

## CAB Outreach and Community Engagement Committee – 2024 Work Plan

**Objective(s):** Community Outreach & Community Engagement’s Goals

Task	Outcomes Goals	Timeline	Responsible Persons/ Resources
	Task 1 – Survey CAB on the knowledge base of the current CAB members. To be used to evaluate prospective new member applications in terms of the voids in knowledge base of the current CAB membership. This will allow for the search for targeted knowledge base during recruitment process.	January – December <b>(Further review)</b>	<b>(Note: Not a target focus for 2025)</b>
<b>Membership Cultivation</b>	Task 1 - To have the Application listed on the appropriate Contra Costa County websites to recruit for current and future CAB member vacancies.	January – December	All (and ORJ)
	Task 2 – OCEC outreach to County and/or City Boards/Commissions, CBOs, and Faith-Based communities for the recruitment of current and future membership needs.	January – December	All (and ORJ)
	Task 3 – OCEC will work with ORJ in reviewing the CAB membership applications and follow the Operating Guidelines to create an application pool.	January – December <b>(Completed)</b>	All
	Task 4 – Interview the prospective new CAB membership applicants and make recommendations to the full CAB for approval of any new CAB member(s).	January-December <b>(Ongoing)</b>	All
	Task 5 - OCEC shall plan, develop, and schedule Annual Onboarding/Orientation training for new CAB members held in January of each calendar year.	June-December	Brenda (and ORJ)
	Task 6- OCEC will also ensure that all CAB members who are selected to the board after the annual training are offered and receive the essential elements of that orientation to meet their training needs.	January-December <b>(Further review)</b>	All (and ORJ)
<b>Community Outreach</b>	Task 1 – Update the CAB outreach presentation PowerPoint to reflect the current CAB Policy Statement and Platform.	May	ORJ & OCEC Subcommittee
	Task 2 – Identify and Log the County and City Boards/Commissions, CBOs, Faith-Based and community meetings that directly affect the re-entry population. Seek community input, concern, and recommendations for reentry services. For example: HIP, QAC, RSC Steering Committee, CCP, PPC, BOS, etc.	May <b>(Ongoing)</b>	Marcus Dawal <b>(Note: Marcus will draft a list of Board / Committee meetings for CAB to attend and keep track of)</b>

	<p>Task 3 – A CAB representative(s) will attempt to visit monthly or participate by other means a minimum of one County or City Boards/Commissions or COS or community meetings that directly affect the reentry population, in an effort to educate those organizations on the CAB’s purpose, activities, boards the CAB advises and what type of work the CAB is doing in relation to the reentry population. In addition, the CAB representative(s) is to report back to the CAB on the outreached organizations’ basic purposes and on their shared goals and objectives with the CAB.</p>	<p>January-December <b>(Ongoing)</b></p>	<p>Marcus Dawal  <b>(Note: Discuss w/ Full Body what meetings CAB members can attend)</b></p>
	<p>Task 4 – Coordinate the CAB Ambassadors program to assign CAB members to be ambassadors to the BOS and CCP Executive Members in order to create a two-way channel for sharing information between the CAB and the BOS and CCP. Assist CAB in developing messaging of talking points related to the Ambassadors Program.</p>	<p>March – July <b>(Note: discuss assignments. September-October (Meetings to be scheduled))</b></p>	<p>All members (CAB Full Body &amp; ORJ)</p>
	<p>Task 5 – Coordinate the annual CAB Retreat designed to orient both new and existing members. This retreat discusses the CAB's purpose and function while providing an opportunity for team-building activities. Members will also engage in strategizing plans, improving communication, and realigning with the CAB's overall goals.</p>	<p>November – January <b>(Ongoing)</b></p>	<p>All (and ORJ)</p>

## CAB Programs & Services Subcommittee – 2024 Work Plan

Initiative	Sub-Tasks/Benchmarks	Timeline	Responsible Persons/ Resources
<b>Advocacy and Support of CAB Policy Platform</b>	Undertake and brainstorm priority projects and advocacy: <ul style="list-style-type: none"> <li>➤ Expanding Housing resources within the County for reentry beyond AB 109 (support best practice program models, governance structures, make recommendations)</li> <li>➤ Expanding Restorative Justice within the County (support best practice program models, governance structures, make recommendations)</li> <li>➤ Collaborate w/ Other External Boards, Committees or Work Groups (i.e., Measure X CAB)</li> <li>➤ Implicit Bias Training for CAB board members and CBO's that are receiving AB 109 funding</li> <li>➤ ADA Compliances for CBO's receiving AB109 Funding- i.e., wheelchair accessibility if serving individuals daily as well as Recovery Homes with ADA compliances for those needing special accommodations</li> <li>➤ Presentations from all CBO's receiving funding to make presentations before the full CAB</li> </ul>	Ongoing	All
<b>Conduct Survey of Program Service Needs and Present Findings – Government and CBO</b>	<ul style="list-style-type: none"> <li>➤ Programs and Services Qualitative Survey:               <ol style="list-style-type: none"> <li>1. Develop Survey for CBO's and In-Custody Participants</li> <li>2. We will disseminate to AB109 funded agencies and government departments who work with reentry population</li> <li>3. Analyze</li> <li>4. Present CAB with findings/recommendations as related to budget/funds allocations, program success, challenges, etc.</li> </ol> </li> </ul>	Government Agencies & CBOs: Survey finalized by April  May Responses (2-week response period)  June Findings	All & ORJ

<p><b>Promote a Comprehensive Needs Assessment</b></p>	<ul style="list-style-type: none"> <li>➤ Programs and Services Qualitative Data Collection:             <ol style="list-style-type: none"> <li>1. Conduct qualitative interviews with providers as needed post survey findings</li> <li>2. Analyze</li> <li>3. Present CAB with findings/recommendations as related to budget/funds allocations, program success, challenges, etc.</li> </ol> </li> <li>➤ Look at local and regional needs assessment to reentry population/programs:             <ol style="list-style-type: none"> <li>1. Survey Local CABs (e.g., San Francisco, Alameda, etc.)</li> </ol> </li> <li>➤ Provide findings to Policy and Budget Subcommittee</li> <li>➤ Develop a script and set up appointments to visit CBS's and present a report out to the committee.</li> </ul>	<p>August</p> <p>In time for inclusion in CAB'S Policy Brief and/or and Budget Proposal to CCP</p>	<p>All:</p> <p><b>CBO Site Visits:</b></p>
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## Policy and Budget Work Plan 2024

<b>Goal 1: Continue advocating for and tracking progress toward equity in the Criminal Justice System in Contra Costa County</b>				
<b>Key Action Steps</b>	<b>Timeline</b>	<b>Expected Outcome</b>	<b>Work to Date</b>	<b>Responsible</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Review research and data findings on where inequities may exist in the criminal justice system for specific demographics such as race/ethnicity, gender identity, ability, mental health status, etc., and its impact on AB 109 implementation.</li> <li><input type="checkbox"/> Collaborate and assess with the work groups to identify the gaps in housing, employment, and disabilities.</li> </ul>	Complete	<p>Identify to what degree specific demographics such as race/ethnicity, age, gender identity, ability, those experiencing homelessness, are uninsured and mental health status (esp. individuals diagnosed with co-occurring disorders) are being served through AB 109 services.</p> <p>Compile and present the data to the full CAB.</p>		All
<ul style="list-style-type: none"> <li><input type="checkbox"/> Identify gaps in CoCo County’s criminal justice system to CAB to support policy statement or CAB stance on racial and gender justice issues.</li> </ul>	Ongoing	<p>Collaborate with Programs and Services:</p> <p>Subcommittee to ensure questions around equity and inclusion are included in the Community Needs Survey.</p> <p>Report back to committee members information discussed in P&amp;S</p>		Nicole (All)
<b>Goal 2: Develop CAB Policy &amp; Budget Recommendations</b>				
<b>Key Action Steps</b>	<b>Timeline</b>	<b>Expected Outcome</b>	<b>Work to Date</b>	<b>Responsible</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Review CBO &amp; community needs as highlighted in the Programs and Services Subcommittee survey results and align with AB 109 funding for community programs.</li> </ul>	July - October	<p>Develop an informed budget based on community-based organization needs and community input</p>		All
<ul style="list-style-type: none"> <li><input type="checkbox"/> Review quarterly financial reporting presented during CCP meetings to ensure funds are being expended as intended.</li> </ul>	Ongoing	<p>Ongoing monitoring of the use of AB 109 funding.</p> <p>Look for areas based on financial reporting for funds that could be allocated in other areas or align with our CAB recommendations.</p>		All

## Policy and Budget Work Plan 2024

<ul style="list-style-type: none"> <li><input type="checkbox"/> Propose increasing funding for Mental Health Services and propose more equitable access for reentry population</li> <li><input type="checkbox"/> Propose bringing together CBOs and County Agencies to identify culturally appropriate and accessible mental health resources</li> <li><input type="checkbox"/> Consider the implications of CAL-AIM in providing more accessible mental health resources for the reentry population</li> </ul>	<p>Ongoing</p>	<p>Develop a holistic mental health strategy as part of CAB’s policy &amp; budget recommendations</p> <p>Review the AB 109 funding for community programs and make recommendation for funding opportunities for Mental Health Services</p> <p>Develop an informed budget based on Community Based Organization needs and community input.</p>		<p>All</p>
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