Prospects High School), Michael Miralles

(John Henry High School), Kyla Erika Nano (Concord High School), and Kaleigh Thurman (College Park High School).

Jermaine Gitana: "I am a 17 year-old senior at Pinole Valley High who is part Black and Filipino. I enjoy playing instruments, making music, swimming, singing, and most of all reciting poetry." His performances of the poems *Written By Himself* by Gregory Pardlo and *Piano* by D. H. Lawrence proved to be a winning combination! On March 11th, Jermaine will compete in the Poetry Out Loud State Finals where students recite 3 poems. On March 12th, the California State Winner will be announced on California Arts Council email, internet, and social media. We are very proud of Jermaine!

At the March 23rd Board of Supervisors (BOS) meeting, the Arts and Culture Commission provided a 5-minute video highlighting winners and information about the POL program. In addition, winners were acknowledged in a Board of Supervisors Ceremonial. View video here: <https://youtu.be/KSXAjMSQ3vE>

POL Assistant Coordinator Brennan DeFrisco recommends establishing a California Poets in the Schools Youth Poet Laureate program. California Poets in the Schools has begun establishing Youth Poet Laureate programs in its partnering counties, most recently in Ventura County. Collaboration and support from local arts councils/organizations is crucial to the successful creating and sustaining of a Youth Poet Laureate program. Brennan DeFrisco is interested in establishing such a program in Contra Costa, as its area coordinator for California Poets in the Schools. Please review the YPL program guidelines that Ventura County is using after establishing their program. Aspects of these guidelines can certainly be modified to address the needs and goals of Contra Costa County and the Arts and Culture Commission of Contra Costa County. Managing Director recommends that POL Assistant Coordinator Brennan DeFrisco attend an Arts and Culture Commission meeting to discuss this opportunity and/or make recommendation as a cultural stakeholder in the fall *Arts and Culture Prospectus of Contra Costa County* workshops.

#### **11. VIA GRANT UPDATE: (4 minutes)**

Managing Director Jenny Balisle leads discussion with Commissioner D'Onofrio about April/May workshops, future supplies funding, and Final Report status.

**Public Comment:** None

**Documents:** May Workshop Flyer

**SUMMARY:** Managing Director Jenny Balisle had a meeting with the ABOUTFACE team: VIA Program Coordinator and Teaching Artist and VIA Assistant Coordinator Jeffrey Geronimo. There are two upcoming virtual workshops: April and May. The April workshop already has 10 participants! The California Arts Council is not offering the VIA grant in the upcoming cycle. We have personnel funding for next year but will need assistance with fundraising for supplies and workshop facilitation (CCTV if virtual).

#### **12. FRIENDS OF AC5 AND FUNDING: (6 minutes)**

Discussion led by Commissioner Mims with Chair Ledezma and Managing Director Jenny Balisle. Friends of AC5 provides status and recent POL awards donation. Recommendation for Friends of AC5 to provide monthly update with upcoming ABOUTFACE and Youth Advisor funding opportunities.

**Public Comment:**

**Documents:** None

**SUMMARY:** Friends of AC5 representative At-Large-4: Lanita Mims provided an update on funding. Managing Director Jenny Balisle thanked Friends of AC5 for providing award checks, gift card funding, and purchasing our Contra Costa County champion jacket. It truly made a difference for the participating youth especially during a pandemic! Managing Director Jenny Balisle inquired if Friends of AC5 would like to be featured on the website. If Friends of AC5 conduct regular meetings, recommendation is for a Commissioner or the Managing Director (both) to attend and provide updates on signature programs and initiatives.

At-Large-4: Lanita Mims recently became involved with Friends of AC5 looking for additional engagement. Senior Commissioner: At-Large-1: Y'Anad Burrell shared background including how the group was originally formed to specifically support Friends of AC5 and now looking to expand outreach. District 4: Elizabeth Wood shared the personal backstory and tragedy origin story of the Friends of AC5.

#### **13. ACTION ITEM: ARTS RECOGNITION AWARDS: (12 minutes)**

Commissioner Wood leads discussion on new categories (including youth) and timeline overview.

**Public Comment:** None

**Action:** Approve Commissioner recommendations.

**Documents:** 2021 New Recommended Categories and 20-21 ARA Timeline

**DISCUSSION:** District 4: Elizabeth Wood discusses the extensive planning, work, and dedication needed to

ensure a successful upcoming program.

District 4: Elizabeth Wood recommendations for the 2021 Arts Recognition Awards include:

**5 Major Awards for Adults or Organizations/Companies:**

1. Lifetime Achievement Award
2. Outstanding Contribution to the Arts
3. Arts Education Award
4. Philanthropy in the Arts Award
5. Arts Leadership Award

**6 Youth Award Categories:**

1. Music
2. Dance
3. Theatre
4. Visual Arts
5. Digital Arts
6. Arts Leadership

District 4: Elizabeth Wood: "The expanded categories will make it much easier for the Judges, especially since we estimate the number of Nominations will be extremely high. It will also make it easier to adhere to the categories when reviewing videos and documentation sent in by the Nominators." In addition, she mentioned that the quality of judges was very important including identifying judges to volunteer.

District 3: Grant Taylor presented the idea of having big entertainment participate in the event to celebrate Contra Costa County inspiring individuals.

Managing Director Jenny Balisle expressed interest in making this year's Art Recognition Awards the best ever to celebrate the community especially during these challenging times!

**MOTION MADE:** District 4: Elizabeth Wood makes motion to designate 5 categories for adults and 6 youth awards along with the possibility of a special youth award (Outstanding Contribution to the Arts).

**MOTION SECONDED:** At-Large-2: Ben Miyaji

**AYES:** Committee Chair: District 1: Silvia Ledezma, Senior Commissioner: At-Large-1: Y'Anad Burrell, District 3: Grant Taylor, District 4: Elizabeth Wood, At-Large-2: Ben Miyaji, and At-Large-4: Lanita Mims

**NOES:**

**ABSENT:** District 2: Beverly Kumar, Vice-Chair: At-Large-3: Joan D'Onofrio, and Alternate: Pearl Parmelee Cabrera

**ABSTAIN:**

**SUMMARY:** Motion passes.

**14. COMMUNICATIONS COMMITTEE: (5 minutes)**

Chair Ledezma leads discussion with Commissioner Burrell and Commissioner Kumar. Provide update on social media. Commissioner Miyaji shares podcast idea.

**Public Comment:** None

**Documents:** None

**SUMMARY:** Senior Commissioner: At-Large-1: Y'Anad Burrell changed Facebook Admin status for Managing Director Jenny Balisle and District 2: Beverly Kumar!

Senior Commissioner: At-Large-1: Y'Anad Burrell makes suggestion to table agenda item till next month and Commissioner Miyaji agrees.

**15. ACTION ITEM: COMMISSIONER REPORTS: (13 minutes)**

Commissioner Miyaji leads discussion with Managing Director Jenny Balisle and Chair Ledezma. Recommendation is to make reports written for time management and to follow Brown Act. Commissioners review and discuss Arts Commission Activity Report (ACAR) form to report activities such as community events, outreach, and advocacy. Forms will be due 7 days before scheduled commission meetings. Forms will be put into a report for inclusion in the commission agenda. Since this is a commissioner activity, a commissioner will be asked to collate activity reports.

**Public Comment:** None



## **Documents:** Arts Commission Activity Report

### **March report District 2: Beverly Kumar:**

- Thrilled we have our first youth advisor! Thank you to Advisor Considine and her family. I'm so thankful you applied and are willing to share your time and talents with us and all of the County. Thank you to Commissioner Wood for making sure our by-laws were accessible to reflect this process and change. Thank you to Commissioner Burrell for embracing Advisor Considine and empowering her by allowing her vision for the Artist Cafe to fly, long before she was even "officially" in a role. Thank you to Managing Director Balisle for not letting this linger and supporting the work being done with action and persistence. Thank you to the Commission for the trust placed in me as a relatively new Commissioner. Thank you to the County Supervisors for helping give our youth a voice.
- Meeting with Advisor Considine prior to the meeting
- Busy designing graphics for a grassroots campaign related to public school
- CALL FOR ARTISTS. Danville. Inspired By...Artists Celebrate Their Favorite Artists. The Village Theatre Art Gallery invites artists to submit original artwork that was influenced and inspired by another artist.
- Enjoying a class and learning lots; "Leading WE in the age of ME."
- Congrats to all the finalists and winners for POL! Bravo to all involved that put on a wonderful show online. I loved that I was able to watch parts a few times by playing it back. As a special note, I really appreciate the acknowledgement of land given. Thank you.

At-Large-2: Ben Miyaji suggested in order for the commission to save meeting time, a written report would be a benefit to the Arts and Culture Commission. Commissioners would complete form and submit a week before the next meeting to the Managing Director.

Senior Commissioner: At-Large-1: Y'Anad Burrell expressed interest in a personal check with a two-minute check in at the beginning of the meeting to have a human connection element.

Committee Chair: District 1: Silvia Ledezma indicated that this was the process in the past. In addition, she suggested having the written along with a 2-minute verbal summary.

Managing Director Jenny Balisle stressed the importance of the Brown Act. If checking in, no commission business or agenda items must be discussed. She also suggested adding a personal addition/update to the form if desired.

Commissioners decided to table conversation to discuss more next month.

### **16. NEXT MEETING AGENDA ITEM REQUESTS: (2 minutes)**

Chair Ledezma leads discussion.

**Public Comment:** None

**Documents:** None

#### **SUMMARY:**

At-Large-4: Lanita Mims add check in and meeting agenda time change.

Senior Commissioner: At-Large-1: Y'Anad Burrell: Communication Committee

District 4: Elizabeth Wood: Arts Recognition Awards

At-Large-2: Ben Miyaji: Commissioner Reports

### **17. ANNOUNCEMENTS: (3 minutes)**

Commissioners share District art announcements, opportunities, or events.

**Public Comment:**

**Documents:** None

#### **SUMMARY:**

### **18. ADJOURN:**

Chair Ledezma calls time when the 7:33pm meeting is adjourned.

**NEXT MEETING: Monday May 3, 2021**