



CONTRA COSTA COUNTY

Committee Meeting Minutes

Community Advisory Board on Public Safety

Tuesday, March 17, 2026

11:00 AM

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

Gloribel Pastrana called the meeting to order at 11:03 a.m.

1. Roll Call and Introductions

Present

Alexandria Van Hook, and Gloribel Pastrana

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 was received.

3. CONSIDER approving the Record of Action from the October 28, 2025, CAB Outreach & Community Engagement Subcommittee meeting.

[26-944](#)

Attachments:

[DRAFT CAB Outreach & Community Engagement Record of Action
October 28, 2025](#)

Motion:

Van Hook

Second:

Pastrana

Aye:

Van Hook, and Pastrana

Result:

Passed

4. Discuss CAB Outreach & Community Engagement Subcommittee Work Plan.

[26-945](#)

Attachments: [Outreach & Community Engagement Work Plan 2025](#)

Discussion was held.

Public comment was received.

The Subcommittee reviewed the work plan and made several revisions, including marking completed tasks, clarifying tasks, and adding new tasks to further support the Subcommittee's goals. The Office of Reentry & Justice will update the work plan and present it for review and finalization at the next meeting.

5. Discuss strategies for Community Advisory Board (CAB) recruitment and outreach, and review progress on current recruitment efforts.

Discussion was held.

Public comment was received.

The Subcommittee discussed recruitment and outreach strategies, including conducting presentations to increase awareness of the CAB, its mission, and priorities. Outreach efforts discussed included engaging community-based organizations, presenting at Partners & Providers meetings, and participating in PAC meetings. The Subcommittee also discussed developing a one-page CAB summary, FAQ, and outreach materials for tabling events. Members requested clarification on the Subcommittee's role in the recruitment and selection process and a one-page document outlining CAB members' start and end dates.

6. Discuss Marketing and Outreach: Strategies, Materials, Budget, and Implementation Process.

[26-941](#)

Attachments: [Community Advisory Board Outreach Budget](#)

Discussion was held.

Public comment was received.

The Subcommittee reviewed the budget plan and discussed materials for tabling and outreach activities. Some items were deferred pending finalization of the CAB logo, and the Subcommittee identified materials to be purchased at a later date. The Office of Reentry & Justice provided guidance on the CAB budget to assist the Subcommittee in its decision-making.

7. Discuss CAB Membership and Participation Survey Results

[26-942](#)

Attachments: [CAB Engagement Survey Results](#)

Discussion was held.

Public comment was received.

The Subcommittee reviewed the CAB Membership and Participation Survey results and agreed to continue the discussion at the next meeting to allow adequate time for review. The Subcommittee will further discuss which survey questions should be retained or revised and what additional questions should be included. The Subcommittee also discussed the timing of the next survey and is considering administering it in August, following the CAB Retreat in May.

8. Review Community Advisory Board (CAB) Meeting Schedule 2026.

[26-943](#)

Attachments: [DRAFT CAB Meeting Schedule 2026](#)

Discussion was held.

Public comment was received.

The Subcommittee reviewed the CAB Outreach & Community Engagement Subcommittee meeting schedule and confirmed that the proposed dates and times were acceptable to members.

9. The next meeting is currently scheduled for Tuesday, April 28, 2026, at 11 a.m.

Next Steps:

- Review CAB OCEC Work plan
- Discuss Social Media Policy
- Discuss CAB Engagement & Participation Results
- Discuss CAB Logos
- Discuss Marketing and Outreach: Strategies, Materials, Budget, and Implementation Process.

10. Adjourn

The meeting was adjourned at 12:38 p.m. by Gloribel Pastrana. The next scheduled meeting of the Subcommittee is Tuesday, April 28, 2026, 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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