



CONTRA COSTA COUNTY

AGENDA

Racial Justice Oversight Body

Thursday, December 18, 2025

3:00 PM

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

<https://cccounty-us.zoom.us/j/870253826>

98 | 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 October 16th, 2025 meeting of the Racial Justice Oversight Body Diversion Subcommittee, with any necessary corrections. [25-5435](#)
Attachments: [RJOB Diversion Record of Action 10162025](#)
4. DISCUSS ad-hoc Committee Progress. [25-5436](#)
5. DISCUSS Upcoming RJOB Community Townhalls. [25-5437](#)
Attachments: [World Café Prompt Development Guide for Subcommittees](#)
[RJOB Town Hall Host Guide](#)
6. DISCUSS any general updates from subcommittee members or ORESJ staff. [25-5438](#)

The next meeting is currently scheduled for February 19th, 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 peter.kim@oresj.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-5435

Agenda Date: 12/18/2025

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 October 16th, 2025 meeting.

Recommendation(s)/Next Step(s):

Staff recommends approving the Record of Action for the October 16th, 2025 meeting of the Racial Justice Oversight Body Diversion Subcommittee, with any necessary corrections.

**Racial Justice Oversight Body – Diversion Subcommittee
Record of Action October 16th, 2025**

Present:

Stephanie Medley
Ellen McDonnell
Sonja Shepherd
Cheryl Sudduth

Online:

Diana Becton
Gigi Crowder

Staff:

Peter Kim
Kendra Carr
Ehman Ahmed

Absent:

Marya Wright
LaShante Smith

Started on 3:03 PM.

Public Comment:

None

Receive and Approve Record of Action:

Cannot vote due to lack of quorum

Progress Updates on Adhoc Committees:

Diversion Efforts Landscape Map:

Ellen:

Met for first time this week.

- Mapping existing pretrial efforts – Identify which agencies and programs are responsible for different aspects of pretrial work (e.g., release under probation, ankle monitoring under the sheriff, other diversion efforts).

This first piece is very broad and should include info from CCSO, Probation, the Courts, the DA's Office, and potentially local LEAs.

We would like to have any information already collected regarding existing pretrial efforts so that we can review it and determine what additional informational requests we should

be making, on behalf of RJOB, of these various stakeholders. We will need to analyze the information for adults and youth separately.

We definitely don't want to reinvent the wheel if this information has previously been collected and/or analyzed by this group or others. We should also be coordinating this conversation with the RJOB Data Subcommittee.

ORESJ shared the work done previously by Diversion subcommittee. Focused on adults and dated. Needs updating.

This subcommittee does not have enough capacity to map what exists on its own. We will need to narrow our scope.

Stephanie:

Can we reach out to JJCC for their assessment and mapping of youth diversion services. RDA continues to consult with that group.

Diversion Criteria Adhoc:

Already created a criteria list for adults; will revisit and potentially update.

New focus on creating a criteria for youth. Simon will put together a list of programs for 17 years and under.

Goal is for next meeting, will determine what might be missing from the list. Starting a convo on gaps in access to resources when incidents occur in schools.

LaShante Smith is on that adhoc and will bring back what's happening in WCCUSD. Need to know what's happening in East County schools. We can tap other RJOB members who may be providing services there. **Lynn Mackey** is an immediate person. Ask LaShante for her contacts. Also reach out to **other community partners** who may be open to providing short updates.

Gigi: Many parents in East County have had kids expelled due to Title IX expulsions (sexual behaviors/incidents, a fast way to expel from a school and leverage a Title IX violation in order to get family to agree to not fight the case). Can we address that? Feels like a new license that teachers have to target youth of color. A **new superintendent** of schools in Antioch who may be able to provide insight.

Sonja: Are there any school psychologists that may have insights?

Gigi: My experience is that most school psychologists are white and not well suited to respond to, support, and/or advocate for black youth. Other advocate groups that may have insight: **NAACP East, 40 Voices, Dr. Carrie Frasier** has a parent/family group,

Public Comment:

None.

CEF Community Town Halls update:

- January 26 from 6-8 PM at Grace Bible Church in Antioch
- February 12 from 6-8 PM at RYSE in Richmond.
- Virtual will be February 19 from 6-8 PM

World Café table discussion prompts:

Walked through the proposed structure and approach of World Café table discussions. Shared CEF's tool to invite Diversion to come up with prompts for Diversion-themed discussion.

Help frame the conversation:

(From 2020 Subcommittee recs: Diversion, defined)

Diversion is defined as an array of formal and informal practices that results in an individual who has been accused of a crime being directed to supportive services, education, restorative justice programs or other data driven or innovative methods of rehabilitation as an alternative to prosecution and/or incarceration.

Sonja: who is the target audience?

Staff: general public, with goal to reintroduce and reorient public to

Gigi: we need concentrated outreach to those most impacted by CJ system. And can we have childcare provided?

Chair: CEF decided against it in an effort to work within a limited budget and not knowing for sure what the extent of the need might be. However, there will be an opportunity to include childcare costs (and transportation, translation, food) in a future budget ask to the BOS.

Staff: we can possibly survey attendees on the barriers to provide justification for budget requests.

Sonja: ask folks are the priority areas/issues they want to focus on, in relation to diversion.

Ellen: ask people of experiences in the programs/efforts that have been successful, that have not, and what is missing (in terms of unmet needs, preventative efforts, etc)

Cheryl: to steer away from a complaint session, frame conversation as an opportunity to effect a positive change and engage as an active participant in shaping RJOB's perspectives and actions by providing feedback. A dreaming and scheming session.

Frame our sphere of influence as well beyond this body's partners and the County's agencies; we can advise and inspire community to tap into their power and expertise and agency to come up with solutions and efforts that are community- and family-led (Ask Cheryl to introduce these themes at the sessions)

Sonja: will extend an invite to **Valerie Bell** on SARB for Pittsburg School District

Stephanie: ask RJOB to pool connections and contacts and suggested invitees; will ask Marcus on adhoc to lead on outreach.

Jill: can incorporate Navigators that County funds in schools

Brainstorm:

- Who else do you think should be at this table? What other systems? City councils, schools, advocates?
- Will need to be intentional in who we invite; not just the executive leaders, but those on the ground who have most insights into what the challenges are; special education instructors, black administrators, counselors, teachers, specialists
- Make the questions are strength-based and solution-oriented
- What do we already know works in diverting people away from further entrenchment within the CJ systems? Mom sitting in the classroom, uncle volunteering in afterschool programs
- Solicit lived experiences, storytelling, testimonies that illustrate the kinds of information we are hoping to glean

Action Items:

- Stephanie will take all this feedback and synthesize into 3 different prompts.

For full RJOB on Nov 6:

- Forecast their involvement and participation, ask their suggestions; ask folks to sign up that day specific asks for roles, budget, outreach, etc.; say will come back to them in Nov with follow up asks; deadline for all final commitments is Dec 1.
- Come up with roles and responsibilities and budget and other asks for the RJOB to sign up for before Oct 28 for upload on Oct 29
- Ask RJOB members to come up with names/emails to invite; provide them with the email language to send out themselves, or else we send a single invite to a shared master email list.
- Send out invites and save the dates by Dec 1? Dec 8?

Public Comment:

None.

General Updates:

- CEF update
- Data update
- A second D5 Grantwriting Workshop Tues Oct 28 in Crockett
- Nov 18 BOS – grants announcements, presentation on Fed cuts; and FYI Carlson has already approved his awards and allocations for Oct 21
- RJOB interviews at Mon 10/20 Equity Committee

Next Diversion meeting is Nov 18. Full body is Nov 6.

Adjourn at 4:43 PM.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-5436

Agenda Date: 12/18/2025

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



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-5437

Agenda Date: 12/18/2025

Agenda #: 5.

Advisory Board: Racial Justice Oversight Body, Data Subcommittee

Subject: DISCUSS Upcoming RJOB Community Townhalls

Presenter: Patrice Guillory (Chair)

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

Information:

Discuss the data subcommittee's support for the Community Town Halls including discussion prompt.

Referral History and Update:

In January and February 2026, RJOB will be hosting three Community Town Halls.

Recommendation(s)/Next Step(s):

n/a

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.

World Café Prompt Development Template

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? 	

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

Where We've Been • Where We Are • Where We're Going — Together

RJOB Town Halls 2026

World Cafe Table Host Guide



All events will be
6-8 PM

RJOB Town Halls 2026

Jan 26

Feb 12

Feb 19



East County

In person at Grace Bible Fellowship in Antioch

West County

In person at RYSE in Richmond

Virtual

Provides a virtual option for people across the county that were not able to attend the inperson

**Light refreshments provided (in person)
Interpretation available (all events)**

Purpose of This Guide

This guide will help you confidently facilitate your World Café breakout group so that participants feel welcomed, heard, and engaged. You do not need to be an expert—your role is simply to create a warm, inclusive space and help the conversation flow.





What is a World Café?

The World Café is a community dialogue process designed to tap into collective wisdom. Participants rotate between tables, exploring different topics through rounds of conversation. Each table has a host who welcomes new participants, guides the discussion, and helps capture the insights (“harvest”) shared.



What is a World Café?

Key Elements

- Conversations are collaborative, not debates.
- We build on one another's ideas.
- Each round adds layers, connections, and new insights.
- The Host stays at the table while participants rotate.



What is a World Café?

Breakout Session Will Focus On:

- Data
- Diversion
- Community Engagement

Each subcommittee will provide specific prompts for each round (to be added once finalized).

World Café Session Opener (5 min)

Provides the quick introduction, instructions, and agreements needed to launch the World Café rounds.

You can use this script for guidance



- Alright everyone, we're now moving into our World Café breakout session. Thank you for being here and for bringing your voice into this space.
- The World Café is a simple community dialogue process. You'll have small-group conversations at three tables: Data, Diversion, and Community Engagement. Each table has a host who will welcome you, share a prompt, and help guide the discussion.
- You'll stay at a table for one round of conversation, and then we'll ask you to rotate so ideas can mix across groups. Hosts will remain in place to help connect what different groups share.
- Your role is to speak from your experience, listen to each other, and stay curious. There are no right answers—your lived wisdom is what we're here to learn from. Please share the air, hold stories with care, and build on one another's ideas.
- At the end of each round, your host will gather 1–2 key insights to share during our full group harvest.
- With that, please choose your first table—Data, Diversion, or Community Engagement—and your table host will get you started.

Table Host Role

You are the steady presence at your table.



- Create a welcoming environment.
- Review the café guidelines and agreements.

- Introduce the topic and prompt for each round.
- Keep time and ensure balanced participation.

- Capture key ideas shared at your table.
- Share a brief report-out during the full-group “harvest”.

Table Host Role

Welcoming the Table

As each new group arrives, warmly welcome them. You can use language like:



“Welcome! My name is _____. Thanks for joining this table. In this round we’ll be exploring the topic of _____ as part of our World Café. Our goal is to surface ideas, lived experiences, and community wisdom to guide RJOB’s work. There are no wrong answers—your perspective matters.”

Then briefly explain the flow:

- The round will last about 15–20 minutes.
- Everyone is encouraged to speak, but listening is just as important.
- You’ll introduce a prompt for their conversation.
- They will rotate to another table at the end of the round.

Table Host Role

Café Guidelines

Go over at the start of each round • Feel free to paraphrase

World Café Agreements

- Speak from your experience – use “I” statements.
- Listen to understand, not to respond.
- Honor time and space – share the air.
- Be curious – lean into possibility and creativity.
- Connect ideas – notice themes, patterns, and questions.
- Capture key insights – jot down big ideas or phrases.
- Respect confidentiality – hold stories with care.
- Have grace – this is community work, not perfection.

Table Host Role

World Café Round 1 (15 min)

Community Engagement

PROMPT

Data

PROMPT

Diversion

PROMPT

Table Host Role

World Café Round 2 (15 min)

Community Engagement

PROMPT

Data

PROMPT

Diversion

PROMPT

Table Host Role

World Café Round 3 (15 min)

Community Engagement

PROMPT

Data

PROMPT

Diversion

PROMPT



Sharing the Wisdom (10 min)

Large group share out

Session Closer

After last rotation

- Welcome everyone back to the full group

Sample language: Alright everyone, we're going to bring our final round to a close. Thank you for the rich conversations and for sharing your experiences, insights, and questions with such care.

- Ask each Group/Table Host to share: "What are 1-2 key insights, themes, or questions we want to lift up from this conversation?"
- Close World Cafe and let participants know next steps

Sample language: The key themes that came up tonight will directly support RJOB subcommittees as we continue shaping recommendations and community-driven solutions.

Time to Harvest!

Town Hall Closing

- Thank you all for showing up and sharing your voice tonight. What you offered will directly guide the next steps of RJOB's work.
- Before we leave, let's take one grounding breath together—in...and out. Hold one word you're carrying with you from tonight.
- We appreciate you. Please travel safely, stay connected, and we hope to see you at future RJOB gatherings.

**You can use
this script for
guidance**





CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-5438

Agenda Date: 12/18/2025

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