



CONTRA COSTA COUNTY

AGENDA

Racial Justice Oversight Body

Thursday, October 16, 2025

3:00 PM

1026 Escobar Street, 238/239, Martinez,
CA 94553 |

<https://cccouny-us.zoom.us/j/881294949>

76 | Call-In: 214 765 0478 Dial: 2188046

Diversion Subcommittee

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

1. Roll Call and Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. RECEIVE and APPROVE the Record of Action for the August 21st, 2025 meeting of the Racial Justice Oversight Body Diversion Subcommittee, with any necessary corrections. [25-4298](#)
Attachments: [RJOB Diversion Record of Action 08 21 2025](#)
4. DISCUSS Ad-hoc Committee's Progress. [25-4299](#)
5. DRAFT Discussion Prompts for the upcoming RJOB Town Halls. [25-4300](#)
Attachments: [World Café Prompt Development Guide for Subcommittees](#)
6. DISCUSS any general updates from subcommittee members or ORESJ staff. [25-4301](#)
7. REVIEW and ASSIGN actions items from today's meeting. [25-4302](#)

The next meeting is currently scheduled for December 18th, 2025.

Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1026 Escobar Street, 2b, Martinez, CA 94553, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: peter.kim@oresj.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4298

Agenda Date: 10/16/2025

Agenda #: 3.

Advisory Board: Racial Justice Oversight Body, Diversion Subcommittee

Subject: Record of Action

Presenter: Peter Kim

Contact: Peter Kim, peter.kim@oresj.cccounty.us <<mailto:peter.kim@oresj.cccounty.us>>

Information:

County Ordinance requires that each County body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meetings.

Referral History and Update:

Attached for the Subcommittee's consideration is the draft Record of Action (Meeting Minutes) for the Committee's August 21st, 2025 meeting.

Recommendation(s)/Next Step(s):

Staff recommends approving the Record of Action for the August 21st, 2025 meeting of the Racial Justice Oversight Body Diversion Subcommittee, with any necessary corrections.

Racial Justice Oversight Body – Diversion Subcommittee Record of Action for August 21, 2025

1026 Escobar Street, Room 1026, Martinez, CA 94553

Attendance

Present:

Stephanie Medley, Ellen McDonnell, Sonja Shepherd, Marya Wright, LaShanda Smith, Cheryl Sudduth

Staff:

Peter Kim, Emaan Ahmed, Kendra Carr

Absent:

Gigi Crowder

Public (Online):

Jill Ray

Meeting convened at 3:03 PM.

1. Roll Call and Introductions

No quorum declared.

2. Public Comment on Items Not on the Agenda

Public Comment: None

3. RECEIVE and APPROVE Record of Action for June 12, 2025

Ellen moved to approve; LaShanda seconded. Voted unanimously to approve.

4. UPDATE on RJOB Full Body and Subcommittee Progress

Ellen shared updates on the Statement of Support drafted by the subcommittee. Discussion followed regarding whether policy statements fall under RJOB's purview. Stephanie asked staff to provide bylaws and advisory handbook for clarity. Marya noted the importance of actionable follow-up items rather than symbolic gestures.

Stephanie shared that the CEF Ad Hoc Committee is meeting monthly to plan community gatherings (three in February and March).

The group discussed creating a work group focused on pretrial diversion to map existing efforts and identify data gaps. Ellen, LaShanda, and Cheryl volunteered to lead.

A second work group will review youth diversion eligibility criteria (Ellen, LaShanda, DA representative).

5. DISCUSS Sheriff Department's Presentations (Truth Act Forum and Quarterly Report)

Members discussed the racial disparities in immigration enforcement and data gaps in the Sheriff's reporting.

Ellen referenced other counties (San Mateo, Santa Clara) implementing stronger local protections.

Marya suggested inviting the Sheriff's representative to a future RJOB meeting.

Staff clarified that ordinances cannot compel the Sheriff's Office to act; only BOS directives can apply.

Public Comment:

Jill Ray emphasized clarifying RJOB's role and avoiding conflation between ICE activities and the Sheriff's data report, which only includes booked criminal arrests.

6. Subcommittee Member Updates

No updates shared.

7. REVIEW and ASSIGN Action Items

- Staff will coordinate with Data Subcommittee Chair to form a joint work group reviewing the Sheriff's Report.
- Diversion Subcommittee Working Group (Pretrial Services): Ellen, LaShanda, and Cheryl to meet.
- Youth Diversion Criteria Group: Ellen (or designee), LaShanda, and DA representative (Stephanie to follow up).

Next Meetings

Full Body: November 6, 2025 (Room 1025)

Diversion Subcommittee: October 16, 2025 (Room 1026)

Adjourned: 4:35 PM



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4299

Agenda Date: 10/16/2025

Agenda #: 4.

Advisory Board: Racial Justice Oversight Body, Diversion Subcommittee

Subject: DISCUSS Ad-hoc Committee's Progress

Presenter: Peter Kim

Contact: Peter Kim, peter.kim@oresj.cccounty.us <<mailto:peter.kim@oresj.cccounty.us>>

Information:

Discuss the ad hoc committee progress for pretrial and youth diversion.

Referral History and Update:

The Diversion Subcommittee established an ad hoc committee after the August 21st, 2025 meeting to determine an engagement strategy.

Recommendation(s)/Next Step(s):

n/a



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1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4300

Agenda Date: 10/16/2025

Agenda #: 5.

Advisory Board: Racial Justice Oversight Body, Diversion Subcommittee

Subject: DRAFT Discussion Prompts for the upcoming RJOB Town Halls

Presenter: Peter Kim

Contact: Peter Kim, peter.kim@oresj.cccounty.us <<mailto:peter.kim@oresj.cccounty.us>>

Information:

Discuss and draft the prompts that will be presented during the RJOB Town Halls

Referral History and Update:

The CEF Subcommittee is hosting a series of three town halls between January and February 2026 to inform the community about RJOB and gather input on community needs and concerns.

Recommendation(s)/Next Step(s):

Present the draft at the November 6th full body meeting.

World Café Prompt Development Guide for Subcommittees

Goal: Each subcommittee develop **3 connected prompts** that guide participants through **Reflection → Exploration → Action** and connect to the overarching Town Hall themes:

- What's missing in RJOB's work or from the perspective of the community?
- What do participants still want to know or understand?
- How does the community want RJOB to engage them?
- Concerns about racial disparities in the justice system.
- How does RJOB's work impact specific communities?
- Community engagement considerations across race, age, and geography.

Overarching Town Hall Themes:

- What's missing from RJOB's work or this presentation?
- What do participants still want to know?
- How does the community want RJOB to engage them?
- Concerns about racial disparities in criminal justice systems.
- How does RJOB's work impact specific communities?
- Community engagement considerations across race, age, and geography.

How Each Subcommittee Can Make Prompts Specific

1. Community Engagement Breakout:

- Focus on *how RJOB can interact with the community*.
- Examples to think about: "What engagement methods work best in your neighborhood?" or "How should RJOB prioritize outreach to youth or

marginalized groups?”

2. Diversion Breakout::

- Focus on *gaps, barriers, or improvements in diversion programs*.
- Examples: “What diversion options are missing in your area?” or “How can diversion better meet the needs of youth impacted by the justice system?”

3. Data Breakout:

- Focus on *data gaps, transparency, or utility*.
- Examples: “What information is missing to understand justice outcomes?” or “How can data better reflect your community’s experiences?”

Tips for Subcommittees:

- Ensure prompts **build on each other**: Reflection → Insight → Action.
- Keep language **simple and accessible**.
- Test whether each prompt encourages **multiple perspectives and rich discussion**, not just yes/no answers.

Commented [1]: When met with confrontation, or argument, direct the question towards them about what productive solutions can be.

World Café Prompt Development Template

Prompt #	Purpose	Guiding Questions to Consider	Draft Prompt
1 – Reflection / Observation	Invite participants to share experiences or perspectives	- What's missing in your community related to this focus area? - What issues or experiences matter most to you? - What questions or concerns might participants have?	
2 – Exploration / Insight	Encourage deeper thinking about causes, challenges, or priorities	- Why do these gaps exist? - What barriers or opportunities exist in your community? - How do factors like race, age, or geography influence this focus area?	
3 – Action / Visioning	Invite suggestions for solutions, engagement, or next steps	- How could RJOB better respond to community needs in this area? - What would effective action or engagement look like? - What are practical steps RJOB could take to make an impact?	

RJOB Town Hall – Draft Budget (50 Attendees)

Item	Quantity / Notes	Estimated Cost
Food & Refreshments	Meals and drinks for 50 participants + 10 staff/RJOB members (~60 people total). Estimate \$25/person	\$1500
Childcare (optional)	Anticipate ~10 children. Staffing: 2 caregivers materials (activities, toys), snacks. Estimate \$30/child	\$300
Interpretation / Translation	Spanish Options: Wordly simultaneous interpretation (headsets) OR language-specific breakout rooms. Include printed materials in all languages. Estimate \$300	\$300
Materials & Printing	Agendas, breakout prompts, name tags, signage, markers, chart paper, sticky notes	\$200
Incidentals / Contingency	Extra supplies, minor unexpected costs (10% of total budget)	\$250
Total Estimated Budget		\$2,550 x 2

Commented [2]: Pastor Shantelle will arrange refreshments.

Commented [3]: Consider removing.



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1025 ESCOBAR STREET
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Staff Report

File #: 25-4301

Agenda Date: 10/16/2025

Agenda #: 6.

Advisory Board: Racial Justice Oversight Body, Diversion Subcommittee

Subject: DISCUSS any general updates from subcommittee members or ORESJ staff.

Presenter: Stephanie Medley (Chair)

Contact: Peter Kim, peter.kim@oresj.cccounty.us

Information:

This is an opportunity for subcommittee members to share updates that may not be listed on the agenda.

Referral History and Update:

This is a standing discussion item.

Recommendation(s)/Next Step(s):

n/a



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-4302

Agenda Date: 10/16/2025

Agenda #: 7.

Advisory Board: Racial Justice Oversight Body, Diversion Subcommittee

Subject: REVIEW and ASSIGN actions items from today's meeting.

Presenter: Stephanie Medley (Chair)

Contact: Peter Kim, peter.kim@oresj.cccounty.us

Information:

Review all actions items that were assigned and discussed during today's meeting.

Referral History and Update:

This discussion item was added as a result of the new meeting logistics determine by subcommittee chairs during the RJOB Committee Chair Planning Meeting on July 1st, 2025.

Recommendation(s)/Next Step(s):

n/a