**Process and Evaluation Workgroup**

**Meeting Minutes - Revised**

**March 4, 2020**

**In attendance:**

**Rodney Brooks:** Alameda County Public Defender’s Office

**Joey Mason:** Alameda County Probation Department

**Rashad Eady:** Alameda County Behavioral Health

**Sophia Lai:** Alameda County Behavioral Health

**Bob Britton:** Faith in Action East Bay (FIAEB) Live Free

**Neola Crosby:** Alameda County Probation Department

**Eric Von Geldern:** Alameda County District Attorney’s Office

**Deep Kaur Jodhka:** Bay Area Legal Aid

The meeting stared with introductions.

Rodney announced that the presentation from Laura Agnich, Probation Chief of Research and Evaluation has been postponed because she was not available to attend. Next, he asked the meeting participants to update those who did not attend the February meeting on the latest activities, a summary of what was discussed is listed below:

**Re-cap of the February Public Protection Meeting:**

**Bob:** Supervisor Haggerty did not want to discuss the issue of Sheriff’s clearance and questioned why there was a public forum.

**Joey:** I shared my own challenging experience of getting cleared to enter Santa Rita, but the Sheriff noted that they have cleared many people.

**Rodney:** The Sheriff did not answer the central question, re: why they can’t have an expedited access for staff to CBO’s with AB 109 contracts. Derrick Hesselein approached me toward the end of the meeting, indicated that he understood what we are trying to do, and that he would discuss it with “The Boss” presumably Undersheriff Lucia.

The workgroup then began to discuss ways to assist the Community Advisory Board (CAB.) In preparation for this part of the meeting, members of the Workgroup reviewed the bylaws are were asked to be prepared to discuss their thoughts. A summary of that discussion is listed below:

**Rodney:** Can we get them to outline their strategy for filling current vacancies.

Neola gave a brief summary of what was discussed at March 3rd CAB meeting:

* The last meeting went better than usual, it ended at 8:30 and they made it through a lot of the agenda items.
* CAB members said the Board of Supervisors were discriminating because of the way they are handling some of applications for CAB members and they want to have more control over the appointees, since not all Board offices function the same regarding appointments.
* Many CAB members want to rewrite their bylaws.
* CAB took action to hold a retreat since many of the members are new.

Workgroup discussion ensued regarding the following

* Can the Board of Supervisors become more involved?
* Is it possible to re-nominate Doug Butler who recently got off the CAB?
* Concerns regarding the behavior of CAB members toward each other.
* Discussion and recommendations without enough research or information on specific issues.
* The retreat might be an opportunity to help the CAB members better understand several processes.

The Workgroup brainstormed several potential agenda items for a proposed CAB retreat:

* + Strategy to fill current vacancies
	+ Realignment Workgroups they attend
	+ Being informed for the meetings
	+ Appropriateness of agenda
	+ Staying on schedule
	+ Not having a hostile meeting
	+ Appropriate conduct
	+ Roles/responsibilities at meeting
	+ Starting with norms of the CAB
	+ Allocations that have been approved
	+ What’s being done

**Neola:** The CAB is scheduled to have their Brown Act Training in April.

**Rashad**: Meeting structure should be added.

**Sophia:** Can every meeting begin with a statement about the purpose of the CAB?

**Deep:** Could we suggest adding a metric / measurement and/or a participatory approach.

**Sophia:** Yes, we can also suggest measurable goals.

**Rodney:** Perhaps we could suggest leadership training, in the most constructive way possible.

**Neola:** They need to appoint a timekeeper for their meetings.

**Eric:** Who can bring in as a facilitator?

**Sophia:** Carol Burton? Do we want to suggest someone else?

**Neola:** We would have to pay for that and that would require going back to BOS.

The group agreed this issue needed future discussion.

The meeting adjourned at 12:07 PM.