

**Community Engagement and Funding (CEF) Subcommittee  
Record of Action [DRAFT]  
December 11<sup>th</sup>, 2025**

**Present:**

Shantell Owens  
Anthony Randolph  
Stephanie Medley  
Maileen Mamaradlo

**Absent:**

Ronell Ellis (subcommittee chair)  
Marcus Walton  
Talia Moore  
Ricky Godfrey  
Ayo Lewis

**Staff:**

Peter Kim (ORESJ)  
Emaan Ahmed (ORESJ)

**1. Roll Call and Introductions**

Meeting began at 1:14 PM.

3 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).**

No Comment.

**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.**

No quorum. Item moved to the next meeting.

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

Anthony Randolph: Thanked Stephanie Medley and Marcus Walton for leading the adhoc committee work.

All town halls from 6-8 PM.

- Jan 26: East County at Grace Bible Fellowship
- Feb 12: West County at RYSE
- Feb 19: Virtual

Shared and discussed World Café Prompt Development Guide. Will be shared with Table Hosts and there will be ad hoc planning meetings to prep.

Discussed requirements and restrictions regarding quorum for the town halls, as well as the ad hoc planning sessions.

- Can agendaize and make the planning mtg official
- May need to make the Town Halls as official, public meetings

Walked through World Café logistics and structure

Discussed and brainstormed specific prompts for World Café table discussions.

- General:
  - Reframe questions to solicit how community sees their participation, increase their accountability in solutions
  - How to build trust and rapport
- CEF:
  - How to increase community capacity to engage in RJOB?
  - How to build aspects of funding into CEF's work?
  - How to create more accessibility to info on grants/funding opportunities
- Data:
  - What kinds of info/data exactly is community interested in?
  - How to effectively share with accuracy what is already available and how to access?
  - What are ways to make available info more accessible and legible?
- Diversion:
  -

BOS Chair Anderson approved our use of the Wordly account for the meetings to provide real time interpretation via handheld devices

RYSE and Genesis is able to provide funds for the food.

- *Need concrete budget requests for Supervisors*

Sup Gioia has offered his support and would like his office to co-sponsor the West County event.

- *ORESJ will ask Sup Burgis if she would like to do the same; Can also ask Sup Scales-Preston and others.*
- *Subcommittee will request support in form of \_\_\_\_ and sending to networks.*

Eventbrites have been created. Once updated, will publish. Target date for release is Jan 2.

- *Need the Eventbrite links and flyer completed ASAP*

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

- Ad hoc committee sent email requesting RJOB members to sign up for roles and tasks. Need to re-send a second email on behalf of subcommittee.
  - *Staff 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).
- Finalize sign ups of all RJOB members and their designated roles
  - Include any additional non-RJOB volunteers roles
- Finalize plans for prep meeting with RJOB members in Jan
  - Aim to use 1/8/26 CEF meeting as that meeting
  - Must agendize as a special RJOB meeting
- Outreach
  - Create a flyer and an email template to share
    - Aim to send the flyer out by Jan 2 at the latest
    - Maileen and Stephanie (and Cheryl?) to finalize design
      - 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
      - Add Supervisors’ Offices as Co-Sponsor, ORESJ too
  - Provide Supervisors with flyer/info to share in their newsletters and social media
    - Share with Unincorporated Municipal Advisory Councils (MACs)
  - Local media
    - CCTV, County Office of Ed radio, etc
- Budget
  - Refine and specify amounts:
    - Food (for Genesis and RYSE) *Committee will provide ORESJ w/ specific budget ask for food to request of Supes*
    - Interpretation
    - Materials and printing (*Subcommittee will provide needs for ORESJ to provide*)
  - Track and prepare a full budget to inform a larger RJOB budget ask during budget season that includes CEF activities for the year (and other asks from the subcommittees).
- Language Access
  - Will use BOS Wordly account
  - West County will likely need Spanish and possibly 1-2 Asian languages

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

**6. Adjourn**

Meeting adjourned at 2:49 PM.