



CONTRA COSTA COUNTY

Committee Meeting Minutes

Community Advisory Board on Public Safety

Tuesday, May 20, 2025

2:00 PM

50 Douglas Dr., Martinez |
<https://us06web.zoom.us/j/88968630544>
Webinar ID: 889 6863 0544

Outreach & Community Engagement Subcommittee Meeting

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

Demetria Lawrence called the meeting to order at 2:07 p.m.

1. Roll Call and Introductions

Present Demetria Lawrence, and Gloribel Pastrana

Absent Alexandria Van Hook

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

Public comment received

3. CONSIDER approving the Record of Action from the April 22, 2025, CAB Outreach & Community Engagement Subcommittee meeting. [25-1900](#)

Attachments: [DRAFT CAB Outreach & Community Engagement \(OCEC\) Record of Action - April 22, 2025](#)

Motion: Pastrana

Second: Lawrence

Aye: Lawrence, and Pastrana

Absent: Van Hook

Result: Passed

4. CONSIDER approving the CAB Outreach & Community Engagement Subcommittee Work Plan [25-1901](#)

Attachments: [DRAFT CAB Outreach & Community Engagement Work Plan](#)

Motion: Pastrana

Second: Lawrence

Aye: Lawrence, and Pastrana

Absent: Van Hook

Result: Passed

5. Discuss Marketing & Outreach Materials: Inventory, Storage Procedures, and Budget Allocation

Discussion was held

Public comment received

Subcommittee discussed marketing and outreach materials following a review of a proposed budget drafted by the Subcommittee Chair.

The Office of Reentry & Justice will provide an update on the CAB outreach and marketing budget.

Subcommittee will further discuss storage procedures, a sign-out process, and budget allocation at the next meeting.

6. Discuss AB 109 Mini Summit

Discussion was held

Public comment received

Subcommittee discussed potential objectives for the next AB 109 Mini Summit and identified the need for additional input from the CAB Chair and full Board regarding desired outcomes, timing, and invitees.

Preliminary ideas for the Summit include focusing on best practices, current challenges, successes, and recruitment.

Subcommittee envisions a presentation-style format with opportunities for networking.

7. The next meeting is currently scheduled for Tuesday, June 24, 2025, at 11 a.m.

Next Steps:

Reorganize the Subcommittee workplan and include it as a recurring agenda item.

Develop a list of organizations for CAB recruitment. The Office of Reentry & Justice will provide the mayor and congregation list created by the previous OCEC Subcommittee.

Revise the CAB interview process, applicant expectations, membership commitments, and attendance policy.

Discuss outreach and recruitment strategies.

Review and finalize the meeting schedule at the next meeting.

8. Adjourn

The meeting was adjourned at 3:13 p.m. by Demetria Lawrence. The next scheduled meeting of the Subcommittee is Tuesday, June 24, 2025, at 11 a.m.

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 50 Douglas Drive, Martinez, California 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:

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