



Agenda

FAMILY AND HUMAN SERVICES COMMITTEE

June 4, 2012

1:30 P.M.

651 Pine Street, Room 101, Martinez

Supervisor Federal D. Glover, District V, Chair

Agenda Items:

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

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

APPOINTMENTS - Consent

3. Approve recommendation for two re-appointments to the Arts and Culture Commission of Contra Costa County - Page 3
4. Approve recommendations for three appointments to the Family and Children's Trust Committee - Page 10

DISCUSSION

5. Referral #1 – Family and Children's Trust Committee Recommendation for the use of Child Care Affordability Funds (Presenter: Rhonda Smith, EHSD) – Page 36
6. Referral #81 – Local Child Care & Development Planning Council – Activities (Presenter: Ruth Fernandez, Office of Education) – Page 40

The next meeting of the Family and Human Services Committee is scheduled for August 6, 2012 at 1:30 p.m.

© The Family and Human Services Committee will provide reasonable accommodations for persons with disabilities planning to attend 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 Family and Human Services Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, during normal business hours.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

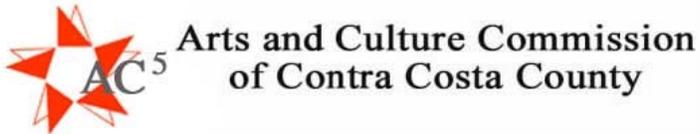
For Additional Information Contact:

Dorothy Sansoe, Committee Staff
Phone (925) 335-1009, Fax (925) 646-1353
dsans@cao.cccounty.us

Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

AB	Assembly Bill	HCD	(State Dept of) Housing & Community Development
ABAG	Association of Bay Area Governments	HHS	Department of Health and Human Services
ACA	Assembly Constitutional Amendment	HIPAA	Health Insurance Portability and Accountability Act
ADA	Americans with Disabilities Act of 1990	HIV	Human Immunodeficiency Syndrome
AFSCME	American Federation of State County and Municipal Employees	HOV	High Occupancy Vehicle
AICP	American Institute of Certified Planners	HR	Human Resources
AIDS	Acquired Immunodeficiency Syndrome	HUD	United States Department of Housing and Urban Development
ALUC	Airport Land Use Commission	Inc.	Incorporated
AOD	Alcohol and Other Drugs	IOC	Internal Operations Committee
BAAQMD	Bay Area Air Quality Management District	ISO	Industrial Safety Ordinance
BART	Bay Area Rapid Transit District	JPA	Joint (exercise of) Powers Authority or Agreement
BCDC	Bay Conservation & Development Commission	Lamorinda	Lafayette-Moraga-Orinda Area
BGO	Better Government Ordinance	LAFCo	Local Agency Formation Commission
BOS	Board of Supervisors	LLC	Limited Liability Company
CALTRANS	California Department of Transportation	LLP	Limited Liability Partnership
CalWIN	California Works Information Network	Local 1	Public Employees Union Local 1
CalWORKS	California Work Opportunity and Responsibility to Kids	LVN	Licensed Vocational Nurse
CAER	Community Awareness Emergency Response	MAC	Municipal Advisory Council
CAO	County Administrative Officer or Office	MBE	Minority Business Enterprise
CCHP	Contra Costa Health Plan	M.D.	Medical Doctor
CCTA	Contra Costa Transportation Authority	M.F.T.	Marriage and Family Therapist
CDBG	Community Development Block Grant	MIS	Management Information System
CEQA	California Environmental Quality Act	MOE	Maintenance of Effort
CIO	Chief Information Officer	MOU	Memorandum of Understanding
COLA	Cost of living adjustment	MTC	Metropolitan Transportation Commission
ConFire	Contra Costa Consolidated Fire District	NACo	National Association of Counties
CPA	Certified Public Accountant	OB-GYN	Obstetrics and Gynecology
CPI	Consumer Price Index	O.D.	Doctor of Optometry
CSA	County Service Area	OES-EOC	Office of Emergency Services-Emergency Operations Center
CSAC	California State Association of Counties	OSHA	Occupational Safety and Health Administration
CTC	California Transportation Commission	Psy.D.	Doctor of Psychology
dba	doing business as	RDA	Redevelopment Agency
EBMUD	East Bay Municipal Utility District	RFI	Request For Information
EIR	Environmental Impact Report	RFP	Request For Proposal
EIS	Environmental Impact Statement	RFQ	Request For Qualifications
EMCC	Emergency Medical Care Committee	RN	Registered Nurse
EMS	Emergency Medical Services	SB	Senate Bill
EPSDT	State Early Periodic Screening, Diagnosis and treatment Program (Mental Health)	SBE	Small Business Enterprise
et al.	et ali (and others)	SWAT	Southwest Area Transportation Committee
FAA	Federal Aviation Administration	TRANSPAC	Transportation Partnership & Cooperation (Central)
FEMA	Federal Emergency Management Agency	TRANSPLAN	Transportation Planning Committee (East County)
F&HS	Family and Human Services Committee	TRE or TTE	Trustee
First 5	First Five Children and Families Commission (Proposition 10)	TWIC	Transportation, Water and Infrastructure Committee
FTE	Full Time Equivalent	VA	Department of Veterans Affairs
FY	Fiscal Year	vs.	versus (against)
GHAD	Geologic Hazard Abatement District	WAN	Wide Area Network
GIS	Geographic Information System	WBE	Women Business Enterprise
		WCCTAC	West Contra Costa Transportation Advisory Committee



Date: May 30, 2012

To: Family and Human Services Committee

**From: Carolyn Victoria
Managing Director, Arts & Culture Commission of Contra Costa County**

Recommendation of Peter Maund and Dyana Bhandari for Reappointment to At-Large Commissioner Seats

The Arts & Culture Commission of Contra Costa County (AC5) recommends Peter Maund and Dyana Bhandari for re-appointment as At-Large Commissioners.

Mr. Maund has been with the Commission since June of 2009. Peter is a business person in a director role as well as a professional musician and music educator, with a long history of talented performances in both arenas. Peter brings to the table a sense of accomplishment and helps guide the commission with his voice of reason. His extensive education and experience in the arts makes him a valuable asset to the commission. The commission has enjoyed working with him and values his expertise. Peter has an M.A. in Music Folklore and is a Ph.D. candidate in Ethnomusicology. His reach in the arts communities is vast and has been valuable to the commission. He has contributed as a judge for Poetry Out Loud, served on the board of Friends of AC5, and participates and contributes to AC5 events as well as many arts events in the county. He has even performed at no charge, in AC5 gallery reception events.

If the commission were to lose Peter the impact would be difficult to absorb. The commission is grateful for his continued service within his busy schedule. The commission has worked well with Peter and supports the renewal of his term.

Dyana's initial involvement with AC5 was through an application process that occurred in March 2011 for the At-Large seat. She was interviewed and chosen by the Commission. The AC5, in its regular meeting in May 2012, voted to recommend Ms. Bhandari for the renewal term. Dyana has a rich education in political science, psychology and art. She has been a supportive member who regularly attends AC5 meetings and AC5- related events. She will be

a valuable contributor in support of AC5's mission in the coming months and years. During her service thus far she has been involved in Poetry Out Loud and in the creation and launch of the Arts Café program. Her experience and knowledge of the arts is a valuable asset to the commission.

If this recommendation were to be declined, we would be losing a valuable supporter of the Arts. Ms. Bhandari brings experience, ideas, enthusiasm and commitment that make her contributions unique and important. The commission has worked well with Dyana and supports the renewal of her term.



Contra
Costa
County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected



BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

ARTS and Culture Commission At LARGE (continuing)
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION PRINT EXACT SEAT NAME (if applicable)

1. Name: MAUND PETER Jackson
(Last Name) (First Name) (Middle Name)

2. Address: 2031 FIRST AVE. WALNUT CREEK, CA 94597
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: 925-930-9530 (same) 925-323-5312
(Home No.) (Work No.) (Cell No.)

4. Email Address: PMAUND@GMAIL.COM

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Ph.D. Candidate

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) U.C. Berkeley	MUSIC	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			A.B.	1977
B) U.C. Berkeley	Folklore	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			M.A.	1982
C) U.C. Berkeley	Ethnomusicology	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) From <u> </u> To <u> </u> <u>2009 - Present</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u> <u>2</u></p> <p>Hrs. per week <u> </u>. Volunteer <input checked="" type="checkbox"/></p>	<p>Title <u>A+ Large Commissioner</u></p> <p>Employer's Name and Address <u>Arts & Culture Commission</u></p>	<p>Duties Performed <u>Served on Arts Commission; Friends of AC5; Judge at Poetry Out Loud, Clayton Valley Art Exhibit, Gallery openings.</u></p>
<p>B) Dates (Month, Day, Year) From <u> </u> To <u> </u> <u>Dec. 2008 - 2009</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week <u> </u>. Volunteer <input checked="" type="checkbox"/></p>	<p>Title <u>Alternate, Commissioner</u></p> <p>Employer's Name and Address <u>Arts & Culture Commission</u></p>	<p>Duties Performed <u>Same as above</u></p>
<p>C) Dates (Month, Day, Year) From <u> </u> To <u> </u> <u>1977 Present</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u> <u>35</u></p> <p>Hrs. per week <u>Varies</u>. Volunteer <input type="checkbox"/></p>	<p>Title <u>Musician and Music Educator</u></p> <p>Employer's Name and Address <u>Self-employed;</u> <u>- U.C. Berkeley</u> <u>- Amherst Early Music</u> <u>- S.F. Early Music</u></p>	<p>Duties Performed <u>Performances in the US, Canada, Mexico, Europe and the UK.</u> <u>Over 50 recordings.</u> <u>Teaching in schools and workshops.</u></p>
<p>D) Dates (Month, Day, Year) From <u> </u> To <u> </u> <u>2009 Present</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u> <u>3</u></p> <p>Hrs. per week <u>40</u>. Volunteer <input type="checkbox"/></p>	<p>Title <u>Vice President, Business Dev.</u></p> <p>Employer's Name and Address <u>Legato Media</u> <u>2975 W. Executive Parkway</u> <u>#191</u> <u>Lehi, UT 84043</u></p>	<p>Duties Performed <u>Develop and maintain working relationships with music publishers. Clients include Pearson Education, McGraw-Hill and Alfred Publishing.</u></p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other Informed that my term expired.

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship: _____

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship: _____

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 understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: Peto J. Maul Date: 4/9/12

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of 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.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.



CONTRA COSTA COUNTY ADVISORY BOARDS, COMMISSIONS, OR COMMITTEES APPLICATION FORM

Name of Advisory Body applying for ARTS & CULTURE COMMISSION OF CONTRA COSTA COUNTY
Application Form must be typed or hand printed

Name of Applicant: DYANA BHANDARI

Home Address: 1121 BREWSTER DRIVE

City: EL CERRITO State: CA ZIP: 94530

Home Phone: (510) 527-1495 Work Phone: (510) 527-1495

Signature: Dyana Bhandari Date: 2-29-12

Personal Experiences, Skills, and Interests

Education/Background:
B.A. UNIVERSITY OF CHICAGO, POLITICAL SCIENCE
M.A. NORTHWESTERN UNIVERSITY, POLICY ANALYSIS
M.A. CALIFORNIA SCHOOL OF PROFESSIONAL PSYCHOLOGY
MANY COURSES IN FINE ARTS AND COMMERCIAL ART

Occupation/Employer:
BRAND SPECIALIST, WOMEN'S READY TO WEAR CLOTHING; MACY'S, CORTE MADERA, CA

Community Activities:
EL CERRITO ARTS AND CULTURE COMMISSION - 4 YEARS
2 YEARS AS CHAIR OF COMMISSION
VICE CHAIR (CURRENTLY) CONTRA COSTA COUNTY ACS
MEMBER EL CERRITO ART CRITIQUE & SALON GROUP

Special Interests:
ALL FORMS OF ART (VISUAL, WRITTEN AND PERFORMANCE);
CREATING SCULPTURE & MIXED MEDIA;
PUBLIC ART; SUPPORTING & PROMOTING OTHER ARTISTS;

Information: CULTURAL DIVERSITY; PROMOTING MULTI-CULTURAL PROJECTS

1. File completed application with Clerk of the Board. 651 Pine Street, Room 106, Martinez, CA 94553.
2. Members of some advisory bodies may be required to file annual Conflict of Interest Statements.
3. Address and other contact information provided on this application will be accessible to the general public.
4. Meetings of advisory bodies may be held in Martinez or in areas not accessible by public transportation.
5. Meetings may be held either in the evenings or during the day, usually once or twice a month.
6. Some boards assign members to subcommittees or work groups requiring additional time.
7. If you wish you may attach your resumé.

Arts & Culture Commission of Contra Costa County

<u>Seat Title</u>	<u>Appointment Date</u>	<u>Term Expiration</u>	<u>Resignation Date</u>	<u>Status</u>
Alternate <u>Representatives</u> Betha Pandora	03/15/2011	06/30/2011		Vacant Seat
District I <u>Representatives</u>		06/30/2013		Vacant Seat
District II <u>Representatives</u> Marable, Ph.D. Darwin	11/15/2011	06/30/2015		
District III <u>Representatives</u> Shelton Petural	07/12/2011	06/30/2015		
District IV <u>Representatives</u> Faustina David	06/28/2011	06/30/2015		
District V <u>Representatives</u> Walker Darija	10/13/2009	06/30/2013		
At-Large 1 <u>Representatives</u> Bhandari Dyana	03/15/2011	06/30/2011		Vacant Seat
At-Large 2 <u>Representatives</u> Maund Peter	06/09/2009	06/30/2011		Vacant Seat

Employment and Human Services Department
Contra Costa County

TO: Family and Human Services Committee
Supervisor Gayle B. Uilkema, District II, Chair
Supervisor Federal Glover, District V, Vice Chair

FROM: Terry Speiker, Interim Director, Employment and Human Services
Department
Rhonda Smith, FACT Staff

RE: Vacant At-Large Seat Recommendations

DATE: May 21, 2012

RECOMMENDATION(S)

The Interim Director of the Employment and Human Services Department requests that the Family and Human Services Committee accept its recommendations to appoint the following members for two at-large seats and one discipline specific (Seat 3; Childhood Development/Childhood Education) to the FACT Committee:

1. Simone Gikanga
Desk Clerk
3265 Oso Grande Way
Antioch, CA 94509
C: (925) 529-2603
sergikanga@gmail.com
2. Joseph DeLuca
Consultant
3559 South Silber Springs Rd
Lafayette, CA 94549
C: 510-917-4772
jdeluca@itoptimizers.com
3. Ruth Fernandez
Manager Education Services/LPC
Coordinator
3454 Halifax Way
Concord, CA 94520
C: (925) 586-2329
rfernandez@cccocoe.k12.ca.us

PURPOSE OF COMMITTEE

The purpose of this Committee is to establish priorities and make funding recommendations to the Board of Supervisors on the allocation of specific funds for the prevention/amelioration of child abuse and neglect, and the promotion of positive family functioning. These funds include: The Child Abuse Prevention, Intervention, and Treatment funds (CAPIT) funds, (AB 1733), Birth Certificate funds (AB2994), the Family

and Children's Trust funds, the Community-Based Child Abuse Prevention funds (CBCAP), the Child Care Affordability funds, and other funds as may be subsequently directed by the Board of Supervisors.

The FACT Committee also provides information and data to the Employment and Human Services Department on the effectiveness of current and proposed programs for families and children and on recent or pending legislation that would potentially impact family and children's services programs, clients, or funding mechanisms

SUMMARY OF RECRUITMENT EFFORTS/NOMINEES FOR MEMBERSHIP

The FACT Committee in conjunction with the County Administrators Office has continually made every effort to fill its vacant seats. The efforts include contacting each district Supervisor's office and releasing a public notice, partaking in a mass mailing campaign to over three-hundred and fifty places of faith and worship and places that reach out to the senior communities in Contra Costa County, inviting interested parties to consider membership and soliciting the support of current members to outreach to potential candidates for consideration for membership.

Presently, the committee has scheduled vacancies in Seat 3, Childhood Development/ Childhood Education and two At-Large Seats vacant. Candidates for membership would serve a two year term

On May 7, 2012, the FACT Committee invited four candidates for membership to the committee who submitted completed application packets. Following the meeting, one candidate regrettably withdrew her application for membership citing a potential conflict of interest based on her voluntary service with a community partner.

On May 16, 2012, the FACT Committee invited three candidates for membership to the Family and Human Services Board Standing Committee meeting scheduled for June 4, 2012 at 1:30pm as per the bylaws for Advisory Bodies.

All candidates have expressed a sincere interest in serving on the Committee and are dedicated to fulfilling the mission and goals as outlined in the Committees' policies and procedures. The following members are requesting membership:

Joseph DeLuca – Mr. DeLuca has worked extensively in research and technology development(s) with specific emphasis on at risk populations. His special interest is improving the health care system through information technology and is a consultant to Health Services in program management and administration/health care delivery. His extensive background in improving the effectiveness, efficiency, quality and safety of health care systems will provide an evaluative expertise to the functions of the FACT Committee. Mr. DeLuca has a Masters of Arts (MA) in Health Services Program Management and Administration from the University of Wisconsin. Mr. DeLuca is a candidate for an At-Large Seat on the FACT Committee.

Ruth Fernandez – Ms. Fernandez has a background in child care and development, currently the coordinator, Local Planning Council for Child Care and Development through the CCC Office of Education. She is involved in the strategic planning process for the Local Planning Council for Child Care and Development which includes a countywide needs assessment of child care and other family welfare services. Supports community engagement and committee volunteerism. Her professional background and experience in the field of Early Childhood Education and Community development provide a diverse set of expertise that would be a contribution to the seat she is seeking membership. Ms. Ruth Fernandez has a Masters of Arts (MA) in Leadership from Saint Mary’s College of California. Ms. Fernandez is a candidate for Seat 3, Childhood Development/Childhood Education.

Simone Gikanga – Ms. Gikanga has degree in Criminal Justice. Has done extensive outreach work with at risk families. Stated she is an “at-risk” survivor and can offer that perspective to FACT. She says she’s a “doer”, just sees a need and moves forward to fill that need. Has worked with children and families in San Francisco and Alameda counties, shelters, group homes, childcare provision. She provides tutoring and is currently a Girl Scout leader. Sees “her ability to lead” as a strength for FACT participation. Ms. Gikanga has a Bachelors of Science (BS) in Criminal Justice Administration from California State University, East Bay in Hayward, California. Ms. Gikanga is a candidate for an At-Large Seat.

Based on the above provided information, the Interim Director of EHSD on behalf of FACT respectfully recommends that the FHS Committee appoint Joseph DeLuca, Ruth Fernandez, and Simone Gikanga to membership on the FACT Committee

Enc.

Board, Committees, and Commission Application and Resume for *Joseph DeLuca*
Board, Committees, and Commission Application and Resume for *Simone Gikanga*
Board, Committees, and Commission Application and Resume for *Ruth Fernandez*



Contra
Costa
County

For Office Use Only
Date Received:

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Accepted Rejected

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PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Family and Children's Trust Committee

At Large

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** DeLuca Joseph Michael
(Last Name) (First Name) (Middle Name)

2. **Address:** 3559 South Silver Springs Road, Lafayette, CA 94549
(No.) (Street) (Apt.) (State) (Zip Code)

3. **Phones:** 925-299-2903 510-287-3920 510-917-4772
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** JDeluca@hciv.com

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Master of Arts, Health Services Administration

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Lawrence University, Appleton, WI	Biology & Philosophy	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	1978
B) University of Wisconsin, Madison	Health Services Admin	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MA	1980
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> 2003 2005</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input checked="" type="checkbox"/></p>	<p>Title Member, Finance and Mgt Committee</p> <hr/> <p>Employer's Name and Address City of Alameda Health Care District (Alameda Hospital and associated clinics) - -non-compensated citizen appointment by publicly elected board</p>	<p>Duties Performed Director fiduciary duties and responsibilities; also served on pension plan committee</p> <hr/> <p>Resignation required after relocation to Contra Costa County</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 2002 2003</p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title Trustee, Member of Finance Cmt</p> <hr/> <p>Employer's Name and Address Alameda County Medical Center - - stipend compensation for each meeting attended</p>	<p>Duties Performed Trustee fiduciary duties and responsibilities</p> <hr/> <p>Resignation required to avoid conflict of interest with Alameda Hospital appointment after Alameda Hospital became a tax supported district agency</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title Please see attached resume</p> <hr/> <p>Employer's Name and Address</p>	<p>Duties Performed</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p>Title</p> <hr/> <p>Employer's Name and Address</p>	<p>Duties Performed</p>

THIS FORM IS A PUBLIC DOCUMENT

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other _____

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

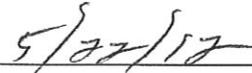
If Yes, please identify the nature of the relationship: _____

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 understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name: _____



Date: _____



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THIS FORM IS A PUBLIC DOCUMENT

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;
NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted:

- I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.
- II. POLICY: 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. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
 4. First cousin;
 5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
 7. Registered domestic partner, pursuant to California Family Code section 297.
 8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
 9. 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.

THIS FORM IS A PUBLIC DOCUMENT

CONTRA COSTA COUNTY ADVISORY BOARDS, COMMISSIONS OR COMMITTEES
APPLICATION FORM

Name of advisory board applying for: FAMILY AND CHILDREN'S TRUST COMMITTEE

Application Form must be typed or hand printed.

Name of Applicant: <u>JOSEPH DELUCA</u>	CELL: <u>510-917-4772</u>
Home Address: <u>3559 SOUTH SILVER SPRINGS RD</u>	Home Phone: <u>925-299-2903</u>
City, State, Zip: <u>LAFAYETTE, CA 94549</u>	Work Phone: <u>510-287-3920</u>
Business Address: <u>1901 HARRISON STREET, SUITE 1590</u>	FAX: <u>925-299-2905</u>
City, State, Zip: <u>OAKLAND, CA 94612</u>	Email: <u>JDELUCA@I/OPTIMIZERS.COM</u>
Signature: <u>[Signature]</u>	Date: <u>2/10/12</u>

Personal Experience, Skills and Interests

Education/Background:

1980 - MASTER OF ARTS, HEALTH SERVICES PROGRAM MANAGEMENT AND ADMINISTRATION
UNIVERSITY OF WISCONSIN, MADISON
- SEE ATTACHED FOR FURTHER DETAILS

Occupation/Employer (for pay work, not for pay work, retiree, student or similar):

CURRENT - MANAGING PRACTICE DIRECTOR, I/OPTIMIZERS, HEALTH CARE INFORMATICS CONSULTANCY
- SEE ATTACHED FOR FURTHER DETAILS

Community Activities:

ACTIVE YOUTH ATHLETICS COACH, SOCCER AND BASEBALL
- PRIOR NONPROFIT BOARD EXPERIENCE
- SEE ATTACHED FOR FURTHER DETAILS

Special Interests:

IMPROVING OUR HEALTH CARE SYSTEM

Familial or Financial Relationship to Board of Supervisors Member: NO YES (please circle one)

If YES, please identify the nature of the relationship:

Information:

- 1 File completed application with Clerk of the Board, 651 Pine Street, Room 106, Martinez, CA 94553 or FAX to (925) 335-1913.
- 2 Members of some advisory bodies may be required to file annual Conflict of Interest Statements.
- 3 Address and other contact information provided on this application will be accessible to the general public.
- 4 Meetings of advisory bodies may be held in Martinez or in areas not accessible by public transportation.
- 5 Meetings may be held either in the evenings or during the day, usually once or twice a month.
- 6 Some boards assign members to subcommittees or work groups requiring additional time.

Directorship Resume of: Joseph M. DeLuca

Business

Managing Member
Health Care Investment Visions LLC
1901 Harrison Street, Suite 1590
Oakland, CA 94612
Office: 510-287-3920 Mobile: 510-917-4772
jdeluca@hciv.com

Home

3559 South Silver Springs Road
Lafayette, CA 94549
925-299-2903

Director Qualifications

Health Care Expertise

- Accomplished health care industry leader and visionary
- Frequent speaker at national and regional health care professional forums
- Author of thought leadership and executive perspective books, monographs, leading research forecasts and articles
- Nationally recognized: Interviewed regarding health care information technology and related public policy perspectives on the popular *NPR KOED Program Forum* hosted by Michael Krasny
- Lead author of Cisco (NASD: CSCO) sponsored white paper *Technology Powered Healthcare*, a thought leadership manuscript provided to Cisco customers and internal health care strategy councils

Financial and Strategic Planning

- Strong financial analysis and planning skills
- Deep understanding of financial controls and oversight duties, investigative techniques and responsibilities
- Sophisticated financial reviewer, potential qualification as a Board Financial Expert
- Strategic and analytic thinker, able to translate strategy into operating requirements and accountabilities

Information Systems and Informatics

- Over 30 years of deep, recognized expertise in information management technologies and informatics
- Distinct knowledge of health care information technology and systems
- Expertise in the application of business process optimization through the use of information technology and management
- Advocate of effective information systems governance including Board oversight and initiatives

Board Leadership

- Principles oriented Director committed to the integrity of meaningful board practices
- Promotes Board accountability and responsibility
- High value leader and contributor
- Understands and executes duties of independent director in a meaningful and professional manner
- Executes fiduciary and regulatory duties with perspective and balance
- Knowledgeable and effective in board structure, process, duties and accountabilities
- Develops and maintains strong relationships with corporate auditors, legal council and compliance organizations
- Prepared and studied Board contributor
- Effective facilitator, constructive debater and collaborator
- Strong communication skills
- Contact leverage for the benefit of boards and company
- Builds loyalty and trust

Professional Biography

Health Care Investment Visions® LLC Oakland, California

1996-Present

Venture management, funding and governance firm focused solely on health care informatics and information technology markets, enabled by specialized market and product research capabilities.

- Founder and Member;
 - Provides support to other members, principals, venture associates and portfolio companies.
- Managing Practice Director, IT Optimizers; a Health Care Investment Visions LLC business unit.
 - Overall responsibility for management of health care informatics and information technology consultancy. Provides leadership to practice directors as well as direct client support through project and managed services engagements. Clients include preeminent and award winning health systems, hospitals, health plans, and medical groups.
- Knowledge Architect, Fulcrum Methods; a Health Care Investment Visions LLC portfolio company.
 - Provide product strategy and market alignment services in support of development and deployment teams. Fulcrum Methods is a proficiency development company focused on the health care industry, with methodologies, tools and templates that manage information technology, change management and other complex health care initiatives including the ARRA HITECH Electronic Medical Record Meaningful Use incentive adoption program.
- Corporate Secretary, Accreditation Helper; a Health Care Investment Visions LLC portfolio company.
 - Accreditation Helper supports home health equipment suppliers with online, interactive tools to attain CMS (Medicare) accreditation. Compliance Helper, a sister company, supports health care providers and business associates with online, interactive tools for HIPAA privacy and security compliance assurance.
- Advisory Board Member, goBalto; a Health Care Investment Visions LLC portfolio company.
 - Provide advisory services to CEO of company on healthcare and board management perspectives; goBalto is an award winning team providing simple, affordable web based software for the global clinical trials industry.

JDA San Francisco, California

1985-1996

Consultancy providing information systems strategy, vendor selection, development and implementation services to health care provider and payer organizations. In January 1995, JDA was acquired by Science Applications International Corporation (SAIC) as a wholly owned subsidiary.

- President and General Practice Director

Computer Synergy Incorporated Oakland, California

1984-1985

Public software company that developed and marketed hospital information systems. Duties included corporate product strategy development, sales and marketing support, financial systems product management and operational finance. In 1985, CSI was successfully merged with SMS, now Siemens.

- Senior Manager

**Arthur Andersen & Co, Management Information Services Division
Seattle, Washington**

1980-1984

Consulting services in strategy and information systems to the health care industry. Duties included engagement management, staff training, sales and corporate methodology development.

- Manager

Independent Corporate Director Biography (Directorships other than Health Care Investment Visions portfolio companies)

**Crdentia Corporation (CRDT.OB – Now Private)
Dallas, Texas**

2002-2006

High growth company providing clinical nurse staffing in private homes and health care facilities across the United States. Crdentia was established as a public company by using a dormant public shell. Growth was spurred by use of securities for targeted acquisitions of regional companies. Crdentia went private in 2009 and was subsequently purchased by NurseStaffing and SeniorBridge Corporations.

- Member, Board of Directors
- Chair, Audit Committee
- Compliance Officer, Whistleblower Policy-Pursuant to Section 10A(m)(4) of the Securities Exchange Act, 1934, and Section 806 of the Sarbanes-Oxley Act

**Academy Net Incorporated
San Francisco, California**

2000-2001

Development stage Internet based electronic commerce company providing services to physicians and medical societies, successfully merged with Correctnet Incorporated through a recapitalization process.

- Chair, Board of Directors

**Texel Corporation
San Francisco, California**

1988-1990

Development stage company for health care revenue cycle services using a unique software driven business process outsourcing model. Software and contracts were divested to a national provider of similar services.

- Member, Board of Directors

Nonprofit Director Biography

**City of Alameda Health Care District
Alameda, California**

2003-2005

Nonprofit Public District Agency Operating Alameda Hospital, Alameda, California.
Appointment by Publicly Elected Board. Resignation required after relocation out of the City of Alameda.

- Member, Finance and Management Committee
- Member, Pension Plan Committee

Alameda County Medical Center 2002-2003
Oakland, California

Nonprofit Public Agency operating three regional medical centers, trauma services, and a network of outpatient clinics.
Appointment by Publicly Elected County Supervisors. Resignation required to avoid conflict with Alameda Hospital duties.

- Member, Board of Trustees
- Member, Finance Committee

Junior Achievement of the San Francisco Bay Area 1986-1994
San Francisco, California

Nonprofit organization dedicated to educating young people about business, economics, and free enterprise.

- Co-Chair, Board of Directors, 1990-1993
- Member, Finance Committee, 1986-1990
- Member, Funds Development Committee, 1986-1990

Director Training & Certificates

Certificate of Director Education, Corporate Directors Current
Institute, National Association of Corporate Directors

Affiliations

Member, National Association of Corporate Directors Present
Member, Keiretsu Forum of Angel Investors 2005-2011
Fellow, American College of Health Care Executives Present
Member, Bay Area Health Care Executives Present
Affiliate, Institute for the Future 1996-2000
Member, Editorial Board 1997-2000
Frontiers of Health Services Management
Affiliate, Center for Health Systems Research and Analysis 1978-1980
University of Wisconsin, Madison

Education

Master of Arts, Health Services Administration 1980
University of Wisconsin, Madison
Bachelor of Arts, Biology 1978
Lawrence University, Appleton, Wisconsin

National Presentations, Publications, Academic Appointments and References

Available on Request



**Contra
Costa
County**

RECEIVED
MAR 08 2012
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 108
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Family & Children's Trust Committee (FACT)

Delegate-At-Large

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Gikanga Simone Rochell
(Last Name) (First Name) (Middle Name)

2. **Address:** 3265 Oso Grande Way Antioch California 94531
(No.) (Street) (Apt.) (State) (Zip Code)

3. **Phones:** 925.753.1010 925.529.2603
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** srgikanga@gmail.com

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Bachelor of Science (16)

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) CSU East Bay	CJA-Corrections	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>		300	BS	05/10
B) Los Medanos College	Child Development	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	20		AA	n/a
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded. Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> 6/11 - PRESENT</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 8 Months</p> <p>Hrs. per week <u>16</u> . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <p>DESK CLERK</p> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <p>Caritas Management 1358 Valencia Street San Francisco, CA 415. 647. 7191 (x10)</p>	<p style="text-align: center;">Duties Performed</p> <p>Safeguard the building. Respond to emergencies, mental health episodes, policy violations. Overall, ensure a health and documented enviorme</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> 11/2009 - 12/2010</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 1 Year</p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <p>Residential Counselor</p> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <p>Lighthouse Mentoring Center 1925 Garden Court Antioch, CA 94509 925. 778. 4749</p>	<p style="text-align: center;">Duties Performed</p> <p>Safeguard the health and well being of adolescent youth. Administer program as outlined in youths chart as it fits the youths affect(daily behavior).</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> 01/2009 - 09/2009</p> <p>Total: <u>Yrs.</u> <u>Mos.</u> 9 Months</p> <p>Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <p>Residential Coordinator</p> <hr/> <p style="text-align: center;">Employer's Name and Address</p> <p>Hamilton Family Center 260 Golden Gate Ave San Francisco, CA 94102 415.409.2100</p>	<p style="text-align: center;">Duties Performed</p> <p>Ensure the safety and wellbeing of homeless families. Supervised said department as it interfaced with (4) interagency programs: children's program, kitchen, case management, employment.</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>Total: <u>Yrs.</u> <u>Mos.</u></p> <p>Hrs. per week _____ . Volunteer <input type="checkbox"/></p>	<p style="text-align: center;">Title</p> <hr/> <p style="text-align: center;">Employer's Name and Address</p>	<p style="text-align: center;">Duties Performed</p>

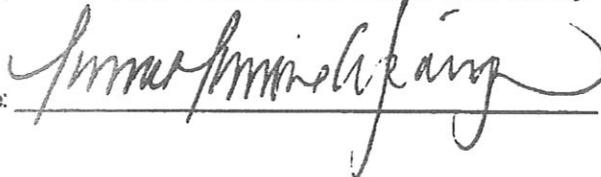
7. How did you learn about this vacancy?

CCC Homepage Walk-in Newspaper Advertisement District Supervisor Other Comm. Member A. C-Clark

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship: _____

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 understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name:  Date: 03/07/2012

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: 651 Pine Street, Room 106, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of 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.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

Simone R. Gikanga

3265 Oso Grande Way
Antioch, CA 94531
925.753.1010
srcgikanga@gmail.com

OBJECTIVE: Is to obtain a position to utilize my strong leadership, organizational, and communication skills in order to meet the agencies outcomes.

SUMMARY OF SKILLS AND ACCOMPLISHMENTS:

- ◆ Research development: reporting, fundraising, and collaborating.
- ◆ Human Resources: recruit hire, train, and supervise under applicable law, organizational, and Union policy and procedure.
- ◆ Administrative: professional phone etiquette, data entry, filing, typing.
- ◆ Community outreach: creating events and executing plan—strong delivery.
- ◆ Spokesperson: City officials, philanthropists, collaborating agencies

EDUCATION:

Bachelor of Science, Criminal Justice Administration
California State University, East Bay, Hayward, CA

RELEVANT WORK EXPERIENCE:

Caritas Management Corporation

Front Desk Clerk, 2011 – present

- ◆ **Ensure the safety of (134) residents/units that reside in a Single Room Occupancy (SRO); a low-income housing community.**
 - **Assists Property Manager with property maintenance, accounts payable/receivable and capital projects.**
 - Initiate maintenance request and follow-up, collect rent, and ensure property management compliance.
 - **Work with the Property Manager to ensure that all activities are conducted in compliance with all local, state and federal, landlord/tenant and real estate laws.**
 - Lease compliance through Uniform Hotel Visitor Policy (UHVP) regulations as mandated by the City/County of San Francisco.
 - **Collaboration**
 - Communicate with support services to ensure resident compliance and understand of tenant rights and responsibilities.
 - Encourage open dialogue to create a community geared toward self-sufficiency.

Lighthouse Mentoring Program- Antioch, CA

Counselor, 2008 – 2011

- ◆ **Ensured the safety of (8-10) female and male residents ranging from ages 8 -18y/o.**
 - **Developed and implemented treatment plans based on clinical experience and knowledge.**
 - Extracurricular activities to foster: socialization, team building, etiquette, health and wellness.

- **Counseled clients, individually and in group sessions, to assist in unlearning, accepting change, and making changes themselves.**
 - Encouraged clients to express their feelings and discuss what is happening in their lives, and help them to develop insight into themselves and their relationships.
- **Maintained confidential records relating to youths daily operations.**
 - Collected information about clients through groups and observation.
 - Advocated/coordinated services or to resolve on behalf of youth and the organization.
 - Collaborated with staff and outside agencies to perform clinical assessments and develop treatment plans.

Hamilton Family Center – San Francisco, CA

Residential Coordinator, 2008 – 2009

- ◆ **Supervised 13 – 15 staff members, (250) residents, in a three-tier, all functional, building. Ensuring the daily operations of the five shelter programs, as they coincide with the two programs under my management. Performed through Standards of Care (SOC), state licensing, as well as Local Union 3 policies and procedures.**
 - **Human Resources Functions**
 - Oriented, trained, coached, motivated, measured, and evaluated designated staff in accordance with organizational policies, procedures and programs. Conduct performance appraisals, administer employee recognition program, undertook coaching and training programs as necessary, and ensured discipline and corrective action as appropriate.
 - **Collaboration**
 - Interfaced with other program staff: human resources, program managers, case managers and custodial staff, children' to assure communication, consistency and teamwork across the program.
 - Outside agencies: government and city officials, Unions, advocates, law enforcement, court room personal.
 - **Intervention**
 - Tackled opposition to programs policies through grievance polices.
 - Maintained family atmosphere: volume in speaking as well as in numbers, demeanor, language, attire, and milieu as a whole.
 - **Reporting**
 - Grant proposals, program development, department manuals, meeting agendas and outcomes.

CERTIFICATIONS/TRAININGS:

- ◆ Non-violent Communication
- ◆ Time Management with Mission in Mind
- ◆ Child Abuse Mandated Reporter Training
- ◆ Suicide Prevention
- ◆ Sexual Harassment Training
- ◆ Transference / Counter – Transference
- ◆ Motivational Coaching: Negotiating Change



**Contra
Costa
County**

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Family and Children's Trust Committee
PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

Early Childhood Education & Child Dev.
PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Fernandez Ruth
(Last Name) (First Name) (Middle Name)

2. **Address:** 3454 Halifax Way Concord, CA 94520
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. **Phones:** (925) 270-3382 (925) 942-3413 (925) 586-2329
(Home No.) (Work No.) (Cell No.)

4. **Email Address:** rfernandez@cccocoe.k12.ca.us

5. **EDUCATION:** Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Masters of Arts in Leadership

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Saint Mary's College of California	Leadership	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	33		MA	May 2010
B) University of California at Berkeley	Political Economy of Industrialized Societies	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	121		BA	Dec 1994
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

THIS FORM IS A PUBLIC DOCUMENT

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>09/12/05 present Total: <u>Yrs.</u> <u>Mos.</u></p> <p>6 yrs. 3 mon Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Manager, Ed. Services/LPC Coord.</p> <hr/> <p>Employer's Name and Address Contra Costa County Office of Education (CCCOE) 77 Santa Barbara Rd. Pleasant Hill, CA 94523</p>	<p>Duties Performed</p> <p>-Plan, coordinate, and implement the operations, activities, educational services and support functions of the Local Planning Council and the Contra Costa County Office of Education. - Provide leadership as Coordinator for the LPC to ensure Education Code mandates and requirements are met accordingly.</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>05/01/03 09/01/05 Total: <u>Yrs.</u> <u>Mos.</u></p> <p>2 yrs. 3 mon Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Project Supervisor, Early Learning Proj</p> <hr/> <p>Employer's Name and Address KQED, Inc. Education Network-Early Learning Project 2601 Mariposa Street San Francisco, CA 94110</p>	<p>Duties Performed</p> <p>1)Administered and managed contracts with the CDE. 2)Developed short-term and long-term strategic plans for KQED's Early Learning program. 3) Developed educational workshops that integrated multi-media tools and children's PBS programming in ECE settings. 4) Created bilingual lesson plans and workshop content for preschool teachers, child care providers & parents</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>07/01/00 10/31/02 Total: <u>Yrs.</u> <u>Mos.</u></p> <p>2 years Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Program Director</p> <hr/> <p>Employer's Name and Address Opportunity Junction, Inc. 3102 Delta Fair Blvd. Antioch, CA 94509.</p>	<p>Duties Performed</p> <p>1)Supervised day to day program activities including participant enrolment, orientations, developed educational & prof. develop. plans for OPTIC participants. 2)Provided direct supervision to two full-time employees. 3)Created and implemented a 15 weeks job readiness/job search curriculum for adults re-entering the workforce</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u></p> <p>01/01/00 06/30/00 Total: <u>Yrs.</u> <u>Mos.</u></p> <p>6 m/tempora Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title</p> <p>Program Coordinator</p> <hr/> <p>Employer's Name and Address Community Bridges Beacon at Everett Middle School in SFUSD 450 Church Street San Francisco, CA 94166</p>	<p>Duties Performed</p> <p>1)Developed and facilitated a Career/Business elective course for middle school students ages 12-14, 2)Organized & implemented agency fundraising/cultural events, 3) Developed curriculum and lesson plans for job readiness, resume writing and life skills 4)Planned and coordinated field trips, guest speakers, panel discussions, mock interviews and tours for students.</p>

RUTH FERNANDEZ, M.A.

3454 Halifax Way, Concord, CA 94520 • PHONE 925-586-2329 • FAX 925-827-3563 • E-MAIL: ruth0418@aol.com

Education

Saint Mary's College of California. Moraga, CA
M.A. in Leadership - May 2010

University of California at Berkeley. Berkeley, CA
B.A. Political Economy of Industrialized Societies - December 1994

Professional Experience

[September 2005 to Present] Contra Costa County Office of Education. Pleasant Hill, CA.

Manager, Educational Services/Coordinator, Local Planning Council for Child Care and Development

- Plan, organize, coordinate, and implement the operations, activities, educational services and support functions of the Local Planning Council and the Contra Costa County Office of Education under the direction of the Associate Superintendent, Educational Services.
- Coordinate communications, information and resources to meet the needs of school district/governmental/community based organizations.
- Build partnerships and collaborative relationships that deliver comprehensive services to the Early Care and Education workforce in Contra Costa County and the Bay Area Region and advance the objectives of the County Office of Education's Professional Development Program.
- Represent the Contra Costa County Office of Education at local and State Early Care and Education meetings, conferences, and collaborative networks.
- Provide leadership as Coordinator for the Local Planning Council for Child Care and Development to ensure Education Code mandates and requirements are met accordingly.
- Develop and carry-out protocols, processes, trainings and evaluations to ensure the effectiveness and efficiency of the Local Planning Council as a public advisory board.
- Responsible for coordinating the recruitment, interview and appointment recommendation process of new Local Planning Council board members.
- Consistently provide activity reports, local policy recommendations, and county specific data to the County Board of Supervisors and County Superintendent of Schools as it related to the Early Care and Education field.
- Establish and maintain relationships with governmental officials, local commissions, public agencies and community based organizations to support and coordinate child care and development services in Contra Costa County.
- Develop, design, and implement program services, activities, processes and procedures for the AB212 Professional Development Program in Contra Costa County.
- Serve as a liaison and coordinate communications, activities, and information related to assigned subject areas and programs between the Contra Costa County Office of Education administrators, personnel, school districts, community based organizations, the public and various local and State agencies.
- Monitor and evaluate the effectiveness and operational efficiency of the activities and projects administered by the Contra Costa Local Planning Council for Child Care and Development.
- Participate in the development and preparation of annual preliminary budgets, consistently review budgetary and financial data, control and authorize expenditures in accordance to established agency and contract regulations.
- Compile, disaggregate and analyze program and participant data for accountability and evaluation purposes.
- Prepare and submit reports to local, State, and Federal governmental agencies.

[May 2003 to August 2005] KQED, Inc.

San Francisco, CA.

Project Supervisor, Education Network

- Administered and managed contracts with the California Department of Education.
- Developed short-term and long-term strategic plans for KQED's Early Learning program.
- Implemented, monitored, and evaluated state contract regulations and agency policies and protocols.
- Represented KQED Early Learning at statewide committees facilitated by the California Department of Education, at national and state conferences, meetings and community campaign events.
- Identified and developed effective collaborative relationships with key regional stakeholders including but not limited to school districts, County Offices of Education, community colleges, higher education institutions, resource and referral networks, public libraries, community, private, and public agencies throughout KQED's service areas.
- Developed educational workshops that integrated multi-media tools and children's PBS programming as an instructional tool in early childhood education settings.
- Created bilingual lesson plans and workshop content for preschool teachers, child care providers and parents.
- Planned, organized and reviewed the work of KQED's independent consultants/trainers.
- Coordinated regional trainings, seminars, community events, and program activities.
- Supervised and trained interns and volunteers for the Early Learning Education Network as needed.

[July 2000 to October 2002] Opportunity Junction (formerly OPTIC)

Antioch, CA

Program Director

- Supervised day to day program activities including but not limited to participant enrolment, orientations, developed educational and professional development plans for all OPTIC participants.
- Provided direct supervision to two full-time employees, the Soft Skills Trainer and Career Counselor at OPTIC.
- Created and implemented a 15 weeks job readiness/job search curriculum for adults re-entering the workforce.
- Monitored a caseload of 35-40 CalWorks recipients, monitoring all aspects of remedial education, training, supportive services, and job search activities.
- Maintained rapport with counseling supervisors, CalWorks case managers, social services agencies, and training institutions regarding client progress.
- Served as a liaison between training site coordinators, schools, public institutions, and other community based organizations.
- Represented and delivered oral presentations for the OPTIC program during Board of Supervisors meetings and City Council Meetings.
- Developed and implemented a Career Mentor Program for OPTIC participants who were matched with an employer in the career field of interest.

[January 2000 to July 2000] Community Bridges Beacon.

San Francisco, CA

Program Coordinator

- Developed and facilitated a Career/Business elective course for middle school students ages 12-14.
- Organized and implemented fundraising/cultural events for Community Bridges Beacon.
- Created a curriculum and lesson plans for job readiness, resume writing and life skills for youth.
- Planned and coordinated field trips, guest speakers, panel discussions, mock interviews and tours for students.

Career Counselor

- Facilitated job search and job readiness bi-lingual workshops at the Oakland PIC for individuals re-entering the workforce.
- Developed trainer-of-trainers workshops to ensure the continuity and quality of services and professional development for Welfare-to-Work facilitators.
- Assisted in the development of hiring plans, job definition, and job requirements for highly demanding and multifaceted positions.
- Provided coaching and technical assistance to individuals participating in a Mentor Program.
- Administered career interest assessment tools and developed professional and educational development plans for Welfare-to-Work participants or individuals interested in a career change.
- Offered career counseling services, job search and job placement assistance and supervision to Welfare-to-Work participants.
- Identified community resources and collected information to support and promote goal attainment for all program participants.
- Developed and nurtured partnership with public, private, and community based organizations in Alameda County.

Additional Professional Experience

- Experience planning, coordinating, designing, and implementing large community events that involve complex multitasking abilities, marketing skills, public speaking and excellent communication skills.
- Organized, planned, coordinated, and facilitated inter agency strategic planning activities involving a diverse group of stakeholders and multiple community needs and perspectives.
- Experienced at coordinating and overseeing the development and completion of child care needs assessment and comprehensive strategic plans that incorporate data driven decisions and projects.
- Created and designed professional development training modules, community workshops and marketing presentations for educators and Para-professionals.
- Designed and developed parent educational resources, including a Trainer-of-Trainers module and parent guide for kindergarten readiness and successful preschool to kindergarten transitions.
- Coordinated, organized, and monitored the implementation of an Annual Countywide Legislative Educational Forum that involves coordinating efforts and resources with local, state, and federal elected officials.

Key Accomplishments

- Created, developed, and designed an interactive/bilingual parent guide: *A Road Map to Kindergarten*®
A Road Map to Kindergarten® is an interactive parent education tool that provides 16 important steps to assist parents in preparing their children for kindergarten. *A Road Map to Kindergarten*® is a component of a public parent education campaign. This parent education campaign strives to:
 - Provide a guide for successful Kindergarten transitions for parents of children from birth to age five
 - Increase the knowledge of early childhood developmental milestones and school readiness indicators
 - Promote partnerships and collaboration of family supports and educational services
 - Empower families to become active partners in education
- Organized, planned, and facilitated a strategic planning process for the Contra Costa Local Planning Council for Child Care and Development. The outcome was the completion of a countywide needs assessment of child care and other family welfare services. The data collected in the needs assessment informed the completion and publication of a Comprehensive Countywide Child Care Plan for Contra Costa County.
- Developed and implemented a Center-Based Team Professional Development Grant model for State-funded child development programs in Contra Costa County. The philosophy of this model is to foster on-going professional development opportunities that enhance classroom practices, promote collaboration and in turn nurture and develop high functioning teams.

The goal of the Center-Based Team Professional Development grant program is to support and empower teams of early care and education professionals to identify and engage in professional development with a team spirit and commitment to program goals.

Professional Associations

- **Contra Costa Association for the Education of the Young Child (CCAIEYC)**
Member at Large
Contra Costa County
- **California Child Development Administrators Association (CCDAA)**
Member – Public Policy Committee
Northern Region
- **California Child Care Coordinators Association (CCCCA)**
Member- Public Policy Committee
Bay Area Region
- **National Association for the Education of Young Children (NAEYC)**
Member, California

Community Engagement

- **Gateways ~ Cradle to Career Initiative, School Readiness Network**
Co-Chair
California State University of the East Bay, Hayward
- **Counseling Options and Parent Education (C.O.P.E.)**
Board President
Concord, CA
- **Saint Mary's College of California – Leadership Center**
Alumni Cohort Liaison

Special Nominations and Awards

- 2011 Annual Legislative Advocacy and Leadership Award
California Child Development Administrators Association
- Nominated for the 2011 James Irvine Leadership Awards
- Nominated for the Los Medanos College Cesar Chavez Award for Exemplary Community Service, 2008

Languages

- Able to communicate fluently in Spanish both verbally and in writing.

References

- | | | |
|---|--|--------------------|
| • Joseph A. Ovick, Ed.D.
jovick@cccoc.k12.ca.us | County Superintendent of Schools
Contra Costa County Office of Education | (925) 942-3432 |
| • Susan Magnone, Ph. D.
Susan.magnone@people.com | Former Associate Superintendent
Contra Costa County Office of Education
Educational Services | (415) 892-8458 |
| • Camilla Rand
crand@ehsd.cccounty.ca.us | Director
Contra Costa County Community Services Bureau | (925) 383-9309 |
| • Judy Waggoner
concordchildcare@sbcglobal.net | Executive Director
Concord Child Care Center, Inc. | (925) 689-5151x201 |

Family & Children's Trust Committee

<u>Seat Title</u>	<u>Appointment Date</u>	<u>Term Expiration</u>	<u>Resignation Date</u>	<u>Status</u>
Seat 1 <u>Representatives</u> Johnson Lisa	09/21/2010	09/30/2012		
Seat 2 <u>Representatives</u> Belinda Lucey	09/21/2010	09/30/2012		
Seat 3 <u>Representatives</u>		09/30/2012		Vacant Seat
Seat 4 <u>Representatives</u> Carrillo Carol	09/13/2011	09/30/2013		
Seat 5 <u>Representatives</u> Gonzales Raquel	09/13/2011	09/30/2013		
At-Large 4 <u>Representatives</u>		09/30/2013		Vacant Seat
At-Large 5 <u>Representatives</u> Bell Kamillah	06/22/2010	09/30/2010		Vacant Seat
District I <u>Representatives</u> Portero Connie	02/28/2012	09/30/2013		
District II <u>Representatives</u> Miller Mary K	04/24/2012	09/30/2013		
District III <u>Representatives</u> Frass Tracy	10/26/2010	09/30/2012		
District IV <u>Representatives</u> Rodriguez Ruth	12/06/2011	09/13/2013		
District V <u>Representatives</u> Coleman-Clark Alicia	08/10/2010	09/30/2012		

Seat Title

At-Large 1

Representatives

Vinson Debra

06/21/2011

09/30/2012

Seat Title

At-Large 2

Representatives

Freitas Cathryn

06/21/2011

09/30/2012

Seat Title

At-Large 3

Representatives

Gagen Marianne

09/20/2011

09/30/2013

Employment and Human Services Department
Contra Costa County

TO: Family and Human Services Committee
Supervisor Federal D. Glover, Chair
Supervisor, Gayle B. Uilkema, Vice Chair

FROM: Terry Speiker, Interim Director, Employment and Human Services Department
Rhonda Smith, FACT Staff

RE: Annual Child Care Affordability Report

DATE: May 16, 2012

RECOMMENDATION(S)

ACCEPT this report on the current status of the Child Care Affordability Fund from the Family and Children's Trust Committee (FACT) and direct the Employment and Human Services Department (EHSD) to negotiate a contract for the period July 1, 2012 through June 30, 2013 with the Contra Costa Child Care Council in the amount of \$250,000.

Additionally, the Director requests that the Family and Human Services Committee (FHS) consider delegating the authority to extend the negotiated contract for up to an additional year and a half, as it is clear that funds would be depleted prior to the end of FY 2013-2014.

BACKGROUND

In 1991, the Board of Supervisors earmarked \$250,000 of Transient Occupancy Tax (TOT) from the Embassy Suites Hotel to support/expand county-wide child care for low-income families. In 1997, the Board approved a recommendation from the Family and Human Services Committee that the Family and Children's Trust Committee (FACT) be responsible for establishing priorities for use of the Child Care Affordability funds, developing and managing the competitive process for awarding these monies, and monitoring the resulting programs for contract compliance and achievement of outcomes. In 2002, the Board approved a two-year funding cycle for disbursement of the funds.

The goal of the Child Care Affordability funds is to assist low-income families whose children are at risk of child abuse and/or neglect or poor developmental outcomes to reduce that "risk" to their child(ren) and improve their families' self-sufficiency by providing parent-choice child care subsidies.

Effective July 1, 2008 the 2008-2009 County budget modified the funding stream such that Childcare Affordability funds would no longer be generated from the revenue of the Transient Occupancy Tax but, instead, be funded by residual funds in the County Employee's Dependent Care Account. Up to a maximum of \$250,000 is now transferred to EHSD each year from the Dependent Care account, to support the Childcare Affordability contracts, depending upon the balance in the fund.

The resulting change in the funding stream created an unanticipated situation that the Committee addressed in January, 2009 when it elected to continue funding its current contract and future contracts at the same \$250,000 level until the funds were exhausted. It is anticipated that the Child Care Affordability funds will be depleted prior to end of FY2013-2014.

CURRENT CONTRACTOR REPORTS

Having successfully completed the 2010-2011 Child Care Affordability Request for Proposal, the Contra Costa Child Care Council was awarded the grant and provides parent-choice subsidies for families. Services are based on the priorities developed from the 2010 FACT Needs Assessment which determined that the highest priority for services was "the provision of parent-choice child care subsidies for low-income working parents and/or parents in school or work training programs who have toddlers needing child care or children who would benefit from preschool enrollment."

In addition to administering the subsidy program, Contra Costa Child Care Council provides the families receiving assistance: 1) free workshops, education and resources to parents to help them build strong families and make the best child care choices; 2) free child care referrals to give parents choices and help parents meet their life/work needs; and 3) free or minimal cost training for child care providers to help them build sustainable businesses and to provide quality, healthy, and age-appropriate care, including caring for children with special needs.

Currently, 34 children from 23 families receive much needed supportive childcare assistance from the Council. The average age for children receiving child care services is 3 years, with the youngest child (sibling) being 0.5 years old and the oldest being 12.5 years. 62% of child care providers are Licensed Child Care Centers, while 38% are Family Childcare Homes and 0% of the children are cared for by an approved relative. Family demographics indicate that 82% (19) of the families receiving subsidized childcare are low-income working parents, 9% (2) of the families are in school or work training programs and 9% (2) are served in the at-risk category.

The FACT Committee believes that Contra Costa Child Care Council has provided exemplary services to children and their families as indicated by data collection, contract monitoring, and site-visits. At this time, the Council has successfully met their goals and objectives of their contract obligations.

FUNDING AND THE TRANSITION PLAN

As the table below illustrates, Child Care Affordability funding will be depleted before the end of FY 2013/14.

	Fiscal Year 2010/11 Actual Year-end Balance	Approved Expenditures FY 11/12	Estimated Net Earnings for FY 2011/12	Estimated Balance Available as of June 2012	Budgeted Expenditures for Fiscal Year 2012/13	Estimated Net Earnings for FY 2012/13	Estimated Balance as of June 2013
Total All Funds	\$574,583	-\$250,000	\$45,808	\$370,391	-\$250,000	\$43,000	\$163,391

In an effort to address this issue in collaboration with Contra Costa Child Care Council, the FACT Committee has developed a transition plan to ensure that families supported by FACT subsidized childcare funding will continue to receive services. As a part of routine contract monitoring, the FACT Committee will oversee the actions taken under the transition plan and request changes as necessary to better meet the needs of family.

Over the next year and a half, families supported by FACT funds will continue as is with one exception. Child Care Council has stated that they will encourage any new FACT funded families to choose child care services at a certified Preschool Makes a Difference (PMD) site, when appropriate. This is a new opportunity for families applying for FACT services.

Preschool Makes A Difference is a collaboration between First 5 Contra Costa, the Contra Costa Child Council, Contra Costa County Office of Education, and the Contra Costa Employment and Human Services Department. The PMD program currently vets child care programs for quality, provides scholarships for low income parents to attend child care programs that have met the PMD quality standards, and engages the PMD programs in a variety of quality improvement activities.

In 2014, the families receiving FACT funded subsidized care will gradually be transitioned to the Council’s Child Care Alternative Payment (CAPP) Program as the FACT Funds become depleted. The CAPP program is funded by the California Department of Education (CDE), and will be able to offer services for eligible FACT families who are able to document and maintain the CDE eligibility requirements. The Child Care Council anticipates this transition to be fairly seamless for families, for although they may be attending PMD sites, FACT scholarships will continue to be aligned with CDE programs specifications such as reimbursement and family fee requirements.

It is the belief of the FACT Committee that the proposed transition plan provides for the continuation of parent-choice subsidized child care without creating an interruption in services to those currently receiving support.

REQUEST TO EXTEND CURRENT CONTRACT

At this time, the committee requests that the FHS Committee authorize EHSD to extend the existing contract it has with the Child Care Council (due to expire on June 30, 2012) until the Child Care Affordability funds have been exhausted and waive the requirement of conducting an additional RFP process. This request is based on the following rationale:

1. Based on current estimates, the funding available will not cover a full 2-year cycle,
2. The Child Care Affordability RFP process requires a comprehensive needs assessment, including an extensive service provider and consumer survey which represent a significant monetary and staffing cost, and
3. Historically, prior RFP's for this funding have resulted in only one bidder, despite extensive outreach efforts on the part of the Committee and EHSD.

Additionally, over the past year and a half, the current contractor has complied with the conditions of the contract in an exemplary fashion.

Based on the above information, the FACT Committee and EHSD recommend extending the existing contract with the Contra Costa Child Care Council until Child Care Affordability Funds have been depleted.

Additionally, the FACT Committee and EHSD recommend continued funding to the Contra Costa Child Care Council for FY 2012-2013 and requests the Family and Human Services Committee forward this recommendation to the full Board for approval.



MEMORANDUM

DATE: May 30, 2012

TO: Family and Human Services Committee
Supervisor Federal D. Glover, District V, Vice Chair

FROM: Ruth Fernández, LPC Coordinator/Manager, Educational Services

SUBJECT: Local Planning Council for Child Care and Development – Council Activities-Referral #81

CC: Contra Costa County Office of Education
Dr. Joseph A. Ovick, Contra Costa County Superintendent of Schools
Dr. Pamela Comfort, Associate Superintendent, Educational Services

RECOMMENDATION(S):

1) ACCEPT the local funding priorities for Contra Costa County reviewed and approved by Local Planning Council members at the LPC board meeting held on May 24, 2012. The below priorities were reviewed and discussed at a public hearing held on May 24, 2012 at the Contra Costa County Schools Insurance Group Building in Pleasant Hill, CA.

***California General Child Care Center Priorities (Contract type: CCTR)
Children ages 0-2 and 6-12 years of age***

Priority 1: Option 1
94509, 94518, 94520, 94521, 94553, 94565, 94801, 94803, 94804, 94806

Priority 2: Option 1
94513, 94519, 94523, 94530, 94561, 94572, 94583, 94596, 94805

Priority 3: Option 1
94526, 94547, 94564, 94595

***California State Preschool Priorities (Contract type: CSPP)
Children ages 3-5***

Priority 1: Option 1
94509, 94520, 94565, 94801, 94806

Priority 2: Option 1
94518, 94521, 94523, 94553, 94596, 94804

Priority 3: Option 1
94513, 94519, 94530, 94561, 94572, 94583, 94803, 93805

See California Department of Education (CDE) approved Priority Setting Process for Local Planning Councils attached.

2) ACCEPT the below written report of activities, key accomplishments and challenges during fiscal year 2011-2012 for the Local Planning Council for Child Care and Development (LPC) as they relate to Education Code - Section 8499.3 – 8499.7.

ANNUAL ACTIVITIES REPORT (Reporting period July 2011 – June 2012)

1. *Countywide Child Care Needs Assessment*

The Contra Costa LPC is mandated to complete a countywide child care needs assessment at least once every five years. California's Education Code is specific about the data elements that shall be collected by Local Planning Councils. The Contra Costa County LPC would be expected to comply with this requirement by conducting and completing a new needs assessment during the 2012 program year. The last needs assessment titled: *Contra Costa County Child Care Needs Assessment and Status of Children and Families 2006-2015* was completed in October 2006.

Considering the on-going 50% budget cut to Local Planning Councils, the CDE and the California Child Care Coordinators Association (CCCCA) partnered to identify a streamlined and standardized data collection mechanism that may be utilized by LPCs to comply with the unfunded needs assessment mandate. The CCCCCA developed a data collection spreadsheet that utilizes public data sources to inform local county needs assessments; this data collection mechanism has been approved by the CDE.

During the month of May 2012, the LPC Coordinator participated in a data collection tutorial on how to utilize the Needs Assessment Spreadsheet developed by the CCCCCA. The LPC Coordinator will continue to collect the data required to complete the needs assessment data elements. Collection of the mandated data fields will require collaboration with local and State governmental agencies that already collect population specific information for the services they provide to the Contra Costa Community.

The goal is to complete Contra Costa County's Child Care Needs Assessment by the end of 2012. The LPC Coordinator will continue to report on the progress of the completion of the needs assessment.

- 2. *Comprehensive Countywide Child Care Plan:*** Based on the data gathered in the child care needs assessment, the LPC is mandated to develop a strategic plan that can serve as the guide and resource that will drive the agenda of child care services that meet the needs of Contra Costa Children and Families. The legislative intent of the Comprehensive Countywide Child Care Plan is to mobilize and coordinate local public and private resources.

During the second quarter of fiscal year 2011-2012, the LPC began discussions about the new Comprehensive Countywide Child Care Plan by including the topic in the LPC Executive Committee meeting agendas.

In December 8, 2011, the LPC hosted the Annual LPC Member Retreat. The first hour of the retreat was dedicated to host a Community Stakeholder Input Session. Key stakeholders were invited to the Community Input Session that included: Board of Supervisors, County Superintendent of Schools, Director of Contra Costa Community Services Bureau, Executive Director for First 5 Children and Families Commission, Executive Director for Resource & Referral Agency-Contra Costa Child Care Council.

The purpose of the Community Stakeholder Input Session was two-fold: 1) to inform them of the intent of the LPC's Comprehensive Countywide Child Care Plan and 2) to gather input from local leaders on specific topic areas, such as:

- a) Challenges to maximum collaboration and integration of child care and early learning services
- b) Local assets & strengths to help collaboration & maximize resources
- c) Opportunities for collaboration & partnerships

The LPC will continue to host community input sessions that can help inform the development of a relevant and viable Comprehensive Countywide Child Care Plan. The data collected from the 2012 needs

assessment will be used by the LPC to make data driven decisions when identifying local strategies and objectives that meet the needs of children and families.

3. AB212 Professional Development Program (PDP)

The AB212 Professional Development Program (PDP) supports continuing education, professional growth & development, and leadership development for employees working at state-funded child development programs in Contra Costa County.

Funding for the AB212 PDP comes from the California Department of Education, Child Development Division with the intent to assist counties in improving the retention of qualified child care employees who provide state-subsidized child care services to children 12 years of age and under.

During fiscal year 2011-12, the AB212 PDP received a total of 117 applications from eligible staff at state-funded programs. Applicants are required to complete a minimum of three college-level units for annual participation and a Quality Improvement Project related to an area of children's outcomes as measured by Desired Results Developmental Profile (DRDP), Classroom Assessment Scoring System (CLASS), and other assessment tools required by the CDE.

Individuals who successfully complete the AB212 PDP program participation requirements are eligible to receive an Annual Participation Stipend (not to exceed \$1,200). Stipend amounts are determined based on participation numbers, completion of requirements, and funding availability. Eligible participants are also able to obtain Degree Completion Stipend (\$1,000) and Lost Wages Stipend for completing their Early Childhood Practicum (up to \$1,000).

Additionally, AB212 funding is utilized to fund mini-grants to promote the development of Professional Learning Communities at State-funded Early Care and Education Centers. A competitive Request for Applications was released in August 2011 to announce the availability of \$5,000 Center-Based Team Professional Development Grants. All State-funded Child Development Programs and State-Preschool Programs are eligible to apply.

The LPC announced awards for the CBTM Grants in October 2011. Four programs were selected by to receive a CBTM grant:

- ✓ Community Services Bureau-Martinez Children's Center (1st year applicant)
- ✓ Community Services Bureau-George Miller III (1st year applicant)
- ✓ Cambridge Community Child Care Center (1st year applicant)
- ✓ Martinez Early Childhood Center (3rd year applicant)

ACCOMPLISHMENTS:

8th Annual Young Children's Issues Forum 2012: Speak Out for Children: Educate and Advocate

Successfully planned, coordinated, and implemented the 8th Annual Young Children's Issues Forum 2012: "Speak Out for Children: Educate and Advocate", held on Saturday, March 24 at the Willow Pass Community Center in Concord, CA from 9-1 p.m.

Highlights and accomplishments of the event:

1. Exceeded attendance goal of 200 people
2. Inspired by the rich discussions during the planning process, the LPC, First 5 Contra Costa, Parent Voices, and Concord Child Care Center, Inc. collaborated to create a 7 minute documentary titled: *Your Story Matters!* The documentary was presented at the forum as an opening activity. The documentary highlights the stories of low income families who currently receive services from State Child Development programs and Title V programs, and perspectives from preschool teachers and a Center Director about the current challenges faced by families due to the state budget cuts.
3. Provided resources from 8 community agencies and advocacy statewide organizations
4. Secured the necessary funds and in-kind sponsorships to successfully implement the event
5. Collected 120 advocacy cards from forum attendees. Advocacy cards were handed out at the end of the event to attendees as a tangible advocacy-action step to voice their concerns and ideas about a topic or issue of personal interest. Advocacy cards were hand delivered to each of the State legislators who participated in the forum.
6. The Annual Young Children's Forum has become a tradition in Contra Costa and has gained the credibility, respect and support of local elected officials, state legislators and community leaders as a valuable forum for conversation, information sharing and community engagement.
7. The evaluations reflect commitment and desire from target audiences to continue to participate and to expand the topics of discussion and depth of conversation at the event.

A Road Map to Kindergarten[®] Parent Education Project

The LPC's Preschool-to-Kindergarten Adhoc Committee continues to plan and oversee the dissemination of *A Road Map to Kindergarten[®] Parent Guide* as a part of a community awareness campaign. The goal of the Adhoc Committee is to increase the visibility of the tool as an available educational tool to local and statewide non-profit organizations working with parents of children 0-5 years old, child care providers, school districts, Head Start programs and migrant programs in the community.

Highlights and accomplishments for *A Road Map to Kindergarten[®] Parent Education Project* during the 2011-2012 year include:

1. Developed a web page to inform the public about the purpose of the Parent Guide, available trainer seminars, and ordering information – <http://www.cccoe.k12.ca.us/edsvcs/roadmap.html>
2. Conducted second Trainer of Trainers Workshop in January 2012
3. *A Road Map to Kindergarten[®]* Wins Top Award in the CalSPRA Excellence in Communication Awards.

The California School Public Relations Association (CalSPRA) "Excellence in Communication Awards" recognizes superior achievement in meeting strategic goals through high quality communications products and public relations programs. Judging is based on printed samples, as well as a written summary which clearly explains how assessment, research and planning, target audience, measurable goals, and evaluation were used in the development of the project.

CHALLENGES:

- 50% reduction in annual state funding allocation for the Local Planning Council.
- 35% reduction in annual state funding allocation for the AB212 Professional Development Program Staff Retention activities.
- Reduction of staffing infrastructure for the implementation of LPC projects and activities.
- Unfilled LPC membership categories.

BACKGROUND/REASON(S) FOR RECOMMENDATION(S):

California *Education Code (EC)* Section 8499.5 (a) through (d) requires the LPCs to review local, State and Federal data and provide the CDE with an updated listing of their local child care and development funding priorities by May 30 every year. In 1998, Assembly Bill 1857 amended *EC* Section 8279.3 to include specific expanded mandates for LPCs to identify local funding priorities for the distribution of new state general child care and development and preschool funding to promote equal access to child development services across the state, based on direct impact indicators of need.

The *EC* language specifies how LPCs are to conduct their yearly review of child development services in order to identify gaps in services and funding priorities which will ensure that all the child care and preschool services of the county are met to the greatest extent possible given limited resources. **The LPC priorities will be used by the CDE to determine future child care and development funding decisions for State subsidized services.**

Additional Information:

Local Planning Councils develop priorities for funding using the following:

Census zip code data as a baseline to estimate the number of children eligible for State funded child development services (including Head Start and Early Head Start). Other pertinent local data, such as county growth factors, planning department data, or school district growth data, is then applied to achieve the most accurate estimate.

CDE and other available zip code level data to determine the number and percent of eligible children served or not served by State funded child development services, Head Start or Early Head Start.

The data is then analyzed using the Priority 1, 2, and 3 number and percentage thresholds and methodology to assign county zip codes to Priority 1, 2, or 3 designations.

These priorities are first reviewed and approved by the members of the LPC for each county, which is made up of parent consumers of child care, child care and preschool providers, public agency representatives and community agency representatives who have been appointed by the County Board of Supervisors and the County Superintendent of Schools. Next, the priorities are made available for public review and finally reviewed and approved by the County Office of Education and County Board of Supervisors at a public hearing as prescribed in State regulations.

Process for Establishing LPC Priorities: All Local Planning Councils must use the methodology for establishing LPC priorities based on the population of the county. *See attached Management Bulletin from the California Department of Education.

The Contra Costa County Local Planning Council for Child Care and Development (LPC) was established in April 1998. Required by AB 1542, which was passed in 1993, thirty members of the LPC were appointed by the County Board of Supervisors and the County Superintendent of Schools. Childcare consumers and providers, public agency representatives, and community representatives each comprise 20% of the LPC. The remaining 20% are discretionary appointees. Membership is for a three year term. On January 7, 2003, membership was decreased from 30 to 25 members, due to the difficulty being experienced in filling all of the seats.

Management Bulletin 09-05

Child Development Division

Subject: Local Child Care and Development Planning Council Funding Priority Setting Process	Number: 09-05 Amended
Authority: California <i>Education Code</i> sections 8499.5 (a) through (d), 8279.3 (a) through (d), and 8208 (ag).	Date: February 2009 Expires: Until Rescinded

Attention: Local Planning Council Chairpersons, Coordinators, Contractors, Legal Entity Representatives, Executive Directors and Program Directors of all Child Care and Development Programs

Purpose

The purpose of this Management Bulletin is to instruct Local Planning Councils (LPCs) on the new standardized child care and development funding priority setting process. LPCs are required to submit their local funding priorities to the California Department of Education (CDE), Child Development Division (CDD), every year on or before May 30.

Background

California *Education Code (EC)* Section 8499.5 (a) through (d) requires the LPCs to review local, State and Federal data and provide the CDE with an updated listing of their local child care and development funding priorities by May 30 every year. In 1998, Assembly Bill 1857 amended *EC* Section 8279.3 to include specific expanded mandates for LPCs to identify local funding priorities for the distribution of new state general child care and development and preschool funding to promote equal access to child development services across the state, based on direct impact indicators of need.

The *EC* language specifies how LPCs are to conduct their yearly review of child development services in order to identify gaps in services and funding priorities which will ensure that all the child care and preschool services of the county are met to the greatest extent possible given limited resources. The LPC priorities will be used by the CDE to determine future child care and development funding decisions for State subsidized services.

Over two years ago, the CDE began a collaborative effort to clarify and standardize the LPC priority setting process with representatives from the California Child Care Coordinators Association. This Management Bulletin describes the new priority setting process which must be utilized for the priorities submitted this May 30, 2009, and all subsequent submittals.

Additional Information:

Local Planning Councils develop priorities for funding using the following:

- Census zip code data as a baseline to estimate the number of children eligible for State funded child development services (including Head Start and Early Head Start). Other pertinent local data, such as county growth factors, planning department data, or school district growth data, is then applied to achieve the most accurate estimate.
- CDE and other available zip code level data to determine the number and percent of eligible children served or not served by State funded child development services, Head Start or Early Head Start.

The data is then analyzed using the Priority 1, 2, and 3 number and percentage thresholds and methodology, described in Attachments 1, 2, and 3, to assign county zip codes to Priority 1, 2, or 3 designations.

These priorities are first reviewed and approved by the members of the LPC for each county, which is made up of parent consumers of child care, child care and preschool providers, public agency representatives and community agency representatives who have been appointed by the County Board of Supervisors and the County

Superintendent of Schools. Next, the priorities are made available for public review and finally reviewed and approved by the County Office of Education and County Board of Supervisors at a public hearing as prescribed in State regulations.

Process for Establishing LPC Priorities:

All county LPCs must:

1. Use the methodology for establishing LPC priorities based on the population of the county.
2. Review the instructions in [Attachment 1](#) (DOC; 50KB; 4pp.), which describes and defines the process by which LPC priorities are established for California Center (CCTR) programs.
3. Review the instructions in [Attachment 2](#) (DOC; 44KB; 4pp.) which describes and defines the process by which LPC priorities are established for California State Preschool Programs (CSPP).
4. Select either Option 1 for establishing Priority 1 and 2 using local, State and Federal U.S. Census Bureau data and the percent and number of eligible children not receiving child development services **or** Option 2, current information from the County Centralized Eligibility List (CEL) to determine the percent and number of eligible children not receiving child development services. Once the Option is selected, it must be used consistently through the entire LPC priority setting process.
5. Analyze all of the data, using either Option 1 or Option 2 to determine Priority 1 and Priority 2 ranking for each zip code in the county.
6. Have additional choices for establishing Priority 3. They may either choose Option 1, or Option 2, or Option 3, which is **all** other zip codes in the county, or Option 4, which is **no** other zip codes in the county.
7. Identify on the LPC priorities report form which options they chose to use to determine their local LPC priorities.
8. List each local zip code in the county, and each zip code must only have one identified funding priority number.
9. LPC priorities must be submitted electronically to the CDE in Microsoft Excel 2000 or newer versions. The LPC priority forms include instructions and examples of the correct format. This is described in [Attachment 3](#) (DOC; 71KB; 4pp.). The attached LPC Priority Forms must be completed, approved, signed and submitted to: Linda M. Parfitt, Consultant, Child Development Division, 1430 N Street, Suite 3410, Sacramento, CA 95814-5901. These forms must be submitted electronically and a signed hard copy and attached spreadsheets for CSPP and CCTR programs must be mailed on or before **May 30, 2009**.

The CDE relies on the LPCs and the local authorized representatives to carefully review all data and documents for accuracy before they are sent to CDE.

If you have any questions, please contact Linda M. Parfitt, CDD Consultant, at 916-322-1048 or via e-mail at lparfitt@cde.ca.gov.

Questions: Linda Parfitt | lparfitt@cde.ca.gov | 916-322-1048

California Department of Education
1430 N Street
Sacramento, CA 95814

Last Reviewed: Tuesday, April 21, 2009

California Center (CCTR) Priorities

1. Counties with over 5 million residents (Los Angeles County):

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 50% or more eligible children un-served AND there are more than 1500 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the highest numbers of infants, toddlers and school age eligible children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 50% or more of eligible children un-served AND there are more than 750 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of infants, toddlers and school age eligible children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 50% or more of eligible children un-served AND there are more than 500 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of numbers of infants, toddlers and school age eligible children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

2. Counties with over 1 million residents (Orange, San Diego, Riverside, San Bernardino, Santa Clara, Alameda, Sacramento and Contra Costa Counties):

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 40% or more eligible children un-served AND there are more than 500 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the highest numbers of infants, toddlers and school age eligible children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 40% or more of eligible children un-served AND there are more than 200 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of infants, toddlers and school age eligible children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 25% or more of eligible children un-served AND there are more than 100 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of number of infants, toddlers and school age eligible children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

3. Counties with over 200,000 residents (Fresno County, Ventura County, Kern County, San Francisco County, San Mateo County, San Joaquin County, Stanislaus County, Sonoma County, Tulare County, Solano County, Monterey County, Santa Barbara County, Placer County, San Luis Obispo County, Santa Cruz County, Marin County, Merced County, Butte County):

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 40% or more eligible children un-served AND there are more than 200 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the highest numbers of infants, toddlers and school age eligible children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 25% or more of eligible children un-served AND there are more than 100 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of infants, toddlers and school age eligible children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 25% or more of eligible children un-served AND there are more than 50 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of numbers of infants, toddlers and school age eligible children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

4. Counties with under 200,000 residents (Yolo County, Shasta County, El Dorado County, Imperial County, Kings County, Madera County, Napa County, Humboldt County, Nevada County, Sutter County, Mendocino County, Yuba County, Lake County, Tehama County):

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 50% or more eligible children un-served **and** there are more than 24 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the highest numbers of infants, toddlers and school age eligible children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 35% or more of eligible children un-served **and** there are more than 10 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of infants, toddlers and school age eligible children on the CEL

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 20% or more of eligible children un-served **and** there are more than 10 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of numbers of infants, toddlers and school age eligible children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

5. Counties with under 60,000 residents (Tuolumne County, San Benito County, Calaveras County, Siskiyou County, Amador County, Lassen County, Del Norte County, Glenn County, Colusa County, Plumas County, Mariposa County, Inyo County, Trinity County, Mono County, Modoc County, Sierra County, Alpine County).

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 50% or more eligible children un-served **and** there are more than 10 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the highest numbers of infants, toddlers and school age eligible children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 35% or more of eligible children un-served **and** there are more than 10 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of infants, toddlers and school age eligible children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 20% or more of eligible children un-served **and** there are more than 10 eligible children un-served.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of numbers of infants, toddlers and school age eligible children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

Additional Note:

If CEL is used, LPCs need to receive timely information from the CEL agency and the CEL Administrators must give timely access of CEL data to the LPC.

California Preschool (CPRE) Priorities

1. Counties with over 5 million residents (Los Angeles County):

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 75% or more eligible children un-served **and** there are more than 300 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the highest set of numbers of preschool children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 50% - 74% or more of eligible children un-served **and** there are more than 300 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of preschool children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 25 - 49% or more of eligible children un-served **and** there are more than 100 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of numbers of preschool age children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

2. Counties with over 1 million residents (Orange, San Diego, Riverside, San Bernardino, Santa Clara, Alameda, Sacramento and Contra Costa Counties):

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 40% or more eligible children un-served **and** there are more than 300 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the highest set of numbers of preschool children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 40% or more of eligible children un-served **and** there are more than 200 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of preschool children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 25% or more of eligible children un-served **and** there are more than 100 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of numbers of preschool age children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

3. Counties with over 200,000 residents (Fresno County, Ventura County, Kern County, San Francisco County, San Mateo County, San Joaquin County, Stanislaus County, Sonoma County, Tulare County, Solano County, Monterey County, Santa Barbara County, Placer County, San Luis Obispo County, Santa Cruz County, Marin County, Merced County, Butte County):

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 40% or more eligible children un-served **and** there are more than 150 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the highest set of numbers of preschool children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 25% or more of eligible children un-served **and** there are more than 75 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of preschool children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 25% or more of eligible children un-served **and** there are more than 50 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of numbers of preschool age children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

4. Counties with under 200,000 residents (Yolo County, Shasta County, El Dorado County, Imperial County, Kings County, Madera County, Napa County, Humboldt County, Nevada County, Sutter County, Mendocino County, Yuba County, Lake County, Tehama County):

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 50% or more eligible children un-served **and** there are more than 24 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the highest set of numbers of preschool children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 35% or more of eligible children un-served **and** there are more than 10 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of preschool children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 20% or more of eligible children un-served **and** there are more than 10 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of numbers of preschool age children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

5. Counties with under 60,000 residents (Tuolumne County, San Benito County, Calaveras County, Siskiyou County, Amador County, Lassen County, Del Norte County, Glenn County, Colusa County, Plumas County, Mariposa County, Inyo County, Trinity County, Mono County, Modoc County, Sierra County, Alpine County).

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 50% or more eligible children un-served **and** there are more than 10 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the highest set of numbers of preschool children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 35% or more of eligible children un-served **and** there are more than 10 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of preschool children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 20% or more of eligible children un-served **and** there are more than 10 children un-served.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of numbers of preschool age children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

Additional Note:

If CEL is used, LPCs need to receive timely information from the CEL agency and the CEL Administrators must give timely access of CEL data to the LPC.

A Road Map to Kindergarten® User's Information



A *Road Map to Kindergarten*® was designed to promote meaningful conversations between parents, educators, and community members about the importance of planning for and facilitating children's smooth transitions into kindergarten.

This publication was developed as a component of the Contra Costa Local Planning Council for Child Care and Development's (LPC) Parent Education Campaign, and it strives to:

- Provide a guide for parents to help promote successful kindergarten transitions for their children
- Increase parents' knowledge of early childhood developmental milestones and school readiness indicators
- Empower and inspire families to become active partners in education

Our vision is to generate enthusiasm and a sense of collective responsibility for education and to increase the awareness of the importance of family partnerships and parent involvement in promoting children's school readiness.

A Road Map to Kindergarten® is a parent education tool that is designed to be used interactively to enhance parent workshops, parent-teacher conferences or to be the focus of parent education events. It is not meant to be handed out or distributed without the accompanying active education component for parents.

The Contra Costa LPC has developed a training module for anyone who is interested in using *A Road Map to Kindergarten*® to help parents support their child's school readiness and transition to kindergarten. The training module is implemented in workshops that are run as facilitated discussions and that model the way in which *A Road Map to Kindergarten*® is intended to be presented to parents. The workshops are purposefully designed to invite conversation and to foster a sense of collaboration and partnership. Workshop participants review the components of *A Road Map to Kindergarten*® and develop their own action plans for how they will use it to help parents become active partners in their child's education. (See the reverse for an outline of the training module.)

For more information or to schedule a training seminar in your community contact:

Ruth Fernandez, M.A.

Manager, Educational Services / LPC Coordinator

(925) 942-3413

rfernandez@cccocoe.k12.ca.us

or visit www.cocoschools.org/roadmap



Principal Product Developer: Ruth Fernández, M.A.

Graphic Designer: Diane Morrell

July 2011



A Road Map to Kindergarten® Training Module Outline

Transition to Kindergarten: A Pathway to School Success and Lifelong Partnerships

Outcomes:

To ensure participants:

- Understand the importance of successful kindergarten transitions
- Understand the conceptual and delivery framework of *A Road Map to Kindergarten*®
- Become familiar with the steps outlined in *A Road Map to Kindergarten*®
- Reflect on ways in which *A Road Map to Kindergarten*® can be integrated into existing work within programs/agencies/schools
- Know how to access information and resources in support their work and building partnerships with parents

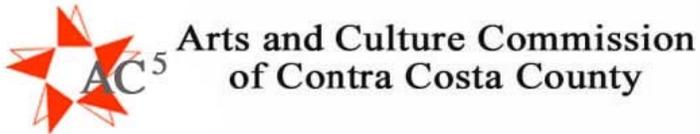
Workshop Outline

- I. Building community conversations
- II. Pathways to school success and building successful partnerships
 - a. The benefits of effective transitions
 - b. School-family partnerships: what do they look like?
 - c. Defining school readiness
- III. A walk through *A Road Map to Kindergarten*®
- IV. Integrating *A Road Map to Kindergarten*® into your program
 - a. Ideas for implementation
 - b. Determining next steps
 - c. Identifying additional resources
 - d. Forming a collaborative network
- V. Reflection



Principal Product Developer: Ruth Fernández, M.A.
Graphic Designer: Diane Morrell
July 2011





Date: May 30, 2012

To: Family and Human Services Committee

**From: Carolyn Victoria
Managing Director, Arts & Culture Commission of Contra Costa County**

Recommendation of Peter Maund and Dyana Bhandari for Reappointment to At-Large Commissioner Seats

The Arts & Culture Commission of Contra Costa County (AC5) recommends Peter Maund and Dyana Bhandari for re-appointment as At-Large Commissioners.

Mr. Maund has been with the Commission since June of 2009. Peter is a business person in a director role as well as a professional musician and music educator, with a long history of talented performances in both arenas. Peter brings to the table a sense of accomplishment and helps guide the commission with his voice of reason. His extensive education and experience in the arts makes him a valuable asset to the commission. The commission has enjoyed working with him and values his expertise. Peter has an M.A. in Music Folklore and is a Ph.D. candidate in Ethnomusicology. His reach in the arts communities is vast and has been valuable to the commission. He has contributed as a judge for Poetry Out Loud, served on the board of Friends of AC5, and participates and contributes to AC5 events as well as many arts events in the county. He has even performed at no charge, in AC5 gallery reception events.

If the commission were to lose Peter the impact would be difficult to absorb. The commission is grateful for his continued service within his busy schedule. The commission has worked well with Peter and supports the renewal of his term.

Dyana's initial involvement with AC5 was through an application process that occurred in March 2011 for the At-Large seat. She was interviewed and chosen by the Commission. The AC5, in its regular meeting in May 2012, voted to recommend Ms. Bhandari for the renewal term. Dyana has a rich education in political science, psychology and art. She has been a supportive member who regularly attends AC5 meetings and AC5- related events. She will be

a valuable contributor in support of AC5's mission in the coming months and years. During her service thus far she has been involved in Poetry Out Loud and in the creation and launch of the Arts Café program. Her experience and knowledge of the arts is a valuable asset to the commission.

If this recommendation were to be declined, we would be losing a valuable supporter of the Arts. Ms. Bhandari brings experience, ideas, enthusiasm and commitment that make her contributions unique and important. The commission has worked well with Dyana and supports the renewal of her term.