

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Contra Costa County Economic Opportunity Council (EOC) to a majority of members of the EOC less than 96 hours prior to that meeting are available for public inspection at 1470 Civic Ct. Suite 200, Concord, CA 94520 during normal business hours.
Agenda

Group/Meeting Name: EOC Executive Subcommittee Meeting

Date: 10/6/2022 **Time: From:** 12:00 p.m. **To:** 1:00 p.m.

Location: Teleconference/ Video Meeting (Zoom)

- Online:**
- Visit <https://us06web.zoom.us/j/84023138868?pwd=ZHFvWVJBU3EyNTBIZm9MRThDdXIMUT09>
 - Click Join meeting and enter the following ID #: **840 2313 8868**
 - You will be prompted to enter *your name* and the following password: **010019**
 - Wait for host to join

Call in: Dial 1-669-900-9128 (San Jose)
 Enter Passcode: **010019**

Meeting Leader: Renee Zeimer- Chair

Purpose: To set the agenda for the next EOC Business Meeting

The Economic Opportunity Council will provide reasonable accommodations for persons with disabilities planning to participate in EOC meetings. Please contact staff at least 24 hours before the meeting at AKaur@ehsd.cccounty.us.

Opportunities for Public Comment: *Persons who wish to address the EOC during the public comment or with respect to an agenda item may email their comments to AKaur@ehsd.cccounty.us before or during the meeting, or should join the teleconference meeting prior to the meeting to state their intent to provide public comments and will be limited to two minutes. All votes taken during a teleconference will be by roll call.*

The Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day. Your patience is appreciated.

By the end of this meeting, we will:

Understand the desired outcomes and ground rules so that meeting participants accomplish meeting objectives in a timely and efficient manner.
Receive any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Review and approve the draft September 1, 2022 Executive Subcommittee Meeting minutes.
Review and approve the draft September 8, 2022 Business Meeting minutes.
Review and approve the draft October 13, 2022 Business Meeting agenda.
Discuss on-site subcontractor monitoring visits, process, timeline, and method of evaluation.
Discuss CSBG Contracts amendment timeline, content, and budget.
Discuss Contra Costa Board Training for Governance and Ethics held September 20, 2022 with Consultant Lucy Hernandez.
Review new EOC Member application Ana Marie Guinto Bustos.
Identify next steps necessary to move the process forward.

Evaluate the meeting.

Agenda			
What	How	Who	Time
1. Review Desired Outcomes & Meeting Rules	Present Clarify Check for Understanding	Volunteer	2 Minutes
2. Public Comment	Present	Members of the Public	3 Minutes
3. Action: <ul style="list-style-type: none"> Review and approve the draft September 1, 2022 Executive Subcommittee Meeting minutes 	Present Clarify Check for Understanding Check for Approval	Group	5 Minutes
4. Action: <ul style="list-style-type: none"> Review and approve the draft September 8, 2022 EOC Business Meeting minutes 	Present Clarify Check for Understanding Check for Approval	Group	5 Minutes
5. Action: <ul style="list-style-type: none"> Review and approve the draft October 13, 2022 EOC Business Meeting agenda 	Present Clarify Check for Understanding Check for Approval	Group	10 Minutes
6. Discuss on-site subcontractor monitoring visits, process, timeline, and method of evaluation	Present Clarify Check for Understanding	CSB Staff	10 Minutes
7. Discuss CSBG Contracts amendment timeline, content, and budget	Present Clarify Check for Understanding	CSB Staff	10 Minutes
8. Discuss Contra Costa Board Training for Governance and Ethics held September 20, 2022 with Consultant Lucy Hernandez	Present Clarify Check for Understanding	CSB Staff	5 Minutes
9. Review new EOC Member application Ana Marie Guinto Bustos	Present Clarify Check for Understanding	CSB Staff	5 Minutes
10. Next Steps	Present	Group	3 Minutes
11. Meeting Evaluation	+/\u0394	Group	2 Minutes



COSTA RICA COMMUNITY SERVICES BUREAU

Economic Opportunity Council (EOC) Executive Meeting Minutes

Location: Zoom Call



Date: 9/1/2022 **Time Convened:** 12:09 pm **Time Terminated:** 1:00 pm **Recorder:** Desiré Medlen

Conference Call attendees: Renee Zeimer, Desiré Medlen, Devlyn Sewell, Ajit Kaushal.

Absentees: None.

Staff: Christina Reich, Amrita Kaur.

Quorum: Yes

TOPIC	RECOMMENDATION / SUMMARY
Review desired outcomes and ground rules.	<ul style="list-style-type: none"> Chair Zeimer called the meeting to order at 12:09 pm. Zeimer read the desired outcomes.
Public Comment	<ul style="list-style-type: none"> None present.
Action: ➤ Review and Approve August 4 th , 2022, EOC Executive Meeting minutes	<ul style="list-style-type: none"> The group reviewed the draft of the August 4th, 2022, Executive Meeting minutes. <p>A motion to approve the draft August 4th, 2022, Executive Meeting minutes was made by Zeimer.</p> <p>The motion passed with EOC members voting as follows: Ayes: Zeimer, Medlen, Sewell. Nays: None Abstentions: None Absent: None</p>

TOPIC

RECOMMENDATION / SUMMARY

<p>Action:</p> <ul style="list-style-type: none"> ➤ Review and Approve August 16th, 2022, EOC SPECIAL Business Meeting minutes 	<ul style="list-style-type: none"> • The group reviewed the draft August 16th, 2022, EOC Special Business Meeting minutes. <p>A motion to approve the draft August 16th, 2022, Business Meeting minutes was made by Zeimer.</p> <p>The motion passed with EOC members voting as follows: Ayes: Zeimer, Sewell, Medlen. Nays: None Abstentions: None Absent: None</p> <ul style="list-style-type: none"> • Reich went over the agenda, pointing out many items need to be ratified due to the special meeting that took place in August. Meeting minutes, extension of contracts, and CSB Strategic Plan need to be ratified. • A prospective board member applied so the board will review, interview, and vote on applicant Patricia J. Campbell. Needs to be an action item on the agenda and moved to the beginning of the meeting. • Medlen inquired if there has been more EOC applicants. Reich reported there are two other prospective members that need to submit application for the vacant low-income seats. • Zeimer and Reich decided EOC recruitment strategies should be under CSB Staff reports. • Reich went over voting protocols for the EOC Executive committee election. • Kaur recapped the order change for agenda items. <p>A motion to approve the September 8th, 2022, Business Meeting agenda with noted changes was made by Zeimer.</p> <p>The motion passed with EOC members voting as follows: Ayes: Zeimer, Sewell, Medlen. Nays: None Abstentions: None Absent: None</p>
<p>Action:</p> <ul style="list-style-type: none"> ➤ Review and approve the draft September 8th, 2022, EOC Business meeting agenda 	<ul style="list-style-type: none"> • Patricia J. Campbell's EOC Board Member Application needs to be approved to be on Business Meeting agenda. <p>A motion to approve new EOC Board Member Application was made by Sewell.</p> <p>The motion passed with EOC members voting as follows: Ayes: Zeimer, Sewell, Medlen. Nays: None Abstentions: None</p>

TOPIC

RECOMMENDATION / SUMMARY

Absent: None

➤ Discuss EOC Board recruitment strategies.

- Reich discussed new recruitment strategies for the vacant EOC seats.
 - Focus has been put more heavily on West Contra Costa County as there is a lack of representation for that region.
 - More social media postings for the vacant seats.
- Medlen suggested posting to Indeed.com for volunteers and the Rainbow Community Center in Concord.

➤ Discuss contract amendment priorities for 2-year contract cycles.

- Kaur brought up new information about reclassifying sub-contractors and vendors. The changes will make paperwork easier to process.
- Reich will update the board when more information is available.

➤ Discuss on-site subcontractor monitoring visits timeline, sign-ups, and next steps.

- Reich explained site visit signups will be at the Business Meeting.
- Each site will have at least one member of the EOC and one member of staff visiting.

➤ Discuss CSB Strategic Planning next steps.

- Reich spoke about creating a document that outlines the EOC as a whole. This includes pictures of the EOC, the mission statement, and core goals.
- There will also be core training for the members of the EOC at another Strategic Planning session.
- Reich and Zeimer went over possible dates for the next Strategic Planning session.

➤ **Next Steps**

Next Steps

- Kaur will make adjustments to agenda.
- Staff will give update on new subcontractor requirements.
- Reich will send out a sign-up genius for site visits.

➤ **Evaluate the Meeting**

- We did it.



Economic Opportunity Council (EOC) Business Meeting Minutes

Location: Zoom Call



Date: 9/8/2022 **Time Convened:** 6:16 pm **Time Terminated:** 7:29/7:40 pm* **Recorder:** Desiré Medlen

Conference Call attendees: Renee Zeimer, Devlyn Sewell, Desiré Medlen, Monisha Merchant, Ajit Kaushal, Brendan Foley, Sofia Navarro, LaTonia Peoples-Stokes.

Absentees: Noe Gudino, Alison McKee.

Staff: Amanda Cleveland, Michael Morris, Dr. Easter Calvit.

Quorum: Yes *Action items were taken care of by 7:29pm and meeting lost quorum. Information on fiscal reports and other items presented until 7:40pm.

TOPIC	RECOMMENDATION / SUMMARY
Review desired outcomes and ground rules.	<ul style="list-style-type: none"> Chair Zeimer called the meeting to order at 6:16 pm. Medlen read the desired outcomes.
Public Comment	<ul style="list-style-type: none"> None present.
Action: <ul style="list-style-type: none"> ➤ Interview EOC Board Member Applicant Patricia J. Campbell ➤ Discuss and vote for EOC Board Member Applicant Patricia J. Campbell 	<ul style="list-style-type: none"> EOC Members went over and divided up interview questions for new member interview. EOC Members discussed their history on the board before asking questions to Campbell. Campbell answered questions and asked one to the board. Board deliberated confirming Campbell before moving forward with the vote. <p>A motion to approve Patricia J. Campbell as a new EOC Board Member was made by Foley and seconded by Sewell.</p> <p>The motion passed with EOC members voting as follows: Ayes: Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Foley, Navarro, Medlen. Nays: None Abstentions: None Absent: Gudino, McKee.</p>

TOPIC

RECOMMENDATION / SUMMARY

Action:
 ➤ June 9th, 2022, EOC Business Meeting minutes

- The group reviewed the draft June 9th, 2022, Business Meeting minutes with no changes.

A motion to approve the draft June 9th, 2022, Business Meeting minutes was made by Sewell and seconded by Navarro.

The motion passed with EOC members voting as follows:

Ayes: Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Foley, Navarro, Medlen.
Nays: None
Abstentions: None
Absent: Gudino, McKee.

Action:
 ➤ June 29th, EOC Special Business Meeting minutes

- The group reviewed the draft June 29th, Special Business Meeting minutes with no changes.

A motion to approve the draft June 29th, Special Business Meeting minutes was made by Peoples-Stokes and seconded by Kaushal.

The motion passed with EOC members voting as follows:

Ayes: Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Foley, Navarro, Medlen.
Nays: None
Abstentions: None
Absent: Gudino, McKee.

Action:
 ➤ Ratify proposal to extend next year's CSBG 2022 base contracts

- Zeimer presented case to extend CSBG 2022 base contracts into 2023.

- During Special Meeting on August 16th, Executive Committee passed the extension, but the full board must ratify before it goes into effect.
- Kaushal asked if that would change site visit schedule. Zeimer assured that annual site visits will remain the same.
- Morris underlined how helpful the two-year model will be from an administrative perspective.

A motion to ratify the CSBG 2022 base contracts was made by Kaushal and seconded by Merchant.

The motion passed with EOC members voting as follows:

Ayes: Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Foley, Navarro, Medlen.
Nays: None
Abstentions: None
Absent: Gudino, McKee.

TOPIC

RECOMMENDATION / SUMMARY

Action:

- Ratify CSB Strategic Plan (approved at EOC Special Called Meeting August 16, 2022)

- Zeimer went over the CSB Strategic Plan. The initial plan was passed during the August 16th Special Meeting. However, it needs to be ratified by the main board to go into effect.

A motion to ratify the EOC's CSB Strategic Plan was made by Peoples-Stokes and seconded by Navarro.

The motion passed with EOC members voting as follows:

Ayes: Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Foley, Navarro, Medlen.
Nays: None
Abstentions: None
Absent: Gudino, McKee.

Action:

- Discuss 2022-2023 Executive Committee Elections
- Vote for 2022-2023 Executive Committee Election Board Members
 - Secretary
 - Vice Chair
 - Chair

- Zeimer went over voting procedures for Executive Committee Elections over Zoom.
- Zeimer nominated Desiré Medlen for Secretary. Medlen accepted the nomination. Medlen voted in as Secretary.
- Zeimer nominated Devlyn Sewell for Vice Chair and Sewell accepted. Zeimer went over expected duties of Vice Chair. Sewell voted in as Vice Chair.
- Nomination for Renee Zeimer was made in the chat for the Chair position. Zeimer voted in as Chair.

A motion to accept the new Executive Committee was made by Kaushal and seconded by Peoples-Stokes.

The motion passed with EOC members voting as follows:

Ayes: Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Foley, Navarro, Medlen.
Nays: None
Abstentions: None
Absent: Gudino, McKee.

Discuss:

- On-site subcontractor monitoring visits timeline, signups, and next steps

- Zeimer stated Staff will reach out for site visit scheduling.
- Cleveland brought up a list of subcontractors EOC members need to visit. EOC members claimed what sites they would like to visit.
- Members can visit more than one site and staff will accompany EOC site visits.

Fiscal Reports:

- 2020 CSBG CARES expenditure report
- 2021 CSBG June 2022 expenditure reports
- 2021 CSBG July 2022 expenditure reports

- Morris went over 2020 CSBG Expenditure Report as of May 2022.
- Morris went over 2021 CSBG as of July, more money will be expended as Backpack items are purchased.
- Morris went over LIHEAP reports as of the end of 2021 and updated contracts as of March 2022. LIHEAP amounts will now be presented quarterly.

TOPIC

RECOMMENDATION / SUMMARY

- LIHEAP/ Weatherization reports October 1, 2021- December 31, 2021
- LIHEAP/ Weatherization reports January 1, 2022 - March 31, 2022

Action:

- Community Action Month Board of Supervisors Meeting
- Community Action Month Roundtable Event

- Kaur presented information on the EOC's presentation for Community Action Month's Board of Supervisors meeting.
 - Stuart updated the EOC with agenda of Board of Supervisors meeting.
 - Stuart noted COVID-19 distancing and mask protocols were in place due to a rise in local cases.
 - Stuart showed the video prepared by staff member Amanda Cleveland highlighting work from subcontractors throughout the year.
 - Reich updated the group about the Roundtable Event moving to virtual only, due to a rise in local COVID-19 cases.
 - Reich shared the 1-hour program agenda.
 - Reich and Kaur presented virtual background made by staff member Cleveland and EOC member Medlen. A motion needed to be made to authorize use of the background for all members.
 - Staff assured the group instructions for installing the background on their personal Zoom set up will be provided.
 - Zeimer went over detailed agenda overview for the Roundtable Event and staff clarified Zoom details.
- A motion to approve the Community Action Month virtual background was made by Peoples-Stokes and seconded by Navarro.**
- The motion passed with EOC members voting as follows:**
Ayes: Mckee, Merchant, Sewell, Zeimer, Peoples-Stokes, Kaushal, Navarro, Medlen.
Nays: None
Abstentions: None
Absent: Gudino, Nelson, Foley.

TOPIC	RECOMMENDATION / SUMMARY
Reports: <ul style="list-style-type: none"> • CSB Director • EOC Chair • CSB Staff • EOC Members 	<p><u>CSB Director</u></p> <ul style="list-style-type: none"> • None. <p><u>EOC Chair</u></p> <ul style="list-style-type: none"> • None. <p><u>CSB Staff</u></p> <ul style="list-style-type: none"> • None. <p><u>EOC Members</u></p> <ul style="list-style-type: none"> • None.
Next Steps	<p><u>Next Steps</u></p> <ul style="list-style-type: none"> • Staff with reach out to Patricia J. Campbell to let her know of board approval. • Staff will send out a solid schedule for subcontractor site visits. • Cleveland will update other staff about motions passed at meeting.
<p>➤ Evaluate the Meeting</p>	<p>We did it.</p>

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Group/Meeting Name: Economic Opportunity Council Business Meeting
Date: 10/13/2022 **Time: From:** 6:00 PM **To** 7:30 PM
Location: Video Conference Meeting
ZOOM call: • Visit
<https://us06web.zoom.us/j/89642388758?pwd=VFUxNWVhbU1vTUprOnRXbEFkTjZzZz09>
• Click Join meeting and enter the following ID #: 896 4238 8758
• You will be prompted to enter your name and the following
password: 199710
• Wait for host to join
Call-in: • Dial 1-669-900-9128 US (San Jose)
• Enter Conference code: 199710
Meeting Leader: Renee Zeimer, Chair
Purpose: To Conduct EOC Business Meeting

The Economic Opportunity Council will provide reasonable accommodations for persons with disabilities planning to participate in EOC meetings. Please contact staff at least 24 hours before the meeting at AKaur@ehsd.cccounty.us

Opportunities for Public Comment: *Persons who wish to address the EOC during the public comment or with respect to an agenda item may email their comments AKaur@ehsd.cccounty.us before or during the meeting, or should join the teleconference meeting prior to the meeting to state their intent to provide public comments and will be limited to two minutes.*

All votes taken during a teleconference will be by roll call.

*The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day.
 Your patience is appreciated.*

Desired Outcome: By the end of this meeting, we will:

Understand the desired outcomes and ground rules for this meeting so that we accomplish our meeting objectives in a timely and efficient manner.
Receive any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Interview new EOC Board Member applicant Ana Marie Guinto Bustos.
Discuss and vote for EOC Board Member applicant Ana Marie Guinto Bustos.
Review and approve the draft September 8, 2022 EOC Business Meeting minutes for official record.
Receive updates on Fiscal reports so that members are fully informed.
Discuss Contra Costa County Single Audit so that members are fully informed.
Discuss on-site subcontractor monitoring visits, process, timeline, and method of evaluation.
Discuss CSBG Contracts amendment timeline, content, and budget.
Discuss Contra Costa Board Training for Governance and Ethics held September 20, 2022 with Consultant Lucy Hernandez.

Receive reports so that we are informed of activities and have identified appropriate next steps.

List next steps so that everyone is aware of their assigned tasks, upcoming meetings, and deadlines.

Evaluate the meeting.

Agenda			
What	How	Who	Time
1. Review Desired Outcomes & Ground Rules	Present Clarify Check for Understanding	Chair	3 Minutes
2. Public Comment	Present	Members of the Public	2 Minutes
3. Action: <ul style="list-style-type: none"> Interview EOC Member Applicant Ana Marie Guinto Bustos Discuss and vote for EOC Board Member Applicant Ana Marie Guinto Bustos 	Present Clarify Check for Understanding Check for Approval	EOC	15 Minutes
3. Action: <ul style="list-style-type: none"> September 8, 2022 EOC Business Meeting minutes draft review and approve 	Present Clarify Check for Understanding Check for Approval	Group	5 Minutes
4. Fiscal Reports: <ul style="list-style-type: none"> 2020 CSBG CARES expenditure report CSBG August 2022 expenditure report 	Present Clarify Check for Understanding	CSB staff	10 Minutes
5. CSBG Special Audit: <ul style="list-style-type: none"> Discuss and review the Contra Costa County Single Audit 	Present Clarify Check for Understanding	CSB staff	15 Minutes
6. On-site Subcontractor Monitoring: <ul style="list-style-type: none"> Discuss on-site subcontractor monitoring visits, process, timeline, and method of evaluation 	Present Clarify Check for Understanding	CSB Staff	10 Minutes
7. CSBG Contract Amendments: <ul style="list-style-type: none"> Discuss CSBG Contracts amendment timeline, content, and budget 	Present Clarify Check for Understanding	CSB Staff	5 Minutes

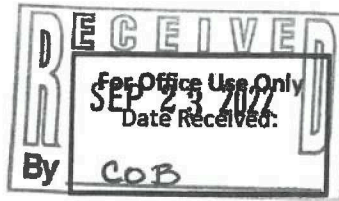
Agenda

What	How	Who	Time
8. EOC Member Orientation & Training <ul style="list-style-type: none"> • Discuss Contra Costa Board Training for Governance and Ethics held September 20, 2022 with Consultant Lucy Hernandez. 	Present Clarify Check for Understanding	CSB Staff	5 Minutes
9. Reports: <ul style="list-style-type: none"> • CSB Interim Director • CSB Staff <ul style="list-style-type: none"> ▪ Discuss Point in Time Infographic data • EOC Chair • EOC Members 	Present Clarify Check for Understanding	Group	15 Minutes
10. Next Steps	Present Clarify Check for Understanding	Group	3 Minutes
11. Meeting Evaluation	+/-	Group	2 Minutes

DRAFT



Contra
Costa
County



EOC
Redacted application

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:

ECONOMIC OPPORTUNITY COUNCIL

MEMBER - PRIVATE NON-PROFIT SECTOR

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: DIASIS ANA MARIE GUINTO
(Last Name) (First Name) (Middle Name)

2. Address: [REDACTED] OAKLEY CA 94561
(No.) (Street) (Apt) (City) (State) (Zip Code)

3. Phones: [REDACTED] [REDACTED] [REDACTED]
(Home No.) (Work No.) (Cell No.)

4. Email Address: [REDACTED]

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 DEGREE IN PUBLIC ADMINISTRATION

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) UNIVERSITY OF SAN FRANCISCO	PUBLIC ADMINISTRATION	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			MA	MAY 2000
B) SAN FRANCISCO STATE UNIVERSITY	POLITICAL SCIENCE	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			BA	JAN 1996
C) UNIVERSITY OF CALIFORNIA BERKELEY	IA-PARAVEGAL	Yes No <input type="checkbox"/> <input type="checkbox"/>	POST-BACCALAUREATE CERTIFICATE		CERTIFICATE	DEC 1996
D) Other schools / training completed: HARVARD UNIVERSITY	COURSE STUDIED PROFESSIONAL DEVELOPMENT PROGRAM	HOURS COMPLETED CREATIVE THINKING: INNOVATIVE SOLUTIONS TO COMPLEX CHALLENGES CERTIFICATE	Certificate Awarded: Yes No <input checked="" 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>JULY 2022</u> To <u>PRESENT</u> Total: Yrs. <u>0</u> Mos. <u>3</u> Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>VICE PRESIDENT, SENIOR LEAD COMPLIANCE OFFICER</u> Employer's Name and Address [REDACTED]</p>	<p>Duties Performed PROVIDE EXPERTISE, OVERSIGHT, GUIDANCE, AND ADVISE ON REGULATORY REQUIREMENTS THAT IMPACT PRODUCTS, SERVICES, AND DELIVERY CHANNELS.</p>
<p>B) Dates (Month, Day, Year) From <u>JAN 2016</u> To <u>JUNE 2022</u> Total: Yrs. <u>6</u> Mos. <u>6</u> Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>VICE PRESIDENT, SENIOR COMPLIANCE OFFICER</u> Employer's Name and Address <u>BANK OF THE WEST 2527 CAMINO RAMON SAN RAMON, CA 94583</u></p>	<p>Duties Performed MULTIPLE ROLES IN ENTERPRISE AND REGULATORY COMPLIANCE, POLICY GOVERNANCE AND MANAGEMENT, AND PROJECT MANAGEMENT. FACILITATE AND GOVERN ENTERPRISE GOVERNANCE LIFECYCLE MANAGEMENT AND ADMINISTRATIVE OVERSIGHT AND GUIDANCE RESPONSIBILITIES</p>
<p>C) Dates (Month, Day, Year) From <u>FEB 2011</u> To <u>JAN 2016</u> Total: Yrs. <u>4</u> Mos. <u>11</u> Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>ASSISTANT VICE PRESIDENT, COMPLIANCE OFFICER</u> Employer's Name and Address <u>BANK OF THE WEST 2527 CAMINO RAMON SAN RAMON, CA 94583</u></p>	<p>Duties Performed ENSURE POLICIES AND PROCEDURES ALIGN WITH ENTERPRISE COMPLIANCE AND WITH THE EXECUTION AND COORDINATION OF THE COMPLIANCE FUNCTION AT THE BUSINESS LINES LEVELS. REVIEW AND TRACK NEW AND PENDING FOR ALL ENTERPRISE GOVERNANCE DOCUMENTS ACROSS THE ENTERPRISE.</p>
<p>D) Dates (Month, Day, Year) From <u>SEPT 2002</u> To <u>FEB 2011</u> Total: Yrs. <u>8</u> Mos. <u>5</u> Hrs. per week <u>40</u> . Volunteer <input type="checkbox"/></p>	<p>Title <u>ASSISTANT VICE PRESIDENT, COMPLIANCE CONSULTANT III</u> Employer's Name and Address <u>WELLS FARGO WALNUT CREEK, CA 94598</u></p>	<p>Duties Performed DEVELOP A THOROUGH KNOWLEDGE OF OPERATIONS COMPLIANCE BUSINESS PROCESSES AND THE REGULATIONS THAT GOVERN THEM. PERFORM MONITORING, TESTING, AND PERIODIC EVALUATIONS TO CONFIRM MAJOR COMPLIANCE REQUIREMENTS</p>

ARE BEING MET AND REPORT RESULTS ACCORDINGLY.

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. 2011/56, 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:



Date:

09/21/2022

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.

**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.



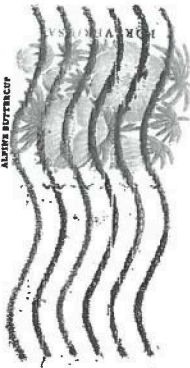
Ana Bustos



Oakley, CA 94561-3987

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OAKLAND CA 945

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CONTRA COSTA COUNTY
CLERK OF THE BOARD
651 PINE STREET, ROOM 106
MARTINEZ, CA 94553-1292

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