



CONTRA COSTA COUNTY

AGENDA

Racial Justice Oversight Body

Thursday, December 11, 2025

1:00 PM

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

<https://cccounty-us.zoom.us/j/86076231184> Call-In: 214 765 0478 Dial: 2188046

CEF 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 November 13, 2025 meeting of the Racial Justice Oversight Body CEF Subcommittee, with any necessary corrections. **25-5202**

Attachments: [RJOB_CEF Subcommittee 11.13.25 minutes](#)

4. DISCUSS ad-hoc Committee's Progress **25-5203**

Attachments: [World Café Prompt Development Guide](#)

5. REVIEW and ASSIGN actions items from today's meeting. **25-5204**

The next meeting is currently scheduled for 1/8/26 at 1:00 pm at 1026 Escobar Street, #238/239, Martinez, CA 94553.

6. 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, peter.kim@oresj.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-5202

Agenda Date: 12/11/2025

Agenda #: 3.

RECEIVE and APPROVE the Record of Action for the November 13, 2025 meeting of the Racial Justice Oversight Body CEF Subcommittee, with any necessary corrections.

Meeting Date: 12/11/25

Advisory Board: Racial Justice Oversight Body, CEF 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 November 13, 2025 meeting.

Recommendation(s)/Next Step(s):

Staff recommends approving the Record of Action for the November 13th, 2025 meeting of the Racial Justice Oversight Body CEF Subcommittee, with any necessary corrections.

**Racial Justice Oversight Body
Community Engagement and Funding Subcommittee
Meeting Minutes, November 13, 2025**

Present:

Ronell Ellis (subcommittee chair)
Stephanie Medley
Talia Moore

Online:

Marcus Walton
Maileen Mamaradlo
Anthony Randolph
Ayo Lewis
Cheryl Sudduth (non-subcommittee member)

Absent:

Ricky Godfrey
Shantell Owens

Staff:

Peter Kim (ORESJ)
Emaan Ahmed (ORESJ)

Public:

Jill Ray (District 2)
Perry

Meeting began on 1:12PM.

1. Roll Call and Introductions

Two (2) members present. No quorum.

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

None

3. RECEIVE and APPROVE the Record of Action for the September 11th, 2025 meeting of the Racial Justice Oversight Body CEF Subcommittee, with any necessary corrections.

Item will be moved to next meeting due to lack of quorum.

**Racial Justice Oversight Body
Community Engagement and Funding Subcommittee
Meeting Minutes, November 13, 2025**

4. DISCUSS adhoc committee's progress

Confirmed for January 26 from 6-8 PM at Grace Bible Church in Antioch and February 12 from 6-8 PM at RYSE in Richmond. Confirmed that Virtual will be February 16 from 6-8 PM.

Discussed the offer of NAMI CC covering food expenses for townhalls, with the caveat that a mental health focus must be added to content, and that an additional in-person Spanish-language townhall be held in Central region.

Discussed possibility of adding a 4th townhall for Spanish-language community in Concord area. Current political and community conditions pose considerable challenges for many Spanish-speaking residents to attend an in-person meeting.

Was reminded that the existing planned townhalls (2 in-person and 1 virtual) will also need to include safety considerations for immigrant and other impacted communities, and not just for an additional Spanish-language townhall.

And that while the fear that black, brown, immigrant, and Muslim communities have always experienced having to navigate unsafe conditions, this particular moment is especially fraught with real and perceived danger and threat, both of which impact people's willingness and ability to attend and participate in public gatherings that include public systems, criminal legal partners, law enforcement, and open to any and all attendees that may represent oppositional beliefs and values.

Recommended that personal information is required of participants when registering and/or attending. In particular, names, addresses, numbers, etc. Must also be clear that the information is only for registration purposes and will not be shared.

Will need folks to register however, for planning purposes (communication of info, sharing of Zoom link, food purchases, language needs, chairs/space needs, etc). Is email acceptable for registration purposes? Pseudonyms for Zoom presence?

What happens if ICE appears? RYSE and Grace Bible will have unarmed security, as well as strict protocols of who is allowed in the event space; however, cannot guarantee plain-clothes provocateurs won't gain access, nor can we prevent ICE agents to post outside of these events. We should be very transparent and clear that anyone who feels it unsafe to attend an in-person can and should attend the virtual event.

Can we add Spanish-language interpretation to the 3rd virtual event? Yes. Let's explore the possibility.

If RYSE and Genesis is able to provide funds for the food, then we will not need to take advantage of the generous offer by NAMI CC to pay for food.

Racial Justice Oversight Body
Community Engagement and Funding Subcommittee
Meeting Minutes, November 13, 2025

Subcommittee agreed to not hold an in-person Spanish language townhall, and instead incorporate Spanish (and possibly other, if Wordly is used) into the virtual format.

ORESJ will explore an ASL option. It is possible, but requires time, outreach, planning, and contracted labor, all of which requires a budget. We can explore what that might entail.

In terms of **next steps** for planning:

- Need RJOB members to sign up for roles and tasks. Need to clearly lay out what the roles are and send an email to RJOB.
 - *Stephanie will provide email language and the explicit asks to ORESJ by Monday 11/17; ORESJ will send to full body and also agendize on each subcommittee (data, diversion)*
 - CEF to nail down agenda, roles (speaking, facilitation, sign in, table facilitation, note taking, tech, set-up/break-down, etc).
 - CEF will receive feedback and nail down world café activity.
- CEF subcommittee sign-ups:
 - 1/26/26 in East County
 - Ayo: Harvest and Close-out
 - Anthony: community engagement person
 - Marcus: systems presentation
 - Ronell: community stakeholder
 - 2/12/26 in West County
 - Stephanie: ?
 - Talia: ?
 - Cheryl: will help put together and present the RJOB history
 - Maileen: ?
- Outreach
 - Aim to send the flyer out by Dec
 - Create a flyer and an email to share
 - Maileen designed an initial draft
 - Cheryl will support the design
 - Do we include logos? County depts? CBO's? Just County seal?
 - Suggestion: Put RJOB at the top as prominent as possible, along with "Community Town Hall" just as prominent
 - Reduce the words, just include "free food, interpretation, registration link" and an email for questions
 - Put County seal at bottom with a link; no need for logo of host org
 - In the registration page, add the disclaimers and info on RJOB
- Provide Supervisors with flyer/info to share in their newsletters and social media
 - Ask them to record an invite
 - Share with Unincorporated Municipal Advisory Councils (MACs)

**Racial Justice Oversight Body
Community Engagement and Funding Subcommittee
Meeting Minutes, November 13, 2025**

- Local media
 - CCTV, County Office of Ed radio, etc

Next Steps:

- Budget
 - Refine and specify amounts:
 - Food (for Genesis and RYSE)
 - Interpretation/translation (ORESJ will f/u with Clerk and BOS)
 - Materials and printing (Subcommittee will provide needs for ORESJ)
- Language Access
 - West County will likely need Spanish and possibly 1-2 Asian languages
 - BOS uses Wordly; **ORESJ will follow up with Clerk of the Board**
 - Also consider: simultaneous interpretation or language-only breakout groups/rooms
- Outreach
 - Target audience for each session
 - Social media, email blasts, public announcements, etc
 - Flier, translation
 - Assignments for RJOB members and timeline for outreach
 - **ORESJ ask CCC Communications team how they can support**

Approach the different depts at the next RJOB full body with a request for funds. ***Can also ask the district supes (Gioia and Burgis, possibly Scales-Preston) for support.*** And then afterwards, prepare a larger RJOB budget ask during budget season that includes CEF activities for the year (and other asks from the subcommittees).

3. DISCUSS any general updates from subcommittee members to share updates that may not be listed on the agenda

None.

5. REVIEW and ASSIGN actions items from today's meeting.

See above.

The next CEF meeting is currently scheduled for December 11th, 2025. Next RJOB full body is February 5, 2026.

Meeting was adjourned at 2:59 PM



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-5203

Agenda Date: 12/11/2025

Agenda #: 4.

DISCUSS ad-hoc Committee's Progress

Meeting Date: 12/11/25

Advisory Board: Racial Justice Oversight Body, CEF 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's progress in planning the 2026 RJOB town halls.

Referral History and Update:

The CEF Subcommittee established an ad hoc committee after the June 12, 2025 meeting to determine an engagement strategy.

Recommendation(s)/Next Step(s):

n/a

Advisory Board: Racial Justice Oversight Body, CEF Subcommittee

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

Presenter: Ronell Ellis (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

RJOB Town Hall – World Café Planning Guide

Subcommittee Breakout Prompt Development

Goal: Each subcommittee, guided by the subcommittee chair, should develop **3 connected prompts** that guide participants through **Reflection** → **Exploration** → **Action** and connect to the 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.

World Café Overview

The World Café is a collaborative dialogue method that brings people together to explore important questions through small, rotating group discussions. Each “table” focuses on a specific theme, and participants move between tables over several rounds to share ideas and build on what others have said.

Each subcommittee—assigned facilitators TBD— will host one table and design three prompts that build on each other — moving from broad reflection to deeper understanding to actionable ideas.

Structure

- Round 1: Broad and reflective → Explore experiences or perspectives.
- Round 2: Analytical → Identify gaps, challenges, or “what's missing.”
- Round 3: Action-oriented → Imagine possibilities, solutions, or next steps.

RJOB Town Hall – World Café Planning Guide

Subcommittee Breakout Prompt Development

Guidance for Developing Prompts

When creating your three prompts, consider:

- What do we want community members to feel invited to share?
- How can we help them connect their experiences to RJOB's work and priorities?
- What will help us learn how community wants to be engaged or supported?
- How do we surface racial justice and equity concerns within our focus area?

Each subcommittee should create **three prompts that build on each other**:

1. **Round 1 – Reflection:** Invite personal or community experience.
2. **Round 2 – Exploration:** Identify what's missing or what needs to change.
3. **Round 3 – Action:** Imagine what RJOB and community could do together.

Sample Prompt Directions (for inspiration)

Community Engagement

- Round 1 might explore how people experience connection and voice in their communities.
- Round 2 could ask what barriers or missed opportunities exist in those relationships.
- Round 3 might invite ideas for how RJOB can build trust and inclusion across communities.

Diversion

- Round 1 might explore how people understand or define diversion and prevention.
- Round 2 could focus on what supports or resources are missing for impacted community members including youth and families.
- Round 3 might invite people to imagine community-driven approaches to keep community members out of the system.

Data

- Round 1 might ask what kinds of information or stories people find meaningful when talking about justice and equity.
- Round 2 could explore what information is missing or whose experiences aren't represented.
- Round 3 might ask how RJOB could make data more transparent, accessible, and useful to communities.

World Café Prompt Development Template

Instructions for Subcommittees

1. Adapt the prompts to your focus area: think specifically about Community Engagement, Diversion, or Data.
2. Make sure the prompts build on each other: reflection → exploration → action.
3. Keep language clear and accessible for all participants.
4. Test whether each prompt encourages **multiple perspectives and rich discussion**, not just yes/no answers.

| Prompt # | Purpose | Guiding Questions to Consider | Draft Prompt |
|-------------------------------------|---|---|--------------|
| 1 – Reflection / Observation | Invite participants to share experiences or perspectives | <ul style="list-style-type: none">• 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 | <ul style="list-style-type: none">• 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 | <ul style="list-style-type: none">• 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? | |



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
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Staff Report

File #: 25-5204

Agenda Date: 12/11/2025

Agenda #: 5.

REVIEW and ASSIGN actions items from today's meeting.

Meeting: 12/11/25

Advisory Board: Racial Justice Oversight Body, CEF Subcommittee

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

Presenter: Ronell Ellis (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 1, 2025.

Recommendation(s)/Next Step(s):

n/a