



# Agenda

## RACIAL JUSTICE OVERSIGHT BODY

Community Engagement & Funding Subcommittee Meeting

February 20, 2020

3:00 p.m. to 5:00 p.m.

651 Pine Street, Room 108

Martinez, CA

### Subcommittee Meeting

1. **Welcome and New Attendee Orientation**
2. **Public Comment** on any item under the jurisdiction of the RJOB and not on this agenda
3. **Approve the Record of Actions from the January 23, 2020 Subcommittee Meeting** (Attachment 1)
4. **Finalizing CEF Subcommittee Work Plan**
  - a. Review Draft Subcommittee Work Plan (Attachment 2)
  - b. Propose changes/additions to Work Plan as necessary
  - c. Public Comment
  - d. Vote to adopt final work plan and/or take other action as necessary
5. **Work Plan Implementation Kick-Off**
  - a. Identify and delegate specific activity tasks to be completed before our next subcommittee meeting
  - b. Public comment
  - c. Vote to complete specified tasks to implement work plan and/or take other action as necessary
6. **Future Meetings Scheduling**
  - a. Consider times and places most accessible for impacted communities
  - b. Public comment
  - c. Vote to schedule future meetings and/or take other action as necessary
7. **Adjourn**

© The Office of Reentry & Justice will provide reasonable accommodations for persons with disabilities planning to attend Racial Justice Oversight Body meetings. Contact the person listed below at least 72 hours before the meeting.

📁 Any disclosable public records related to an item on a regular meeting agenda and distributed by the County to a majority of members of the Racial Justice Oversight Body less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, Martinez, during normal business hours.

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

**For Additional Information Contact:**

**Lara DeLaney**, Director of Office of  
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## Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

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

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

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# Agenda

## RACIAL JUSTICE OVERSIGHT BODY

### Community Engagement & Funding Subcommittee Meeting

\*\*\*RECORD OF ACTIONS\*\*\*

January 23, 2020

3:00 p.m. to 5:00 p.m.

651 Pine Street, Room 105

Martinez, CA

### Subcommittee Meeting

Members Present: Jeff Landau, Committee Chair, CBO Representative, Seat 2  
 Stephanie Medley, CBO Representative, Seat 5  
 Tammy Appling-Cabading, CBO Representative, Seat 9  
 Terry Koehne for Lynn Mackey, Superintendent of Contra Costa County Office of Education  
 Robin Lipetzky, Public Defender

Members Absent: Ledamien Flowers, CBO Representative, Seat 4  
 Edward Williams, CBO Representative, Seat 7  
 Jay LeVine, CBO Representative, Seat 8

Staff Present: Lara DeLaney, Acting Director, Office of Reentry and Justice  
 Monica Carlisle, Senior Management Analyst, Office of Reentry and Justice

1. **Welcome**

Convene – 3:00 p.m.

2. **Public Comment** on any item under the jurisdiction of the RJOB and not on this agenda

No Public Comment was received.

3. **Approve the Record of Actions from the October 17, 2019 Subcommittee Meeting** (Attachment 1)

Approved as presented.

Motion: Robin Lipetzky; Second: Stephanie Medley

AYE: Jeff Landau, Robin Lipetzky, Stephanie Medley and Tammy Appling-Cabading

Other: Terry Koehne for Lynn Mackey (Abstained)

Passed

4. **Discussion on County's Draft Racial Equity Action Plan (REAP)** (Attachment 2)

- a. Review the Draft Racial Equity Action Plan
- b. Public Comment
- c. Provide Input on the Draft REAP

Members discussed the Draft REAP and provided input on the document. Members recommended adding additional "community indicators" to the REAP such as recidivism rate, racial and ethnic disparities in arrest, and

unemployment rate. Members also recommended moving certain community indicators to different pages of the REAP. Some members recommended establishing an Office of Equity & Immigrant Inclusion rather than only creating a Chief Equity & Inclusion Officer position. Other members recommended that, if only a single position could be established, this officer should be embedded in the Office of Reentry and Justice instead of another County Department. This Committee recommends the Draft REAP be discussed at the RJOB Quarterly Meeting on February 6, 2020. It is also recommended that the Draft REAP be shared with other community-based organizations to solicit input and encourage these agencies to approach the racial equity issue.

#### 5. **Work Planning Session**

- a. Review Draft Subcommittee Work Plan (**Attachment 3**)
- b. Public Comment
- c. Vote to adopt work plan and/or take other action as necessary

Members discussed holding RJOB meetings and community events at more accessible times and places for the public to attend; attending local municipal council meetings and community group meetings and providing public comment about the RJOB; educating the public about committee members' authority and responsibilities; and increasing opportunities for community input and feedback at RJOB meetings.

#### 6. **Future Meetings Scheduling**

- a. Consider times and places most accessible for impacted communities
- b. Public comment
- c. Vote to schedule future meetings and/or take other action as necessary

ORJ staff will send a Doodle Poll to schedule future committee meetings.

#### 7. **Adjourn**

Meeting adjourned at 5 p.m.

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**Community Engagement and Funding Subcommittee Work Plan DRAFT**

**Goal: Racial justice reform and reinvestment led by community members most directly impacted by systemic racial injustice in Contra Costa County.**

Objective	Activity	Lead & Team	Completion Date	Deliverable
<p><b>Increased decision-making accessibility for persons most directly impacted</b></p>	<p>Hold RJOB meetings at more accessible times and places for impacted community members</p>	<p>Jeff + TBD</p>	<p>2/29/2020</p>	<p>Specifying relevant accessibility criteria to be adopted by RJOB</p>
			<p>3/31/2020</p>	<p>Creating a detailed list of top options for upcoming RJOB meeting times and places</p>
			<p>8/1/2020</p>	<p>Holding an RJOB meeting at a top option time and place in east county</p>
			<p>8/1/2020</p>	<p>Holding an RJOB meeting at a top option time and place in west county</p>
			<p>8/1/2020</p>	<p>Holding an RJOB meeting at a top option time and place in central county</p>
	<p>Targeted outreach to persons most directly impacted to participate in RJOB meetings and decisions</p> <ul style="list-style-type: none"> <li>• Prioritizing efforts in areas with most persons of color, poverty, and non-English speakers</li> <li>• Going to accessible spaces for persons with disabilities in outreach</li> </ul>	<p>TBD</p>	<p>6/1/2020</p>	<p>Attend local municipal council meetings and give public comment about RJOB</p>
			<p>6/1/2020</p>	<p>Attend local community group meetings and introduce RJOB</p>

**Community Engagement and Funding Subcommittee Work Plan DRAFT**

**Goal: Racial justice reform and reinvestment led by community members most directly impacted by systemic racial injustice in Contra Costa County.**

Objective	Activity	Lead & Team	Completion Date	Deliverable
<p><b>Increased decision-making transparency for persons most directly impacted</b></p>	<p>Hold pre/post-RJOB meeting welcome and education sessions</p> <p>Provide committee chart with decision-making process and committee members' authority and responsibilities</p> <p>Simplified language in RJOB meeting materials and discussions</p> <p>Increased opportunities for community questions at RJOB meetings</p>	<p>Jeff + TBD</p>	<p>2/29/2020</p>	<p>Hold first session at upcoming CEF subcommittee meeting in February</p>
<p><b>Increased decision-making power for persons most directly impacted</b></p>	<p>Additional opportunities for community input and feedback at RJOB meetings</p> <p>Adopt diversity representation goals/requirements for RJOB</p> <p>Propose diversity representation goals/requirements for county- appointed committees</p> <p>Adopt and implement recruitment, retention, and promotion policies for diversity representation on county-appointed committees</p>		<p>2/29/2020</p>	<p>Add invitation for public comment after each agenda item</p>

**Community Engagement and Funding Subcommittee Work Plan DRAFT**

**Goal: Racial justice reform and reinvestment led by community members most directly impacted by systemic racial injustice in Contra Costa County.**

Objective	Activity	Lead & Team	Completion Date	Deliverable
<p><b>County criminal justice agencies shall establish formal partnerships with community-based organizations to provide greater capacity for</b></p> <p><b>i. diversion</b></p> <p><b>ii. reentry programs</b></p> <p><b>iii. alternatives to detention</b></p> <p><b>iv. pretrial services</b></p> <p><b>v. in-custody programming</b></p>	<p>Identification of program needs within the county, including location needs</p> <ul style="list-style-type: none"> <li>Solicit community and CJ system actor input regarding existing resources identifying program needs, as well as program needs insufficiently addressed by existing resources</li> </ul> <p>Identification of community-based organizations with the potential or capacity to fill the program needs</p>	<p>CEF SC, Burns Institute</p>		<p>Including community and CJ system actor input on program needs as agenda items at priority time and place RJOB meetings in east, west, and central</p> <p>One-on-one/small group meetings between CEF members and key community members on program needs</p> <p>One-on-one/small group meetings between CEF members and key CJ system actors on program needs</p> <p>Creating lists of identified and demonstrated needs prioritized by community and CJ system actor input</p> <p>Including community and CJ system actor input on ideal CBOs as agenda items at priority time and place RJOB meetings in east, west, and central</p> <p>One-on-one/small group meetings between CEF members and key community members on ideal CBOs</p> <p>One-on-one/small group meetings between CEF members and key CJ system actors on ideal CBOs</p>

**Community Engagement and Funding Subcommittee Work Plan DRAFT**

**Goal: Racial justice reform and reinvestment led by community members most directly impacted by systemic racial injustice in Contra Costa County.**

Objective	Activity	Lead & Team	Completion Date	Deliverable
	<p>Identification of county justice system or enforcement agency requirements for each type of program listed i-v</p> <p>Formal recommendations about changes to agency requirements as well as trainings, funding, etc. necessary to support compliant program development by CBOs</p>			<p>Creating lists of identified CBOs to fill the program needs</p> <p>Including CJ system actor info on agency requirements as agenda items at priority time and place RJOB meetings in east, west, and central</p> <p>Lists of criteria and requirements for programs to partner with county agencies</p> <p>Including community, CBOs, and CJ system actor input on changes to support compliant program development by CBOs as agenda items at priority time and place RJOB meetings in east, west, and central</p> <p>Interviews with key community members, CBOs, and CJ system actors regarding necessary changes</p> <p>Interviews with CJ system actors and CBOs in other jurisdictions regarding appropriate requirements and necessary changes</p> <p>List of recommendations about current requirements for county partnership</p>



**Community Engagement and Funding Subcommittee Work Plan DRAFT**

**Goal: Racial justice reform and reinvestment led by community members most directly impacted by systemic racial injustice in Contra Costa County.**

Objective	Activity	Lead & Team	Completion Date	Deliverable
<p><b>All CBOs shall be evaluated for efficacy and effectiveness of program goals and objectives to ensure populations are appropriately served. Community input shall be an integral part of this process</b></p>	<p>Support the data subcommittee’s work to evaluate program effectiveness</p>			<p>Data template for CBOs; training on data collection/capacity building; regularly collected data reports by race/ethnicity for CBOs</p>
<p><b>Establish a community capacity fund to build the capacity of CBOs – especially those staffed by formerly incarcerated individuals – to contract with the County and provide services to reentry clients</b></p>	<p>Reach out to the BOS for funding to help endow/support the community capacity fund AND identify and apply for other funding sources (grants, RFPs, etc.)</p> <p>Develop list of qualifications and application process for the fund</p> <p>Establish meeting structure to support CBOs and allocate funds as necessary</p>			<p>Agenda item with BOS; list of other sources, completed applications for funds; list of qualifications for fund, formalized application process; calendared meetings to allocate funds</p>
<p><b>The RJOB shall collaborate with the CCP-EC to consider increasing realignment funding for community services.</b></p>				