

# FACT Meeting Minutes

October 5, 2020

9:30 a.m. – 11:30 a.m.

40 Douglas Drive, Martinez, CA

Zoom Meeting



Call to Order – 9:34

Committee Member Attendance:

Richard Bell	Carol Carrillo	Joe DeLuca	Mary Flott	
Lisa Johnson – 9:35		Karin Kauzer	Mariana Valdez - <b>absent</b>	Dr. Allyson Mayo
Micaela Mota	Katie Callahan	Mujdah Rahim	Stephanie Williams-Rogers - absent	

Staff: Laura Malone, Jan Nelson, Jessica Wiseman Guest: David Leimsieder

## 1. Review and Accept the Minutes (August 3, 2020 & September 14, 2020)

- Karin Kauzer motioned to accept the minutes, Richard Bell seconded. It passed unanimously; Yea: 5, Nay:0 ; Abstained: Carol Carrillo, Katie Callahan, Micaela Mota

## 2. FACT Membership Update, Organization and Action Items

- *Committee membership renewals and new additions update* – there was a lot of activity, Katie (At Large # 2) and Micaela (Child Development) officially approved at the 9/15 meeting, all renewals fully approved and completed.
- *Open positions/Recruitment* - We do have several applicants on the agenda today for recruitment. We have 2 at large seats and the district 5 seat. Marianne & Olga's seat vacancies were processed already (Letter of appreciation to be drafted by Mary from FACT Committee for both).
  - David Leimsieder - Interviewed and discussed applicant.
    - Mary Flott motioned to recommend Dave appointed to At-Large seat (3) and BoS change to 3 year term to avoid a reapplication requirement after the 1<sup>st</sup> year given the current seat term expiration date of 9/30/2021, Richard Bell seconded. Passed unanimously; Yea: 9, Nay: 0; Abstained: Carol Carrillo
  - Anita (district 5) – suggested refer to district 5 for appointment and have Supervisor Glover interview, however prior to doing so, the FACT Committee wanted to ensure there was an opportunity to interview the candidate prior to recommending to Supervisor Glover (per process).
  - Take no further action on remaining candidates today and re-invite to the next meeting, the Committee would like to interview prior to moving forward – continue to the next meeting.

### 3. FACT Charter Discussion

- *Charter/Policy & procedure modification update* - submitted to FHS committee in August, presented and approved to move to the BoS, 9/22 BoS meeting on consent agenda, effectively approved, waiting for the finalized order to appear online. Once received Laura will distribute to the Committee.
- *Extension of current contracts for a third year update* - submitted to FHS committee in August, presented and approved to move to the BoS, 9/22 BoS meeting on consent agenda, effectively approved, waiting for the finalized order to appear online.
  - o Discussion about how to move forward. Letter to existing contracts letting them know of the change and option of a third year. Committee needs to decide if another site visit should be done (January/February). Every year they send updated service plans. Same report request for renewal used to benchmark where they are for January/February site visits.
    - How do we approach the COVID challenge? Reset goals/expectations effective 7/1/2020, virtual vs. in person. When we went into COVID in March/April modified deliverables were discussed. Will need to have some flexibility. If we don't already know how they have transitioned, can we ask them? Of the 7 remaining contracts, each of those contractors provided a year end report through 6/30/20. 7/1/20 new service deliverables provided under COVID restrictions. **Action Item: Laura can provide copies to the entire Committee. If after review, additional information is wanted, we can discuss further.**

### 4. Committee member updates

- Joe reported that he's trying to get FACT into the Lafayette social mailer to inform the community about FACT and the property tax mailers, suggested the districts bring attention to it.

### 5. Updates

- *Contract update* – FACT contracts have been submitted to Contract Unit for processing. Will go to QC and then to contractors. Until the contract is in place and approved by all needing to approve, we cannot pay on the demands. We have 4 months of no payments. Ujima and COPE are struggling with the contract tardiness.
- *FACT budget update* – from an expense perspective, the budget expended at this point is zero. Fiscal department maintains allocations, dealt with from a fiscal perspective. From a CFS perspective, as mentioned before, we experienced a large budget reduction, going back to agencies and asking for reductions. FACT is safe, reduced contracts for YMCA and Catholic Charities for contracts not renewed. HEROES act could change budget for CFS, currently not anticipating impact to FACT, but it is possible if the budget climate changes.
- *JFCS communications* – Matter is considered closed. Question about continuing the discussion. Catholic charities was the lead agency and the issue was addressed with them, unsure if this was communicated with Jewish Families. Catholic Charities made the decision to discontinue the contract. Richard suggested we send a letter confirming receipt of their communication and

explaining that we consider the matter closed, that we invite them to apply in the future. Who will draft the letter? Joe and Mary to sign. **Action Item: Mary will draft JFCS response letter and send to Joe for any revision.**

- *Action items list* – carry over to next meeting 20 minute planning session. Track month by month, what we want to accomplish especially in this next year since we won't have the RFP next year.
- *FACT property tax mailers* – property tax mailers have been delayed, normally published by now and delivered. Sent to print and mail last month, won't be going out until the middle of October this year. Insert submitted and will be included, just going out in a delayed fashion compared to prior years.

#### **6. Discussion/Announcements/Public Comment**

- **Action item: Laura - Annual report due again, due to BoS by 12/31 – using last years' format and putting together for Committee to review and approve at the November meeting.**
- **Action item: Laura will write up letter for extension of contracts into 3<sup>rd</sup> year, will provide a copy to the Committee.**

**Adjourn – 11:32**

## PENDING ACTION ITEMS

<b>Deliverable</b>	<b>Responsible Party</b>	<b>Assigned Date/Due Date</b>	<b>Confirmed Complete at Meeting</b>	<b>Movement if not Complete</b>
BoS presentation	FACT Committee	03-04-19/no due date provided		
Welcome packet for new members	Mary Flott	04-01-19/no due date provided		
FACT Committee Self Evaluation	Julia Miner/FACT Committee	01-07-19/open		
2-3 education sessions regarding available data to add to discussion	FACT Committee	09-09-19/ Due Jan/Feb 2020		
Needs Assessment to leverage County CSA	Laura Malone/Carol Carrillo	06-03-19/Due within 1 year		
Recruiting Verbiage for Membership Advertisement/Distribution	Stephanie Williams-Rogers/Mary Flott	11-04-19/Revisions expected 03-02-20		
Change management facilitation	Dr. Allyson Mayo	01-06-20/05-04-20		
Review RFP Proposed timeline prior to next meeting/will bring to a vote	FACT Committee members	01-06-20/03-02-20		
Create FACT talking points	Mary Flott	02-03-20		
Resilience movie presentation	Carol Carrillo	03-02-20		
Create a list of all community issues observed during site visits	FACT Committee	03-02-20		
Membership Reappointment/Appointment Memo to FHS	Laura	08-03-2020/08-24-2020 FHS Mtg	Completed prior to meeting	
FACT Charter Updates Memo to FHS	Laura	08-03-2020/08-24-2020 FHS Mtg	Completed prior to meeting	
JFCS Communication	Chair/Vice Chair	08-03-2020/09-14-20	Completed during meeting	

## ADDITIONS FROM THIS MEETING

<b>Deliverable</b>	<b>Responsible Party</b>	<b>Assigned Date/Due Date</b>
Annual report draft	Laura	10-05-2020/11-03-2020
Provide deliverables from Grantees regarding COVID changes	Laura/Jan	10-05-2020/11-03-2020
Write up letter confirming extension of contracts into 3 <sup>rd</sup> year	Laura	10-05-2020/11-03-2020

# Application Form

## Profile

Jennifer

First Name

D

Middle Initial

Early

Last Name

Home Address

State or Zip

Richmond

City

CA

State

94804

Postal Code

Primary Phone

jennifer.early@ousd.org

Email Address

Which supervisorial district do you live in?

District 1

## Education

Select the option that applies to your high school education \*

High School Diploma

### College/ University A

Name of College Attended

San Francisco State University

Degree Type / Course of Study / Major

B.A. Africana Studies

Degree Awarded?

Yes  No

### College/ University B

Name of College Attended

Degree Type / Course of Study / Major

**Degree Awarded?**

Yes  No

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**College/ University C**

**Name of College Attended**

**Degree Type / Course of Study / Major**

**Degree Awarded?**

Yes  No

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**Other schools / training completed:**

**Course Studied**

**Hours Completed**

**Certificate Awarded?**

Yes  No

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**Board and Interest**

**Which Boards would you like to apply for?**

First 5 - Contra Costa Children and Families Commission: Submitted  
Family & Children's Trust Committee: Submitted  
Mental Health Commission: Submitted

**Seat Name**

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

Yes  No

**If you have attended, how many meetings have you attended?**

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

I am interested in serving as a board member because I believe in the spirit of our youth and families and the heights in which they can achieve when given the necessary tools and resources. Richmond is the City of Pride and Purpose and I hope as a Richmond native/resident I will be able to serve with passion, tenacity and pride. As an educator I have a background in mental health and trauma. I also have personal experiences in supporting my own family members through moments of mental health crises. Through these experiences I have become more of an advocate around issues pertaining to mental health, mental illness and overall wellness.

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## **Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

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

Yes  No

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

Contra Costa Suicide Prevention Committee

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

I have a history in working with youth and families in both mental health and education. I have served on the Coordination of Services Team which aims at providing youth with mental health resources and services. I currently participate in the Contra Costa Suicide Prevention Committee and I am currently in the process of receiving my certificate of Social Work and Human Services from Berkeley City College.

[Resume\\_Jennifer\\_Early.pdf](#)

Upload a Resume

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## **Conflict of Interest and Certification**

**Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?**

Yes  No

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

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

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Yes  No

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

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**Please Agree with the Following Statement**

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

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I Agree



## Jennifer Early

██████████, Richmond, CA 94804 | ██████████ | [jennifer.early@ousd.org](mailto:jennifer.early@ousd.org)

### Objective

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My current objective is to enter into new and dynamic spaces that are exciting, challenging, rewarding, and closely aligned to the ideas of growth, responsibility, and accountability.

### Experience

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#### Oakland Unified School District- Castlemont High School

##### College and Career Readiness Specialist

*October 2017- Present*

- Monitored and managed campus pre-college and college advising programming
- Supported work-based learning pathway activities
- Arranged college field-trip, College Rep visits and presentations
- Acted as the student adviser for the Peer Forward College Summit program on campus
- Provided 1 on 1 and group college and career advising
- Planned, developed and implemented appropriate activities and services within a college and career center such as college and career speakers, career days, college fairs, special events and field trips.
- Reviewed transcripts for A-G completion, supported financial aid and scholarship application completion
- Leveraged partnerships with community based organizations aimed at college readiness, colleges (private, HBCU, community, local, and ivy league) to provide additional services to students.
- Supported student acquisition of internships and service work opportunities
- Managed the implementation on the Oakland Promise Scholarship at the school level
- Planned and coordinated student celebrations such as: College Signing Day, Scholarship Breakfast and Awards Ceremony, Financial Aid Nights and Campaigns
- Provided application assistance around EOP, Personal Insight Questions, and Personal Statements, Homeless and Foster services, and College Matching
- Collaborated with teachers, counselors, educational institutions, community agencies and businesses to develop college and career opportunities; provided college and career information through classroom presentations and workshops to students, parents and staff and served as a resource regarding career and college readiness information

#### University of California, Irvine

##### Comprehensive Review Reader/Admissions Evaluator

*Nov 2018-Feb 2019*

- Performed comprehensive review and evaluation of a high volume of freshmen applications for undergraduate admissions.
- Consulted with experienced level staff when reviewing more complex applicants.
- Used University of California holistic evaluation methods and UC Irvine admissions standards and guidelines to make a comprehensive assessment of each applicant.

- Participated in required trainings, webinars, and online assessments.

### **Student Attendance Compliance Officer**

*August 2015- June 2017*

- Provided proactive assistance to school site personnel, parents, and community members in the areas of attendance, early intervention and support.
- Formatted, processed, and distributed student achievement certificates (student of the month, honor roll, etc.).
- Wrote and sent out donation requests for school and community events.
- Supported the planning and management of school and community events through the School Culture and Climate Team.
- Implemented State rules and regulations relating to compulsory school attendance.
- Maintained positive relationships with students, parents, staff, and community; communicated with students and staff to provide and receive information regarding activities.
- Served as a referral agent to community-based organizations and government agencies.
- Oversaw daily operations of student attendance programs; plan, coordinate, implement, and assign duties to participants; train and review work; conduct in-service training and other meetings.
- Provided School site management and support of the Alameda County Student Transit Pass Pilot Program and Safe Routes to School Program
- Attended meetings; confer with families to discuss student progress; assist in identifying resources for parent education, counseling and truancy reduction programs.
- Interpreted materials and school and District policies, programs and activities for parents, school personnel, students, and others as requested.

### **AmeriCorps VISTA/OUSD Attendance Project**

*August 2014-August 2015*

- Conducted and inputted training evaluations and survey data.
- Assisted with OUSD Community Outreach, Campaigns and Initiatives at School Sites: Lights on Afterschool, Shu the Flu, OUSD Back to School.
- Performed data analysis on back to school rates, truancy, and chronic absences.
- Assisted with school inquiries.
- Researched and monitored national mentoring programs, best practices, trends, and issues.
- Leveraged relationships with community partners, families, and students.
- Developed promotional materials for Attendance Discipline Student Support(ADSS) Team and School sites.
- Handled general office duties, providing support for ADSS Coordinator and Staff.
- Developed an OUSD implementation plan and proposal for a Success Mentors Program.
- Served on the Student Attendance Review Board(SARB) twice a week.

### **AmeriCorps State- Building Healthy Communities/Youth**

#### **School Site Mentor**

*August 2013-July 2014*

- Planned structured and meaningful mentor activities (grades 9-12).
- Implemented one-on-one and small group mentoring.
- Attended regular mentor training provided by program.

- Reported weekly on mentee contact logs and other appropriate logs.
- Underwent mandatory CPS reporting training and CPR/AED verification.
- Created and managed a schedule to ensure all mentees received appropriate hours.
- Recruited and coordinated community volunteers.
- Planned, implemented, and reported on mandatory service day activities geared towards strengthening the East Oakland community and promoting AmeriCorps identity.
- Planned and implemented recruitment activities and strategies geared towards target student population.
- Attended student field trips and meetings.
- Maintained daily contact with mentees, parents, other service providers, teachers, counselors, and support services related to student success and outcome.
- Initiated student referrals, SST meetings, parent meetings, IEP's, as well as academic, attendance, and disciplinary interventions.
- Participated in monthly collaborative meetings.
- Participated, initiated, and referred students into conflict mediation.

## **Education**

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San Francisco State University

B.A. Africana Studies

*August 2011-August 2013*

# Application Form

## Profile

Anita  
First Name

Middle Initial

Pereira-Sekhon  
Last Name

Home Address

State or Zip

Lafayette  
City

CA  
State

94549  
Postal Code

Primary Phone

bernadettepereira@gmail.com  
Email Address

Which supervisorial district do you live in?

District 5

## Education

Select the option that applies to your high school education \*

High School Diploma

College/ University A

Name of College Attended

University of Connecticut

Degree Type / Course of Study / Major

Bachelor's of Science in Pathology

Degree Awarded?

Yes  No

College/ University B

Name of College Attended

University of Connecticut School of Law

**Degree Type / Course of Study / Major**

Jur s Doctorate

**Degree Awarded?**

Yes  No

**College/ University C**

**Name of College Attended**

**Degree Type / Course of Study / Major**

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

**Course Studied**

Re k Master Teacher & Yog Teacher

**Hours Completed**

1,000

**Certificate Awarded?**

Yes  No

**Board and Interest**

**Which Boards would you like to apply for?**

Fam y & Ch dren's Trust Comm ttee: Subm tted

Contra Costa Comm ss on for Women and G r s: Subm tted

Countyw de B cyc e Adv sory Comm ttee (BoS Appo ntments On y): Subm tted

Juven e Just ce Coord nat ng Counc : Subm tted

**Seat Name**

An Pereira-Sekhon

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

Yes  No

**If you have attended, how many meetings have you attended?**

12

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

My passions include transportation and well-being of minors. I am interested in making sure my local community is safe on the road with respect to accidents, speeding, bicycle safety, and reduction of traffic, stress and pollution. I am also interested in the rights of children, family reunification and restorative justice for minors.

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## **Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

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

Yes  No

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

I volunteer for a local citizens groups regarding safety of citizens on the roads commuting via bicycle. I served on the Executive Board at a diverse cooperative preschool for 8 years, School Site Council for 6 years and currently Diversity, Equity & Inclusion council for less than 1 year. I volunteer reiki and energy healing to my local community. Previously, I volunteered for the Permanent Commission for the Status of Women, Attorney General's Office and Housing Court.

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

My background is in law and mediation. I have always been drawn to helping the community and previously worked for the United States Department of Agriculture (USDA) where I helped run the National School Lunch Program, the United States Department of Labor (DOL) where I helped protect employee health and pension plans and United States Department of State where I protected derivative citizenship. I left government service to be a full-time mother to my four children and spent the last several years pursuing mindfulness, meditation, yoga, and reiki.

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Upload a Resume

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## **Conflict of Interest and Certification**

**Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?**

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Yes  No

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

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

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Yes  No

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

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**Please Agree with the Following Statement**

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

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I Agree

# Application Form

## Profile

David \_\_\_\_\_ J \_\_\_\_\_ Leimsieder \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_ \_\_\_\_\_  
Home Address Suite or Apt

WALNUT CREEK \_\_\_\_\_ CA \_\_\_\_\_ 94596 \_\_\_\_\_  
City State Postal Code

\_\_\_\_\_  
Primary Phone

daveleimsieder@berkeley.edu \_\_\_\_\_  
Email Address

Which supervisorial district do you live in? \_\_\_\_\_

District 4

## Education

Select the option that applies to your high school education \*

High School Diploma

### College/ University A

Name of College Attended \_\_\_\_\_

Salt Lake Community College

Degree Type / Course of Study / Major \_\_\_\_\_

Political Science

Degree Awarded? \_\_\_\_\_

Yes  No

### College/ University B

Name of College Attended \_\_\_\_\_

Degree Type / Course of Study / Major \_\_\_\_\_



**Degree Awarded?**

Yes  No

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**College/ University C**

**Name of College Attended**

**Degree Type / Course of Study / Major**

**Degree Awarded?**

Yes  No

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**Other schools / training completed:**

**Course Studied**

**Hours Completed**

**Certificate Awarded?**

Yes  No

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**Board and Interest**

**Which Boards would you like to apply for?**

Fam y & Ch dren's Trust Comm ttee: Subm tted

**Seat Name**

At-Large

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

Yes  No

**If you have attended, how many meetings have you attended?**

N/A

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

I am an a umnus of Foster Care. I have spent most of my adu t fe advocat ng for mproved systems of prevent on, and better serv ces for ch dren and fam es a ready n the foster care system. I have spent my career work ng n Youth Deve opment, both n prevent on programs as well as work ng w th ch dren n foster care. I have a deep nterest n dr v ng ast ng, pos tve m pact n the ves of youth.

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## Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

Yes  No

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

Yes  No

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

- Beyond Emancipation, Oakland, CA (Board Member, December 2019 – Present) - Foster Care Alumni of America, Tucson, AZ (Community Charities AZ Chapter; June 2009 – May 2011) - Arizona Foster Care Review Board – State Board, Arizona State Supreme Court, Phoenix, AZ (Appointed by Chief Justice Rebecca White Berch for At-Large Term; January 2009 – December 2011) - Community Partnership of Southern Arizona, Tucson AZ (Community Trainer and Peer Mentor; March 2002 – August 2007)

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

Please see attached Resume.

[CC County FACT Commission Application 9-1-2020.pdf](#)

Upload a Resume

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## Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

Yes  No

If Yes, please identify the nature of the relationship:

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

Yes  No

If Yes, please identify the nature of the relationship:

**Please Agree with the Following Statement**

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**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 publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

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I Agree

DAVID JOSEPH LEIMSIEDER

Walnut Creek, CA 94596

E-MAIL: [djliemer05@gmail.com](mailto:djliemer05@gmail.com)

September 1, 2020

To Whom it May Concern,

Thank you for your consideration, I am truly honored to be considered for a seat on the Contra Costa County, Family And Children's Trust Committee (FACT). I have spent my entire career working to improve the lives of youth from less than fortunate backgrounds. I bring a plethora of both professional work experience, and life experience that I feel would be a great asset to this committee.

For eighteen (18) years, I have worked in the field of youth development, having started my career at the age of 16 working with the City of Tucson Parks & Recreation Department. I began working in (and then supervising) afterschool and summer programs in neighborhoods where poverty was widespread, the threats of gangs and violence was real, and the opportunity gap for kids was huge. While working for the City of Tucson, I also developed a Physical Education (P.E) program at a local school in Tucson, Arizona. I stayed on the school's faculty for five years as a Physical Education Specialist. While I maintained my job teaching P.E., I also gave back to my community.

At the start of my career I was still in foster care. While in care I was fortunate to have only resided in four placements over a six year period. Two group homes, one foster home, and one Transitional Housing program, not unlike the housing programs that Beyond Emancipation operates. I would go on to juggle several volunteer hats, while working a part time and full time job. At the age of 21, I took a job working in one of the same group homes I resided at. Eventually I began working at that home, and at another group home for young women. I stayed in that position for three years.

In 2011, I moved with my long-time partner to Salt Lake City. I continued my youth development career, and I worked with both Playworks, and the Boys & Girls Clubs where I eventually became an Area Director with oversight of six Boys & Girls Club locations including the management of staff, programs and facilities. In 2017, my partner and I relocated to the Bay Area so I could help boost the programs and operations of the Contra Costa County Boys & Girls Clubs. Most recently my career has brought me to UC Berkeley where I now serve as Director of Youth Programs with the Recreational Sports Department. I am currently overseeing a big multi-year effort to reorganize, develop, and implement new youth programs and outreach opportunities for a new generation.

Through it all, I have given back to my community. For more than three years, I served as a Board Member for the Arizona Chapter of the Foster Care Alumni of America. As a teenager I refused to sit back and watch while laws and policies were being delivered by the Arizona State legislature that disenfranchised youth in care. I served for more than six years as a Community Trainer, and was contracted as a Speaker/Presenter with the Community Partnership of Southern Arizona where I spoke to and trained case managers, therapists, attorneys, psychiatrists, and judges on the importance of providing sound care, and support for youth in foster care. For this work I was awarded the Youth Achievement award in 2005 by the Mental Health Association of Arizona.

I later served as a Member-At-Large on the Arizona State Foster Care Review Board, where I was appointed to a two year term by Arizona Supreme Court Chief Justice Rebecca White Berch. While I worked hard to advocate for youth in care, I also could not stand by and watch my peers in school across the state be persecuted for being gay, or transgender. During my senior year of high school I founded The Imagine Project GSA Network which was a joint project of the Gay Lesbian Straight Education Network (GLSEN) chapter in Tucson, AZ and the Wingspan LGBT Center. For six years I worked to help build the capacity of Gay-Straight Alliance clubs at more than 50 schools across the state of Arizona, and worked closely with Lambda Legal to ensure that schools and school districts did not disenfranchise youth, as protected by the Constitution.

I cannot even begin to list all of the work I have done in my life thus far. However I have always believed in being a driver of positive social impact for all youth. I am passionate about advocacy, and making the world a better place. Please accept my attached Resume, and Biography as further testament to my credentials. Thank you for your consideration.

Respectfully,



## OBJECTIVE

To utilize my leadership experience in the areas of non-profit organizational management, recreation, program development, and education to support the development and growth of a reputable Non-Profit Organization.

## CORE COMPETENCIES

### Program Development, Management & Evaluation

- Measurement Tool Development & Execution
- Knowledge of Continuous Improvement Processes
- Youth Program Leadership and Development
- Curriculum Development and Adaptation
- Strategic Planning and Action Plan Development
- Multi-Tiered Program Management & Organization
- Leadership Development and Professional Mentoring

### Community Outreach & Engagement

- Committees, councils, and coalitions
- Social Media, Branding, & Marketing Strategy
- Public Orating, Training Development & Facilitation
- Government & Community Group Relations and Advocacy

### Organizational Leadership & Development

- Budget Development, process, and management
- Policy, Systems & Structures development/implementation
- Hiring and Retention of Professionals in Human Services field

## PROFESSIONAL EXPERIENCE & ACHIEVEMENT

### Director of Youth Programs

University of California, Berkeley - Recreational Sports Department  
Berkeley, CA (October 2019 – Present)

- Develop, Oversee and Administrate the implementation, delivery, and evaluation of recreational youth programs
  - Provide support and leadership to Recreation Supervisors and Coordinators (leadership to all program staff)
  - Develop new programs and initiatives; provide oversight for program design, development and implementation
- Manage performance of Youth Programs staff in achieving goals, providing technical assistance and leadership in areas including program design, development, community relations and program operations
  - Implement and oversee annual performance evaluation process including coaching of staff, and performance goal setting
  - Establish and maintain annual work plans, including unit-wide shared work plan document
  - Establish, maintain, and manage partnerships with other Departments, schools, and colleges on UC Berkeley Campus
- Develop, and manage Youth Programs budget including the monitoring and reconciliation of income and expenses
  - Manage and maintain \$3.5 Million dollar Youth Programs unit budget in coordination with Departmental Director
  - Set and Manage progress of annual revenue benchmarks and monitor monthly progress
- Provide risk management oversight and manage compliance with university, divisional, and departmental policies and procedures
- Develop, implement, and manage public relations and marketing for youth programs
  - Provide leadership to Marketing Department in regard to marketing campaigns, social media, and web updates
- Oversee and co-manage recreational facilities in coordination with Facilities Management Department
  - Lead and oversee facilities management of Golden Bear Recreation Center and Strawberry Canyon Recreation Area in coordination with Facilities Director and Rec. Supervisor

### Director of Operations

Boys & Girls Clubs of Contra Costa,  
El Sobrante, CA (November 2017 – February 2019)

- Oversee and Administrate the implementation, delivery, and evaluation of operations, programs, services and activities that facilitate achievement of Youth Development Outcomes
  - *Manage rollout of Continuous Improvement Process (YPQA Methods and YPQA Assessment)*
  - **Certified as a YPQA Methods Trainer by the David P. Weikart Center for Youth Program Quality and BGCA**
- Manage performance of assigned staff in achieving goals, providing technical assistance and leadership in areas including program design, development, community relations and program operations.
  - **Manage 4 Club Sites including 20+ staff (Opened two new program sites; 85% increase in Membership/ADA)**
    - o *Led recruitment efforts for program expansion and 14 new program staff openings*
  - *Implement Performance Management standards and set yearly deadlines and goals for professional development*
  - *Perform regular program monitoring/site observation & provide effective feedback and resources for Site/Unit Directors*
- Support Board of Directors, including production of monthly program and operations reports, and regular updates on operations
  - *Develop comprehensive monthly reports and dashboard for Board of Directors*
  - *Co-Facilitate and manage community Advisory Board activities and meetings with Advisory Chair(s)*
  - *Staff manage all Safety Committee Activities including site tours, and quarterly meetings*
- Coordinate agency budget development; monitor and report variances in revenues and expenditures.
  - **Manage \$975,000.00 annual Operations Budget of \$1.4 Million overall budget**
- Research, develop, and maintain all Organizational Safety, Technology, and Operating policies and standards
  - **Researched policies, formulated drafts, worked with Safety Committee and Community Partners on development, approval, and implementation of Operations, Safety, Program, and Technology Policies and Standards (Spring 2018)**
  - *Co-Facilitate the development and maintenance of Human Resources Policy and Staff Code of Conduct*
- Oversee, and manage all Boys & Girls Club Facilities and overall day-to-day Operations
  - *Manage, coordinate, and facilitate the maintenance and repair of all facilities and equipment*
  - *Manage all contractors (I.T.; Janitorial; Supply) conduct bids, manage and oversee projects, and evaluate contractor productivity*
- Develop, strategize, and implement Professional Development, & Professional Standards for all Program Staff, Supervisors, and Managers
- Develop and maintain collaborative partnerships with other youth serving organizations, members, parents, families and community orgs

## Professional Experience & Achievement Continued

### Area Director (Midvale/Sandy Area)

**Boys & Girls Clubs of Greater Salt Lake (formerly South Valley)**  
**Midvale Boys & Girls Club, Midvale, UT (March 2013 – November 2017)**

- Oversee, and Manage Midvale Boys & Girls Club facility and programs (Teens & Juniors) (200 – 400 youth daily; up to 22 staff)
  - *Manage and maintain Club facility; ensure facility is in pristine working order and facilitate maintenance as necessary*
  - *Supervise cash collection and ensure that all incoming donations and dues are reconciled in line with budget revenue goals*
  - *Recruit, Hire, Train, Supervise, and Evaluate Program Directors and Youth Development Professionals (78% Retention of all staff July 2015 – Oct. 2017); Oversee and manage large volunteer cohort*
    - o *Oversee annual recruitment efforts for school-year and summer staff including interview and evaluation/recognition process*
    - o *Manage and maintain large volunteer partnership program with local colleges and universities (25 -40 Annual Volunteers)*
  - *Oversee and manage special projects and renovations of Club Facilities*
    - **Facilitated community asks and collaborated with Club Administration on grants that funded renovation and facility improvements including HVAC (8 units), Kitchen Overhaul, Gym Remodel and Upgrade, Teen center remodel, Tech Center Rebuild/Infrastructure upgrade, and build out of outdoor learning center**
  - *Led Area Club Sites/Staff through merger between Greater Salt Lake and South Valley Boys & Girls Clubs (July 2015)*
- Administrate, manage, support, and evaluate up to five out-of-school time programs (up to 800+ youth annually and 44 staff) in collaboration with school district partners
- Develop, study, implement, and evaluate effective youth development program curriculum
- Oversee Area Budget, manage grants and maintain relationships with funding partners
  - *Manage Area Operations budget (\$350,000 - \$750,000.00); Ensure that staffing, facility, and supply needs are met*
  - *Reconcile and report on all expenditures; manage appropriation of program funds and acquisition of program supplies, and equipment; report on all grants awarded to Area programs and Sites*
- Develop, coordinate, and manage Statewide Intramural Sports Program

### Program Associate (Volunteer & Community Engagement Manager)

**Playworks , Salt Lake City, UT**  
**(February 2012- March 2013)**

- Manage citywide volunteer programs (recruitment, training, support, recognition, and evaluation)
  - *Recruit volunteers through community outreach and partnerships with local colleges and universities*
- Lead training and support of volunteers citywide through regular orientations and on-site training and technical support
- Coordinate and support citywide hiring efforts and assist with maintaining local AmeriCorps compliance and management of members
  - *Evaluate applications of prospective hires, coordinate interview process with city staff, and initiate offer process including background checks, payroll, and initiation of training*
- Manage Salesforce Database for all Volunteers, Donors, and Corporate Supporters
- Direct the planning, development, management and execution of communitywide/fundraising events

### Direct Support Professional

**Devereux Foundation Arizona, Tucson, AZ**  
**(January 2008- April 2011)**

- Provide support, counseling and mentoring to at-risk adolescent youth in a residential setting
- Coordinate food and supply purchasing for two group homes with limited weekly budget
- Coordinate and facilitate weekly recreation activities including yearly out-of-State trip in coordination with agency staff, CPS Caseworkers, Probation Officers, and judges
- Case Manage files for youth at two group homes with respect for youth confidentiality
- Ensure compliance with local, and state regulations as well as organizational policy directives

## **VOLUNTEER EXPERIENCE**

### **Board Member**

**Beyond Emancipation (December 2019 - Present))**

Serve a member of Board of Directors; Provide oversight and governance to Non-Profit organization. Helped launch new Program Committee

### **Member-At-Large**

**Arizona Foster Care Review Board (State Governing Board)**  
**Arizona Supreme Court, Phoenix AZ (Jan 2009 - Dec. 2011)**

Appointed for a 2 year term as a Volunteer member of the FCRB (Foster Care Review Board) by Arizona Chief Justice Rebecca White Berch; Represent youth in state foster care; advocated for sound policy as well as provided oversight to the Judiciary

### **Founder & Chief Program Officer**

**The Imagine Project G.S.A. Network (September 2004 - August 2009)**

Founded The Imagine Project as a Senior in High School; Lobbied local school districts to change policies; Supported capacity building for over 50 GSA clubs in Southern and Central Arizona

**Communications Chair/Member Alumni (Arizona Chapter)**  
**Foster Care Alumni of America (June 2010 - May 2011)**

Served as Communications Chair and coordinated all communications via e-mail, and printed newsletters; Served as liaison between national organization and chapter

## **EDUCATION**

### **Associates of Science- Political Science/Public Policy**

**Salt Lake Community College, Salt Lake City, UT (2012 - 2014)**  
**Pima Community College, Tucson AZ (2007 - 2009)**



## **Biography for Dave Leimsieder**

Dave Leimsieder has spent nearly 18 years as a professional leader working to support, and develop youth in a variety of recreational, educational, and social service programs. Through this youth development experience, Dave has built a powerful network, and has served as a youth advocate both on the local and national level. Dave is an alumnus of foster care, having spent more than six years in care as a teenager. Dave came out as gay while in foster care. Dave spent his early childhood years in a single parent household with his mother who brought him up with Mexican-American values and heritage. Dave is proud of his Chicano heritage, and maintains a close relationship with his family in Arizona.

Dave is presently working with the University of California, Berkeley in the Recreational Sports Department where he serves as the Director of Youth Programs. In this role Dave is overseeing a big multi-year effort to reorganize, develop, and implement new youth programs and outreach opportunities for a new generation. Dave is responsible for the management of over 300 seasonal staff, and additional 65 year-round contract, and career professionals. Dave has oversight of the Golden Bear Recreation Center, and the Strawberry Canyon Recreation Area.

Prior to working at UC Berkeley, Dave served as Director of Operations with the Boys & Girls Clubs of Contra Costa County. While working with the Clubs in Contra Costa County, Dave oversaw an expansion of services including the opening of two new program sites. Dave oversaw the entire day to day operations including staff management, facilities management, and oversight of the budget. Dave was responsible for developing and maintaining community partnerships, and was instrumental in helping the Clubs acquire more than \$280,000 in annually renewable government contracts, and more than \$300,000.00 in annual community contributions and sponsorships. Partnerships came from companies and foundations such as Valley Community Foundation, Leshar Foundation, Shell, Chevron, and Marathon (formerly Tesoro; Andeavor). Dave worked hard to improve the overall program quality at all sites, and overhauled the entire professional development program while fully implementing best practice methods from the David P. Weikart Center for Youth Program Quality. Dave was subsequently certified as a trainer and evaluator of the Youth Program Quality Assessment by the David P. Weikart Center and the Boys & Girls Clubs of America (BGCA).

Prior to his roles in Northern California. Dave served as an Area Director with the Boys & Girls Clubs of Greater Salt Lake, near Salt Lake City, Utah. Dave was responsible for supervising, managing, maintaining, and evaluating five (5) after school program sites in coordination with the Canyons School District, along with the Midvale Boys & Girls Club, its facilities and programs. Through a partnership with Canyons School District, Dave managed multiple government grant contracts including 21<sup>st</sup> Century Community Learning Center (CCLC) Grants, Child Care Development Fund (CCDF) grants, and Social Services Development Fund (SSDF) grants. In total, Dave managed and helped secure renewals totaling more than \$6,000,000.00 over a five (5) year period.

Additionally Dave served on several community commissions and committees, including the Midvale Mayor's Homeless Taskforce, the Salt Lake County/Midvale Community IMPACT subcommittee, Salt Lake Area Gang Taskforce, and the Midvale Cinco De Mayo festival Board of Directors. For six years Dave maintained membership in the Boys & Girls Clubs Professionals Association, and was honored with the National Service to Youth award on his fifth anniversary of service to the Boys & Girls Clubs movement.

Before coming to work with Boys & Girls Clubs, Dave worked with Playworks in Salt Lake City. As both a Program Coordinator (Coach) and Program Associate, Dave worked to promote healthy play, positive leadership skills, and healthy developmental skills for youth across the Salt Lake Valley. Prior to moving to Utah, Dave spent 5 years as a Physical Education Specialist at Robison Elementary School in Tucson, AZ. During his tenure as P.E. Specialist Dave implemented the first P.E. program at the school in nearly two decades and worked to expand student access to athletics and helped bring in community support. This additional community support led to an expansion of healthy competitive sports programs for students at the school.

Dave started his career with the City of Tucson Parks and Recreation Department where he was a staff member and supervisor for the KIDCO after-school and summer program for almost 7 years. Dave consistently worked in low-income neighborhoods and often brought the community and families into the programs in which he worked. Dave was recognized several times for leadership, program quality, and regularly scored highly on satisfaction surveys from youth and parents.

Dave is an alumnus of foster care and has used his experience to further advance the lives of youth presently living in care. Dave entered foster care at the age of thirteen, and remained in the system through his 18<sup>th</sup> birthday. While in care, Dave resided in four different placements. On his 18<sup>th</sup> birthday, Dave voluntarily agreed to stay in the foster care system, and actively participated in Arizona's Young Adult Program. As a teenager Dave spoke to professionals and community members about the importance of offering sound and consistent psychiatric care and counseling for youth in foster care through the Community Partnership of Southern Arizona. Dave was a member of the Arizona CPS Youth Advisory Board, and through testimony to the Arizona State Legislature, helped get a youth's voice at the table when policy makers began reforming the continuum of care for youth in Arizona's foster care system. For this work, Dave was honored by the Mental Health Association of Arizona with the Youth Achievement Award.

Three years after aging out of foster care, Dave returned to work with the Devereux Foundation, at the same group home he resided in as an adolescent. Dave served for three years both as a staff member and youth mentor. Dave is a proud member of the Foster Care Alumni of America and served as Communication Director for the Arizona chapter. In December 2008 Dave was appointed by Arizona Supreme Court Chief Justice Rebecca Berch to serve on the Arizona State Foster Care Review Board. While serving on the state board Dave participated on the Advocacy committee and AdHoc/Awareness committee.

In addition to being an advocate for Foster Care youth rights, Dave also worked as an advocate for LGBT (Lesbian, Gay, Bi, Transgender) youth. As a senior in high school Dave founded The Imagine Project which served as a support network for LGBT youth to find resources and support getting Gay-Straight Alliance (GSA) clubs up and running at their schools. Dave served as a founding member of the National Association of Gay Straight Alliances and spoke to policy leaders at conferences in San Francisco, Phoenix, and Los Angeles. Dave served as a member of GLSEN (Gay Lesbian Straight Education Network) in Tucson, and became a National GLSEN Ambassador to youth in Arizona. Dave worked closely with Lambda Legal to help support and build the capacity of GSAs at schools throughout rural Central and Southern Arizona. Dave also became a contributor to the Lambda Law Review and Journal, where he published several op-ed stories about LGBT youth in the west.

At birth, Dave was diagnosed with life altering birth defects due to loss of oxygen. Dave is bilaterally hearing impaired, and has lost 67% of hearing in his left ear, and 52% of hearing in his right ear since he was born. From the age of 3 to the age of 7, Dave spent three to six hours a week in comprehensive occupational and physical therapy to help offset the effects of severe gross motor and fine motor delays. As a child Dave struggled with speech, and often lagged behind other youth his age physically. As Dave developed in his teenage years, he eventually caught up to his peers, and has been able to lead an otherwise normal lifestyle as an adult.

Dave was primarily raised by his biological mother prior to entering foster care. Dave's father left his life when he turned four, and re-entered his life after Dave entered foster care. Dave is part of a large and diverse extended Chicano-American Family that primarily resides in the Phoenix Metro Area. Today, Dave has a strong and healthy relationship with his biological father. Dave spent that last few years of his youth, and the first seven years of adulthood caring for his mother who lingered in nursing homes after suffering debilitating health issues when Dave was 15 years old. Dave's mother succumbed to years of various health problems, and passed away in September 2012.

Dave has been an avid cyclist for over 20 years, and enjoys reading immensely. Dave is particularly fond of history, and politics. Dave is a bit of home chef, and really enjoys cooking for friends and family alike. While working in group homes in Arizona, Dave coordinated the menus and food budget for both group homes, and oversaw the kitchen at the Valor Boys Group Home. While working for Boys & Girls Clubs, Dave planned, and coordinated annual Thanksgiving dinners for 300 - 500 youth and families. The entire meal was cooked from scratch, and took several days to prepare. Dave is also a cinema aficionado, and has immense respect for the Hollywood film industry. Dave has been with his partner Mercury Ruiz for nearly thirteen years. Dave and Mercury presently reside in Walnut Creek, California with their longhaired dachshund, Luna.



# Application Form

## Profile

Patan sha

First Name

E

Middle Initial

Davis

Last Name

[Redacted] Home Address

Antioch

City or Ap

Brentwood

City

CA

State

94513

Postal Code

[Redacted] Primary Phone

[Redacted] Email Address

### Which supervisorial district do you live in?

District 3

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

Name of College Attended

Tuskegee University

Degree Type / Course of Study / Major

Bachelor of Arts in Psychology

Degree Awarded?

Yes  No

### College/ University B

Name of College Attended

California School of Professional Psychology

**Degree Type / Course of Study / Major**

Master of Arts in Change Leadership and Organizational Development

**Degree Awarded?**

Yes  No

**College/ University C**

**Name of College Attended**

John F. Kennedy University

**Degree Type / Course of Study / Major**

Juris Doctorate of Law

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

**Course Studied**

Public Interest Law

**Hours Completed**

85

**Certificate Awarded?**

Yes  No

**Board and Interest**

**Which Boards would you like to apply for?**

Equal Employment Opportunity Advisory Council : Submitted

Family & Children's Trust Committee: Submitted

Advisory Council on Aging: Submitted

Racial Justice Oversight Body: Submitted

**Seat Name**

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

Yes  No

**If you have attended, how many meetings have you attended?**

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

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Patanisha means reconciler of differences and I try to live up to my namesake. I am interested in serving on various boards and committees as I am committed to public service and effectuating change in my community. More specifically I would like to serve on these particular boards and committees as I have had a great deal of experience with racial injustice and discrimination based on ability, gender and race and I believe it has been time for a change. I am seeking an opportunity to work with other leaders in my community to create unity and equality for all people.

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## **Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

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Yes  No

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

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Yes  No

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

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-California Women Lawyers Executive Board – Affiliate Governor, Chair of Diversity Committee -Contra Costa County Bar Association Women Section Executive Board – Past President -Contra Costa County Bar Association East County Section - Program Chair -Contra Costa County Bar Association Diversity Committee -Member of the Contra Costa County Conflicts Panel (Probate) -Member of the Contra Costa County Bar Assn. (Women's Section, Social and Small Firms Section, Barristers, East County) -Member of the Robert G. McGrath American Inn of Court - Associate -Member of EBTEL (East Bay Trust and Estate Lawyers) -Member of the Adults Legal Referral Panel (Landlord/Tenant, Estate Planning, Civil, and DV Issues) -Member of the Conference of California Bar Associations - Contra Costa County -Bay Area Tuskegee Alumni Club - Former Vice President -Alameda County Bar Association -American Bar Association

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

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BAR MEMBERSHIP California Licensed Attorney: #281261, Issued by The State Bar of California, December 2011. Federal Court Admittance: Admitted to practice in U.S. District Court: Eastern District of California, February 16, 2016 and Northern District of California, January 27, 2016 EDUCATION John F. Kennedy University School of Law, Pleasant Hill, CA Degree: Juris Doctora, Graduation date December 2010. Public Interest Law Certificate Santa Clara University School of Law, Santa Clara, CA Honors: Recipient of the Law Faculty Scholarship. Attended: August 2003–June 2004 California School of Professional Psychology, Alameda, CA Degree: M.A. in Organizational Development and Change Leadership, June 2002 Honors: Completion of a PhD level course Tuskegee University, Tuskegee, AL Degree: B.A. in Psychology, May 2000. Honors: Vice National Deans List and Published as a Who's Who Among America College Students Scholar LEGAL EXPERIENCE Key Counsel, P.C. September 2018-Current Attorney/Partner Managing a two-attorney law practice and legal staff. Litigation in civil, probate, adoption and estate planning from intake to closure of the matter. Primary litigation in probate and estate

p ann ng. Court appo nted counse on the Contra Costa County Guard ansh p and Conservatorsh p  
 Pane s. Adm n strat ve task nc udes: adm n ster ng payro ; tra n ngs; market ng; accounts payab e and  
 rece vab e, tax and 1099 report ng, and b ng. The L fe Law Group F rm January 2017-Current Attorney  
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 and b ab e hours. I serve as a member of the Contra Costa County Cr m na Conf cts Pane . As a  
 member of the Pane , I accept court appo ntments on Probate and Cr m na Matters. Prov de pro bono  
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 case management, sett ement negot at ons, d scovery, and jury and non-jury tra s. L fe Law Group, LLP  
 March 2013-December 2016 Attorney/Partner Managed a three-attorney aw pract ce and ega staff.  
 L t gat on n c v , probate, adopt on and cr m na aw from ntake to c osure of the matter. Pr mary t gat on  
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 Conservatorsh p Pane s. Adm n strat ve task nc udes: adm n ster ng payro ; tra n ngs; market ng;  
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 2016-September 2016 Adjunct Law Professor Part-t me nstructor of the ega methods course to frst year  
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 and Land ord/ Tenant. Manage off ce staff, market ng, and a cases ndependent y to sett ement or  
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 serv ce to the commun ty through the Vo unteer Lega Serv ce Pane of the Bar Assoc at on of San  
 Franc sco and the A ds Lega Serv ces Pane . Law Schoo Adm ss ons Counc (LSAC) June 2010-May  
 2017 S te Superv sor As the s te superv sor I am respons b e for the overa adm n strat on of the Law  
 Schoo Adm ss ons Test (LSAT) and Mu t state Profess ona Respons b ty Exam (MPRE) at my test ng  
 center. I am requ red to h re and manage test proctors and room superv sors and oversee that the test s  
 ran to the LSAC Protoco and us ng the h ghest secur ty measures. John F. Kennedy Un vers ty Hous ng  
 Advocacy C nc August 2010-December 2010 C n ca Intern As a cert fed aw student and under the  
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 goas and ession p ans. Taught cr m na just ce to more than 145 San Leandro H gh Schoo Students per  
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 correct ons. Taught fe sk s nc ud ng: t me and conf ct management, money management, and the  
 fundamentals of job and co ege searches. Drafted a course textbook. Ass sted n estab sh ng the ent re  
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 AFFILIATIONS AND PUBLIC SERVICE -Ca for n a Women Lawyers Execut ve Board – Aff ate  
 Governor, Cha r of D vers ty Comm ttee -Contra Costa County Bar Assoc at on Women Sect on Execut ve  
 Board – Past Pres dent -Contra Costa County Bar Assoc at on East County Sect on - Program Cha r -  
 Contra Costa County Bar Assoc at on D vers ty Comm ttee -Member of the Contra Costa County Conf cts  
 Pane (Probate) -Member of the Contra Costa County Bar Assn. (Women's Sect on, So o and Sma F rms  
 Sect on, Barr sters, East County) -Member of the Robert G. McGrath Amer can Inn of Court - Assoc ate -  
 Member of EBTEL (East Bay Trust and Estate Lawyers) -Member of the A ds Lega Referra Pane  
 (Land ord/Tenant, Estate P ann ng, C v , and DV Issues) -Member of the Conference of Ca for n a Bar

Assoc at ons - Contra Costa County -Bay Area Tuskegee A umn C ub - Former V ce Pres dent -A ameda County Bar Assoc at on -Amer can Bar Assoc at on PUBLICATIONS Book: Barren, But Not Broken: A Guide from Infert ty to Adopt on, 2019 Art c e: <https://www.cccbba.org/art c e/d vers ty-cons derat ons- n- the- appo ntment-of-counse -for-conservatees-un ntent ona - mp c t-b as/>

[PD RESUME Updated 19.docx](#)

Upload a Resume

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## Conflict of Interest and Certification

**Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?**

Yes  No

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

---

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

Yes  No

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

---

## Please Agree with the Following Statement

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

---

I Agree

**PA`TANISHA ENA DAVIS, ESQ.**  
[REDACTED], Brentwood CA 94513  
[REDACTED]

**BAR MEMBERSHIP**

**California Licensed Attorney:** #281261, Issued by The State Bar of California, December 2011.

**Federal Court Admittance:** Admitted to practice in U.S. District Court: Eastern District of California, February 16, 2016 and Northern District of California, January 27, 2016

**EDUCATION**

**John F. Kennedy University School of Law**, Pleasant Hill, CA

**Degree: Juris Doctorial**, Graduation date December 2010. **Public Interest Law Certificate**

**Santa Clara University School of Law**, Santa Clara, CA

Honors: Recipient of the Law Faculty Scholarship. Attended: August 2003–June 2004

**California School of Professional Psychology**, Alameda, CA

**Degree: M.A. in Organizational Development and Change Leadership**, June 2002

Honors: Completion of all PhD level courses

**Tuskegee University**, Tuskegee, AL

**Degree: B.A. in Psychology**, May 2000.

Honors: Vice National Deans List and Published as a Who's Who Among America College Students Scholar

**LEGAL EXPERIENCE**

Key Counsel, P.C.

September 2018- Current

**Attorney/Partner**

Managing a two-attorney law practice and legal staff. Litigation in civil, probate, adoption and estate planning from intake to closure of the matter. Primary litigation in probate and estate planning. Court appointed counsel on the Contra Costa County Guardianship and Conservatorship Panels. Administrative task includes: administering payroll; trainings; marketing; accounts payable and receivable, tax and 1099 reporting, and billing.

The Life Law Group Firm

January 2017-Current

**Attorney**

Established a solo probate, estate, and civil planning law practice. Manage office staff, marketing, and all cases independently to settlement or through litigation. Responsible for maintaining books of business and billable hours. I serve as a member of the Contra Costa County Criminal Conflicts Panel. As a member of the Panel, I accept court appointments on Probate and Criminal Matters. Provide pro bono service to the community through the Volunteer Legal Service Panel of the Bar Association of San Francisco and the Aids Legal Services Panel. Legal experience: Litigation, drafting pleadings, client and case management, settlement negotiations, discovery, and jury and non-jury trials.

Life Law Group, LLP

March 2013-December 2016

**Attorney/Partner**

Managed a three-attorney law practice and legal staff. Litigation in civil, probate, adoption and criminal law from intake to closure of the matter. Primary litigation in probate and civil. Court appointed counsel on the Contra Costa County Criminal, Guardianship and Conservatorship Panels. Administrative task includes: administering payroll; trainings; marketing; accounts payable and receivable, tax and 1099 reporting, and billing.

John F. Kennedy University

January 2016-September 2016

**Adjunct Law Professor**

Part-time instructor of the legal methods course to first year law students. Responsible for full 15 weeks of instruction and grading. Also responsible for development of lessons and testing.

Law Office of Patanisha Davis-Jenkins

January 2012-February 2013

**Attorney**

Established a solo law practice in the following areas of law: Family, Adoption, Estate Planning, Probate, and Landlord/Tenant. Manage office staff, marketing, and all cases independently to settlement or through litigation. Responsible for maintaining books of business and billable hours. Provide pro bono service to the community through the Volunteer Legal Service Panel of the Bar Association of San Francisco and the Aids Legal Services Panel.

Law School Admissions Council (LSAC)

June 2010-May 2017

**Site Supervisor**

As the site supervisor I am responsible for the overall administration of the Law School Admissions Test (LSAT) and Multistate Professional Responsibility Exam (MPRE) at my testing center. I am required to hire and manage test proctors and room supervisors and oversee that the test is ran to the LSAC Protocol and using the highest security measures.

John F. Kennedy University Housing Advocacy Clinic

August 2010-December 2010

**Clinical Intern**

As a certified law student and under the supervision of counsel I dispensed legal advice to clients with housing issues and disputes, on matters including landlord/tenant disputes, unlawful detainers, and habitability. Provided legal assistance to clients through Bay Area Legal Aid and the San Francisco Tenants Union. Drafted retainer agreements, medical releases, settlement agreements, among other client documents.

San Francisco District Attorney's Office

August 2009-December 2009

**Law Clerk (Internship)**

As a certified law student I provided assistance to the Assistant District Attorney's in the preliminary department. Responsible for drafting and filing motions in a timely manner, including oppositions to motions for dismissal, opposition to 1538.5 motions, and the Peoples complaints. Under the supervision of counsel, litigated in the preliminary department over the preliminary hearing.

Napa County Superior Court

June 2009-August 2009

**Judicial Clerk (Internship)**

Provided research assistance to superior court judges and the alternative dispute resolution department. Met with superior court judges, Napa County Public Defender and District Attorney to obtain critical litigation techniques and advice on career advancement.

Bay Area Legal Aid

June 2008-August 2008

**Law Clerk (Internship)**

Provided legal assistance to victims of domestic violence in the matters of family law, restraining orders, and immigration assistance. Assist with documenting and drafting of temporary restraining orders to be presented to the courts.

Eden Area Regional Occupation Program

August 2004-June 2009

**Criminal Justice Instructor**

Provided assistance with curriculum development. Develop course goals and lesson plans. Taught criminal justice to more than 145 San Leandro High School Students per semester. Taught on subjects including: The history and structure of the criminal justice system, history of law enforcement, constitutional law, substantive and procedural law, trial process/procedure, and corrections. Taught life skills including: time and conflict management, money management, and the fundamentals of job and college searches. Drafted a course textbook. Assisted in establishing the entire Introduction to Criminal Justice Programs as a model practice to be recognized by the State of California.

**AFFILIATIONS AND PUBLIC SERVICE**

- California Women Lawyers Executive Board – Affiliate Governor, Chair of Diversity Committee
- Contra Costa County Bar Association Women Section Executive Board – Past President
- Contra Costa County Bar Association East County Section - Program Chair
- Contra Costa County Bar Association Diversity Committee
- Member of the Contra Costa County Conflicts Panel (Probate)
- Member of the Contra Costa County Bar Assn. (Women's Section, Solo and Small Firms Section, Barristers, East County)
- Member of the Robert G. McGrath American Inn of Court - Associate
- Member of EBTEL (East Bay Trust and Estate Lawyers)
- Member of the Aids Legal Referral Panel (Landlord/Tenant, Estate Planning, Civil, and DV Issues)
- Member of the Conference of California Bar Associations - Contra Costa County
- Bay Area Tuskegee Alumni Club - Former Vice President
- Alameda County Bar Association
- American Bar Association

**PUBLICATIONS** Barren, But Not Broken: A Guide from Infertility to Adoption, 2019





**JEWISH FAMILY &  
COMMUNITY SERVICES  
EAST BAY**

COMPASSION IN ACTION. COMMITMENT TO ALL.

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**Avi Rose**  
Executive Director

[www.jfcs-eastbay.org](http://www.jfcs-eastbay.org)

July 20, 2020

Jan Nelson  
Contra Costa County, EHSD  
Children and Family Services Bureau  
40 Douglas Drive, Martinez, CA 94553

Dear Ms. Nelson,

I am writing as Executive Director of Jewish Family & Community Services East Bay, expressing my sadness and concern at the recent turn of events resulting in the termination of our FACT-funded services.

JFCS East Bay has long been a provider of FACT services in the county, serving many refugee and immigrant families over the past two decades. We have greatly appreciated the ways FACT has helped us continue to serve vulnerable families after their initial resettlement period. We have had many successes in this regard, truly helping families navigate the challenges of building their lives here in our community.

This past year has been challenging. In 2019, we missed the opportunity to submit our own proposal, due to one of our staff members making the very serious error of missing the mandatory bidders conference. (That staff member is no longer with the agency.) We therefore joined together with Catholic Charities of the East Bay to submit a proposal. We were glad to have it funded, though anticipated difficulties in no longer having a direct line of communication to county staff.

I understand that there was a problematic site visit on February 27, 2020. The visit was conducted outside of one of CCEB's sites, without a full discussion of our program and staffing. We received only a few days' notice of this visit and would have prepared differently, given the opportunity. We would have welcomed a follow-up meeting to explore what was reported. We would also have welcomed the opportunity to discuss our program at the FACT board meeting on March 2, 2020, but did not know about it until after the fact. I believe that many of these problems were due to our being a subcontractor and relying on others to relay information to us.

**CONTRA COSTA OFFICE**  
1855 Olympic Blvd., Suite 200  
Walnut Creek, CA 94596  
(925) 927-2000  
Fax (925) 927-3131

**MAIN OFFICE /  
SUSE MOYAL  
CENTER FOR OLDER ADULT SERVICES**  
2484 Shattuck Ave., Suite 210  
Berkeley, CA 94704  
(510) 704-7475  
Fax (510) 704-7494

**FAMILY JUSTICE CENTER**  
470 27th Street  
Oakland, CA 94612  
(510) 704-7480, ext. 235



The allegations of cultural insensitivity are serious, and they merit deep discussion. We were not given that opportunity. Our agency had ideas for how to proceed with a modified version of what the FACT board requested, which I don't believe were conveyed to you. We are still open to the conversation, even if our funding is terminated.

One other note: in the recent FACT communication, we were surprised to see a reference to previous problems noted with our services. In looking further, this was apparently related to a complaint registered five years ago by another community organization. I'd be interested in knowing more about that. Please note too that the staff implementing our program is entirely different now than it was at that time

Thank you for this opportunity to communicate with you, and for the many years that FACT has supported services to our county's refugees and immigrants.

Sincerely,

A handwritten signature in cursive script that reads "Avi Rose".

Avi Rose, LCSW  
Executive Director

P.S. If there are other staff or commission members who should receive this communication, I would appreciate you forwarding it to their attention. Thank you.

**PENDING ACTION ITEMS**

<b>Deliverable</b>	<b>Responsible Party</b>	<b>Assigned Date/Due Date</b>	<b>Confirmed Complete at Meeting</b>	<b>Movement if not Complete</b>
BoS presentation	FACT Committee	03-04-19/no due date provided		
Welcome packet for new members	Mary Flott	04-01-19/no due date provided		
FACT Committee Self Evaluation	Julia Miner/FACT Committee	01-07-19/open		
2-3 educations sessions regarding available data to add to discussion	FACT Committee	09-09-19/ Due Jan/Feb 2020		
Needs Assessment to leverage County CSA	Laura Malone/Carol Carrillo	06-03-19/Due within 1 year		
Recruiting Verbiage for Membership Advertisement/Distribution	Stephanie Williams-Rogers/Mary Flott	11-04-19/Revisions expected 03-02-20		
Change management facilitation	Dr. Allyson Mayo	01-06-20/05-04-20		
Review RFP Proposed timeline prior to next meeting/will bring to a vote	FACT Committee members	01-06-20/03-02-20		
Create FACT talking points	Mary Flott	02-03-20		
Resilience movie presentation	Carol Carrillo	03-02-20		
Create a list of all community issues observed during site visits	FACT Committee	03-02-20		
Membership Reappointment/Appointment Memo to FHS	Laura Malone	08-03-2020/08-24-2020 FHS Mtg		
FACT Charter Updates Memo to FHS	Laura Malone	08-03-2020/08-24-2020 FHS Mtg		
JFCS Communication	Chair/Vice Chair	08-03-2020/09-14-20		